

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
NOVEMBER 14, 2012 @ 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 14, 2012 @ 7:00p.m.

PRESENT:

Dennis Steil	Deputy Mayor
Kel Tetz	Councilor
Amanda Howell	Interim Chief Administrative Officer

REGRETS:

Sean Maciborski	Mayor
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CALL TO ORDER:

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

ADOPTION OF AGENDA:

Motion 805/12

Moved by Councilor Tetz to adopt the agenda as presented with the following additions:

Additions

Confidential Items- 14.6- Rate payer's sewer issue

CARRIED

MINUTES:

Motion 806/12

Moved by Deputy Mayor Steil that Heisler Village Council approve the October 17, 2012 Regular Council meeting minutes as presented.

CARRIED

Motion 807/12

Moved by Deputy Mayor Steil that Heisler Village Council approve the October 17, 2012 Organizational Meeting minutes as presented.

CARRIED

PUBLIC HEARING: NONE

DELEGATIONS: NONE

BYLAWS:

Bylaw #464-12, Water, Sewer and Waste Bylaw - Amendment

Motion 808/12

Moved by Councilor Tetz that Heisler Village Council accept Bylaw #464-12, Water, Sewer, and

Waste Bylaw for information.

CARRIED

POLICIES:

Leaves of Absence Policy #1902

Motion 809/12

Moved by Deputy Mayor Steil that Heisler Village Council approve Policy #1902, Leaves of Absence Policy as presented.

CARRIED

Travel, Subsistence and Honorarium Policy #1003 - Revision

Motion 810/12

Moved by Councilor Tetz that Heisler Village Council accept the revision of the Travel, Subsistence and Honorarium Policy #1003 as presented.

CARRIED

OLD BUSINESS:

Letter from County of Flagstaff -Call-out rates for Fire Truck

Motion 811/12

Moved by Councilor Tetz that Heisler Village Council accept the letter from the County of Flagstaff pertaining to call-out rates for Heisler's fire truck. Council instructs Interim CAO to write a letter to the County of Flagstaff stating that Heisler Village Council will accept the call-out rate of \$200.00 per hour for the Class A or Mini Pumper, however, the rate for firefighters to man the truck will be added to the call-out rate. Interim CAO will remove the rate for the grader and operator as the call-out rates for this equipment are set by the Alberta Road Builders and Heavy Construction Association.

CARRIED

NEW BUSINESS:

Renewal of Employment Agreement with Interim CAO, Amanda Howell and completion of Employee Evaluation Form

Motion 812/12

Moved by Deputy Mayor Steil that Heisler Village Council table agenda item 9.1, Renewal of Employment Agreement with Interim CAO, Amanda Howell and completion of Employee Evaluation Form until the next council meeting.

CARRIED

Interim CAO Course Attendance- Office closure dates

Motion 813/12

Moved by Deputy Mayor Steil that Heisler Village Council accept the request from Interim CAO to close the office on November 28th and December 4th as she will be attending a course. Interim CAO will place a sign on the Village office door to inform the public of the office closure dates.

CARRIED

Appointment of Development Officer

Motion 814/12

Moved by Councilor Tetz that Heisler Village Council appoint Calvin MacAhonic as the Development Officer for the Village of Heisler.

CARRIED

COUNCILLOR REPORTS:

Mayor Maciborski's written report- None

Mayor Maciborski's verbal report- None

Deputy Mayor Steil's written report- None

Deputy Mayor Steil's verbal report- CAC Meeting, November 13/12

Councillor Tetz's written report- None

Councillor Tetz's verbal report- None

Public Works Operating Report- October/November, 2012

Bylaw Enforcement Report- October, 2012

Motion 815/12

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

CARRIED

CAO REPORT AND ACTION LIST:

Motion 816/12

Moved by Deputy Mayor Steil that Heisler Village Council accept the CAO action list and CAO written report from the October 17, 2012 Council meeting as information.

CARRIED

FINANCIAL:

Cheque Register

Motion 817/12

Moved by Deputy Mayor Steil that Heisler Village Council accept the October 16th -October 31st, 2012 cheque register #1415-#1433 in the amount of **\$29,286.35** as presented.

CARRIED

Cheque Register

Motion 818/12

Moved by Deputy Mayor Steil that Heisler Village Council accept the November 1st- November 15th, 2012 cheque register #1434-#1447 in the amount of **\$25,085.65** as presented.

CARRIED

October 2012 - Financial Statement

Motion 819/12

Moved by Deputy Mayor Steil that Heisler Village Council accept the balance shown on the October, 2012 bank statement as presented.

CARRIED

Petty Cash Expenses

Motion 820/12

Moved by Councilor Tetz that Heisler Village Council instruct Interim CAO to pay the petty cash expenses for October/November 2012 in the amount of **\$89.28**.

CARRIED

Approval of Flagstaff Family & Community Services 2013 Budget

Motion 821/12

Moved by Deputy Mayor Steil that Heisler Village Council approve the Flagstaff Family & Community Services 2013 budget as presented with the following requisition for 2013.

2013- **\$1132.50 (\$7.50 per capita)**

CARRIED

Deputy Mayor Steil's Expenses

Motion 822/12

Moved by Councilor Tetz that Heisler Village Council table agenda item 12.6, Deputy Mayor Steil's Expenses until the next council meeting.

CARRIED

Estimates for repairs to protruding curb stop

Motion 823/12

Moved by Deputy Mayor Steil that Heisler Village Council table agenda item 12.7, Estimates for repairs to protruding curb stop until the next council meeting.

CARRIED

Approval of Public Works Foreman Travel Expenses

Motion 824/12

Moved by Deputy Mayor Steil that Heisler Village Council approve the travel expenses of Calvin MacAhonic in the amount of **\$38.50**. Interim CAO will pay Calvin's Travel Expense in the November month-end accounts payable cheque run.

CARRIED

Approval of Interim CAO Travel Expenses

Motion 825/12

Moved by Councilor Tetz that Heisler Village Council approve the travel expenses of Amanda Howell in the amount of **\$54.50**. Interim CAO will pay Amanda's Travel Expense in the November month-end accounts payable cheque run.

CARRIED

Approval of Flagstaff Intermunicipal Partnership 2013 Proposed Budget

Motion 826/12

Moved by Deputy Mayor Steil that Heisler Village Council approve the Flagstaff Intermunicipal Partnership 2013 Proposed Budget as presented with the following requisition in 2013.

2013- **\$442.24**

CARRIED

Capital Plan 2013- Council's Priorities for Budget

Motion 827/12

Moved by Councilor Tetz that Heisler Village Council table agenda item 12.11, Capital Plan 2013-Council's Priorities for Budget until the next council meeting.

CARRIED

Motion from Council- Move funds from Hall Insurance into Recreation Reserves

Motion 828/12

Moved by Deputy Mayor Steil that Heisler Village Council instruct Interim CAO to transfer the funds remaining in the Community Hall Insurance 2012 Budget of **\$3,627.00** to Recreation Reserves for 2013.

CARRIED

Motion from Council- Move funds for Fire Truck in to (Capital) Reserves

Motion 829/12

Moved by Councilor Tetz that Heisler Village Council instruct Interim CAO to transfer **\$90,000.00**, MSI Capital- Fire Truck purchase funds into Capital Reserves for 2013.

CARRIED

CORRESPONDENCE:

- 13.1- Letter from Alberta Centre for Injury Control & Research- Finding Balance
- 13.2- Letter from Municipal Affairs – Amendment to Heisler Cozy Corner's Ministerial Order
- 13.3- Newsletter from Alberta Municipal Health and Safety Association
- 13.4- Letter from Flagstaff County- Organizational Meeting Appointments

Motion 830/12

Moved by Deputy Mayor Steil that Heisler Village Council accept the Correspondence item numbers 13.1 to 13.4 as information and instruct Interim CAO to include the titles of the letters or memos in the Council meeting minutes.

CARRIED

IN CAMERA:

Motion 831/12

Moved by Deputy Mayor Steil to go In Camera to discuss personal and personnel items at 7:55 p.m.

CARRIED

OUT OF CAMERA:

Motion 832/12

Moved by Deputy Mayor Steil to go Out of Camera at 8:09 p.m.

CARRIED

Acceptance of Employee Agreement with Public Works Foreman, Calvin MacAhonic

Motion 833/12

Moved by Deputy Mayor Steil that Heisler Village Council table agenda item 14.1, Acceptance of Employee Agreement with Public Works Foreman, Calvin MacAhonic until the next council meeting.

CARRIED

Water meter installation, Roll #112

Motion 834/12

Moved by Councilor Tetz that Heisler Village Council instruct Interim CAO to contact a plumber to have a water meter installed at Roll #112 residence, with the cost of installation billed to the Village of Heisler.

CARRIED

Letter to Roll #144

Motion 835/12

Moved by Deputy Mayor Steil that Heisler Village Council accept the letter written to roll #144 and instruct Interim CAO to contact Reynolds Mirth Richards & Farmer for advice pertaining to roll #144.

CARRIED

Consultant Fee- Garry Reuther

Motion 836/12

Moved by Councilor Tetz that Heisler Village Council accept the request of payment of **\$50.00** per month to Garry Reuther for consulting fees.

CARRIED

Letter to Roll #46

Motion 837/12

Moved by Deputy Mayor Steil that Heisler Village Council instruct Interim CAO to write a letter to roll #46 to inform him that he must comply with Heisler's bylaws and policies at all times.

CARRIED

Letter to Roll #156

Motion 838/12

Moved by Deputy Mayor Steil that Heisler Village Council instruct Interim CAO to write a letter to rate payer to inform them that Heisler will pay the invoice from the plumber if the blockage in the sewer line is on the Village side of the sewer connection, however, the Village will not pay the invoice if the blockage is on the homeowners side of the sewer connection.

CARRIED

DATE OF NEXT REGULAR COUNCIL MEETING:

December 12, 2012 at 7:00pm

ADJOURNMENT:

As all items on the agenda were discussed, Mayor Maciborski adjourned the meeting at 8:15 p.m.

X

Sean Maciborski
Mayor

X

Amanda Howell
Interim CAO