

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
MARCH 19, 2013 @ 7:00 P.M.**

The meeting of the Council of The Village of Heisler was held in the Council Chambers at the Village of Heisler Office in Heisler, Alberta on Tuesday March 19, 2013 @ 7:00p.m.

PRESENT: Sean Maciborski Mayor
Dennis Steil Deputy Mayor
Kel Tetz Councillor
Amanda Howell Chief Administrative Officer

CALL TO ORDER:

Mayor Maciborski called the meeting to order at 7:10 p.m.

ADOPTION OF AGENDA:

Motion 936/13

Moved by Councillor Tetz to adopt the agenda with the following change:
Move Fees and Charges Bylaw #476-13 from Bylaws -6.1 to New Business -9.6.

CARRIED

MINUTES:

Motion 937/13

Moved Mayor Maciborski that Heisler Village Council approve the February 20, 2013 Regular Council meeting minutes as presented.

CARRIED

PUBLIC HEARING: NONE

DELEGATIONS: NONE

BYLAWS: Moved to 9.6

POLICIES:

Motion 938/13

Moved by Mayor Maciborski that Heisler Village Council accept the revision of Policy #1208 the Service Agreement Policy as presented.

CARRIED

OLD BUSINESS: NONE

NEW BUSINESS:

March 19, 2013

Tax Sale Auction Date

Motion 939/13

Moved by Deputy Mayor Steil that Heisler Village Council set the date of the Tax Sale Auction for June 13th, 2013 for the sale of the property on the Tax Notification Arrears List.

Terms of the sale will be CASH or CERTIFIED CHEQUE, as is where is. Council sets the reserve bid at **\$1,230.00**. The CAO will advertise the Tax Sale Auction in the Alberta Gazette and the Community Press for the amount of time required by the Municipal Government Act and will send a registered letter to the property owner to inform them of the tax sale date.

CARRIED

Office Closure Request

Motion 940/13

Moved by Mayor Maciborski that Heisler Village Council accept the request from the CAO to close the village office on April 9th and open the office to the public on April 10th and April 11th. CAO will post a sign on the door of the office to notify the public of the change of office hours.

CARRIED

Amendments to the Inter-Municipal Assessment Review Board Agreement and Approval of Bylaw #479-13

Motion 941/13

Moved by Mayor Maciborski that Heisler Village Council approve the revised Inter-Municipal Assessment Review Board Agreement as presented and further instruct the Mayor and CAO to sign the agreement. Heisler Council appoints Harold Haugen, Linda Simpson, Betty Campbell-Chaisson, Jim Chenoweth, Ken Rawluk and Glen Miller as the Local and Composite Assessment Review Board members for a term of 3 years.

CARRIED

Bylaw #479-13 - Establishment of Inter-Municipal Assessment Review Boards

Motion 942/13

Moved by Mayor Maciborski that Heisler Village Council give **first** reading to Bylaw #479-13 for the purpose of approving amendments made to the Inter-Municipal Assessment Review Board Agreement.

CARRIED

Motion 943/13

Moved by Deputy Mayor Steil that Heisler Village Council give **second** reading to Bylaw #479-13 for the purpose of approving amendments made to the Inter-Municipal Assessment Review Board Agreement.

CARRIED

Motion 944/13

Moved by Councillor Tetz that Heisler Village Council proceed to **third and final** reading of Bylaw #479-13 for the purpose of approving amendments made to the Inter-Municipal Assessment Review Board Agreement.

CARRIED

Motion 945/13

Moved by Mayor Maciborski that Heisler Village Council by **unanimous consent** give third and final reading to Bylaw #479-13 for the purpose of approving amendments made to the Inter-Municipal Assessment Review Board Agreement.

CARRIED

Summer Public Works Assistant

Motion 946/13

Moved by Mayor Maciborski that Heisler Village Council instruct CAO to advertise in the newsletter for a Summer Public Works Assistant. Employment will commence July 2, 2013 and end August 31, 2013.

CARRIED

Bylaw #476-13 Fees and Charges Bylaw

Motion 947/13

Moved by Deputy Mayor Steil that Heisler Village Council give **first** reading to Bylaw #476-13 the Fees and Charges Bylaw.

DEFEATED

COUNCILLOR REPORTS:

Mayor Maciborski's written report- FIP meeting notes from February 4, 2013

Mayor Maciborski's verbal report- CAC meeting from March 12, 2012

Deputy Mayor Steil's written report- None

Deputy Mayor Steil's verbal report- None

Councillor Tetz's written report- None

Councillor Tetz's verbal report- None

Public Works Operating Report- January 18 – March 14, 2013

Bylaw Enforcement Report- January-February, 2013

Motion 948/13

Moved by Mayor Maciborski that Heisler Village Council accept the above written/verbal reports as presented.

CARRIED

CAO REPORT AND ACTION LIST:

Motion 949/13

Moved by Mayor Maciborski that Heisler Village Council accept the CAO action list and CAO written report from the February 20/13 Council meeting as information.

CARRIED

FINANCIAL:

Cheque Register

Motion 950/13

Moved by Councillor Tetz that Heisler Village Council accept the February 16th – February 28th, 2013 cheque register #1573- #1588 in the amount of **\$32,115.00** as presented.

CARRIED

Cheque Register

Motion 951/13

Moved by Mayor Maciborski that Heisler Village Council accept the March 1st – March 7th, 2013 cheque register #1589-#1596 in the amount of **\$2,487.16** as presented.

CARRIED

Acceptance of the February 2013 Financial Statement

Motion 952/13

Moved by Councillor Tetz that Heisler Village Council accept the balance shown on the February, 2013 bank statement as presented.

CARRIED

Petty Cash Expenses

Motion 953/13

Moved by Mayor Maciborski that Heisler Village Council instruct CAO to pay the petty cash expenses for March, 2013 in the amount of **\$77.16**.

CARRIED

CAO Travel Expenses

Motion 954/13

Moved by Councillor Tetz that Heisler Village Council approve the travel expenses of CAO, Amanda Howell in the amount of **\$54.50**.

CARRIED

Preliminary cost estimates from Select Engineering – Phase 3 Sewer Project

Motion 955/13

Moved by Mayor Maciborski that Heisler Village Council table agenda item 12.6, Preliminary Cost Estimates from Select Engineering – Phase 3 Sewer Project until the next meeting.

CARRIED

Quote from T&T Instrumentation Inc. and Bonness Supply for 4 Gas Microclip Monitor

Motion 956/13

Moved by Mayor Maciborski that Heisler Village Council accept the Quotes from T&T Instrumentation Inc. and Bonness Supply for a 4 Gas Microclip Monitor for information.

CARRIED

Cheque Register

Motion 957/13

Moved by Mayor Maciborski that Heisler Village Council accept the March 8th – March 15th, 2013 cheque register #1597-#1607 in the amount of \$ **\$5,829.54** as presented.

Mayor Maciborski's Expenses

Motion 958/13

Moved by Councillor Tetz that Heisler Village Council approve Mayor Maciborski's Expenses from January to March, 2013 in the amount of **\$1,001.50** as presented.

CARRIED

CORRESPONDENCE:

13.1- Flagstaff Regional Solid Waste Management Association – 2011 Financial Statements

13.2- Alberta Transportation- Extension of Federal Gas Tax Fund

13.3- News release from Battle River School Division- Assessment in high school

13.4- Flagstaff Food Bank user stats – 2003-2012

13.5- Letter from Parents for Fun in Flagstaff - 2013 Movie in the Park

13.6- Letter and survey results from Lambourne Environmental – Lagoon Survey

13.7- Trail of the Buffalo- Membership Package

13.8- Letter from Flagstaff Community Medical Recruitment & Retention Committee

13.9- Letter from Municipal Affairs- MSI Funding allocation and payment report

Motion 959/13

Moved by Mayor Maciborski that Heisler Village Council accept the Correspondence item numbers 13.1 to 13.9 as information and instruct CAO to include the titles of the letters or memos in the Council meeting minutes.

CARRIED

IN CAMERA:

Motion 960/13

Moved by Mayor Maciborski to go In Camera to discuss personal and personnel items at 8:55 p.m.

CARRIED

OUT OF CAMERA:

Motion 961/13

Moved by Mayor Maciborski to go Out of Camera at 9:00 p.m.

CARRIED

Letter from Campground Representative

Motion 962/13

Moved by Mayor Maciborski that Heisler Village Council table agenda item 14.1 until the next meeting.

CARRIED

DATE OF NEXT REGULAR COUNCIL MEETING:

April 18, 2013 at 7:00pm

ADJOURNMENT:

As all items on the agenda were discussed, Mayor Maciborski adjourned the meeting at 9:10

p.m.

X

Sean Maciborski
Mayor

X

Amanda Howell
CAO

March 19, 2013