

**VILLAGE OF HEISLER  
REGULAR COUNCIL MEETING MINUTES  
HELD IN COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE  
MARCH 21, 2012 @ 7:00 P. M.**

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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 Wednesday March 21, 2012 @ 7:00p.m.

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

**CALL TO ORDER:**

Mayor Maciborski called the meeting to order at 7:00 p.m.

**ADOPTION OF AGENDA:**

**Motion 505/12**

Moved by Councillor Tetz to adopt the agenda with the following changes:

**Additions:**

Under Old Business

8.6-AUC Transmission Line Amendments for Council's Information

Under New Business

9.9d-Motion from Council to appoint Gary Barber at Wainwright Assessment as Heisler's property assessor from 2011 to 2013

Under Councillor Reports

10.5a-Cost break down from Bylaw enforcement officer for Council's Information

Under CAO Report and Action List

11.2-Grant info attachment for Council's Information

Under Financial

12.9-Invoice from Flagstaff Regional Housing Group

**Deletions:**

Under 14.3, 14.4, 14.5, 14.6, 14.7

Resumes from STEP and Public Works Applicants

**CARRIED**

**MINUTES:**

**Motion 506/12**

Moved by Mayor Maciborski that Heisler Village Council approve the February 22, 2012 Regular Council meeting minutes as presented.

**CARRIED**

**Motion 507/12**

Moved by Mayor Maciborski that Heisler Village Council approve the February 22, 2012

Special Council meeting minutes as presented.

**CARRIED**

**Motion 508/12**

Moved by Mayor Maciborski that Heisler Village Council approve the February 9, 2012 Special Council meeting minutes as presented.

**CARRIED**

**PUBLIC HEARING:**      **NONE**

**DELEGATIONS:**      Council welcomed Brian King to the meeting at 7:15 p.m. to present the 2011 audit information.

**Motion 509/12**

Moved by Councillor Tetz that Heisler Village Council accept the 2011 audit statements from Brian King as presented.

**CARRIED**

Council welcomed Eunice Munro to the meeting at 7:30 p.m.

**Motion 510/12**

Moved by Deputy Mayor Steil that Heisler Village Council appoint Eunice Munro as Director of Emergency Management for the Village of Heisler.

**CARRIED**

**BYLAWS:**

**Reading of Bylaw #463-12 the Tax Rate Bylaw for 2012**

**Motion 511/12**

Moved by Deputy Mayor Steil that Heisler Village Council give **first** reading to Bylaw #463-12, the Tax Rate Bylaw for 2012.

**CARRIED**

**Motion 512/12**

Moved by Mayor Maciborski that Heisler Village Council give **second** reading to Bylaw #463-12, the Tax Rate Bylaw for 2012.

**CARRIED**

**Motion 513/12**

Moved by Councillor Tetz that Heisler Village Council proceed to **third and final** reading to Bylaw #463-12, the Tax Rate Bylaw for 2012.

**CARRIED**

**Motion 514/12**

Moved by Mayor Maciborski that Heisler Village Council by **unanimous consent** give **third and final** reading to Bylaw #463-12, the Tax Rate Bylaw for 2012.

**CARRIED UNANIMOUSLY**

**POLICIES:**      **NONE**

**OLD BUSINESS:**

**Letter from Flagstaff County – Fire agreement extension**

**Motion 515/12**

Moved by Deputy Mayor Steil that Heisler Village Council extend the current fire agreement with Flagstaff County until August 31, 2012.

**CARRIED**

**Heisler Events request from Doug Griffith's Office**

**Motion 516/12**

Moved by Mayor Maciborski that Heisler Village Council table agenda item 8.2, letter from Doug Griffith's office until the next meeting.

**CARRIED**

**Sewer upgrading phases**

**Motion 517/12**

Moved by Mayor Maciborski that Heisler Village Council accept the sewer upgrading phases for information.

**CARRIED**

**Appointment of FOIP officer**

**Motion 518/12**

Moved by Deputy Mayor Steil that Heisler Village Council appoint Amanda Howell as the FOIP Officer for the Village of Heisler.

**CARRIED**

**AUC Transmission Line Amendments – For Council's Information**

Council accepted for information.

**NEW BUSINESS:**

**End of Summer Celebration – Movie in the Park 2012**

**Motion 520/12**

Moved by Mayor Maciborski that Heisler Village Council instruct Interim CAO to forward Movie in the Park information to the Heisler Agricultural Society and the Heisler Elks.

**CARRIED**

**Bi-Annual Playground Maintenance Review**

**Motion 521/12**

Moved by Mayor Maciborski that Heisler Village Council accept the Bi-Annual Playground Maintenance Review for information.

**CARRIED**

**Alberta Gaming and Liquor Commission – Municipal Vote Required**

**Motion 522/12**

Moved by Deputy Mayor Steil that Heisler Village Council instruct Interim CAO to start the proceedings regarding a plebiscite for the Heisler Agricultural Society to obtain a liquor license with the wording of the question as: Are you FOR or AGAINST the Heisler Agricultural Society obtaining a Class C Club liquor license to sell liquor at the recreation centre in Heisler?

**CARRIED**

**Protruding Curb Stops**

**Motion 523/12**

Moved by Deputy Mayor Steil that Heisler Village Council instruct Interim CAO to start the process of repairing protruding curb stops.

**DEFEATED**

**Motion 524/12**

Moved by Mayor Maciborski that Heisler Village Council instruct Interim CAO to have Public Works paint protruding curb stops on sidewalks.

**CARRIED**

**New Canada Flag for administration building**

Interim CAO will look into prices and purchase replacement flags for all of the poles within the Village.

**Fridge for administration building**

**Motion 525/12**

Moved by Mayor Maciborski that Heisler Village Council approve the purchase of a fridge for the administration building for a cost of under \$200.00

**CARRIED**

**Updated FIP Terms of Reference – For Council’s Approval**

**Motion 526/12**

Moved by Councillor Tetz that Heisler Village Council accept the changes to Flagstaff Intermunicipal Partnership’s Terms of Reference and to instruct Interim CAO to inform the FIP Coordinator of Council’s acceptance.

Council accepts:

Operating Budget

1. On an annual basis, the committee will recommend that individual councils accept and fund the annual operating budget utilizing equalized assessment of residential, non-residential and farmland property of all participating municipalities.
2. Payment of this requisition is mandatory to retain membership within the committee.
3. Projects outside the operating budget are optional based upon individual member municipality.

**CARRIED**

**Letter from Mr. Leon Benoit – Queen’s Diamond Jubilee**

**Motion 527/12**

Moved by Mayor Maciborski that Heisler Village Council instruct Interim CAO to advertise the Diamond Jubilee celebration funding information in the April, 2012 newsletter.

**CARRIED**

**Letter from Municipal Affairs – Awards for Municipal Excellence**

**Motion 528/12**

Moved by Deputy Mayor Steil that Heisler Village Council accept the letter for information.  
**CARRIED**

**Letter from Flagstaff Regional Solid Waste Management – Allied Paper Recycling**

**Motion 529/12**

Moved by Mayor Maciborski that Heisler Village Council accept letter from FRSWM as information.

**CARRIED**

**Municipal Climate Change Action Centre - Building Retrofit**

**Motion 530/12**

Moved by Mayor Maciborski that Heisler Village Council instruct Interim CAO to proceed with the AAMDC and MCCAC building retrofit initiative.

**CARRIED**

**Motion from Council – Appoint Gary Barber as Assessor**

**Motion 531/12**

Moved by Deputy Mayor Steil that Heisler Village Council appoint Gary Barber from Wainwright Assessment as the Village of Heisler’s Property Assessor from 2011 – 2013 at a cost of **\$3,500.00** plus GST per year.

**CARRIED**

**Appointment of Returning Officer**

**Motion 532/12**

Moved by Deputy Mayor Steil that Heisler Village Council appoint Amanda Howell as the Returning Officer for the Village of Heisler.

**CARRIED**

**COUNCILLOR REPORTS:**

Mayor Maciborski’s written report- Flagstaff Regional Solid Waste Management notes from Feb 27/12 meeting

Deputy Mayor Steil’s written report- RCMP Report – Verbal report, Flagstaff Regional Housing Group -Verbal report

Councillor Tetz’s written report- Heisler Fire Department February 14<sup>th</sup>, 2012 meeting – Verbal report, Flagstaff Family and Community Services meeting – Verbal report

Public Works written report- March, 2012 operating report

Bylaw Enforcement Officer written report- February report, Cost break down for bylaw enforcement fees

**Motion 533/12**

Moved by Deputy Mayor Steil that Heisler Village Council accept the above written reports as information.

**CARRIED**

**CAO REPORT AND ACTION LIST:**

**CAO Action List and CAO written report**

**Motion 534/12**

Moved by Mayor Maciborski that Heisler Village Council accept the CAO action list and CAO written report from the February 22, 2012 Regular and February 9, 2012 Special council meetings as information.

**CARRIED**

**FINANCIAL:**

**Cheque Register**

**Motion 535/12**

Moved by Deputy Mayor Steil that Heisler Village Council accept the March 1<sup>st</sup>-14<sup>th</sup>, 2012 cheque register #1127-#1142 in the amount of **\$8,805.39** as presented.

**CARRIED**

**Cheque Register**

**Motion 536/12**

Moved by Mayor Maciborski that Heisler Village Council accept the cheque register #1094-#1126 for February, 2012 in the amount of **\$40,557.71** as presented.

**CARRIED**

**Cheque Register legislation - Information for Council**

Council accepted for information.

**February 2012 - Financial Statement**

**Motion 537/12**

Moved by Deputy Mayor Steil that Heisler Village Council accept the balance shown on the February, 2012 bank statement as presented.

**CARRIED**

**Quote from WFR Wholesale & Fire Rescue Ltd.**

Council accepted for information.

**Quotes for Heisler T-Shirts**

**Motion 538/12**

Moved by Deputy Mayor Steil that Heisler Village Council approve the quote from Main Street Medley of **\$165.00** plus GST for 15 Heisler T-shirts.

**CARRIED**

**Petty Cash Expenses**

**Motion 539/12**

Moved by Mayor Maciborski that Heisler Village Council instruct Interim CAO to pay the petty cash expenses for March, 2012 in the amount of **\$47.24**.

**CARRIED**

**Invoices from the Village of Forestburg**

**Motion 540/12**

Moved by Deputy Mayor Steil that Heisler Village Council instruct Interim CAO to pay the Village of Forestburg invoices #20120030 and #20120037 in the total amount of **\$1,453.18**.

**CARRIED**

**Invoice from Flagstaff Regional Housing Group – 2012 Requisition**

**Motion 541/12**

Moved by Mayor Maciborski that Heisler Village Council approve the payment to FRHG for the 2012 requisition in the amount of **\$1,698.00**.

**CARRIED**

**CORRESPONDENCE:**

- Camrose County, Champion in Wood Bioenergy
- Safety Codes Council Awards Program
- Big Sky Summit Conference
- Canadian Professional Management Services
- Communities ChooseWell Program
- AMSC membership overview
- AUC Transmission lines – review resumes
- Alberta Municipal Health and Safety Association newsletter
- Productive Workplaces newsletter
- Going green with Vbine Vertical Axis Wind Turbine information
- Alberta Urban Municipalities Association – Local Matters Campaign
- Alberta Municipal Health and Safety Association – Annual General Meeting information
- Parkland Regional Library Board meeting highlights

**Motion 542/12**

Moved by Councillor Tetz that Heisler Village Council accept the Correspondence as information.

**CARRIED**

**IN CAMERA:**

**Motion 543/12**

Moved by Mayor Maciborski to go In Camera to discuss personnel issues at 9:40 p.m.

**CARRIED**

**OUT OF CAMERA:**

**Motion 544/12**

Moved by Mayor Maciborski to go Out of Camera at 10:00 p.m.

**CARRIED**

**Interim CAO contract review/renewal and performance review**

**Motion 545/12**

Moved by Deputy Mayor Steil that Heisler Village Council extend Interim CAO, Amanda Howell's contract until November 1, 2012, to grant a \$1.00 wage increase and give Interim CAO 2 weeks of holidays. Council will conduct a performance review at the end of October, 2012.

**CARRIED**

**DATE OF NEXT REGULAR COUNCIL MEETING:**

April 18, 2012 at 7:00pm

**ADJOURNMENT:**

As all items on the agenda were discussed, Mayor Maciborski adjourned the meeting at 10:25 p.m.

X

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Sean Maciborski  
Mayor

X

Amanda Howell  
Interim CAO