

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
NOVEMBER 30, 2011 @ 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 November 30, 2011 @ 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 7:45 p.m.

ADOPTION OF AGENDA:

Motion 354/11

Deputy Mayor Steil moved to adopt the agenda as presented with the following additions:

Under Old Business

8.8 Select Engineering Consultants Ltd. invoices for approval.

Under New Business:

9.8 Appointment of a new board member for Heisler Cozy Corner.

CARRIED

MINUTES:

Motion 355/11

Moved by Mayor Maciborski that Heisler Village Council approve the October 28, 2011 regular council meeting minutes as presented.

CARRIED

PUBLIC HEARING: NONE

DELEGATION: NONE

BYLAWS: NONE

POLICIES:

Motion 356/11

Moved by Councillor Tetz that Heisler Council table Policy #1502 Tendering Policy until January 2012 to give Interim CAO and Forestburg CAO more time to work on this policy together as a team.

CARRIED

OLD BUSINESS:

Reimbursement of utilities for Roll #100

Motion 357/11

Moved by Deputy Mayor Steil that Heisler Council instructs Interim CAO to refund Roll #100 \$185.52 for water and sewer as ratepayer paid by year and has moved.

CARRIED

Purchase of a fuel tank

Motion 358/11

Moved by Mayor Maciborski to table the purchase of county ratepayer's fuel tank and to instruct Interim CAO to inquire about fuel tank regulations in our municipality. Interim CAO will ask Public Works Foreman to find out comparative prices for 2- 500 gallon fuel tanks from UFA and Co-Op. Interim CAO will instruct Public Works Foreman to prepare the area beside the water treatment plant for possible fuel tank storage.

CARRIED

Approval of Flagstaff Family and Community Services 2012 Budget

Motion 359/11

Moved by Deputy Mayor Steil that Heisler Council approves the Flagstaff Family and Community Services 2012 budget of \$7.10 per capita as presented.

CARRIED

Approval of Muniware contract for 2012

Motion 360/11

Moved by Councillor Tetz that Heisler Council approves the Muniware Support Agreement for 2012 as presented.

CARRIED

Water and Sewer rates for 2012

Motion 361/11

Moved by Mayor Maciborski that Heisler Council maintains the sewer rates of \$25.00 per month for residential and \$35.00 per month for commercial in 2012.

CARRIED

No recreation funding in 2012 from Flagstaff County

Motion 362/11

Moved by Mayor Maciborski that Heisler Council instructs Interim CAO to inform residents through the newsletter that for the year of 2012, the County of Flagstaff has decided that each society etc. must apply for grants themselves. Interim CAO to contact each society with a phone call and a letter to notify them of the funding change.

CARRIED

Select Engineering Consultants Ltd.- Bob Hanewich letter

Motion 363/11

Moved by Councillor Tetz that Heisler Council approve the bid from Forestburg Transit Mix for the sewer upgrading project at a cost of \$198,810.00 plus GST. Interim CAO will apply

for additional grant funding of **\$10,000** if it is required. Interim CAO will write a letter to Select Engineering Ltd. informing them of Council's approval of the bid.

CARRIED

Select Engineering Consultants Ltd. Invoices

Heisler Council reviewed the invoices. As the funds for payment to Select Engineering Consultants Ltd. are in the 2011 budget, no additional approval from Council was needed.

NEW BUSINESS:

Water and Sewer request from County Ratepayer

Heisler Council has received the information that the County Ratepayer has decided not to tie into Heisler's Municipal water/sewer system as they are not in favor of annexing their property.

Proposal for Ball Club Signs

Motion 364/11

Moved by Mayor Maciborski that Heisler Council tables the decision for the proposal for Ball club signs until the December Council meeting.

CARRIED

Letter of Support from the Parents for Fun in Flagstaff Society

Motion 365/11

Moved by Deputy Mayor Steil that Heisler Council accepts the letter of support request and to instruct Interim CAO to write a letter of support for the Parents for Fun in Flagstaff Society to help them in their application of the Community Initiative Program Operational Grant.

CARRIED

Letter from ATCO Electric- Community Events Schedule

Motion 366/11

Moved by Councillor Tetz that Heisler Council approves the letter from ATCO Electric and to instruct Interim CAO to send a letter to ATCO Electric stating what events might be happening in Heisler in which we would like ATCO to participate in.

CARRIED

Change in Office Hours

Interim CAO requested to Council a change in office hours to one day a week while she is training. Heisler Council discussed the request from the Interim CAO, however Council decided that the change was not in the best interest of the Village.

County Collaboration DVD

Motion 367/11

Moved by Mayor Maciborski that Heisler Council instructs Interim CAO to send a letter to Flagstaff County and Flagstaff Intermunicipal Partnership stating Heisler Council's ideas for the region in response to their collaboration study. Which are timely responses on the

collaborative issues between municipalities, to not cut recreation funding, and that access to the new park in the river valley be through Heisler on the correction line.

CARRIED

Complaint from Ratepayer

Motion 368/11

Moved by Councillor Tetz that Heisler Council instructs Interim CAO to write a letter to ratepayer to advise them that Council has received their complaint and that the Village of Heisler Council will take their complaint under advisement.

CARRIED

Council to appoint new board member for Heisler Cozy Corner

Motion 369/11

Moved by Mayor Maciborski that Heisler Council table appointment of new board member for Heisler Cozy Corner until a member can be found. Interim CAO to advertise for a new board member in the December Newsletter.

CARRIED

COUNCILLORS REPORTS:

Mayor Maciborski's written report- Flagstaff Intermunicipal Partnership Regular meeting report and Flagstaff Regional Solid Waste Management Association meeting report

Deputy Mayor Steil's written report- NONE

Councillor Tetz's written report- NONE

Public Works written report- October and November 2011 operating report

By-Law Enforcement written report- NONE

Motion 370/11

Moved by Mayor Maciborski that Heisler Council accepts the above reports as information.

CARRIED

CAO REPORT AND ACTION LIST

Motion 371/11

Moved by Councillor Tetz that Heisler Council accepts Interim CAO's Action List as information to Council.

CARRIED

Motion 372/11

Moved by Deputy Mayor Steil that Heisler Council accepts Interim CAO's written report as information to Council.

CARRIED

FINANCIAL

Acceptance of Cheque Register

Motion 373/11

Moved by Mayor Maciborski that Heisler Council accepts the cheque register #941-#975 in the amount of **\$9605.21** as presented.

CARRIED

Financial Statement- October 2011

Motion 374/11

Moved by Deputy Mayor Steil that Heisler Council accepts the October 2011 balance shown on the bank statement as presented.

CARRIED

Rescind Motion #352/11

Motion 375/11

Moved by Mayor Maciborski the Heisler Council rescinds motion #352/11. Petty Cash balances as of November 3, 2011, as two cheques needed to be cashed and put back into petty cash to make it balance at **\$100.00**. Money will be paid to camp representative/public works assistant for long distance calls as per auditor's suggestion.

CARRIED

Invoice from Muniware

Motion 376/11

Moved by Councillor Tetz that Heisler Council accepts part of the invoice dated November 1, 2011 from Muniware in the amount of **\$1554.67** for Interim CAO training fees and September support fees. The remaining **\$1050.00** will be approved after input for the water meters is completed by Muniware.

CARRIED

Forestburg CAO training fees

Motion 377/11

Moved by Mayor Maciborski that Heisler Council approves the letter from Forestburg Chief Administrative Officer stating her training fees of **\$41.00/hr** and her Assistant's training fees of **\$26.50/hr**.

CARRIED

CAO Court Expenses

Motion 378/11

Moved by Mayor Maciborski that Heisler Council tables CAO Court Expenses until she returns to her position. Council appreciates CAO attending court on behalf of the Village.

CARRIED

CORRESPONDENCE

- Letter from Doug Griffiths-Minister of the Legislative Assembly
- Letter from Elections Alberta
- Alberta Municipal Health and Safety Association- November Newsletter
- Poster for Notice of Public Meeting for Inspection Report
- Flagstaff's Initiative to Relationship & Spousal Trauma meeting minutes- November 7, 2011
- Chief Administrative Officer meeting notes- November 8, 2011
- Letter from Forestburg CAO re: appointment of CAO for Flagstaff Regional Housing Group
- Letter from Flagstaff Christmas Sharing Program
- Letter from Alberta Utilities Commission regarding transmission lines

-Municipal Affairs October-December Information Bulletin

Motion 379/11

Moved by Mayor Maciborski that Heisler Council accepts correspondence as presented.

CARRIED

IN CAMERA

Motion 380/11

Mayor Maciborski moved to go In Camera at 10:40pm.

CARRIED

Motion 381/11

Deputy Mayor Steil moved to go Out of Camera at 11:00pm.

CARRIED

Purchase of Lot 4, Block 11, Plan 872057

Motion 382/11

Moved by Mayor Maciborski that Heisler Council table purchase of Lot 4, Block 11, Plan 872057 until the next council meeting and to instruct Interim CAO to find out if there are any developments on the lot.

CARRIED

DATE OF NEXT REGULAR COUNCIL MEETING

December 20th, 2011 at 7:00pm

ADJOURNMENT

As all items on the agenda were discussed, Mayor Maciborski adjourned the meeting at 11:00pm.

X

Sean Maciborski
Mayor

X

Amanda Howell
Interim CAO