

MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA IN THE PROVINCE OF ALBERTA, HELD ON TUESDAY, FEBRUARY 19, 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

Loni Leslie, Chief Administrative Officer

ABSENT: Earla Wagar, Administration Clerk

GALLERY: Neil O’Shea, Superintendent of Aspen View Schools
Donna Cherniwchan, School Trustee of Aspen View Schools

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

1. AGENDA:

- 1. AGENDA**
Additions/Changes
- 2. DELEGATION**
 - a. Aspen View Public Schools**
Superintendent, Neil O’Shea
Trustee, Donna Cherniwchan
- 3. MINUTES**
 - a. January 22, 2019
- 4. BUSINESS ARISING FROM MINUTES**
- 5. REPORTS**
 - a. Administration: Loni Leslie
 - b. Council Reports
- 6. BUSINESS:**
 - a. RCDC Mandate Letter
 - b. ARB Appointments
 - c. RCDC Budget
- 7. BYLAWS AND POLICIES**
 - Draft Policy 503 Amendment – Utility Billings (to update policy)
- 8. FINANCIAL REPORT**
 - a. Accounts paid to February 14, 2019** **\$105,244.31**
 - i. December 31, Cheques 13451-13462 \$68,177.27
 - ii. EFT Dec. 31, 2018 (2018157) \$63.46
 - iii. Jan. 1-Feb. 14/19 Cheques 13463-13477 \$17,590.65
 - iv. EFT Jan. 1– Feb. 14/19 (2019001-2019008) \$7,138.51
 - v. EFT Payroll January, 2019 \$12,274.42
- 9. CORRESPONDENCE**
- 10. NEXT MEETING**
- 11. CLOSED SESSION**
- 12. ADJOURNMENT**

RES: 009-19 Moved by Councillor Romanko that the Agenda be adopted presented.

CARRIED

2. DELEGATION

a. Aspen View Public Schools
Superintendent Neil O’Shea and Trustee Donna Cherniwchan spoke with Council about the School and the Village working together to build stronger relationships. They explained to Council the dependency of the school programs on the enrollment, making budgets a challenge. It was suggested that communication would be positively affected if the Village Web Page was linked to the School Web Page. The Village requested another look into feasibility of the community having access to the school facilities.

3. MINUTES

RES: 010-19 Moved by Councillor Romanko that the Minutes of the Regular Council Meeting of January 22, 2019 be adopted as presented.

CARRIED

4. BUSINESS ARISING FROM MINUTES: NONE NOTED

5. REPORTS:

ADMINISTRATION REPORT

Administration’s report was presented to Council including:

TAXES OWING AS AT February 19, 2019

	CURRENT (2019)	\$0.00
	ARREARS (Incl. 2018)	\$104,241.59
Interest owed on all Outstanding Taxes(Including January 1 interest)		\$50,284.30
	<u>TOTAL TAXES OWING</u>	<u>\$154,525.89</u>
	Less Village property (Tax Recovery)	(\$59,139.77)
	Less Tax EFT Payment Credits for 2019 Tax (EFT Credits)	(\$3,897.81)
	<u>Adjusted Total Taxes Owing (net increase \$4,110.67)</u>	<u>\$91,488.31</u>
• Interest calculated as of January 1, 2019 on unpaid taxes (incl. above)		<u>\$8,722.29</u>
• Amounts added to tax roll for December 31, 2018 (Incl. above)		<u>\$1,779.03</u>

- of the 4 accounts scheduled for shut-off were paid or arrangements made.
- Invoices to Aspen View Schools for utilities for the off-campus school, to Vilna Library for Library wages and to Smoky Lake County for the transfer station and the fire hall cost shares were prepared and sent.
- WCB and T4 reports will completed by the due dates – February 28, 2019.
- The auditor will return to finalize the audit on February 20th and 21st.
- Public Works has been busy with snow removal and equipment repairs. We are working on obtaining a used skid steer.
- Both the lift station (frozen thermostat) and the Village office (broken belt) furnaces failed in the extreme temperatures. In both were repaired.
- The Alberta government has released our 2017 and 2018 MSI funds totaling \$329,432.00. These funds will be used for the sewer line replacement on 49th Avenue.
- We have received the final invoice for engineering costs (lift station).
- We are awaiting a quote to upgrade the programmable logic controller (PLC), the computer and the dialer for the water plant. This will be a capital project.
- Received an update re the Disaster Recovery grant application – I have asked if the provincial representatives can come out to take a tour and he will be traveling here to take a tour on Thursday February 21, 2019.
- Still awaiting an Intermunicipal Collaboration Framework meeting date.
- Smoky Lake Rural Crime Watch, RCMP etc. are willing to do a presentation for the community – Date TBD, organized by the Ag Society.
- Payment has been received on the accepted offer of purchase of the Grand Hall property. Administration is working on the title transfer from the Vilna Main Street Project Society.
- MCSNet tower replacement will occur as soon as they have all federal approvals. This tower is behind the Village municipal office.
- We may need to schedule Committee of the Whole meetings to complete a comprehensive review of policies.
- Administration will be attending the Alberta Water Wastewater Association workshop and seminars March 11-15.
- Administration continues to attempt to ensure that property owners are applying for safety codes permits and inspections – particularly in public/commercial spaces.
- The grant from the Federation of Canadian Municipalities – Municipal Asset Management Program (\$50,000.00 for the sewer infrastructure assessment, report and long range planning) has been fully expended and administration will be completing the final report to FCM.

MAYOR CHAPDELAINE’S REPORTS

Evergreen Waste Management Commission – February, 2019

- Facilities Operating Agreement and Lease Agreements have all been sent to Municipalities for signing.
- Total Income for January 2019 \$88,017.50
- Total Waste collected 1,336.84 tonnes
- Total loads 370
- Waste collected 335.33 tonnes from transfer station
- 951.51 tonnes to Cells

- New Harassment policy being put in place.
- Training program is winding down.
- Concrete from the demolition of Ashmont School was brought for crushing.
- Next Meeting March 21, 2019, 10.AM

Doctors Recruitment & Retention:

- Smoky Lake Medical Clinic has been turned back to Alberta Health. Dr. Lauren's is working out of the Raubenheimer clinic.
- Lakeland Primary Network renovation is underway and should be opening the first week of April.
- Lakeland eye care is now in full operation in Smoky Lake, working out of Smoky Lake pharmacy and Integrated Health care.
- Rhapsody Awards nomination for both Anton and Stephan Raubenheimer have been put in, with a letter of support from the board. The Board is asking for letters of support from all Municipalities in Smoky County.
- Next meeting will be on call of board.

RCDC - February 13, 2019

- I attended the last RCDC meeting.
- It is imperative that council members attend there designated meetings, without the active voting member at meetings we have no input to what's being passed.
- High budgets.

COUNCILLOR ROMANKO'S REPORTS

28/63 Water Commission, January 28

- Supply agreement with Whitefish Lake completed.
- Started paper work with Federal Government for grant—non-negotiable.
- Mallaig extension at Edwand and Newbrook commissioning now.
- Twinning construction to Whitefish has begun.
- Warspite booster station bids are in.
- Reservoir predesign in progress.
- Provincial representative said cheque for Whitefish extension is in the mail. Announced that this is his final meeting because contract is over in February.
- Next Meeting March 5th.

Smoky Lake Foundation Meeting, January 30, 2019

- Payroll is now done locally.
- New BVNook is full, 6 market suites still available
- 2 vacant in DSL.
- Problem with AHS regarding staffing, letter to be sent requesting more.
- Vilna occupancy 24/28, Jenny's Cottage 12/12.
- ECO-Fit did walk through with change of lights, taps, and shower heads free of charge.
- New Building has problems:
 - Heat panels falling
 - Eaves, down spouts too small
 - Heat in mechanical room
 - Latching issues with some doors
- CAO Report
- CUPE settlement, voting February 4th.
- Government will pay off mortgage with ATB, and will own building, we will only provide housekeeping and food.
- New system (Yardi) will allow break down of individual lodges in the future.
- Next Meeting March 27.

DEPUTY MAYOR DYCK'S REPORT

- Muni-Corr meeting was cancelled

- Brought forward an inquiry about a Community Bulletin Board for posters.
- Public Skating at the arena has seen 70 people to date.
- Made a snow removal complaint.
- Assisting Smoky Lake with their Citizens on Patrol Program, an information meeting scheduled there for February 20, 2019.

RES: 011-19 Moved by Councillor Romanko that the reports be accepted for information.

CARRIED

6. BUSINESS:

a. **RCDC Annual Mandate Letter & Strategic Priorities Chart**

The mandate letter provides the Joint Municipalities Committee annual direction to the Regional Community Development Committee (RCDC) and is an agreement on the parties' respective roles and responsibilities. The Letter confirms the RCDC's mandate and priority actions and forms the basis for the development of the Annual Economic and Community Development Strategic Plan to the four member Councils.

2019

Joint Municipalities Meeting	Regional Community Development Committee
January 28, 2019 – Motion # JMM-173-19	November 13, 2018 – Motion # 07-18
Joint Municipal Priorities	
• Inter-Municipal Collaboration Framework - JMM	• GIS Collaboration - Phase Three
• Waskatenau Nuisance Ground: Reduce Setback	• Stakeholder Participation
• Unstoppable Conversations	• FCSS Services: Inventory
	• Community and Regional Economic Support (CARES) Grant: Phase Two
	• Welcome Wagon Initiative
Advocacy Priorities	
• Vilna Hospital X-Ray - JMM	• Regional Community Alternative Transportation for Seniors and Medically-at-Risk – RCDC - Motion 135-17
• Local Road Bridge Program - JMM	• Smoky Lake Day Care Cooperative
• Highway 28 Rehabilitation Upgrades - JMM	• Mental Health Services
Economic Development Priorities	
	• Available Land Map
	• Annual Marketing Plan
	• Grow Local Business Organizations: Chambers
	• Business Startup Support Services
	• Regional Business Directory

RES: 012-19 Moved by Mayor Chapdelaine that the Village of Vilna approve the Regional Community Development Committee 2019 Mandate Letter and 2019 Priorities Chart as recommended by the Joint Municipalities Meeting held on January 28, 2019 and the Regional Community Development Committee Meeting held on November 13, 2018.

CARRIED

b. **Assessment Review Board Appointments**

The Municipal Government Act requires that Assessment Review Board Officials are appointed annually by Council. As a member of the Capital Region Assessment Services Commission (CRASC) the Village of Vilna also partakes of Assessment Review Board services but is still required to annually appoint the Chairman, the Certified Clerk and the Certified Panelists of the Assessment Review Board.

RES: 013-19 Moved by Mayor Chapdelaine that the Village of Vilna for 2019 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: 014-19 Moved by Councillor Romanko that the Village of Vilna for 2019 appoint Judy Bennett, 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: 015-19 Moved by Deputy Mayor Dyck that the Village of Vilna for 2019 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

c. 2019 RCDC Budget

The 2019 RCDC Budget was presented to Council at the November 19, 2018 Council meeting with Council resolving that the Council of the Village of Vilna request of the RCDC Committee that an attempt be made to reduce the budget. Unfortunately, the RCDC Committee voted against the Vilna request.

RES: 016-19 Moved by Mayor Chapdelaine that Council approve the proposed 2019 RCDC budget for total municipally contributed revenues of \$124,820.00 with the Village of Vilna's contribution not to exceed \$9,260.12. CARRIED

7. BYLAWS AND POLICIES

a. Utility Billing Policy #503 amendment

RES: 017-19 Moved by Mayor Chapdelaine that Policy #503 be amended as presented. CARRIED

8. FINANCIAL REPORT

a. Accounts paid to February 14, 2019	\$105,244.31
i. December 31, 2018 Cheques 13451 - 13462	\$68,177.27
ii. EFT December 31, 2018 (2018157)	\$ 63.46
iii. Jan. 1 – Feb. 14/19 Cheques 13463-13477	\$17,590.65
iv. EFT's Jan. 1 – Feb. 14/19 (2019001-2019008)	\$ 7,138.51
v. EFT Payroll January, 2019	\$12,274.42

RES: 018-19 Moved by Councillor Romanko that the accounts paid to February 14, 2019 in the amount of \$105,244.31 be approved. CARRIED

9. CORRESPONDENCE

- a. AUMA, re: 2019 Insurance Renewal
- b. AUMA, re: Resource Communities of Canada coalition
- c. Alberta Municipal Affairs, re: Municipal Excellence Award program
- d. Alberta Municipal Affairs, re: Alberta Community Partnership program
- e. Aspen View Public Schools, re: H.A. Kostash School
- f. Aspen View Public Schools, re: Newsletters
- g. Alberta Health Services, re: Summary of Jan. 21/19 Community Meeting
- h. Alberta Counsel, re: The NEWS, Premier's Review
- i. Infrastructure Solutions Inc., re: Assessment Management Policies, support
- j. Smoky Lake County, re: Fire News Bulletin
- k. Village of Glendon, re: Curling Bonspiel Invitation
- l. AUMA, re: Newsletter

RES.019-19 Moved by Councillor Romanko that the Correspondence identified in the agenda be accepted for information. CARRIED

10. NEXT MEETINGS

- a. Council Meeting – March 18, 2019 – 7:00 pm
- b. Council Meeting.- April 9, 2019 – 7:00 pm.
- c. Joint Municipalities – Smoky Lake County April 1, 2019 – 6:00 pm
- d. Regional Fire & Rescue – February 22, 2019, 1 pm – Smoky Lake County
- e. Dr. Recruitment & Retention – March 11, 2019
- f. Evergreen Regional Waste Management March 21, 2019
- g. RCDC –March 25 – 10:00 am
- h. Smoky Lake Foundation – March 27, 2019
- i. Hwy 28/63 Regional Water Services Comm. – March 5, 2019 – 10 am
- j. Muni-Corr – March 11, 2019 – 10 am St. Paul County Board Room
- k. Vilna Ag Society – March 11, 2019 7:30 pm
- l. HUB – February 25, 2019 – 10am

RES. 020-19 Moved by Councillor Romanko that the meeting schedule be accepted for information.
CARRIED

11. ADJOURNMENT

RES. 021-19 Moved by Mayor Chapdelaine that the meeting adjourned at 9:10 p.m.
CARRIED

Leo Chapdelaine, Mayor

S E A L

Loni Leslie, CAO