

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA**

IN THE PROVINCE OF ALBERTA, HELD ON TUESDAY, SEPTEMBER 21, 2015  
IN THE COUNCIL CHAMBERS OF THE VILLAGE OF VILNA MUNICIPAL OFFICE

---

**PRESENT:** Mayor Donald Romanko  
Deputy Mayor Frank Barry

Loni Leslie, Chief Administrative Officer  
Earla Wagar, Administrative Clerk

**ABSENT:**

**GALLERY:** Jennifer Soch  
Katherine Paton

**ORDER:** Mayor Romanko called the meeting to order at 7:00 P.M.

**1. AGENDA:**

Amendments:

- 6 (f) Northeast MuniCorr Representative
- 11. In Camera session – Personnel

**Res. 066-15** Deputy Mayor Barry moved the agenda be accepted as amended.

CARRIED

**2. DELEGATION:**

Jen Soch and Katherine Paton share with Council the results of an unsolicited volunteer effort by members of the Vilna Fire Association and other community members to enhance Mushroom Park.

The initial project was to plant and maintain flowers in the hanging pots and flower baskets and gardens along Main Street.

They followed this with recognition for funds to put toward the upgrade of Mushroom Park. A 7 week-end dedication of garage sales with donations from the entire community resulted in sufficient funds to have the “mushrooms” repainted and the benches repaired.

The Fire Fighters Association furthered their commitment for an outside skating rink and basketball court by

constructing a change shelter and equipment storage facility. The structure is currently being adorned with painted scenery and the Fire Department Decal.

They have spoken to the teacher at the Outreach School and suggested that the Outreach Students become stewards of the park and assist the community in monitoring and maintaining the facility.

They further indicated that their fund raising was so successful that they felt they would continue the program in 2016 and put funds toward upgrading and repairing the existing playground equipment at the park.

They have made three requests of Council:

1. Have the front of the park, where the water break has damaged the sidewalk, repaired. This will allow safer and more attractive access.
2. Develop equipment access to allow for maintenance, perhaps along the north or west side.
3. Provide garbage and recycling containers. There is a possibility that they will be able to access bins if the Village would provide the containers.

Mayor Romanko, on behalf of Council expressed heartfelt appreciation for all the work that this group of volunteers has done to enhance our noted tourist attraction. He expressed special gratitude to Jen and Kay for their fund raising initiatives and work party organization; Jen and Kathy Fehr for their flower planting program; Stephanie English for her carpentry skills in the construction of the skate shelter and Angie Connolly for her artistic talents in painting the shelter.

Mayor Romanko further indicated that Council would address their requests as priorities in the 2016 budget.

### **3. MINUTES:**

- a. Regular Meeting, June 15, 2015

#### **Res. 067-15**

Moved by Deputy Mayor Frank Barry that the minutes from the June 15, 2015 Regular Council meeting be accepted as presented.

- b. Special Meeting, August 24, 2015

**Res. 068-15**

Moved by Mayor Romanko that the minutes from the Special Meeting held on August 24, 2015 to address the need to hold a Bi-election resulting from Councillor Klassen's move out of the Village and his subsequent resignation from Council, be accepted as presented.

c. Special Meeting, August 31, 2015

**Res. 069-15**

Moved by Deputy Mayor Frank Barry that the minutes from the Special Meeting held on August 31, 2015 to address the need to initiate the Capital Works project to upgrade the Sewer Lift Station, be accepted as presented.

CARRIED

**4. BUSINESS ARISING:**

- a. Bi-Election – Nomination Advertisement has been placed in the Redwater Review indicating that Nomination Day would be scheduled for Monday, September 28, 2015, with nominations being accepted between 10:00 a.m. and 12:00 noon at the Village Office.

**5. REPORTS:****ADMINISTRATION REPORT**

**Presented by Loni Leslie, CAO**

- Taxes –Current (2015 Arrears) total is \$56,174.09. Of this amount \$12,502.68 is payment by EFT (by December). Prior Years Taxes Owing is \$63,776.75 + interest on those and current - \$28,606.76. \$30,916.33 is owed on property now in the Village's name via tax recovery. There are some prepaid taxes of<\$802.29>. The total owing is \$191,174.32. We are currently collecting arrears monthly on agreements to avoid tax recovery auction (this accounts for \$66,948.45 of the total) however a couple of ratepayers in particular are not honoring their agreement and we may have to auction theirs.
- The AUMA Annual Convention is scheduled for September 23<sup>rd</sup> to 25<sup>th</sup>, in Calgary.
- Plugged sewer on 50<sup>th</sup> Avenue, tried to clear by using vacuum truck and flushing, but had to hire a power flusher. Had the line

camera'd. Dislodged clumps of grease, hair, diapers, paper, chunks of broken sewer service line, and bits of asphalt.

- Met with a potential business interest that was looking to build a 30,000 square foot warehouse. We have heard back that the potential business is not moving forward at this time. This could be due to the oil patch downturn, as the potential business would be serving Ft. McMurray and to Cold Lake.
- A spot inspection was held by Alberta Environment on the water facilities and paperwork on September 10<sup>th</sup>, 2015. The inspection went well and we should be receiving a report.
- The lagoon will be released on October 5<sup>th</sup> to the 19<sup>th</sup>.
- The work to upgrade the lift station – design and tender should be completed very soon. We have requested funding from Transportation and will be hearing of our approval/rejection when the province has passed its budget.
- The Vilna Firefighters Association has made some wonderful contributions to the Park this year. Two of the ladies held a garage sale over several weeks (donations of money and items for the sale were made from all over the area!). They earned enough to hire a painter for the Mushrooms and order boards for the benches. The Association also purchased the materials to construct a skate shelter with equipment storage for the skating rink area.
- The cooler weather is not making it a top-notch year for the campground, but we are still at a profit so far.
- Smoky Lake County Council requested a letter of release to the County regarding the well and the subsequent turnover of the bulk water charging equipment. This has caused the delay of said turnover.
- We are applying for reclamation of the water well, as we currently have two water registrations – which is not permitted by Alberta Environment. Our original one is the High Quality Ground Water registration and the current one is for the distribution of the water from the regional system. The application will request that we are permitted to continue to maintain the well in such a way as to permit usage of the well in a fire emergency where the reservoir / water commission supply may not be able to keep up with the demand. The well must be permanently disconnected from the distribution system, but with

proper requests and reports we may be permitted to keep the well for municipal uses such as flooding rinks, irrigation, street washing, etc.

- I have submitted the required Safety Codes internal audit information to the Safety Codes Council.
- The new Alberta government has approved a 10% increase in FCSS funding (\$8,154.00 in 2015, will be \$8,765.00 for next year)
- The Joint Municipalities meeting is September 28<sup>th</sup>. One of the items on that agenda will be the Villages review of the Terms of Reference for the amended Fire Services Committee.
- Pothole patching has been completed. Kevin will be repairing, as much as possible, the terrible paving done on the east side of Main Street from 50<sup>th</sup> Avenue north to 52<sup>nd</sup> Avenue and 49<sup>th</sup> Street.
- The Province has, for 2015, rescinded the decision to withdraw the Grant in Lieu of Taxes program for the social housing. This equates to \$10,925.63 now owing by the Foundation (to date not paid, but is reported in unpaid current taxes above).

## **PUBLIC WORKS REPORT**

### **Provided by Keven Smith**

- The High School has ask me to paint a crosswalk and bus lane next to the sidewalk for the kids protection, I have ordered paint and will hopefully have it done this week, weather permitting.
- I want to release the lagoon in the first week of October talked to Earla about it and she said she would start the paper work
- The Lagoon is mostly mowed and again, weather permitting, it will be finished this week
- The lift station is running fine on the new pump. It would be less stressful to have a back-up pump available as these pumps are hard to find.
- Working on analog readers for metering household water ,we have a few different companies looking for what we need.
- 52<sup>nd</sup> street has been graded and the access to Highway 28 will be repaired as soon as we get a break in the weather and things dry up.
- Garbage truck goes for CVIP (inspection) tomorrow. Had a rad hose blow and sensor parts came in this morning. Will have it going to Smoky Lake tomorrow morning.

- Visit from ESRD (Alberta Environment) last week. Apparently we needed to send them a water sample immediately after we switched over to regional water system. We had tested before we turned the system on, but we missed the sample afterward. This put us in non-compliance but I have made arrangements to get back in compliance.
- Analytic testing has been sent away this week so we should have results of THM and lead testing early next week.
- Weather permitting we will be sealing roads later part of this week.
- Bonnie lake - everything has been going good with lots of positive comments. We will be pulling the dock and cleaning the toilets first week of October

## **MAYOR ROMANKO'S REPORT**

### **Smoky Lake Foundation**

#### ***Meeting June 30, 2015***

- A letter from Alberta Housing approved the proposal to replace old BarVNook.
- Alberta Health Services wants occupancy of ASLI building by March 2017. (Alberta Supportive Living Initiative)
- Waskatenau has requested that the Foundation change the terms of reference to allow the appointment of a member at large.
- Comparison of Administrative costs show we are under budget.
- Approved quote from Genesis for telephone system.
- Approved signage proposal.
- The Board Financial reports finally in order.
- The Maintenance operation costs are over budget. Approval from Alberta Health to increase the funding has been refused, but still pursuing the matter.
- Jeannette Rosichuk's resignation accepted with regret, good bye tea is to be arranged.
- A Maintenance Director has been hired.
- The renaming of "Vilna Villa" to "Jenny's Cottage" took place on July 31<sup>st</sup>.

#### ***Meeting August 19, 2015***

- No answer on Vilna Lodge renewal (generator)
- Sprinkler system for Vilna Lodge approved

- Going to use “Yardi System” for accounting beginning in January, so will not need services of Capital Housing.
- Still working to get extra funding for over expenditure on Maintenance.
- Alberta Housing approval method of replacing old BarVNook looking good.
- The Board is very pleased with the accurate and current reporting practices of the new Maintenance Director.
- Next meeting September 16, 9:00 am in new building

### ***Project Meeting, August 19, 2015***

- Update on orders for furniture
- Decided no railings on front
- Expected take over September 1, occupancy September 14
- Roof to be re-inspected

### **HUB Annual Meeting, June 25, 2015 St. Paul**

- Reports given by Department heads as well as Chair indicated a successful year.
- Over \$600 000 in grants from several Government Departments
- Rural Business Centers manager reported on projects. Disappointed in attendance –looking at new ways to encourage attendance.
- New website opened (printed example circulated to Council).
- Michael Reeves president of Ports to Plains gave interesting presentation:
  - ◆ importance of rural regions in Texas as well as Alberta, identifying the economic and geographic similarities;
  - ◆ use road systems to enhance co-operation

### **Highway 28/63 Water Commission, August 6, 2015 Thorhild**

- No problems is operations;
- Most of meeting was about the St. Paul County connection;
- Brownlee LLP is to prepare Master Agreement with St. Paul County;
- St. Paul County connection anticipated in 3 year plan, reported by Provincial Representative. They want the existing accounts cleared up.
- Engineer reported that the Inland contract still has deficiencies;
- Phase III final inspection this fall.

**28/63 Water Commission Special Meeting, August 25, 2015**

- Commission is being sued regarding the anticipated use of adjacent properties during construction. It was decided to allow Brownlee answer charge.
- Deputy Minister to meet with St. Paul County regarding their connection to our line.

**28/63 Water Commission, September 1, Smoky Lake**

- Draft agreement with St. Paul from Brownlee not complete;
- Extended the engineering contract with Associated Engineering;
- There are still 2 outstanding deficiencies with Inline, still with holding hold back;
- Still haven't agreed to connection fee with St. Paul;
- All meetings now to be held in Smoky Lake to reduce costs.

**Evergreen Regional Waste Management Meeting, St. Paul, September 3, 2015**

- Presentation by Alberta Recycling, interesting information about tire recycling and grants available –up to \$30,000 matching;
- Have to check if getting special rate for fuel from Co-op;
- No money is to be paid to Alberta Innovation Energy and Environmental Solutions until the Board receives an updated report;
- Will check with Brownlee in order to cancel contract with K & K Recycling;
- Loader down need \$7,000 for parts plus labor to repair;
- Discussed possible truck purchase to haul from other locations, to be put in to updated Business Plan;
- Air Space report received;
- Next meeting October 8 at 9:00 am, afternoon reserved for consultants reports.

**DEPUTY MAYOR BARRY REPORTS****Vilna Agricultural Society – September 14, 2015**

- 2015 Fair review: on the whole the fair was well received;
  - Fireworks applauded;
  - Suggested that signage be improved and have the bench show booklets out earlier;



- Power supply an issue for outside vendors.
- Need more workers which would relieve those working;
- Suggest we reduce the number of porta potties downtown;
- Community Awareness night cancelled for this year work on it for next year;
- Discuss holding volunteer potluck no date set
- Next casino will be in the last quarter of 2016
- Agreed to sponsor up to 5 people to attend the proposal and grant writing Learning Council presentation in Nov.
- Next meeting Oct. 14/15

### Smoky Lake **Foundation Sept.16, 2015**

- Had no response to the Vilna Lodge renewal proposal so moving it to executive level of provincial government.
- RFP to replace Bar V Nook not yet issued
- Most of Administration files and equipment has been moved out of County office;
- New manager hired for Smoky Lake --- was temporary replacement (from Willingdon). She started on September 17<sup>th</sup>. She is also a certified Health Care worker.
- Moving dates for Lodge are the September 23, 24, 25 and 26<sup>th</sup>. It is anticipated that everything will be moved by Saturday,
- The school has been asked to help with the move.
- Working on parking lot at Vilna Lodge;
- Goodfish Lake house is a real problem. It has been vandalized despite boarding it up securely.
- A meeting is planned for September 17<sup>th</sup> to explain the move to residents and families.
- Decided to sod the back area to help with flooding problem.
- Sent a letter to the Town of Smoky Lake asking them to deal with the potential flooding problem at the back. The Board has done what it can.
- Looked at and decided on landscaping plans.
- Have only received one response pertaining to the Health Spending Accounts.
- Looking at 4 year Business Plan which will focus on Vilna –seek advice on replacing it if possible, if not look into renovations.
- Chair expressed our pleasure with work Continuing Care (CC) has provided .

- Moved to accept Continuing Care Project Management Proposal after considerable discussion.
- Next meeting Oct 14<sup>th</sup> @ 9AM

**Res 070-15**

Moved by Mayor Romanko that the reports be accepted for information.

CARRIED

**6. NEW BUSINESS****a) Mushroom Park – Vilna Fire Fighters Association**

During the summer, a few people from the Vilna Firefighters Association collected items and had a garage sale to benefit the recreational facilities in Mushroom Park. Specifically, they raised enough money to pay for the painting of the mushrooms and replace boards for the benches (which were wooden and rotting) made from a durable plastic. Personal Thank You Cards will be prepared for two individuals, in particular.

The Vilna Firefighters Association also purchased wood and materials to build a skate shelter next to where they provided the paved area (which is used for basketball etc. in the summer and ice skating in winter). The shelter has been built and painted – there are some finishing things they would like to do before it is completely finished.

**Res 071-15**

Moved by Deputy Mayor Barry that special recognition be given to the Vilna and District Fire Fighters Association for their generous contributions toward the enhancement of Mushroom Park and the overall beautification of the Village, and that this recognition be noted in the form of a plaque as well as an article in the Redwater Review.

CARRIED

**b) Ratepayer Request – Refund of prior year over taxation.**

A ratepayer brought to the attention of administration that the frontage measurement in the electronic system (computer) was in error by 6.4 feet. Upon investigation, the error has carried over since 1997, probably when the files were being entered onto the computer. The correct frontage is 90.6 feet, but recorded as 96.6 (rounded to 97) feet. For 2015 the error resulted in a difference

of \$9.60. The adjustment was made to the tax file for 2015 in accordance with Section 338 of the MGA.

For adjustments prior to current year, a decision of Council is required. From 1996 to 2014 there is an overcharge of \$108.80 in total. The ratepayer has requested that the adjustment be refunded, with interest.

**Res. 072-15**

Moved by Mayor Romanko that approval be given to refund or credit the tax account of the ratepayer whose frontage assessment was recorded incorrectly, with the total amount of \$108.80, for the overcharge from 1996 to 2014.

CARRIED

**c) High Quality Ground Water Well - License**

Alberta Environment has requested that the Village raw water well be decommissioned. A distribution registration was issued when the Village tied into the regional water line. At that time the well was disconnected from the treatment and distribution system. At the time the documentation was not filed to cancel the diversion and distribution registration. There is a possibility that permission can be given to retain the original license at a reduced allocation for potential municipal uses such as ice rink, irrigation, street washing, dust control, etc.

**Res. 073-15**

Moved by Deputy Mayor Barry that an application be forwarded to ESRD identifying the potential ground water uses and estimated amount of water required, with a request to be able to retain our existing ground water license at a reduced allocation.

CARRIED

**d) Regional Fire Services Committee**

At the June 2015 Joint Municipalities meeting it was resolved that each respective Council review the amended Regional Fire Services Committee Terms of Reference which will be presented at the next Joint Municipalities meeting in September, for consideration.

**Res. 074-15** Moved by Mayor Romanko that the Village of Vilna approve the concept of a Regional Fire Protection Services Committee, jointly with Smoky Lake County, the Town of Smoky Lake and the Village of Waskatenau.

CARRIED

**e) Medical Assist First Response Program**

At the last Joint Municipalities meeting a presentation on the Medical Assist First Response Program was made. It was resolved that each municipality should review the program and determine whether or not each Fire Department wishes to participate.

The Vilna Fire Chief has indicated that it is the consensus of the Vilna Fire Department that they are not interested in committing to the program at this time.

**Res. 075-15** Moved by Deputy Mayor Barry that based on the input from the Fire Department, the Village of Vilna will decline participation in the Medical Assist First Response program.

CARRIED

**f) Northeast MuniCorr Appointment**

The resignation of Councillor Stephen Klassen has left a void on the MuniCorr Board. Mayor Romanko is currently the alternate representative. It was suggested that the appointments to this board be considered at this time in order to ensure that a representative will be able to attend and represent the Village at a Special Meeting proposed for the last week of September.

**Res. 076-15** Moved by Mayor Romanko that he will volunteer to represent the Village on the MuniCorr Board with Deputy Mayor Barry acting as the alternate representative.

CARRIED

**7. BYLAWS AND POLICIES:**

Based on discussions and resolution whereby the municipalities agree to participate in a Regional Fire and Rescue Committee, a Bylaw should be considered authorizing each municipality to

enter into a Joint Agreement to establish the provision of a Smoky Lake Region Fire and Rescue Committee. The proposal will be discussed at the next Joint Municipalities meeting scheduled for September 28, 2015 in Waskatenau.

## **8. FINANCIAL REPORT:**

### **a) Expenditures**

#### **Res. 077-15**

Moved by Mayor Romanko that the expenditures from June 1, 2015 to September 18, 2015 totaling \$242,620.71 through payment of cheques #12491 – 12588 in the amount of \$198,461.85 and direct deposits and payroll to August 31, 2015 in the amount of \$44,158.86 be accepted for information.

CARRIED

## **9. CORRESPONDENCE:**

- a) AUMA Annual Conference
- b) ATCO Electric, RE: 2016 Forecast
- c) Community Futures, RE: Board Appointments
- d) Alberta Municipal Affairs, RE: 2015 Gas Tax Fund Grant
- e) Alberta Municipal Affairs, RE: 2015 2015-16 MSI Grants
- f) Alberta Municipal Affairs, RE: Declined Grant application
- g) Canadian Wireless Telecommunications, re: Recycling
- h) Vilna Fish & Games, RE: Request for support
- i) Alberta Environment & Parks, RE: Clerical Error on Survey
- j) TransCanada Trail, RE: Workshop
- k) Labour Law, RE: Alberta Minimum Wage increase
- l) Smoky Lake Foundation, RE: Grand Opening of Bar-V-Nook
- m) Municipal Planning Services, RE: Subdivision approval
- n) Redwater Review, RE: Bi-Election Nomination Ad.
- o) Vilna Citizens on Patrol, RE: Thank you note for donation

#### **Res. 078-15**

Moved by Deputy Mayor Barry that the correspondence be accepted for information.

CARRIED

Mayor Romanko called a break at 8:40 p.m. and reconvened the meeting at 8:45 p.m.

## **10. "IN CAMERA"**

#### **Res. 079-15**

Moved by Mayor Romanko that Council move 'In Camera' at 8:45 p.m. to discuss a personnel issue.

CARRIED

**s. 080-15** Moved by Deputy Mayor Barry that Council come “Out of Camera” at 9:10 p.m.

CARRIED

**11. NEXT MEETING:**

- a) Joint Municipalities – Monday, September 28, 2015
- c) Regular Council - October 19, 2015

**12. ADJOURNMENT:**

**Res. 081-15** Mayor Romanko adjourned the meeting at 9:10 p.m.

---

Donald Romanko,  
Mayor

---

Loni Leslie, CAO