

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA
IN THE PROVINCE OF ALBERTA, HELD ON MONDAY, DECEMBER 16, 2019,
IN THE COUNCIL CHAMBERS OF THE VILLAGE OF VILNA MUNICIPAL OFFICE
AT 5135 – 50TH STREET, VILNA AT 7:00 PM**

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

Earla Wagar, Administration Clerk

ABSENT: Loni Leslie, Chief Administrative Officer

GALLERY:

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

1. AGENDA:

RES: 161-19 Moved by Roy Dyck that the Agenda be accepted as presented.

CARRIED

<p>1. AGENDA Additions/Changes</p> <p>2. DELEGATION</p> <p>i. Community members concerned about youth</p> <p>3. MINUTES</p> <p>i. 2019 Organizational Meeting - October 21, 2019 ii. Regular Council Meeting - November 7, 2019</p> <p>4. BUSINESS ARISING FROM MINUTES</p> <p>5. REPORTS</p> <p>i. Administration: Loni Leslie ii. Council Reports</p> <p>6. BUSINESS:</p> <p>i. Don Millhouse - Purchase of Village owned property ii. Senior’s Driveway Program iii. ACP Grant – Storm Water Management iv. CARES Program authorization v. Outstanding Account write-offs vi. Change January Council meeting date. vii. Environmental Liability Insurance viii. Family Resource Network Hub ix. 2020 Draft Budget Proposal</p> <p>7. BYLAWS AND POLICIES</p> <p>8. FINANCIAL REPORT</p> <table border="0"> <tr> <td>i. Accounts paid to December 12, 2019</td> <td align="right">\$56,849.41</td> </tr> <tr> <td>i. A/P Nov 14 – Dec 12, 2019 (13629-13639)</td> <td align="right">\$17,670.46</td> </tr> <tr> <td>ii. EFT Nov 14 – Dec 12, 2019 (2019152-2019139) including (2019096 – 2019106 – dated 2019-12-08)</td> <td align="right">\$18,251.37</td> </tr> <tr> <td>iii. EFT Payroll November, 2019</td> <td align="right">\$20,927.58</td> </tr> </table> <p>9. CORRESPONDENCE</p> <p>10. NEXT MEETINGS</p> <p>11. ADJOURNMENT</p>	i. Accounts paid to December 12, 2019	\$56,849.41	i. A/P Nov 14 – Dec 12, 2019 (13629-13639)	\$17,670.46	ii. EFT Nov 14 – Dec 12, 2019 (2019152-2019139) including (2019096 – 2019106 – dated 2019-12-08)	\$18,251.37	iii. EFT Payroll November, 2019	\$20,927.58
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2. DELEGATION:

3. MINUTES

a. 2019 Organizational Meeting – October 21, 2019

RES: 162-19 Moved by Deputy Mayor Romanko that the minutes from the 2019 Organizational Meeting of Council on October 21st, 2019 be accepted as presented.

CARRIED

b. November 18, 2019

RES: 163-19 Moved by Mayor Chapdelaine that the minutes from the Regular Meeting of Council on November 18th, 2019 be accepted as presented.

CARRIED

4. BUSINESS ARISING FROM MINUTES:

5. REPORTS:

ADMINISTRATION REPORT

Administration’s report was presented to Council including:

TAXES OWING AS AT DECEMBER, 2019

CURRENT (2019) (reduced by \$8,294.00)	\$50,819.96
ARREARS (reduced by \$42.75)	\$71,650.76
Interest owed on Taxes (reduced by \$337.90)	\$37,098.95
<u>TOTAL TAXES OWING(Reduced by \$8,674.65)</u>	<u>\$159,569.67</u>
Less Village property (Tax Recovery)	<u>(\$36,862.71)</u>
EFT Monthly Payments - taxes due by December 31	<u>(\$7,811.88)</u>
<u>Adjusted Total Taxes Owning (reduced by \$3,682.68)</u>	<u>\$114,895.08</u>
<u>Amounts (utilities) added to the tax roll for December 31,</u>	
	<u>2018 (incl. above)</u>
	<u>July 1, 2019 Interest (incl. above)</u>
	<u>\$5,378.93</u>

- In late November the Village Auditors performed an Interim Audit. This process makes the Annual Audit done after our fiscal year end less lengthy.
- The advertising for an Administrator was completed. We received 20 resumes which have been reviewed. The interview process will begin tomorrow.
- The Public Works pick-up truck was stolen from behind the shop on Friday, November 29TH. The theft is being investigated, but in the meantime we are without a truck. An insurance claim has been submitted and we are in the process of looking for a replacement.
- We had the Building Inspector look at the vacant building at the north end of Main Street, we are waiting for his comments.

MAYOR CHAPDELAINES REPORTS

Capital Region Assessment Services Commission (CRASC) – December 6, 2019

- Doug Thomas, Mayor of Seba Beach has stepped down as Chairman of CRASC, although we will stay on the Board as Vice Chair;
- Stacey May, Councillor of Devon was elected as Chair, effective immediately.
- The Board approve to keep management as status quo, which no salary increases for the next fiscal year.
- Current Assessors will remain.
- Christmas lunch followed. .

DEPUTY MAYOR ROMANKO’S REPORTS

Smoky Lake Fire & Rescue Committee – December 4, 2019

- Discussed having “on-call” fire fighters for weekends from May Long Week-end to September Long Week-end.

- The Smoky Lake Arson Case is settled.
- Fresh Air intake was installed in the Vilna Fire Hall
- An application has been submitted to build an extension to the Waskatenau Fire Hall.
- All pumps have been tested.

Highway 28/63 Water Commission – December 5, 2019

- Working with lawyers to release the land for the GF Reservoir
- Epcor has increased its water rate which will be passed on to municipalities.
- The Board approved the 2020 Budget.
- Phases I and II are being commissioned.
- Pre-bid meetings for the JF Lake Reservoir have started but will not proceed until the land matter is settled.
- Commission is proposing to use surplus funds from Phases I and II to purchase back-up generators.

COUNCILLOR DYCK'S REPORT

RCDC, October 29, 2019

- *Discussed the Evaluation for the Economic Development Officer*

RES- 164-19 Moved by Deputy Mayor Romanko that the reports be accepted for information.
CARRIED

6. BUSINESS:

a. **Sale of Lot J, Plan 3678 MC (Old sewage lagoon site)**

Council received an offer to purchase the old sewage lagoon site described as Lot J, Plan 3678 MC located in Smoky Lake County.

RES: 165-19 Moved by Mayor Chapdelaine that the Council of the Village of Vilna authorize Administration to negotiate a fair price, higher than the \$1,000.00 offered and closer to \$5,000.00, for the sale of the property described as Lot J, Plan 3678 MC in Smoky Lake County, containing approximately 12.6 acres, with the understanding that the purchaser is aware that the property had been a sewage lagoon prior to 1978 and that he must abide by all provincial and county regulations regarding the use of an abandoned sewage lagoon property.

CARRIED

b. Senior's Driveway Program

RES: 166-19 Moved by Deputy Mayor Romanko that the Village again offer the Seniors Driveway Snow Clearing Program for the upcoming 2019-2020 winter, at the same rate of \$50.00 per season per principal residence of one or more senior citizens aged 65 years or older, or physically handicapped individuals in need of care, using Family and Community Support Services funding.

CARRIED

c. ACP Storm Water Management Grant

RES: 167-19 Moved by Mayor Chapdelaine that the Village of Vilna, in partnership with Smoky Lake and the Village of Waskatenau participate in the application in the

2019/2020 Alberta Community Partnership Grant Application for Project Title: "Regional Storm Water Management Plan" under the Intermunicipal Collaboration: component for the Grant amount of \$200,000.00; and that the Village of Vilna will be the Managing Partner under the Municipal Affairs ACP Grant; and further agrees to abide by the terms of a Conditional Grant Agreement governing the purpose and use of the grant funds.

CARRIED

d. Community and Regional Economic Support (CARES) Program

RES: 168-19

Moved by Councillor Dyck that the Village of Vilna endorses Resolution #148-19 which confirms that Vilna jointly participate with Smoky Lake County, Town of Smoky Lake and the Village of Waskatenau, as the "Smoky Lake Region", to submit an application prior to the December 2019 deadline for the 2020 Community and Regional Economic Support (CARES) program for funding in the amount of \$75,000.00 for the Regional Community Development Committee (RCDC) project titled Strategic Priorities Action Plan 2020-2021; and further approve Smoky Lake County to be the Managing Partner under the said application; and the Village Council further confirms that the Village commits to the budgeting of matching funds as required by the regional cost share and providing in-kind and management support of the activities outlined in the grant application.

CARRIED

e. Write Off Outstanding Accounts

RES: 169-19

Moved by Deputy Mayor Romanko that Administration be authorized to write off the uncollectable outstanding account from Bluesky Coating Ltd. in the amount of \$500.00, and to forgive the outstanding account from Vilna Coin-Op in the amount of \$354.38.

CARRIED

f. January Council Meeting Date

RES: 170-19

Moved by Deputy Mayor Romanko that the January 2020 meeting be moved from Monday, January 20 to Saturday, January 18th, 2020 at 2:00 p.m.

CARRIED

g. Environmental Liability Insurance

Resolution #133-19 directed Administration to obtain \$1,000,000.00 Liability Insurance for the Village of Vilna Waste Transfer Station at a quoted cost of \$1,655.50. Following this directive the Village Insurance provider (AMSC) indicated that to carrier will no longer insure municipalities for Environmental Impairment Liability coverage.

RES: 171-19

Moved by Mayor Chapdelaine that Resolution #133-1 be rescinded and administration be directed to continue to follow-up with AMSC and advise Council accordingly if and when coverage is found. Further, the Village of Vilna Council representative to the Evergreen Regional Waste Service Commission is tasked with advising the Commission that coverage has not yet been obtained.

CARRIED

h. Family Resource Network Hub

On November 7th, 2019 the Alberta Government announced a major change in how family supports will be funded by the Minister of Children's Services. The Town of Bonnyville has decided to submit an Expression of Interest to the Ministry of Children's Services to serve as the HUB for the region, as defined by the Ministry that includes the Town

and MD of Bonnyville, the County and Town of St. Paul, the Town of Elk Point and the Villages of Glendon and Vilna.

i.

RES: 172-19 Moved by Councillor Dyck that a letter of “support in principle” be addressed to the Town of Bonnyville, acknowledging their initiative to submit an Expression of Interest to serve as the Hub of a Family Resource Network for the region as defined by the Ministry of Children’s Services and includes Vilna, as a new format to meet the needs of families in our communities.

CARRIED

j. **2020 Draft Budget Proposal**

RES: 173-19 Moved by Deputy Mayor Romanko that Council approve the amounts from the 2019 Budget as in Interim 2020 Budget
With the annual shares for each municipality proportioned accordingly.

CARRIED

7. BYLAWS AND POLICIES

8. FINANCIAL REPORT

a. Accounts paid to December 12, 2019	\$56,849.41
i. A/P Nov 14 – Dec 12, 2019 (13629-13639)	\$17,670.46
ii. EFT Nov 14 – Dec 12, 2019 (2019152-2019139) (including (2019096 – 2019106 – dated 2019-12-08)	\$18,251.37
iii. EFT Payroll November, 2019	\$20,927.58

RES: 174-19 Moved by Mayor Chapdelaine that the accounts paid to December 12, 2019 in the amount of \$56,849.41, be approved.

CARRIED

9. CORRESPONDENCE

- a. Minister of Municipal Affairs, re: MSI Grants
- b. Ethan Bayne, re: MSI Grant approach
- c. Smoky Lake Region, re: North Saskatchewan Water Shed
- d. NLLS, re: 2020 Requisition
- e. Municipal Affairs, re: 2020 Equalized Assessment
- f. JMD Group, re: 2019 Audit Plan
- g. Vilna Ag. Society, re: Appreciation for Boomtown Days Donation
- h. Canadian Disaster Data Base, re: Weather Cycle since 2000
- i. Box Clever, re: Web Page administration new owner
- j. ATB Owl, re: Newsletter Dec 3, 2019
- k. ATB Owl, re: Newsletter Dec. 4, 2019
- l. School Foundation. Re: Adjustment to requisition
- m. Aspen View Schools, re: Newsletter
- n. Municipal Planning Services, re: Christmas Greetings.
- o. Minister of Justice, re: New Policing Funding Formula
- p. ATB Loan, re: FINAL PAYMENT OF ONE OF OUR LOANS
- q. Vilna CAO, re: Letter to Smoky Lake Foundation regarding staff interaction.

RES.175-19 Moved by Mayor Chapdelaine that the Correspondence identified in the agenda be accepted for information.

CARRIED

10. NEXT MEETINGS

- a. Council Meeting – December 16, 2019
- b. Council Meeting – January 18, 2020

- c. Regional Fire Meeting, January 29, 2020 – 2:00 to 5:00 p.m.
- d. Joint Municipalities – Smoky Lake County – January 27, 2020 – 6:00 p.m.
- e. Highway 28/63 Water Commission – December 5, 2020 –
- f. Dr. Recruitment & Retention – Call of Chair
- g. Evergreen Regional Waste Management December 19, 2019 – 10:00 a.m.
- h. RCDC – December 17, 2019 - 10:00 a.m.
- i. Smoky Lake Foundation – December 18, 2019 - 9:00 a.m.
- j. Muni-Corr January 13, 2020 – 10:00 a.m. St. Paul County Board Room
- k. Vilna Ag Society January 13, 2020 - 7:30pm
- l. HUB – March 23, 2020 – 10:00 a.m. St. Paul
- m. CRASC – April 17, 2020
- n. Inter-municipal Collaboration Framework, Call of Chair
- o. NLLS – to be determined – 10:00 a.m. -
- p. Regional Administrators Meeting, - to be determined – 1:00 p.m.

RES. 176-19 Moved by Councillor Dyck that the meeting schedule be accepted for information.
CARRIED

11. CLOSED SESSION

12. ADJOURNMENT

RES. 177-19 Moved by Mayor Chapdelaine that the meeting adjourned at 8:20 p.m.
CARRIED

Leo Chapdelaine, Mayor

S E A L

Loni Leslie, CAO