

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN THE COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
MARCH 21, 2018 @ 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 Wednesday March 21, 2018 @ 7:00 p.m.

PRESENT: Bonita Wood Mayor
 Brandon Martz Deputy Mayor
 Jon Williams Councillor
 Amanda Howell Chief Administrative Officer

CALL TO ORDER:

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

ADOPTION OF AGENDA:

Motion 429/18

Moved by Deputy Mayor Martz to adopt the agenda with the following additions:

9.2 - Letter from Brenda Loesch

9.3 - Battle River Railway Train Excursions

CARRIED

MINUTES:

Motion 430/18

Moved by Councillor Williams that Heisler Council adopt the February 15, 2018 regular council meeting minutes as presented.

CARRIED

DELEGATIONS:

Brian King of Brian King Professional Corporation @ 7:15p.m.

Council welcomed Brian King, Auditor to the meeting at 7:05 p.m. Brian attended the meeting to present the 2017 audited financial statements to Council. He explained the statements to council and answered questions. Council thanked Brian for attending the meeting; he left the meeting at 7:20 p.m.

Motion 431/18

Moved by Councillor Williams that Heisler Council accept the delegation of Brian King and accept the 2017 audited financial statements as presented.

PUBLIC HEARING: NONE

BYLAWS: NONE

March 21, 2018

AA

BW

POLICIES:

Public Participation Policies and Public Notification – A Guide for Municipalities

Motion 432/18

Moved by Mayor Wood that Heisler Council accept agenda item 7.1 - Public Participation Policies and Public Notification – A Guide for Municipalities for information.

CARRIED

Councillor Codes of Conduct – A Guide for Municipalities

Motion 433/18

Moved by Mayor Wood that Heisler Council accept agenda item 7.2 - Councillor Codes of Conduct – A Guide for Municipalities for information.

CARRIED

OLD BUSINESS: NONE

NEW BUSINESS:

Flagstaff Regional Emergency Services Committee – Draft Business Plan for Society

Motion 434/18

Moved by Deputy Mayor Martz that Heisler Council accept the draft Business Plan as presented and instruct the CAO to provide feedback on the draft plan to the Committee as requested.

Council would like more consideration of fire hall buildings (stand alone and non-stand alone; how to fund maintenance, etc. In addition, council is concerned with loss of asset value with no compensation.

CARRIED

Letter from Brenda Loesch

Motion 435/18

Moved by Deputy Mayor Martz that Heisler Council instruct the CAO to draft a letter to the property owner at lot 23, block 10, plan 7621690 to request that the property owner ensure their downspouts and other drainage apparatus are placed appropriately on their property so as to not drain onto neighbouring properties.

CARRIED

Battle River Railway Train Excursions

Motion 436/18

Moved by Mayor Wood that Heisler Council purchase 4 tickets @ \$50.00 each and give an opportunity for the public to put their name into a draw to win the tickets for the April 14, 2018 Battle River Train Excursions Fundraiser. The CAO will advertise the opportunity in the April newsletter and at the post office. The draw will take place on April 11th at the village office and the winner will be contacted by phone. There will be one draw of 4 tickets.

CARRIED

March 21, 2018

AA

du

COUNCILLOR REPORTS:

Mayor Wood's written report – Flagstaff Family & Community Services – February 22/18
Mayor Wood's verbal report – None
Deputy Mayor Martz's written report – Flagstaff Waste Management – February 26/18 meeting minutes
Deputy Mayor Martz's verbal report – None
Councillor William's written report – None
Councillor William's verbal report – Flagstaff Intermunicipal Partnership Committee – March 5/18
Public Works written operating report – February 10-March 14/18
Bylaw Enforcement written report – February, 2018
Director of Emergency Management written report – None
Motion 437/18
Moved by Deputy Mayor Martz that Heisler Council accept the Council, Public Works, Bylaw Enforcement and Emergency Management reports as presented.
CARRIED

CAO REPORT AND ACTION LIST:

Motion 438/18
Moved by Councillor Williams that Heisler Council accept the Action List and CAO written report from the February 15, 2018 regular council meeting as information.
CARRIED

FINANCIAL:

Cheque Register

Motion 439/18
Moved by Councillor Williams that Heisler Council accept the cheque register #20113979-#20113919 for February 1-28, 2018 in the amount of \$41,531.80 as presented.
CARRIED

Cheque Register

Motion 440/18
Moved by Mayor Wood that Heisler Council accept the cheque register #20113920-#20113933 for March 1-15, 2018 in the amount of \$25,446.14 as presented.
CARRIED

Acceptance of Petty Cash Expenses

Motion 441/18
Moved by Deputy Mayor Martz that Heisler Council instruct the CAO to pay the petty cash expenses for March 2018 in the amount of \$24.15.
CARRIED

February Financial Statement

Motion 442/18
Moved by Mayor Wood that Heisler Council accept the balance shown on the February 2018

March 21, 2018

CA
be

Financial Statement as presented.

CARRIED

Water Treatment Plant – Roof Repair Quotes

Motion 443/18

Moved by Councillor Williams that Heisler Council accept the quotes for information and instruct the CAO to gather additional details about the quote received from Command Roofing Ltd. and present the information to council at the April meeting.

CARRIED

CORRESPONDENCE:

Motion 444/18

Moved by Mayor Wood that Heisler Council accept the Correspondence item numbers 13.1 to 13.8 as information and instruct the CAO to include the titles of the letters or memos in the Council meeting minutes.

- 13.1 ATAP Infrastructure Management Ltd. – Flagstaff Regional SCADA Assessment & Site Assessment Summary
- 13.2 Parkland Regional Library Meeting Synopsis – S. Weselak, Parkland Regional Library Representative
- 13.3 Interagency Minutes – March 6 and February 6/18
- 13.4 9th Annual End of Summer Celebration – Movie in the Park 2018
- 13.5 ASH can help your municipality prepare for cannabis legalization
- 13.6 Flagstaff Regional Solid Waste Management Association – Annual Calculation – Unfunded Accrued Closure/Post Closure Liability – year end 2017
- 13.7 Alberta Municipal Affairs – Project Acceptance
- 13.8 Aquatech Diving Services – 2018 Reservoir Cleaning & Inspection Report

CARRIED

Recess Meeting

Motion 445/18

Moved by Councillor Williams that Heisler Council recess the meeting at 9:45 p.m.

CARRIED

Reconvene Meeting

Motion 446/18

Moved by Councillor Williams that Heisler Council reconvene the meeting at 9:48 p.m.

CARRIED

IN CAMERA

Motion 447/18

Moved by Mayor Wood to go In Camera to discuss two Land items and a Personnel item at 9:48 p.m.

CARRIED

March 21, 2018

CAJ
bw

OUT OF CAMERA

Motion 448/18

Moved by Mayor Wood to go Out of Camera at 10:40 p.m.

CARRIED

Land Item – Letter from Property Owners – Lots 4&5, Block 2, Plan 1810 B.O.

Motion 449/18

Moved by Mayor Wood that Heisler Council approve the request from the property owners, Noreen Steil and Patricia Schulte to attend the May council meeting. Council instructs the CAO to inform Noreen and Patricia of the date of the May meeting once the date has been approved at the April meeting. In addition, Council instructs the CAO to draft a letter to the property owners to provide clarification of Council's decision to pay \$475 of the invoice for the utility installation at the said property.

CARRIED

Land Item – Smoke at Lot 14, Block 4, Plan 1810 B.O.

Motion 450/18

Moved by Mayor Wood that Heisler Council instruct the CAO to draft a letter to the property owner to request that he install an appropriate chimney as recommended by fire personnel so as to not create a nuisance or hazard to neighbouring properties, and to please considerate of the neighbours when burning in his stove.

CARRIED

DATE OF NEXT REGULAR COUNCIL MEETING:

April 18, 2018 @ 7:00 p.m.

ADJOURNMENT:

As all items on the agenda were discussed, Mayor Wood adjourned the meeting at 10:45 p.m.

X



Bonita Wood
Mayor

X



Arranda Howell
CAO