

MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA

IN THE PROVINCE OF ALBERTA, HELD ON MONDAY JANUARY 20, 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: Marvin Bjornstad, Riverland Recreation Trail Riders Society
 Mark Watson, Smoky Lake Signal

ORDER: Mayor Romanko called the meeting to order at 7:02 P.M.

1. AGENDA:

Councillor Klassen asked that an addition be made to the agenda:

6f. Snow Removal letter from Geisla Klauke.

Res. 001-14 Deputy Mayor Barry moved the agenda be adopted as amended.

CARRIED

2. DELEGATION:

Marvin Bjornstad, representing the Riverland Recreation Trail Riders Society and speaking on behalf of NE Muni-Corr, addressed Council about the reconstruction of the Beaver River Trestle. The cost to repair the trestle is estimated at \$1,000,000.00. Meetings with MLA Genia Leskiw indicated that there is potential to get a \$125,000.00 CFEP grant, and possibly the same grant for the next year as well. Muni-Corr is in the process meeting with the partner municipalities asking if they will be willing to make financial contributions to match a grant for the repairs. At the inception of NE Muni-Corr Ltd a formula had been devised for cost sharing funding for extra ordinary expenses.

Project Estimate:		\$1,000,000.00
CFEP Grant	\$125,000.00	(875,000.00)
CFEP Additional Funding	125,000.00	(750,000.00)
Partner Municipalities	375,000.00	(375,000.00)
Muni-Corr contributions	255,000.00	(120,000.00)
CFEP Grant received	45,000.00	(75,000.00)

There has been indication that funding assistance may be available from Alberta Culture and Alberta Transportation.

According to the funding formula Vilna's contribution will be \$400.00.

3. MINUTES:

- a. Regular Council Meeting, December 16, 2013
 - a. Councillor Klassen identified a few typing and grammatical corrections.

Res. 002-14 Moved by Councillor Klassen that the minutes of the Regular Meeting of Council of December 16, 2013 be accepted as corrected.

CARRIED

4. BUSINESS ARISING:

- a. Beaver River Trestle Reconstruction

Res. 003-14

Moved by Deputy Mayor Barry that the Village of Vilna commit the calculated contribution in the amount of \$400.00 toward the repairs to the Beaver River Trestle.

CARRIED

5. REPORTS:**ADMINISTRATION REPORT****Presented by Loni Leslie**

- Taxes: Total *current* taxes for 2013 owing as of December 31 are \$27,717.68 (last month \$30,148.76) not including 10 % penalty January 1, 2014 and any balance owing from ratepayers who are on electronic monthly payments. Arrears owing are \$77,249.34 + Interest/Penalties of \$34,775.01 (Last month \$81,677.25 + Interest/Penalties of \$36,365.48). 7 properties are due for tax sale (32,498.09 of the arrears total). Total taxes collected this past month - \$8,449.46. Also, I have received post-dated cheques for one of the arrears accounts.
- The Off-Campus school in the Old Village office has reported a roof leak. On January 13 the school called that there was water coming into one of the offices. Kevin and Martin went to check it out. They shoveled the roof as much as possible to try to find the problem. A slightly peaked tin roof had been installed over the flat roof, likely for drainage. This small peak was not constructed well and had support only at the peak, as well as the bolt/screw holes in the trough of the tin sheets rather than the rise, so water leaches in. Water reached the flat roof underneath and breached the ceiling inside. This will require work in the summer to prevent further damage.
- Alberta Environment visited on January 14th and we got a very good report regarding the water plant, our reporting and all the work that has gone into making them satisfied.
- ATCO Electric called in the afternoon of January 14th to advise that they were planning on repairing the substation from an event on Sunday January 12. This repair was slated for the 15th, and power was to be off for 4 hours. All businesses, the school, lodge, health centre were advised of the impending outage. I posted to Facebook to try to get the word out to as many as possible to be prepared. However overnight the storm we experienced became much more of a priority for ATCO. They will advise when they plan to repair the substation.
- The storm overnight of the 14th/15th of January caused a bit of property damage all over town. Roofing shingles and tin sheets, trees damaged and knocked over, siding, etc. No-one was hurt, though, as far as we know.
- There have been 2 domestic sewer back-ups in town, one from grease, the other unknown as of the writing of this report.
- As of December 31, 2013 Utility accounts over 60 days outstanding have been transferred to the tax rolls.
- WTP – Nason (the mechanical contractor for the Water Commission contract) has been spending quite a bit of time at the water plant hooking into our SCADA (supervisory control and data acquisition) and PLC (program logic controller) for the tie-in to the regional water line. This has also used up more than usual of Kevin's time.
- Public Works has been doing grading and hauling of snow as time and equipment has permitted. The sweeper has been working well, so this year is much better than last in terms of sweeping and grading. A few minor repairs such as grader blade nuts and bolts, tires, filters etc. have been required. As you know, this year has been unusually difficult where weather and the amount of snow are concerned. Thankfully, we have reliable equipment for it now; the timing was good for these purchases.

Our problem now is storage of the snow in reasonable proximity. The soccer pitches will now be used to store snow.

- The financial year-end processes are underway. The auditors will be in the office to complete their annual audit review on February 18th and 19th.
- The Public Meeting regarding our Health Centre x-ray and blood work machines, and now also the inter-municipal development strategy (open house format, small introduction as to purpose) will be held at the Cultural Centre meeting room at 7 pm January 22nd. The hall will be set up for the Firemen's Dine and Dance, so hopefully the meeting room will suffice. I will need to know what you intend to have as an agenda so that I can prepare something for handing out. I will also try to set up a sandwich board to remind people of the meeting.
- At the RCDC meeting on January 15th we learned that the Joint Municipalities Meeting has been rescheduled for February 3, 2014 in Vilna. This was the first we had heard, but we will be ready.
- The annual Lagoon Summary Report is prepared and ready to send. The Annual Water Readings (prepared from the daily water testing results) is almost done. Reporting deadline for these reports is February 28 annually.
- A special Smoky Lake Foundation meeting is scheduled for 5:00 p.m. February 3rd, 2014, prior to the Joint Municipality meeting to be held in Vilna.

PUBLIC WORKS REPORT - by Kevin Smith

- Alberta Environment required that each municipality prepare and submit a "Drinking Water Safety Plan". It took over 40 hours to prepare, but has been submitted to Alberta Environment. At the time of submission only 3% of the municipalities have complied with the order.
- A meeting with Alberta Environment on January 14th, 2014 confirmed that the Water Treatment Plant is being operating according to the regulations. We received good information and positive feedback.
- Nason Mechanical has almost completed the mechanical construction to have the plant ready for the regional water tie-in. Water lines will be flushed on January 21, 2014 and it is anticipated that the plant could be tied to the regional water line as early as January 22, 2014.
- My Water Treatment course is progressing. Anticipate writing the exams in either March or May.
- Clean up after the January 14th wind storm is ongoing. Hopefully the majority of the debris will be collected by the end of the week.
- Snow/Ice street cleaning is ongoing as well. Snow berms should be hauled before the week-end, weather permitting.
- If the warm weather remains we anticipate flushing the water hydrants in preparation for repairs to the water reservoir and in anticipation of tying to the regional line.
- There have been a couple frozen/plugged sewer issues. We will look into sewer flushing.
- The tie-in date needs to be reviewed. We have some repairs to the reservoir roof and cleaning of the reservoir to be done before we tie-in. It is hoped we can have new water meters installed before tie-in is complete.
- We've had a few small equipment break downs, collapsed oil filter on the grader moldboard cylinder, repairs should be completed in the next day or two so street cleaning can continue.
- The pin that fold the bucket on the back hoe broke, made up a temporary one and ordered a new one. Back hoe needs repairs to the bushings in bucket and loader arms.
- Town truck has been repaired and will be back in service by the end of the week.

MAYOR ROMANKO'S REPORT

Smoky Lake Foundation Meeting, December 18, 2013

- Grant for Vilna's floors and painting still pending, grant needed rewording and resubmission. Vilna purchased computer and desk for activities coordinator for \$400 under budget.
- Presentation by Terri Watamanuk and Anna Marie Hamilton from Alberta Housing. There are no real new ideas other than those presented to old council. Alberta Housing is still recommending regionalization as a way to reduce costs.
- New budget will present us with \$12.45 per month per occupied room and up to board to follow. Capital expenditures will be prioritized after all inspections of facilities are complete.
- A new casual staff maintenance person hired.
- Vilna's self-contained units are full and Lodge should be full by January.
- BarVNook 40/47 having problems renting small rooms.
- Golden Valley Villa has two vacancies, inspections revealed mold in walls.
- Waskatenau has three vacancies.

RCDC Meeting, January 15

- Meeting will be held on January 27, 2014 with Transportation Committee re: Highway 855 up-grade.
- RCDC should have representatives on CSFA (Child and Family Services Authority) board, encouraged board members to apply to have our region representative.
- Reviewed terms of reference for RCDC to be reviewed again to devise a funding formula.
- Several Project updates were presented including: Survey Oil and Gas Sector Occupation Supply and Demand Gaps, Shared Municipal Service Delivery Drivers and Opportunities in Smoky Lake Region, Oil Sands Community Alliance (OSCA) slide presentation, CN Rail: Potential Car Refurbishment Opportunities.
- Jane Dauphinee presented several examples of Regional Collaboration, meeting with public in Vilna on January 22.
- Joint Municipalities to concentrate on Regional Collaboration at meeting in Vilna on February 3.

Highway 28/63 Water Commission

- Held a teleconference meeting on January 15th, 2014
- Almost everything is in place to turn the water on in Vilna at the end of January.

COUNCILLOR KLASSEN'S REPORTS

North East Muni-Corr Ltd. January 13, 2014 – 10:00 a.m.

- Beaver River Trestle was a main topic throughout the meeting. The one thing that most directors brought up on a regular basis was the \$1 million that Muni-Corr has in a GIC and whether to use it in entirety or part to fund the cost of the rebuild. Currently this

GIC provides just under \$20,000 in interest and is the biggest source of income.

- To date, two municipalities have made firm commitments to help. The City of Cold Lake has put forth \$125,000 and the Town of Elk Point has also stepped up and said yes to the amount asked from them (\$4,000). Most of the other major partners have deferred making a commitment until they have seen what the others are doing.
- Each municipality has or will be asked to help out based on a formula that goes upon the amount of trail within. For the Village of Vilna this should be roughly \$400.
- Muni-Corr is still waiting on word back from legal advisors on civil action against the individuals responsible.
- The County of Smoky Lake put forth a request to move an access to a transfer station that is on Muni-Corr property. The current access location is at the bottom of a hill and is a major safety concern. This was deferred until March where Muni-Corr plans to do an inventory of lands to see if any can or should be sold.
- The Controller's report showed an ending bank balance of -\$47,641.06, due mainly to over \$256,000 paid to the firm handling the rebuild of Beaver River Trestle. Helping to offset this was an unusually high number of renewals of utility crossing fees (\$95,000).

Vilna Ag Society Meeting January 8, 2014

- The Vilna Ag Society held three meetings including a Special Organizational Meeting, Annual General Meeting and regular meeting.

Organizational Meeting

- All positions were up for election.
- President – Charlie Leskiw
- Vice President – Bernie Buyar
- 2nd Vice President – this position was decided to be redundant
- Secretary/Treasurer – Pat Romanko
- Loni Leslie was re-appointed as the Financial Administrator.
- Seniuk & Co. was re-appointed as the accounting firm.
- Committee Chairs
 - –Peter Flondra
 - **Events** – Jackson Mackenzie (Cowboy Fest)
 - **Fair** – Mary Flondra
 - **Fundraising/Sponsorship** – Steve Klassen and Jackson Mackenzie and an ad hoc committee as needed.
 - **Kitchen** – Pat Romanko and Jean Muzyka
 - **Policy & Procedures** – ad hoc/as needed
 - **Media & Promotions** – Amanda Flondra

Annual General Meeting

- Numerous changes were made to the by-laws including the abolishment of the 2nd Vice President position. A change was made to the Fiscal Year End, which will now end on September 30 instead of October 31. Other changes made were to improve understanding and readability.
- The business plan was reviewed and discussed with only minor adjustments made.

- Nomination of Directors included the following inductees:
 - Bernie Buyar, Amanda Flondra, Mary Flondra, Frank Barry, Ron Farmer, Lee Todd and Steve Klassen.
- Properties report gave a summary of everything that was completed in the past year including the major renovation to the hall kitchen, paving of the Hall parking lot and arena repairs. Still to be done in the coming year includes chiller repairs at the curling rink, installation of a projector screen in the Hall and kitchen tap and counters replacement. A major job to be done is tarring the roof of the arena but manpower is needed.

**Evergreen Regional Waste Management Commission
January 9, 2014 - 10:00 a.m.**

- The meeting began and revolved much around discussion about a new tractor loader. The sales person involved was present as a delegation and explained that the new loader is built overseas and then shipped, a process that will take approximately 6 months to happen.
- A motion was made and passed to order a new tract loader (CA936D) at a price of \$339,500.00, minus trade-in value of the existing loader.
- The current loader is in a state of disrepair and will not last the 6 months until the new one arrives. "As Is" the salesperson would give us \$20,000.00 trade-in value for the current loader. With repairs estimated at \$15,000.00 the loader would be able to last until the new one arrives, plus trade-in value would go up to \$40,000.00.
- A motion was made and passed to go ahead with the repairs to the existing unit.
- Another offer from the salesperson was to try to sell the existing unit through consignment during the final month before the new unit arrives. Any extra monies gained from this would go directly toward offsetting the cost of the new unit.
- A motion was made and passed to allow the sales person to try to sell the existing unit through consignment during the last month before the new one arrives.
- Discussion then went to the year-end financials. A new rate was established at the end of October for the final two months of the year. Despite the rate increase, the financials showed a loss of just over \$315,000.00 for the year. This was believed to be mainly due to the loss of tonnage coming from Beaver River who have now gone elsewhere. To help offset the loss, a motion was made to defer the \$150,000.00 set aside for cell replacement to the new year.
- Nest meeting is set for February 13, 2014 at 10:00 a.m. in the County of St. Paul offices.

Res 004-14 Deputy Mayor Barry moved that the reports be accepted for information.

CARRIED

6. NEW BUSINESS

a) RCDC Fort McMurray Trade Show

- CAO Loni Leslie volunteered to attend the trade fair to represent the Village of Vilna, Earla Wagar also indicated interest.

b) Snow Removal complaint from Giesla Klauke

- A letter was delivered by Councillor Klassen from Giesla Klauke in response to a letter forwarded to her in December asking that the sidewalk on the south side of her hardware store be cleaned of snow and ice build-up.

- Council acknowledged the letter and the concerns raised by Ms. Klauke. They inquired as to whether Ms. Klauke was the only person to receive notice and whether the Bylaw was in contravention.
- It was recommended by Council a response be sent to Ms. Klauke confirming the content of the bylaw and encouragement to call the office if garbage pick-up is missed.

8. BYLAWS & POLICIES

a. Bylaw #505-14 Borrowing Bylaw

The ATB requires that Council pass a Borrowing Bylaw annually. Bylaw 505-14 includes all the outstanding ATB loans and Line of Credit as well as \$10,000.00 Mastercard allowance.

- Res 005-14** Moved by Deputy Mayor Barry that Bylaw 505-14 Borrowing Bylaw be given 1st reading. CARRIED
- Res 006-14** Moved by Councillor Klassen that Bylaw 505-14 Borrowing Bylaw be given 2nd reading. CARRIED
- Res 007-14** Moved by Mayor Romanko that unanimous consent be given to have third reading given at the same meeting. CARRIED
- Res 008-14** Moved by Mayor Romanko that Bylaw 505-14 Borrowing Bylaw be given 3rd and final reading. CARRIED

9. FINANCIAL REPORT:

a) Expenditures

- Res. 009-14** Moved by Deputy Mayor Barry that payment of cheques #12031 – 12052 in the amount of \$21,304.63 and direct deposits in the amount of \$16,474.61 be accepted for information. CARRIED

10. CORRESPONDENCE:

- Jeff Wilson, MLA, re: Official Opposition Critic
- Bob Bezpalko, re: EARN events
- Growing Rural Tourism conference, March 3-5, 2014
- Elections Canada, re: Election Finances & Contributions Disclosure Act
- Municipal Affairs, re: Disclosure Requirements
- Kalyna Country, re: Festival of Performing Arts Associations
- Prairie Mapping Service, re: GIS Mapping
- The Alberta Association of Architects, information
- Evergreen Regional Waste, rate increase
- Completion Notification - Alberta Utilities Commission, Franchise Agreement
- Elections Alberta – Request for Owned, Controlled, Associated and/or Affiliated Entities
- Health Care Centre Meeting, January 22, 2014
- HUB, re: Leveraging Multiple Generations in the Workforce.

- Res. 010-14** Moved by Mayor Romanko that the Correspondence be accepted for information. CARRIED

11. "In Camera"

Res. 011-14 Moved by Deputy Mayor Barry that Council move “In Camera” at 9:35 p.m. to discuss a personal issue.

CARRIED

Res. 012-14 Moved by Deputy Mayor Barry that Council move “Out of Camera” at 9:40 p.m.

CARRIED

12. NEXT MEETING:

- a) Regular Council Meeting, February 17, 2014 at 7:00 p.m. with Ian Fox from Alberta Emergency Preparedness on the agenda as a delegation.

13. ADJOURNMENT:

Res. 013-14 Mayor Romanko adjourned the meeting at 10:05 p.m.

Donald Romanko, Mayor

Loni Leslie, CAO