

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA
IN THE PROVINCE OF ALBERTA, HELD ON SATURDAY JANUARY 18, 2020
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 Donald Romanko
Councillor Roy Dyck
Debbie Hackman, CAO
Earla Wagar, Administration Clerk

ABSENT:

GALLERY:

ORDER: Mayor Chapdelaine called the meeting to order at 2:00 p.m.

1. AGENDA:

RES: 001-20 Moved by Deputy Mayor Romanko that the Agenda be accepted as amended to include RFDs for
6.c Dr. Recruitment and Retention Board Budget, and
6.d ACP Grant Applications

CARRIED

<p>1. AGENDA Additions/Changes</p> <p>2. DELEGATION</p> <p>3. MINUTES</p> <p> i. Regular Council Meeting – December 16, 2019 ii. Special Meeting of Council – December 17, 2019</p> <p>4. BUSINESS ARISING FROM MINUTES</p> <p>5. REPORTS</p> <p> i. Administration: Earla Wagar ii. Council Reports</p> <p>6. BUSINESS:</p> <p> i. Appoint CAO ii. RCDC Budget iii. Dr. Recruitment & Retention Budget iv. ACP Grant Applications</p> <p>7. BYLAWS AND POLICIES</p> <p> i. #549-20 Establish Regional Emergency Management</p> <p>8. FINANCIAL REPORT</p> <p> i. Accounts paid to December 12, 2019 \$52,149.76</p> <p> i. A/P Dec 13 – Dec 31, 2019 (13640-13647) \$14,721.55 ii. EFT Dec 13 – Dec 31 (2019161-2019175) \$14,570.78 iii. EFT Payroll December, 2019 \$22,857.43</p> <p> ii. 2019 Preliminary Financial Position</p> <p>9. CORRESPONDENCE</p> <p>10. NEXT MEETINGS</p> <p>11. ADJOURNMENT</p>

2. DELEGATION:

3. MINUTES

a. December 16, 2019 – Regular Council Meeting

RES: 002-20 Moved by Deputy Mayor Romanko that the minutes from the Regular Meeting of Council of December 16th, 2019 be accepted as presented.

CARRIED

b. December 17, 2019 – Special Meeting of Council

RES: 003-20 Moved by Councillor Dyck that the minutes from the Special Meeting of Council on December 17th, 2019 be accepted as presented.

CARRIED

4. BUSINESS ARISING FROM MINUTES:

5. REPORTS:

ADMINISTRATION REPORT

Administration's report was presented to Council including:

- Debbie Hackman began her employment with the Village of Vilna on January 13th, 2020 and is going to be a great asset to the organization and the Village.
- We are in the midst of closing the Year of 2019 and preparing for the Year End Audit scheduled for February.
- Over the Christmas break the RCMP located the Village's stolen truck. The damage was over \$7,000.00 so the insurance company has offered \$4,075.00 to write it off. This has been agreed to and we are looking in earnest for a replacement.
- We had a water break on January 1st, 2020 at the intersection of 51st Street and 51st Avenue. The hydrant had frozen and was replaced. The shut off valve was repaired as well. There will have to be road repairs in the spring.
- The computer software at the Water Treatment Plant has not been functioning properly. Renco Contracting will be looking at it to see if it can be re-written or replaced.
- The sale of the property south of the Village has not been completed yet, but the purchaser is waiting for a warmer day to close the deal.

MAYOR CHAPDELAIN'S REPORTS

Evergreen Regional Waste Management Commission – January 9, 2020

- The Organizational Meeting was held with Steve Upton being elected as Chair and Nathan Taylor being elected as Vice Chair. All other positions remained the same.
- Saddle Lake Cree Nation has signed a 3 month term for residential, construction and demolition waste disposal agreement.
- The total Revenues for 2019 was 122% of budgeted amount - \$1,602,361.09 and the Operating Expenditures were \$1,302,637.45, showing a surplus of \$299,723.64 which will be set in reserves for future pits and reclamations.
- Next meeting is scheduled for February 6, 2020.

Mayor Chapdelaine indicated that he will not be available to attend meetings during the day until February 12, 2020, requesting that the appointed alternate attend in his place when required. However, he will be available for evening meetings.

DEPUTY MAYOR ROMANKO'S REPORTS***Elected Officials Emergency Management Training – January 14th, 2020***

- It has been recommended that a Regional Emergency Management Board be created, that will oversee any incidents in the County. This will not supersede the individual municipality's ability to declare a state of emergency.
- The Regional Board will be required to have at least one exercise per year and an Annual Meeting.
- The Board will be set up by Bylaw.

Smoky Lake Seniors Foundation - December 18th, 2019

- They held their Organizational Meeting with the Board remaining with Randy Orichowski as Chair and Don Romanko as Vice Chair.
- The new CAO, Loni Leslie, is in place and is reviewing all accounts and policies;
- Bar V Nook occupancy – 97/101
- Waskatenau occupancy – 11/16
- Vilna Lodge occupancy - 27/28
- Vilna Dementia units occupancy – 9/12
- The Adopt A Senior program was very well received
- The lights in Vilna Lodge have been repaired.
- Their stolen truck has yet to be recovered, so the insurance company has not made an offer on it yet.

COUNCILLOR DYCK'S REPORT***MuniCorr - January***

- *The crossing agreements are being reviewed*
- *The Highway 28/63 Water Commission water lines will be inspected in the spring.*

RES- 004-20 Moved by Mayor Chapdelaine that the reports be accepted for information.
CARRIED

6. BUSINESS:**a. Appoint Debra Hackman as CAO**

RES: 005-20 Moved by Deputy Mayor Romanko that in accordance with Bylaw 375, Debra Hackman be appointed as Chief Administrative Officer of the Village of Vilna, to fulfill the roles and responsibilities as identified in Policy 203, an agreement be entered into to ratify the arrangement. .

CARRIED

Debra swore the Oath of Office acknowledging her role and responsibilities as CAO.

b. RCDC 2020 Budget

RES: 006-20 Moved by Mayor Chapdelaine that the Village of Vilna as a municipality in the partnership of the Regional Community Development Committee (RCDC) with

Smoky Lake County, the Town of Smoky Lake and the Village of Waskatenau adopt the 2020 Economic Development Budget in the amount of \$108,160.00 with the Village of Vilna budgeting a contribution of 5% as indicated in the New Percentage Funding Formula, in the amount not to exceed \$5,408.00.

CARRIED

c. Dr. Retention and Recruitment Committee Budget

RES: 007-20

Moved by Councillor Dyck that the Village of Vilna approve the 2020 Dr. Recruitment and Retention Committee based on a cost share agreement whereby Vilna would be responsible for 7% of the total budget, that being \$24,000.00 for Dr. Retention and \$100,000.00 for Dr. Recruitment.

CARRIED

d. Alberta Community Partnership Infrastructure Data Integration Grant Applications for 2019/2020

RES: 008-20

Moved by Mayor Chapdelaine that the Village of Vilna, in partnership with Smoky Lake County, the Town of Smoky Lake and the Village of Waskatenau participate in the application of the 2019-2020 Alberta Community Partnership (ACP) Grant for the project titled: **Regional Geographic Information System (GIS) Project Phase III, Infrastructure Data Integration** under the "Intermunicipal Collaboration Framework" Component Grant for the total project cost in the amount of \$200,000.00; and approve Smoky Lake County to be the Managing Partner under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

CARRIED

e. Alberta Community Partnership Regional Water Service Facility Grant Applications for 2019/2020

RES: 009-20

Moved by Deputy Mayor Romanko that the Village of Vilna, in partnership with Smoky Lake County, the Town of Smoky Lake and the Village of Waskatenau participate in the application of the 2019-2020 Alberta Community Partnership (ACP) Grant for the project titled: **Regional Geographic Information System (GIS) Project Phase III, Regional Water Services Facility** under the "Intermunicipal Collaboration Framework" Component Grant for the total project cost in the amount of \$200,000.00; and approve the Town of Smoky Lake to be the Managing Partner under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

CARRIED

f. Alberta Community Partnership Regional Storm Water Management Plan Grant Applications for 2019/2020

RES: 010-20

Moved by Councillor Dyck that the Village of Vilna, in partnership with Smoky Lake County, the Town of Smoky Lake and the Village of Waskatenau participate in the application of the 2019-2020 Alberta Community Partnership (ACP) Grant for the project titled: **Regional Geographic Information System (GIS) Project Phase III, Regional Storm Water Management Plan** under the "Intermunicipal Collaboration Framework" Component Grant for the total project cost in the amount of \$200,000.00; and approve the Village of Vilna to be the Managing Partner under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

CARRIED

g. **Alberta Community Partnership Regional Storm Water Management Plan Grant Applications for 2019/2020**

RES: 011-20 Moved by Councillor Dyck that the Village of Vilna, in partnership with Smoky Lake County, the Town of Smoky Lake and the Village of Waskatenau participate in the application of the 2019-2020 Alberta Community Partnership (ACP) Grant for the project titled: **Regional Geographic Information System (GIS) Project Phase III, Regional Municipal Infrastructure Assessment Study** under the "Intermunicipal Collaboration Framework" Component Grant for the total project cost in the amount of \$200,000.00; and approve the Village of Waskatenau to be the Managing Partner under the said application; and further agree to abide by the terms of the Conditional Grant Agreement governing the purpose and use of the grant funds.

CARRIED

7. BYLAWS AND POLICIES

a. **Bylaw #549-20 Establish Regional Emergency Management**

RES: 012-20 Moved by Deputy Mayor Romanko that 1st reading be given to Bylaw #549-20, being a Bylaw to establish Regional Emergency Management.

CARRIED

8. FINANCIAL REPORT

a. Accounts paid to December 31, 2019	\$52,149.76
i. A/P December 13-31, 2019 (13640-13647)	\$14,721.55
ii. EFT Dec. 13-31, 2019 (2019161-2019175)	\$14,570.78
EFT Payroll to December 31, 2019	\$22,857.43

b. **2019 Preliminary Financial Position**

RES: 013-20 Moved by Mayor Chapdelaine that the accounts paid to December 31, 2019 in the amount of \$52,149.76, and the 2019 Budgetary Control report be approved.

CARRIED

9. CORRESPONDENCE

- a. Smoky Lake County, re: Confirmation of approval of Joint Accredited QMP
- b. Minister of Municipal Affairs, re: Assessment Review on Wells and Pipelines
- c. AMSC, re: 2020 Insurance Binder letter
- d. Minister of Municipal Affairs, re: Grant for Fire Service Training
- e. Alberta Emergency Management Agency, re: Regional Emergency Plan Review
- f. Victoria Home Guard Historical Society, re: Canadian Heritage River System
- g. Alberta Council Newsletter

RES.014-20 Moved by Mayor Chapdelaine that the Correspondence identified in the agenda be accepted for information.

CARRIED

10. NEXT MEETINGS

- a. Council Meeting – January 18, 2020
- b. Council Meeting – February 18, 2020 - Tuesday
- c. Joint Municipalities – Smoky Lake County – January 27, 2020 – 5:30 p.m.
- d. Highway 28/63 Water Commission – February 10, 2020 10:00 a.m. –
- e. Dr. Recruitment & Retention – Call of Chair
- f. Evergreen Regional Waste Management February 6, 2020 – 10:00 a.m.
- g. RCDC – January 28, 2020 - 9:00 a.m.
- h. Smoky Lake Foundation – January 22, 2020 - 9:00 a.m.

- i. Smoky Lake Foundation Policy Meeting– January 22, 2020 - 1:00 p.m.
- j. Muni-Corr March 9, 2020 – 10:00 a.m. St. Paul County Board Room
- k. Vilna Ag Society February 10, 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. 015-20 Moved by Councillor Dyck that the meeting schedule be accepted for information.
CARRIED

11. CLOSED SESSION

12. ADJOURNMENT

RES. 016-20 Moved by Mayor Chapdelaine that the meeting adjourned at 2:50 p.m.
CARRIED

Leo Chapdelaine, Mayor

S E A L

Debra Hackman, CAO