

**VILLAGE OF HEISLER  
REGULAR COUNCIL MEETING MINUTES  
HELD IN THE COUNCILCHAMBERS AT THE HEISLER VILLAGE OFFICE  
December 17, 2019 @ 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 December 17, 2019 @ 7:00 p.m.

**PRESENT:**        Brandon Martz        Deputy Mayor  
                  Jon Williams        Councillor  
                  Heidi Rohe            Chief Administrative Officer  
**Absent:**        Bonita Wood           Mayor

**CALL TO ORDER:** Deputy Mayor Martz called the meeting to order at 7:02 p.m.

**ADOPTION OF AGENDA**

**Motion 909/19**

Moved by Councillor Williams to adopt the agenda as presented including additional items:

- 8.4        ATCO Lights Walkway
- 9.12.1    SCADA Bi -System Proposal
- 9.12.2    SCADA ATAP
- 9.13     Bi-System Proposal Mechanical Upgrade WTP
- 11.3     CRA Audit
- 12.17    Reimbursement PW Foreman
- 12.18    Petty Cash
- 12.19    2019 Fire Chief Expenses
- 12.20    2019 Firemen Meeting Expenses
- 12.21    2019 Fire Operating Expenses
- 12.22    2020 Capital Budget

**CARRIED**

**MINUTES:**

**Motion 910/19**

Moved by Councillor Williams to adopt the November 18, 2019 regular council meeting minutes.

**CARRIED**

**PUBLIC HEARING:** NONE

**BYLAWS:**

**Fees and Charges Bylaw #522-20**

**Motion 911/19**

Moved by Councillor Williams that Heisler Council gives **first** reading to Bylaw #522-20 the Fees and Charges Bylaw.

**CARRIED**

**Motion 912/19**

Moved by Deputy Mayor Martz that Heisler Council gives **second** reading to Bylaw #522-20 the Fees and Charges Bylaw.

**CARRIED**

**Motion 913/19**

Moved by Councillour Williams that Heisler Council proceeds to **third and final** reading of Bylaw #522-20 the Fees and Charges Bylaw.

**CARRIED**

**Motion 914/19**

Moved by Deputy Mayor that Heisler Council by **unanimous consent** gives third and final reading to Bylaw #522-20 the Fees and Charges Bylaw.

**CARRIED UNANIMOUSLY**

**POLICIES:** NONE

**OLD BUSINESS:**

**Regional Government Amalgamation**

**Motion 915/19**

Moved by Councillour Williams that Council makes a motion to proceed forward with the Regional Amalgamation Process by having an open house for Heisler's residents as soon as Flagstaff County agrees to amalgamate.

**CARRIED**

**Municipal Affairs – Request information Broad Band Plans**

**Motion 916/19**

Moved by Councillour Williams that Council advises CAO to send out a letter to Municipal Affairs to provide requested information about broad band plans.

**CARRIED**

**Intermunicipal Collaboration Framework (ICF)**

**Motion 917/19**

Moved by Councillour Williams that Council accepts the attached draft for the Intermunicipal Collaboration Framework as information.

**CARRIED**

**ATCO – Lights for Walking Path next to Sportsground**

**Motion 918/19**

Moved by Deputy Mayor Martz that Council advises CAO to request a quote for 8 lights from ATCO for the walkway next to the sportsground.

**CARRIED**

**NEW BUSINESS:**

**MuniSight ACP Proposal**

**Motion 919/19**

Moved by Councillor Williams that Council made a resolution to direct Administration to apply for a grant opportunity with the Town of Sedgewick, Town of Hardisty, Town of Killam, Village of Forestburg, Village of Alliance, Village of Heisler and Village of Lougheed, from the Alberta Municipal Affairs Alberta Community Partnership (ACP) program through the Intermunicipal Collaboration Stream for the Regional GIS and Asset Management project and that Village of Heisler commit to conducting the following activities in its proposed project to advance regional service delivery with the following two activities:

- Regional GIS Assessment Study to identify regional service delivery gaps
- Implementation of Asset Management Program

And further to approve the Town of Sedgewick as the managing partner of the grant.

**CARRIED**

**Fire Services Agreement and Regional Fire Chief Agreement**

**Motion 920/19**

Moved by Deputy Mayor Martz that Heisler Village Council approves to extend the Fire Services Agreement and Regional Fire Chief Agreement to December 31, 2020.

**CARRIED**

**Wainwright Assessment Group - Agreement**

**Motion 921/19**

Moved by Councillor Williams that that Heisler Village Council accepts the proposal from December 10, 2019 to renew the Assessment Services contract with Wainwright Assessment Group Ltd. and approve the 2020-2022 rates of \$3,840 for 2020, \$3,840 for 2021 and \$3,840 for 2022 plus GST.

**CARRIED**

**ATCO Powerlines**

**Motion 922/19**

Moved by Deputy Mayor Martz that Council approves ATCO's recommendation to build the movable barricades in an "L" formation around the pole one in line with the HWY, and one in line with the street at no cost to avoid potential liability issues.

**CARRIED**

**ATCO Powerlines**

**Motion 923/19**

Moved by Deputy Mayor Martz that Council approves ATCO's recommendation from June 17, 2019 to change out poles, due to age, in the Village of Heisler planned in 2020.

**CARRIED**

**Municipal Accountability Program**

**Motion 924/19**

Moved by Deputy Mayor Martz That Heisler Council accepts the letter of Municipal Affairs stating that the Village of Heisler has been selected to participate in a Municipal Accountability Program (MAP) in 2020 as information.

**CARRIED**

**SustainErgy Group Inc – Request Letter of Support**

**Motion 925/19**

Moved by Councillor Williams that Heisler Village Council does not approve to write a letter of support for SustainErgy Group Inc.

**CARRIED**

**Future Management of FIP**

**Motion 926/19**

Moved by Deputy Mayor Martz that Council tables the decision to accept the Town of Hardisty as the FIP Managing Partner until a budget is provided by the Town of Hardisty.

**TABLED**

**FFCS – Request for Support Letter**

**Motion 927/19**

Moved by Councillor Williams that Heisler Village Council advises CAO to write a letter of support for Flagstaff Family and Community Services.

**CARRIED**

**Flagstaff Parents for Fun – Request for Support Letter**

**Motion 928/19**

Moved by Councillor Williams that Heisler Village Council advises CAO to write a letter of support for Parents of Fun in Flagstaff Society.

**CARRIED**

**Back Up for PW for Snow Removal**

**Motion 929/19**

Moved by Deputy Mayor Martz that Council advises CAO to call a volunteer who is qualified to use the Village's grader, or to call a contractor for snow removal if required, in case public works Foreman is unavailable.

**CARRIED**

**Regional Water Consortium & SCADA System**

**Motion 930/19**

Moved by Deputy Mayor Martz that Council decides to not withdraw from the Regional SCADA Project and to rescind resolution from August 1, 2019 Regular Council Meeting:

*Motion 834/19*

*Moved by Councillor Williams that Village of Heisler Council advises CAO to draft and send a letter, signed by the Mayor with Council's decision, to withdraw from the Regional SCADA Project by the end of the year 2019.*

**CARRIED**

**Proposed Bi-Systems Regional Consortium SCADA Up-Grade – Maintenance Agreement**

**Motion 931/19**

Moved by Deputy Mayor Martz that Council approves proposed Bi-Systems Regional Consortium SCADA Up-Grade – Maintenance Agreement.

**CARRIED**

**Regional Water Consortium & SCADA System – ATAP**

**Motion 932/19**

Moved by Councillor Williams that Council accepts the ATAP letter from April 23, 2019 regarding Regional Operations as information.

**CARRIED**

**Proposed Mechanical Upgrade for Village of Heisler Water Treatment Plant**

**Motion 933/19**

Moved by Deputy Mayor Martz that Council tables decision for Bi-Systems' proposal from December 13, 2019 until other applied grants are approved.

**TABLED**

**COUNCILLOR REPORTS**

**Motion 934/19**

Moved by Deputy Mayor Martz that Heisler Council accepts the November 2019, DEM, Public Works, Bylaw Enforcement reports as presented.

**CARRIED**

**CAO Report and Action List**

**Motion 935/19**

Moved by Councillor Williams that Heisler Council approves the Action List from the November 18, 2019 regular council meeting and the CAO November 2019 written report as information.

**CARRIED**

**CRA – GST & PSB Audit**

**Motion 936/19**

Moved by Councillor Williams that Council accepts the CRA letter and the information for a passed GST and PSB Bodies Audit for January 1, 2017 to June 30, 2019 as information.

**CARRIED**

**FINANCIAL:**

**Motion 937/19**

Moved by Councillor Williams that Village of Heisler Council accepts the balanced November 2019 Financial Statements as presented.

**CARRIED**

**Interim 2020 Operational Budget**

**Motion 938/19**

Moved by Councillor Williams that Heisler Village council passes a resolution to adopt the 2019 Village of Heisler operating budget as the Interim Operating Budget for 2020.

**CARRIED**

**Village of Heisler Staff Christmas Gifts**

**Motion 939/19**

Moved by Councillor Williams that Heisler Village Council approves the Heisler Staff Christmas for 2019 in the total amount of \$300.00.

**CARRIED**

**2019 Fire Chief Honorarium**

**Motion 940/19**

Moved by Councillor Williams that Heisler Village Council approves 2019 Fire Chief Honorarium in the amount of \$450.00.

**CARRIED**

**2019 DEM Honorarium**

**Motion 941/19**

Moved by Deputy Mayor Martz that Heisler Village Council approves 2019 Director of Emergency Honorarium in the amount of \$100.00.

**CARRIED**

**FCCS 2020 Budget**

**Motion 942/19**

Moved by Councillor Williams that Heisler Village Council approves the proposed Flagstaff Family & Community Services 2020 budget with Heisler's requisition of \$1,392.

**CARRIED**

**Reimbursement PW TDG Online Course**

**Motion 943/19**

Moved by Deputy Mayor Martz that the Heisler Council approves to reimburse Jordan McIntyre's expenses for the TDG (Transportation of Dangerous Goods) online course in the amount of \$35.65.

**CARRIED**

**Flagstaff Regional Solid Waste 2020 Budget Version 2**

**Motion 944/19**

Moved by Councillor Williams that Village of Heisler Council approves the proposed Flagstaff Regional Solid Waste Management Association 2020 budget Version 2 of \$2,579,436.53 with a \$25,163.49 requisition for Heisler in 2020 (including \$77.43 transitional fee).

**CARRIED**

**Flagstaff Regional Housing 2020 Requisition**

**Motion 945/19**

Moved by Councillor Williams that Heisler Village Council accept 2020 Lodge requisition of \$1,050.00 for senior's housing from Flagstaff Regional Housing Group, as presented.

**CARRIED**

**Money Transfer between ATB Accounts**

**Motion 946/19**

Moved by Deputy Mayor Martz that the Heisler Council approves

- a. To give CAO authority to transfer money, which is not needed right now in the ATB MUSH Operating Account to the MUSH Saving Account or vice versa, to make sure the Village of Heisler profits from the best interest rates at the time.
- b. To give CAO authority to transfer the mature GICs to the MUSH Saving Account if the GIC interest is lower than the current savings account interests and to give CAO authority to invest in GIC when interest rates are higher for one year cashable GICs.

**CARRIED**

**CAO Travel Expenses**

**Motion 947/19**

Moved by Councillor Williams that Heisler Council instructs the CAO to pay CAO Heidi Rohe travel expenses for Aug 27-Dec , 2019 in the amount of \$148.00.

**CARRIED**

**BREOC – Cost Sharing Model**

**Motion 948/19**

Moved by Councillor Williams that Council accepts the presented BREOC December 5, 2019 meeting minutes; including the potential cost sharing model as information.

**CARRIED**

**Deputy Mayor Travel Expenses**

**Motion 949/19**

Moved by Councillor Williams that Heisler Council instructs the CAO to pay Deputy Mayor, Brandon Martz' Meeting & Travel expenses for August 22-December 17, 2019 the amount of \$956.00.

**CARRIED**

**Community Resource Officer Funding**

**Motion 950/19**

Moved by Deputy Mayor Martz that Council reviewed their decision for funding the Community Resource Officer and rescinds Motion 820/19 from the Regular Council Meeting on July 29, 2019:

*Moved by Councillor Williams that Council accepts the letter, dated May 1st, 2019 by Flagstaff County as information and advises CAO to send a letter to Flagstaff County that commencing in the year 2020 the Village of Heisler will commit to fund \$2,000.00 per year for the Community*

*Resource Officer Position for a 3 years term ending in 2022; with request for an annual 'Crime Watch Town Hall Meeting' in Heisler, which educates our residents on crime prevention practices and news.*

due to the cost of the rural policing initiative from the province.

**CARRIED**

**Councillor Williams Travel Expenses**

**Motion 951/19**

Moved by Deputy Mayor Martz that Heisler Council instructs the CAO to pay Councillor Jon Williams' & travel expenses for May 16-Dec 17, 2019 the amount of \$800.00

**CARRIED**

**Reimbursement PW Foreman – UFA Camrose**

**Motion 952/19**

Moved by Councillor Williams that Heisler Council approves to reimburse Jordan McIntyre's expenses in the amount of \$14.67.

**CARRIED**

**Petty Cash Expenses**

**Motion 953/19**

Moved by Councillor Williams that Heisler Village Council instructs the CAO to pay \$11.10 to petty cash expenses with the next Account Payable.

**CARRIED**

**2019 Fire Chief Expenses**

**Motion 954/19**

Moved by Councillor Williams that Heisler Village Council approves the meeting and travel expenses of Fire Chief, Joe Martz for 2019 in the amount of \$1,360.00.

**CARRIED**

**2019 Firemen Meeting Expenses**

**Motion 955/19**

Moved by Deputy Mayor Martz that Heisler Village Council approves the Firemen meeting expenses of Fire Chief, Joe Martz for 2018 in the amount of \$1,050.00.

**CARRIED**

**2019 Firemen Operating Expenses**

**Motion 956/19**

Moved by Councillor Williams that Heisler Village Council approves the fire operation expenses for Heisler Firemen in the amount of \$1,860.00

**CARRIED**

**2020 Capital Budget**

**Motion 957/19**

Moved by Deputy Mayor Martz that Heisler Village Council approves 2020 Village of Heisler Capital Budget as presented.



**CARRIED**

**CORRESPONDENCE:**

**Motion 958/19**

Moved by Deputy Mayor Martz that Heisler Council accepts the Correspondence items number 13.1-13.28 as information:

- 13.1 Town of Hardisty – Letter FRSWMA 2020 Budget
- 13.2 Town of Hardisty – Letter Urban Curbside Collection Alternative
- 13.3 Village of Loughheed - Letter FRSWMA 2020 Budget
- 13.4 Town of Hardisty – Letter FIP Committee and Split Up of Responsibilities
- 13.5 Town of Killam – Letter FRSWMA 2020 Budget
- 13.6 Town of Killam – Letter FFCS 2020 Budget
- 13.7 Flagstaff County – Letter Curbside Pick Up and Proposed FRSWMA 2020 Budget
- 13.8 Flagstaff County – Letter to Minister Voluntary Amalgamation of Flagstaff Municipalities
- 13.9 Flagstaff County - Letter Voluntary Amalgamation of Flagstaff Municipalities
- 13.10 Town of Sedgewick - Letter FRSWMA 2020 Budget
- 13.11 Town of Sedgewick – Letter Curotto Can Collection System
- 13.12 Village of Loughheed - Letter FRSWMA 2020 Budget
- 13.13 FRWSMA – November 25, 2019 Regular Meeting Minutes
- 13.14 FRWSMA – November 25, 2019 Organizational Meeting Minutes
- 13.15 FRWSMA – Board Roster 2020
- 13.16 Flagstaff Regional Housing Group – October 1, 2019 Meeting Minutes
- 13.17 Interagency Minutes November 5, 2019 Meeting
- 13.18 Town of Daysland – Extension of Regional Fire Chief Services and Fire Services Agreement
- 13.19 Village of Forestburg – Letter ACP Grant for Regional GIS Assessment Study
- 13.20 Town of Daysland – Letter Voluntary Amalgamation of Flagstaff Municipalities
- 13.21 Town of Daysland - Letter FRSWMA 2020 Budget
- 13.22 Battle River School Division – Letter Board of Trustees
- 13.23 Alberta Municipal Affairs – Letter from Minister – Updates ICP and IDP
- 13.24 Alberta Municipal Affairs – Letter from Minister – Update MSI Funding
- 13.25 Town of Killam - Letter FRSWMA 2020 Budget
- 13.26 Town of Killam – Letter FIP Managing Partner
- 13.27 Town of Killam - Extension of Regional Fire Chief Services and Fire Services Agreement
- 13.28 Town of Killam - Letter ACP Grant for Regional GIS Assessment Study

**CARRIED**

**In Camera**

**Motion 959/19**

Moved by Deputy Mayor Martz to go into Camera at 9:00 p.m.

**CARRIED**

**Out of Camera**

**Motion 960/19**

Moved by Deputy Mayor Martz to go Out of Camera at 9:30 p.m.

**CARRIED**

**Date for next regular Council Meeting: January 23, 2020 @ 7:00 p.m.**

**ADJOURNMENT:**

As all items on the agenda were discussed, Deputy Mayor Martz adjourned the meeting at 9:44 p.m.

**X**

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Brandon Martz  
Deputy Mayor

**X**

Heidi Rohe  
CAO