

**VILLAGE OF HEISLER
REGULAR COUNCIL MEETING MINUTES
HELD IN COUNCIL CHAMBERS AT THE HEISLER VILLAGE OFFICE
SEPTEMBER 17, 2013 @ 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 Tuesday September 17, 2013 @ 7:00p.m.

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

CALL TO ORDER:

Mayor Maciborski called the meeting to order at 7:00 p.m.

ADOPTION OF AGENDA:

Motion 098/13

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

Additions:

- 9.5- Letter from Dixie Wolbeck
- 9.6- County Peace Officer Services Agreement

CARRIED

MINUTES:

Motion 099/13

Moved by Councillor Tetz that Heisler Village Council approve the August 15, 2013 Regular Council meeting minutes as presented.

CARRIED

PUBLIC HEARING: NONE

DELEGATIONS: NONE

BYLAWS:

Traffic Bylaw #481-13 (Installation of 3 new stop signs in Heisler)

Motion 100/13

Moved by Mayor Maciborski that Heisler Village Council give **first** reading to Bylaw 481-13, a bylaw to regulate and control vehicle, animal and pedestrian traffic.

CARRIED

Motion 101/13

Moved by Deputy Mayor Steil that Heisler Village Council give **second** reading to Bylaw 481-

13, a bylaw to regulate and control vehicle, animal and pedestrian traffic.

CARRIED

Motion 102/13

Moved by Councillor Tetz that Heisler Village Council proceed to **third and final** reading of Bylaw 481-13, a bylaw to regulate and control vehicle, animal and pedestrian traffic.

CARRIED

Motion 103/13

Moved by Mayor Maciborski that Heisler Village Council by **unanimous consent** give third and final reading to Bylaw 481-13, a bylaw to regulate and control vehicle, animal and pedestrian traffic.

CARRIED UNANIMOUSLY

POLICIES: NONE

OLD BUSINESS:

Sewer line camera results from Select Engineering Consultants Ltd.

Motion 104/13

Moved by Mayor Maciborski that Heisler Village Council accept the CCTV sewer line camera results and project cost estimates from Select Engineering Consultants Ltd. as the first tender for phase 3 of the sewer line replacement project (manholes 1-2 and 13-17) at a cost of approximately **\$360,000.**"

CARRIED

Select Engineering Consultants Ltd. – Release of holdback for Forestburg Transit Mix Ltd.

Motion 105/13

Moved by Mayor Maciborski that Heisler Village Council accept the letter from Select Engineering Consultants Ltd. for information.

CARRIED

NEW BUSINESS:

Support request from Flagstaff Family and Community Services

Motion 106/13

Moved by Mayor Maciborski that Heisler Village Council instruct the CAO to send the letter of support as requested to Flagstaff Family and Community Services for their application for funding from the Victims of Crime Fund.

CARRIED

Support request from the Forestburg Agricultural Society

Motion 107/13

Moved by Deputy Mayor Steil that Heisler Village Council instruct the CAO to send a letter of support as requested to the Forestburg Agricultural Society for their facility as a Regional

Indoor Riding Facility in support of their grant application through the Flagstaff County Recreation Grant Program.

CARRIED

IN CAMERA

Motion 108/13

Moved by Mayor Maciborski that Heisler Village Council go In Camera to discuss personal and personnel issues at 8:10 p.m.

CARRIED

CAO Amanda Howell stepped out of the meeting at 8:10 p.m. and returned to the meeting at 8:30 p.m.

OUT OF CAMERA

Motion 109/13

Moved by Mayor Maciborski that Heisler Village Council go Out of Camera at 8:50 p.m.

CARRIED

CAO Employee Evaluation

Motion 110/13

Moved by Mayor Maciborski that Heisler Village Council complete and accept the CAO Evaluation for 2013 as presented.

CARRIED

Renewal of Employment Agreement with CAO Amanda Howell

Motion 111/13

Moved by Councillor Tetz that Heisler Village Council accept and renew the CAO Employment Agreement with Amanda Howell at a rate of **\$23.10** per hour commencing October 1, 2013 as presented.

CARRIED

Letter from Dixie Wolbeck

Motion 112/13

Moved by Deputy Mayor Steil that Heisler Village Council instruct the CAO to send a letter to Dixie to inform her that council appreciates her contributing to beautifying the village entrance signs.

CARRIED

Flagstaff County Community Peace Officer Services Agreement

Motion 113/13

Moved by Mayor Maciborski that Heisler Village Council acquire the services of the Flagstaff County Community Peace Officers until February 1st, 2014 at a cost of **\$134.00**/month plus GST. After February 1, 2014, the agreement will be reviewed.

CARRIED

COUNCILLOR REPORTS:

Mayor Maciborski's written report- None

Mayor Maciborski's verbal report- None

Deputy Mayor Steil's written report- None

Deputy Mayor Steil's verbal report- Flagstaff Intermunicipal Partnership Committee, September 16/13, Flagstaff Regional Housing Group, September 9/13

Councillor Tetz's written report- None

Councillor Tetz's verbal report- Fire Truck purchase discussions with Fire Chiefs (throughout September), Flagstaff Family and Community Services, September 11/13

Public Works Operating Report- August/September, 2013

Bylaw Enforcement Report- August, 2013

Motion 114/13

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

CARRIED

CAO REPORT AND ACTION LIST:

Motion 115/13

Moved by Mayor Maciborski that Heisler Village Council accept the CAO action list and CAO written report from the August 15, 2013 Council meeting as information.

CARRIED

FINANCIAL:

Cheque Register

Motion 116/13

Moved by Councillor Tetz that Heisler Village Council accept the August 16th – August 31st, 2013 cheque register #1785- #1804 in the amount of **\$13,257.35** as presented.

CARRIED

Cheque Register

Motion 117/13

Moved by Mayor Maciborski that Heisler Village Council accept the September 1st – September 15th, 2013 cheque register #1805-#1816 in the amount of **\$7,669.22** as presented.

CARRIED

Petty Cash Expenses

Motion 118/13

Moved by Deputy Mayor Steil that Heisler Village Council instruct CAO to pay the petty cash expenses for September, 2013 in the amount of **\$25.30**.

CARRIED

Financial Statement for August, 2013

Motion 119/13

Moved by Mayor Maciborski that Heisler Village Council accept the balance shown on the August, 2013 bank statement as presented.

CARRIED

Councillor - Kel Tetz Expenses

Motion 120/13

Moved by Mayor Maciborski that Heisler Village Council instruct CAO to pay Kel Tetz's expenses for January 16 – August 15, 2013 in the amount of **\$1,780.00**.

CARRIED

CAO - Amanda Howell Expenses

Motion 121/13

Moved by Councillor Tetz that Heisler Village Council instruct CAO to pay Amanda Howell's expenses for August, 2013 in the amount of **\$122.69**.

CARRIED

Invoice – Cam-Trac Inspection Services Ltd. - Sanitary CCTV

Motion 122/13

Moved by Deputy Mayor Steil that Heisler Village Council approve the invoice from Cam-Trac Inspection Services for CCTV inspections of sewer lines in the amount of **\$2,601.32** including GST as presented.

CARRIED

ATCO Electric- Distribution Revenue Forecast for 2014 Franchise Fee

Motion 123/13

Moved by Deputy Mayor Steil that Heisler Village Council maintain the ATCO Electric Distribution Revenue Franchise Fee at **7%** for 2014.

CARRIED

Fort Garry Fire Trucks – Partial payment for new fire truck

Motion 124/13

Moved by Mayor Maciborski that Heisler Village Council accept the email from Phillip Kosheluk of Fort Garry Fire Trucks for information.

CARRIED

Security shelter for village fuel tanks

Motion 125/13

Moved by Mayor Maciborski that Heisler Village Council table agenda item 12.10, Security shelter for village fuel tanks until the October, 2013 council meeting.

CARRIED

Mayor – Sean Maciborski Expenses

Motion 126/13

Moved by Councillor Tetz that Heisler Village Council instruct CAO to pay Sean Maciborski's expenses for July 23 – September 17, 2013 in the amount of **\$240.00**.

CARRIED

Deputy Mayor - Dennis Expenses

Motion 127/13

Moved by Sean Maciborski that Heisler Village Council instruct CAO to pay Dennis Steil's expenses for June 25 – September 17, 2013 in the amount of **\$480.00**.

CARRIED

CORRESPONDENCE:

13.1- Letter from TransCanada – Update for the Energy East Pipeline

13.2- Letter from Alberta Municipal Affairs – New Home Buyer Protection Act info

13.3- Letter from Alberta Culture – 2013 Stars of Alberta Volunteer Award info

13.4- Letter of introduction from MPE Engineering Ltd.

13.5- Letter from Alberta Municipal Affairs – Dispute Resolution Services Training program

13.6- Letter from Flagstaff County – Flagstaff Rural Integrated Lodge – Healthy Living Facility

13.7- Letter from Flagstaff County – Heritage as an Economic Opportunity Workshop

13.8- Letter from Flagstaff County – Flagstaff Small Business Gala

Motion 128/13

Moved by Mayor Maciborski that Heisler Village Council accept the Correspondence item numbers 13.1 to 13.8 as information and instruct CAO to include the titles of the letters or memos in the Council meeting minutes.

CARRIED

IN CAMERA:

Motion 129/13

Moved by Mayor Maciborski to go In Camera to discuss personal and personnel items at 9:55 p.m.

CARRIED

OUT OF CAMERA:

Motion 130/13

Moved by Mayor Maciborski to go Out of Camera at 10:15 p.m.

CARRIED

Complaint from ratepayer

Motion 131/13

Moved by Mayor Maciborski that Heisler Village Council instruct the CAO to build a policy pertaining to employee use of village property.

CARRIED

DATE OF NEXT REGULAR COUNCIL MEETING:

October 23, 2013 at 7:00pm

ADJOURNMENT:

As all items on the agenda were discussed, Mayor Maciborski adjourned the meeting at 10:30 p.m.

X

Dennis Steil
Mayor

X

Amanda Howell
CAO