

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA**  
 IN THE PROVINCE OF ALBERTA, HELD ON TUESDAY FEBRUARY 18, 2020  
 IN THE COUNCIL CHAMBERS OF THE VILLAGE OF VILNA MUNICIPAL OFFICE  
 AT 5135 – 50<sup>TH</sup> 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:** Danielle & Mathieu Girard

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

**1. AGENDA:**

**RES: 017-20** Moved by Deputy Mayor Romanko that the Agenda be accepted as amended to include a Delegation from Danielle & Mathieu Girard regarding the possibility of them purchasing land from the Village.

CARRIED

**1. AGENDA**

Additions/Changes

**2. DELEGATION**

**3. MINUTES**

- a. Regular Council Meeting – January 18, 2020

**4. BUSINESS ARISING FROM MINUTES**

**5. REPORTS**

- a. Administration  
 b. Council Reports

**6. BUSINESS:**

- a. Village of Waskatenau ARP Resolution  
 b. Change Meeting Schedule  
 c. Appoint ARB Officials  
 d. Waskatenau Withdrawal from RCDC  
 e. RCDC 2019 Invoice  
 f. Emergency Management Mutual Aid Agreement – Review  
 g. Subdivision Development Appeal Board – Review  
 h. Highway 28/63 Water Commission Rate Increase – For Information  
 i. Local Authorities Election Act – Review  
 j. Back Yard Chickens – Discussion

**7. BYLAWS AND POLICIES**

- a. Bylaw 549-20** Establish Regional Emergency Management  
**b. Bylaw 545-19** Intermunicipal Collaboration Framework

**8. FINANCIAL REPORT**

- |  |                    |
|--|--------------------|
| <b>a. Accounts paid to February 11, 2020</b> | <b>\$92,194.94</b> |
| i. A/P Jan. 1 – Feb. 11, 2020 (13648- 13679) | \$61,026.18        |
| ii. EFT Jan. 1 – Feb 11 (2020001- 2020013)   | \$17,435.11        |
| iii. EFT Payroll January 31, 2020            | \$13,733.62        |

**9. CORRESPONDENCE**

**10. NEXT MEETINGS**

**11. ADJOURNMENT**

**2. DELEGATION:**

Danielle and Mathieu Girard requested that Council consider sell the property described as Lot 3, Block 1, Plan 3638 HW (5027 – 48 Avenue) located directly south of the Girard’s property. It is understood that at this time there is no physical access to this property, although there is a road allowance access represented in the subdivision plan.

**RES: 018-20** Moved by Mayor Chapdelaine that Mr. & Mrs. Girard put together a proposal and present it to Council at their convenience. .

CARRIED

**3. MINUTES**

a. January 18, 2020 – Regular Council Meeting

**RES: 019-20** Moved by Councillor Dyck that the Minutes of the January 20, 2020 Regular Meeting of Council 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 FEBRUARY 1, 2020**

	<b>CURRENT (2020)</b>	0.00
	<b>ARREARS (&gt;2018)</b>	\$76,176.75
	<b>2019 OUTSTANDING</b>	\$81,941.75
	<b><u>TOTAL TAXES OWING</u></b>	<u>\$158,118.47</u>
	Less Village property (Tax Recovery)	(\$28,097.43)
	EFT Monthly Payments	(\$5,729.85)
	<b><u>February 2020 Transfer Utilities to Taxes</u></b>	<b><u>755.40</u></b>
	<b><u>Adjusted Total Taxes Owning (reduced by \$3,682.68)</u></b>	<b><u>\$125,046.59</u></b>

- There seems to be a problem at the Water Treatment Plant regarding the amount of water being distributed to the Village and the amount of water we are distributing. Based on the volumes compared to 2019, we have increased our water consumption by 1,736 cubic meters for the month of January. Last year the January Bill was \$5,755.00 this year it is \$10,228.00. Even taking into account the increase of \$0.142 per cubic meter there is no explanation. We have had Associated Engineers out, and the County has looked at the issue. We are not losing water anywhere. If it was going down the sewer it would show on that meter. If it wasn't it would be in the ditches somewhere. Public Works borrowed a piece of equipment from the Town of Smoky Lake that works like a stethoscope. It can hear running water. They found nothing. The pumps are not working extra to distribute water. Each morning at about 9:00 a.m. the pump increases. Once the school kids are in their classes the pump goes back to idling. If there was a leak anywhere the pumps would be working harder. We thought about the possibility of the reservoir leaking, but when I spoke to the diving company, they said that if there was water leaking out of the reservoir we'd be seeing it long before now. I spoke to the Engineers again this morning. The only possible answer is the meters aren't calibrated properly.
- Utility Accounts – Last week we had 4 accounts that were scheduled for shut off. Three of them make payments, but one didn't. Under the circumstances and the attitude of the property owner, we thought it best to transfer the utilities to the tax account rather than stirring up more issues. A letter was delivered to the property owner to this effect.
- The Tax recovery process is well under way. We have 5 properties that are eligible for tax sale this year. One of them has entered into an agreement to make regular monthly payments for 3 years. One had an agreement but has defaulted. If we can get a new agreement we will do that. The other three will likely be put up for auction. The properties will be brought forward to Council prior to the auction to have you set Fair Market Value on each of them.

- There are 8 property owners whose properties will have tax liens registered against them in March. Hopefully this will be sufficient to scare them into making payments.
- The Auditors will be back the first week of March to complete the 2019 Audit.
- Public Works is staying on top of the snow clearing. The Skid Steer is working very well. The snow sweeper died. It was over 10 years old and had served us well. The cost to repair was going to be between \$3,500.00 and \$4,000.00. We were able to purchase a new Ariens sweeper for \$5,027.00 complete with warranty.
- We have received the money from the Insurance Company for the stolen truck. \$4,075.00. We have been looking for a replacement. The one that was behind the office was looked at but found would cost far too much to fix that it would be worth. So we are looking again. The option of trading the grader for a truck is still on the table. Malcolm has been using his personal truck for work. He has asked \$25.00 per day that he works. This is a very fair price, but not a permanent solution. Dale doesn't own a vehicle, so when Malcolm isn't at work, Dale doesn't have a vehicle.
- We have received a few inquiries from people thinking of buying in Vilna who want to know if we allow back yard chickens. So far, our bylaw does not allow livestock. (Chickens are considered livestock). Some municipalities are putting the option forward on a trial basis.
- Debbie has been attending the pertinent meetings and getting comfortable with the region. The number of meetings seems to be overwhelming, especially for a municipality with little assistance. Waskatenau has resolved to step away from the RCDC at the end of 2020. Discussions should be held about the benefits of the many regional organizations. Although it seems that the Province is pushing most of these.
- Joint Muni is our responsibility to Host on March 30<sup>th</sup>. We have looked at the Seniors' Drop in Centre. We were thinking that we could get one of the restaurants to cater.

#### **MAYOR CHAPDELAIN'S REPORTS**

- *Attended the AUMA President's Summit on Finances*
- *Attended the Brownlee Fryett Law Conference.*

#### **DEPUTY MAYOR ROMANKO'S REPORTS**

##### ***Smoky Lake Seniors Foundation – January 22, 2020***

- Named Theater in New BarVNook after old Ortona Theater in Smoky Lake.
- BVN full except for 2 bedrooms.
- Vilna 25/28 8/12
- Getting portable partitions to separate TV from activities. Replacing floor in 2 rooms.
- Ordered cameras for Vilna. No news on truck.
- CAO
  - Lady not paid rent since October 2018, eviction started.
  - Discussion with Housing Operation regarding board notice to collect 3 months rent in advance.
  - Inspection due in February so will have pre inspection at end of January.
  - Discussion to have meeting in Vilna.
  - Financials okay
- Next Meeting February 13.

***Smoky Lake Seniors Foundation – February 13, 2020***

- Final payment to town regarding damage to street made.

## Maintenance

- Cameras to be installed in Vilna. 2 rooms being painted. Offer made on Vilna's truck holding out for more.
- Waskatenau installing flooring in 2 rooms, painting and cleaning.
- Installing lock boxes for fire department for 4 plexes in Vilna.

## BarVNook

- Repaired dishwasher, new pocket doors to be installed, elevator #2 problems to be fixed.

## Smoky Lake:

- 2 bedrooms available, sense that overpriced so reduced by \$400 reflects more accurately the actual cost.

## Waskatenau 7/16

## Vilna Lodge and Jenny's Cottage - 24/28, 9/12.

- Passed policies for Audit.
- Financials ahead of budget.

Next Meeting March 31

***Evergreen Waste Management Commission – February 6, 2020***

- In camera regarding meeting with Environment. Mediation meeting dates given.
- Leachate hauling contract awarded to ECan.
- Using shredded cardboard for covering working very well.
- Revenue for January 88,020 - Expenses 31,463.
- Site report: equipment good, scale house needs more storage. Discussed possibility of getting C Can.
- St. Paul representative discussed possibility of Town taking over all garbage collection.
- Next Meeting March 19.

***Highway 28/63 Water Commission – February 6, 2020***

- No agreement with lease holder on reservoir site. Final meeting with him and land man if no agreement
- Province with take over on March 20. Hope to get on site before nesting.
- Administration fee will be sent out, less than budgeted.
- By-Law for rate increase passed \$2.336 per cu.

## Engineer:

- Commissioning of water lines completed from Smoky Lake to site of reservoir.
- Awarding of contract for reservoir on hold till land is available.

Next meeting March 30.

**COUNCILLOR DYCK'S REPORT*****MuniCorr - February 10, 2020***

- *Next Meeting March 9, 2020*

***Region Crime Watch***

- Be aware of what's going on around you.

**RES- 020-20** Moved by Mayor Chapdelaine that the reports be accepted for information.  
CARRIED

**RES- 021-20** Moved by Mayor Chapdelaine that the invoice for the January water consumption be withheld until we can get a confirmation of the issue causing the high water usage, and that a letter be forwarded to the Water Commission asking for assistance in identifying the problem.  
CARRIED

**6. BUSINESS:**

**a. ACP Grant Amendment - Village of Waskatenau**

**RES: 022-20** Moved by Deputy Mayor Romanko that the Village of Vilna support the request from the Village of Waskatenau, as managing partner of the project: Smoky Lake Region Intermunicipal Collaboration Framework (ICF), which is funded by the Albert Community Partnership (ACP) grant funds in the amount of \$75,000.00, to change the scope of the project with an amendment to the ACP Grant application of: Including the Smoky Lake Count ICF development with regional partners: Thorhild County and Lamont County to utilize the remaining funds from the Smoky Lake Region ICF Project.  
ARRIED

**b. Change Regular Council Meeting Schedule**

**RES: 023-20** Moved by Mayor Chapdelaine that the Village of Vilna resolve to change the time for the regular meetings of Council to 10:00 a.m., and that the next meeting be scheduled for Monday March 16<sup>th</sup>, 2020 at 10:00 a.m. and the subsequent meetings be scheduled for mornings of the 3<sup>rd</sup> THURSDAY of each month.  
CARRIED

**c. Assessment Review Board Appointments**

**RES: 024-20** Moved by Mayor Chapdelaine that the Village of Vilna for 2020 appoint Raymond Ralph as the Chair of the Local Assessment Review Board and as the Chair of the Composite Assessment Review Board and further; that the prescription for the term of office of and the remuneration and expenses payable to the Chair is delegated to the Capital Region Assessment Services Commission.  
CARRIED

**RES: 025-20** Moved by Deputy Mayor Romanko that the Village of Vilna for 2020 appoint Judy Bennet, Darlene Chartrand, Tina Groszko, Stewart Hennig, Richard Knowles and Raymond Ralph to the Local Assessment Review Board and to the Composite Assessment Review Board and further; that the prescription for the term of office of each member and the remuneration and expenses payable to each member is delegated to the Capital Region Assessment Services Commission.  
CARRIED

**RES: 026-20** Moved by Councillor Dyck that the Village of Vilna for 2020 appoint Richard Barham to the position of clerk of the Local Assessment Review Board and of the Composite Assessment Review Board and further; that the prescription of the clerk's remuneration and duties is delegated to the Capital Region Assessment Services Commission.  
CARRIED

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

**RES: 027-20** Moved by Mayor Chapdelaine that the Village of Vilna, , as a participating municipal partner in the Regional Community Development Committee acknowledge that the Village of Waskatenau has submitted notification that effective January 1, 2021 they will

withdraw as a participating municipality from the Joint Agreement with the Regional Community Development Committee, and further the Village of Vilna recognizes that their contribution may be affected by this action. Be it further resolved that the issue be tabled until such time as all efforts have been made to satisfy the Village of Waskatenau and its concerns.

**CARRIED**

**e. RCDC 2019 Invoicing**

**RES: 028-20**

Moved by Mayor Chapdelaine that the Council of the Village of Vilna accept the decision of the (RCDC) Regional Community Development Committee to distribute the 2019 net expenses to each municipality be based on actual costs with Vilna's contribution being \$5,485.38, from the 2019 Budgeted amount of \$8,000.00.

**CARRIED**

**f. Borderlands Emergency Management Mutual Aid Agreement**

**RES: 029-20**

Moved by Deputy Mayor Romanko that Administration invite Ian Fox from Alberta Emergency Services and Frank Barry the Village's Director of Emergency Services to a future Council meeting to explain the logistics of the scope of this proposal.

**CARRIED**

**g. Subdivision and Development Appeal Board appointments**

In accordance with Ministerial Order MSL:019/18 each municipality must have trained Board Members as well as Clerks to sit on a Subdivision and Development Appeal Board, in case an appeal to a decision is made. And further, each of the Board Members and Clerks need to renew their training every three years.

**RES: 030-20**

Moved by Mayor Chapdelaine that a request be made to Smoky Lake County Council requesting that they we inquire as to whether the SDAB board members of Smoky Lake County would consider being independently appointed to the SDAB for the Village of Vilna, and further that the item be tabled until a response is received from Smoky Lake County.

**CARRIED**

**h. Highway 28/63 Water Commission rate increase**

**RES: 031-20**

Moved by Mayor Chapdelaine Council of the Village of Vilna acknowledge the water rate increase set by the Highway 28/63 Water Commission effective January 1, 2020, and ask Administration to make the appropriate changes to the Village water charges.

**CARRIED**

**i. Local Authorities Election Act Review**

**RES: 032-20**

Moved by Councillor Dyck that the information forwarded from Municipal Affairs regarding the current review of the Local Authorities Election Act be individually reviewed and comments be directed to Municipal Services and Legislation through the questionnaire put forward.

**CARRIED**

**j. Land Use Bylaw and Back Yard Chickens**

Administration has received some informal requests for Council to consider amending the Land Use Bylaw to include the harboring of chickens in residential yards.

**RES: 033-20**

Moved by Deputy Mayor Romanko that Administration research the areas of concern that may arise if this amendment were to be considered.

**CARRIED**

**k. BYLAWS AND POLICIES****a. Bylaw #549-20 Establish Regional Emergency Management****RES: 034-20**

Moved by Deputy Mayor Romanko that 2<sup>ND</sup> reading be given to Bylaw #549-20, being a Bylaw to establish Regional Emergency Management.

CARRIED

**RES: 035-20**

Moved by Mayor Chapdelaine that 3<sup>rd</sup> and final reading be given to Bylaw #549-20, being a Bylaw to establish Regional Emergency Management.

CARRIED

**b. Bylaw #545-19 Intermunicipal Collaboration Framework****RES: 036-20**

Moved by Deputy Mayor Romanko that 1<sup>st</sup> reading be given to Bylaw #545-19, titled the Intermunicipal Collaboration Framework Bylaw.

CARRIED

**RES: 037-20**

Moved by Mayor Chapdelaine that 2<sup>nd</sup> reading be given to Bylaw 3545-19 titled the Intermunicipal Collaboration Framework Bylaw.

CARRIED

**RES: 038-20**

Moved by Mayor Chapdelaine that unanimous consent be given to have Bylaw #545-19 read for a third time.

CARRIED

**RES: 039-20**

Moved by Councillor Dyck that 3<sup>rd</sup> and final reading be given to Bylaw 3545-19 titled the Intermunicipal Collaboration Framework Bylaw.

CARRIED

**FINANCIAL REPORT****a. Accounts paid to February 11, 2020****\$92,194.94**

i. A/P Jan. 1 – Feb. 11, 2020 (13648- 13679)	\$61,026.181
ii. EFT Jan. 1 – Feb 11, 2020 (2020001- 2020013)	\$17,435.11
iii. EFT Payroll January 31, 2020	\$13,733.62

**RES: 040-20**

Moved by Mayor Chapdelaine that the accounts paid to February 11, 2020 in the amount of \$92,194.94 be accepted for information.

CARRIED

**l. CORRESPONDENCE**

- a. Minister of Municipal Affairs, re: Intermunicipal Collaboration Framework
- b. Deputy Minister, Municipal Affairs, re: ICF's
- c. AUMA, re: Letter to Premier Kenney
- d. AUMA, re: Strong Partnership Building
- e. Alberta Capital Finance Authority, re: Dissolution
- f. Minister of Municipal Affairs, re: Awards of Excellence
- g. Northern Lights Library, re: Inter –library Loan Software Change and Challenges
- h. Alberta Counsel, re: Newsletter
- i. Rural Municipalities Assn. re: Newsletter "Fair Deal for Alberta:
- j. Smoky Lake Fire Chief, re: Fire Department Wage Scale
- k. North Saskatchewan Water Alliance, re: Newsletter
- l. Aspen View School Board, re: Newsletter

**RES.041-20**

Moved by Deputy Mayor Romanko that the Correspondence identified in the agenda be accepted for information.

CARRIED

**m. NEXT MEETINGS**

- a. Council Meeting - February 18, 2020 - Tuesday Council Meeting
- b. Council Meeting – March 16<sup>th</sup>, 2020 – Monday 10:00 a.m.
- c. Regional Fire Meeting, March 11, 2020 – 12:00 p.m.
- d. Joint Municipalities – Vilna – March 30, 2020 – 5:30 p.m.
- e. Highway 28/63 Water Commission – March 30, 2020 9:00 a.m.
- f. Dr. Recruitment & Retention – Call of Chair
- g. Evergreen Regional Waste Management – March 19, 2020 – 9:00 a.m.
- h. RCDC – February 18, 2020, - 9:00 a.m.
- i. Smoky Lake Foundation – March 18, 2020
- j. Muni-Corr March 9, 2020 – 10:00 a.m. St. Paul County Board Room
- k. Vilna Ag Society- March 9, 2020 - 7:30pm
- l. HUB – March 23, 2020– 10:00 a.m. St. Paul
- m. CRASC – Call of Chair
- n. Inter-municipal Collaboration Framework,
- o. NLLS –February 29, 2020 – 10:00 a.m.
- p. Town Hall Information Session – March 3, 2020 National Hall 6:30

**RES. 042-20** Moved by Councillor Dyck that the meeting schedule be accepted for information.  
CARRIED

**11. CLOSED SESSION**

**12. ADJOURNMENT**

**RES. 043-20** Moved by Mayor Chapdelaine that the meeting adjourned at 8:20 p.m.  
CARRIED

---

Leo Chapdelaine, Mayor

S E A L

---

Debra Hackman, CAO