

MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA

IN THE PROVINCE OF ALBERTA, HELD ON MONDAY NOVEMBER 18, 2013
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
Kevin Smith, Public Works

ABSENT:

GALLERY: Roy Dyck, COPS
Jean Pasioka, Car Repairs

ORDER: Mayor Romanko called the meeting to order at 7:00 P.M.

1. AGENDA:

Deputy Mayor Barry asked that an addition be made to the

- 6.g. The Medical Clinic X-Ray machine and blood testing equipment.
- 6.h. Electricity Aggregation Agreement
- 6.i. COPS Agreement
- 6.j. Lakeland Activity Guide Advertisement

Res. 165-13 Deputy Mayor Barry moved the agenda be adopted as amended.

CARRIED

2. DELEGATION:

a. Roy Dyck, representing the Citizens On Patrol Society, spoke to Council confirming that the COPS members have agreed to take over the supervision and general maintenance of the Trail Washrooms with the Village making a monthly contribution to their organization in the amount of \$150.00 per month.

b. Jean Pasioka spoke to Council about the condition of some of the streets in Vilna, indicating that she had damaged her car creating a repair bill in the amount of \$2,828.30. After discussions regarding the damage it was determined that she was unable to identify any specific location or incident that caused the damage. It was further felt that the mileage on her car indicated that the repairs in question would be considered normal wear and tear on a vehicle.

Kevin Smith indicated that cold mix had been ordered early in the summer, but since the volume we required was incidental compared to other customers, the product was not delivered until October at which time pothole repairs were initiated.

Res. 166-13 Moved by Councillor Klassen that a letter be forwarded to Mrs. Pasioka indicating that although the Village streets are not in perfect condition, the staff was putting in every effort to keep them maintained, and that being said, the Village would not be providing assistance to her for her repair bill.

CARRIED

3. MINUTES:

a. Organization Meeting, October 28, 2013

Res. 167-13 Moved by Deputy Mayor Barry that the minutes of the Organizational Meeting of October 28, 2013 be adopted as presented.

CARRIED

b. Regular Council Meeting, October 28, 2013**Res. 168-13**

Moved by Councillor Klassen that the minutes of the Regular Council Meeting of October 28, 2013 be adopted as presented.

CARRIED

4. BUSINESS ARISING:**5. REPORTS:****ADMINISTRATION REPORT****Presented by Loni Leslie**

- Taxes: Total *current* taxes for 2013 owing as of November 14 are \$36,460.56 not including any balance owing from ratepayers who are on electronic monthly payments. Arrears owing are \$85,174.02 plus Interest & Penalties of 37,725.04 (Last month \$89,331.56 plus Interest & Penalties of \$39,334.54.25). Seven (7) properties are due for tax sale (32,498.09 of the arrears total). I believe that of these 7 – 3 more will make arrangement agreements with the Village for payment, 4 have not contacted the office at all regarding their overdue taxes.
- Tax Reminder letters are prepared for mailing – for current (2013) taxes only; and also Arrears letters are prepared for any ratepayer who is in arrears for taxes due prior to 2013 and is not making arranged payments for same. A 10% penalty will be levied against all outstanding taxes as of January 1, 2014.
- As you know, the Petersen case was summarily dismissed as it pertained to all defendants except one of the property owners. Mr. Petersen will be required to take that person to trial. The judge did not award costs to the Village, therefore we must pay the legal bill. We are looking into insurance coverage for the bill.
- The iron levels in the reservoir were within acceptable limits for the month of October. All water samples were returned without abnormalities. The required monthly report (which shows the daily water bench test results for chlorine, iron, manganese and weekly bacteriological tests) has been sent to Environment.
- Your approval of the completed Integrated Community Sustainability Plan is required by Alberta Transportation before we can apply for the grant funding we have been saving up large projects, including the reservoir repair of \$31,400.00 (we were denied funding through the Water Wastewater Partnership Grant).
- The lagoon release was completed from October 22 through November 1, 2013. The release was slowed on the second and third days as the buildup of grasses and weeds east of the lagoon toward Hwy 859 caused some backing up of water onto a farmer's land. Once the water worked its way through, the release continued at a normal rate. Samples were sent in and results of the samples are within irrigation levels which is very good.
- The September/October Utility billing has been mailed out.
- The GST audit is complete; we must now register to collect GST as our Non-tax revenues were over \$50,000. This process is underway.
- Our electrical rate agreement through AMSC will expire December 31. I have been in touch with AMSC and am awaiting a copy of the agreement for the next term (normally 5 years).
- The Road Closure letter that we sent to the County has still not been responded to; we are recommending an easement on each parcel is the way to go instead, in case we need the allowance for future use and to ensure access as needed.
- The 2012 MSI operating funding has been received – approximately \$60,000. We still await the release of our 2013 operating funding approximately \$70,000.00.
- I will soon be registering Kevin and I to go to the Water Week seminars in March. I have responded to a call for volunteers for the conference which

will result in free registration if they choose me to help out. All that is required is 10 hours of time to assist with the conference.

- I have prepared the annual summary Wastewater Lagoon report for Alberta Environment. I will mail it in in the new year. It is due by February 28 each year.
- There are 5 other items to be dealt with under Business on the Agenda, and Request for Decision summaries are prepared.

PUBLIC WORKS REPORT - by Kevin Smith

- Two water c.c.'s located on 50 Avenue, one residential and one at the lumber yard site. The sewer service at the lumber yard was located and marked for future access or development. A cost break down will be forward to the owner's insurance company.
- The sidewalk sweeper is working well, with practical attachments for summer grass season.
- I will be picking up a new fire hydrant to be installed by the Medical Centre. That should be completed by the end of the month.
- Water repair clamps and fittings inventory is being increased.
- Vilna Foods was secured after another break-in. Two youth were reported to the school principal.
- Did our first snow removal with the grader. Should have the 1 ton dump truck repaired soon.
- Our inventory of water meters has run out. St. Paul is changing up their meters; we have an opportunity to acquire some of their used ones.

MAYOR ROMANKO'S REPORT

Highway 28/63 Water Commission

Organizational Meeting, Nov. 1, Smoky Lake

- Darreld Cholak was elected Chair of 28/63 Water Commission.
- Shelly Hanasiuk was elected Vice Chair of 28/63 Water Commission.
- All other duties were continue as before.

Highway 28/63 Water Commission Meeting, Nov. 1, Smoky Lake

- Smoky Lake is now taking water from the Commission.
- There was a problem with a land owner and drilling mud contaminating his property. This is not a concern of the commission because the contract for the use of the land was between the contractor and the land owner.
- Financials for Phase II are now completed and found that we were over funded by \$1 788 063.
- Financials for Phase III were presented. So far the government has provided \$13 087 233 and we have expended \$13 825 447. The total budget for the project is \$18 886 272 and the 90% funding from the province is \$16 997 645 We may have to borrow the short fall from the province until the new year.
- Our portion of Phase III is \$ 222 244.
- Final payments to contractors for construction of lines for Phase III are to be paid, as deficiencies have been rectified.
- Smoky Lake's new representatives questioned the allocation of 53% of costs. After a lengthy explanation they seemed to accept the allocation.
- They also requested that our meetings be livestreamed, it was explained that it would involve extra equipment which may not be

available at our meeting places as well as many of our topics would have to be "in camera".

- It was decided that St. Paul County would be offered the following to supply water to Ashmont, Lottie Lake and possibly Mallaig in the future.
 - Transmission costs of water plus 10% of capital costs and proportional costs of operations and administration costs. They would become customers of the water commission and would not become part of the commission.

Smoky Lake Foundations Organizational Meeting Nov. 18.

- Pat Palechuk was elected as Chair;
- Randy Orichowski was elected as Vice Chair;
- Some changes were made to the organization to reduce the number of committees;
 - The negotiations committee shall remain;
 - The Policy committee and the Building committee shall become Committees of the Whole.
- Per diems have been reduced from \$140.00 to \$125.00 and out of town from \$175.00 to \$125.00.
- Regular meetings are scheduled for the 3rd Wednesday of each month.

Smoky Lake Foundations Regular Meeting Nov. 18.

- Dr. Anton Raubenheimer and Dr. Stephan Raubenheimer both have identified concerns about the potential reduction of their income due to the change in patient designation in the long term care and nursing home facilities.
- Smoky Lake Lodge has 5 empty rooms, they are very small and hard to fill.
- Vilna Lodge will be completely full by January 1, 2014.
- Metro Fedirchuk will be celebrating his 100th birthday on November 28th, 2013.
- The Lodge Christmas party will be held on November 30th.

DEPUTY MAYOR BARRY'S REPORT

Evergreen Waste Management Nov. 8, 2013

- Chair Steve Upham
- Vice Chair Dareld Cholak
- We are no longer using the wells at the site -two cisterns have been installed at a cost of \$5121.70;
- On the advice of our lawyer we are dropping our appeal re: wells;
- We agreed to compensate Al McCann to appear before the SRD appeal. If they lose it we will have to drill a new well on the grazing reserve.
- We haven't gotten any response to ads for straw --- will put an ad on Info-mall;
- Bonnyville still owes us (Beaver River Regional) 67,250.00 hopefully they will meet soon and deal with it;
- Two new cells are being planned for the spring at a cost of around \$2M -- financed over 5 years monthly payment \$35,937.38
- Looking at purchasing a new track loader
- Started to look at budget but many questions to tabled to next meeting.

RCDC(Regional Community Development Committee) Nov.6/13

- Chair Cary Smigerowski
- Vice Chair Pat Palechuk
- A motion was made to keep the membership the same (all councillors)
- Power alternative still interested in setting up bio-diesel plant – currently none in province producing bio-diesel;
- Still interest in Pepper's site ---- problem highway access;
- Community Futures the lender of last resort;
- Some people are having problems getting loans from banks --- Shane will help with business plan;
- Cary suggested we need to work together

- Cary suggested we look at cost sharing projects and the revenue from them.
- County is to meet with Alberta Transportation (AT) next week re Highway 855;
- Province unwilling to do anything about it (a political matter).
- Motion to meet with MLA and Councillors from Fort McMurray to work together on this as there is some interest there about 855;
- Cary has some ambitious plans for the county and region.
- There is a regional website that needs some work and available for all.
- Cary is interested in some sort of program to feed kids at school -- give each school 5000.00 to run program/ buy food /program related costs-- each school to run its own program - will propose it to next council meeting
- Pat P is to look into inventory of possible programs we could tap into for funding.
- The Doctor Recruitment and Retention Committee came up -- suggested it be broadened to include other health issues - suggested maybe this committee should take it over --- to be raised at next Joint Muni meeting.
- Next meeting will be a strategy workshop -- all day ---Dec.4/13

Capital Region Assessment Services Commission (CRASC)

Nov 13/13

- the first workshop was presented by 2 assessors who explained about assessment
 - based on mass appraisals of property of the same class
 - differ from other appraisals because they are based on individual appraisals
 - appraisal is based on value July 1 of the previous year
 - assessors have to be certified and recertify every 5 years
 - have to submit assessments for annual audit to ensure they meet the regulations
 - assessments have to be sent to the municipality by Feb .28
- second workshop dealt with turning assessment into tax rate
- can only appeal assessment not taxes
 - the budget determines how much tax is required
 - total assessment /budget need = tax rate
 - increase in assessment does not necessarily mean an increase in tax rate

CRASC Annual General Meeting

- Present audited report for last year -clean audit
- Presented Business Plan and Risk Assessment
- Entering 2nd 3 year cycle for ARB (Assessment Appeal Review Board)
- CRASC has 31 members 30 of whom take advantage of the ARB -- 6 non-members use our ARB service ---pay a premium to do so
- Expected \$.25 increase per parcel each year next 3 years (pay based on # of parcels of land)
- 2013 we had 4CARBs and 10LARBs filed but only 2 CARBs and 5 LARBs have hearing scheduled
- CARB Composite Board for non-residential and more than 4 units on a property
 - 2 members appointed by us and one by govt.
- LARB residential property all 3 appointed by CRASC
- Art Erikson represents Villages

COUNCILLOR KLASSEN'S REPORTS**NE Muni-Corr meeting November 4, 2013
10:00 a.m. - St. Paul County Office**

Two meetings were held, the first being an organizational meeting and the second being a regular meeting. Following is a list of new directors.

- Town of Elk Point - Duanne Yaremkevich (President)
- Alternate - Debra McQuinn

- Town of Bonnyville - Ray Prevost (Vice President)
- Alternate - Nestor Koneck

- Town of St. Paul - Glenn Anderson (Secretary)
- Alternate - Edna Gervais

- County of St. Paul - Glen Ockerman (Treasurer)
- Alternate - Steve Upham

- MD of Bonnyville - Dana Swigart
- Alternate - Fred Bamber

- Smoky Lake County - Craig Lukinuk
- Alternate - Ron Bobocel

- Town of Smoky Lake - Ernie Brousseau
- Alternate - Dan Kotylak

- Village of Glendon - Peter Doonanco

- Village of Vilna - Steve Klassen

- City of Cold Lake - pending

- Tim Mahdiuk was appointed as the Controller. It was also decided that with the new 4 year terms of Councillors, the term for this committee would be changed from 3 to 2 years. Regular meetings are scheduled for the second Monday of each month at 10 am in the County of St. Paul Boardroom.

- Organizational meeting ended at 10:30 a.m.

- The regular meeting promptly followed with discussion on the Beaver Hill Trestle. The trestle had been burnt and planning for the rebuild is currently under way. The total estimated cost is just under \$1 million. Grant money promised brings this total down to approximately \$525,000.00. A further grant that can be sought within the first quarter of 2014 can bring this down a further \$125,000.00 leaving approximately \$400,000.00 still to be found. Marianne Price, Admin. Coordinator, made mention that they have plans to approach the MD of Bonnyville, Town of Bonnyville and the City of Cold Lake to request funding as those municipalities will be of the greater benefit from the project. Any monies gained through this will be matched by a Provincial grant. Engineering services for the project are through ISL Engineering and Land Services and the Board decided to continue with the company and the ambitious timeline which has the project set for completion by the end of July 2014.

- Trail Steward, Robert Pruneau, gave his report stating that overall the trail is in great condition.

- Marvin Bjornstad (Riverland Recreational Trail Society) gave his report entailing his attendance at numerous snowmobiling conventions. A number of awards were given to candidates from within the area.

- Marianne Price gave her report which included preparation for numerous sportsman shows and fundraising platforms for the Beaver Hill Trestle project.

- The Controller's report was the final agenda item in which the monthly financials were presented and passed with little discussion.

Meeting ended at 11:30 a.m.

Res 169-13 Moved by Mayor Romanko that the reports be accepted for information.

CARRIED

6. NEW BUSINESS

a) Northern Lights Library System appointment

Appointment of Councillors to represent Vilna on the NLLS Board were omitted from the Organizational Meeting.

Councillor Klassen and Deputy Mayor Barry volunteer to sit on the Board.

Res 170-13 Moved by Councillor Klassen that he and Deputy Mayor Barry shall represent the Village of Vilna on the Northern Lights Library System Board.

CARRIED

b) R. Holeton Legal Bill – Petersen Lawsuit

Res 171-13 Moved by Mayor Romanko that the legal bill in the amount of \$4,976.65 be paid to Richard R. Holeton Professional Corporation for his fees to defend the Village against the charges laid by H. Petersen.

CARRIED

c) Christmas Schedule

With Christmas falling on a Wednesday this year, and because the office is only open on Tuesday and Thursday, administration has recommended that the Village Office close for Christmas week and re-open on Tuesday, December 31, 2013.

Res 172-13 Moved by Deputy Mayor Barry that the Village Office close through the Christmas week and re-open on Tuesday, December 31, 2013.

CARRIED

d) Purchase of Sidewalk Sweeper

The John Deere sidewalk sweeper/mower has broken down again, this time repairs (the gear box) will cost \$1,350.00 plus labour. Kevin was able to find a reconditioned self-propelled walk behind unit for \$6,900.00.

Res 173-13 Moved by Mayor Romanko that the purchase of a reconditioned sidewalk sweeper for \$6,900.00.

CARRIED

e) Sale of Old Red Fire Truck

At an earlier meeting this year, it was resolved that the old Red Fire Truck should be adapted with a gravel box for use by the Village. It has since been determined that the cost to modify the truck would not be cost efficient.

A private request has been made to purchase the vehicle and restore it as an historic icon.

Res 174-13 Moved by Councillor Klassen that resolution #046-13 to modify the 1967 Fire Truck be rescinded and that should a firm offer to purchase come forward, Council will consider the offer at that time.

CARRIED

f) Ratify ICSP – Integrated Community Sustainability Plan

In order to access the Federal Gas Tax Grant or Alberta Infrastructure Funds, municipalities are required to prepare an Integrated Community

Sustainability Plan. The document identifies long term concerns and proposes solutions and timelines.

Res 175-13

Moved by Councillor Klassen that the Integrated Community Sustainability Plan be adopted as amended.

CARRIED

g) Medical Clinic X-Ray and Blood Testing Equipment

Councillor Klassen suggested that there might be opportunity for the Village to partner with Portage College to set up a working training facility making use of the hospital facility and perhaps get assistance to fund a new X-Ray machine and blood testing equipment.

Deputy Mayor Barry suggested hosting a fund raiser to offset some of the costs of the equipment. It was suggested that the County, the First Nations Reserves and Metis settlements be approached to see if they would be able to help fund the equipment and keep the Clinic open.

h) AUMA Electricity Contract

The Electrical Aggregation Agreement is up for renewal. AUMA has put together several options to be considered, ranging from fixed term with flexible rates to fixed term with fixed rates. The agreement controls the cost of generating the electricity but does not control the cost of distribution (wire charges).

Res 176-13

Moved by Mayor Romanko that administration be authorized to sign an agreement with AUMA for a four (4) year term with a competitive predictable fixed price.

CARRIED

i) C.O.P.S. Agreement

Res 177-13

Moved by Deputy Mayor Barry that the proposal for the COPS volunteers to maintain the Trail Washrooms be amended to \$150.00 per month with the Village providing a snow shovel, sewer snake, and cleaning and operating supplies.

CARRIED

j) Lakeland Activity Guide

For the past three years Kalyna Country has been offsetting the cost of the Village of Vilna advertisement because a business in Vilna had been sponsoring an advertisement. This is not the case for 2014, however if the Pool Hall Society and the Agricultural Society will agree to take out ads the Village contribution would be reduced to half the cost.

Res 178-13

Moved by Councillor Klassen that the Village fund an ad in the 2014 Lakeland Activity Guide at the negotiated rate.

CARRIED

Mayor Romanko called a brief recess at 9:40 p.m. with the meeting reconvening at 9:45 p.m.

7. BYLAWS & POLICIES

a. Bylaw #502-13

It seems the County is not anxious to see the Village give up ownership of the road right of way located south of 49th avenue, west of 50th street, as it would require the County negotiating utility rights of way with each property owner.

Res 179-13

Moved by Deputy Mayor Barry that Bylaw 502-13 (Road Closure Bylaw) be rescinded and that agreements be entered into with each adjacent property owner transferring liability to the property owners and giving them permission to use the land without improvements.

CARRIED

8. FINANCIAL REPORT:**a) Expenditures****Res. 180-13**

Moved by Deputy Mayor Barry that payment of cheques #11983 – 12008 in the amount of \$33,602.92 and direct deposits in the amount of \$11,437.24 be accepted for information.

CARRIED

b) Budget

Council was presented with a draft operating budget that would see no change in generated tax revenues, a slight increase in the franchise tax, no increase in debt, and no increase in overall expenditures. The proposed budget will be brought back to Council for ratification at the December 16, 2013 meeting.

9. CORRESPONDENCE:

- AUMA – Bill 28
- Smoky Lake County – Council Committees
- AUMA – Board Members
- Municipal Affairs – MSI Grants
- Ian Fox – Emergency Preparedness Training

Res. 181-13

Moved by Deputy Mayor Barry that the correspondence be accepted for information.

CARRIED

NEXT MEETING:

- a) Regular Council Meeting, December 16, 2013 at 7:00 p.m.

10. ADJOURNMENT:**Res. 182-13**

Mayor Romanko adjourned the meeting at 10:50 p.m.

Donald Romanko, Mayor

Loni Leslie, CAO