

MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA

IN THE PROVINCE OF ALBERTA, HELD ON TUESDAY, DECEMBER 14, 2015
IN THE COUNCIL CHAMBERS OF THE VILLAGE OF VILNA MUNICIPAL OFFICE

PRESENT: Mayor Donald Romanko
Deputy Mayor Frank Barry
Councillor Roy Dyck

Loni Leslie, Chief Administrative Officer
Earla Wagar, Administrative Clerk

ABSENT:

GALLERY: Lee Todd, Vilna Library
Alicia Fox, Smoky Lake Signal

ORDER: Mayor Romanko called the meeting to order at 7:05 P.M.

1. AGENDA:

Amendments:

6.g Vilna Municipal Library Budget

6.h Vilna Municipal Board Appointments

Res. 135-15 Deputy Mayor Barry moved the agenda be accepted as amended.

CARRIED

2. DELEGATION:

3. MINUTES:

a. Regular Meeting, November 16, 2015

Res. 136-15 Moved by Deputy Mayor Barry that the minutes from the November 16, 2015 Regular Council meeting be accepted as presented.

4. BUSINESS ARISING:

5. REPORTS:

ADMINISTRATION REPORT

Presented by Loni Leslie, CAO

TAXES OWING AS AT Dec 14/15		
Current (2015) Taxes		
Owing	\$51,733.02	(incl. \$10,925.63 - SL Fndtn)
Prior Years Taxes Owing	\$78,095.68	
Interest Owing	\$42,441.36	
	<u>\$169,818.13</u>	
Less Village owned property	(\$31,858.33)	
Less SL Foundation	(\$10,925.63)	
Less EFTS by Dec 31/15	<u>(\$4,937.37)</u>	
Total Taxes Owing with Adjustments above	<u>\$127,034.17</u>	

- A 10% penalty will be levied on all unpaid taxes on January 1st, 2016 (except to those who are exempt paying by EFT monthly).

- We have received approval of additional projects for MSI Capital; this is usually a precursor to payment of the MSI funds. Hopefully they will be paid out soon.
- The Health Advisory Committee will be meeting 2 times in our area between now and March. January 21, 2016 is a video conference and March 17th (tentative) in Smoky Lake. We should do a presentation regarding the X-ray at one of those minimum. We need to keep the pressure on AHS to commit to it. A copy of our latest email was given to all members of RCDC at the meeting on December 1.
- Deputy Mayor Barry had requested that Scott Franchuk attend a Vilna Council Meeting to revisit the AHC Emergency Medical Responders program. Chief Franchuk has not received the detailed information he requires from AHS.
- Deputy Mayor Barry and I attended a webinar on December 10th regarding ambulance dispatch. The big concern for us would be if the province is considering changing ambulance responsibilities back to the municipalities, at a great cost to us along with the administration. The webinar indicated that (at least) central dispatch is definitely the way AHS wants to keep things.
- We have not heard anything yet about receiving the truck-fill turnover of software and equipment.
- A ratepayer decided that he had permission to fill the ditch in front of his home. None of the appropriate measures were taken to ensure safe or legal construction. A letter has been drafted requesting a permit application and Kevin has been instructed to check on the “appearance” that the culvert was properly installed. You may be hearing from this particular ratepayer.
- There have been issues at the water plant with the incoming water. Neither Kevin nor I feel that the chloramine levels are high enough coming from Smoky Lake. As the SCADA systems are currently not operating at Smoky Lake, Thorhild is covering. Thorhild has suggested a lowering of the level in the reservoir. We disagree. The level in the reservoir has nothing to do with the water before it gets there. We are asking for higher levels before it gets to the reservoir.
- We are preparing for year-end. This is a busy time, but we are ready. The December billing for utilities will go out in the second week of January as usual.
- The shared job for public works seems to be working out quite well. A couple of hiccups, but everything is going along fine.
- RCDC Budget is on the agenda for approval. The one change to it is a reduction of next year’s Vilna contribution with this year’s surplus, instead of that going into reserve. Next RCDC meeting will be January 26th 2016, the morning after the Joint Muni Meeting here.
- My latest course is now complete. I will probably take a winter course as well.
- The next Joint Municipalities meeting is here in Vilna on Monday January 25th, 2016 at 6pm. If you have any preferences or ideas regarding location or food, please let me know.

PUBLIC WORKS REPORT

Kevin Smith

- Radiator is being put in the garbage truck today then off to Smoky Lake tomorrow for inspection. The radiator core was rotten so a replacement was installed.
- We've had lots of problems this month with regional water quality. This takes lots of time and communication with both the county of Thorhild, County of Smoky Lake and also Associated Engineers to come up with a solution. We have spent a lot of time testing, dripping and flushing to increase our residual in order to maintain chlorine levels.
- We have successfully flushed all our hydrants and have one calls in place to repair the ones that are not working and looking at ways to repair the ones that are leaking when in use but they are old and parts are not that plentiful.
- All of the pot holes have been repaired if you see one I have missed please inform me.
- We have confirmation from Nick from Renco that we will be replacing the pump in the lift station tomorrow starting at 9am.
- The John Deere tractor from has been put in the shop and is being torn down to determine damage to the head. I will report the extent of the damage and estimated cost to repair. The tractor has not been in service for at least 5 years.
- We will start shutting off water of unpaid utilities on Wednesday.
- I have 15 water meters put together and tested hope to start installing after Christmas.
- Still have no word on finding analog readers for the outside of all of the houses in town but I am still looking. We may have to look at other solutions.
- We need to repair the brakes on the backhoe. I will be calling for quotes. It is getting unsafe to operate.
- We are ready for snow except we do not have a truck for moving snow.
- We have utilized the space in the old tax recovery shop on 51st Street & 51 Avenue for cold storage to free up space in the shop.
- Malcolm and I are splitting my shift I only work 20 hours a week now unless it snows and we need to remove snow or it's an emergency. I'm still on call every day for breaks, snow. I work full day Tuesday a half day Wednesday and a full day Thursday.

Notes from The Vilna Pool Hall meeting - 12/6/15

- Next Pool Hall Casino date will be the 1st Quarter of 2017.
- New needles were purchased by Ron for the juke box. They have arrived & have been installed.
- The new addition on the Pool Hall is sealed up for the winter. The exterior is complete, new furnace installed, however the heat duct was not run to the addition.
- The Pool Hall held its Volunteer Appreciation supper on September 20th, 2015 at Porky's in Ashmont.
- The Pool Hall meetings are held every 3 months (quarterly), the next meeting is scheduled for November 29th, 2015 at 3:00 PM
Winter (November & February) meetings will be held at 3:00 PM on the last Sunday of the month.
Summer (May & August) meetings will continue to be held on the last Monday of the month at 8:30 PM.
- The Library Board Christmas Party is to be held at the Pool Hall on December 10, 2015 at 5:30 PM

The above information was taken from the minutes of the last Pool Hall meeting, held on August 24, 2015.

- The Organizational Meeting & regular Quarterly Meeting was held on December 6th, 2015. This meeting was moved from November 29, 2015, due to it being Grey Cup Sunday, some members were out of the Village.
- Ron Farmer was voted back in as President, Joe Iback as Vice President, Violet Preston will remain on as Secretary, Judy Buss has stepped down as Treasurer, Lee Todd was nominated as Treasurer, no other nominations, Lee was unanimously chosen as the Treasurer for the Pool Hall.
- Joe reported that the furnace technician has not yet returned to install the heat pipe to the addition, concern about the sump pump freezing & the basement filling with water again, like last winter.
- Al Buss reported that one pocket had to be repaired on 1 of the tables. Also that a few of the cues need to have their tips replaced.
- It was unanimously decided to keep the Pool Hall web site for 1 more year, also to keep the advertising in the Alberta Lakeland magazine for 1 more year.
- Volunteers are needed to help with the Saturday BBQ's at the Pool Hall.
- Donations of any furniture made around the time the Pool Hall was built (1920's to 1930's), would be greatly appreciated. The new addition of the Pool Hall will be a museum, when it is completed. We have built a replica of the original residence, located at the back of the Pool Hall, this was built using pictures of the original residence & the memories of those who remember the residence.

Next quarterly meeting scheduled for Sunday, February 28th, 2016
@ 3:00 PM

MAYOR ROMANKO'S REPORT

Smoky Lake Foundation Organizational Meeting, November 23, 2015

- Executive: Chair – Randy Orichowski
Vice Chair – Pat Palechuk
- No change to other committees
- Increased mileage to \$0.55 per kilometer

Smoky Lake Foundation Regular Meeting, November 23, 2015

- The Lodge Renewal Program for Vilna has been approved for a generator, flooring where needed and window replacement.
- Vilna vacancy is down to 1 room.
- Maintenance Report:
Replace flooring in tub room and chemical room,
Flooring needs to be replaced in self-contained units hallways and common areas.
Bar-V-Nook surplus furniture and equipment has been set up for auction in January.
- CAO Report
Yardi Financial system approved. Cost will be \$12.00 per unit plus \$3,000.00 set up fee.
Health Spending Account is set up effective July 1, 2015
Switching to semi-monthly pay periods
Dennis Holak has been appointed as Bargaining Agent
Gerry Wehum has been hired as Project Manager for BVN2
Draft RFP's have been submitted.
15% of \$9.5 Million will be given.
Everything will be ready by March 1, 2016 for shovel in the ground.

- Grant-In-Lieu of Taxes, it was suggested that each municipality write to Alberta Housing to ask for funds.
- Application for charitable donations status for the Foundation
- The Foundation is operating under budget at this time
- Rentals have been reviewed, trying to get as close as possible to \$1,300.00 per month. Looking at the number of residents who qualify for the supplement.

Next meeting December 16, 2016

HUB Meeting, November 26, 2015

- Financial Report

62% of funds are in restricted accounts for specific projects.

Eastern Alberta Trade Corridor – no extra funding, so must use general revenue.

In line with budget, have \$330,000 in unrestricted funds, \$200,000 moved into GIC for 1 year @1.25%, this will provide a cushion in case the government cuts funds to \$100,000 per year.

- Agriculture Project

Northeast Alberta Food Marketers Association is looking for help in developing markets for products, possible funding for one person to be lead in project.

- Ports to Plains

Success will come with well funded Economic Development Department.

- Broad Band Communication

Broadband is becoming more important to attract businesses. There is a push to make it a utility.

Attempting to get fiber optic lines available to others (currently controlled by Telus).

- Human Services Contract

Workforce partnerships applied for.

Contract with Alberta Government for innovation for people with disabilities for 2 years.

- Pathway to Sustainability Conference
Green Sustainability - sustainability.ca

- Rural Alberta Business Centre
Having success with increased use,
Partnerships being formed,
Business incubators (in Cold Lake)
e-learning.

- Access to Capital – ATB given \$50 M to finance small businesses.
- Portage College – St. Paul, Executive Director Reuel Thomas

Food Sciences open for business,
Incubator – Food processing

Business space available for new food businesses.

- Round Table – setting up meeting for Ministers’ Round Table in the new year.

***Doctor Recruitment & Retention Committee –
December 2, 2015 Smoky Lake***

- Organizational Meeting

Chair – Ron Bobocel

Vice Chair – Casey Caron

- Regular Meeting

Preparing Terms of Reference to be reviewed by each Council
2016 Budget will include potential funding for Doctor search
Vilna portion will be \$1,440.

Purchased a television for the Locum Doctors Suite

Possible resource – Dr. Bob Turner, MLA.

- Next meeting March 23, 2016

28/63 Water Commission Meeting, December 11, 2015

Manager’s Report

- Letter has been sent to Inline Contracting Ltd. re: deficiencies.
- Operators meeting – problem with Chloramine levels in Vilna, need to establish a baseline.

Finance Report

- Alberta Transportation missing some invoices for Phase II.

Engineer’s Report

- Additional deficiency by Inline, problem with sinking on Phase II,
- Rock pile still not finished,
- Chloramine Problem – flushed line to establish a baseline, not enough flow in winter.
- Ashmont line drawings approved.

Financial Service Provider

- Changing service provider to Alberta Treasury Branch.

Budget

- Water price increased from \$1.36 per cubic meter to \$1.388 per cubic meter.
- Revenue \$499,700 and expenses \$499,694 with a surplus of \$295.

Vilna Municipal Library

- Programs are running great,
- New Board Members,
- New Horizons Grant

New Computer
Projector
Screen
Photocopier.

- 2016 Meeting Schedule
 - February 11
 - April 14
 - May 12
 - June 9
 - September 8
 - October 13
 - December 8.

DEPUTY MAYOR BARRY REPORTS

Highway 28/63 Water Commission – December 11, 2015

County of Smoky Lake

- Wants to have a basic fee of \$4,000.00 per month for costs rather than having to keep track of work hours of staff.

COUNCILLOR DYCK

RCDC – December 8, 2015

- Discussed resource sharing
- Discussed FCSS Collaboration

Res 137-15

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

CARRIED

6. NEW BUSINESS

a) Emergency Medical Response Program

Smoky Lake County Fire Chief Scott Franchuk will make a presentation to Council with further information, in the new year.

b) 2016 Interim Capital and Operating Budget

The 2016 Interim budget was presented. The only Capital project included in the Budget is the Sewer Lift Station Upgrade. It is estimated that the operating expenses should be covered without increasing the tax rate. Expenditures are \$1,142,300.00, Revenues are estimated at \$801,262.00 with taxes estimated at \$342,187.50 resulting in a budgeted surplus of \$1,149.50.

Res 138-15

Moved by Councillor Dyck that the 2016 Interim Capital and Operating Budget be approved.

CARRIED

c) Christmas Office Schedule

Res 139-15

Moved by Deputy Mayor Barry that the Village Office be closed for the Christmas Season between December 24th, 2015 to January 4th, 2016.

CARRIED

d) Laundromat Garbage Rate

A request has been made by the owner of the Laundromat to have the charges for garbage collection and disposal removed from his utility bill. He does not use the collection or the disposal facilities provided by the Village.

Res 140-15

Moved by Mayor Romanko that Council approve the removal of the garbage collection and disposal fee from the utility account for the laundromat, with the understanding that this forgiveness will be reversed should either the collection or disposal service is accessed.

CARRIED

e) Northern Lights Library System Annual Levy**Res 141-15**

Moved by Deputy Mayor Barry that Council acknowledge that Northern Lights Library System 2016 Levy shall remain at \$5.07 per capita, and that Administration be directed to provide written response indicating that Council is in favor of the unchanged levy.

CARRIED

f) RCDC Budget

The 2016 Budget reflects the elimination of the support staff position but allows for \$30,000.00 in projects such as a realtors tour, community wellness and economic development projects.

Res 142-15

Moved by Councillor Dyck that Council approve the 2016 RCDC Budget requiring the Village of Vilna contribution of \$9,263.00.

CARRIED

g) Vilna Municipal Library Board Budget**Res 143-15**

Moved by Deputy Mayor Barry that Council accept the Vilna Municipal Library 2016 Budget be approved as presented indicating the Village's contribution of \$2.00 per capita.

CARRIED

h) Vilna Municipal Library Board Members**Res 144-15**

Moved by Deputy Mayor Barry that Thomas Johnson and Jet Todd be appointed to the Vilna Municipal Library Board.

CARRIED

Mayor Romanko declare a brief recess at 8:20 p.m.

Council reconvened at 8:25 p.m.

7. BYLAWS AND POLICIES:**a) #519-15 Utility Rate Bylaw**

- Res 145-15** Moved by Deputy Mayor Barry that 1st Reading be given to Bylaw #519-15, the Utility Rate Bylaw.
CARRIED
- Res 146-15** Moved by Councillor Dyck that 2nd Reading be given to Bylaw #519-15, the Utility Rate Bylaw.
CARRIED
- Res 147-15** Moved Mayor Romanko that Unanimous Consent be given to hear Bylaw 501-15 for the third time.
CARRIED
- Res 148-15** Moved by Deputy Mayor Barry that 3rd Reading be given to Bylaw #519-15, the Utility Rate Bylaw.
CARRIED

8. FINANCIAL REPORT:**a) Expenditures**

- Res. 149-15** Moved by Deputy Mayor Barry that the expenditures from November 14, 2015 to December 14, 2015 totaling \$40,606.81 through payment of cheques #12629 – 12652 in the amount of \$72,658.42 and direct deposits and payroll to December 31, 2015 in the amount of \$17,953.85 be accepted for information.
CARRIED
- Res. 149-15** Moved by Councillor Dyck that the expenditures from January 1, 2016 to February 24, 2016 totaling \$75,881.981 through payment of cheques #12692 – 12725 in the amount of \$61762.04 and direct deposits and payroll to December 31, 2015 in the amount of \$14,119.94 be accepted for information.
CARRIED

9. CORRESPONDENCE:

- a) AUMA, re: Aggregate Purchasing
 - b) Alberta Municipal Affairs, re: Evergreen Waste Protocol Development Project
 - c) Alberta Municipal Affairs, re: MSI Capital Grant Program
 - d) Alberta Municipal Affairs, re: Award of Excellence program
 - e) Northern Lights Library, re: Appointment of Executive Director
 - f) Municipal Climate Change Action Centre
- Res. 150-15** Moved by Councillor Dyck that the correspondence be accepted for information.
CARRIED

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

- a) Regular Council – December 14, 2015

- b) Highway 28/63 Water Commission – December 11, 2015 – 10:00
- c) No Regular Council Meeting in January, 2016
- d) Joint Municipalities Meeting – Vilna, January 25, 2015
- e) Evergreen Waste Management – December 16, 2015 8:30 a.m.
- f) Evergreen Waste Management – January 14, 2015 8:30 a.m.
- g) Regular Council – February 22, 2015

12. ADJOURNMENT:

Res. 151-15 Mayor Romanko adjourned the meeting at 8:45 p.m.

Donald Romanko, Mayor

Loni Leslie, CAO