

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN THE COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
MAY 16, 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 May 16, 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 482/18

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

12.7 – Summer Public Works Assistant travel expenses

CARRIED

MINUTES:

Motion 483/18

Moved by Deputy Mayor Martz that Heisler Council adopt the April 18, 2018 regular council meeting minutes as presented.

CARRIED

DELEGATIONS:

Patty Schulte and Noreen Steil @ 7:05p.m.

Council welcomed Patty and Noreen to the meeting at 7:05 p.m. Patty explained their confusion as to why they were responsible to pay for the installation of the utility services at their main street lots. She provided council with some information as to what other municipalities do with regards to property development, and she expressed her opinion that the policy in which property owners/developers pay the cost of developing their property should be overturned. Council thanked Patty and Noreen for attending the meeting; Patty finished her delegation at 7:15 p.m.

Motion 484/18

Moved by Deputy Mayor Martz that Heisler Council accept the delegation of Patty Schulte and Noreen Steil as information. Council instructs the CAO to add "Letter to Noreen Steil and Patty Schulte" to the agenda under Old Business, 8.1.

CARRIED

Bm

May 16, 2018

Mike Murphy @ 7:35 p.m.

Council welcomed Mike Murphy, Joe Kingma and two of their colleagues to the meeting at 7:15 p.m. The group attended the meeting to present their ideas for the Heisler School property and building; a marijuana grow and distribution facility. Joe spoke for the group during the delegation; he provided details of their plan and answered questions. He explained their plan to submit an application to Health Canada for a license to grow cannabis subsequent to receiving a development permit from Flagstaff County and their colleagues provided some details of the logistics of growing cannabis commercially. Joe requested a letter of support from Heisler Council for their endeavor; as their proposal requires support from the Village prior to potential development permit approval from Flagstaff County. Council thanked Joe and the rest of the gentlemen for attending the meeting; they left the meeting at 7:50 p.m.

Motion 485/18

Moved by Councillor Williams that Heisler Council accept the delegation of Mike Murphy for information. Council instructs the CAO to add "Letter of Support for Heisler School Project" to the agenda under New Business, 9.3.

CARRIED

Bob Coutts, Chairperson – Flagstaff Intermunicipal Partnership @ 8:30 p.m.

Council welcomed Bob Coutts to the meeting at 8:20 p.m. Bob attended the meeting to provide details of the Regional Governance project, an initiative of the Flagstaff Intermunicipal Partnership Committee (FIP). He explained some of the background of the project and answered questions. Council thanked Bob for attending the meeting; he left at 9:08 p.m.

Motion 486/18

Moved by Mayor Wood that Heisler Council accept the delegation of Bob Coutts for information.

CARRIED

Recess Meeting

Motion 487/18

Moved by Councillor Williams that Heisler Council recess the meeting at 9:08 p.m.

CARRIED

Reconvene Meeting

Motion 488/18

Moved by Councillor Williams that Heisler Council reconvene the meeting at 9:11 p.m.

CARRIED

PUBLIC HEARING: NONE

BYLAWS:

2018 Tax Rate Bylaw #507-18

Motion 489/18

Moved by Deputy Mayor Martz that Heisler Council gives first reading to Bylaw #507-18 the 2018 Tax Rate Bylaw.

CARRIED

Bm

May 16, 2018

Motion 490/18

Moved by Mayor Wood that Heisler Council gives **second** reading to Bylaw #507-18 the 2018 Tax Rate Bylaw.

CARRIED

Motion 491/18

Moved by Councillor Williams that Heisler Council proceeds to **third and final** reading of Bylaw #507-18 the 2018 Tax Rate Bylaw.

CARRIED

Motion 492/18

Moved by Mayor Wood that Heisler Council by **unanimous consent** gives third and final reading to Bylaw #507-18 the 2018 Tax Rate Bylaw.

CARRIED UNANIMOUSLY

Repeal Bylaws #82, 88, 97, 104, 106, 108 Bylaw #508-18

Motion 493/18

Moved by Deputy Mayor Martz that Heisler Council gives **first** reading to Bylaw #508-18 the Repeal Bylaws #82, 88, 97, 104, 106, 108 Bylaw.

CARRIED

Motion 494/18

Moved by Councillor Williams that Heisler Council gives **second** reading to Bylaw #508-18 the Repeal Bylaws #82, 88, 97, 104, 106, 108 Bylaw.

CARRIED

Motion 495/18

Moved by Mayor Wood that Heisler Council proceeds to **third and final** reading of Bylaw #508-18 the Repeal Bylaws #82, 88, 97, 104, 106, 108 Bylaw.

CARRIED

Motion 496/18

Moved by Deputy Mayor Martz that Heisler Council by **unanimous consent** gives third and final reading to Bylaw #508-18 the Repeal Bylaws #82, 88, 97, 104, 106, 108 Bylaw.

CARRIED UNANIMOUSLY

POLICIES:

Municipal Emergency Plan - Policies and Procedures

Motion 497/18

Moved by Deputy Mayor Martz that Heisler Council approve the revised Municipal Emergency Plan as presented -

- Policy #1300- Municipal Notification of Emergency Event
- Policy #1301- Activation of Municipal Emergency Operations Centre
- Procedure #1302- Emergency Operations Centre Start-Up
- Procedure #1303- Declaration of State of Local Emergency (SOLE)
- Procedure #1304- Communications
- Procedure #1305- EOC Blackout
- Procedure #1306- Public Information Officer (PIO)

CARRIED

Bm CA

Snow Removal Policy #3200

Motion 498/18

Moved by Councillor Williams that Heisler Council instruct the CAO to add snow removal at the rear parking lot behind the Heisler Community Cultural Centre to section 6.4.4 of the Snow Removal Policy; move snow removal at the walking trails to 6.4.5, and present the revised policy to Council at the June meeting.

CARRIED

OLD BUSINESS:

Letter to Noreen Steil and Patricia Schulte

Motion 499/18

Moved by Councillor Williams that Heisler Council instruct the CAO to draft a letter of explanation of the supports that they have received from the village to-date, and are eligible to apply for in 2018 concerning their property at lots 4&5, block 2, plan 1810 B.Q.

CARRIED

NEW BUSINESS:

Open Letter – Correction Line Oil Road

Motion 500/18

Moved by Deputy Mayor Martz that Heisler Council instruct the CAO to draft a letter of concern on behalf of county and village residents with regards to the County's plan to convert the correction line oil road back to gravel.

CARRIED

Email from Lorne Ingrey - Drainage

Motion 501/18

Moved by Deputy Mayor Martz that Heisler Council instruct the CAO draft a letter to Mr. Ingrey in response to his offer to inform council of his drainage solution; as council is interested in learning Lorne's idea.

CARRIED

Letter of Support for Heisler School Project

Motion 502/18

Moved by Mayor Wood that Heisler Council provide a letter of support from the Village of Heisler to Johannes Kingma of 1262430 Alberta Ltd. for their development permit application and cannabis production license application to develop a marijuana grow and distribution facility at the old Heisler school property.

CARRIED

COUNCILLOR REPORTS:

Mayor Wood's written report – None

Mayor Wood's verbal report – None

Deputy Mayor Martz's written report – Flagstaff Regional Solid Waste Management Association– April 30/18 meeting minutes

Deputy Mayor Martz's verbal report – None

Bm 

May 16, 2018

Councillor William's written report – None

Councillor William's verbal report – Community Advisory Committee (CAC) – May 7/18,
Flagstaff Intermunicipal Partnership Committee (FIP) – May 7/18

Public Works written operating report –April 11-May 9/18 & John Deere 772CH Grader
Bylaw Enforcement written report – April, 2018

Director of Emergency Management written report – Borderlands Regional Preparedness
Partnership

Motion 503/18

Moved by Deputy Mayor Martz that Heisler Council accept the Council, Public Works, Bylaw Enforcement and Emergency Management reports as presented. In addition, Councillor Williams moved to instruct the CAO to request a quote from Sunderman Trucking Ltd. for grader services for snow removal and gravel road maintenance, and research equipment that would better suit the village for snow removal and gravel road maintenance, and present the information back to council for consideration. Council accepts the quote from Mitchell Oberg of approximately \$5,300 for repair to the differential seals on the John Deere 772CH grader to be funded by MSI Capital grant dollars.

CARRIED

CAO REPORT AND ACTION LIST:

Motion 504/18

Moved by Mayor Wood that Heisler Council accept the Action List, CAO written report from the April 18, 2018 regular council meeting and the April 13 and April 27, 2018 Battle River Economic Opportunities Committee meeting minutes as information.

CARRIED

FINANCIAL:

April Financial Statement

Motion 505/18

Moved by Mayor Wood that Heisler Council accept the balance shown on the April 2018 Financial Statement as presented.

CARRIED

Mayor, Bonita Wood Meeting & Travel Expenses

Motion 506/18

Moved by Deputy Mayor Martz that Heisler Council instruct the CAO to pay Mayor, Bonita Wood's meeting & travel expenses for January 17-April 18, 2018 in the amount of \$644.00.

CARRIED

Councillor, Jon Williams Meeting & Travel Expenses

Motion 507/18

Moved by Mayor Wood that Heisler Council instruct the CAO to pay Councillor, Jon Williams' meeting & travel expenses for January 17 – April 18, 2018 in the amount of \$903.00.

CARRIED

Bm QA

Water Plant Upgrade – Cost Estimates

Motion 508/18

Moved by Councillor Williams that Heisler Council ratify the decision to approve the recommendations from ATAP Infrastructure Management Ltd. and 2nd Floor Computers Inc. and the estimated costs associated with the site specific and regional server portions of the SCADA upgrade project in the amount of \$64,200, plus GST, and approve the cost increase of \$682 for the IT Support Contract from 2nd Floor Computers Inc.

CARRIED

Tender – 2018 Ball Diamond Maintenance

Motion 509/18

Moved by Deputy Mayor Martz that Heisler Council accept the tender, submitted by Sheldon Steil for \$900.00 for floating the ball diamonds during the 2018 season from May 16-August 15, 2018.

CARRIED

Invoice from Command Roofing Ltd. - Water Treatment Plant – Roof Repair

Motion 510/18

Moved by Mayor Wood that Heisler Council approve the additional cost of \$4,050, plus GST and instructs the CAO to pay the invoice #957 from Command Roofing Ltd. totaling \$11,928 including GST for replacement of the roof at the water treatment plant.

CARRIED

Summer Public Works Assistant, Kirsten Knievel's Travel Expenses

Motion 511/18

Moved by Deputy Mayor Martz that Heisler Council instruct the CAO to pay Summer Public Works Assistant, Kirsten Knievel's travel expenses for May 14, 2018 in the amount of \$83.50.

CARRIED

CORRESPONDENCE:

Motion 512/18

Moved by Deputy Mayor Martz that Heisler Council accept the Correspondence item numbers 13.1 to 13.7 as information and instruct the CAO to include the titles of the letters or memos in the Council meeting minutes.

- 13.1 Cheque Register – April 16-30, 2018
- 13.2 Alberta Historical Resources Foundation – Alberta Historical Resource Foundation's Heritage Awards 2018
- 13.3 Flagstaff County – Peace Officer Quarterly Report – Quarter One
- 13.4 Alberta Seniors and Housing – Seniors' Week
- 13.5 Interagency Minutes – May 1/18
- 13.6 Flagstaff County – Emergency Services Committee Meeting - Recommendation
- 13.7 Letter from Alberta Urban Municipalities Association (AUMA) to the Prime Minister of Canada – Kinder Morgan Trans Mountain Pipeline Expansion Project

BM

May 16, 2018

CARRIED

DATE OF NEXT REGULAR COUNCIL MEETING:

June 13, 2018 @ 7:00 p.m.

ADIJOURNMENT:

As all items on the agenda were discussed, Mayor Wood adjourned the meeting at 10:55 p.m.

X 

Benita Wood
Mayor

Deputy Brandon Wartz

X 

Amanda Howell
CAO