

## MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA

IN THE PROVINCE OF ALBERTA, HELD ON MONDAY, APRIL 20, 2015  
IN THE COUNCIL CHAMBERS OF THE VILLAGE OF VILNA MUNICIPAL OFFICE

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**PRESENT:** Mayor Donald Romanko  
Deputy Mayor Frank Barry  
Councillor Stephen Klassen

Loni Leslie, Chief Administrative Officer  
Earla Wagar, Administration

**ABSENT:** Kevin Smith, Public Works

**GALLERY:** Richard Jean, JMD Group, LLP

**ORDER:** Mayor Romanko called the meeting to order at 7:00 P.M.

### 1. AGENDA:

**Res. 034-15** Deputy Mayor Barry moved the agenda be accepted as presented.

CARRIED

### 2. DELEGATION:

#### 2014 Financial Statement Highlights

##### **Revenues**

Total Taxes Levied for Municipal Purposes:	\$270,485.
User Fees & Sales of Goods & Services	234,536.
Operating Grants & Transfers	143,123.
Franchise Fees Collected (ATCO)	60,927.
Late Payment charges	20,671.
Rentals, Local Improvements, Licenses & Fees	27,673.
Other Revenues (School, Library, etc.)	<u>37,751.</u>
	\$795,166.
Capital Project Grants	<u>329,375.</u>
Total Revenues .....	<b>\$1,124,541.</b>

##### **Expenditure**

General Administration	\$201,735.
Protective Services	28,025.
Roads, Street Lights etc.	219,449.
Water, Sewer, Garbage, Landfill	314,960.
FCSS	10,964.
Economic Development, Parks & Culture	<u>63,491.</u>

Total Expenditures **\$838,624.**

**Net Revenues over Expenditures \$286,337.**

Mr. Jean reported that as at the end of December, 2014 the Village had an outstanding debt of \$382,163.00 and a \$122,834.00 cash balance at the end of 2014.

**Res. 035-15**

Deputy Mayor Barry moved the 2014 Audited Financial Statements, as presented by Richard Jean, CPA, be accepted for information.

CARRIED

**3. MINUTES:**

a. Regular Meeting, March 23, 2015, 2015

**Res. 036-15**

Moved by Councillor Steve Klassen that the minutes of the Regular Meeting of Council of March 23, 2015 be adopted as presented.

CARRIED

**4. BUSINESS ARISING:**

**5. REPORTS:**

**ADMINISTRATION REPORT and PUBLIC WORKS REPORT  
Presented by CAO Loni Leslie**

- Taxes – Currently in arrears \$130,650.14 not including EFT's and Village owned property (tax recovery unpaid - \$31,107.13)
- The March/April Billing for Utilities will be sent out the first week of May.
- Roy Dyck of COPS has reported some issues with the Trail washrooms and has closed the doors for a couple of weeks at a time.
- The water plant was broken into last week. Kevin has had to add some locks to certain doors and the plant can no longer be accessed from the west doors as they are locked on the inside. He has locked an inner door which goes to the Commission's monitoring equipment and provided Dave Franchuk with a key. He will also be locking the hatch to the reservoir.
- John Foster, Drinking Water Operations Specialist with Alberta Environment met with Kevin and I today to familiarize himself

with our water operations, reporting, our drinking water safety plan etc. He did a PowerPoint presentation and then spent some time with Kevin at the plant. He has some suggestions regarding reporting. He was also concerned about the break-in at the plant and suggested alarm monitoring for that.

- I attended the County Safety AGM on Friday. They presented incident reports, department reports, a mental health in the workplace session and a distracted driving session. It was a valuable meeting and provided good and relevant information.
- Although we are slated to receive an allotment of \$41,553.00 for MSI Operating, the Grants-in-Lieu of taxes will not be paid this year, which is \$10,653.32 less in taxes we will collect. MSI grant allocations are subject to legislature approval.
- We submitted a Small Communities Fund application for the Lift Station (1/3 split of Federal Provincial and Municipal cost share) of \$212,425. We have not heard back about that application. Grant stacking is allowed, so MSI capital money can be used for our 1/3 share (70,808.33 if we are approved). This will free up some of the MSI capital funding for other projects such as waterline replacement.
- During the 2014-15 winter we had only one water break due to frost heave and the water line at the sani-station cracked and will be repaired by Kevin.

## **MAYOR ROMANKO'S REPORT**

### **Smoky Lake Foundation, March 25**

- Discussed lodge renewal program.
- Auditor discussed financial statement.
- Approved CUPE contract with employees.
- Vilna Lodge scheduled for sprinklers.
- ASLI building is 80% complete.
- \$30 000 over budget for self-contained units.
- If grant is available decided to rebuild Bar V Nook.
- Met with Alberta Senior Housing representative and discussed several topics.
- Vilna Villa given highest rate in Alberta for patient care.
- Discussed management incentives if several presented criteria are met.
- Discussed contracting out of accounting to Capital Housing, Doug to look into costs and availability.

- Agreed to a Memorial Plaque for long time employee Jenny Habiak.
- Waskatenau board representation was discussed with representative, need to have a board member present for meetings. Several suggestions were brought up.
- Received Business Plan for Foundation Operations.

### **ASLI Project Meeting, April 2**

- Furniture order for ASLI Project discussed and decision to only furnish 30 rooms.
- Decided not to have contractor build storage shed (\$9 856.31 for 6X10 shed).
- Internet status no longer a problem.
- Decided not to RFP landscaping because of the proposed new building, for Bar V Nook replacement. Federal and Provincial grant of \$9.4 million
- Pushing for June 30<sup>th</sup> completion.
- Problem with drainage in area to be discussed with project and town engineers.
- Finally received \$225 000 GST rebate.
- Bank finally is giving interest on our bank account.

### **DEPUTY MAYOR BARRY'S REPORT**

#### **Disaster Services March 24/15**

- The Resource List is being updated;
- Discussed various positions and potential candidates;
- An Emergency Preparedness Agency meeting is planned for April 21, 2015;
- The emergency generators are scheduled to be tested;
- A request was put forward to have the Vilna generator moved to Vilna, to have it on had if required.

#### **Citizens on Patrol**

- COPS received a grant of \$2,500.00 from the County;
- Members are to patrol the parking lot for the RCMP Ball;
- Several mailboxes were broken into at Spedden, there was an attempted break-in at the Cultural Centre, incident was reported to RCMP;
- A new RCMP member is coming to replace Matt at the detachment, Matt is currently on sick leave and will be transferred to Leduc in May;
- The committee is looking into getting COPS sign.

#### **RCDC March 27, 2015**

- A presentation was made by Jerry Bidulock of Lakeland Outdoor Recreation "Group regarding the Iron Horse Trail and its use,  
The trail can be a big attraction such as the Ashmont Rally with approximately 600 registrants in 3 days,  
There needs to be clarification of quad use along roadways, people are uncertain of the regulations.  
It was suggested that side trails to other destinations could be appealing.
- Leon Boychuk-Hunter from Metis Crossing spoke about an initiative to increase the number of visitors and use of their campground, using the facility as an event centre,
- In 2015 they have 2 main events planned, June 21 - Aboriginal Days, and August 21 - 22 is Voyageur Days.  
Their exhibition space has doubled included displays from the Glenbow Museum.
- EDO Shaun Green reported that he has visited about 20 businesses in the past month, and spoke at the Smoky Lake Chamber of Commerce AGM.
- RCDC had a booth at the Edmonton Boat and Sportsman Show, the top 3 questions asked pertained to the Iron Horse Trail, RV information and fishing.

### **Evergreen Regional Waste Management - April 15, 2015**

- Glenn Anderson, Mayor of St. Paul, made a presentation to the Board. The Town of St. Paul is doing a feasibility study with various options for recycling to analyze their options and make recommendations.  
The cost of the Study is \$20,000.00 with Evergreen contributing up to \$10,000.00. Other municipalities will be included in the study once the preliminary study is completed. The Board agreed to create a sub-committee to work on the study, with Administration to draw up the terms of reference.
- The first quarter of the year is showing an operating loss of \$17,000.00;
- Leachate collection is slowing down. Administration was directed to contact High Mark to see if they were interested in the waste water;
- The Board is again looking into the acceptance of asbestos;
- It was decided to accept a proposal from GEEP (Global Electric Electronic Processing) to recycle the electronics, It is proposed to install small cages in some sites and Sea-Cans in sites where more electronics are dropped off;  
It was suggested that a 1 year trial be proposed.

## **COUNCILLOR KLASSEN'S REPORTS**

### **MuniCorr - April 13, 2015**

This meeting started early due to the number of delegations scheduled. One of the delegations was from Jade Housing Solutions. They are planning to have a facility just outside of Bonnyville and needed to inform Muni Corr as their traffic would be crossing the trail. They will be paving the entrance off the highway and plan to hard pack the existing access. They were also informed by the Province that a number of trees needed to be cleared that were on Muni Corr property for sightlines. Muni Corr will be having discussions with the Province on this issue, as they are far enough back that they pose no risk.

The next delegation was from the County of St. Paul on a proposed siding purchase at Owlseye. They are looking to straighten the road by the subdivision, which will bring the roadway right next to the trail. Muni Corr asked that they look into moving the trail as well in order to keep the 50 feet between the road and trail.

Lastly Barb McCarthy was on hand to go through the financial report. No anomalies were perceived and the financial report was accepted.

ISL is still getting everything ready for the Trestle repairs and plan to be on site in May.

There was discussion on Texas gates being replaced and the resale of the old ones. More info will be brought to the next meeting.

Next meeting – May 11, 2015

### **Vilna Agricultural Society - April 13, 2015**

A relatively quick meeting. It seems a revised 8:00 pm start works much better.

The treasurer's report was presented with a few minor adjustments and was passed with little discussion.

Nothing to report with properties and arena.

Future Bookings include:

April 20 – Smoky Lake Community Learning Council session

May 5 – Election

May 22 – Vilna Veselka Concert

May 30 – Vilna Graduation

June 1 – Senior's Lunch

No updates for Cowboy Fest, everything is pretty much set.

Boomtown Days committee was to be meeting the next day so no new items to report.

Casino will be held July 26 & 27 and they need more bodies.

Next meeting May 11, 2015

### **Vilna Public Library Meeting – April 9, 2015**

The Senior's Week Provincial grant was turned down but Roxanne has plans to put together a little something to bring them in.

The Library has received the County money for Helping Hands. This will go towards expenses incurred while travelling to residents within the County.

Roxanne is working on another grant at Canada Post. This one needs the schools involvement.

Next meeting date June 11, 2015

#### **Res 037-15**

Moved by Deputy Mayor Barry that the reports be accepted for information.

CARRIED

## **6. NEW BUSINESS**

### **a) Bonnie Lake Campground Operator RFP**

Regrettably, no proposals were received for the operation and maintenance of Bonnie Lake Campground. It was suggested that Administration continue to seek a manager and report to the next meeting.

### **b) 2014 Winter Water and Sewer Line repair**

A request was made, at the last Council meeting, for Council to consider adjusting the charges for repairs to their water and sewer lines in January, 2014. Council agreed that the separation of the water line from the main would be considered extraneous and considered the responsibility of the Village.

#### **Res. 038-15**

Moved by Mayor Romanko That the owner of 4802 – 52 Avenue be issued an invoice for the work done in February of 2014 in the amount of \$8,675.63 for the sewer repair for their property.

CARRIED

## **7. BYLAWS & POLICIES**

### **a) Bylaw 512-15 Regional Emergency Management Region**

The Regional Emergency Management Region Bylaw was reviewed and brought forward for 2<sup>nd</sup> and 3<sup>rd</sup> readings.

**Res. 039-15** Moved by Deputy Mayor Barry that the proposed Bylaw #512 15 be given 2<sup>nd</sup> reading.

CARRIED

**Res. 040-15** Moved by Mayor Romanko that the proposed Bylaw #512-15 be given 3<sup>rd</sup> reading.

CARRIED

**b) Bylaw 513-15 Local Improvement Bylaw (49A Avenue)**

The services to the Bottle Depot on 49A Avenue were installed jointly with the property owner and the Village, the cost of the installation was agreed to be recovered by Local Improvement. Payments have been collected through taxes for the past 4 years leaving 6 years yet to be collected. To formalize this understanding the aforementioned Local Improvement Bylaw is required.

**Res. 041-15** Moved by Councillor Klassen that the proposed Bylaw #513-15, Local Improvement Bylaw – 49A Avenue, be given 1<sup>st</sup> reading.

CARRIED

**Res. 042-15** Moved by Deputy Mayor Barry that the proposed Bylaw #513-15 be given 2<sup>nd</sup> reading.

CARRIED

**Res. 043-15** Moved by Mayor Romanko that Unanimous Consent be given to have Bylaw 513-15 read a third time.

CARRIED

**Res. 044-15** Moved by Deputy Mayor Barry that the proposed Bylaw #513-13 be given 3<sup>rd</sup> reading.

CARRIED

**8. FINANCIAL REPORT:**

**a) Expenditures**

**Res. 045-15** Moved by Councillor Klassen that the expenditures to April 15, 2015 totaling \$53,848.86 through payment of cheques #12448 – 12459 in the amount of \$36,589.36 and direct deposits and payroll to March 31, 2015, in the amount of \$17,259.50 be accepted for information.

CARRIED



**9. CORRESPONDENCE:**

- a. Alberta Seniors, re: Grants In Lieu of Taxes
- b. Alberta Education, re: 2015 Requisition
- c. Smoky Lake Foundation, re: 2015 Requisition
- d. Alberta Municipal Affairs, re: Extra 2014 MSI Capital Grant
- e. WCB. Re: National Day of Mourning
- f. FCM, 2015 Conference – Edmonton
- g. Alberta Fire Chiefs Association, re: Recruitment & Retention Survey
- h. Alberta Municipal Affairs, re: Award of Excellence
- i. Ripple Rock Elementary School, re: Pin request
- j. Veterans Memorial Highway Association, re: Infrastructure Study

**Res. 046-15** Moved by Mayor Romanko that the correspondence be accepted for information.

CARRIED

**10. "IN CAMERA"****11. NEXT MEETING:**

- a) Regular Council – Tuesday, May 12, 2015

**12. ADJOURNMENT:**

**Res. 047-14** Mayor Romanko adjourned the meeting at 10:10 p.m.

CARRIED

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Donald Romanko, Mayor

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Loni Leslie, CAO