

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN THE COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
November 24, 2022@ 7:00P.M.**

PRESENT: Brandon Martz Mayor
Bonita Wood Deputy Mayor
Mike Stewart Councillor
Heidi Rohe Chief Administrative Officer

GUEST/RESIDENT: 1 Resident

CALL TO ORDER: Mayor Martz called the meeting to order at 7:00pm.

ADOPTION OF AGENDA

Motion 22-11-251 Moved by Councillor Stewart to adopt the agenda including additions as presented.
Addition:
12.14 Draft 2023 Capital Budget
12.15 Draft 5 Year Capital Plan

CARRIED

MINUTES:

Motion 22-11-252 Moved by Deputy Mayor Wood to adopt the October 19, 2022 regular council meeting minutes, the October 19, 2022 organization council meeting and the November 3, 2022 special council meeting.

CARRIED

PUBLIC HEARING: NONE

BYLAWS: NONE

Policies: NONE

Old BUSINESS: NONE

New BUSINESS: NONE

COUNCILLOR REPORTS:

Motion 22-11-253 Moved by Councillor Stewart to accept Council's verbal reports and the included reports as presented: Councillor Stewart verbal HCCA and CAC reports and PW written report as presented.

CARRIED

CAO Report and Action List

Motion 22-11-254 Moved by Mayor Martz that Heisler Council accepts the October written CAO Report and the action lists from the October 19, 2022 regular council meeting minutes, the October 19, 2022 organization council meeting and the November 3, 2022 special council meeting as presented.

CARRIED

Director of Emergency Management Resignation

Motion 22-11-255 Moved by Deputy Mayor Wood that Heisler Council makes a motion to accept Carmen Stephen's resignation for the Director of Emergency Management (DEM) position as of November 1, 2022 as information and to advise CAO to advertise for a new DEM.

CARRIED

Sewer Flushing

Motion 22-11-256 Moved by Deputy Mayor Wood that Heisler Council makes a motion to accept attached Engineer email from October 27, 2022 regarding sewer flushing as information and advises CAO to add the topic and a map of the Heisler sewer system again to the December regular Council meeting.

CARRIED

FINANCIALS

Motion 22-11-257 Moved by Deputy Mayor Wood that Council accepts the October 2022 item #12.1 Financial Statements, item #12.2 Cheque Listing, item #12.3, item #12.4 MUSH Savings Account and item# 12.5 Master Card as presented.

CARRIED

Distribution Revenue Forecast for 2023 ATCO Franchise Fee - Updated

Motion 22-11-258 Moved by Deputy Mayor Wood that Heisler Council makes a motion to accept the updated Distribution Revenue Forecast for 2023 in the amount of \$189,017 with an estimate franchise fee of \$15,121.36 as information.

CARRIED

2022 Director of Emergency Management Honorarium

Motion 22-11-259 Moved by Councillor Stewart that Heisler Village Council discusses the matter and makes a motion to approve the 2022 Director of Emergency Management honorarium in the amount of \$50.00.

CARRIED

Wainwright Assessment Group - Agreement

Motion 22-11-260 Moved by Deputy Mayor Wood that Heisler Village Council accepts the proposal from November 17, 2022 to renew the Assessment Services contract with Wainwright Assessment Group Ltd. and approves the 2023-2025 rates of \$3,960 for 2023, \$3,960 for 2024 and \$3,960 for 2025 plus GST.

CARRIED

Unbudgeted Expense – Town of Daysland Water/Sewer Coverage

Motion 22-11-261 Moved by Deputy Mayor Wood that Heisler Council makes a motion to pay the Town of Daysland for the water and sewer coverage invoice for July- October 2022 in the amount of \$11,466 plus GST from general reserves.

CARRIED

Unbudgeted Expense – Administrative Assistant

Motion 22-11-262 Moved by Mayor Martz that Heisler Council makes a motion to cover the required unbudgeted expenses for Administrative Assistant with the remaining PW Assistant budget up to December 31, 2022

CARRIED

Heisler Staff- Christmas Gifts

Motion 22-11-263 Moved by Mayor Martz that Heisler Village Council approves the Heisler Staff Christmas gifts for 2022 in the amount of CAO \$150.00, PW Foreman \$150.00, Admin Assistant \$50.00 and Janitor \$25.00.

CARRIED

Adoption of 2023 Interim Operating Budget

Motion 22-11-264 Moved by Mayor Martz that Council approves the 2022 Operating Budget as the Interim 2023 Operating Budget pending further budget deliberations in 2023.

CARRIED

2022-2023 Grader Snow Removal

Motion 22-11-265 Moved by Councillor Stewart that Council makes a motion to table the 2022-2023 to the December 2022 regular Council meeting.

TABLED

Draft 2023 Capital Budget

Motion 22-11-266 Moved by Deputy Mayor Wood that Council discussed the 2023 Capital Budget and to table to the December 15, 2022 regular council meeting.

TABLED

Draft 5 Year Capital Plan

Motion 22-11-267 Moved by Deputy Mayor Wood that Council discussed the Draft 5 Year Capital Plan and to table to the December 15, 2022 regular council meeting.

TABLED

CORRESPONDENCE:

Motion 22-11-268 Moved by Deputy Mayor Wood that Heisler Council accepts the Correspondence items number:

- 13.1 AB Municipal Affairs - Letter New Minister of Municipal Affairs
- 13.2 Village of Lougheed - 2022/2023 Committee and Board Members
- 13.3 Town of Hardisty - Letter 2023 FRESS Budget
- 13.4 Town of Daysland - Letter 2023 FRESS Budget
- 13.5 Town of Sedgewick - Letter 2023 FRESS Budget
- 13.6 Town of Killam- Letter 2023 FRESS Budget
- 13.7 Village of Lougheed - Letter 2023 FRESS Budget
- 13.8 Flagstaff County - Letter FRSWMA 2023 Budget
- 13.9 Town of Hardisty - Letter FRSWMA 2023 Budget
- 13.10 Town of Daysland - Letter FRSWMA 2023 Budget
- 13.11 Town of Sedgewick - Letter FRSWMA 2023 Budget
- 13.12 Village of Lougheed - Letter FRSWMA 2023 Budget
- 13.13 Town of Killam - Letter FRSWMA 2023 Budget
- 13.14 Battle River Innovation Centre - October 2022 News
- 13.15 Town of Olds - Letter Request to amend PRL Membership Agreement
- 13.16 Village of Lougheed - Letter FFCS 2023 Budget
- 13.17 Town of Daysland - Letter FFCS 2023 Budget
- 13.18 Town of Sedgewick - Letter FFCS 2023 Budget
- 13.19 Town of Hardisty - Letter FFCS 2023 Budget
- 13.20 Town of Sedgewick - Letter 2023 PRL Budget
- 13.21 Village of Lougheed - Letter 2023 PRL Budget
- 13.22 - Letter in response to letter from Town of Olds
- 13.23 Battle River Innovation Centre - September 2022 Report
- 13.24 Battle River School Division - October 2022 Meeting Highlights
- 13.25 Town of Fox Creek - Letter Victim Services Redesign
- 13.26 RCMP - Quarterly Community Policing Report July - September 2022
- 13.28 Flagstaff Family and Community Services - Interagency Minutes November 1, 2022
- 13.29 Alberta Fire Chiefs Association - AB Fire Services Training Grant
- 13.30 Parkland Regional Library System - 2023 Budget Approval

CARRIED

CONFIDENTIAL:

Motion 22-11-269 Moved by Mayor Martz to move into closed session to discuss issues related to Freedom of Information and Protection of Privacy Act Section 17, Freedom of Information and Protection of Privacy Act Freedom of Information and Protection of Privacy Act Section 16 and Freedom of Information and Protection of Privacy Act Section 16 at 8:50p.m.

CARRIED

Motion 22-11-270 Moved by Mayor Martz to move out of closed session and return to regular meeting at 9:23 p.m.

CARRIED

Confidential Items 14.1, 14.1.1

Motion 22-11-271 Moved by Deputy Mayor Wood that Council accepts the confidential items 14.1, 14.1.1 as information.

CARRIED

Confidential Items 14.2

Motion 22-11-272 Moved by Deputy Mayor Wood that Council reviews the matter and makes a motion to accept attached correspondence between Ombudsman Senior Investigator and CAO as information.

CARRIED

Confidential Items 14.3

Motion 22-11-273 Moved by Councillor Stewart that Council makes a motion to accept updates regarding the BREOC CDP Project as information.

CARRIED

Date for next Regular Council Meeting: December 15, 2022@ 7:00 p.m.

ADJOURNMENT:

As all items on the agenda were discussed, Mayor Martz adjourned the meeting at 9:29 p.m.

X

Brandon Martz
Mayor

X

Heidi Rohe
CAO