

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

- PRESENT:** Mayor Leo Chapdelaine
Deputy Mayor Roy Dyck
Councillor Donald Romanko
Loni Leslie, Chief Administrative Officer
- ABSENT:** Earla Wagar, Administration Clerk
- GALLERY:** Lee Todd
- ORDER:** Mayor Chapdelaine called the meeting to order at 8:10 p.m.

<p>1. AGENDA Additions/Changes</p> <p>2. DELEGATION</p> <p>3. MINUTES a) Regular Council Meeting – September 18, 2017</p> <p>4. BUSINESS ARISING FROM MINUTES</p> <p>5. REPORTS a) Administration: Loni Leslie b) Council Reports c) Library Chair Report</p> <p>6. BUSINESS: a) Letter of Support, Patient Care Network b) Senior’s Snow Removal Program c) Capital Region Assessment Services Committee – Letter</p> <p>7. BYLAWS AND POLICIES a) Land Use Bylaw Amendment #530-17 b) CAO Bylaw #531-17</p> <p>8. FINANCIAL REPORT a) Accounts paid to, October 11, 2017 \$53,962.70 a. Cheques 13110 – 13131 \$23,412.35 b. EFT Sept 8-Oct 11, 2017 (201758-201775) \$16,497.00 c. EFT Payroll – September 30, 2017 \$14,053.35</p> <p>9. CORRESPONDENCE</p> <p>10. NEXT MEETING</p> <p>11. “IN CAMERA”</p> <p>12. ADJOURNMENT</p>
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- 1. AGENDA**
- RES: 128-17** Deputy Mayor Dyck moved the acceptance of the Agenda. CARRIED
- 2. DELEGATION**
- 3. MINUTES**
a. September 18, 2017
- RES: 129-17** Moved by Councillor Romanko that the minutes of the Regular Council Meeting of September 18, 2017 be accepted as presented. CARRIED
- 4. BUSINESS ARISING FROM MINUTES:**
- 5. REPORTS:**
- a) **ADMINISTRATION REPORT**
- TAXES OWING AS AT October 19, 2017**
Taxes Owing (includes June 30, 2017 penalty) \$62,575.23

	CURRENT (2017)	79,659.91
	ARREARS (reduced by)	44,319.52
\$315.34)		
Interest on all Outstanding Taxes		
<u>TOTAL TAXES OWING</u>		<u>\$186,554.66</u>
Less Village property (Tax Recovery)		(\$56,752.32)
Less Taxes Paid Monthly to December 31, 2017 (EFT's)		(\$10,781.46)
<u>Adjusted Total Taxes Owing</u>		<u>\$119,020.88</u>
	<i>REDUCTION FROM September,</i>	
2017		<i>(3,286.97)</i>
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

- *Utility Notices for the Sept/Oct period will be mailed early November 2017.*
- *The Tax Auction Sale date has been set at Monday November 27th, 2017. This date is 12 days later than originally planned to clear legislated advertising limitations. There are 4 properties (one with 2 lots to be sold together) currently on the Tax Auction Sale List.*
- *4 spots have been booked for Elected Officials Education Program Councillor Training for after next election on December 14 & 15 2017 in Plamondon. No hotel bookings have been made at this time, as driving time should be about an hour each way.*
- *We received \$37,882.00 for the MSI Operating allocated funding 2017 in early October. We still have not received the \$158,127.00 for Capital.*
- *The library manager recently hired has agreed to also take on the FCSS programming. Funding for 2017 was \$6,500.00 from the Village's FCSS funding allotment of \$9,784. The remainder will go to Senior's Snow Clearing and Property Tax Deferral Program assistance and small miscellaneous assistance for residents. The current amount owing to the Village by the Library for approximately one year's salaries is \$19,445.24.*
- *The property at which the owner was dumping raw sewage into our storm drainage ditch has now been cleared as compliant by the Safety Codes Inspector. The Inspector will be keeping an eye on the property, as will staff, to ensure that it remains compliant. This is of particular concern because of the proximity of the ditch to the lift station, the lagoon and the creek.*
- *The alley/culvert-drainage project for north of 52nd Avenue and the alley running north/south from 52nd Avenue to 53rd Avenue is nearly completed. Public works will be continuing with roads, alleys and culvert clearing projects before winter.*
- *2 hydrants are being replaced. One on the NE corner of the Village and one on the NW.*
- *The water treatment plant reservoir required repairs on October 11th. Divers were brought in to make the repair and to clean the reservoir. They will be required again next spring to install clamps (on order) for the reservoir fill piping and complete further cleaning.*
- *Oiling and chip seal is proceeding on 49 Street and the east end on 50th Avenue.*
- *Quotes are being obtained for the rip and relay of one block of 50th Avenue and portions of 52nd Avenue.*
- *We have received a request for a re-zoning for a property from R1 to R2. This application will be processed according to the Land Use Bylaw and the Municipal Government Act and is on the agenda for first reading of the amendment bylaw.*
- *There have been a number of instances of theft and break-ins in the Village and surrounding area. The RCMP are taking calls from citizens about suspicious persons seriously and attending to complaints.*
- *One commercial water meter was installed and one multi-residential meter has been awaiting parts from the manufacturer to repair it as a warranty repair.*

b) MAYOR ROMANKO'S REPORTS***Smoky Lake Senior Foundation, September 20, 2017***

- Vilna Renewal
Approved generator installation—hope to be done before winter, some wiring to be done, final inspection of hydrant and fire panel.
- BVNook
Full, installed gate to basement, new Rec. Director hired.
- Waskatenau self-contained to be full by October.
- Vilna - New table tops were installed, now painting hallways, patrons were allowed to choose colors, very happy with that.

Have 2 vacancies in Spruce Manor

Grade 3 and 4 classes are coming from the school once a week to visit.

- Maintenance
Some sidewalk work to be done in Vilna, contractors to be contacted for quotes
New maintenance contract agreed to.
- CAO
Have to watch for budgetary items.
Website about 50% complete.
Looking to update medical review.
Need to finalize hard cost of replacement BVNook.

Northeast Alberta HUB, September 2, 2017

- Budget OK
Letter of support for Cold Lake for Economic Development Strategy Project.
- Aerospace Technology and Defense Project –Drone industry, contract signed with Western Canadian Defense Industry Association—looking for innovative and industries in region.
- Elk Point asked for support to ask Province to slow methane capture giving companies time to get in line, want to delay till May 2018
- Alberta Transportation Projects regarding corridors, no news.
- Funding Projects
 1. Opportunity Identification/ Lead Generation Projects other than oil and gas
 2. Hemp led projects and other Agricultural Business
 3. Number of companies expressing interest in HUB region
- EATC (Eastern Alberta Transport Corridor) update, BRAED looking to withdraw.
- Broad Band project overview in afternoon, Pipe dream for Vilna—Multiple Million \$

28/63 Water Commission, October 17

- Commission Manager
Started WFL supply agreement meetings.
Need funding agreement with St. Paul County for extras needed for Mallaig extension.
- Financial
Province agreed to pay engineering costs for WFL
- Engineer
Pre qualification evaluation bids for Mallaig extension only 2 bids.
Looking for bid for 3 Phase power from ATCO
WFL interbasin transfer in hands of Province
Pre design under way should be complete so tenders will go out in May.

Smoky Lake Seniors Foundation, October 18, 2017

- Vilna Upgrade
Tenders closed Monday for Generator, Electrical Panel need review, fire hydrant still needs to be tested.
Global Tech is new alarm company

- BVNook
 - Full
 - Self Contained
 - Smoky Lake 1 empty
- Waskatenau 2 empty
- Vilna
 - 34/40
 - Spruce View checked by government
 - Painting going great in halls
- Maintenance
 - New sidewalk recommended for Vilna with ramp to self-contained.
 - Waskatenau problem with boilers, new flooring for Waskatenau Manor.
 - New shingles for Cedar Manor and Golden Valley approved and flooring for Waskatenau Manor approved if under \$ 9 000.
- CAO
 - Moved to:
 1. finalize final cost to stipulated Contract for replacement BVNook
 2. enter memorandum of agreement with Alberta Social Housing for the transfer of ownership of Smoky Lake buildings
 3. Sell lodge and land to Alberta Social Housing
 4. Borrow up to \$4 million for BVNook 2
 5. Foundation to become co owners with Alberta Social Housing
- Next meeting to recommend new business plan as well as budget.
 - Eden training for care partners.
 - Website close to complete.
 - Next meeting Nov. 10.

c) DEPUTY MAYOR BARRY REPORT

RCDC – October 17, 2017

- Economic Development Officer is working with a business startup
 - Continues to do business visitations
 - A solar energy project south of Vilna is awaiting govt. approval
 - Responded to small business tax reform proposal
 - Metis Crossing is doing a feasibility study for hosting 500-800 participants and nearby accommodation
 - Business Directory to be done the end of the year
 - Promotional bags to be done by end of year
- RCDC endorsed sending a letter of support for a Primary Care Network office in Smoky Lake
- New portable ultrasound machine was purchased for the hospital
 - Reviewed the Regional Strategic Priorities Plan and added an item that had been deleted previously (alternate transportation for seniors)
 - Reviewed the CARES grant
- The regional website is up and running www.smokylakeregion.ca

MuniCorr October 5, 2017

- To start no quorum, but quorum showed before meeting dismissed
- Most of the time was spent discussing Owlseye.
- Because not 100% of members present unable to change previous motion. Did however agree to a swap of land to help reduce the bottleneck.
- Approved a number of access requests
- Accepted bid for brushing in Bonnyville area
- Bellis issue proceeding

Evergreen Regional Waste Management Commission – October 3, 2017

- Proposed budget tabled to a later meeting after a long discussion
- The contract for hauling leachate has been extended at a lower rate
- Manager is actively pursuing the Acct. Receivable
- Wildrose haulers are unable to meet their commitment so they will be billed for the shortfall

- A contract has been extended for a year
- Working on bins for metal which would help keep sites cleaner
- Late August site inspection at Lafond to familiarize government officials with the facility.

Emergency Alert

- Took one day training course on how to issue emergency alerts
- Have to do 4 practice alerts to be able to issue alert
- Once authorized to do so have to log in once a month and do practice alert quarterly

ASIST (Alberta Saskatchewan Incident Support Team)

- One of several such teams in existence or being formed
Only one crossing the Alberta Saskatchewan border
- Reviewed proposed bylaws for incorporating in Alberta. Once incorporated in Alberta do same in Saskatchewan
- Grant to be used fund an exercise to be held in St. Paul at the end of November
- Next meeting to be held at the end of January

BORDERING ON DISASTER CONFERENCE, Lloydminster (Sept 19, 2017)

- Attended a regional Emergency Management Conference.
- Very well attended with a wide range of participants
- A very worthwhile conference for emergency workers and elected officials

KEYNOTE SPEAKERS AND SESSIONS

- RCMP INSPECTOR in charge of the evacuation of Fort McMurray, described the process
- POLICE LIEUTENANT involved in the Sandy Hook School shooting
- UNIVERSITY OF ALBERTA armored car robbery
- CALGARY FLOOD 2013

d) LIBRARY BOARD Report by Lee Todd

- The Library, through the FCSS Program is offering a 6 week workshop aimed at assisting seniors in using Social Media, and increasing social interaction.
- The Program is called MugShots, Photography to Social Media.
- A new Librarian has been hired. She will be working 12 – 15 hours per week.

e) COMMUNITY FUTURES Report by Lee Todd

- Community Futures provides financing, training, and advisory services for small businesses in rural Alberta, primarily for Sole Proprietorship.
- If you live in rural Alberta and have not been able to secure appropriate financing from a bank, you may be eligible for a loan to start, buy or grow a small business.

Applicants need to:

- Have a viable business plan
- Invest some of your money in the project
- Be involved in day-to-day operations
- Be of legal age and a resident of Canada
- The programs are funded by the Province of Alberta and our pool of money is administered by the St. Paul – Smoky Lake Community Futures program.
- Because it is a lender of last resort the interest rate is higher than the banks.
- The Board is made up of representatives from participating municipalities and can be of representatives from the Public at Large.

RES: 130-17 Moved by Deputy Mayor Dyck that the reports be accepted for information.

CARRIED

6. BUSINESS:

a) Letter of Support – Patient Care Network

- RES: 131-17** Moved by Councillor Romanko that the Village of Vilna provide a Letter of Support to the Patient Care Network program in support of their request to have a PCN service facility situated in Smoky Lake. CARRIED

b) Seniors Snow Removal Program

- RES: 132-17** Moved by Deputy Mayor Dyck That the Village of Vilna offer the Seniors Driveway Snow Removal Program for the upcoming 2017/18 winter, at the same rate of \$50.00 per season per principal residence of one or more senior citizens age 65 and over using Family and Community Support Services funding. CARRIED

c) Capital Region Assessment Services Commission

CRASC has provided formal notification of their Annual General Meeting scheduled for November 1, 2017.

7. BYLAWS AND POLICIES

a) Bylaw 530-17 Land Use Bylaw Amendment

Bylaw 530-17 is an amendment to Land Use Bylaw 392-98, allowing for the re-zoning of property described as Plan 565KS, Block 10, containing 4.49 hectares, to be changed from Residential R-1 to Residential R-2.

- RES: 133-17** Moved by Deputy Mayor Dyck that 1st reading be given to Bylaw 530-17 Amendment to Land Use Bylaw 398-98. CARRIED

In accordance with the regulations pertaining to re-zoning, the application shall be advertised and a Public Hearing shall be held during the next Council meeting on November 20, 2017.

b) CAO Bylaw 531-17

- RES:134-17** Moved by Councillor Romanko that 1st reading be given to Bylaw 531-17, CAO Bylaw. CARRIED

- RES:135-17** Moved by Deputy Mayor Dyck that 2nd reading be given to Bylaw 531-17, CAO Bylaw. CARRIED

- RES:136-17** Moved by Councillor Romanko that unanimous consent be given to have third reading of Bylaw 531-17 at this meeting. CARRIED UNANIMOUSLY

- RES:137-17** Moved by Mayor Chapdelaine that 3rd and final reading be given to Bylaw 531-17 CAO Bylaw. CARRIED

8. FINANCIAL REPORT

Accounts paid to – October 11, 2017	\$53,962.70
Accounts paid by Cheques #13110-13131	\$23,412.35
EFT payments from September 8 – October 11, 2017	\$16,497.00
EFT Payroll September, 2017	\$ 14,053.35

- RES:138-17** Moved by Councillor Romanko the Financial Report indicating expenditures of \$53,962.70 be accepted for information. CARRIED

9. CORRESPONDENCE

- a) Alberta Municipal Affairs, re: Conflict Resolution Day
- b) CRASC, re: Notice of Annual Meeting
- c) AAMD&C, re: Proposed Cannabis Framework

- d) Northern Lights Library System, re: Orientation Meeting
- e) FCM, re: Cannabis Legalization Primer
- f) AAMD&C, re: Municipal Asset Management Program
- g) FCM, re: Training to help with Infrastructure Investment
- h) Ian Fox, Alberta Emergency, re: Training Schedule
- i) Alberta Medical Association, re: Newsletter
- j) Alberta Ag. Societies, re: Grant Funding
- k) Aspen View Public Schools, re: Newsletter
- l) Lidstone & Company LLP, re: Local Government Leadership Workshop

RES.139-17 Moved by Councillor Romanko that the correspondence identified in the agenda be accepted for information. CARRIED

10. NEXT MEETINGS

- a) Council – Organizational Meeting – October 23, 2017
- b) Council – October 23, 2017 – 7:00 p.m. (following Organizational Meeting)
- c) Council Meeting – November 20, 2017 – 7:00
- d) Joint Municipalities – Vilna, January 29, 2018 – 6:00 p.m. (Rural Physician)
- e) Councillor Training – Smoky Lake – October 26, 2017 (Thursday)
- f) Councillor Training – Plamondon – December 14 & 15, 2017
- g) Tax Recovery Sale – November 27, 2017 11:00 a.m.
- h) CRASC (Capital Region Assessment Services Commission) Annual Meeting Nov. 1, 2017
- i) Evergreen Regional Waste Management – November 9, 2017 – St. Paul County CC 10:00 a.m.
- j) RCDC - December 18th, 2017 – 9:30 a.m.
- k) PTSD/Mental Health Workshop @ Smoky Lake Curling Club-Sponsored by SL Fire 10am.
- l) Municipal Elected Officials Training – Emergency Mgmt –8:30am-Noon NOV 30, 2017 Two Hills Cnty Ofc 4818 – 50Ave
- m) Smoky Lake Foundation – November 10, 2017 9:00 a.m.
- n) Highway 28/63 Regional Water Services Commission – Call of the Chair
- o) Muni-Corr -- Monday, November 6, 2017 – 10:00 a.m. St. Paul County Board Room
- p) Alberta HUB – _____, 2017
- q) Vilna Ag Society – Nov13, 2017 7:30 p.m.
- r) RCDC Public Round Table – Re Schedule (See Shawn Green)
- s) Library Board Meeting, - November 9, 2017 – 7:30

RES. 140-17 Moved by Deputy Mayor Dyck that the meeting schedule be accepted for information. CARRIED

ADJOURNMENT

RES. 141-17 Moved by Mayor Chapdelaine that the meeting adjourned at 10:10 p.m.

Leo Chapdelaine, Mayor

Loni Leslie, CAO