

MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA

IN THE PROVINCE OF ALBERTA, HELD ON MONDAY OCTOBER 17, 2016
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
- GALLERY:** Carl Stafford, Owner of 5020 – 51 Avenue
- ORDER:** Mayor Romanko called the meeting to order at 7:02 P.M.

1. AGENDA

Additions/Changes

2. DELEGATION

- a) Carl Stafford – Utility Billing 5020 – 51 Avenue

3. MINUTES

- a) Regular Council Meeting – September 19, 2016

4. BUSINESS ARISING FROM MINUTES**5. REPORTS**

- a) Administration: Loni Leslie
- b) Public Works: Kevin Smith

6. Council Reports**BUSINESS:**

- a) Regional Community Development Committee – Change in Membership Policy/Bylaw
- b) Reserve Bids for Tax Auction Sale Property
- c) Removal of Property from tax auction sale listing

7. BYLAWS AND POLICIES

- a) DRAFT Regional Emergency Management Bylaw – for consideration by the Regional Emergency Advisory Committee

8. FINANCIAL REPORT

- a) Accounts paid to Sept 30, 2016, - **\$59,755.08**
 - a. Cheques 12888-12905 \$19,869.61
 - b. EFT payments to September 30th, 2016 - \$39,855.47

9. CORRESPONDENCE**10. NEXT MEETING****11. ADJOURNMENT**

Res. 095-16 Deputy Mayor Barry moved the agenda be accepted as presented.

CARRIED

2. DELEGATION:

Mr. Stafford owns several homes in Vilna for rental purposes. The home at 5020 – 51 Avenue has been registering an excessive amount of water. He has asked Council to replace the existing meter in hopes of getting a more accurate reading.

Mayor Romanko thanked Mr. Stafford for bringing his concern before Council and assured him that the topic would be discussed later in the meeting.

3. MINUTES:

- a. Regular Meeting September 16, 2016

Res. 096-16 Moved by Councillor Dyck that the minutes from the September 16, 2016 Regular Council meeting be accepted as presented.

CARRIED

4. BUSINESS ARISING:

5. REPORTS:

ADMINISTRATION REPORT & PUBLIC WORKS REPORT

Presented by Loni Leslie, CAO

<u>TAXES OWING AS AT October 17th, 2016</u>	
2016 Taxes Owing	\$67,614.61
Prior Years Taxes Owing (down \$9,837.17 from June)	\$95,095.62
Interest Owing (June interest \$5,998.48)	\$53,576.20
	<u>TOTAL TAXES OWING</u>
	<u>\$216,286.43</u>
Less Village owned property (Tax Recovery)	(\$34,113.63)
Less Monthly withdrawal EFT's 2016 (Pd by Dec31/16)	(\$10,441.98)
	<u>Adjusted Total Taxes Owing</u>
	<u>\$171,730.82</u>
	REDUCTION FROM SEPTEMBER 2016
	17,652.25
Total Utilities Trans to Tax 2016	\$9,041.05
Other Municipal Services unpaid transferred to Taxes in 2016 (Both incl. in above totals)	\$4,307.70

- Plan 6356HW (along 49th Avenue) has officially been corrected to reduce lot sizes by 20' where there was error on the 1954 plan.
- Lift station planning is being finalized. ATCO Electric must upgrade the electric supply to the station prior to work beginning and this will be done by November 15th. Tenders are being prepared.
- The Assessment Complaint Hearing for a commercial property in the Village on November 30th in Edmonton. I plan to attend.
- The bulk water fill system equipment has now officially been transferred to the Village from the County (a sales agreement). We can now get the electronic payment and automated system changed over to the Village. Currently bulk water is sold by contacting public works and manually filling at the station.
- The road repair and paving project is complete on budget. 52nd Street is now a much improved roadway. The grant funding from the Federal Gas Tax Fund was received.
- MSI Capital applications are being prepared for: Balance of road work costs of \$21,460, and a number of public works pieces of equipment. Priorities are 3 commercial Mowers with versatile attachments (i.e. snow moving), Skidsteer/BobCat, and dump truck. Also, an amendment has been sent in for the lift station to reduce the application from the full cost of \$325,000 to the cost-share of \$81,250.00.
- The grant application for the drainage project has been submitted. Unfortunately it will cost us some engineering dollars before we know whether we have approval (Feb 2017). The application was for a total cost of \$2,650,700. With a 90/10 split. Prior to beginning the project (conditional to grant approval), we should discuss some cost share with the County.
- We have received adjusted assessment values for two properties scheduled for tax sale auction for October 26, 2016. The item is on the agenda. Also, we anticipate removing 5 properties from the sale list – also on the agenda. In addition, the office was approached last week about another property – a party is interested in purchasing the property from the owner. In any case, if taxes are paid in full prior to the auction sale, they can be struck from the Auction sale list. We know for sure that 2 properties will be on the sale list and almost certainly a third. The remainder of the 8 are attempting to get caught up and make agreements.

- Garbage collection changes have been working out very well so far. Some minor changes will be requested of some residents to make collection easier and reduce the use of some alleyways which are damaged by use of the garbage truck on them.
- The summer student work hours are now complete.

MAYOR ROMANKO'S REPORTS

Foundation Meeting, Sept. 21, 2016

- Vilna Lodge renewal—contractors were out to review the facility prior to quotes to replace windows, need to order blinds before work can be done.
- Generator—need engineer's report before continuing.
- No word on sprinklers.
- Hand rails being built for Bar-V-Nook.
- Vilna's R&N house is again ready for occupancy.
- Self-contained units full in Vilna.
- Residents going to Jasper on Sept. 10-12.
- Foundation to contribute \$100,000 toward storm water flooding in Smoky Lake, behind Bar-V-Nook.
- CAO reported that Alberta Seniors' is doing a mini audit of the Foundation;
- Logo and Web site to be developed.
- Budget still on track for this year.

Next Meeting Oct. 19, 2017.

DEPUTY MAYOR BARRY REPORTS

Disaster Services

- Fort McMurray Fire Support:
 - Working on bill for reimbursement for Reception Center due by Feb;
 - Payroll costs, food and rooms covered
 - Debriefing meeting for volunteers to be held Oct. 23 BBQ to follow
- Public meeting to be Oct.24 at 7PM to be advertised in paper
- Discussed revisions to bylaw and inclusion of ICS model
- Discussed having just one EOC (Emergency Operating Centre) for region

RCDC – September 27, 2016

- Presentation by Go East has both a magazine and an on-line guide
- Agreed to put an ad in magazine \$3600.00
- Shaun report
 - Helping 2 business start-ups
 - Held Real Estate Tour and presentation in August
 - Participated in Chamber Membership Drive
 - Agreed to donate \$1,000.00 to proposed 2-day Dog Sled Race in mid-December.
 - Working on CARES grant program for business and economic development.
 - A 50/50 grant
 - Apply for \$25,000 of which \$5,000 can be "In-Kind";
 - Will bring a proposal to the next meeting.
- CFCW is coming to Smoky Lake in support of the Food Bank to do the Drive Home Show
- Administration to look into Transportation ToolKit for next meeting
- Discussed transportation within and outside area
- Shaun to look into getting shopping bags as promotional material for region

- County asked us to change the Terms of Reference in the bylaw re RCDC to allow them to have 2 councillors and 2 members-at-large instead of just 4 councillors

COUNCILLOR DYCK REPORTS

COP Service

- Maintenance and services along the Iron Horse Trail has been generally well maintained. Vandalism of the washrooms has been minimal although they have been used for smoking and other illicit purposes on occasion.
- There are some minor water leaks that need to be taken care of.

SCHOOL LUNCH PROGRAM

- A meeting is scheduled with the School Principal and Mr. Therrien to discuss the number of children who arrive at school without having eaten breakfast and who have not brought lunch.

Res 097-16 Moved by Deputy Mayor Barry that the reports be accepted for information.

CARRIED

6. NEW BUSINESS

a) Regional Community Development Committee – Change in Membership Policy/Bylaw.

The current Regional Community Development Committee (RCDC) membership consists of 4 council members from Smoky Lake County, 2 from the Town of Smoky Lake, 1 from each of the Villages of Waskatenau and Vilna. Members of this Committee serve for the duration of their term.

At the meeting of September 27th, 2016 the Committee members made the following (draft) motion:

“That the Regional Economic Development Committee (RCDC) recommend each municipality amend their respective Regional Economic Development Committee (RCDC) Terms of Reference Bylaws to allow Smoky Lake County and any other municipality who wishes to do so - designate member(s) at large to sit on the Regional Economic Development Committee (RCDC), reducing the number of elected officials; and inform the Regional Economic Development Committee (RCDC) of the change at the next scheduled Regional Economic Development Committee (RCDC) meeting.”

Our Bylaw #509-14 (attached) matches the other municipal bylaws exactly. It is recommended that the wording of Schedule “A”, Sections 5 (Membership) and 6 (Governance and Procedures) be amended to achieve the goal of the Committee:

ALSO, there are a number of minor typographical and numbering errors that can be corrected at the same time as the revisions. These recommendations have been forwarded to the County for their information.

RES: 098-16 Moved by Deputy Mayor Barry that wording approximating the following be recommended to the RCDC Committee and be hereby endorsed by the Village of Vilna to be included in a future revision of the Regional Community Development Committee Bylaw to account for the concept of members-at-large serving on the Regional Community Development Committee.

(ADD)

5.1 (a) At least 50% of the municipal representation of each municipality on the Committee shall be elected officials from each respective municipality (serving throughout their term) and 50% may be members-at-large as appointed by that respective Council. Such appointments will correspond with the term of office of the Committee members who are elected officials.

(ADD)

6.8 No member-at-large representing a municipality on the Committee shall hold an executive position on the Committee.

CARRIED

b) Tax Auction Sale Property

Some of the properties to be sold on the tax recovery list at auction have been re-assessed in order that a proper reserve bid is set for the auction sale.

The following properties have been examined by our assessor in order to set a tax recovery auction sale reserve bid based on current property characteristics. The assessor finds the following based on a qualified estimate of market value:

ROLL#	TAXES OWING	TYPE OF PROPERTY	2015 ASSESSMENT	RECOMMENDED VALUE
#161	\$2,641.18	Vacant Residential	\$10,200	\$5,600.00
#208/9	\$24,064.41	Single family	\$36,300	\$10,600.00

RES:099-16

Moved by Mayor Romanko that Council approve the Assessor’s recommendations and set the reserve bid set-point for Roll #161.000 at \$5,600.00 and Roll #209/209 at \$10,600.00.

CARRIED

c) Removal from Tax Auction Sale

Several property owners whose property has been listed on our advertising for Auction sale on October 26th, 2016 are making arrangements with the Village to prevent losing their property to sale. They have all made significant strides in making good faith payments in the last weeks.

- Roll 18
- Roll 55
- Roll 195
- Roll 255

Roll 108 – We have had a request from a lawyer to withhold sale as there is pending probate. They anticipate paying the tax bill in full, however, are unsure that it will be in time to prevent sale at the auction.

The Village is more likely to receive full payment of arrears property taxes without the drastic action of having to sell (or not sell) ratepayer property.

RES:100-16

Moved by Deputy Mayor Barry that Agreements be entered into in accordance with the above requests, with the understanding that should there be any default, the property in default would be tendered for auction as soon as the legislation allows.

CARRIED

7. BYLAWS AND POLICIES

a) DRAFT Regional Emergency Management Bylaw – for consideration by the Regional Emergency Advisory Committee.

It has been proposed and the Village of Waskatenau has prepared a DRAFT Bylaw for the purpose of Establishing a Regional Emergency Management Bylaw.

In recognition that many of the local resources controlled by each of the parties could be required by more than one municipality in order to cope with an emergency , the parties desire to form an Emergency Management Region for the purposes of emergency planning, preparedness, mitigation, response and recovery.

The proposed bylaw shall be reviewed by each participating municipality and brought forward once all areas are agreed upon.

Mayor Romanko called a brief recess at 8:45 p.m. with the meeting reconvening at 8:55

8. FINANCIAL REPORT

Accounts paid to September 30, 2016- \$59,755.08
Accounts paid by Cheques #12888 - 12905 - \$19869.61
EFT payments September 1st to September 30th, 2016 - \$39,885.47

RES:101-16 Moved by Deputy Mayor Barry that the Financial Report indicating expenditures of \$59,755.08 be accepted for information.

CARRIED

9. CORRESPONDENCE

- a) Alberta Emergency Management Agency Stakeholder Summit
- b) Article, Carbon pricing effects on Canadian households (forwarded by Alberta HUB)
- c) Letter to Smoky Lake County – support for firefighter training grant
- d) Northern Lights Library – Reports and Proposed Budget
- e) Alberta Municipal Affairs – Excellence in Library Services You Awards
- f) Alberta Emergency Management – Authorized Users information
- g) Alberta Municipal Affairs – MSI 2015 Statement of Funding Expenditures certified
- h) CUPW – Canada Post Review
- i) Plan 6356HW (property along 49th Avenue) Corrected

RES#102-16 Moved by Councillor Dyck that the correspondence identified in the agenda be accepted for information.

CARRIED

10. NEXT MEETINGS

- a) Council – November 24th, 2016 unless otherwise agreed
- b) Joint Municipalities – Date to be decided by Vilna Council
- c) Regional Emergency Management Advisory Committee – October 18th, 2016, 9am
- d) Regional Community Development Committee - October 24th, 2016, 1pm
- e) Smoky Lake Foundation - October 19th, 2016
- f) Northern Lights Library Board – October 24th, 2016, 10am
- g) Evergreen Regional Waste, Strategic Plan Mtg - October 26th, 2016, 9am
- h) Evergreen Regional Waste, Regular Mtg - October 31st, 2016, 10am
- i) Alberta HUB – November 24th, 2016
- j) Vilna Ag Society - November 14th, 2016

11. ADJOURNMENT

RES#103-16 Moved by Mayor Romanko that the meeting be adjourned at 9:15 p.m.

CARRIED

Donald Romanko, Mayor

Loni Leslie, CAO