

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
OCTOBER 17, 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 October 17, 2012 @ 7:00p.m.

PRESENT: Sean Maciborski Mayor
Dennis Steil Deputy Mayor
Kel Tetz Councilor
Amanda Howell Interim Chief Administrative Officer

CALL TO ORDER:

Mayor Maciborski called the meeting to order at 7:15 p.m.

ADOPTION OF AGENDA:

Motion 773/12

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

Additions

New Business- 9.3-Motion for letter written to hotel owners

Financial- 12.9-Mayor Maciborski's expenses, 12.10-Park sign quotes

Correspondence- 13.7-FIP Scada project bids

Confidential Items- 14.2-Village Business

CARRIED

MINUTES:

Motion 774/12

Moved by Mayor Maciborski that Heisler Village Council approve the September 19, 2012 Regular Council meeting minutes as presented.

CARRIED

PUBLIC HEARING: NONE

DELEGATIONS: NONE

BYLAWS:

Bylaw #472-12, Hawkers and Peddlers Bylaw

Motion 775/12

Moved by Mayor Maciborski that Heisler Village Council give **first** reading to Bylaw #472-12, Hawkers and Peddlers Bylaw.

CARRIED

Motion 776/12

Moved by Deputy Mayor Steil that Heisler Village Council give **second** reading to Bylaw #472-12, Hawkers and Peddlers Bylaw.

CARRIED

Motion 777/12

Moved by Councilor Tetz that Heisler Village Council proceed to **third and final** reading of Bylaw, #472-12 Hawkers and Peddlers Bylaw.

CARRIED

Motion 778/12

Moved by Mayor Maciborski that Heisler Village Council by **unanimous consent** give third and final reading to Bylaw #472-12, Hawkers and Peddlers Bylaw.

CARRIED UNANIMOUSLY

Bylaw #473-12, Village of Heisler Fire Bylaw

Motion 779/12

Moved by Mayor Maciborski that Heisler Village Council give **first** reading to Bylaw #473-12, Village of Heisler Fire Bylaw, with revision from "County" to "Flagstaff County".

CARRIED

Motion 780/12

Moved by Deputy Mayor Steil that Heisler Village Council give **second** reading to Bylaw #473-12, Village of Heisler Fire Bylaw, with revision from "County" to "Flagstaff County".

CARRIED

Motion 781/12

Moved by Councilor Tetz that Heisler Village Council proceed to **third and final** reading of Bylaw #473-12, Village of Heisler Fire Bylaw, with revision from "County" to "Flagstaff County".

CARRIED

Motion 782/12

Moved by Mayor Maciborski that Heisler Village Council by **unanimous consent** give third and final reading to Bylaw #473-12, Village of Heisler Fire Bylaw, with revision from "County" to "Flagstaff County".

CARRIED UNANIMOUSLY

POLICIES: NONE

OLD BUSINESS:

County of Flagstaff proposed Fire Agreement

Motion 783/12

Moved by Mayor Maciborski that Heisler Village Council accept the County of Flagstaff proposed Fire Services Agreement. Attached to the agreement will be the letter from the Regional Fire Chief, Kim Cannady. The letter dated October 16, 2012 pertained to the

equipment that will be included on the new fire truck that will be purchased by Flagstaff County for Heisler in 2013.

CARRIED

ATCO Electric – Distribution Revenue Forecast for 2013, Franchise Fee

Motion 784/12

Moved by Deputy Mayor Steil that Heisler Village Council maintain the ATCO Electric Distribution Revenue Franchise Fee at 7% for 2013.

CARRIED

Community Hall Insurance

Motion 785/12

Moved by Mayor Maciborski that Heisler Village Council hold the funds remaining in the amount of **\$3, 627.00** in the Community Hall general ledger for 2013.

CARRIED

Final Proposal from ATCO Electric- Park lighting and General Small Service Installation Project

Motion 786/12

Moved by Deputy Mayor Steil that Heisler Village Council instruct Interim CAO to amend the MSI Capital grant Fire Truck project to reduce funding by \$8,000.00 in 2012, and to amend MSI Capital grant New Municipal Park project to increase funding by \$8,000.00 in 2012 which will compensate for the cost overrun of the New Municipal Park Lighting Project. In 2013, Interim CAO will apply for an increase in funding in the amount of \$8,000.00 to MSI Capital grant Fire Truck project which will balance the funds already received for the Fire Truck project.

CARRIED

NEW BUSINESS:

2013 Group Accident Insurance Renewal

Motion 787/12

Moved by Mayor Maciborski that Heisler Village Council accept the 2013 Group Accident Insurance Renewal document for information.

CARRIED

Letter from Flagstaff County – PDA Kidz Recreation Grant Funding

Motion 788/12

Moved by Mayor Maciborski that Heisler Village Council accept the letter pertaining to the Regional Recreation Grant Program for information.

Council instructs Interim CAO to draft a policy that pertains to any future Flagstaff County Recreation Grant municipal endorsements. Heisler will endorse an applicant but will not monitor or administer any said monies, obligations or conditions set out in the declaration of endorsement forms.

CARRIED

Motion from Council – Write a letter to Heisler Hotel owners

Motion 789/12

Moved by Councilor Tetz that Heisler Village Council instruct Interim CAO to write a letter to the owners of the Heisler Hotel, Jon and Kelly Williams to provide them with 60 days notice of the Village of Heisler's intent to pass a "Municipal Historical Resource" bylaw to designate the Heisler Hotel as a Municipal Historical Resource pursuant to the Historical Resources Act. The letter will include the name of the building, the legal land description, Village administrator contact information, and an invitation from Council to discuss the project. A "Statement of Significance" from administration will also be included with the letter.

CARRIED

COUNCILLOR REPORTS:

Mayor Maciborski's written report- None

Mayor Maciborski's verbal report- CAC meeting, Oct/12: Traffic tickets, spousal fighting

Deputy Mayor Steil's written report- None

Deputy Mayor Steil's verbal report- None

Councillor Tetz's written report- None

Councillor Tetz's verbal report- Fire meeting, Oct 5/12: Fire Truck training, sprayed little house, no prices for fire trucks, firemen's supper

Flagstaff Family and Community Services: Counseling is still in high demand, Budget info for 2013, finances are good

Public Works and Public Works Assistant Operating Report- September/October, 2012

Bylaw Enforcement Report- September, 2012

Motion 752/12

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

CARRIED

CAO REPORT AND ACTION LIST:

CAO Action List and CAO written report

Motion 790/12

Moved by Mayor Maciborski that Heisler Village Council accept the CAO action list and CAO written report from the September 19, 2012 Council meeting as information.

CARRIED

FINANCIAL:

Cheque Register

Motion 791/12

Moved by Deputy Mayor Steil that Heisler Village Council accept the September 16th -September 30th, 2012 cheque register #1378-#1399 in the amount of **\$20,089.41** as presented.

CARRIED

Cheque Register

Motion 792/12

Moved by Mayor Maciborski that Heisler Village Council accept the October 1st- October 15th, 2012 cheque register #1400-#1414 in the amount of **\$11,854.56** as presented.

CARRIED

September 2012 – Financial Statement

Motion 793/12

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

CARRIED

Petty Cash Expenses

Motion 794/12

Moved by Mayor Maciborski that Heisler Village Council instruct Interim CAO to pay the petty cash expenses for September/October, 2012 in the amount of **\$41.02**.

CARRIED

Administration Fee for Recreation Grant Applicants

Motion 795/12

Moved by Mayor Maciborski that Heisler Village Council table agenda item 12.5, Administration fee for recreation grant applicants until the November, 2012 Council meeting.

CARRIED

Electronic bill payment services – Creditor Info & Prices TD Canada Trust, Scotia Bank

Motion 796/12

Moved by Mayor Maciborski that Heisler Village Council will not accept the Electronic Bill Payment Services creditor set-up and monthly fees from TD Canada Trust and Scotia Bank.

CARRIED

Electronic bill payment services – Creditor Info – CIBC, BMO and Credit Unions

Motion 797/12

Moved by Councilor Tetz that Heisler Village Council accept the information from CIBC, BMO and the Credit Unions under the condition that there are no fees to sign up for and use these services.

CARRIED

Approval of Parkland Regional Library 2013 Budget

Motion 798/12

Moved by Mayor Maciborski that Heisler Village Council approve the Parkland Regional Library Budget for 2013-2015 with the following requisitions:

2013- **\$1,099.28**

2014- **\$1,150.62**

2015 -**\$1,188.37**

CARRIED

Mayor Maciborski's Expenses

Motion 799/12

Moved by Councilor Tetz that Heisler Village Council instruct Interim CAO to pay Sean Maciborski's expenses for July 18-October 17, 2012 in the amount of **\$727.10**.

CARRIED

Park Sign Quotes

Motion 800/12

Moved by Mayor Maciborski that Heisler Village Council accept the quotes for park signs for information.

CARRIED

CORRESPONDENCE:

13.1- Invitation from Flagstaff County – Networking Evening on November 1, 2012.

13.2- Letter from Municipal Affairs – Accepted 2011 Statements of Funding and Expenditures

13.3- Letter from Calibre Environmental Paint Recycling

13.4- Letter from the Federation of Canadian Municipalities – Queens Diamond Jubilee

13.5- Letter from Alberta Sport, Recreation, Parks and Wildlife Foundation – 2013 Alberta 55 Plus Winter Games

13.6- Letter from Finding Balance – Seniors' Fall Prevention Month

13.7- Summary of Bids for the Water Treatment Plant Scada Project from Leslie Heck, FIP Coordinator and Abhishek Garg, engineer from ISL Engineering

Motion 801/12

Moved by Mayor Maciborski that Heisler Village Council accept the Correspondence item numbers 13.1 to 13.7 as information and instruct Interim CAO to include the titles of the letters or memos in the Council meeting minutes.

CARRIED

IN CAMERA:

Motion 802/12

Moved by Mayor Maciborski to go In Camera to discuss personal and personnel items at 9:00p.m.

CARRIED

OUT OF CAMERA:

Motion 803/12

Moved by Mayor Maciborski to go Out of Camera at 9:35 p.m.

CARRIED

Cancel property taxes on Roll #184

Motion 804/12

Moved by Deputy Mayor Steil that Heisler Village Council instruct Interim CAO to reverse the property taxes in the amount of **\$786.83** from roll #184 as the lot belongs to the Village of Heisler.

CARRIED

DATE OF NEXT REGULAR COUNCIL MEETING:

November 14, 2012 at 7:00pm

ADJOURNMENT:

As all items on the agenda were discussed, Mayor Maciborski adjourned the meeting at 9:45 p.m.

X

Sean Maciborski
Mayor

X

Amanda Howell
Interim CAO