

**VILLAGE OF HEISLER  
REGULAR COUNCIL MEETING MINUTES  
HELD IN THE COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE  
OCTOBER 13, 2015 @ 7:00 P.M.**

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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 Tuesday October 13, 2015 @ 7:00 p.m.

**PRESENT:**

Kel Tetz	Mayor
Sven Bernard	Deputy Mayor
Dennis Steil	Councillor
Amanda Howell	Chief Administrative Officer

**CALL TO ORDER:**

Mayor Tetz called the meeting to order at 7:08 p.m.

**ADOPTION OF AGENDA:**

**Motion 759/15**

Moved by Mayor Tetz to adopt the agenda with additions:

8.2 Withdrawal from Flagstaff Regional Solid Waste Management Association

14.6 Order Compliance at Lots 1&2, Block 3, Plan 1810 BQ

**CARRIED**

**PUBLIC HEARING:** NONE

**MINUTES:**

**Motion 760/15**

Moved by Councillor Steil that Heisler Village Council adopt the September 15, 2015 regular council meeting minutes as presented.

**CARRIED**

**DELEGATIONS:** NONE

**POLICIES:** NONE

**OLD BUSINESS:**

**Fire Services Agreement Review – Correspondence**

**Motion 761/15**

Moved by Mayor Tetz that Heisler Village Council accept agenda item 8.1, Fire Services Agreement Review – Correspondence, for information.

**CARRIED**

**Withdrawal from Flagstaff Regional Solid Waste Management Association**

**Motion 762/15**

Moved by Councillor Steil that Heisler Village Council accept agenda item 8.2, Withdrawal from Flagstaff Regional Solid Waste Management Association for information.

**CARRIED**

**NEW BUSINESS:**

**Flagstaff Intermunicipal Partnership – Regional Governance Study-Phase 2**

**Motion 763/15**

Moved by Deputy Mayor Bernard that Heisler Village Council approves the application by the Flagstaff Intermunicipal Partnership for Phase 2 of the Alberta Community Partnership grant for the Regional Governance Study project.

**CARRIED**

**COUNCILLOR REPORTS:**

Mayor Steil's written report- None

Mayor Steil's verbal report- None

Deputy Mayor Tetz's written report- None

Deputy Mayor Tetz's verbal report- Heisler Fire Department meeting – October 6/15

Councillor Bernard's written report- None

Councillor Bernard's verbal report- Flagstaff Regional Housing Group meeting – October 8/15

Public Works Operating Report –September 15-October 9/15

Bylaw Enforcement Report – September/15

Director of Emergency Management written report – None

**Motion 764/15**

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

**CARRIED**

**CAO REPORT AND ACTION LIST:**

**Motion 765/15**

Moved by Deputy Mayor Bernard that Heisler Village Council accept the CAO action list and written report from the September 15, 2015 regular council meeting as presented.

**CARRIED**

**FINANCIAL:**

**Cheque Register**

**Motion 766/15**

Moved by Councillor Steil that Heisler Village Council accept the cheque register #2789-#2804 for September 16-30, 2015 in the amount of **\$11,659.73** as presented.

**CARRIED**

**Petty Cash Expenses**

**Motion 767/15**

Moved by Deputy Mayor Bernard that Heisler Village Council instruct the CAO to pay the petty cash expenses for October 2015 in the amount of **\$25.15**.

**CARRIED**

**September 2015 Financial Statement**

**Motion 768/15**

Moved by Deputy Mayor Bernard that Heisler Village Council accept the balance shown on the September 2015 Financial Statement as presented.

**CARRIED**

**Pre 2016 Budget Discussion**

**Motion 769/15**

Moved by Deputy Mayor Bernard that Heisler Village Council instruct the CAO to transfer the following funds into various Reserves for future use as per the 2015 budget:

**\$15,000** to General Reserves

**\$4,750** to Post Closure Reserves

**\$2,000** to Recreation Reserves

**\$500.00** from Recreation Operating Reserves to Recreation Capital Expense

**CARRIED**

**Deanna Lunde Expenses**

**Motion 770/15**

Moved by Deputy Mayor Bernard that Heisler Village Council instruct the CAO to pay Parkland Regional Library Representative, Deanna Lunde's expenses for September 10, 2015 in the amount of **\$205.00**.

**CARRIED**

**~Mayor Tetz abstained from voting on this item as he has a pecuniary interest in the matter.**

**Parkland Regional Library Proposed 2016 Budget**

**Motion 771/15**

Moved by Councillor Steil that Heisler Village Council approves the Parkland Regional Library proposed budget for 2016 with the following requisition for Heisler: **\$1,189.88** (\$7.88 per capita).

**CARRIED**

**Flagstaff Intermunicipal Partnership Proposed 2016 Budget**

**Motion 772/15**

Moved by Deputy Mayor Bernard that Heisler Village Council instruct the CAO to draft a letter to the Flagstaff Intermunicipal Partnership – Managing Partner (Village of Forestburg) to inform the committee that the Village of Heisler approves the proposed 2016 budget of

**\$75,390** with Heisler's requisition at **\$779.20**.

**CARRIED**

### **CORRESPONDENCE:**

- 13.1 Letter from Alberta Municipal Affairs – Approval of Capital grant project
- 13.2 Letter from Alberta Municipal Affairs – Approval of Operating grant application
- 13.3 Letter from Town of Killam – Flagstaff Intermunicipal Partnership 2016 Proposed Budget/ACP Grant Phase 2 support
- 13.4 Letter from Village of Lougheed – Notice to withdrawal from Flagstaff Intermunicipal Partnership
- 13.5 Email from Deputy Minister, Brad Pickering – Bill 20-Municipal Government Act
- 13.6 Parkland Regional Library Board, September 10/15 meeting minutes
- 13.7 Flagstaff's Initiative to Relationship & Spousal Trauma, June 22/15 board minutes
- 13.8 Advertising Information from ECA Review – Tell Your Story to Our Readers
- 13.9 Heavy Content Collaborative Team, September 21/15 minutes
- 13.10 Parkland Regional Library Board September Highlights
- 13.11 Letter from Red Deer College – Letter of Support Request
- 13.12 Letter from TransCanada, Energy East Stakeholder Relations – Supplemental Report #4
- 13.13 Letter from Safety Codes Council – Safe Temporary Propane Education Program

#### **Motion 773/15**

Moved by Councillor Steil that Heisler Village Council accept the Correspondence item numbers 13.1 to 13.13 as information and instruct CAO to include the titles of the letters or memos in the Council meeting minutes.

**CARRIED**

### **IN CAMERA**

#### **Motion 774/15**

Moved by Mayor Tetz that Heisler Village Council move In Camera to discuss land and personnel items at 7:57 p.m.

**CARRIED**

### **OUT OF CAMERA**

#### **Motion 775/15**

Moved by Mayor Tetz that Heisler Village Council move Out of Camera at 8:28 p.m.

**CARRIED**

### **Letters from owner of Lots 11-14, Block 3, Plan 1810BQ**

#### **Motion 776/15**

Moved by Deputy Mayor Bernard that Heisler Village Council disregard any future complaints/correspondence from the current owner at Lots 11-14, Block 3, Plan 1810BQ concerning the current owner at Lots 1&2, Block 3, Plan 1810BQ.

**CARRIED**

**Request for Extension of Unsightly Premises Compliance**

**Motion 777/15**

Moved by Deputy Mayor Bernard that Heisler Village Council instruct the CAO to draft a letter to the owner at Lots 3-5, Block 3, Plan 1810BQ to inform them that council denies their request for a further extension of the September 30, 2015 deadline until February 2016 for compliance of their unsightly premises warning dated June 17, 2015. Council demands that their unsightly premises warning be complied with by October 31, 2015. If council's requirements are not met by the said date, the bylaw enforcement officer will be instructed to issue an Order to Remedy Unsightly Premises Condition and the property owner will receive Municipal Bylaw Violation Tags in accordance with the Unsightly Premises Bylaw #488-15. Council further demands cleanup of the backyard immediately. The use of the property for industrial purposes or driveway access to the alley by heavy equipment is not permitted at any time.

**CARRIED**

**CAO Employee Evaluation**

**Motion 778/15**

Moved by Mayor Tetz that Heisler Village Council complete and accept the 2014-2015 CAO Employee Evaluation form as presented.

**CARRIED**

**CAO Employment Agreement**

**Motion 779/15**

Moved by Deputy Mayor Bernard that Heisler Village Council accept and renew the CAO Employment Agreement with Amanda Howell at a rate of **\$25.10** per hour commencing October 1, 2015 as presented.

**CARRIED**

**Donation Request**

**Motion 780/15**

Moved by Deputy Mayor Bernard that Heisler Village Council instruct the CAO to draft a letter to the Heisler Community Historical Society to inform them that due to the Village of Heisler Donation Policy #1004, unfortunately Council cannot provide public funds as a donation to any project.

**CARRIED**

**DATE OF NEXT REGULAR COUNCIL MEETING:**

November 17, 2015 at 7:00 p.m.

**ADJOURNMENT:**

As all items on the agenda were discussed, Mayor Tetz adjourned the meeting at 8:40 p.m.

X

Kel Tetz  
Mayor

X

Amanda Howell  
CAO

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