

MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA IN THE PROVINCE OF ALBERTA, HELD ON MONDAY, NOVEMBER 19, 2018 IN THE COUNCIL CHAMBERS OF THE VILLAGE OF VILNA MUNICIPAL OFFICE 5135 – 50 STREET, VILNA AT 7:00 PM

**PRESENT:** Mayor Leo Chapdelaine  
Deputy Mayor Roy Dyck  
Councillor Donald Romanko

Earla Wagar, Administration Clerk  
Loni Leslie, Chief Administrative Officer

**ABSENT:**

**GALLERY:**

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

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| <p><b>1. AGENDA</b><br/>Additions/Changes</p> <p><b>2. DELEGATION</b></p> <p><b>3. MINUTES</b><br/>a. October 15, 2018<br/>b. Organizational Meeting October 15, 2018</p> <p><b>4. BUSINESS ARISING FROM MINUTES</b></p> <p><b>5. REPORTS</b><br/>a. Administration: Loni Leslie<br/>b. Council Reports</p> <p><b>6. BUSINESS:</b><br/>a. ACP Action Plan GIS 3<br/>b. R.C.D.C. Budget<br/>c. Name Municipal Office (address)<br/>d. Christmas Break<br/>e. NLLS 2019 Levy<br/>f. Bascor Developments Ltd. Development Application<br/>g. Community Futures representative</p> <p><b>7. BYLAWS AND POLICIES</b><br/>a. DRAFT – Utility Service Bylaw #534-18 (For Review and Consideration at a future meeting)</p> <p><b>8. FINANCIAL REPORT</b><br/>a. <b>Accounts paid to October 9, 2018</b> <b>\$72,177.42</b><br/>i. Oct. 10 – Nov. 14, 2018 Cheques 13391 - 13402 \$50,166.43<br/>ii. EFT Oct. 10.- Nov. 14, 2018 (2018119-2018120) \$ 7,901.79<br/>iii. EFT Payroll October, 2018<br/>\$14,109.20</p> <p><b>9. CORRESPONDENCE</b></p> <p><b>10. NEXT MEETING</b></p> <p><b>11. CLOSED SESSION</b></p> <p><b>12. ADJOURNMENT</b></p> |
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**RES: 195-18** Moved by Councillor Romanko that the Agenda be adopted as amended including  
6.e NLLS Levy Increase  
6.f Bascor Developments Ltd., Smoky Lake County Development Application  
6.g Community Futures representative.

CARRIED

**3. MINUTES**

**RES: 196-18** Moved by Mayor Chapdelaine that the Minutes of the Organizational Meeting of October 15, be adopted as presented. CARRIED

**RES: 197-18** Moved by Deputy Mayor Dyck that the Minutes of the Regular Council Meeting of October 15, be adopted as presented. CARRIED

**4. BUSINESS ARISING FROM MINUTES:**

**5. REPORTS:**

**ADMINISTRATION REPORT**

**TAXES OWING AS AT November 19, 2018**

<b>CURRENT (2018)</b>	\$46,352.84
Interest July 1, 2018	\$6,427.96

<b>ARREARS (reduced by \$2,936.70)</b>	\$71,269.29
<b>Interest owed on all Outstanding Taxes(reduced by \$3,314.71)</b>	\$43,112.08
<b><u>TOTAL TAXES OWING(reduced by \$10,713.32)</u></b>	<u>\$160,734.21</u>
Less Village property (Tax Recovery)	\$69,830.28)
Less Taxes to be Paid Monthly by Dec 31, 2018 (EFT)	(\$6,394.17)
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<b><u>Adjusted Total Taxes Owing</u></b>	<b><u>\$84,509.76</u></b>

The Administration report was presented to Council including:

- Five utility accounts are scheduled for shut-off on November 30, 2018.
- The auditor has booked the pre-audit for one day December 5, 2018.
- Atco Electric has contracted power pole replacement in the Village on November 21, 2018 from 9am to noon and 1pm to 4pm. The Village power grid, excluding 3 phase power (school, lodge, health centre) will be off during repair hours. Public works will monitor the water plant and the lift station.
- In September, public works staff discovered another drip device installed pre-meter. The owner was contacted and assured staff that this would change before opening the valve for winter. This situation will be monitored.
- The Capital Region Northeast Water Services Commission has today sent advice that their water rate will be increasing due to an Epcor increase in rates. It is not known at this time if the Highway 28/63 Water Commission will also be increasing their rate to us. The increase is \$0.092 per m<sup>3</sup>.
- We have been advised that there will be increases in library levy from Northern Lights Library System from \$5.07 to \$5.15 per resident.
- Municipal Affairs has advised the Village of a Municipal Accountability Program inspection in 2019. All municipalities under 5000 population will be inspected.
- Frank Barry expressed interest in the vacant position on the Community Futures Board representing the Village.
- The culvert at 50<sup>th</sup> Avenue and 49<sup>th</sup> Street was flushed and cleaned with the assistance of high pressure water.
- The AFRRCS radio system acquisition (emergency response) was delayed.
- The contractor who is handling the Inter-Municipal Collaboration Framework has requested an inventory of shared services historical resolutions and bylaws. This required a significant amount of administration time.
- The sewer line in need of repair – exact location has been identified by the engineer. Public works is working on scheduling and logistics.
- Christmas Day and New Year’s Day both fall on Tuesdays; Vilna Transfer Station will be closed those days. Signs have been posted to advise patrons.
- A resident was fined and a resident warned for dogs running loose in the Village. One other was verbally advised of Village bylaws (new resident). The fines were paid and no other problems have been observed since.
- The long standing parking violation has been resolved.

**MAYOR CHAPDELAINE’S REPORTS**

**Capital Region Assessment Services Commission – October 24, 2018**

- Barrhead has now been approved as a Non-Member municipality for ARB Services (Assessment Review Board).
- Next meeting December 7, 2018 – 10:00 a.m.

**Evergreen Waste Management:**

- Total income to September 30,2018 \$124,828.
- Total waste collected 1,501.19 tonnes,
- Where the Waste went:
  - Transfer Station- 267.7 tn
  - Burn Pits - 1.39 tn
  - Cells - 1,236.10 tn
- Update in Evergreen Training Program:
  - There will be a media release in October 02/18 in Bonnyville and also at the Frog Lake Site to expand on the training program. This program is allowing trainees to learn and adapt skills that are needed at their transfer stations in their communities.
- Contracts with each participating municipality will be looked into prior to the next meeting.

**Regional Health Authority**

- Concern was raised regarding aids for Personal Care

- The Committee still has not resolved the issue with the Vilna X-ray machine;

#### **COUNCILLOR ROMANKO'S REPORTS**

##### **Smoky Foundation, 2018**

- The meeting was postponed until December 5<sup>th</sup> 2018

##### **28/63 Water Commission, 2018**

- There is a concern that Whitefish Reserve still has not signed the service agreement that would provide water to them.
- It was further noted that Indigenous and Northern Affairs Canada has dedicated about \$22M toward the project.
- The Telus issue is anticipated to be resolved within the next year.
- The Commission Manager position has been eliminated and the administrative work will be taken over by Smoky Lake County.
- The Commission has entered into a 5 year agreement with MuniCorr.

#### **DEPUTY MAYOR DYCK'S REPORTS**

##### **R.C.D.C. – November 13, 2018**

- The Committee has elected Craig Lukinuk as Chair and Lorne Halisky as Deputy Chair.
- Setbacks have been reviewed regarding the old Waskatenau Nuisance Grounds.
- The Committee reviewed the 2019 Budget reflecting a \$2,600.00 increase (Vilna).

##### **MUNI-CORR – November 16, 2018**

- Encroachment agreements are being worked on;
- The Bellis Encroachment Agreement has been signed;
- It has been resolved that when the current 10 year agreements end they will be replaced with 5 year agreements.

**RES: 198-18** Moved by Councillor Romanko that the reports be accepted for information.

CARRIED

#### **6. BUSINESS:**

##### **a. Alberta Community Partnership Grant – GIS Phase 3**

Phase 3 of the project “Regional GIS Stage 3 - Condition and Data Assessment” under the “Intermunicipal Collaboration” Component for the Grant amount is \$200,000.00 for which the Town of Smoky Lake is managing Partner.

**RES: 199-18** Moved by Mayor Chapdelaine that the Village of Vilna in partnership with the Town of Smoky Lake and the Village of Waskatenau participate in the application in the 2018-2019 Alberta Community Partnership (ACP) Grant Application for Project Title: “Regional GIS Stage 3 - Condition and Data Assessment” under the “Intermunicipal Collaboration” Component for the Grant amount of \$200,000.00; and that the Town of Smoky Lake will be the Managing Partner under the Municipal Affairs ACP Grant; and further agrees to abide by the terms of a Conditional Grant Agreement governing the purpose and use of the grant funds.

CARRIED

##### **b. RCDC 2019 Budget**

During the November 13, 2018 meeting of the Regional Community Development Committee (RCDC), the Committee approved the 2019 Budget. Unfortunately, with higher costs for the 2018 year and a lower carry over and increased expense, the Village's portion of expense for 2019 will be greater by 30% or \$2,830.65.

**RES. 200-18** Moved by Councillor Romanko that Council respond to the RCDC Committee requesting an attempt to reduce the budget.

CARRIED

##### **c. Municipal Office Declaration**

Section 204 of the Municipal Government Act (MGA) requires that “A Council must name a place as its municipal Office. The building that currently houses the municipal office was purchased from the TD Bank in January, 2000. No declaration or resolution in the records after that date.

- RES: 201-18** Moved by Mayor Chapdelaine that in accordance with Municipal Government Act Section 204, the Municipal Office of the Village of Vilna is and shall be located at 5135 – 50 Street, Vilna, Alberta. CARRIED

**d. Christmas Office Closure**

Typically the Village Office is closed over the Christmas Break – This year the dates will be December 21, 2018 to January 2nd, 2019, inclusive.

- RES: 202-18** Moved by Deputy Mayor Dyck that the Village Office be closed from December 21<sup>nd</sup>, 2018 until January 2<sup>nd</sup>, 2019 inclusive and further that if any tax or utility payments are received on January 3<sup>rd</sup>, 2019 they will be received as if on or before December 31, 2018 and not subject to applicable penalties. CARRIED

**e. Northern Lights Library System 2019 Requisition**

The NLLS Library Board has advised that they have approved a levy increase for 2019 in order to meet budgeted expenditures. The increase is \$0.08 per capita changing our requisition from \$5.07 to \$5.15 per capita which equates to \$23.20.

- RES: 203-18** Moved by Councillor Romanko that Council of the Village of Vilna approve the Northern Lights Library System 2019 budget increase in municipal levy from \$5.07 to \$5.15 per capita. CARRIED

**f. Bascor Developments Ltd.**

Bascor Developments Ltd. has made application to Smoky Lake County to proceed with Phase 2 of the Bonnie Lake residential development of 66 residential lots. A request has been made of the Council of the Village indicating support for the project.

- RES: 204-18** Moved by Mayor Chapdelaine that Council of the Village of Vilna agree to provide a letter supporting Bascor Developments Ltd. in the proposed Phase 2 residential development at Bonnie Lake. CARRIED

**g. Community Futures St. Paul – Smoky Lake**

- RES: 205-18** Moved by Councillor Romanko that Frank Barry be appointed to represent the Village of Vilna on the Community Futures St. Paul-Smoky Lake Region Board. CARRIED

**7. BYLAWS AND POLICIES**

- a. Utility Service Bylaw #534-18** *deferred to future meeting.*

**8. FINANCIAL REPORT**

<b>a. Accounts paid to November 14, 2018</b>	<b>\$72,177.42</b>
i. Oct. 10 – Nov. 14, 2018 Cheques 13391 - 13402	\$50,166.43
ii. EFT Oct. 10.- Nov. 14, 2018 (2018119-2018120)	\$ 7,901.79
iii. EFT Payroll October, 2018	\$14,109.20

- RES:206-18** Moved by Councillor Romanko that the accounts paid to November 14<sup>th</sup>, 2018 in the amount of \$72,177.42 be approved. CARRIED

**9. CORRESPONDENCE**

- a. Alberta Municipal Affairs, re: Municipal Accountability Program
- b. Alberta Municipal Affairs, re: Builder Licensing Program
- c. Soventix Canada & Algonquin Power, re: Solar Facility
- d. Alberta Municipal Affairs, re: IDP Extension
- e. Alberta Community Services, re: Family Violence Prevention
- f. Farm Safety Centre, re: Safety Smarts program
- g. Capital Region Northeast Water Services Commission, re: Line Shut Down
- h. Aspen View Public Schools, re: October 4 & 18 Newsletters
- i. Aspen View Public Schools, re: HAK School Replacement Project
- j. Smoky Lake County Fire, re: Newsletter
- k. Alberta Emergency Management, re: Framework Review
- l. ATB, re: Weekly Economic Briefing
- m. The News from Alberta Counsel, re: Newsletter

- n. CRASC, re: 2019 Fee Schedule
- o. Municipal Correspondence: Alberta Emergency Management Agency, Appeal
- p. Municipal Correspondence: Roll 88

**RES.207-18** Moved by Councillor Romanko that the Correspondence identified in the agenda be accepted for information. CARRIED

#### 10. NEXT MEETINGS

- 11. Council Meeting – November 19, 2018 – 7:00 p.m.
- 12. Council Meeting – December 17, 2018 – 7:00 p.m.
- 13. CRASC – December 7, 2018 – 10:00 a.m.
- 14. Joint Municipalities – VILNA – January 28, 2019 – 6:00 p.m.
- 15. Regional Fire & Rescue @ call of Chair – Smoky Lake County
- 16. Dr. Recruitment & Retention @ call of Chair
- 17. Evergreen Regional Waste Management –December 6, 2018 – 9:30 a.m.
- 18. RCDC – to be determined – 10:00 a.m.
- 19. HUB December 3, 2018
- 20. Smoky Lake Foundation – December 5, 2018
- 21. Highway 28/63 Regional Water Services Commission – November 28, 2018, 10:00 a.m.
- 22. Highway 28/63 Regional Water Services Commission – December 13, 2018, 10:00 a.m.
- 23. Muni-Corr – December 10, 2018 – 10:00 a.m. St. Paul County Board Room
- 24. Vilna Ag Society December 10, 2018 7:30pm

**RES. 208-18** Moved by Councillor Romanko that the meeting schedule be accepted for information. CARRIED

**Mayor Chapdelaine called for a brief recess at 8:40 p.m., reconvening the meeting at 8:50 p.m.**

#### 11. CLOSED SESSION

**RES. 209-18** Moved by Councillor Romanko that Council move into Closed Session at 8:50 p.m. to discuss an Offer to Purchase of Village Owned Land under FOIPP 16.1, as well as discuss the Annual CAO Review under FOIPP Section 19.1. CARRIED

**RES. 210-18** Moved by Mayor Chapdelaine that Council move out of Closed Session at 9:40 p.m. CARRIED

9:42 p.m. – Meeting resumed with no public present.

**RES. 211-18** Moved by Mayor Chapdelaine that CAO Loni Leslie be given authority to negotiate the sale of municipal property referred to as Lots 18 & 19, Block 3, Plan 1887CL and present a proposal to Council at the December 17<sup>th</sup>, 2018 Council meeting. CARRIED

#### 12. ADJOURNMENT

**RES. 212-18** Moved by Mayor Chapdelaine that the meeting adjourned at 9:50 p.m. CARRIED

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Leo Chapdelaine, Mayor

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Loni Leslie, CAO