

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA
IN THE PROVINCE OF ALBERTA, HELD ON TUESDAY, MARCH 18, 2021
IN THE COUNCIL CHAMBERS OF THE VILLAGE OF VILNA MUNICIPAL OFFICE
5135 – 50TH STREET, VILNA AT 11:30 A.M.**

PRESENT: Mayor Leo Chapdelaine
Deputy Mayor Donald Romanko
Councillor Roy Dyck
Earla Wagar, Interim CAO

ABSENT:

GALLERY: Richard Jean, JMD Group – Present 2020 Audited Financial Reports

ORDER: Mayor Chapdelaine called the Regular Council Meeting to order at 12:10 a.m.

1. AGENDA:

RES: 073-21 Moved by Deputy Mayor Romanko that the Agenda be accepted as presented.

CARRIED

2. DELEGATION

Richard Jean, JMD Group presented the 2020 Audited Financial Reports to Council indicating that the Village is in a good financial position with only \$87,970.00 in outstanding debt and \$319,899.00 in Reserves for expenditures including street paving and water meter replacements.

RES: 074-21 Moved by Councillor Dyck that the 2020 Audited Financial Report, as presented by Richard Jean of JMD LLP

CARRIED

<p>1. AGENDA Additions/Changes</p> <p>2. DELEGATION</p> <ul style="list-style-type: none"> a. Richard Jean, JMD Group – Present 2020 Audited Financial Reports b. Sgt. Tina Chan, RCMP – Discuss policing <p>3. MINUTES</p> <ul style="list-style-type: none"> a. March 18, 2021 <p>4. BUSINESS ARISING FROM MINUTES</p> <p>5. REPORTS</p> <p>6. BUSINESS:</p> <ul style="list-style-type: none"> a. Acceptance of Audited Reports b. RCDC Budget c. Appoint Subdivision and Development Appeal Board d. 2021 Dr. Recruitment & Retention Budget e. Ukrainian Twinning Committee f. Regional Heritage Board <p>7. BYLAWS AND POLICIES</p> <ul style="list-style-type: none"> a. #566-21 Bylaw Enforcement Officer b. #567-21 Municipal Library Board c. #568-21 Procedures Bylaw d. #560-21 Pet Ownership Bylaw e. #569-21 MuniCorr Bylaw DRAFT <p>8. FINANCIAL REPORT</p> <ul style="list-style-type: none"> a. Accounts paid – Mar 18, 2021 – Apr 8, 2021 \$87,562.68 <ul style="list-style-type: none"> i. A/P Mar 18 2021, –Apr 8, 2021 (13886-13900) \$73,586.22 ii. EFT Mar.18, –Apr 8, 2021 (2021020-2021022) \$ 1,778.64 iii. EFT Payroll March 2021 \$12,197.82 <p>9. CORRESPONDENCE</p> <p>10. NEXT MEETINGS</p> <p>11. CLOSED SESSION</p> <p>12. ADJOURNMENT</p>

3. MINUTES

a. Regular Council Meeting March 18, 2021

RES: 075-21

Moved by Deputy Mayor Romanko that the minutes from the March 18th, 2021 Regular Council Meeting be accepted as presented.

CARRIED

4. BUSINESS ARISING FROM MINUTES:

5. REPORTS:

a. **ADMINISTRATION REPORT**

CURRENT TAXES(2021)	(\$20,172.42)
ARREARS_	\$115,592.37
<u>TOTAL TAXES OWING</u>	<u>\$95,779.95</u>
<u>Interest & Penalties</u>	
Less Village property (Tax Recovery)	<u>(\$24,839.99)</u>
	\$70,939.96

Outstanding Taxes

- On March 31, 2021 I registered caveats on 12 properties that have taxes more than one year in arrears. I received partial payment on one, and I hope the notification of the arrears caveat will scare some of them into paying.
- I was able to get a tax payment agreement involving 3 other properties;
- I got confirmation of payment on 3 properties;
- We had previous agreements on 3 properties;
- We currently have 1 property that was offered for tax recovery but wasn't sold and is still in the owner's name and 2 that have been transferred to the Village title.
- One is the old lumber yard where Public Works is storing materials. We should take title to it, but if we do that we have to pay for it. Currently there are \$22,000.00 worth of taxes outstanding on it.
- There is one property that didn't sell at tax sale last year. Outstanding Taxes are about \$6,300.00. It needs cleaning up before it will sell. Has an old foundation in the back. I will transfer title to the Village as tax recovery property. It doesn't make sense to add taxes to it only to have to write them off later.

2020 Audit

- The 2020 Audit is almost complete. The auditors will be at your April 15th Meeting to present it to you.

Public Works

- The owner of the highway service station building is concerned that the roadway to his property (49th Street) is very narrow and would like it widened. The road was kept narrow because the overhead power line hangs very low there and could easily be pulled down with a high truck. We would have to get ATCO to move their pole before we could do anything with the road.
- With the frost coming out they want to get the paving and boulevards done on 49th avenue and also repair the street and sidewalk in front of the Outreach School.
- They are currently repairing potholes
- Culverts have been ordered to repair crushed and damaged ones and hopefully deter any future flooding.

Business Licenses

- As per your directive at the last meeting, I am working on preparing the Business Licenses and letters for the businesses indicating that Council will be forgiving the license fees for 2021.

Water Plant Reservoir

- No grants yet.

2021 Construction Projects

- Water meter replacements
- The initial project for 2021 will be the completion of 49th avenue, including the ditch and boulevard repairs and the surfacing.
- The Infrastructure Study indicates that we will have more water and sewer mains to look and,
- Based on the frustrations with getting the water valves shut off, this is a priority as well.
- 1st calls have been done and the contractor should be here by Thursday to begin these repairs.

Regional administrators Meeting April 6, 2020

- Three topics were discussed.
- 1. Ukrainian Twinning Committee Parameters and bylaw
- 2. Regional Heritage Board Update & bylaw.
- 3. Funding for the Intermunicipal Collaboration Framework was left over, we discussed options for spending the funds that still fall under the parameters of the grant.

MAYOR CHAPDELAINÉ'S REPORTS***Doctor Retention & Recruitment Meeting – April 8, 2021***

- The Committee met to discuss the Alberta Health Services proposal to reduce the number of lab hours at the Vilna Health Clinic. There is a concern that if the lab hours are cut, the necessity to travel to Smoky Lake for tests could implicate the use of the Vilna Pharmacy.
- The Board is compiling letters to be forwarded to Alberta Precisions Labs; Alberta Health Services; David Hanson, MAL Bonnyville-Cold Lake; Glenn van Dijken, MLA Barrhead-Morinville-Westlock; Shannon Stubbs, MP Lakeland; Saddle Lake Chief; Whitefish (Goodfish) Lake Chief; and the three doctors that practice in Vilna. Each of the member municipalities and the reserves along with the doctors will be forwarding letters on behalf of the Vilna Medical Clinic.
- Upon speaking to Alberta Precision Labs Services, they acknowledged that they will hold off reducing the Lab hours in Vilna until all documentation is received and can be reviewed.
- Next Meeting – Call of the Chair

DEPUTY MAYOR ROMANKO'S REPORT***Highway 28/63 Water Commission – March 22nd, 2021***

- The 2020 Financial Audit was presented to the Board,
 - The year closed with a \$25,000.00 deficit.
- Manager's Report
 - Our MLA has been notified regarding the non-payment of the balance of the grant for Whitefish Lake;
 - There is still no resolution from Whitefish Lake regarding the signed agreement, COVID has resulted in less meetings;
 - A report is being prepared for the possible expansion of the water line from Newbrook to Waskatenau. The expansion need is cited as an increase in

the use of truck-fills as well as the potential for adding Saddle Lake Reserve and Kikino Settlement to the system.

- Associated Engineers
 - gave an update on warrantees,
 - Reviewing upgrades of lone from Newbrook to Waskatenau for future connections.
 - Goodfish Lake reservoir is ready except for outside work,
 - There has been no correspondence from the Province or MLA;
- Bylaws need to be updated by September, 2021,
- It is proposed that a template letter be written to NE MuniCorr regarding their proposal to charge fees, indicating that the charges would be a breach of trust.
- Next meeting at the call of the Chair.

COUNCILLOR DYCK'S REPORTS

- It seems that with the weather improving the crime rate in the community is increasing.

RES: 076-21 Moved by Councillor Dyck that the reports be accepted as presented.

CARRIED

6. BUSINESS:

b. 2021 RCDC Budget

RES: 077-21 Moved by Mayor Chapdelaine that Resolution #041-21 be rescinded and that the Village of Vilna Approve the RCDC amended 2021 Operating Budget indicating anticipated expenditures of \$100,000.00 with the Village contribution being \$5,500.00 or 5.5% of the proposed budget.

CARRIED

c. Subdivision and Development Appeal Board

RES: 078-21... Moved by Mayor Chapdelaine that the following members be appointed to the Village of Vilna Subdivision and Development Appeal Board for the 2021 year:

- Grant Gillund,
- Christine Hansen,
- Jerry Melnyk,
- Richard Dubetz,
- M. Ross Whitelaw, and
- Dominique Cere.

CARRIED

RES: 079-21 Moved by Deputy Mayor Romanko that Kyle Schole be appointed as the Village of Vilna Subdivision and Development Appeal Board Clerk for the 2021 year.

CARRIED

d. 2021 Dr. Recruitment and Retention Budget

RES: 080-21 Moved by Deputy Mayor Romanko that the Council of the Village of Vilna approved the 2021 Budget for the Smoky Lake Region's Doctor Retention and Recruitment Committee with the Doctor Retention portion of the Budget being \$24,000.00, whereby Smoky Lake County shall contribute 61% or \$14,640.00, Town of Smoky Lake contributing 26% or \$6,240.00, the Village of Vilna contributing 7% or \$1,680.00 and the Village of Waskatenau contributing 6% or \$1,440.00; and further acknowledge that there was a zero budget recommended for the "Doctor Recruitment" portion due to a Year 2020 surplus in the amount of \$106,153.00 which can be utilized, as recommended at the Doctor Recruitment and Retention Committee meeting held on February 18th, 2021.

CARRIED

e. Ukrainian Twinning Committee Terms of Reference

RES: 081-21 Moved by Mayor Chapdelaine that the Village of Vilna accept the proposed Ukrainian Twinning Committee Terms of Reference with a recommendation that the funding formula be based on population rather than the Trider formula.

CARRIED

f. Regional Heritage Board

Council reviewed the proposed Joint Heritage Board Agreement and Bylaw and agreed that the Committee should fall under the umbrella of the Intermunicipal Collaboration Committee to retain control of the scope and budget of the Committee.

Mayor Chapdelaine indicated that since the Vilna School will be 100 years old in 2021 and the Village will reach 100 in 2023, that the community is considering enhancing the park between the Water Plant and the Seniors Lodge as a centennial heritage project.

7. BYLAWS AND POLICIES

a. Bylaw #566-21 Bylaw Enforcement Bylaw

RES: 082-21 Moved by Deputy Mayor Romanko that 1st Reading be given to Bylaw #566-21 titled the Vilna Bylaw Enforcement Officer Bylaw

CARRIED

RES: 083-21 Moved by Mayor Chapdelaine that 2nd Reading be given to Bylaw #566-21 titled the Vilna Bylaw Enforcement Officer Bylaw

CARRIED

RES: 084-21 Moved by Councillor Dyck that 3rd and final Reading be given to Bylaw #566-21 titled the Vilna Bylaw Enforcement Officer Bylaw and shall come in to force upon acceptance of the 3rd reading. .

CARRIED

b. Bylaw #567 – Municipal Library Board

RES: 085-21 Moved by Deputy Mayor Romanko that 1st Reading be given to Bylaw #567-21 titled the Vilna ___ Library Board Bylaw

CARRIED

RES: 086-21 Moved by Mayor Chapdelaine that 2nd Reading be given to Bylaw #567-21 titled the Vilna ___ Library Board Bylaw.

CARRIED

RES: 087-21 Moved by Councillor Dyck that 3rd and final Reading be given to Bylaw #567-21 titled the Vilna ___ Library Board Bylaw and shall come in to force upon acceptance of the 3rd reading. .

CARRIED

c. Bylaw #568 – Procedures Bylaw

RES: 088-21 Moved by Mayor Chapdelaine that 1st Reading be given to Bylaw #568-21 titled the Procedures Bylaw

CARRIED

RES: 089-21 Moved by Deputy Mayor Ropmanko that 2nd Reading be given to Bylaw #568-21 titled Procedures Bylaw.

CARRIED

RES: 090-21 Moved by Councillor Dyck that 3rd and final Reading be given to Bylaw #568-21 titled the Procedures Bylaw and shall come in to force upon acceptance of the 3rd reading. .

CARRIED

d. Bylaw #560-21 Pet Ownership Bylaw

Amendments to Bylaw #560-21 included the exception that back yard hens could be kept by property owners only, not tenants and clarification that this is not a Cat Control Bylaw.

The Bylaw was further amended limiting the keeping of honey bees to property owners only, and specific details regarding the placement of the hives and yard security were added.

Administration reported that the Penalty Section of the Bylaw had been sent to Municipal Affairs for consideration and recommendation. Amendments are being make.

e. Bylaw #569-21 NE MuniCorr Bylaw

Council reviewed the proposed updated NE MuniCorr Bylaw and agreed that the proposed bylaw is acceptable except for Clause #11 which restricts utility companies from accessing the corridor to service their utilities.

RES: 091-21 Moved by Mayor Chapdelaine that NE MuniCorr be notified that the Village of Vilna was not agreeable to Clause 1b in the proposed bylaw restricting utility companies from accessing the corridor for the purpose of servicing and repairing their utility.

CARRIED

8. FINANCIAL REPORT

a. Accounts paid – March 18 – April 8, 2021	\$87,562.68
i. A/P Mar 18 2021, –Apr 8, 2021 (13886-13900)	\$73,586.22
ii. EFT Mar.18, –Apr 8, 2021 (2021020-2021022)	\$ 1,778.64
iii. EFT Payroll March 2021	\$12,197.82

RES: 092-21 Moved by Mayor Chapdelaine that the payment of the accounts in the amount of \$87,562.68 for the month of March 18 – April 8, 2021 be accepted as presented.

CARRIED

9. CORRESPONDENCE

- a. Alberta Health Services, re: Vilna Health Centre Lab
- b. Alberta Public Works Association, re: National Public Works Week
- c. Victoria Home Guard Historical Society, re: Annual Report
- d. Land and Property Rights Tribunal, re: Amalgamation of Boards
- e. RCMP, re: Quarterly Report
- f. RCMP, re: Summary of Questions from Public Engagement
- g. ATCO Electric, re: Customer Report

10. NEXT MEETINGS

- a. April 15, 2021 - Regular Council – 12:00 a.m.
- b. April 15, 2021 – CRASC – 10:00 a.m. ZOOM
- c. April 14-16, 2021 – AUMA Spring Conference
- d. April 20, 2021 – Evergreen Waste – 10:00 a.m. - ZOOM
- e. April 21, 2021 – Smoky Lake Senior’s Foundation – 10:00 a.m. ZOOM
- f. April 26, 2021 – RCDC – 9:00 a.m. –ZOOM
- g. May 10, 2021 – MuniCorr – 10:00 a.m. ZOOM
- h. May 20, 2021 – Regular Council – 10:00 a.m.

RES. 093-21 Moved by Deputy Mayor Romanko that Council Meeting Schedule be adopted.

CARRIED

11. CLOSED SESSION

12. ADJOURNMENT

RES. 094-21 Moved by Mayor Chapdelaine that the meeting adjourned at 1:45 p.m.

CARRIED

Leo Chapdelaine, Mayor

S E A L

Earla Wagar, Interim CAO