

MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA

IN THE PROVINCE OF ALBERTA, HELD ON MONDAY SEPTEMBER 16, 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: Peter Therrien, School Lunch Program

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
a) Peter Therrien, re: Presentation regarding use of Village Resources for School Lunch Program</p> <p>3. MINUTES
a) Regular Council Meeting – June 20, 2016</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) Doctor Recruitment & Retention change in policy
b) Letters of Support Smoky Lake for RV Park, and Library for Grant
c) 52nd Street Rehabilitation
d) Memorandum of Agreement - Lift Station Upgrade
e) Purchase of 2003 Pick-Up Truck
f) Senior Snow Removal Program
g) Set Tax Sale Prices
h) Water Commission
i) School Lunch Program</p> <p>7. BYLAWS AND POLICIES</p> <p>8. FINANCIAL REPORT
a) Accounts paid to August 31, 2016, - \$159,565.21
a. Cheques 12813-12887 \$110,347.51
b. EFT payments June 1, 2016 – August 31, 2016 - \$49,217.70</p> <p>9. CORRESPONDENCE
a) MP Shannon Stubbs, re: Tourism Feedback
b) Alberta Government, re: Restoration of Vital Water System Funding
c) Alberta Municipal Affairs, re: Regional Waste Services Grant Increase
d) ATCO Electric, re: Franchise Agreement
e) FCM, re: Canada 150 Leaders Network
f) Transportation Canada, re: Grade Crossing Regulations
g) Safety Codes Council, re: Changes to Certification for Building Safety Codes Officers
h) AUMA, re: AMSC Services Rebate Program
i) AUMA, re: 2016 Annual Convention – October 5 – 7, 2016
j) Aspen View Public Schools, re: MGA Review
k) Aspen View Public Schools, re: Rural Alberta Education Symposium – March 5 – 7, 2017
l) Alberta Infrastructure & Transportation, re: Highway 28 Corridor Review
m) Alberta Municipal Affairs, re: \$150,000.00 Emergency Preparedness Grant
n) Federation of Alberta Gas Co-ops, re: Information letter
o) Northern Lights Library System, re: Agenda and Reports
p) Alberta Municipal Affairs, re: 2014 Statement of Funding SFE
q) Alberta Human Services, re: Fort McMurray Fire
r) Jeanine Laberge, re: Utility Bill</p> <p>10. NEXT MEETING
a) Joint Municipalities –September 26, 2016
b) Municipal Affairs Review – Tuesday, September 20, 2016
c) Smoky Lake Foundation – September 21, 2016
d) Muni-Corr – Monday, September 19, 2016
e) NLLS – September 17, 2016
f) HUB Board Meeting – September 22, 2016</p> <p>11. "IN CAMERA"
a) Fire Response Complaint – Legal
b) Tax Recovery – Agreements – Legal/FOIP</p> <p>12. ADJOURNMENT</p> |
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Res. 057-16 Deputy Mayor Barry moved the agenda be accepted with the addition 11c. Emergency Preparedness Volunteers (FOIP).

CARRIED

2. DELEGATION:

Peter Therrien addressed Council with a request for the Village of Vilna's sponsorship of a funding request for a meal program at the Vilna School. In the 2016-2017 school term, education funding can no longer be used for feeding children at school, either for free or at reduced cost. There will be no cost to the Village and the demand on Village resources will be virtually nil. The Village simply is needed to offer their sponsorship by requesting the funding.

3. MINUTES:

a. Regular Meeting, June 20, 2016

Res. 058-16 Moved by Councillor Dyck that the minutes from the June 20, 2016 Regular Council meeting be accepted as presented.

CARRIED

4. BUSINESS ARISING:

5. REPORTS:

ADMINISTRATION REPORT & PUBLIC WORKS REPORT

Presented by Loni Leslie, CAO

TAXES OWING AS AT September 19, 2016

2016 Taxes Owing	\$72,844.64
Prior Years Taxes Owing (down \$9,837.17 from June)	\$106,108.62
Interest Owing (June interest \$5,998.48)	\$58,651.83
<u>TOTAL TAXES OWING</u>	<u>\$237,605.09</u>
Less Village owned property (Tax Recovery)	(\$34,203.63)
Less Monthly withdrawal EFT's 2016 (Pd by Dec31/16)	(\$14,018.39)
<u>Adjusted Total Taxes Owing</u>	<u>\$189,383.07</u>

Total Utilities Trans to Tax 2016 \$9,041.05

Other Municipal Services unpaid transferred to Taxes in 2016 \$4,307.70

(Both incl. in above totals)

- Although the amount of taxes owing is up, the *arrears* owing amount is down by \$15,972 since the May report. The increase is entirely due to 2016 taxes not paid. In the next month this should drop again by approximately \$6,000.00 due to the sale of one property which is in arrears.
- Lift station planning is well underway and work should be starting in the next month or so. We have the engineering plans, Kevin and I have reviewed them and they are precisely as we discussed with the engineers when we met with them.
- There is an Assessment Complaint Hearing for a commercial property in the Village on November 30th in Edmonton. It is being held there because this will keep costs for the hearing down for us, as the owner lives in Edmonton. The assessor and clerk and review board members are all in Edmonton also. I hope to attend.
- The road repair will begin Wednesday, this should be completed in the next 2 weeks. The County has nearly completed the gravel/dust control portion, the excavation and repair at 52nd Street will start next week. The project will be grant funded and with no burden to ratepayers or local improvement levies.
- I have begun the very initial stages of completing a grant application for the resurfacing of the playground area of Mushroom Park. This would be a pour-in-place surfacing made from recycled tires. Up to \$30,000 is available for each grant application.
- Bonnie Lake will likely net a loss this year, mostly due to weather. The periods of warm weather afforded us more bookings than we have had in previous years, but there were few warm weekends. Also, extra hours were spent on trees and brush tidy up from growth and winds. We had a large number of new customers this year, hopefully this translates to higher revenues next year with warmer weather during summer.
- A delegate presentation to Council was planned for Sept. 19, 2016 regarding a potential business development in the Village at a commercial property. Unfortunately, some land issues with the current owners have delayed the venture until next spring likely.
- We have scheduled a tax sale auction for October 26, 2016. Some owners have contacted the office about attempting to make arrangements for their payment. We will need to go through the reserve pricing and other issues later in this meeting.
- Garbage collection costs will be reduced in future as the hours for this duty have been reduced.

- The Lakeland and Kalyna Country DMO's have collaborated to provide the Activity Guide for 2017. The Village will renew their ad in partnership with the pool hall and we will access Travel Alberta Cooperative funding to assist with the cost.
- The sharing of the public works position is working well. The summer students have worked hard over the summer months.
- A number of other items will be dealt with under the Business portion of the Agenda.

MAYOR ROMANKO'S REPORTS None

DEPUTY MAYOR BARRY REPORTS

RCDC meeting June, 2016

- Decide to invite member of Chamber of Commerce to attend meetings
- Noel Simpson, Pres. Chamber expressed Chamber's interest in establishing a RV park along the trail Muni Corp property need approval from all Board members Shaun to help them with proposal Village sent a letter in support of project
- Shaun - continuing to pursue several business looking to may be move into area
- Also working with Metis Crossing people
- Continue to explore idea of twining with region of Ukraine
- Memo of Understanding with Metis Crossing an item to be pursued
- County calling for an Expression of Interest in Warspite and Whitefish Lake
- Jordan offered to help anybody who wants to pursue an Expression of Interest
- Approved sponsoring a Realtor Forum

Water Commission

July 13, 2016

- Water agreement with St. Paul County executed
- Deficiency list still to be acted on funds held back til resolved
- One of three legal issues have been resolved

September 2016

- Still 2 legal cases outstanding almost a year ago since Discovery Inquiry held in Telus case
- County has allowed 2 residents to hook on to St. Paul line for household use
- Policy proposed to deal with individuals tie-in to water line --- current practice not allowed
- Discuss various aspects/ issues of said policy --- possible contamination, admin and operating costs
- Need to discuss issue with Environment as well as Transportation Tabled
- Submitted final claim last phase for \$159,990. Un-submitted late claims \$5417.00
- Under budget
- St. Paul invoiced \$866,225. to tie-in late August
- Delegation from Indigenous and Native Affairs Canada (INAC) to discuss water situation south treatment plant Whitefish Lake
- South plant treats water for core of band low water looking for alternate source
- Engineer possibilities
- Prefer to become Member of Commission rather than customer
- Discuss number of problems
- Set up contact group
- Thorhild raised issue about a ditch flooding engineer to look into it
- Prov. Rep to sit down with Thorhild to discuss line to Long Lake - Newbrook to Long Lake or Boyle to Long Lake

COUNCILLOR DYCK REPORTS

NE Muni-Corr - September 19, 2016

- At the Owlseye Crossing, the County of St. Paul will be purchasing some of the sidings and renovating intersections to improve safety at the crossings.

- The Bellis staging area on-going legal action continues, however since the legal representation made the error – Muni-Corr will be pursuing legal action against them.
- The COPS members are getting involved with Emergency Preparedness.

C.O.P.S

- The Citizens on Patrol Family Picnic August 27th, 2016 was well attended and the band Trooper made a surprise visit to the event.

Res 059-16 Moved by Deputy Mayor Barry that the reports be accepted for information.

CARRIED

6. NEW BUSINESS

a) Dr. Recruitment & Retention

Until now, the Doctor Recruitment and Retention Committee invoiced each Locum and Appreciation as they occurred. The Town of Smoky Lake sends out invoices at these times.

The Committee has set a budget and will now invoice the Village portion for 2017, rather than invoicing each occurrence.

2016 Expenses - \$1,321.57

2017 Budget - \$1,440.00

There is little to no change on an annual basis financially, however this is a change in procedure. There should be a savings in Administration time and cost.

Res. 060-16 Moved by Deputy Mayor Barry that the Village of Vilna accepts the change in procedure by paying an annual invoice as determined by the Regional Physician Recruitment and Retention Budget and that any annual surplus will be transferred into a Doctor Retention and Recruitment Reserve.

CARRIED

Res. 061-16 Moved by Deputy Mayor Barry that the Village of Vilna accepts the changes to the Regional Physician Recruitment and Retention Committee Terms of Reference.

CARRIED

b) 52 Street Construction

52 Street, which is also Range Road 135, has taken quite a beating the last few years between the water line construction, heavy traffic and the heavy rains this year. The road was not properly built on a solid foundation, especially nearest to Hwy 28. It therefore needs a complete rebuild from Hwy 28 to 400 meters E. and requires gravel and dust control application from the 400th meter east to Township 594.

We received a quote of \$164,403. for the rebuild and paving of the 400m section. Attempts to obtain further quotes were unsuccessful. The work is critically required before the winter freeze and we can wait no longer.

A letter was sent to Smoky Lake County to request assistance with the gravel and dust control section to Township 594. Their Public Works Manager provided a quote to the Village for the gravel and dust control for - \$7,055.00. Smoky Lake County Council has provided their approval letter. The Village responded with thanks.

Although electronic communications were conducted to obtain consensus, Council's formal approval is required to approve the total capital expenditure to repair 52nd Street the total of which is expected to be approximately \$171,458.00. The total of the funding is secured and will be from \$150,000.00 of Federal Gas Tax grants (\$50,000. from each of 2014, 2015, and 2016 years) and the remaining approximately \$21,458.00 from MSI Capital funding.

Res. 062-16 Moved by Deputy Mayor Barry that the Village of Vilna gratefully accept the assistance of Smoky Lake County in the reparations of 52nd Street in the amount of \$7,055.00 to be paid to the County upon receiving an invoice. CARRIED

Res. 063-16 Moved by Councillor Dyck that the Village of Vilna approve the total anticipated construction repairs to 52nd Street in the amount of expenditure not to exceed \$180,031.00. CARRIED

c) Letters of Support

During the summer months, there were requests for support for community projects. Through electronic communications we were able to get consensus from Council to confirm support, however, it is recommended that these approvals be formalized by resolution.

- ❖ Town of Smoky Lake has asked for support to develop an RV Park adjacent to the Iron Horse Trail.
- ❖ Vilna Library has made an application for a New Horizons Grant. A letter of Support was requested to accompany the application.

Res. 064-16 Moved by Mayor Romanko that that the letters of support written from the Village of Vilna to the Town of Smoky Lake to develop an RV Park and to the Vilna Municipal Library in support of grant funding be approved. CARRIED

d) Memorandum of Agreement – Sewer Lift Station

Res. 065-16 Moved by Mayor Romanko that the Memorandum of Agreement between Alberta Transportation and the Village of Vilna for grant funding of \$243,750.00 to upgrade the Sewage Lift Station be ratified. CARRIED

e) Purchase of Pickup Truck

Res. 066-16 Moved by Councillor Dyck that Council approve the purchase of the 2003 GMC Sierra for the amount of \$2,500.00. CARRIED

f) Senior's Snow Removal Program – FCSS Funding

Res. 067-16 Moved by Deputy Mayor Barry that the Village of Vilna offer, through FCSS funding, the Senior's Driveway Snow Removal Program at the same rate of \$50.00 per season per resident. CARRIED

g) Tax Recovery Auction Sale Reserve Bids

Res. 068-16 Moved by Deputy Mayor Barry that the Village of Vilna set the Tax Recovery Auction Sale Reserve Bids at the assessed values as provided by the Village's Assessor for the 2016 Combined Assessment and Property Tax Notices. CARRIED

Res. 069-16 Moved by Councillor Dyck that the Village of Vilna approve providing non-financial assistance to the school to aid in the support and in sponsoring funding requests for the Vilna School Meal Program for 2016-2017. CARRIED

7. BYLAWS AND POLICIES:

8. FINANCIAL REPORT:

a) Expenditures

Res. 070-16 Moved by Mayor Romanko that the expenditures from June 20, 2016 to August 31, 2016 totaling \$159,565.21 through payment of cheques #12813 – 12887 in the amount of \$110,347.51 and direct deposits and payroll to June 1, 2016 to August 31, 2016 in the amount of \$49,217.70 be accepted for information.

CARRIED

9. CORRESPONDENCE:

MP Shannon Stubbs, re: Tourism Feedback
 Alberta Government, re: Restoration of Vital Water System Funding
 Alberta Municipal Affairs, re: Regional Waste Services Grant Increase
 ATCO Electric, re: Franchise Agreement
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 Federation of Alberta Gas Co-ops, re: Information letter
 Northern Lights Library System, re: Agenda and Reports
 Alberta Municipal Affairs, re: 2014 Statement of Funding SFE
 Alberta Human Services, re: Fort McMurray Fire
 Jeanine Laberge, re: Utility Bill

Res. 071-16 Moved by Deputy Mayor Barry that the correspondence be accepted for information.

CARRIED

10. NEXT MEETING:

- a) Joint Municipalities – September 26, 2016
- b) Municipal Affairs Review – Tuesday, September 20, 2016
- c) Smoky Lake Foundation – September 21, 2016
- d) Muni-Corr – Monday, September 19, 2016
- e) NLLS – September 17, 2016
- f) HUB Board Meeting – September 22, 2016

Mayor Romanko called a brief recess at 8:55p.m. reconvening at 9:05 p.m.

11. “IN CAMERA” SESSION

- a) Fire Response Complaint (Legal)
- b) Tax Recovery Agreements (Legal/FOIP)
- c) Volunteer Names for Emergency Preparedness (FOIP)

Res. 072-16 Moved by Councillor Dyck that Council enter in to an In Camera Session at 9:05pm.
CARRIED

Res. 073-16 Moved by Deputy Mayor Barry that Council exit the In Camera Session at 9:50pm.
CARRIED

12. ADJOURNMENT:

Res. 0074-16 Mayor Romanko adjourned the meeting at 9:50 p.m.

Donald Romanko, Mayor

Loni Leslie, CAO