

**VILLAGE OF HEISLER  
REGULAR COUNCIL MEETING MINUTES  
HELD IN COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE  
SEPTEMBER 22, 2014 @ 8:00 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 Monday September 22, 2014 @ 8:00p.m.

**PRESENT:** Dennis Steil Mayor  
Kel Tetz Deputy Mayor  
Amanda Howell Chief Administrative Officer  
**REGRETS:** Sven Bernard Councillor

**CALL TO ORDER:**

Mayor Steil called the meeting to order at 8:02 p.m.

**ADOPTION OF AGENDA:**

**Motion 449/14**

Moved by Deputy Mayor Tetz to adopt the agenda with the following changes:

**Deletions:**

14.2-CAO Employee Evaluation Form

14.3-CAO Employment Contract - Renewal

**CARRIED**

**MINUTES:**

**Motion 450/14**

Moved by Deputy Mayor Tetz that Heisler Village Council adopt the August 28, 2014 regular council meeting minutes as presented.

**CARRIED**

**PUBLIC HEARING:** NONE

**DELEGATIONS:**

**Candace Gibbs**

Council welcomed Candace to the meeting at 8:05 p.m. Candace attended the meeting to provide council with information concerning a proposed development on a lot in the village. Council asked that Candace provide them with more information before making a decision with regards to her proposal. Candace left the meeting at 8:15 p.m.

**Motion 451/14**

Moved by Mayor Steil that Heisler Village Council accept the delegation of Candace Gibbs as information.

**CARRIED**

**BYLAWS:**

**Fees and Charges Bylaw #485-14**

**Motion 452/14**

Moved by Mayor Steil that Heisler Village Council give **first** reading to bylaw #485-14, the Fees and Charges Bylaw.

**CARRIED**

**Motion 453-14**

Moved by Deputy Mayor Tetz that Heisler Village Council give **second** reading to bylaw #485-14, the Fees and Charges Bylaw.

**CARRIED**

**Motion 454-14**

Moved by Mayor Steil that Heisler Village Council proceed to **third and final** reading of bylaw #485-14, the Fees and Charges Bylaw.

**CARRIED**

**Motion 455-14**

Moved by Deputy Mayor Tetz that Heisler Village Council by **unanimous consent**, give third and final reading to bylaw #485-14, the Fees and Charges Bylaw.

**CARRIED UNANIMOUSLY**

**POLICIES:** NONE

**OLD BUSINESS:** NONE

**NEW BUSINESS:**

**Health and Safety Program: Flagstaff Intermunicipal Partnership Committee - Regional Cooperation Work Plan item**

**Motion 456/14**

Moved by Mayor Steil that Heisler Village Council participate in the Flagstaff Intermunicipal Partnership Committee's Work Plan item – proposed project of a Health and Safety Program. The CAO will draft a letter to inform the committee of Heisler's participation in the development of an employee Health and Safety Program.

**CARRIED**

**GIS Mapping in Heisler**

**Motion 457/14**

Moved by Deputy Mayor Tetz that Heisler Village Council table agenda item 9.2, GIS Mapping in Heisler until the next council meeting.

**CARRIED**

**Resignation of Parkland Regional Library Liaison, Janet Sunderman**

**Motion 458/14**

Moved by Deputy Mayor Tetz that Heisler Village Council accept the resignation of Janet Sunderman, Parkland Regional Library Liaison. The CAO will draft a letter to Mrs. Sunderman thanking her for her years of service as village liaison.

**CARRIED**

**Resignation of Heisler Municipal Library Treasurer, Patricia Vallis**

**Motion 459/14**

Moved by Mayor Steil that Heisler Village Council accept the resignation of Heisler Municipal Library Treasurer, Patricia Vallis.

**CARRIED**

**Request for Partnership – Village of Forestburg**

**Motion 460/14**

Moved by Deputy Mayor Tetz that Heisler Village Council table agenda item 9.5, Letter from Village of Forestburg – Request for Partnership until the next council meeting.

**CARRIED**

**Signing of new provincial-municipal Gas Tax Fund agreement**

**Motion 461/14**

Moved by Mayor Steil that Heisler Village Council sign the new provincial-municipal Gas Tax Fund agreement.

**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- Flagstaff Family and Community Services – September 10/14

Councillor Bernard's written report- None

Councillor Bernard's verbal report- None

Public Works Operating Report- None

Bylaw Enforcement Report – None

**Motion 462/14**

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

**CARRIED**

**CAO REPORT AND ACTION LIST:**

**Motion 463/14**

Moved by Deputy Mayor Tetz that Heisler Village Council accept the CAO action list and CAO written report from the August 28, 2014 council meetings as information.

**CARRIED**

**FINANCIAL:**

**Cheque Register**

**Motion 464/14**

Moved by Mayor Steil that Heisler Village Council accept the August 16<sup>th</sup> – July 31<sup>st</sup>, 2014 cheque register #2267-#2286 in the amount of **\$13,731.68** as presented.

**CARRIED**

**Cheque Register**

**Motion 465/14**

Moved by Deputy Mayor Tetz that Heisler Village Council accept the September 1<sup>st</sup> - 15<sup>th</sup>, 2014 cheque register #2287-#2304 in the amount of **\$10,231.02** as presented.

**CARRIED**

**Petty Cash Expenses**

**Motion 466/14**

Moved by Deputy Mayor Tetz that Heisler Village Council instruct the CAO to pay the petty cash expenses for August/September, 2014 in the amount of **\$28.55**.

**CARRIED**

**August 2014 Financial Statement.**

**Motion 467/14**

Moved by Mayor Steil that Heisler Village Council accept the balance shown on the August 2014 Financial Statement as presented.

**CARRIED**

**Approval of Parkland Regional Library 2015 Budget**

**Motion 468/14**

Moved by Deputy Mayor Tetz that Heisler Village Council approve the Parkland Regional Library Budget for 2015. Heisler's requisition for 2015 will be **\$1,167.23**.

**CARRIED**

**2015 Village of Heisler Capital Project Priorities**

**Motion 469/14**

Moved by Mayor Steil that Heisler Village Council accept agenda item 12.5, 2015 Village of Heisler Capital Project Priorities as information.

**CARRIED**

**Acceptance of quotes for west-lift station upgrades**

**Motion 470/14**

Moved by Mayor Steil that Heisler Village Council accept the quotes from Xylem and Colbalt Energy Services totaling **\$33,628.85** plus GST for completion of upgrades to the west-lift station.

**CARRIED**

**CORRESPONDENCE:**

- 13.1 Letter from Muniware – Quality Assurance changes information
- 13.2 Flagstaff Community Medical Recruitment And Retention Committee – September 8/14 meeting minutes
- 13.3 Letter from Alberta Municipal Affairs – Minister’s Awards for Excellence in Public Library Service
- 13.4 Letter from the Canadian Union of Postal Workers – Request for Support to Save Canada Post
- 13.5 Letter from Alberta Municipal Affairs – Renewal of the Gas Tax Fund program
- 13.6 Letter from Alberta Environment and Sustainable Resource Development – 2014 Alberta Urban Municipalities Association Convention and Trade Show
- 13.7 Letter from Town of Hardisty – Appointment of Acting Chief Administrative Officer
- 13.8 Letter from Alberta Municipal Affairs – 2013 Municipal Sustainability Initiative Operating Funding, Statement of Funding and Expenditures acceptance
- 13.9 Letter and additional information from Alberta Road Builders & Heavy Construction Association – Transportation Infrastructure Debt in Alberta
- 13.10 Letter and additional information from Government of Alberta – South Saskatchewan Regional Plan
- 13.11 First draft of the Flagstaff Intermunicipal Partnership (FIP) committee 2015 budget

**Motion 471/14**

Moved by Deputy Mayor Tetz that Heisler Village Council accept the Correspondence item numbers 13.1 to 13.11 as information and instruct CAO to include the titles of the letters or memos in the Council meeting minutes.

**CARRIED**

**IN CAMERA:**

**Motion 472/14**

Moved by Mayor Steil that Heisler Village Council move In Camera to discuss personal items at 9:10 p.m.

**CARRIED**

**OUT OF CAMERA:**

**Motion 473/14**

Moved by Mayor Steil that Heisler Village Council move Out of Camera at 9:20 p.m.

**CARRIED**

**Letter from ratepayer at Lot 24&25, Block 2, Plan 1810 B.Q.**

**Motion 474/14**

Moved by Deputy Mayor Tetz that Heisler Village Council instruct the CAO to reply by letter to

the ratepayer at lots 24&25, block 2, plan 1810 B.Q. to inform them that council has decided to grant an extension to their unsightly premises improvement requirement until no later than May 15, 2015.

**CARRIED**

**DATE OF NEXT REGULAR COUNCIL MEETING:**

October 15, 2014 at 7:00pm

**ADJOURNMENT:**

As all items on the agenda were discussed, Mayor Steil adjourned the meeting at 9:30 p.m.

X

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Dennis Steil  
Mayor

X

Amanda Howell  
CAO