

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN THE COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
MAY 18, 2017 @ 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 Thursday May 18, 2017 @ 7:00 p.m.

PRESENT:

Kel Tetz	Mayor
Dennis Steil	Deputy Mayor
Morgan Doege	Councillor
Amanda Howell	Chief Administrative Officer

CALL TO ORDER:

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

ADOPTION OF AGENDA:

Motion 193/17

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

12.11 - Public Works Foreman Expenses

12.12 - 2017 Capital Project Quotations

14.2 - Personnel Item

CARRIED

MINUTES:

Motion 194/17

Moved by Mayor Tetz that Heisler Village Council adopt the April 4, 2017 regular council meeting minutes as presented.

CARRIED

DELEGATIONS:

Mickey Heisler at 7:05 p.m.

Council welcomed Mickey Heisler to the meeting at 7:03 p.m. Mickey attended the meeting to discuss with council a plan to arrange a work bee to complete some painting/repairing, etc. at Irene Parlby Park ahead of the celebration in July. Administration informed Mickey that the village is currently working on an upgrade project at the campground/park and that paint and other related supplies costs could be worked into the project. Council thanked Mickey for attending the meeting; he left at 7:08 p.m.

Motion 195/16

Moved by Deputy Mayor Steil that Heisler Village Council accept the delegation of Mickey Heisler as presented.

CARRIED

Michelle Ross at 7:35 p.m.

Council welcomed Michelle Ross to the meeting at 7:18 p.m. Michelle attended the meeting to talk with council about the amount of standing water on her north lot. She informed council of her concern that the water flooded her basement and requested that the village take measures so that the water can drain off her property and prevent future flooding. She is also concerned that her adjacent neighbour's downspout drains onto her property. Council thanked Michelle for attending the meeting; she left at 7:30 p.m.

Motion 196/17

Moved by Deputy Mayor Steil that Heisler Village Council accept the delegation of Michelle Ross as presented.

CARRIED

David Wolbeck at 8:05 p.m.

Council welcomed David Wolbeck to the meeting at 8:00 p.m. David attended the meeting on behalf of the Heisler Agricultural Society to discuss potential solutions to the drainage issues at the rear (northeast) end of the recreation centre. The Ag Society is planning to install an overhead door at the back of the former skating rink and would like to construct an access road between the recreation centre and basketball court. David suggested that the Ag Society work together with the village to complete the project; the village install a culvert or swale to drain water away from the road and the Ag Society build the road and add gravel. Council thanked David for attending the meeting; he left at 8:11 p.m.

Motion 197/17

Moved by Councillor Doege that Heisler Village Council accept the delegation of David Wolbeck as presented.

CARRIED

Noreen Steil at 8:35 p.m.

Council welcomed Noreen Steil to the meeting at 8:35 p.m. Noreen attended the meeting to discuss the future of the Alberta Treasury Branch (ATB) in Heisler. She informed council that she has been attempting to and has tentatively succeeded in locating an appropriate building to operate the ATB in Heisler subsequent to the fire. Council was informed that the property is located in a residential zone; administration then explained what is required should the property owner choose to apply to have the property rezoned to accommodate a commercial use. Council thanked Noreen for attending the meeting; she left at 8:47 p.m.

Motion 198/17

Moved by Mayor Tetz that Heisler Village Council accept the delegation of Noreen Steil as presented.

CARRIED

PUBLIC HEARING: NONE

BYLAWS:

2017 Tax Rate Bylaw #502-17

Motion 199/17

Moved by Deputy Mayor Steil that Heisler Village Council give **first** reading to Bylaw #502-17,

the 2017 Tax Rate Bylaw for the 2017 tax year.

CARRIED

Motion 200/17

Moved by Councillor Doege that Heisler Village Council give **second** reading to Bylaw #502-17, the 2017 Tax Rate Bylaw for the 2017 tax year.

CARRIED

Motion 201/17

Moved by Mayor Tetz that Heisler Village Council proceed to **third and final** reading of Bylaw #502/17, the Tax Rate Bylaw for the 2017 tax year.

CARRIED

Motion 202/17

Moved by Deputy Mayor Steil that Heisler Village Council by **unanimous consent** give third and final reading to Bylaw #502-17, the Tax Rate Bylaw for the 2017 tax year.

CARRIED UNANIMOUSLY

POLICIES: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

Heisler 2017 Celebration Committee – July 7-9 Celebration Event Requests and Correspondence

Motion 203/17

Moved by Councillor Doege that Heisler Village Council approve the requests of the Heisler 2017 Celebration Committee as follows:

1. To close Main Street from Loughheed Avenue to Haultain Avenue from July 7-9, 2017.
2. That the village will mow grass at no cost on private properties prior to the event, as needed for camping; only with land owner's written permission.
3. No charge for camping around village (except existing camp sites).
4. That the village will order and pay for 4, 6 yard garbage bins from Flagstaff Waste; **\$740** plus GST for the weekend – *transfer funds from general reserves*.
5. That the village will accept a donation from the Celebration Committee for purchase of fireworks, the village will then reimburse the committee the GST that was paid.
6. Purchase t-shirts for event from Main Street Medley; approx. **\$1,200** – *transfer funds from general reserves*. The \$1,200 is to be returned to the village, and the committee shall retain the profit.
7. Approve request that alcohol be sold on public property (Main Street) during event.
8. Provide inventory of 150 Heisler pins to be sold at souvenir table. Pins may be sold for whatever committee wishes to charge, as long initial cost funds are returned to the village (currently sold at \$3.00 each), along with any unsold pins.

CARRIED

Heisler Community Historical Society – Invitation to Heisler Homecoming Celebration

Motion 204/17

Moved by Mayor Tetz that Heisler Village Council instruct the CAO to draft a letter to Lorie Zimmer of the Heisler Community Historical Society thanking the Society for the invitation to the Heisler homecoming celebration; that council intends on entering the parade and that the village will have a representative for the book launch presentation.

CARRIED

Appointment of Intermunicipal Assessment Review Board Members

Motion 205/17

Moved by Mayor Tetz that Heisler Village Council appoint 2 new members – Kari Fox-Newby (Killam) and Ken Bullock (Heisler/Forestburg) to the Intermunicipal Assessment Review Board for a three (3) year term expiring May 2020, as per the Intermunicipal Assessment Review Board Agreement.

CARRIED

Request from Ratepayer – Speed Signs

Motion 206/17

Moved by Deputy Mayor Steil that Heisler Village Council instruct the CAO to draft a letter to the RCMP to request increased enforcement due to speeding concerns. The CAO will provide a copy of the letter to Kelly Williams.

CARRIED

Flagstaff Intermunicipal Partnership Committee – Recommendations – Regional Water Operations Program & SCADA Integration

Motion 207/17

Moved by Deputy Mayor Steil that Heisler Village Council approve the recommendation from the Flagstaff Intermunicipal Partnership Committee *that all municipalities proceed with the regional water operations program conditional to the Town of Daysland, Flagstaff County and Village of Forestburg agreeing to utilize up to \$60,000 from their Regional Water Operator Project to engage ATAP to undertake the following:*

- *Provide oversight and testing of the SCADA improvements which will include changing the regional server into a backup system for each individual site and building in control mechanisms to allow for remote control of plants facilities.*

It is further moved that Heisler Village Council does not approve the recommendation to *agree to a five (5) year commitment to fund the position of a Regional Water/Waste Water Coordinator at a cost of \$150,000 per year.*

CARRIED

Municipal Sustainability Initiative (MSI) Grant Program – Amending Memorandum of Agreement (MOA)

Motion 208/17

Moved by Mayor Tetz that Heisler Village Council approves and signs the Alberta Municipal Affairs – Municipal Sustainability Initiative – Memorandum of Agreement; which extends the current program for two years as of April 1, 2017.

CARRIED

COUNCILLOR REPORTS:

Mayor Tetz's written report - Regional Emergency Services Committee – April 18 and March 23/17 meeting minutes

Mayor Tetz's verbal report- Flagstaff Family & Community Services – May 10/17 meeting, Heisler Fire Department – May 17/17 meeting

Deputy Mayor Steil's written report – Flagstaff Regional Solid Waste Management Association – April 24/17 meeting minutes

Deputy Mayor Steil's verbal report – Flagstaff Regional Housing Group – March 29/17

Councillor Doege's written report – None

Councillor Doege's verbal report - None

Public Works written operating report – April 4 – May 11/17, Regional Public Works – April 20/17 meeting notes

Bylaw Enforcement written report – April 2017

Director of Emergency Management written report – Alberta Emergency Management Agency – Annual Review Report – Heisler Municipal Emergency Plan (MEP)

Motion 209/17

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

CARRIED

CAO REPORT AND ACTION LIST:

Motion 210/17

Moved by Mayor Tetz that Heisler Village Council accept the action list and CAO written report from the April 4, 2017 regular council meeting, and the CAO meeting notes from April 25, 2017 as information.

CARRIED

FINANCIAL:

Cheque Register

Motion 211/17

Moved by Deputy Mayor Steil that Heisler Village Council accept the cheque register #20113442-#20113474 from April 1-30, 2017 in the amount of **\$38,400.04** as presented.

CARRIED

Cheque Register

Motion 212/17

Moved by Mayor Tetz that Heisler Village Council accept the cheque register #20113475-#20113491 from May 1-15, 2017 in the amount of **\$12,016.15** as presented.

CARRIED

Petty Cash Expenses

Motion 213/17

Moved by Deputy Mayor Steil that Heisler Village Council instruct the CAO to pay the petty cash expenses for the first part of May, 2017 in the amount of **\$85.45**.

CARRIED

March Financial Statement

Motion 214/17

Moved by Councillor Doege that Heisler Village Council accept the balance shown on the March 2017 Financial Statement as presented.

CARRIED

April Financial Statement

Motion 215/17

Moved by Mayor Tetz that Heisler Village Council accept the balance shown on the April 2017 Financial Statement as presented.

CARRIED

Tender – 2017 Ball Diamond Maintenance

Motion 216/17

Moved by Councillor Doege that Heisler Village Council accept the tender, submitted by Sheldon Steil for **\$950.00** for floating the ball diamonds during the 2017 season from April 15 – August 15, 2017.

CARRIED

***Deputy Mayor Steil declared that he has a pecuniary interest; Sheldon Steil is his brother, and abstained from voting on this item.**

Quotes for Tree Removal and Stump Grinding – Young’s Tree Service and Johnny’s Tree Care

Motion 217/17

Moved by Deputy Mayor Steil that Heisler Village Council accepts the quote of **\$2,310.10 plus GST**, from Young’s Tree Service for tree removal and chipping along the highway at Irene Parlbly Park, the quoted price includes crew truck travel.

CARRIED

Quote and Estimate for Picnic Table Fabrication

Motion 218/17

Moved by Deputy Mayor Steil that Heisler Village Council accepts the estimate of **\$2,362.50 including GST**, from Pinnacle Welding Inc. for fabrication and painting of 15, 50” x 42” metal picnic table frames.

CARRIED

Purchase of Public Works Truck

Motion 219/17

Moved by Mayor Tetz that Heisler Village Council table agenda item 12.9, Purchase of Public

Works Truck, until the June meeting.

CARRIED

Deputy Mayor's Expenses

Motion 220/17

Moved by Mayor Tetz that Heisler Village Council instruct the CAO to pay Deputy Mayor Steil's meeting & travel expenses for January 9-May 10, 2017 in the amount of **\$2,117.00**.

CARRIED

Public Works Foreman Expenses

Motion 221/17

Moved by Councillor Doege that Heisler Village Council approve the December 4, 2016 to May 14, 2017 travel expenses of Public Works Foreman, Cal MacAhonic in the amount of **\$411.00**.

CARRIED

2017 Capital Project Quotations

Motion 222/17

Moved by Mayor Tetz that Heisler Village Council approve the quote of **\$128,085 plus GST** from Forestburg Transit Mix for completion of sanitary sewer improvements between manhole 19-20 and the installation of a fire hydrant at Main Street and Rutherford Avenue. It is further moved that Council approve the quote of **\$134,130 plus GST** from Border Paving Ltd. for completion of Main Street improvements; asphalt overlay on the roadway. Select Engineering Consultants Ltd. engineering fees will be added to the total cost of each project.

CARRIED

CORRESPONDENCE:

- 13.1 Alberta Seniors and Housing – Minister's Senior Service Awards
- 13.2 American Public Works Association (APWA) Alberta Chapter – National Public Works Week
- 13.3 Alberta Municipal Services Corporation – News Release – Progress on MGA appreciated, but bigger steps still needed for municipal success
- 13.4 Alberta Municipal Services Corporation – News Release – Municipalities call for measured pace and a local voice in legalization of marijuana
- 13.5 Parkland Regional Library – 2016 Annual Report
- 13.6 Alberta Seniors and Housing – Resources for Caregiver Readiness
- 13.7 Flagstaff County – Peace Officer Quarterly Report – Quarter One
- 13.8 The Honourable Douglas Black, Q.C. – Senator-Alberta – Senate of Canada Contribution Award
- 13.9 Alberta Recreation & Parks Association – Alberta Recreation and Parks Association and the Government of Alberta Honour Outstanding Work in your Community
- 13.10 Farm Safety Centre – Province-wide farm safety education programs
- 13.11 Alberta Municipal Affairs – Amending Agreement for the Municipal Sustainability Initiative program

13.12 Service Agreement with 2nd Floor Computers for IT Support for the Regional SCADA Server

Motion 223/17

Moved by Councillor Doege that Heisler Village Council accept the Correspondence item numbers 13.1 to 13.16 as information and instruct the CAO to include the titles of the letters or memos in the Council meeting minutes.

CARRIED

IN CAMERA

Motion 224/17

Moved by Mayor Tetz to go In Camera to discuss a legal and a personnel item at 9:40 p.m.

CARRIED

OUT OF CAMERA

Motion 225/17

Moved by Mayor Tetz to go Out of Camera at 9:55 p.m.

CARRIED

DATE OF NEXT REGULAR COUNCIL MEETING:

June 6, 2017 at 7:00 p.m.

ADJOURNMENT:

As all items on the agenda were discussed, Mayor Tetz adjourned the meeting at 10:12 p.m.

X

Kel Tetz
Mayor

X

Amanda Howell
CAO