

**MINUTES OF THE ORGANIZATIONAL COUNCIL MEETING OF THE VILLAGE OF VILNA**

IN THE PROVINCE OF ALBERTA, HELD ON MONDAY, OCTOBER 19, 2015, 7:00 P.M.  
IN THE COUNCIL CHAMBERS OF THE VILLAGE OF VILNA MUNICIPAL OFFICE

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**PRESENT:** Mayor Don Romanko  
Deputy Mayor Frank Barry  
Councillor Roy Dyck  
  
CAO Loni Leslie  
Administration, Earla Wagar

**GALLERY:**

**1. CALL TO ORDER**

CAO Loni Leslie called the meeting to order at 7:00 p.m.

**2. AGENDA:**

RES. 082-15 Moved by Mayor Romanko that the agenda of the Organizational Council Meeting of October 19, 2015 be adopted as presented.

RES. 083-15 **3. NOMINATIONS FOR MAYOR:**

CAO Loni Leslie called for nominations for the position of Mayor.

Frank Barry nominated Don Romanko for the position of Mayor.

After 3 calls for further nominations, CAO Leslie declared nominations closed and Mayor Donald Romanko was declared Mayor.

CARRIED

Mayor Romanko assumed the position as Chair.

**4. NOMINATIONS FOR DEPUTY MAYOR:**

Mayor Romanko called for nominations for the position of Deputy Mayor.

Councillor Dyck nominated Councillor Frank Barry for the position of Deputy Mayor.

With no further nominations, Councillor Frank Barry was elected as Deputy Mayor.

CARRIED

**5. SWEARING-IN**

Mayor Romanko, Deputy Mayor Barry and Councillor Dyck swore the Oaths of Office.

**6. MINUTES OF THE 2014 ORGANIZATIONAL MEETING**

RES. 084-15 Moved by Mayor Romanko that the minutes from the 2014 Organizational Meeting of October 19, 2015 be accepted as information.

CARRIED

**7. REVIEW OF BYLAWS & POLICIES**

**a) Procedures Bylaw 495-12**

RES. 085-15 Moved by Mayor Romanko that the Procedure Bylaw #495-12 for the Village of Vilna, having been reviewed be accepted as information.

CARRIED

**b) Organizational Meeting Policy #101**

RES. 086-15 Moved by Deputy Mayor Barry that Procedure for the Organizational Meeting Policy #101, be amended to reflect the addition of Regional Fire Services Committee, the change of the name of Doctor Recruitment and Retention Committee to Regional Health & Wellness Committee, and the deletion of the Vilna Cares Society into and from the Council's memberships.

CARRIED

**c) Remuneration Schedule Policy #102**

RES. 087-15 Moved by Mayor Romanko that the Remuneration Schedule, Policy #102 for the Village of Vilna, having been reviewed be accepted as information.

CARRIED

**d) Responsibility to Administration Policy #103**

RES. 088-15 Moved by Councillor Dyck that the Responsibility to Administration Policy #103 for the Village of Vilna, having been reviewed be accepted as information.

CARRIED

**8. SIGNING AUTHORITY**

RES. 089-15 Moved by Mayor Romanko that the Signing Authority for all Banking Matters be allocated to the Mayor or in the absence of the Mayor, the Deputy Mayor; and the Chief Administrative Officer or in the absence of the Chief Administrative Officer, the Administrative Clerk.

CARRIED

**9. APPOINTMENT OF AUDITOR:**

RES. 090-15 Moved by Deputy Mayor Barry that Richard Jean of JMD Group be appointed as the Auditor for the Village of Vilna for year ending December 31, 2016

CARRIED

**10. APPOINTMENT OF ASSESSOR:**

RES. 091-15

Moved by Councillor Dyck that Mike Krim from Capital Regional Assessment Commission be appointed as the Assessor for the Village of Vilna for the 2015-2016 Assessment Year.

CARRIED

**APPOINTMENT OF ENGINEER**

RES. 092-15 Moved by Mayor Romanko that Associated Engineering Services Ltd. be appointed as the Municipal Engineers.

CARRIED

**11. APPOINTMENT OF PLANNING SERVICES**

RES. 093-15 Moved by Deputy Mayor Barry that Municipal Planning Services be appointed as the planning services for the Village.

CARRIED

**12. APPOINTMENT OF SUBDIVISION AUTHORITY OFFICER**

RES. 094-15 Moved by Councillor Dyck that Jane Dauphinee of Municipal Planning Services be appointed as the Subdivision Authority Officer.

CARRIED

**13. DATES FOR REGULAR COUNCIL MEETINGS:**

RES. 095-15 Moved by Mayor Romanko that the Regular Council Meetings be scheduled for the third (3<sup>RD</sup>) Monday of each month, beginning at 7:00 p.m. unless otherwise rescheduled.

CARRIED

**14. APPOINTMENT TO BOARDS:**

a. **Evergreen Regional Waste Commission:** Deputy Mayor Barry with Councillor Dyck as alternate.

b. **St. Paul-Smoky Lake Community Futures:** Citizen at Large, Lee Todd.

c. **Smoky Lake Foundation:** Mayor Romanko with Councillor Dyck as alternate.

- d. **North East Muni-Corr Ltd.:** Councillor Dyck with Mayor Romanko as alternate.
- e. **Regional Community Development Committee:** Deputy Mayor Barry, with Councillor Dyck as alternate.
- f. **Veterans' Memorial Highway:** Councillor Dyck.
- g. **Regional Health & Wellness Committee:** Mayor Romanko.
- h. **Public Safety/Emergency Preparedness:** Deputy Mayor Barry with Mayor Romanko and Councillor Dyck as alternates.
- i. **Regional Fire Services Committee:** Deputy Mayor Barry with Councillor Dyck as alternate.
- j. **Regional Emergency Preparedness:** Mayor Romanko with Councillor Dyck as alternate.
- k. **Highway 28/63 Regional Water Commission:** Mayor Romanko and Deputy Mayor Barry as representatives with Councillor Dyck as alternate.
- l. **Capital Region Assessment Services Commission:** Deputy Mayor Barry with Mayor Romanko as alternate.
- m. **Smoky Lake Heritage Board:** Citizen at Large Carol Trider
- n. **Vilna and District Fire Department:** (*Voluntary*) Deputy Mayor Barry with Councillor Dyck as alternate.
- o. **Vilna Pool Hall Society:** Citizen at Large Ron Farmer.
- p. **Vilna & District Agricultural Society:** Councillor Dyck. (volunteer)
- q. **Vilna & District Municipal Library:** Mayor Romanko.
- r. **Subdivision & Development Appeal Board:** Councillor representation and 2 members from the public to be appointed at a future Regular Council meeting.
- s. **Development Authority:** By virtue of the CAO Bylaw this position is delegated to the CAO.
- t. **Alberta Hub:** Mayor Romanko
- u. **Northern Lights Library System:** Mayor Romanko with Deputy Mayor Barry as alternate.

RES. 096-15                      Moved by Mayor Romanko that the Board and Committee appointments be approved as indicated above.

CARRIED

**16. ADJOURNMENT:**

RES. 097-15                      Mayor Romanko moved that Organizational Meeting of October 19, 2015 be adjourned at 7:55 P.M.

CARRIED

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Don Romanko, Mayor

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Loni Leslie, CAO