

MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA
IN THE PROVINCE OF ALBERTA, HELD ON TUESDAY, FEBRUARY 20, 2018
IN THE COUNCIL CHAMBERS OF THE VILLAGE OF VILNA MUNICIPAL OFFICE AT 7:00 PM

- PRESENT:** Mayor Leo Chapdelaine
Deputy Mayor Roy Dyck
Councillor Donald Romanko
Loni Leslie, Chief Administrative Officer
- ABSENT:** Earla Wagar, Administration Clerk
- GALLERY:**
- ORDER:** Mayor Chapdelaine called the meeting to order at 7:00 p.m.

1. AGENDA

RES: 011-18 Councillor Romanko moved the acceptance of the Agenda. CARRIED

- 1. AGENDA**
Additions/Changes
- 2. DELEGATION**
- 3. MINUTES**
 - a. Regular Council Meeting – January 15, 2018
- 4. BUSINESS ARISING FROM MINUTES**
- 5. REPORTS**
 - a. Administration: Loni Leslie
 - b. Council Reports
- 6. BUSINESS:**
 - a. Assessment Review Board Appointments
 - b. Municipal Property Acquisition
 - c. Northern Lights Library System Levy and Budget
 - d. RCDC Budget
 - e. Interaction Multiculturalism Grant
 - f. Alberta Community Partnership Municipal Development Plan Grant
 - g. RCDC Mandate Letter
 - h. May, 2018 Meeting schedule
 - i. Community Needs Assessment
 - j. Regional Fire Agreement
- 7. BYLAWS AND POLICIES**
 - a. DRAFT Traffic Bylaw #533-18 (For Review and Consideration)
- 8. FINANCIAL REPORT**
 - a. **Accounts paid to February 15, 2018** **\$84,500.20**

a. January 11 –February 15: Cheques 13184–13218	\$44,812.87
b. EFT January 11-February 15 (2018011-2018018)	\$20,689.27
c. EFT Payroll – January 31, 2018	\$18,998.06
- 9. CORRESPONDENCE**
- 10. NEXT MEETING**
- 11. "IN CAMERA"**
- 12. ADJOURNMENT**

3. MINUTES

- a) **Regular Council Meeting, January 15, 2018**

RES: 012-18 Moved by Councillor Romanko that the minutes of the Regular Council Meeting of January 15, 2018 be accepted as presented. CARRIED

4. BUSINESS ARISING FROM MINUTES:

5. REPORTS:

ADMINISTRATION REPORT

	CURRENT (2018)	\$0.00
Anticipated Interest Jan 1, 2018		\$9,883.27
ARREARS (reduced by \$6,417.73)		\$114,111.87
EFT (monthly payments) CREDIT		-\$4614.35
Interest owed on all Outstanding Taxes(reduced by \$8,094.01)		\$50,861.01
<u>TOTAL TAXES OWING (reduced by \$13,684.05)</u>		<u>\$160,358.53</u>
Less Village property (Tax Recovery)		(\$56,752.32)
Less Taxes to be Paid Monthly by Dec 31, 2017 (EFT)		(\$0.00)
<u>Adjusted Total Taxes Owning(increased by \$13,684.05)</u>		<u>\$103,606.21</u>
Total Utilities Trans to Tax (Anticipated Dec 31 /17 included above)		\$2,109.15
Other Municipal Services unpaid transferred to Taxes in 2017 (Incl. in above totals)		\$0.00

The Administration report was presented to Council including:

- Of the 10 utility customers all have made arrangements.
- We are currently without a public works operator as one is on holiday, one injured. Garbage and snow will be completed by casual contract and water wastewater by County staff. The injured staff member has the emergency cell phone in case a call is received and he will contact administration.
- The Tax Auction sale was conducted on January 17, 2018. One bidder attended, one property sold. This is a business item on the agenda
- All administrators met January 24, 2018 and discussed the regional Federal multi-culturalism grant application originally begun February 2017. This is a business item on the agenda.
- Munisightes (GIS) is up and running and more information is accessible on the site. The public site is accessible also, also. Councillor training sessions were offered at the County office on effective use of the site for information.
- The auditors will be in the Village office February 21st, 2018. Much work has already been done.
- Year-end invoicing to the Library, County and Aspen View Schools were sent and we received payment from the County and Aspen View.
- Lift Station - We have now received the generator, and await only the pumps, control panel and other accessories (heater, plug valves, etc.) which are finally in transit from Sweden. One item integral to pump installation is backordered to March 5th. The contractor has been advised to get ready to start the project.
- The bottle depot should have re-opened today.

- Bonnie Lake Campground - We have been approached about booking the entire campground for a family reunion/celebration of life for the July long weekend also. It is booked for now and await final site numbers required. We have already booked (6 sites) for the May long weekend.
- We have applied for an Alberta Community Partnerships - Local Land Use Planning grant offered by the Alberta Government. This is a business item on the agenda.
- RCDC is requesting approval of each respective council for the Mandate Letter and the 2018 budget – these are business items on the agenda.
- It seems that we can no longer rely on good sense and provincial/federal traffic laws to control issues with the same on Village streets. A traffic bylaw was drafted in 2012 and is now being re-introduced to Council for review. Your input is requested – keeping in mind that the bylaw will have to be enforced with the resources we currently have OR with a significant cost to the ratepayer for a bylaw officer.
- It is time to review the Joint Fire Services Agreement with Smoky Lake County. If there are any matters within the current one that you wish to address, our two Councils will meet to discuss it. This item is on the agenda in business.
- I will be away March 12-16 for the water conference and April 10-13 for Critical Incident Crisis Intervention Training at Lakeland College Vermillion. The office will be covered on the necessary days.

MAYOR CHAPDELAINÉ'S REPORTS

Evergreen Waste Management:

- 2017 year in review
 - Total Income \$1,320,562.33
 - Total Waste Collected 17,898.79 Tonne
 - Goal No. Loads 5,170
- Where Waste Went:
 - Transfer Station 5,008.05
 - Burning Pits 28.59
 - Cells 12,862.15
- 7 year term loan secured.

JOINT MUNICIPALITIES Meeting – January 29, 2018

- Thank you to everyone for all your input, meeting was a success.

DEPUTY MAYOR DYCK'S REPORTS

MUNI-CORR – meeting was cancelled

RCDC – February 5, 2018

- A general discussion was held regarding the potential for grants for the eventuality of electric cars and the need for charging stations.
- Rural Transportation review, there appears to be a shortage of bus drivers in Rural Alberta;
- Nurses Next Door – is a Patient Care Network proposal which will look at distribution of care in rural Alberta.

VILNA AGRICULTURAL SOCIETY

- *The arena has been well used with over 200 skaters over the past weeks.*
- *The Cultural Centre has had some trouble with the furnaces, but is now taken care of.*

COUNCILLOR ROMANKO'S REPORTS

Smoky Lake Foundation Meeting, January 24

- Smoky Lake Bar-V-Nook is full
 - Alberta Health Services visited the facilities on January 2nd.
- Waskatenau Self Contained Units are book 15 out of 16.
- Vilna Lodge
 - Vilna Senior Citizen's Club requested a letter of support to build a carport for bus—agreed
 - Opened small Bistro for snacks
 - There was a fire in Cottage (a dryer event)
 - smoke alarm did not go off, heat alarm only;
 - Hallways painted, main area needs to be finished;
 - Flu out-break in Cottage, kept in a week;
 - Accommodation audit scheduled for Feb 1
 - New dryer purchased , old one repaired now have spare
 - One vacancy in self-contained.
- Maintenance
 - Fire suppression inspection
 - Vilna generator installed mid-February
 - Upsized water tank in Self-contained Units
 - Found pin hole leak in pipe in Harmony Manor
- Waskatenau
 - Flooring installed in Waskatenau Manor
 - Got quote to get isolation valves for self-contained units
- New BVN
 - Steam table plug to be installed
 - Sneeze guard to be installed
 - Phase 2 controls meeting set up
- CAO
 - Eden training went well
 - Complements to Vilna for handling of Flu Outbreak
 - BVN financing MOU not signed yet, to be done next week, going to do line of credit not mortgage—prime +1/4 or 1/2 , loan floating
 - LAP grant increased for \$12.70 to 13.10 per day
 - Slight deficit for lodges
 - Auditor next week
- Building Committee
 - Link is under construction
 - Wooden beam from old BVN installed after Christmas

28/63 Water Commission, Jan. 30

- Whitefish extension meeting in Edmonton to discuss 1st draft of Agreement

- Long Lake will be supplied by line from Boyle (commission will not be part)
- Engineers
 - Mallaig extension contract awarded
 - Decided to choose single phase power at Edward
 - Inter-basin transfer approved for Whitefish and Mallaig
- Predesign for Whitefish 30% complete
- Met with public along line discussed problems

RES: 013-18 Moved by Deputy Mayor Dyck that the reports be accepted for information.

CARRIED

6. BUSINESS:

a) Assessment Review Board Appointments

- In accordance with the new regulations of the MGA (454.1(1)) & (454.2(1)), Council must appoint the panel members of the Local Assessment Review Board (LARB) and the panel members of the Composite Assessment Review Board (CARB).

It has been recommended by CRASC that a slate of panelists be appointed that shall be drawn from to hold hearings if required.

- Also, Council must appoint the Chair of the Local Assessment Review Board (MGA 454.1(2)) and the chair of the Composite Assessment Review Board (454.2(2)).
- Also, Council must appoint the Clerk for LARB and CARB.

RES: 014-18 Moved by Councillor Romanko that the Village of Vilna appoint Judy Bennet, Darlene Chartrand, Paul Chauvet, Russell Graff, Tina Groszko, Stewart Hennig, Richard Knowles, Guy Normandeau, Raymond Ralph and Dianne Ross to the Local Assessment Review Board, and further, that the prescription for the term of office of each member and the remuneration and expenses payable to each member is delegated to the Capital Region Assessment Services Commission.

CARRIED

RES: 015-18 Moved by Deputy Mayor Dyck that the Village of Vilna appoint Raymond Ralph as the Chair of the Local Assessment Review Board, and as the Chair of the Composite Assessment Review Board, and further, that the prescription for the term of office of and the remuneration and expenses payable to the Chair is delegated to the Capital Region Assessment Services Commission.

CARRIED

RES: 016-18 Moved by Councillor Romanko that the Village of Vilna appoint Richard Barham to the position of Clerk of the Local Assessment Review Board and of the Composite Assessment Review Board, and further that the prescription of the Clerk's remuneration and duties is delegated to the Capital Region Assessment Services Commission.

CARRIED

b) Municipal Acquisition of Property After Tax Sale

- At the January 17, 2018 Tax Recovery Sale one property was sold and two properties were not sold. Administration is recommending that the titles for the two unsold properties be transferred to the Village and that they be sold by the Village in order to recover the outstanding taxes.

RES: 017-18 Moved by Mayor Chapdelaine that the Village of Vilna, by May 15, 2018, acquire title to the properties described as Plan 6356HW, Block 2, Lots 1 & 2; and Plan 1999HW, Block 7, Lot 1, and subsequently consider offering the properties for sale or offers to purchase them. CARRIED

c) Northern Lights Library System 2018 Levy

RES: 018-18 Moved by Deputy Mayor Dyck that the Village of Vilna approve the Northern Lights Library System 2018 Operating Budget and the per capita rate for the Village of Vilna, based on a population of 290 multiplied by the per capita rate \$5.07 for a total of \$1,470.30 for 2018 CARRIED

d) RCDC 2018 BUDGET

RES: 019-18 Moved by Councillor Romanko that the Village of Vilna approve its cash contribution of \$6,431.00 as its portion toward the 2018 Regional Community Development Committee Budget. CARRIED

e) Inter-Action Multi Culturalism Grant

- Metis Crossing, acting as Managing Partner is requesting support from the regional municipalities to apply for funding for an event at Metis Crossing under the Inter-Action Multiculturalism Funding Program, and that each regional partner contribute \$500.00 toward the event.

RES: 020-18 Moved by Mayor Chapdelaine that the Village of Vilna approves the writing of a letter of support, prepared by Smoky Lake County, to Metis Crossing for their application to the 2018 Federal Multiculturalism Funding Program for their Voyageur Days Event scheduled for August 24-26, 2018;, and to be signed by the Councils of Smoky Lake County, Town of Smoky Lake and the Villages of Waskatenau and Vilna; and further that the Village of Vilna agrees to be a funding partner for the project by providing funds in the amount of \$500.00 from its allocation of FCSS dollars, plus in-kind assistance where possible. CARRIED

f) Alberta Community Partnership (ACP) – Local Land Use Planning (LLUP) Grant

- Funding has been made available to assist small municipalities in preparing Municipal Development Plans, as now required by the MGA. A quote of \$19,590.00 has been received from Municipal Planning Services (2009) Ltd. to complete this work with and for us. The application has been submitted to Municipal Affairs for approval.

- RES: 021-18** Moved by Councillor Romanko that the Village of Vilna authorize the Alberta Community Partnerships-Local Land Use Planning component grant application, submitted by administration on behalf of the Village of Vilna for the Project Name: Village of Vilna Municipal Development Plan, in the amount of \$19,590.00; and further that the Village of Vilna agrees to abide by the terms of a Conditional Grant Agreement government the purpose and use of the grant funds.

CARRIED

**g) Regional Community Development Committee 2018
Mandate Letter**

In Accordance with the following resolutions of the Joint Municipalities and RCDC:

- **Joint Municipalities Meeting: January 29, 2018, Motion JMM-105-18:**
“That the Joint Municipalities Committee recommend each respective municipality adopt the Regional Community Development Committee 2018 Mandate Letter, as approved by the Joint Municipalities Committee on January 29, 2018.”
- **Regional Community Development Committee Meeting: February 5, 2018, Motion 35-18:**
“That the Regional Community Development Committee (RCDC) adopt the 2018 Mandate Letter, as recommended by the Joint Municipalities Meeting held on January 29, 2018 and forward to each respective Council for approval as per the attached 2018 Mandate Letter.”

- RES: 022-18** Moved by Mayor Chapdelaine that the Village of Vilna approves the Regional Community Development Committee 2018 Mandate Letter as recommended by the Joint Municipalities meeting held on January 29, 2018 and by the Regional Community Development Committee meeting held on February 5, 2018.

CARRIED

h) May, 2018 Council Meeting Schedule

- RES: 023-18** Moved by Councillor Romanko that due to the Victoria Day holiday, the May 2018 Council meeting be scheduled for May 28, 2018 at 7:00 p.m.

CARRIED

i) Letter of Support – Community Needs Assessment – Dialysis

- RES: 024-18** Moved by Mayor Chapdelaine that the Village of Vilna authorizes the signing of a letter of support, as prepared by Smoky Lake County, and jointly signed by Smoky Lake County, the Town of Smoky Lake and the Villages of Waskatenau and Vilna, requesting the Minister of Health to authorize a Community Needs Assessment for local Dialysis services in the Smoky Lake region.

CARRIED

j) Fire Service Agreement with Smoky Lake County

- The Joint Operation Agreements for Fire Protection Services are up for review between each Municipality and Smoky Lake County.

RES: 025-18 Moved by Deputy Mayor Dyck that the Village of Vilna has reviewed the Joint Operation Agreement for Fire Protection Services held jointly with Smoky Lake County, and finds the agreement to be satisfactory and wishes to enter into a renewal of said agreement for a further term of two (2) years.

CARRIED

8. BYLAWS AND POLICIES

a) Traffic Safety Bylaw #533-18

- Administration presented a draft proposal to replace the existing Traffic Bylaw. To allow time for review of Council, the Bylaw will be presented at the next meeting of Council for consideration.

9. FINANCIAL REPORT

a) Accounts Paid to February 15, 2018	\$84,500.20
i. January 11 February 15, 2018 Cheques 13184-13218	\$44,812.87
ii. EFT Jan 11 – Feb. 15, 2018 (2018011-2018018)	\$20,689.27
iii. EFT Payroll – January 31, 2018	\$18,998.06

RES:026-18 Moved by Councillor Romanko that the Financial Report indicating expenditures of \$84,500.20 be accepted for information. CARRIED

10. CORRESPONDENCE

- a. AUMA, re: When Helping Out is Misunderstood
- b. Traffic Injury Research Foundation, re: Cannabis Legalization
- c. Alberta Municipal Affairs, re: Alberta Owner Builder Authorization Process
- d. Alberta Municipal Affairs, re: Awards of Municipal Excellence
- e. NLLS, re: 2018 Requisition
- f. NLLS, Stephen Dafoe, re: Regional Library Accomplishments
- g. Ian Fox, re: Emergency Preparedness Training
- h. Bonnyville Regional Fire Authority, re: Dispatch Rate Increase
- i. AUMA, re: Campaign for Equitable Policing Funding
- j. AUMA, re: Annual Membership
- k. AUMA, re: Vision and Mission Statement
- l. Smoky Lake RCMP Detachment, re: Invitation to Regimental Ball
- m. Lisa Fox, re; Canada Green Building Council
- n. Northern Alberta Information HUB, re: Global Forum in Vermillion
- o. RCDC, Letter to Minister of Health re: Community Needs Assessment
- p. RCDC, Support Letter to Metis Crossing re: Multiculturalism Grant
- q. Smoky Lake Foundation, re: Letter acknowledging \$4M loan
- r. Aspen View Schools, re: Meeting March 1, 2018 Agenda
- s. Aspen View Schools, re: Board Highlights
- t. Farm Safety Centre, re: Children's Programs
- u. Village of Glendon, re: Invitation to Bonspiel (March 10, 2018)
- v. Bill Holtby & Associates, re: Assistance with Bylaw and Planning Document drafting

RES.027-18 Moved by Deputy Mayor Dyck that the correspondence identified in the agenda be accepted for information. CARRIED

11. NEXT MEETINGS

- a) Council – February 20, 2018 – 7:00 p.m. –
- b) Council – March 19, 2018 – 7:00 p.m.
- c) Joint Municipalities – March 26, 2018 – 6:00 p.m. – Location to be determined
- d) Regional Fire/Rescue – March 9th, 2018 1pm
- e) Dr. Recruitment & Retention – February 27, 2018 – 1:00 p.m. – Smoky Lake
- f) Evergreen Regional Waste Management – March 5/18 – St. Paul County CC 10:00 a.m.
- g) Aspen View Board – March 1, 2018 – 5:00 p.m. SL County Council Chambers
- h) RCDC – April 16, 2018 – 9:30 a.m.
- i) Smoky Lake Foundation – February 21, 2018
- j) Highway 28/63 Regional Water Services Commission – March 12, 2018 10:00 a.m.
- k) Muni-Corr -- March 12, 2018 – 10:00 a.m. St. Paul County Board Room
- l) Alberta HUB – at call of chair
- m) Vilna Ag Society – March 12, 2018 7:30pm
- n) NLLS – March 3, 2018 – 10am
- o) Effective Emergency Management – Thorhild - February 20, 2018
- p) CRASC Training – April 23, 2018

RES. 028-18 Moved by Councillor Romanko that the meeting schedule be accepted for information. CARRIED

12. ADJOURNMENT

RES. 029-18 Moved by Mayor Chapdelaine that the meeting adjourned at 9:45 p.m. CARRIED

Leo Chapdelaine, Mayor

Loni Leslie, CAO