

MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA IN THE PROVINCE OF ALBERTA, HELD ON MONDAY, DECEMBER 17, 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: Trevor Gill
Denise Gill
John Mainwaring

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

1. **AGENDA**

1. AGENDA		
	Additions/Changes	
2. DELEGATION		
a.	Trevor Gill, Community Security	
3. MINUTES		
a.	November 19, 2018	
4. BUSINESS ARISING FROM MINUTES		
a.	Bascor Support Letter	
5. REPORTS		
a.	Administration: Loni Leslie	
b.	Council Reports	
6. BUSINESS:		
a.	2019 Interim Budget	
b.	Canadian Auto Rescue & Storage	
7. BYLAWS AND POLICIES		
a.	DRAFT – Utility Service Bylaw #534-18 (For Review and Consideration at a future meeting)	
8. FINANCIAL REPORT		
9. FINANCIAL REPORT		
a.	Accounts paid to December 11, 2018	\$49,813.56
i.	Nov. 15 – Dec. 11, 2018 - Cheques 13417-13431	\$36,025.09
ii.	EFT Dec 11, 2018 (2018135-2018143)	\$ 1,924.71
iii.	EFT Payroll November, 2018	\$11,863.76
10. CORRESPONDENCE		
11. NEXT MEETING		
12. CLOSED SESSION		
13. ADJOURNMENT		

RES: 213-18 Moved by Councillor Romanko that the Agenda be adopted as amended including
2.b Delegation: John Mainwaring representing Breadwinners Society of Alberta
CARRIED

2. **DELEGATION**

a. **Trevor Gill**

Mr. Gill addressed Council regarding his thoughts regarding the recent break-ins in the Village and his suggestions about address the problem of increasing crime in the rural areas, and specifically Vilna.

- RCMP Response time to an incident could range from 40 minutes to an hour;
- Some of his suggestions included installing bollards through Main Street, installing securing cameras, deterrent signage, and public involvement. His initial communication included cost estimates for each of his suggestions.

Mayor Chapdelaine thanked Mr. Gill for his obvious concern for the Village and the thoughts and consideration he gave to the issues. Mayor Chapdelaine explained to Mr. Gill that prior to these latest break-ins the Ag. Society had begun to put together a community

meeting addressing these concerns and others. The meeting is tentatively scheduled for January to mid-February. He further indicated that Vilna has a very active COPS program with volunteers patrolling not only the Village but the rural area around the Village as well. The Village has asked that the issue of Rural Crime be addressed at the next Joint Municipalities meeting scheduled for the end of January where the concerns will be directly discussed with the RCMP.

b. John Mainwaring

Mr. Mainwaring, representing the Breadwinners Society of Alberta, spoke to Council about his organization and the assistance they might be able to give to the Village. He indicated that they offer support to communities by:

- assisting small businesses with startup processes
- assisting with minor sports and community social programs

Mayor Chapdelaine thanked Mr. Mainwaring for his interest in our community. He assured him that Mr. Mainwaring interests will be forwarded to community organizations and if any of them feel his assistance will benefit them, they will make contract.

3. MINUTES

RES: 214-18 Moved by Deputy Mayor Dyck that the Minutes of the Regular Council Meeting of November 19, 2018 be adopted as presented. CARRIED

4. BUSINESS ARISING FROM MINUTES:

Administration circulated to Council the Letter of Support sent to Bascor Developments indicating the Village’s support of the residential development being proposed for Bonnie Lake.

5. REPORTS:

ADMINISTRATION REPORT

Administration report was presented to Council including:

TAXES OWING AS AT December 17, 2018	
CURRENT (2018) reduced by \$4,461.91	\$43,475.35
Interest July 1, 2018	\$6,427.96
ARREARS (<i>reduced by \$2,936.70</i>)	\$71,037.49
Interest owed on all Outstanding Taxes(<i>reduced by \$3,314.71</i>)	\$42,663.07
<u>TOTAL TAXES OWING(reduced by \$10,713.32)</u>	<u>\$163,603.87</u>
Less Village property (Tax Recovery)	\$59,139.77)
Less Taxes to be Paid Monthly by Dec 31, 2018 (EFT)	(\$5,044.36)
<i><u>Adjusted Total Taxes Owing</u></i>	<i><u>\$84,509.76</u></i>
<i><u>Amounts added to Tax Roll</u></i>	<i><u>\$2,037.06</u></i>

- Of the 5 accounts scheduled for shut-off, all have made payments or arrangements.
- The auditor was here for one day December 5, 2018. All went well and they will be back in February.
- The power pole replacement November 21, 2018 went very well. There were a couple of hiccups at the water plant, but this was monitored and had no effect on services.
- Continue to monitor progress on the illegal drip device change out. We have been assured that this would change before opening the valve.
- Public Works has affixed a blade to the older John Deere mower body and also purchased chains. This equipment will help when we have a heavier snowfall. Snow removal (piles) was completed.
- The lift station, water treatment plant will be undergoing a couple of minor repairs in the coming month. The final inspection and wet well cleaning is scheduled before December 31, 2018. The water treatment plant computer will have to be replaced in 2019.
- Three businesses in the Village were ravaged by criminals in the past 3 weeks. Two were ram raids, one was by pulling the doors from the business in (doorway too narrow) RCMP continues to investigate and to increase their patrols of the Village to try to mitigate. The pharmacy has requested a first call to install bollards in front of their store.

- Fire trucks were being fitted with AFRRCS radios today and some reprogramming of handheld radios was conducted as well. 11 Vilna Firefighters were trained in Fentanyl Overdose mitigation November 27, 2018.
- Administration attended a MuniSoft webinar re: Cyber Security. Most recommendations are already in place.
- We have received two draft and preliminary reports from the engineers (MPE – Grants related). One for Pavement and Sidewalk Assessment and one for Infrastructure (Sewer) Assessment. These are approximately 200 pages total for review
- The information requested for the Inter-Municipal Collaboration Framework inventory of shared services was submitted to the contractor. A meeting of the Committee will be next.
- At the Vilna Ag Society meeting December 10th, 2018 the Board decided to go ahead with the Rural Crime information session for the area. It is anticipated that this will be held in February once scheduling is arranged.
- The proposal for the sale of the old garage property will not move forward. A new offer has been received for the Grand Hall.
- A report was received from the CRTC regarding high speed internet needs was distributed, a copy of the mapping indicates a real shortage in the prairie provinces. The map is in your correspondence packages.
- A comprehensive review of policies for the Village is required. We will begin in the new year.
- The windows in the Village office were sealed and will save substantial dollars in energy costs.
- The MCSNet improvement to internet services is underway. Public notification has been done.
- The RCMP visited the office today looking for demographics information.
- Reporting for the MSI and Transportation grants is in the works. Statements of Funding Expenditures are being completed.
- The report that ambulance personnel would no longer be able to use the Health Centre facility in Vilna has been verified as false. This does not mean that this is the case everywhere in our region.
- A stamp for Commissioner for Oaths was ordered and received for the use of Council members and will be housed at the Village office for your use.
- On January 10, 2019 I will be attending an ASIST (Applied Suicide Intervention Skills Training) I Lac La Biche.

MAYOR CHAPDELAINE'S REPORTS

Capital Region Assessment Services Commission – December, 2018

- It was agreed that we retain the services of Archie Grover & Richard Barham as the administrative team.
- 2019 AGM and Board Meeting dates: April 18/19. July 12/19. October 29/19. AGM. December 6/2019

Evergreen Waste Management Commission – December, 2018

- Municipality agreements are being completed. 2019 Budgets have been approved.
- Total Waste collected 2,021.33 Tn. No. of loads 376.
- Waste went 1022.16 to Transfer Station.
- 999.17 to Cells.
- Total income for November \$138,707.50.
- Concrete Waste from Ashmont School is now being crushed at Evergreen and is available to municipalities we should arrange to have some stock piled for future use.
- Next meeting January 10, 2019 - 10:00 AM.

Doctors Recruitment & Retention:

- Proposed Budget Update:
 - Increase to \$100,000.00
 - Smoky Lake County- 61.2 % -\$61,176.47.
 - Town of Smoky Lake 25.29 %-\$25,882.85.
 - Village of Vilna 7.1%-\$7,058.82.
 - Village of Waskatenau 5.9% \$5,882.35.

This is an increase from \$1,680.00 from Vilna to assist in the Locum program and retention incentives to \$7,058.82 to assist in the medical clinic operations.

- Dr. Fatokun requesting costs associated the Smoky Lake Medical Clinic \$21,630.00 were voted not to accept as this is a cost of doing business. It was agreed that we would bear the cost of continuing to operate clinic at a cost of \$15,000.00.
- Dr. Lourens is planning on being in Vilna for the beginning of January 2019.
- PCN building located at 151 White Earth St. Renovations should be underway.
- Next meeting is left to the Call of the Chair.

COUNCILLOR ROMANKO'S REPORTS

Smoky Foundation, 2018

- BAR V NOOK
 - BVN meeting for dementia caregivers, drop in workshop, 1st Tuesday of month.
 - Renting going well, 2 bedrooms are being looked at by several people.
- VILNA 36/40
 - Lodge nominated for Eden Award, goal is to win next year.
 - New Rec Director doing very well, several new ideas are working.
 - Generator works.
 - Christmas party very successful.
- Bargaining on December 10/11.
 - Working for 3year accreditation policies are essential.
- Maintenance:
 - Harmony Manor needs 3 water heaters and 2 furnaces.
- List of deficiencies in new building sent to contractor.
- Need to upgrade heat in Mechanical Room before gets very cold.
- ACHA Conference April 15-17
- Next meeting January 30.
- Budget Meeting followed, reviewed, no change to the requisition this year, hopefully will reduce once full year in new building.

28/63 Water Commission, . 2018

- Commission Manager reported signing of water agreement with Whitefish, asked to be project management for building of reservoir.
- Water rate increased to \$ 2.3198 per cubic meter. Admin fees down \$3,000 from last year.
- Associate Engineering reported tenders awarded for Whitefish, preconstruction meeting next week. Construction to start in January.
- Reservoir planning meeting next week.
- Small problem with electricity for Mallaig project will be corrected.
- Provincial Representative wants all projects to be completed by 2020. Province will front end Federal funding for reservoir.

HUB - December 3, 2018

- Financials look good especially since Lloydminster joined.
- Had a meeting with Minister Bilious, believes in RETAs, listened, wanted to quantify projects, made no promises regarding future funding.
- New RABC advisor introduced. Looking to enhance programming.
- Operations plan reviewed: Agriculture—value added; Entrepreneurship; Investment difficulties—expansion and retention; Business support; Regional Community capacity.
- Budget no changes, holding the line. Looking to increase membership.
- Projects:
 - Aerospace Technology and Defense (Unmanned drones)
 - Opportunity Identification
 - Hemp Project
 - Eastern Alberta Trade Corridor
- ATCO Telecom Presentation
 - Looking to provide dark fibre. Municipalities partner with ATCO and gets franchise fees.

DEPUTY MAYOR DYCK'S REPORTS**MUNI-CORR**

- December meeting was cancelled

CITZENS ON PATROL – VILNA

- COPS is preparing for a meeting in mid to late January with a speaker from COPS Alberta
- They are hoping to increase the membership in conjunction with Rural Crime Watch.
- I will be making a presentation to the Town of Smoky Lake Council on January 14th, 2019.

RES: 215-18 Moved by Councillor Romanko that the reports be accepted for information.

CARRIED

6. BUSINESS:**a. 2019 Interim Budget**

Administration presented an unaudited summary of the accounts to November 30th and estimated to December 31, 2018. Based on these numbers Council was asked to consider an interim Operating Budget for 2019, including an estimation of the capital projects for 2019.

RES: 216-18 Moved by Mayor Chapdelaine Council approve the Operating amounts from the 2018 Budget as an Interim 2019 Budget.

CARRIED

b. Canadian Auto Rescue & Storage

A Village of Vilna vehicle was stolen from the transfer station north compound on or about November 3, 2018. The vehicle was no longer used by the Village and was being stored there.

On November 15, 2018 I received a call from the RCMP that they were advising we remove the vehicle license plate.

An agreement was negotiated with Canadian Auto Rescue & Storage to sign over the vehicle with the Village covering the cost of towing and environmental fees of \$480.00 plus GST.

RES: 217-18 Moved by Deputy Mayor Dyck that without changing the terms or the intent of the Bill of Sale for the 1981 GMC 3500 to Canadian Auto Rescue & Storage, the Village recognizes the tow fees and enviro fees totaling \$480.00 plus GST and agrees to pay this amount to Canadian Auto Rescue and Storage.

CARRIED

c. Doctor Recruitment & Retention Operating Budget

The Doctor Recruitment & Retention Committee has evolved from a fund to provide assistance to the local doctors when they fill-in with locum services at the Smoky Lake Hospital, to a fund to provide incentives to encourage the doctors to continue to provide services to our rural communities, to assistance in funding clinics and enhancing the facilities in order to encourage doctors to remain in or come to our communities.

RES: 218-18 Moved by Mayor Chapdelaine that the Doctor Recruitment and Retention Committee Budget be raised to \$100,000.00 for 2019, and the Village of Vilna contribution to the Doctors Recruitment and Retention fund be increased from \$1,680.00 per year to \$7,058.82

CARRIED

7. BYLAWS AND POLICIES

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

8. FINANCIAL REPORT

a. Accounts paid to December 11, 2018	\$49,813.56
i. Nov. 15 – Dec. 11, 2018 Cheques 13403 - 13431	\$36,025.09
ii. EFT Nov. 15.- Dec. 11, 2018 (2018135-2018143)	\$ 1,924.71
iii. EFT Payroll November, 2018	\$11,863.76

RES: 219-18 Moved by Councillor Romanko that the accounts paid to December 11th, 2018 in the amount of \$49,813.56 be approved. CARRIED

9. CORRESPONDENCE

- a. Alberta Municipal Affairs, re: Cities of Calgary & Edmonton MSI Grants
- b. AUMA, re: Response to City Charters Fiscal Framework Act.
- c. Colin Piquette, re: News Release regarding Paramedics
- d. Community Planning Association, re: 2019 Conference
- e. Aspen View Public School, re: Newsletter
- f. Vilna Pharmacy, re: Break-In
- g. Spectrum Management, re: Upgrade Internet Tower
- h. JMD Group, LLP, re: Audit Plan Letter
- i. Smoky Lake Holubka Dancers, re: Malanka (Ukrainian New Year) invitation
- j. Vilna.ca, re: November Website Analytics
- k. Smoky Lake County, re: Dr. Recruitment & Retention Budget
- l. Municipal Correspondence, re: Bascor Developments

RES: 220-18 Moved by Councillor Romanko that the Correspondence identified in the agenda be accepted for information. CARRIED

10. NEXT MEETINGS

- a. Council Meeting – December 17, 2018 – 7:00 p.m.
- b. Council Meeting.- January 21, 2018 – 7:00 p.m.
- c. Joint Municipalities – VILNA – January 28, 2019 – 6:00 p.m. @ Sidestreet Restaurant
- d. Regional Fire & Rescue- Call of the Chair – Smoky Lake County
- e. Dr. Recruitment & Retention Call of the Chair
- f. Evergreen Regional Waste Management January 10 – 10 a.m.
- g. RCDC – to be determined – 10:00 a.m.
- h. Smoky Lake Foundation – January 30/19
- i. Highway 28/63 Regional Water Services Comm. – Jan. 14, 2019 - 10:00a.m.
- j. Muni-Corr – January 14, 2019? – 10:00 a.m. St. Paul County Board Room
- k. Vilna Ag Society – January 14, 2019 7:30pm

RES. 221-18 Moved by Councillor Romanko that the meeting schedule be accepted for information. CARRIED

Mayor Chapdelaine called for a brief recess at 8:35 p.m., reconvening the meeting at 8:45 p.m.

11. CLOSED SESSION

RES. 222-18 Moved by Councillor Romanko that Council move into Closed Session at 8:45 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. 223-18 Moved by Councillor Romanko that Council move out of Closed Session at 9:10 p.m. CARRIED

9:10 p.m. – Meeting resumed with no public present.

- a. Grand Hall Sale

RES. 224-18 Moved by Mayor Chapdelaine that Council agree to accept the offer to purchase the municipal property referred to as Lots 18 & 19, Block 3, Plan 1887CL, referred to as the Grand Hall, for the net amount of One Thousand (\$1,000.00) to the Vilna New Hope

Community Church, on behalf of the Pentecostal Assemblies of Canada on the condition that the building theme remain.

CARRIED

b. Annual Review of the CAO

RES. 225-18 Moved by Mayor Chapdelaine present to CAO Loni Leslie their unanimously reviewed and approved Annual Performance Appraisal for 2018.

CARRIED

12. ADJOURNMENT

RES. 226-18 Moved by Mayor Chapdelaine that the meeting adjourned at 9:15 p.m.

CARRIED

Leo Chapdelaine, Mayor

S E A L

Loni Leslie, CAO