

MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA

IN THE PROVINCE OF ALBERTA, HELD ON MONDAY, JULY 28, 2014
IN THE COUNCIL CHAMBERS OF THE VILLAGE OF VILNA MUNICIPAL OFFICE

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:

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

1. AGENDA:

Additions to the Agenda:

6.b. FCSS Helping Hands Program

Res. 087-14 Deputy Mayor Barry moved the agenda be adopted as amended.

CARRIED

2. DELEGATION:

3. MINUTES:

a. Regular Council Meeting – June 17, 2014

Res. 088-14 Moved by Deputy Mayor Barry that the minutes of the Regular Meeting of Council of June 17, 2014 be adopted as presented.

CARRIED

4. BUSINESS ARISING:

a. X-Ray machine for Vilna Health Centre

Mayor Romanko reported that he, along with Deputy Mayor Barry and CAO Loni Leslie took part in a conference telephone call with Vickie Kaminski, President and CEO of Alberta Health Services earlier in the day, to discuss the Village's request to have the X-Ray machine at the Vilna Health Centre replaced. It was agreed that a meeting would be set up with her Vice President (Dr. Kevin Worry) and appropriate staff. The goal of the meeting would be to share information and get an understanding of our need for the X-Ray system to be replaced.

5. REPORTS:

ADMINISTRATION REPORT and PUBLIC WORKS REPORT

Presented by CAO Loni Leslie July 28, 2014

- Taxes: It's always a struggle to collect taxes. We levied a total of \$340,888.42 and have collected \$233,517.89 leaving \$107,370.53 current taxes to be collected. We collect approximately \$3,600.00 monthly in electronic funds transfers which equates to about \$21,600.00. That leaves about \$85,770.53 of current taxes to be collected by year end. We still have \$148,375.00 in arrears and penalties to be collected. Most of this will be collected through the tax agreements, so we should see the number decreasing significantly. \$31,000.00 constitutes the Vilna Foods store and the old garage. \$16,600.00 is outstanding from the lumber yard. There are a few others that are high, but they are all making payments.
- We may not be holding a tax recovery sale this fall. The one property owner who hadn't made any effort to make any payments was in the office earlier this month and has signed a payment agreement.

- Attached is a letter from Minister Horne indicating that our X-Ray concern is the jurisdiction of Alberta Health Services. A letter has been received from Vickie Kaminski, President and CAO of Alberta Health Services, indicating that she would like to have a conference call with the Mayor. This has been set up for **2:00 p.m. July 28, 2014**.
- At the last meeting you received a communication from MLA Shane Saskiw's office indicating that Mr. Saskiw would like to attend one of your next meetings. The next date when his schedule will work with your meeting schedule is **October 20, 2014**. Unless we hear otherwise, he will be attending that meeting.
- The Road Paving is completed. To keep costs down our crew will be smoothing the sides of the streets. The contractor will be back in the next couple weeks to complete the patching.
- We have received the majority of the MSI funds for 2011, 2012 and 2013. Just in time to pay for the paving.
- The passing of Allan Marsh has put us in a spin at the campground, but we shall persevere. With public works and temporary staff each helping out, the maintenance and fire wood should be taken care of. We'll continue to take reservations through the office until we can contract another operator for the balance of the season. We have a couple that have shown some interest. We'll be meeting with them next week.
- The cost of the water has created a bit of a concern in the Village. The main reason, I think, is that we were only able to get 36 accurate meter readings. Kevin is working on some of them, and we are considering hiring a contractor to help. His price is a bit high, but we'll get them done before the next billing. I have suggested to some of the residents that once we get the meters in we will average their usage and credit their accounts if they've had a significant change.
- The pumps at the Sewage Lift Station have been giving us problems this summer. We've had an electrician in to look at the controls, a relay switch was burned in one pump. It's been replaced. The second pump will need a bit more work. We will have to look at replacing the pumps in the not too distant future. Hopefully Alberta Transportation still has some infrastructure money that we can access. The cost would range from \$100,000.00 to replace pumps to \$250,000.00 to upgrade the whole system.
- The Coin Op system at the water plant was vandalized earlier this summer. The pump is working again, but the coin operation is still out of commission. Kevin has left his phone number there, so people can call him if they want to get water. This is not a great solution, but better than nothing. The cost to replace the system is far more than we get for providing the service. This might be something that could be transferred over to the county since its county residents that use it.
- We've had some very positive feed-back regarding the recycling program that Carmen has initiated. She picks up recyclables on Mondays. She also picks up garden waste once a week. She picks up cardboard and compostable materials from the restaurants and grocery store 3 times per week.
- Bonnie Lake has a Blue-Green Algae infestation. Quite common at this time of year. Signs have been posted.

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MAYOR ROMANKO'S REPORT

Foundation Project Meeting, June 23, 2014

- Discussed number of change orders suggested by Connecting Care, most were rejected because they would involve increased costs.
- There was a problem with the north wall of the foundation, it moved approximately 3" because of all the rain during construction. It was inspected by structural engineer. A hydrovac truck was brought in to reduce the water pressure and the wall moved back to its original position and no damage was detected.
- The Project Manager reminded the Board that a \$2 million advance on loan will be necessary to cover June's bills.
- Next meeting July 22 at 9:00 am.

Regular Foundation Meeting, June 24, 2014

- Met with Executive Director Stakeholders Relations, two members of Housing Division of Municipal Affairs, and the Executive Director of Capital Initiatives to discuss the contract with Connecting Care. A number of wording changes were required including: changing "appointment" to "assignment" and to delete "design" from contract. The contract was also to include the actions to be taken by Connecting Care on behalf of the Board.
- The Capital Initiative Executive Director promised \$2 million advance would be forwarded within the week.
- The Lodge Renewal file was to be turned over to Connecting Care to be completed.
- Native Housing unit in Vilna to be filled soon. All units are full.
- Vilna Lodge and Villa have 1 vacancy.
- The Waskatenau and Smoky Lake projects each have 4 vacancies. Bar V Nook has 2 vacancies.
- There is a problem with the Goodfish Lake House, it seems it is a drug house.
- The eviction of two tenants in Waskatenau is continuing because of non-payment of rent and smoking in common room.
- It was decided to pay the retiring administrator's accumulated vacation.
- Next Meeting July 22 at 1:00 pm.

Senior Transportation Bus Meeting

- The Vilna Senior Citizens and Recreation Society has agreed to take over ownership and operation of the Seniors' Bus. A Chair of the committee has been elected.

DEPUTY MAYOR BARRY'S REPORTS**Meeting with RCMP June 23/14**

- Craig Lukinuk, Shane Pospisil, and I met with the area Sergeant to discuss traffic concerns especially with Highway#28,
- Suggested several possible alternatives 1) passing lanes a temporary fix 2) assigned times to travel (some states do this) 3) travel only by night when there would be less traffic,
- Talked about developing #855 as alternative to 63.
- Follow-up: Supt. McGuiness presented to Alta Police Chief Chair and Traffic committee our concern over oversized loads. We were told they are drawing up a resolution to present at the annual conference.

RCDC July 4/14

- County has rejoined HUB
- RCDC bylaw changes:
 - 1) a quorum of 3 of 4 municipalities
 - 2) County 4 members, Smoky Lake 2, Vilna 1 and Waskatenau 1
 - concern expressed about even number of members felt could deal with it,
 - each municipality to pay its member unless RCDC gives prior approval.
- Shane reported that his part of the Partnership Grant Program Report is almost done
 - Needs info from Jane who is close to being done (have to fit into required format);
 - Could be done by the end of July, once he gets the information from Jane.
- Talked about a follow-up meeting with Buffalo Lake in the fall;

- Sending a letter to Andrew and Mundare seeking their support for #855 and perhaps arrange a meeting with them;
- The major proponent of the Biodiesel plant is coming to Alberta to address business leaders. He may try to set up a meeting to discuss the project.
- Shane provided info on roadside billboards meeting July 16/14 9Am County office might be possible to use our grant money to pay for them;
- Grant extended to end of October;
- Shane Pospisil's contract expired end of May;
 - o voted to extend it until Sept.15/14 at cost of \$13,000.00
 - o unspent funds of about \$25,000.00 used to buy 2 billboards and pay Shane.
- Paul (County communication person) came in and we discussed a regional website
 - o wondered what information we wanted on it
 - o there were a number of suggestion
 - 1) promote local businesses that already exist
 - 2) sections on tourism, business opportunities, community events, investment opportunities, property for sale/rent
 - 3) links to other relevant websites
 - 4) our location with regard to other places
 - 5) list of existing businesses in community .
- With these plans and to continue with them, we will need more secretarial support
- Budget option 1 - need CEDO to do work as set out - a proposed budget was accepted
- Talked about doing our own press release after meeting and what would go into this one.

Evergreen Waste Management

- Last meeting after I left the Town of St. Paul gave us a letter saying they were withdrawing from the Commission in June 2015. It was decided to consult with Legal and Municipal Affairs and ask them to draft a letter for us for the next meeting;
 - seems like it is a more complicated than expected
- things have been hectic at the site with construction and all
- contractor expects to be done cell construction by the end of the month may qualify for a bonus contract has penalty clause if not completed on time
- decide to defer the purchase of compactor to the 2015 budget
- met with Minister regarding toluene levels, follow-up with staff; staff says it is complicated process to change suggest going the advocacy route. It was decide to prepare a resolution to present to AAMD&C for their next conference.
- untarped loads a problem dropping garbage along road ---- up to each municipality to deal with it
- budget income 42.5% costs 49.9% leachate is a large problem;
- decide to put ads in papers quarterly / semi-annually to keep people informed ---same message to all in the area;
- Chair, Vice Chair, and Manager to attend meeting with Beaver River;
- Rescinded Bylaw 13 dealing with loan to pay for new cell and passed new one--- difference first specified who to borrow from second says any financial institution (lower rate of interest at a different institution than specified in former bylaw.

Foundation meeting July 22/14

Project meeting in the morning;

- Number of Change Orders presented most accepted;
- Decide to leave sinks in dementia unit , water turned off; to cover thermostats; cheaper to do the work with our own resources than to ask the contractor;
- Decide to buy night tables with a locking drawer and a locking cabinet in the kitchen;
- Patrons will keep meds in room in locked box/drawer with the staff having the key and will dispense meds;
- Cost of these changes about \$85,000.00;
- Discussed furniture;

- Discussion about residents bringing own;
- Have to provide certain items but not have to completely furnish;
- Decide on square tables;
- Hope to order furniture in January, 2015 in order to get it on time;
- Use a bid system -get three bids;
- Board had an opportunity try out furniture;
- Cost about \$210,000.00 assembled list not complete
- Discuss need for fast decisions in some cases or work could be delayed;
- Rick Beaupre, Project Manager is to contact the Chair and vice Chair about changes to make decision;
- Minor decisions no real problem;
- More costly items may contact members by e-mail;
- Pass motion approving change next meeting;
- Not enough cash to pay contractor for June;
- Working to get it but running into minor issues that arise one at a time;
- Name of lodge /signed agreement;

Board meeting in afternoon

- finally got info on Lodge renewal Program
- Cleared up who pays for what
- Vote to approve payment to past administrator upon retirement;
- A staff grievance is being dealt with; consulting legal and letter to be sent to CUPE;

Connecting Care report

- Monthly management meetings;
- Consulting about 3 evictions, some problems, hired a company to handle it (all details including actual eviction);
- Planning a resident handbook, may hold a residents' meeting and distribute them at that meeting;
- Comments from residents in Waskatenau and Smoky received--- up to management to come up with an action plan to deal with these issues;
- Smoky Lake and Vilna managers to be responsible for self-contained units and R&N units;
- Looking into hiring a part-time bookkeeper;
- Current bookkeeper is past normal retirement age, we're looking into a succession planning;
- Going to Electronic Funds Transfer system to collect rent;
- Looking into getting a service to do credit verification and rent history;
- Priority is to fill empty units.

COUNCILLOR KLASSEN'S REPORTS

Library Meeting - June 19, 2014

- After the board went over and made a few amendments, the "Helping Hands" program was moved and carried.
- Roxanne mentioned that a new employee had started working today and she was quite pleased with her performance.
- Children's entertainer Mary Lambert was going to be putting on a show at the Library on July 17.
- Next meeting TBA

Muni-Corr - July 14, 2014

- Beaver River Trestle update - no new items to report other than all municipalities have now donated to the rebuild.
- Land for sale by Mallaig. The County of St. Paul will be taking care of all the arrangements for the sale of the sidings in Mallaig.
- The quad ride that was previously scheduled for July 14 was rescheduled for September 6.

- A crossing agreement for the Town of Smoky Lake was again tabled as more information is still needed.
- A press release for Muni-Corr was sent out to remind people that Motor Bikes and Dirt Bikes are not authorized to be on the trail. Fines range from \$200 to \$1,000 for those not obeying the law.
- A water line inspection along the Iron Horse Trail has shown a few items needing to be addressed. Most items were concerns over improper signage and visibility of pipes sticking up out of the ground.
- A motion was carried to reject an offer to purchase a siding in Cold Lake. A letter will be sent in return offering the individual an opportunity to match the assessed value.
- Next meeting – August 11, 2014

Vilna Ag Society – July 14, 2014

- 10 new lights have been ordered for the Arena which should have everything set for the fair.
- Bookings for the next month include Stry REA on July 30 and August 8.
- The Fair Committee Chair provided an update on the fair proceedings. To date she has received numerous sponsorships. The schedule has been laid out and work on a poster has been started. The fair committee has already produced and sent out numerous info cards detailing the events at the Boomtown Days Fair.
- A letter was handed out detailing the times and performers for Cowboy Fest which was held the weekend of July 18 – 20.
- A discussion was held on Wild Pink Yonder. The Ag Society will be hosting a supper and breakfast fundraisers.
- Charlie gave a quick update on banking arrangements.
- A motion was passed to purchase a gift and a card which was passed around to sign for the outgoing maintenance person.
- Next meeting August 11, 2014

Res 089-14 Moved by Mayor Romanko that the reports be accepted for information.

CARRIED

6. NEW BUSINESS

a) Meeting with MLA Shayne Saskiw

Mr. Saskiw is tentatively scheduled to attend the October 20th Council meeting.

b) FCSS Helping Hands Program

Through FCSS a program has been proposed that will provide light housekeeping services to residents of the community. A list of criteria has been approved and staff hired.

The program goal is to help seniors to remain in their homes and help people with chronic illnesses. It is anticipated that at a later date a 'new mother' service may be added.

The cost for the program will be based on a sliding scale according to the recipients' income.

It is anticipated that the program will commence in the fall of 2014.

Res 090-14 Moved by Mayor Romanko that the Village of Vilna support the FCSS Helping Hands Program to provide light housekeeping assistance to Village Seniors and residents with chronic illnesses.

CARRIED

7. BYLAWS & POLICIES

a) Utility Rate Bylaw #508-14

Administration presented a report on the responses and results of the increase in water rates. Unfortunately we had a problem with the meter readings provided by ATCO at the end of June. Only 35 of the 120 meters had accurate readings. The majority of the bills had to be estimated. This created hypothetically inflated charges because it was always estimated that each household had used 26 cubic meters of water over a two month period. It is hoped that the meter problem will be fixed before the next billing period, at which time adjustments will be made to the previous bill.

The Bylaw will be reviewed at the October meeting.

b) Regional Community Development Committee Bylaw 509-14

Over the past years the Village of Vilna, in partnership with the Village of Waskatenau, the Town of Smoky Lake and Smoky Lake County have been collaborating to promote the development of a diversified economic base in the Smoky Lake Region. By using Regional Collaboration Grant funding the initiative has been able to move forward with numerous studies in order to identify the potential of the region. In order to ratify the initiative an agreement has been proposed, to be formalized with Bylaw 509-14 Regional Community Development Committee.

- Res. 091-14** Moved by Deputy Mayor Barry that Bylaw 509-14 Regional Community Development Committee Bylaw be read for the 1st time. CARRIED
- Res. 092-14** Moved by Councillor Klassen that Bylaw 509-14 Regional Community Development Committee Bylaw be read for the 2nd time. CARRIED
- Res. 093-14** Moved by Mayor Romanko that Unanimous Consent be given to read Bylaw 509-14 2014 Regional Community Development Committee for the third time. CARRIED UNANIMOUSLY
- Res. 094-14** Moved by Mayor Romanko that Bylaw 509-14 Regional Community Development Committee Bylaw be read for the 3rd time. CARRIED

8. FINANCIAL REPORT:

a) Expenditures

- Res. 095-14** Moved by Councillor Klassen that payment of cheques #12204 to #12239 in the amount of \$318,407.35 and direct deposits and payroll for the month of June in the amount of \$17,562.86 be accepted for information. CARRIED

9. CORRESPONDENCE:

- a. Minister of Health, RE: Response to letter to Premier
- b. Minister of Municipal Affairs, RE: Alberta Community Partnership Grant
- c. Premier Dave Hancock: RE: New Building Canada Fund Grant Program
- d. Alberta Tourism, RE: Tourism Investment Forum
- e. Shane Posposil, RE: Community Partnership Billboard
- f. Rural Team Alberta, RE: Newsletter
- g. Alberta HUB, RE: Northeast Alberta Transportation Project Proposal Draft
- h. Alberta Transportation, RE: Tourism Highway Sign Renewal Fees
- i. ASHA (Alberta Senior Housing Association), RE: Newsletter
- j. United Steel Workers, RE: Request to support "No More Westray's"
- k. Town of Smoky Lake, RE: Invitation to participate in Parade
- l. Alberta Recreation & Parks Assn., RE: Energize Conference
- m. Alberta Energy Regulator, RE: Annual Report ... (full report available at office)
- n. Letter to Minister Fred Horne
- o. Letter to Vilna Library
- p. Letter to Director of Alberta Surveys
- q. CRASC Annual Report

- Res. 096-14** Moved by Deputy Mayor Barry that the correspondence be accepted for information. CARRIED

Mayor Romanko called for a brief break at 8:30 p.m. reconvening at 8:40 p.m.

10. "In Camera"

Res. 097-14 Moved by Deputy Mayor Barry that Council move "In-Camera" at 8:40 p.m. to discuss a legal issue. CARRIED

Res. 098-14 Moved by Deputy Mayor Barry that Council move "Out-Of-Camera" at 8:45 p.m. CARRIED

Res. 099-14 Moved by Deputy Mayor Barry that when dealing with repairing damages of an accidental nature, where outside resources are required to rectify the situation, administration should ask for three quotes to repair the damage and award the repairs or payout the damages using the lowest quote. CARRIED

11. NEXT MEETING:

NEXT REGULAR MEETING: Monday, September 15, 2014 at 7:00 p.m.

12. ADJOURNMENT:

Res. 100-14 Mayor Romanko adjourned the meeting at 10:25 p.m. CARRIED

Donald Romanko, Mayor

Loni Leslie, CAO