

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD VIA ZOOM
May 20, 2021 @ 7:00 P.M.**

| | | |
|--------------------|---------------|-------------------------------------|
| PRESENT: | Bonita Wood | Mayor |
| | Brandon Martz | Deputy Mayor |
| | Jon Williams | Councillor |
| | Heidi Rohe | Chief Administrative Officer |
| DELEGATION: | Brian King | Brian King Professional Corporation |

CALL TO ORDER: Mayor Wood called the meeting to order at 7:03pm.

ADOPTION OF AGENDA

Motion 21-05-104

Moved by Councillor Williams to adopt the agenda as presented.

MINUTES:

Motion 21-05-105

Moved by Deputy Mayor Martz to adopt the April 15, 2021 regular council meeting minutes.

CARRIED

DELEGATION: Brian King of Brian King Professional Corporation

Council welcomed Brian King, Auditor to the meeting at 7:55 p.m. Brian attended the meeting to present the 2020 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 8:15 p.m.

Motion 21-05-106

Moved by Councillor Williams that Heisler Council accepts the delegation of Brian King and accepts the 2020 audited financial statements as presented.

CARRIED

BYLAWS: NONE

POLICIES: NONE

OLD BUSINESS:

Community Garden on Property Roll#233 Pioneer Park

Motion 21-05-107

Moved by Councillor Williams that Village of Heisler Council makes a motion to accept the attached Administrative Report 'Possibility of Community Garden if Located on Roll 233 (Park)' and the attached historical correspondence as information and to not consider a section of the Pioneer Park for a Community Garden.

CARRIED

Community Garden 402 and 427 Haultain Ave

Motion 21-05-108

Moved by Deputy Mayor Martz that Village of Heisler makes a motion to consider the village property 427 Haultain Ave as a potential community garden property and to advice CAO to get in contact with requesting resident for more information about ideas regarding the project and to advice CAO to prepare a Community Garden Policy.

CARRIED

FRESS - Resolutions Towns & Villages

Motion 21-05-109

Moved by Deputy Mayor Martz that Council reviews and approve the proposed resolution for the Flagstaff Regional Emergency Services Society formation:

1. The municipalities of Flagstaff County (including the Hamlets of Strome and Galahad), Town of Daysland, Town of Hardisty, Town of Killam, Town of Sedgewick, Village of Alliance, Village of Forestburg, Village of Heisler and Village of Lougheed ("Member Municipalities") desire to form a non-profit entity to provide regional fire and emergency services to the Member Municipalities for the protection of the community ("Regional Fire Services");
2. A non-profit entity is to be formed which is registered in Canada which is called the Flagstaff Regional Emergency Services Society, or such other name as may be chosen and registered ("FRESS"), for purposes which include, but are not limited to, the following:
 - a. Providing Regional Fire Services and all things necessary, ancillary or incidental related thereto;
 - b. Pooling resources and coordinating joint efforts for Regional Fire Services;
 - c. Establishing standardized rules, policies, practices, protocols and operating procedures related to fire and emergency services;
 - d. As far as reasonably practicable, to provide a continuous community service for safety and security related to fire and emergency services and to minimize risks, hazards and potential liability and protect and preserve life and property.
3. It is the intent to act in cooperation and unison with the other Member Municipalities to utilize FRESS to provide Regional Fire Services for fire and emergency services in the community;
4. Excepting matters under applicable legislation which cannot be delegated by Council or a municipality, it is the intent that all other matters related to fire and emergency services be delegated to FRESS;
5. The Chief Administrative Officer or his/her delegated designate, at his/her discretion, is fully empowered and authorized to execute and do all things necessary for the registration of FRESS;
6. The following fundamental guiding principles apply to, and are to be followed by the Member Municipalities related to the Regional Fire Services to be provided by and through FRESS to the Member Municipalities ("Guiding Principles"):
 - a. The Member Municipalities recognize there is a start-up period of time which will take the Regional Fire Services to absorb their current Fire Services into the unified Regional Fire Services of FRESS;
 - b. A unified approach will be taken related to Regional Fire Services;
 - c. The Member Municipalities and FRESS will cooperate with each other to facilitate, maintain and enhance Regional Fire Services;
 - d. The Member Municipalities and FRESS will negotiate in good faith with each other and work together collaboratively;
 - e. While recognizing financial resources are not unlimited, adequate and reasonable resources are to be provided to FRESS by the Member Municipalities for services, programs and activities which facilitate, maintain and enhance Regional Fire Services;
 - f. Reasonable efforts are to be made to amicably resolve any issues of disagreement;
 - g. Provide, operate and offer services, activities and programs through FRESS for Regional Fire Services for the benefit of the Member Municipalities and the community;

- h. Promote, apply and improve Regional Fire Services;
 - i. Engage in works and activities which support and facilitate Regional Fire Services;
 - j. Except for matters which Council of a Member Municipality cannot assign in accordance with applicable legislation, the Member Municipalities agree to assign and delegate Fire and Emergency Services obligations and responsibilities to FRESS;
 - k. The Member Municipalities may make reasonable recommendations to FRESS from time to time;
 - l. The Member Municipalities will adhere to and support the policies, rules, regulations, directives, conventions, practices, protocols, standard operating procedures, general operating procedures and processes of FRESS, which are in place from time to time;
 - m. The Member Municipalities will do all things necessary, incidental or required in furtherance of the Guiding Principles.
7. A Master Agreement shall be entered into with the other Member Municipalities and FRESS for the Regional Fire Services;
- a. The Mayor and the Chief Administrative Officer or their delegated designates, at their discretion, shall be and are fully empowered and authorized to execute and issue, under seal or otherwise, the Master Agreement, with such additions, deletions, alterations, amendments and variations as may be required and any and all other forms and other documents related thereto that may be necessary to give full effect to the terms of the Master Agreement and establishing the Regional Fire Services and FRESS;
8. The Chief Administrative Officer shall take any steps necessary to give effect to the obligations in the Master Agreement including, but not limited to, the transfer of the current fire resources, equipment, apparatus and property to FRESS, and the payment and transfer of funds to FRESS shall be made in accordance with the Master Agreement;
9. It is the intent of the Member Municipalities that any pre-incorporation contracts entered into by or on behalf of FRESS before it is incorporated are to be binding on FRESS.
10. For all matters related to creating FRESS and transitioning to FRESS, each of the Member Municipalities has the following number of votes with 6 affirmative votes deciding matters:
- a. Flagstaff County (including the Hamlets of Strome and Galahad): 2 votes;
 - b. Town of Daysland: 1 vote;
 - c. Town of Hardisty: 1 vote;
 - d. Town of Killam: 1 vote;
 - e. Town of Sedgewick: 1 vote;
 - f. Village of Alliance: 1 vote;
 - g. Village of Forestburg: 1 vote;
 - h. Village of Heisler: 1 vote; and
 - i. Village of Loughheed: 1 vote.
11. In the event Regional Fire Services through FRESS or like organization does not occur, the costs related to the pre-incorporation contracts entered into by or on behalf of FRESS are to be allocated and shared by the Member Municipalities based on the following weighted formula:
- a. Population of each of the Member Municipalities: 20%;
 - b. Number of dwellings in each of the Member Municipalities: 20%; and
 - c. Equalized assessment in each of the Member Municipalities: 60%.

12. The Chief Administrative Officer, and others in Administration as may be required, shall be part of a Transition Team to establish the Regional Fire Services and FRESS;

13. The Mayor or the Chief Administrative Officer, or their delegated designates, shall be authorized to engage the assistance of others as may be required, including the engagement of the services of legal representatives, accountants and other agents to assist in all matters covered in this Resolution;

14. Any acts undertaken by the Mayor and the Chief Administrative Officer, or their delegated designates, and Administration or others, in furtherance of the above, whether before, on or after the date hereof, are hereby approved, ratified and confirmed;

15. All steps and actions incidental or otherwise as may be necessary to give effect to this Resolution may be taken.

Councillor Williams requested a recorded vote:

IN FAVOUR – Mayor Wood, Deputy Mayor Martz

AGAINST – Councillor Williams

CARRIED

NEW BUSINESS: NONE

COUNCILLOR REPORTS

Motion 21-05-110

Moved by Mayor Wood that Heisler Council accepts the Council reports; Mayor Wood verbal Parkland Library, Deputy Mayor Martz verbal FRESS and Councillor Williams verbal BREOC reports, Public Works report, PW Drainage Ditch report, PW Culverts report and Director of Emergency report as presented.

CARRIED

Motion 21-05-111

Moved by Deputy Mayor Martz that Heisler Council advises CAO to get the culverts repaired.

CARRIED

CAO Report and Action List

Motion 21-05-112

Moved by Councillor Williams that Council accepts the Action List from the April 15, 2021 regular council meeting and the April 2021 written CAO report as information and verbal report.

CARRIED

FINANCIAL:

Motion 21-05-113

Moved by Councillor Williams that Council accepts April 2021 Financial Statements, item #12.2 Cheque Listing, item #12.3, item #12.4 MUSH Savings Account as information.

CARRIED

Quotes for WTP Mechanical Upgrade

Motion 21-05-114

Moved by Councillor Williams that Council makes a motion to accept Select Engineering's recommendation outlined in the attached letter from April 20, 2021 and to approve Bi-Systems Electric & Controls Ltd. quote in the amount of \$76,200 excluding G.S.T. and to approve Bi-Systems Electric & Controls Ltd. as the general contractor for the Village of Heisler 2021 Water Treatment Plant Mechanical Upgrade Project.

CARRIED

Kubota Lawn Mower Quote # 1132694

Motion 21-05-115

Moved by Deputy Mayor Martz that Council reviews and makes a motion to approve Kubota quote #1132694 and excluding the cab and to advice CAO to apply for a grant for it.

CARRIED

Police Funding Model – First Payment

Motion 21-05-116

Moved by Councillor Williams that Council makes a motion to accept that the Village of Heisler was invoiced with \$2,641 for Police Funding Model (PFM) Fiscal 2021 and that CAO made a payment at the last accounts payable period, as information.

CARRIED

MSI 2021 Allocations and Sewer Project Funding

Motion 21-05-117

Moved by Councillor Williams that Council makes a motion to accept presented 2021 MSI Allocations as information and to advise CAO to apply for additional funding through MSI CAP in the highest amount eligible for application for the Waste Water Replacement Project.

CARRIED

Canadian Summer Job

Motion 21-05-118

Moved by Mayor Wood that Council accepts the 2021 Canadian Summer Job Grant approval and the presented written CAO report (RFD) regarding CAO's hiring decision as information.

CARRIED

2021 Tax Sale Auction

Motion 21-05-119

Moved by Councillor Williams that Heisler Village Council makes a motion to set the date of the 2021 Tax Sale Auction for August 27, 2021 for the sale of the following properties; stated on the 2020 Tax Notification Arrears List:

- Lots 2 & 3, Block 7, Plan 590BY and to set the reserved bid at \$7,260
- Lots 7, 8, 9, Block 10, Plan 7621690 and to set the reserved bid at \$38,000
- Lot 8, Block 6, Plan 590BY and to set the reserved bid at \$4,600

Terms of the sale will be CASH or CERTIFIED CHEQUE at time of sale, as is, where is. 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 of the said lands, and any other interested parties, if applicable, to inform them of the Tax Sale Auction date.

CARRIED

CORRESPONDENCE:

Motion 21-05-120

Moved by Deputy Mayor Martz that Heisler Council accepts the Correspondence items number 13.1-13.30 as information:

- 13.1 AB Municipal Affairs – Letter Alberta Provincial Police Service
- 13.2 Village of Hill Spring – Letter in Support of RCMP
- 13.3 Town of Morinville – Letter Town of Morinville Support for RCMP
- 13.4 County of St. Paul – Letter County of St. Paul Support for the RCMP
- 13.5 County of Paintearth – Letter County of Paintearth's Support for the RCMP
- 13.6 Town of Edson – Letter in Support of the RCMP
- 13.7 Town of High River – Letter Eastern Slopes Coal Exploration
- 13.8 Municipality of Crownsnest Pass – Eastyern Slopes Coal Exploration
- 13.9 JAG Security – Email New Bylaw Officer
- 13.10 Town of Magrath – Letter Town of Magrath Support for the RCMP
- 13.11 Town of Didsbury – Letter AB Provincial Service Transition Study
- 13.12 Town of Claresholm – Letter Proposed Provincial Police Service
- 13.13 MuniSight – Letter Rural Communities Scholarship Program
- 13.14 Flagstaff County – Letter Peace Officer Quarterly Report – Quarter One

- 13.15 Flagstaff Regional Housing Group – 2020-2022 Business Plan
- 13.16 Battle River Economic Opportunities Committee – March 11, 2021 Meeting Minutes
- 13.17 Battle River Innovation Centre – Monthly Report March 2021
- 13.18 Battle River Innovation Centre – Bi-Weekly Report March 29-April 16, 2021
- 13.19 Battle River Economic Opportunities Committee – April 29, 2021 Meeting Minutes
- 13.20 Battle River Economic Opportunities Committee – BREOC Citizen Attraction
- 13.21 Battle River Economic Opportunities Committee – BREOC Social Resilience Strategy
- 13.22 Battle River Economic Opportunities Committee – BREOC Tourism Area Development Plan
- 13.23 FFCS – Interagency Meeting Minutes April 6, 2021
- 13.24 Battle River School Division – April 2021 Meeting Highlights
- 13.25 Parkland Regional Library – Parkland Annual Report 2020
- 13.26 Flagstaff County – Letter Emergency Services Committee Meeting – Recommendations
- 13.27 Town of Tofield – Letter to Minister - Rural Alberta Vaccine Provision
- 13.28 Town of Tofield – Letter to MP - Rural Alberta Vaccine Provision
- 13.29 Flagstaff Regional Housing Group – 2020 Financial Statements
- 13.30 Flagstaff County – Letter FRESS Resolutions

CARRIED

CONFIDENTIAL:

Motion 21-05-121

Moved by Mayor Wood to move into closed session to discuss issues related to Freedom of Information and Protection of Privacy Act Section 19 at 8:53p.m.

CARRIED

Motion 21-05-122

Moved by Mayor Wood to move out of closed session and return to regular meeting at 9:06p.m.

CARRIED

Confidential Items 14.1, 14.1.1, 14.2, 14.2.1, 14.3, 14.4

Motion 21-05-123

Moved by Mayor Wood that Council accepts the confidential items 14.1, 14.1.1, 14.2, 14.2.1, 14.3, 14.4 as information.

CARRIED

Confidential Item 14.5

Motion 21-05-124

Moved by Mayor Wood that Council makes a motion to accepts confidential item 14.5 as information.

CARRIED

Date for next Regular Council Meeting and Organizational Meeting: June24, 2021@ 7:00 p.m.

ADJOURNMENT:

As all items on the agenda were discussed, Mayor Wood adjourned the meeting at 9:10 p.m.

X

Bonita Wood
Mayor

X

Heidi Rohe
CAO