

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA**  
 IN THE PROVINCE OF ALBERTA, HELD ON MONDAY, MARCH 16, 2020  
 IN THE COUNCIL CHAMBERS OF THE VILLAGE OF VILNA MUNICIPAL OFFICE  
 AT 5135 – 50<sup>TH</sup> STREET, VILNA AT 10:00 A.M.

**PRESENT:** Mayor Leo Chapdelaine  
 Deputy Mayor Donald Romanko  
 Councillor Roy Dyck  
 Debbie Hackman, CAO  
 Earla Wagar, Administration Clerk

**ABSENT:**

**GALLERY** Ian Fox, Alberta Emergency Management

**ORDER:** Mayor Chapdelaine called the meeting to order at 10:00 a.m.

**1. AGENDA**

Additions/Changes

**2. DELEGATION**

a. **Ian Fox, Alberta Emergency Services**

**3. MINUTES**

a. Regular Council Meeting – February 18, 2020

**4. BUSINESS ARISING FROM MINUTES**

**5. REPORTS**

a. Administration  
 b. Council Reports

**6. BUSINESS:**

a. Council Resolution Designating Financial Institution  
 b. Borderland Emergency Management Mutual Aid Agreement – Ian Fox  
 c. Appoint Library Board Members  
 d. Outreach School Lease  
 e. Back Yard Chickens – Discussion

**7. BYLAWS AND POLICIES**

a. **Bylaw 550-20 – Interim Finance Bylaw**  
 b. **Bylaw 551-20 – Code of Conduct Bylaw**

**8. FINANCIAL REPORT**

a. <b>Accounts paid Feb. 11-Mar 11, 2020</b>	<b>\$48,801.84</b>
i. A/P Feb. 11– Mar. 11, 2020 (13680- 13693)	\$16,049.80
ii. EFT Feb. 11 – Mar. 11 (2020014- 2020029)	\$18,665.49
iii. EFT Payroll February, 2020	\$14,086.55

**9. NEXT MEETINGS**

**10. ADJOURNMENT**

**1. AGENDA:**

**RES: 044-20** Moved by Deputy Mayor Romanko that the Agenda be accepted as amended to include:

**6.f** Joint Municipalities Meeting  
**6.g** Bonnie Lake Contract  
**6.h** COVID-19 Protocols.

CARRIED

**2. DELEGATION:**

Ian Fox of Alberta Emergency Management attended the meeting to discuss the proposed Borderlands Emergency Management Mutual Aid Agreement. He indicated to Council that the agreement was proposed in order to make it easier

to access assistance during an emergency. The greater number of members provides a broader base for municipalities to access assistance.

Mr. Fox gave Council a report on the COVID -19 status as of March 16<sup>th</sup>, and that it is expected that people will be asked to reduce the amount of person to person contact if possible.

RES: 045-20

CARRIED

**3. MINUTES**

a. February 18, 2020 – Regular Council Meeting

RES: 046-20

Moved by Mayor Chapdelaine that the minutes of the Regular meeting of Council held on February 18<sup>th</sup>, 2020 be accepted as presented.

CARRIED

**4. BUSINESS ARISING FROM MINUTES:**

**5. REPORTS:**

**ADMINISTRATION REPORT**

Administration’s report was presented to Council including:

**TAXES OWING AS AT MARCH 1, 2020**

	<b>CURRENT (2020)</b>	0.00
	<b>ARREARS (&gt;2018)</b>	\$74,786.54
	<b>2019 OUTSTANDING</b>	\$77,598.73
	<b><u>TOTAL TAXES OWING</u></b>	<u>\$152,385.27</u>
	Less Village property (Tax Recovery)	(\$28,097.43)
	EFT Monthly Payments	(\$5,729.85)
	<b><u>February 2020 Transfer Utilities to Taxes</u></b>	<b><u>50.00</u></b>
	<b><u>Adjusted Total Taxes Owing (reduced by \$3,682.68)</u></b>	<b><u>124,337.84</u></b>

- We still haven’t resolved the problem of the high water consumption. Gene Sobolewski from Associated Engineers has been working on meter reading spreadsheets and has determined that, yes, our consumption has increased substantially, according to both our meter and the Commission meter. We have also had concerns raised about low water pressure. There are a couple places on Main Street, near the trail that show water pooling, but nowhere near the volume that the meters indicate. We will keep looking.
- Utility Accounts – The bi-monthly bills were sent out last week. We are only getting readings from about 1/3 – 1/2 of the users. We estimate the rest of them. We do estimate higher than we think they are using, but this is also a problem. Many of the old houses have the meters in the crawl space and are difficult to get to. We found one last week that wasn’t working. I would like to see a meter replacement program in place, but I fear cost would be prohibitive unless we could find a grant program. A system with outside remote readers would be very helpful.
- Effective March 31<sup>st</sup>, Tax Recovery notifications will be placed on all properties more than one year in arrears. That means any property that owes 2018 taxes or later. There are 8 properties that will be getting notifications on their titles.
- The Auditors will be back the third week of March to complete the 2019 Audit.
- We have contracted a consultant to assist in the 2018 Flood Recovery program. He’s going through all of our costs and will submit the application on our behalf.
- The skid steer has been a very effective piece of equipment. With it, **the** PW crew was able to stay on top of the snow on the streets. They will be hiring Danyluk Landscaping to provide a truck to haul the piles of snow away before spring thaw. We don’t need a replay of 2018.
- We have purchased a 2006 Ford half-ton for Public Works. It’s a bit higher than the old one, which makes garbage collection more difficult. The garbage truck is out of

commission. It has electrical issues that are affecting the hydraulics. Hoping to get an estimate on the repair cost soon.

- Joint Muni is our responsibility to Host on March 30<sup>th</sup>. We have booked the Seniors' Drop in Centre. Side Street will be catering.

### **MAYOR CHAPDELAINÉ'S REPORTS**

- *No meetings to report*

### **DEPUTY MAYOR ROMANKO'S REPORTS**

#### ***Regional Fire & Rescue – March 11, 2020***

- Went through the policies;
- Metis Crossing is planning water events for the summer, they have requested assistance from the Fire Departments. The teams aren't qualified for water rescue so Metis Crossing has reached out to Edmonton. Alberta Fish & Wildlife have agreed to support the programs.
- Province will no longer be paying for fire inspections.
- Awards for Volunteers have been reduced in the Provincial Budget, they will be cost shared in the future.
- Junior Fire Fighters program will again be offered in 2020, with topics of 1<sup>st</sup> Aid, Fish and Wildlife Conservation and Social Media. They will accommodate 20 kids for a 5 day camp.
- GAP ANALYSIS regarding Firefighter responses
  - Minimum of 4 People responding each time –
  - Vilna – 79% of the time for day calls and 100% of the calls after 5:00 pm
- Summer Long Week-End On Call Proposal
  - Pay 2 people per community to standby on long week-ends.

#### ***Highway 28/63 Water Commission – February 6, 2020***

- No agreement with lease holder on reservoir site. Final meeting with him and land agent if no agreement
- Province will take over on March 20. Hope to get on site before bird nesting.
- Administration fee will be sent out, less than budgeted.
- By-Law for rate increase passed \$2.336 per cu.

Engineer:

- Commissioning of water lines completed from Smoky Lake to site of reservoir.
- Awarding of contract for reservoir on hold till land is available.

Next meeting March 30.

### **COUNCILLOR DYCK'S REPORT**

#### ***MuniCorr - March 9, 2020***

- *Next Meeting March 20, 2020*

#### ***Region Crime Watch***

- Smoky Lake Rural Crime Watch hosted a Town Hall meeting where home security was discussed. They have special marker pens available that indelibly mark personal property.

**RES- 047-20** Moved by Deputy Mayor **Romanko** that the reports be accepted for information.

CARRIED

**6. BUSINESS:****a. Designation of Financial Institution**

**RES: 048-20** Moved by Mayor Chapdelaine that the Village of Vilna designates the Alberta Treasury Branch as their designated Financial Institution to deposit money belonging to or held by the Village for general banking purposes.

CARRIED

**b. Borderland Mutual Aid Agreement**

**RES: 049-20** Moved by Deputy Mayor Romanko that Council agree in principal with the proposed Multi-Jurisdictional Mutual Aid Agreement and will consider the initiative at such time as it is presented for ratification.

CARRIED

**c. Appointment of Library Board Members**

**RES: 050-20** Moved by Deputy Mayor Romanko that Jett Todd and Ron Farmer be appointed to the Vilna Municipal Library Board, each for a term of three (3) years beginning immediately and ending at the end of March 2023.

CARRIED

**d. Outreach School Lease**

**RES: 051-20** Moved by Mayor Chapdelaine that the Lease Agreement with Aspen View Schools be presented to the School Division to be renewed without changes for a further 5 year term.

CARRIED

**e. Back Yard Chickens**

**RES: 052-20** Moved by Mayor Chapdelaine that the proposed Back Yard Chicken Bylaw be prepared and presented at the next Council meeting in order that the consultation process be initiated.

CARRIED

**f. Joint Municipalities Meeting – March 30, 2020**

**RES: 053-20** Moved by Deputy Mayor Romanko that in light of the COVID-19 Pandemic being upon us, and large gatherings are being discouraged, the scheduled Joint Municipalities meeting, scheduled for March 30, 2020 in Vilna be deferred until such time as it is safe again to congregate, and that the participating municipalities be informed of Council's decision.

CARRIED

**g. Bonnie Lake Campground Operations Proposal**

**RES: 054-20** Moved by Mayor Chapdelaine that the decision of maintenance at Bonnie Lake Campground be deferred.

CARRIED

**h. COVID-19 Community Proposal**

**RES: 055-20** Moved by Councillor Roy Dyck that the proposal presented by the Village's Director of Emergency Management, Frank Barry, to have home deliveries provided for people affected by the COVID-19 pandemic, be considered and acted upon should protection of the public become necessary.

CARRIED

**g. BYLAWS AND POLICIES****a. Bylaw #55-020 Temporary Borrowing Bylaw**

- RES: 056-20** Moved by Mayor Chapdelaine that 1<sup>st</sup> reading be given to Bylaw #550-20, being a Bylaw to establish temporary borrowing for the Village. .  
CARRIED
- RES: 057-20** Moved by Deputy Mayor Romanko that 2<sup>nd</sup> reading be given to Bylaw #550-20, being a Bylaw to establish temporary borrowing for the Village.  
CARRIED
- RES: 058-20** Moved by Councillor Dyck that Unanimous Consent be given to have Bylaw #550-20 **read for a third time** at this meeting.  
CARRIED UNANIMOUSLY
- RES: 059-20** Moved by Mayor Chapdelaine that 3<sup>rd</sup> and final reading be given to Bylaw #550-20, being a Bylaw to establish temporary borrowing for the Village.  
CARRIED
- a. Bylaw #551-20 Councillor Code of Conduct**
- RES: 060-20** Moved by Deputy Mayor Romanko that 1<sup>st</sup> reading be given to Bylaw #551-20, titled the Councillor Code of Conduct Bylaw.  
CARRIED
- RES: 061-20** Moved by Mayor Chapdelaine that 2<sup>nd</sup> reading be given to Bylaw 551-20 titled the Councillor Code of Conduct Bylaw.  
CARRIED
- RES: 062-20** Moved by Councillor Dyck that unanimous consent be given to have Bylaw #551-20 read for a third time at this Council meeting.  
CARRIED UNANIMOUSLY
- RES: 063-20** Moved Mayor Chapdelaine that 3<sup>rd</sup> and final reading be given to Bylaw 551-19 titled the Councillor Code of Conduct Bylaw.  
CARRIED

#### FINANCIAL REPORT

a.	<b>Accounts paid to March 11, 2020</b>	<b>\$48,801.84</b>
i.	A/P Feb 12 – Mar 11/20 (13680- 13693)	\$16,049.80
ii.	EFT Feb 11 –Mar 11/20 (2020014- 2020029)	\$19,665.49
iii.	EFT Payroll February 29, 2020	\$14,086.55

- RES: 064-20** Moved by Mayor Chapdelaine that the accounts paid to March 11, 2020 in the amount of \$48,801.84 be accepted for information.  
CARRIED

#### h. CORRESPONDENCE

- a. MP Shannon Stubbs, re: Environmental Restoration Incentive Act
- b. Minister of Municipal Affairs, re: MSI & Gas Tax Grants
- c. Alberta Emergency Management, re: COVID 19 Daily Update
- d. Alberta Seniors & Housing, re: Age Friendly News
- e. Vilna to 28/63 Water Commission, re: Excessive water readings
- f. Vilna to Smoky Lake County, re: SDAB appointments
- g. Vilna regarding RhPAP, Rural Physicians Awards

- RES.065-20** Moved by Deputy Mayor Romanko that the Correspondence identified in the agenda be accepted for information.  
CARRIED

#### i. NEXT MEETINGS

- a. Council Meeting – March 16<sup>th</sup>, 2020 – 10:00 a.m.
- b. Council Meeting – April 16<sup>th</sup>, 2020 – 10:00 a.m.
- c. Council Meeting – May 21<sup>st</sup>, 2020 – 10:00 a.m.

- d. Regional Fire Meeting, Call of Chair
- e. Joint Municipalities – Vilna – *Postponed*
- f. Highway 28/63 Water Commission – *Postponed*
- g. Dr. Recruitment & Retention – March 31, 2020
- h. Evergreen Regional Waste Management – March 19, 2020 – 9:00 a.m.
- i. RCDC – April 6, 2020, - 9:00 a.m.
- j. Smoky Lake Foundation –March 18, 2020
- k. Muni-Corr March 20, 2020 – 10:00 a.m. St. Paul County Board Room
- l. Vilna Ag Society- April 13, 2020 - 7:30pm
- m. HUB – March 23, 2020– 10:00 a.m. St. Paul
- n. CRASC – Call of Chair
- o. Inter-municipal Collaboration Framework,
- p. NLLS –May 23, 2020 – 10:00 a.m.

**RES. 066-20** Moved by Councillor Dyck that the meeting schedule be accepted for information. **CARRIED**

**11. CLOSED SESSION**

**RES.067-20** Moved by Mayor Chapdelaine that the meeting move into Closed Session, at 11:35 a.m. for the purpose of discussing Land Matters. **CARRIED**

**RES.068-20** Moved by Councillor Dyck that the meeting move out of Closed Session at 11:45 a.m. **CARRIED**

**RES.069-20** Moved by Councillor Dyck that Administration discuss the proposal with the Village’s Planners, Municipal Planning Services, for a recommendation on procedure. **CARRIED**

**12. ADJOURNMENT**

**RES. 070-20** Moved by Mayor Chapdelaine that the meeting adjourned at 11:50 a.m. **CARRIED**

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Leo Chapdelaine, Mayor

S E A L

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Debra Hackman, CAO