

MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA
IN THE PROVINCE OF ALBERTA, HELD ON MONDAY, SEPTEMBER 17, 2018
IN THE COUNCIL CHAMBERS OF THE VILLAGE OF VILNA MUNICIPAL OFFICE AT 7:00 PM

PRESENT: Mayor Leo Chapdelaine
Deputy Mayor Roy Dyck
Councillor Donald Romanko

Earla Wagar, Administration Clerk
Loni Leslie, Chief Administrative Officer

ABSENT:

GALLERY: Larry Unrah

ORDER: Mayor Chapdelaine called the meeting to order at 7:00 p.m.

1. **AGENDA**
 Additions/Changes
2. **DELEGATION**
3. **MINUTES**
 a. July 16, 2018
4. **BUSINESS ARISING FROM MINUTES**
5. **REPORTS**
 a. Administration: Loni Leslie
 b. Council Reports
6. **BUSINESS:**
 a. Disposal of Records
 b. Intermunicipal Collaboration Framework – Representative
 c. Intermunicipal Collaboration Framework – Time Extension
 d. Boulevard tree
 e. Sewer Line Repair
7. **BYLAWS AND POLICIES**
 a. Traffic Bylaw #533-18
 b. Cannabis Consumption Bylaw #540-18
 c. DRAFT – Utility Service Bylaw #534-18 (For Review and Consideration at a future meeting)
8. **FINANCIAL REPORT**
 a. **Accounts paid to September 13, 2018** **\$250,187.92**
 i. July 12 – Sept. 13, 2018 Cheques 13323 - 13375 \$205,164.78
 ii. EFT July 12 – Sept 13, 2018 (2018084-2018102) \$ 23,621.83
 iii. EFT Payroll July & August, 2018 \$21,401.31
9. **CORRESPONDENCE**
10. **NEXT MEETING**
 a. Organizational Meeting – October 15, 2018 – 7:00 p.m.
 b. Next Council Meeting – October 15, 2018
11. **ADJOURNMENT**

RES: 133-18 Deputy Mayor Dyck adopted the Agenda as presented.

CARRIED

3. MINUTES

RES: 134-18 Moved by Councillor Romanko that the minutes of the Regular Council Meeting of July 16, 2018 be accepted as presented.

CARRIED

4. BUSINESS ARISING FROM MINUTES:

5. REPORTS:

ADMINISTRATION REPORT

The Administration report was presented to Council including:

TAXES OWING AS AT September 17, 2018	
CURRENT (2018)	\$56,218.81
Anticipated Interest Jan 1, 2018	\$6,427.96
ARREARS (reduced by \$1,281.33)	\$81,981.97
EFT (monthly payments) CREDIT	
Interest owed on all Outstanding Taxes(reduced by \$2,762.16)	<u>\$46,684.39</u>
<u>TOTAL TAXES OWING(reduced by \$33,715.72)</u>	<u>\$184,948.17</u>
Less Village property (Tax Recovery)	(\$69,830.28)
Less Taxes to be Paid Monthly by Dec 31, 2018 (EFT)	(\$17,657.07)
	<hr/>
<u>Adjusted Total Taxes Owning</u>	<u>\$97,460.82</u>
Total Utilities Trans to Tax (Anticipated Dec 31 /17 included above)	\$2,109.15
Other Municipal Services unpaid transferred to Taxes in 2018 (Incl. in above totals)	\$0.00

- As you know, we heard the very sudden and tragic news of the passing of our transfer station operator, Carmen, on September 9th. Smoky Lake County helped with fill-in for the attendant position on September 11th and we have filled the position with public works staff since we are heading into the slower months of the year. This will be re-assessed in the early Spring.
- Utility notices were mailed September 17, 2018.
- 7 Utility accounts are scheduled for cut-off if not paid by September 30, 2018 or arrangements made.
- Sewer flushing and camera inspection was completed during September 10-14. At least 4 urgent problems areas were identified that will require repair immediately and before frost can reach. A detailed report and plan will be received by the Village in due course. This project is through the FCM Municipal Asset Management Plan grant.
- Regional administrators met September 13, 2018 to discuss the upcoming grant projects.
- Lift Station – Construction is virtually complete. A final inspection will be conducted by the engineer before further funds (not holdback) are released.
- The sanitary sewer main manhole north of the lift station was raised to reduce the flooding risk and pump burnout at the lift station.
- There is an upcoming Sub-Division Appeal Board Clerk training session in Westlock October 3, 2018 – registered.
- Public Works staff has been working hard on culverts and curb stop valves this last month.
- Any shredding you may have must be at the office by end of work day September 20, 2018.
- The regional water line will be shut down on Sept 30 to Oct 3 to change a meter. The reservoir will be filled first.
- A small cougar migrated through the Village in the middle of the night about September 5th. It seems to have moved on as it was spotted east at Cache Lake the following week.
- Suggested sites for Council to subscribe– Alberta Counsel Newsletter, Municipal Information Network.

MAYOR CHAPDELAINE'S REPORTS

Capital Region Assessment Services Commission

- Barrhead County has joined CRASC, adding 8,000 more properties to be assessed.

Evergreen Waste Management:

- Total Income from July 1, to July 31 \$125,803.19
- Total waste collected 1,483.61 Tonnes.
- Total loads 525.

Intermunicipal Collaboration Framework Meeting

- We have to appoint one member and one alternate member for Vilna Council to serve on the board.

MuniCorr

- A Special Meeting was called to address an issue regarding the fee charged to access the right of way. It was resolved that the fee would remain as stated in the current policy, at \$1.00 for each access to the Utility Right of Way and will remain so for the next 5 (five) years, at which time the Policy will be reviewed.
- The Board has approved the sale of two sidings,
- It was agreed to transfer title for the Smoky Lake Fire Hall to the Town (this process was not completed when first purchased).

COUNCILLOR ROMANKO'S REPORTS

Highway 28/63 Water Commission – August 15, 2018

- Telus court date has been set back again;

- There is an encroachment on the MuniCorr corridor at RR 140 & RR 141, apparently the railway line was built on the original survey rather than the amended survey.
- The Whitefish water project predesign has been updated;
- The project is ready for tender;
- There are 5 pre-qualified contractors who will be invited to bid.
- The Mallaig extension is 75% complete.

Smoky Lake Foundation – August 22, 2018

- The New Bar V Nook air conditioning unit that was installed (2 tonne) was smaller than specs required (5 tonne). When a study was done it was determined that the unit required is actually 10 tonne. An agreement was made with the contractor to share the increased cost.
- 4 of the 12 market suites are full.
- The move into the new building was successful.
- The painting in the Vilna Lodge is complete, the residents were able to select the colors.
- The generator has been installed
- Two rooms will require new flooring.

NE Alberta HUB – September 17, 2018

- The City of Lloydminster has joined the association.
- The City of Cold Lake has been negotiating for a company to provide daily air transportation service.
- The Rural Alberta Business Centre program funding is scheduled to end in June, 2019. The coordinator will be moving out of the community, but a decision has not yet been made around continuing her contract to June 2019 or not.
- The Province has indicated that they will be offering a new initiative for Rural Economic Development. The current initiative is scheduled to end in 2020.
- A presentation was made on Aerospace Technology in the area. It was suggested that the community could be a support resource for this industry.
- Canada Armed Forces is looking into expanding the 4 Wing Cold Lake Air Base. It is considered to be the busiest fighter base in Canada.

DEPUTY MAYOR DYCK'S REPORTS

- Deputy Mayor Dyck indicated that he is recovering from knee replacement surgery and thanked Mayor Chapdelaine for attending the MuniCorr meeting on his behalf.
- As a COPS member, Deputy Mayor Dyck indicated that he has been working with some of the seniors in the Village encouraging them to report any incidents that they might witness.
- The COPS annual BBQ and Silent Auction was cool but successful. They were able to generate about \$1,600.00 from the Auction. The meat draw went to a rural participant.

RES: 135-18 Moved by Mayor Chapdelaine that the reports be accepted for information.

CARRIED

6. BUSINESS:

a. Disposal of Records

The Municipal Government Act allows municipalities to dispose of records in accordance with specific regulations. Bylaw #464-08 identifies which records must be retained and which ones may be disposed of.

RES: 136-18 Moved by Councillor Romanko that the destruction of 2010 records as identified in Bylaw 464-08 be approved.

CARRIED

b. Intermunicipal Collaboration Framework Committee representatives.

Under the new legislation, an Intermunicipal Collaboration Framework is required between each municipality and any adjacent municipality. Within Smoky Lake County a committee has been struck which will require a Council representative as well as an alternate representative.

RES: 137-18 Moved by Councillor Romanko that Mayor Chapdelaine be appointed to represent the Village of Vilna as the Board Member to the Intermunicipal Collaboration Framework Committee, and Councillor Romanko be appointed as the alternate representative.

CARRIED

c. Intermunicipal Collaboration Framework – Time Extension

The Intermunicipal Collaboration Framework Committee considered the amount of time that creating the mutual frameworks with each municipality will be time consuming, especially for the rural municipalities. It has been recommended that a request for an extension be made.

- RES: 138-18** Moved by Councillor Romanko that the Village of Vilna, as a regional partner with Smoky Lake County, Town of Smoky Lake and Village of Waskatenau agrees to pursue for consideration an extension to April 1, 2021 to complete the Intermunicipal Collaboration Frameworks (ICF's); and with any urban regional partners established to complete the Intermunicipal Development Plans (IDP's), in reference with the Ministerial Order No. MSL: 047/18 issued on July 19, 2018 by Honourable Shaye Anderson, Minister of Municipal Affairs; and submit a copy of the resolution within 90 days to the Minister and acknowledge receipt of the letter with Ministerial Order No. MSL: 047/18 attached received on July 25, 2018, from Honourable Shaye Anderson, Minister of Municipal Affairs. CARRIED

d. Removal of Boulevard Tree

In accordance with the Community Standards Bylaw #492-12 property owners are responsible to maintain the boulevards adjacent to their properties. The boulevards and any adornments such as trees are an asset to and the property of the municipality. A resident was told that the Village would not remove the tree in front of her house; chose to have the tree removed, thereby destroying a Village asset. Furthermore the branches and the wood as well as the tree stump were left on the boulevard.

- RES: 139-18** Moved by Mayor Chapdelaine that administration be directed to notify the resident at 5121 – 51 Avenue who chose to cut down a Village tree that she be required to replace the tree at her cost; and further, at her cost dispose of the remains of the cut tree including the branches, wood and stump. CARRIED

e. Sewer Line Replacements

Administration has had the sewer mains in the Village flushed and inspected by camera to determine the condition of the lines. Previously, the process had been performed between 2011 and 2013 when some potential problems were identified. The process this year has confirmed that there are approximately 4 areas that will require sewer line replacement. We are awaiting the engineer's final report. MSI Capital funding may be available for some of the costs.

- RES: 140-18** Moved by Mayor Chapdelaine that administration be directed to seek capital funding for sewer line replacements in those lines recommended in the impending Sanitary Sewer Inspection Report. CARRIED

7. BYLAWS AND POLICIES

a. Cannabis Consumption Bylaw #540-18

Effective October 17th 2018, the Government of Canada has legalized the use of cannabis. It leaves the growing and sale regulating to the Provincial governments to legislate and the regulations for restricting consumption to the Municipal Governments.

- RES:141-18** Moved by Councillor Romanko that 1st reading be given to Bylaw #540-18 - Cannabis Consumption Bylaw, which will states that a person must not smoke, vape or consume cannabis in any public place. CARRIED
- RES:142-18** Moved by Councillor Romanko that Bylaw #540-18, - Cannabis Consumption Bylaw, is considered a Protective Services Bylaw and therefore it is resolved to use the Direct Decision engagement process, as described in the Public Participation Policy #109-18. CARRIED
- RES:143-18** Moved by Deputy Mayor Dyck that 2nd reading be given to Bylaw #540-18 - Cannabis Consumption Bylaw. CARRIED
- RES:144-18** Moved by Councillor Romanko that Unanimous Consent be given to 3rd reading of Bylaw #540-18 - Cannabis Consumption Bylaw, at this meeting. CARRIED

- RES:145-18** Moved by Councillor Romanko 3rd reading be given to Bylaw #540-18 - Cannabis Consumption Bylaw, which shall restrict cannabis to being consumed only on private property within the Village of Vilna. CARRIED

b. Traffic Safety Bylaw #533-18

It has been deemed necessary to update the Traffic Bylaw for the Village of Vilna, as it becomes more apparent that guidelines, directions and regulations are needed to define the parameters that will protect the general public while using the conveyances of the Village.

Bylaw 533-18 was presented to Council identifying regulations pertaining to driving, parking and respect.

Council reviewed the proposed bylaw and made recommendations.

- RES:146-18** Moved by Councillor Romanko 1st reading be given to Bylaw #533-18, with the recommended changes. CARRIED

- RES:147-18** Moved by Mayor Chapdelaine that Bylaw #533-18, The Traffic Safety Bylaw, is considered a Protective Services Bylaw and therefore it is resolved to use the Direct Decision engagement process, as described in the Public Participation Policy #109-18. CARRIED

c. Utility Service Bylaw #534-18 deferred to future meeting.

Mayor Chapdelaine called for a brief recess at 9:00 p.m. and reconvened the meeting at 9:10 p.m.

8. FINANCIAL REPORT

a. Accounts Paid to September 13, 2018	\$250,187.92
i. July 12 – Sept. 13, 2018, Cheques 13323 - 13375	\$205,164.78
ii. EFT July 12 – Sept 13, 2018 (2018084-2018102)	\$ 23,621.83
iii. EFT Payroll July & August, 2018	\$ 21,401.31

Administration explained that these payments covered a two month period, and includes the capital payment of \$118,196.82 toward the Sewage Lift Station and a number of water and sewer freeze repair billings.

- RES:148-18** Moved by Deputy Mayor Dyck that the accounts paid to September 13th, 2018 in the amount of \$250,187.92 be approved. CARRIED

9. CORRESPONDENCE

- a. Shannon Stubbs, MP, re: Summer Newsletter
- b. Smoky Lake County, RE: MuniCorr Concern
- c. Bonnyville County, re: MuniCorr Concern
- d. Town of Bonnyville, re: MuniCorr Concern
- e. Action on Smoking & Health, re: Legalization of Pot
- f. Municipal Information Network, re: Cannabis in the workplace
- g. Premier Rachel Notley, re: TransMountain Pipeline
- h. Bob Bezpalko, HUB, re: Economic Development Course - Elected Officials
- i. Alberta Recreation & Parks, re: Greener Facilities Conference
- j. Shaye Anderson, Minister of Municipal Affairs, Fire Services Training Grant
- k. Fire News Bulletins
- l. Northern Lights Library System, re: letter to Lac La Biche Library
- m. AUMA, re: Anti-Racism Advisory Council
- n. AUMA, re: Alberta Utilities Commission role
- o. Alberta Recycling Management Authority, re: 2017 Report
- p. Aspen View Public Schools, re: Newsletter
- q. Institute of Corporate Directors, re: Board of Directors Training Course
- r. North Saskatchewan Water Shed Alliance, re: 2017/18 Annual Report
- s. Vilna.ca, re: Activity report

- RES.149-18** Moved by Councillor Romanko that the Correspondence identified in the agenda be accepted for information. CARRIED

10. NEXT MEETINGS

- a. Council Meeting – September 17, 2018 – 7:00pm
- b. Organizational Meeting – October 15, 2018 – 7:00pm
- c. Next Council Meeting – October 15, 2018
- d. Joint Municipalities – Waskatenau - September 24, 2018 – 6:00pm
- e. Dr. Recruitment & Retention – As required
- f. Evergreen Regional Waste Management – September 24, 2018
- g. RCDC –September 18, 2018 – 10:00am
- h. HUB – September 17, 2018
- i. Smoky Lake Foundation – September 19, 2018
- j. Highway 28/63 Regional Water Services Comm. – September 20, 2018 10am
- k. Muni-Corr -- September 17, 2018 – 10:00 a.m. St. Paul County
- l. Vilna Ag Society – At the call of the Chair for October
- m. Regional Fire & Rescue – At the call of the Chair
- n. CRASC - October 15, 2018, 1:00pm

RES. 150-18 Moved by Councillor Romanko that the meeting schedule be accepted for information.

CARRIED

11. ADJOURNMENT

RES. 151-18 Moved by Mayor Chapdelaine that the meeting adjourned at 9:35 p.m.

CARRIED

Leo Chapdelaine, Mayor

S E A L

Loni Leslie, CAO