

MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA
 IN THE PROVINCE OF ALBERTA, HELD ON MONDAY JANUARY 23, 2017
 IN THE COUNCIL CHAMBERS OF THE VILLAGE OF VILNA MUNICIPAL OFFICE AT 7:00 P.M.

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

 Loni Leslie, Chief Administrative Officer
 Earla Wagar, Administrative Clerk

ABSENT:

GALLERY: Julie Richard, Smoky Lake Signal

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

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| <p>1. AGENDA
 ADDITIONS/CHANGES</p> <p>2. DELEGATION</p> <p>3. MINUTES
 a) Regular Council Meeting – January 23, 2017</p> <p>4. BUSINESS ARISING FROM MINUTES</p> <p>5. REPORTS
 a) Administration: Loni Leslie
 b) Public Works: Kevin Smith
 c) Council Reports</p> <p>6. BUSINESS:
 a) Appointment of Assessment Review Board Panelists
 b) Regional ACP Grant for GIS Partnership
 c) ATCO Kitten Rescue
 d) NLLS Budget
 e) Evergreen Regional Waste, ACP Grant</p> <p>7. BYLAWS AND POLICIES
 a) Bylaw #526-16 Regional Community Development Committee Bylaw</p> <p>8. FINANCIAL REPORT
 a) Accounts paid to December 15, 2016 – December 31, 2016 - \$86,326.06</p> <p>9. CORRESPONDENCE</p> <p>10. NEXT MEETING</p> <p>11. "IN CAMERA"</p> <p>12. ADJOURNMENT</p> |
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Res. 001-17 Deputy Mayor Barry moved the agenda be accepted with the Addition of item 6.e. Evergreen Regional Waste Services Commission, ACP Grant Managing Partner.

CARRIED

3. MINUTES December 19, 2016

Res. 002-17 Moved by Mayor Romanko that the minutes of December 19, 2016 be approved with the correction of the total of Accounts Paid to December 15th 2016 totaling \$90,748.86.

CARRIED

4. BUSINESS ARISING:

5. REPORTS:

ADMINISTRATION REPORT & PUBLIC WORKS REPORT

<u>TAXES OWING AS AT January 23/17</u>	
Taxes Owing (includes \$12,232.93 January 1/17 interest)	\$162,962.83
	<u>\$162,962.83</u>
	<u>TOTAL TAXES OWING</u>
	<u>(\$56,752.32)</u>
Less Village property (Tax Recovery)	
	<u>\$106,210.51</u>
	<u>Adjusted Total Taxes Owing</u>
	<u>1,374.27</u>
	<u>REDUCTION FROM DECEMBER 2016</u>
Total Utilities Trans to Tax 2017	\$5,547.85
Other Municipal Services unpaid transferred to Taxes in 2017 (Both incl. in above totals)	\$0.00

- The engineers came to the office to meet with me on December 21st 2016 and a number of items from the tender. The Village will pay for these items directly to reduce the tender to approximately \$198,900.00 which allows us to sole source the work with the lowest bidder. We are still likely over budget due to the engineering costs of \$85,000.00.
- The heaters in the water plant were replaced and the safety codes inspections are being scheduled.
- The lift station heater has been ordered and paid for. It will be manufactured and installed with an expected date of March 1, 2017.
- The water main break on December 1, 2016 cost the Village \$5,339.25.
- There is no further work done on the lodge tie-in to the water main for the hydrant and sprinklers.
- We have applied for the Summer Temporary Employment Program grant for 2017. The government subsidizes the student pay \$7.00 per hour.
- The accountants are scheduled to complete the financial audit February 8th and 9th, 2017.
- The December 31, 2016 Utility billings were prepared and mailed on Jan 17, 2017.
- The Village has agreed to be the managing partner for the Evergreen Regional Waste Management Services Commission for an Alberta Community Partnership Grant application for a leachate management feasibility study (phase 2) and preliminary Engineering Design. The grant application has been signed and submitted.
- Smoky Lake County is pursuing an Alberta Community Partnership Grant for GIS management for the region. The administrators met regarding this on January 19th. The application is prepared, with the Town of Smoky Lake providing the \$50,000.00 cash contribution. The remaining \$200,600.00 in the application requires an approval of all councils and a Request for Decision is in the meeting package.
- We are very near to finishing the year-end processing so that new year processing can continue.

MAYOR ROMANKO'S REPORTS

Foundation Meeting, January 4, 2017

- Yardi Software System explained—used to enhance administration and to track maintenance.
- Request to bring payroll back locally as soon as possible.

- Other topics in camera.
- **Foundation Meeting, January 18, 2017**
- Vilna window replacement cancelled costs greater than benefit (asbestos in drywall). Will try to replace lights with LED lights instead.
- Generator project on going, need 3 quotes.
- Sprinkler system problems—concerns with dust, reported to OH&S, placed on hold until dust problems resolved and air quality is monitored.
- Project closed until dustproofing included.
- Looking for local people to design Website and Logo.
- Compliance Review –very happy with review most non compliances will be fixed prior to final review.
- Written Procedures.
- Barr-V Nook is full.
- Self contained – 3empty in Smoky Lake, 3 in Waskatenau.
- Vilna should be full at end of month.
- Maintenance still dealing with problems in new Bar- V Nook.
- **CAO Report**
- New labor relations expert hired by company, will deal with grievances.
- Part time worker will be full time February 1.
- Care partners continuing training.
- BVNook replacement construction on going.
- Operationally close to budget.
- ASHA convention March 22-24 in Edmonton.

DEPUTY MAYOR BARRY REPORTS

Fire Rescue Committee

- County Fire Chief reported that the number of calls had increased in 2016.
 - Averaged 22 calls per month.
- Looking for a Mental Health Counsellor who is trained to deal with First Responder issues.
- In 2016 there were 19 suicides resulting from PTSD among First Responders, however it has been reported that there have been 17 suicides of Emergency Responders in 2017.
- Workshops are being scheduled.
- Working on Fitness Policy

COUNCILLOR DYCK REPORTS

No reports.

Res 003-17 Moved by Councillor Dyck that the reports be accepted for information.

CARRIED

6. NEW BUSINESS

a) Appointment of Assessment Review Board Panelists

Property assessment complaints by ratepayers are heard by municipally administered assessment review boards (ARBs) and members of these boards must be appropriately trained panelists. The Village is a member of the Capital Region Assessment Services Commission (CRASC) and as such, we are entitled to use ARB services and CRASC provides trained ARB panelists. When an assessment complaint is filed, CRASC will facilitate the necessary complaint hearing.

CRASC has trained and announced the names of the 2017 ARB panelists

RES: 004-17 Moved by Deputy Mayor Barry that the qualified Assessment Review Board Panelists for the Village of Vilna in 2017 consist of Judy Bennett, Darlene

Chartrand, Paul Chauvet, Jack Dennett, Russell Graff, Tina Groszko, Stewart Hennig, Richard Knowles, Guy Normandeau, Raymond Ralph, and Diane Ross.

CARRIED

b) Regional ACP Grant for GIS Partnership

A grant application has been submitted to Municipal Affairs through the Alberta Community Partnerships (ACP) grant for collection of geographic information systems (GIS). The grant application is attached.

The Town of Smoky Lake will be the managing partner and will also be providing the cash portion of the project \$50,000.00. The reason for this is that they had already budgeted the \$50,000.00 and are willing to include the Villages in this amount. The contribution that we would make is in-kind (\$27,200 split among the 4 municipalities).

The project will provide a number of advantages to the Village. It will include GIS location of all of the Village infrastructure and the condition of same, which will assist in prioritizing maintenance and replacement of items such as water and sewer lines, roads and sidewalks.

Access to the information will be through web-based software already available at Smoky Lake County, so a software purchase is not necessary either.

There will be a small on-going budgeted licensing fee of an estimated \$1 per capita. We will also eventually, if approved, need to sign a conditional grant agreement and a data sharing agreement.

The larger benefit will be in the reduction of time required to schedule and prioritize infrastructure projects, provide necessary information when requested and assist ratepayers.

The progress of the project will be monitored through the RCDC Committee

RES:005-17

Moved by Councillor Dyck that the Village of Vilna in partnership with Smoky Lake County, Town of Smoky Lake and the Village of Waskatenau participate in the application in the 2016-2017 Alberta Community Partnership (ACP) Grant Application for **Project Title: Regional Geographic Information System (GIS) Project** under the "Inter-Municipal Collaboration" Component for the Grant amount of \$200,600.00; and the Village of Vilna approves the Town of Smoky Lake to be the Managing Partner under the Municipal Affairs Alberta Community Partnership (ACP) Grant; and further agrees to abide by the terms of a Conditional Grant Agreement governing the purpose and use of the grant funds.

CARRIED

c) ATCO Kitten Rescue

On January 17th, 2017 the employees of ATCO Electric really came through to help with a kitten that was stuck high up in a spruce tree behind Main Street.

After several calls from residents saying the kitten had been there, now for the second day and knowing the Fire Dept. could not help Smoky Lake ATCO Manager was called. Within 2 hours of the call, they were here with a bucket truck to rescue the kitten. Thankfully, the weather was mild.

A thank you email was submitted to the ATCO's Head Office for allowing their staff to assist us (correspondence attached).

It might be appropriate to thank ATCO publicly for their community mindedness (there was no charge to anyone for them to come out). In the form of an article to the Smoky Lake Signal and the Redwater Review. As an article, there is no charge.

RES:006-17

Moved by Deputy Mayor Barry that Council approve that a short article be written to acknowledge the efforts of ATCO Electric staff who assisted us quickly with the rescue of the kitten.

CARRIED

d) Northern Lights Library System 2017 Budget

NLLS has indicated that there will be no increase in their 2017 requisition.

RES:007-17

Moved by Mayor Romanko that the Village of Vilna approve the Northern Lights Library System 2017 Operating Budget and the per capita rate for the Village of Vilna based on a population of 290 multiplied by the per capita rate of \$5.07 for a total of \$1,470.30 for 2017.

CARRIED

e) Evergreen Regional Waste Commission ACP Grant

The Village of Vilna was asked to be the Managing Partner for an ACP Grant for a Leachate Management Feasibility Study (Phase 2), and the Preliminary Engineering Design.

RES: 008-17

Moved by Deputy Mayor Barry that the Village of Vilna agree to act as Managing Partner for an Alberta Community Partnership Grant for the Evergreen Regional Waste Commission to complete the 2nd Phase Study of Leachate Management Feasibility Study and Preliminary Engineering Design.

CARRIED

7. BYLAWS**a) Bylaw #526-17 Regional Community Development Bylaw**

The RCDC Committee has proposed amendments to the RCDC Bylaw #509-14 which will increase the number of members and include members from the public-at-large for the Town of Smoky Lake and Smoky Lake County. The proposed new bylaw will include a Vision Statement, amend governance procedures, and will include an Oath of Office and Confidential Agreement.

RES:009-17

Moved by Deputy Mayor Barry that 1st Reading be given to Bylaw #526-17, Regional Community Development Committee (RCDC) Joint Agreement – Terms of Reference Bylaw.

CARRIED

RES: 010-17

Moved by Councillor Dyck that 2nd Reading be given to Bylaw #526-17, Regional Community Development Committee (RCDC) Joint Agreement – Terms of Reference Bylaw..

CARRIED

RES: 011-17

Moved by Deputy Mayor Barry that unanimous consent be given for the 3rd Reading of Bylaw #526-17 Regional Community Development Joint Agreement and Terms of Reference.

CARRIED

RES: 012-17

Moved by Deputy Mayor Barry that 3rd and final Reading be given to Bylaw #526-17, Regional Community Development Committee (RCDC) Joint Agreement and Terms of Reference Bylaw.

CARRIED

8. FINANCIAL REPORT

Accounts paid from December 15 – December 31, 2016-	\$86,326.06
Accounts paid by Cheques #12950 -12970	\$ 53,138.71

EFT payments December 15 – December 31, 2016	\$ 9,517.79
EFT Payroll to December 31, 2016	\$23,669.53

RES:013-17

Moved by Deputy Mayor Barry that the Financial Report indicating expenditures of \$86,362.06 be accepted for information.

CARRIED

9. CORRESPONDENCE

- a) Ogilvie, LLP, re: ALARIE Asset Distribution
- b) Alberta Rural Physician Action Plan, re: Amendments
- c) PFA - re: Farm and Ranch Supply
- d) Peter VanLoan, MP, re: Save our Heritage Infrastructure
- e) Municipal Affairs, re: Appointment of new Minister, Shaye Anderson

RES:014-17

Moved by Deputy Mayor Barry that the correspondence identified in the agenda be accepted for information.

CARRIED

10. NEXT MEETINGS

- a) Council – February 21, 2017 (Tuesday)
- b) Joint Municipalities - Vilna – February 6th, 2017 (Note date change)
- c) RCDC – February 15, 2017 – 1:00 p.m.
- d) Smoky Lake Foundation – February 15, 2017 9:00 a.m
- e) Highway 28/63 Regional Water Services Comm. –February 10, 2017
- f) Muni-Corr – January 16, 2017
- g) MuniCorr - February 13, 2017
- h) Alberta HUB – February 23, 2017
- i) Vilna Ag Society – AGM and Regular, February 13, 2017
- j) Evergreen Regional Waste Mgmt Services Comm.– February 9, 2017
- k) ASHA Conference – March 22 – 24, 2017
- l) Emergency Management Workshop – St. Paul, February 14, 2017
- m) County Fire & Rescue – February 22, 2017
- n) Fire & Rescue – April 21, 2017

RES. 015-17

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

CARRIED

11. “IN CAMERA” none.**12.** ADJOURNMENT**RES. 016-17**

Moved by Mayor Romanko that the meeting adjourned at 8:10 p.m.

CARRIED

Donald Romanko, Mayor

Loni Leslie, CAO