

**VILLAGE OF HEISLER  
REGULAR COUNCIL MEETING MINUTES  
HELD IN THE COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE  
October 22, 2020 @ 7:00 P.M.**

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**PRESENT:**

Bonita Wood	Mayor
Brandon Martz	Deputy Mayor
Jon Williams	Councillor
Heidi Rohe	Chief Administrative Officer

**CALL TO ORDER:** Mayor Wood called the meeting to order at 7:05 pm.

**ADOPTION OF AGENDA**

**Motion 1155/20**

Moved by Deputy Mayor Martz to adopt the agenda as presented including additional items:

- Item 11.4           Municipal Indicator Result
- Item 9.6            Consolidation Request
- Item 12.10        Unbudgeted Expense
- Item 12.11        FFCS Budget

**MINUTES:**

**Motion 1156/20**

Moved by Councillor Williams to adopt the September 15, 2020 regular council meeting minutes.

**CARRIED**

**BYLAWS:** NONE

**POLICIES:**

**Campground Reservation & Regulation Policy #1216**

**Motion 1157/20**

Moved by Councillor Williams to approve and adopt the presented Campground Reservation & Regulation Policy #1216 with the changes that reservations require a non-refundable full payment of campsites at time of reservation, and if cancelation is made more than 48 hours before reservation date a refund will be issued by cheque.

**CARRIED**

**OLD BUSINESS:**

**2020 Storm Water Project**

**Motion 1158/20**

Moved by Deputy Mayor Martz that Council accepts the information that the Engineer made arrangements with Six S Enterprises to start some ditch cleaning work this fall as presented.

**CARRIED**

**2020 Sewer Cleaning and CCTV Summary - Recommendations**

**Motion 1159/20**

Moved by Councillor Williams that Council reviews Select Engineering Consultants LTD recommendation from October 15, 2020 and advises CAO to start with Phase 1 – Manhole Replacements and Spot Repairs as soon as the weather allows.

**CARRIED**

**NEW BUSINESS:**

**Janitorial Position**

**Motion 1160/20**

Moved by Mayor Wood that Council accepts the employment agreement with Susannah McIntyre to provide janitorial services as needed commenced on October 1, 2020 as presented.

**CARRIED**

**Employees Timesheets**

**Motion 1161/20**

Moved by Mayor Wood that Council advised CAO to add the employee's monthly timesheets as an item to the correspondence section of the regular council meeting agenda.

**CARRIED**

**Administrative Assistant Position**

**Motion 1162/20**

Moved by Councillor Williams that Heisler Village Council accepts the employment agreement with Megara Pearson for the Administrative Assistant Position for 8hrs/week, as of October 1, 2020 as presented and to fund the 2020 expenses with the remaining PW Assistant budget.

**CARRIED**

**2020 Municipal Accountability Program - MAP**

**Motion 1163/20**

Moved by Mayor Wood that Heisler Council reviews the 2020 Municipal Accountability Program report, accepts the report and approves the plan, detailing the actions to be taken to rectify these issues as presented.

**CARRIED**

**J.A.G. Security Services 2018 Inc. Bylaw Enforcement Officer Position**

**Motion 1164/20**

Moved by Councillor Williams that Village of Heisler Council reviews and discusses the attached contract with J.A.G. Services 2018 Inc. and approves to sign the contract for Wayne J Nyback effective November 1, 2020.

**CARRIED**

**New Flagstaff Intermunicipal Partnership joint Agreement**

**Motion 1165/20**

Moved by Mayor Wood that Heisler Village Council approves the Flagstaff Intermunicipal Partnership (FIP) Joint Agreement as presented and to review the benefits of FIP in six month.

**CARRIED**

**Motion 1166/20**

Moved by Deputy Mayor Martz that Heisler Village Council approves to re-invest the unused Flagstaff Intermunicipal Partnership (FIP) \$608.12 requisitions that were refunded to the municipalities from the dissolution of the previous FIP into the new FIP as seed money.

**CARRIED**

**Motion 1167/20**

Moved by Councillor Williams that Heisler Village Council appoints a Councillor to the following Service Subcommittees:

1. Corporate Services - Councillor Williams
2. Protective Services – Councillor Williams
3. Infrastructure Services – Deputy Mayor Martz
4. Planning Services Social - Councillor Williams
5. Community Services – Mayor Wood

**CARRIED**

**Property Consolidation**

**Motion 1168/20**

Moved by Deputy Mayor Martz that Heisler Village Council makes a motion to not give permission to consolidate properties 307/305 Haultain and 303 Haultain Ave since both properties are separate serviced lots.

**CARRIED**

**COUNCILLOR REPORTS**

**Motion 1169/20**

Moved by Mayor Wood that Heisler Council accepts the Council reports; Mayor Wood verbal FRHG, Deputy Mayor verbal FRSWMA, Councillor Williams verbal BREOC , written DEM, and written Public Works report including Well #1 and Well #2 and Raw Water Line Report from September 2020 as presented.

**CARRIED**

**CAO Report and Action List**

**Motion 1170/20**

Moved by Mayor Wood that Council accepts the September 2020 written and verbal report as information.

**CARRIED**

**Complaint Dust Control**

**Motion 1171/20**

Moved by Councillor Williams that Council accepts a resident’s complaint regarding the 2020 lack of dust control, and to advice CAO to write a letter to resident.

**CARRIED**

**2019 Municipal Indicator Results**

**Motion 1172/20**

Moved by Deputy Mayor Martz that Council accepts the information of the 2019 Municipal Indicator Results, indicating that the Village of Heisler is not at risk and will not appear in this year’s Municipal Indicator Results report as presented.

**CARRIED**

**FINANCIAL:**

**Motion 1173/20**

Moved by Mayor Wood that Village of Heisler Council accepts item # 12.1; the balanced September 2020 Financial Statements, item #12.2 Cheque Listing, item #12.3, item #12.4 MUSH Savings Account as presented.

**CARRIED**

**e-Transfer Receivables**

**Motion 1174/20**

Moved by Mayor Wood that Heisler Council make a motion to approve e-Transfer for receivables as a payment option for residents/campground guests/and customers.

**CARRIED**

**ATCO Franchise Fee 2021**

**Motion 1175/20**

Moved by Councillor Williams that Council makes a motion to approve a 1% ATCO Franchise Fee increase; from 7% to 8% as of 2021.

**CARRIED**

**Parkland regional Library - 2021 Budget**

**Motion 1176/20**

Moved by Councillor Williams that Council approves the proposed Parkland Regional Library Budget for 2021 with the following estimated requisition in the amount of \$1,368.00 for 2021.

**CARRIED**

**Municipal Operating Support Transfer Agreement**

**Motion 1177/20**

Moved by Mayor Wood that Council makes a motion to approve and to sign the Municipal Operating Support Transfer Agreement.

**CARRIED**

**Motion 1178/20**

Moved by Councillor Williams that Council discussed the Municipal Operating Support Transfer Funding and to approve a support contribution in the amount of \$10,000 towards the Heisler Community Hall Association for revenue shortfalls due to COVID.

**CARRIED**

**Unbudgeted Expenditures - Armstrong Waterwell Drilling**

**Motion 1179/20**

Moved by Deputy Mayor that Heisler Village Council approves the invoice from Armstrong Waterwell Drilling in the amount of \$11,868.15 as unbudgeted expense.

**CARRIED**

**Unbudgeted Expenditures - Public Works Chain Saw Training**

**Motion 1180/20**

Moved by Mayor Wood that Heisler Village Council approves a Public Works Chain Saw Safety Training in the amount of approximate \$600 and to fund for it from the water training budget.

**CARRIED**

**Flagstaff Family & Community Services - 2021 Budget**

**Motion 1181/20**

Moved by Mayor Wood that Heisler Village Council approves the proposed Flagstaff Family & Community Services 2021 budget with Heisler's requisition of \$1,392.

**CARRIED**

**CORRESPONDENCE:**

**Motion 1182/20**

Moved by Mayor Wood that Heisler Council accepts the Correspondence items number 13.1-13.11 as information:

- 13.1 Village of Alliance – Letter eCompliance Program
- 13.2 Town of Killam – Letter eCompliance Program
- 13.3 Village of Loughheed – letter eCompliance Program
- 13.4 Flagstaff Waste – September 28, 2020 Meeting Minutes
- 13.5 Village of Alliance – Letter SDAB Bylaw
- 13.6 Town of Daysland – Letter SDAB Agreement
- 13.7 Town of Daysland – Letter SDAB Bylaw
- 13.8 Flagstaff Regional Housing Group – Annual Report 2019
- 13.9 RCMP Killam – Stats July-August
- 13.10 RCMP Killam – September Update
- 13.11 RCMP Killam – Stats September
- 13.12 Village of Forestburg – Letter Flagstaff Regional Emergency Services Society
- 13.13 Town of Killam – Letter PRL Budget Approval
- 13.14 MLA Lovely – Letter Canadian Taxpayers Federation - Alberta Health Management
- 13.15 Town of Killam – Letter New FIP Agreement
- 13.16 Flagstaff Intermunicipal Partnership – October 5, 2020 Meeting Minutes

**CARRIED**

**Date for next Regular Council Meeting and Organizational Meeting: November 19, 2020 @ 7:00 p.m.**

**ADJOURNMENT:**

As all items on the agenda were discussed, Mayor Wood adjourned the meeting at 9:06p.m.

X

Bonita Wood  
Mayor

X

Heidi Rohe  
CAO