

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA**  
 IN THE PROVINCE OF ALBERTA, HELD ON MONDAY, NOVEMBER 18, 2019,  
 IN THE COUNCIL CHAMBERS OF THE VILLAGE OF VILNA MUNICIPAL OFFICE  
 AT 5135 – 50<sup>TH</sup> STREET, VILNA AT 7:00 PM

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

Loni Leslie, Chief Administrative Officer

**ABSENT:** Earla Wagar, Administration Clerk

**GALLERY:**

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

**1. AGENDA:**

<p><b>1. AGENDA</b>          Additions/Changes</p> <p><b>2. DELEGATION</b></p> <p><b>3. MINUTES</b></p> <p>    i. October 21, 2019</p> <p>    ii. Special Meeting November 7, 2019</p> <p><b>4. BUSINESS ARISING FROM MINUTES</b></p> <p><b>5. REPORTS</b></p> <p>    i. Administration: Loni Leslie</p> <p>    ii. Council Reports</p> <p><b>6. BUSINESS:</b></p> <p>    i. Redwater Library Board Appointment</p> <p>    ii. RCDC - CARES Grant</p> <p>    iii. NLLS Budget, Chairman's Letter</p> <p>    iv. Christmas Schedule</p> <p>    v. 2020 RCDC Budget Funding Formula</p> <p>    vi. 2020 RCDC Budget Scenario</p> <p><b>7. BYLAWS AND POLICIES</b></p> <p><b>8. FINANCIAL REPORT</b></p> <p>    Accounts paid to November 13, 2019                   <b>\$29,008.93</b></p> <p>    i. Oct. 23 – Nov. 13, 2019 (13618-13628)               \$15,255.53</p> <p>    ii. EFT Oct. 23 – Nov. 13, (2019142-2019151)           \$2,179.16</p> <p>    iii. EFT Payroll October, 2019                         \$11,574.24</p> <p><b>9. CORRESPONDENCE</b></p> <p><b>10. NEXT MEETINGS</b></p> <p><b>11. ADJOURNMENT</b></p>
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**RES: 141-19** Moved by Mayor Chapdelaine that the Agenda be amended to add: Amended May 21, 2019 minutes and Item 6g: GIS Contract and 6h: Go East Magazine Ad.  
**CARRIED**

**2. DELEGATION:**

**3. MINUTES**

a. Regular Meeting, October 21, 2019

**RES: 142-19** Moved by Deputy Mayor Romanko that the minutes from the Regular Meeting of Council on October 21<sup>st</sup>, 2019 be accepted as presented.                   **CARRIED**

b. Special Meeting, November 7, 2019

**RES: 143-19** Moved by Councillor Dyck that the minutes from the Special Meeting of Council on November 7<sup>th</sup>, 2019 be accepted as presented.                   **CARRIED**

c. May 21<sup>st</sup>, 2019 (Resolution to pass the 2019 Budget)

**RES: 144-19** Moved by Councillor Dyck to amend the minutes from the May 21<sup>st</sup>, 2019 meeting of Council to include Resolution 51a - 19, approval of 2019 Budget.

CARRIED

**4. BUSINESS ARISING FROM MINUTES:**

**5. REPORTS:**

**ADMINISTRATION REPORT**

Administration’s report was presented to Council including:

TAXES OWING AS AT October 17, 2019

<b>CURRENT (2019) (reduced by \$6033.53)</b>	\$59,113.96
<b>ARREARS (reduced by \$85.49)</b>	\$71,693.51
<b>Interest owed on Taxes (reduced by \$209.98)</b>	\$37,436.85
<b><u>TOTAL TAXES OWING (Reduced by \$6329.00)</u></b>	<u>\$168,244.32</u>
Less Village property (Tax Recovery)	(\$36,862.71)
EFT Monthly Payments - taxes due by December 31	(\$12,803.85)
<b><u>Adjusted Total Taxes Owing (reduced by \$5647.66)</u></b>	<b><u>\$118,577.86</u></b>
<b><u>Amounts (utilities) added to the tax roll for December 31,</u></b>	
<b><u>2018 (incl. above)</u></b>	<b><u>\$</u></b>
<b><u>July 1, 2019 Interest (incl. above)</u></b>	<b><u>\$5,378.93</u></b>

- 12 properties are scheduled for shut-off as at the billing to October 31, 2019
- The lagoon was released between November 7 and 14, 2019 in preparation for winter.
- Public Works has been busy preparing for winter and the Christmas season.
- On Friday November 15, a waterline break was discovered in a service line of a property. Public Works turned off the cc valve as the owner was not at the property. The owner has not been contacted as the phone number on file is not current, so a letter will be sent.
- November 18<sup>th</sup>, 2019 –Administrator’s meeting – discussion of grants for GIS and for Infrastructure projects. Also at the Administrator’s meeting, we discussed ongoing regional GIS software and maintenance contract. The cost to the Village annually will be approximately \$1,950.00 per year for the next 5 years on the contract. A motion is required tonight.
- We received the \$50,000.00 owing to us for the FCM Municipal Asset Management Program Grant
- The auditors will be in the office on November 20<sup>th</sup> and 26<sup>th</sup> for the pre-audit.
- The consultant for the flood Disaster Recovery Program grant is working on our claim now.
- The Rural Crime Meeting in St. Paul on October 29<sup>th</sup> was very well attended and the stories common to our area of the province, unfortunately.
- The Village has sent out the “late tax” notifications to each owner. Currently there are 3 properties potentially on the auction sale list in April 2020. There is also one property that was on an agreement to pay who has deserted their agreement. This property will have to be sold.
- The campground has been all prepared for shut-down.
- The garbage truck is repaired.
- Public works has been asked to isolate some cc valves which has been done, fortunately without any broken valves.
- We have been approached about selling the grader potentially. Details to come.
- The budget is being worked on and Council will be provided a draft budget with a 3 year financial plan and a 5 year capital plan as required by the Municipal Government Act – Municipal Corporate Planning Regulation. We

should hold a public participation session at some point prior to approving the final 2020 budget.

**RES: 145-19** Moved by Mayor Chapdelaine that the reports be accepted for information.  
CARRIED

### **MAYOR CHAPDELAINÉ'S REPORTS**

#### ***Friends of the Pool Hall Society***

- A barber/hair dresser has been set up in the Pool Hall, offering a line of services ranging from haircuts to manicures.

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

- Alberta is making changes to prevent homeowners from being sued if they injure people committing crimes on their property.

**RES- 146-19** Moved by Deputy Mayor Romanko that the reports be accepted for information.  
CARRIED

## **6. BUSINESS:**

### **a. Vilna Library Board Appointment**

**RES: 147-19** Moved by Mayor Chapdelaine that the Council of the Village of Vilna approve the appointment of Sonja Butler to the Village of Vilna Library Board as of November 18, 2019  
CARRIED

### **b. RCDC - CARES Grant (Community and Regional Economical Support Program)**

**RES: 148-19** Moved by Deputy Mayor Romanko that the Village of Vilna jointly participate with Smoky Lake County, Town of Smoky Lake and the Village of Waskatenau, as the "Smoky Lake Region", to submit an application prior to the December 2019 deadline for the 2020 Community and Regional Economic Support (CARES) program for funding in the amount of \$75,000.00 for the Regional Community Development Committee (RCDC) project titled Strategic Priorities Action Plan 2020-2021; and further approve Smoky Lake County to be the Managing Partner under the said application; and further agree to abide by the terms and conditions of the grant agreement governing the purpose and use of funds.  
CARRIED

### **c. NLLS (Northern Lights Library System) Budget**

**RES: 149-19** Moved by Mayor that a notice be forwarded to the Board of the Northern Lights Library System indicating that the Council of the Village of Vilna does not approve of any increase to the per capita fees for 2020.  
CARRIED

### **d. Christmas Office Schedule**

**RES: 150-19** Moved by Councillor Dyck that the Village Municipal Office will be closed from December 20<sup>th</sup>, 2019 until January 1<sup>st</sup>, 2020 inclusive, and further that if any tax or utility payments are received on January 3<sup>rd</sup>, 2020 they shall be received as if on or before December 31, 2019 and not subject to applicable penalties.  
CARRIED

### **e. 2020 RCDC Budget Funding Formula**

**RES: 151-19** Moved by Mayor Chapdelaine that the Village of Vilna approve the funding formula for the Regional Community Development Committee (RCDC) budget

beginning in the year 2020 at 65% Smoky Lake County, 25% Town of Smoky Lake, 5% Village of Waskatenau and 5% Village of Vilna, of the approved budget amount. CARRIED

**RES: 152-19** Moved by Mayor Chapdelaine that, in the event that the Village of Waskatenau withdraws from the Regional Community Development Committee (RCDC), the Village of Vilna approve the funding formula for the RCDC budget beginning in the year 2020 at 67% Smoky Lake County, 27% Town of Smoky Lake, 6% Village of Vilna of the approved budget amount CARRIED

**f. RCDC BUDGET**

Three scenarios were presented to Council from the RCDC Committee for the 2020 Budget.

- #1 is Status Quo in contributions with higher expenditures and a larger anticipated surplus (reserve);
- #2 is a decrease in contributions with the entire 2019 surplus being used to reduce municipal contributions, but budgeting higher expenditures which includes a full contract CEDO.
- #3 Scenario is an increase in activity to promote the region and heightened visibility but with the same municipal contributions as 2019 (pending formula change).

**RES: 153-19** Moved by Deputy Mayor Romanko that the Village of Vilna recommend to the Regional Community Development Committee that Budget Scenario #3 be the preferred 2020 budget scenario pending finalized municipal contribution formula calculations. CARRIED

**RES: 154-19** Moved by Mayor Chapdelaine that the Village of Vilna request that any surplus from the 2019 Regional Community Development Committee Budget be used to reduce the municipal contributions for 2019. CARRIED

**g. Geospatial Information System (GIS) Contract**

**RES: 155-19** Moved by Councillor Dyck that the Village of Vilna approve that Smoky Lake County execute a contract with MuniSight Ltd. on behalf of the Smoky Lake Region encompassing the municipalities of Smoky Lake County, Town of Smoky Lake, Village of Waskatenau, and the Village of Vilna for the purpose of providing Geographic Information System (GIS) Software Products and Services for a Five-Year Term commencing January 1, 2020 and ending December 31, 2024, as per the MuniSight Ltd. Quote for software licensing #191123 dated November 13, 2019 in the total amount of:

Year-2020	\$68,000.00
Year-2021	\$60,981.00
Year-2022	\$61,897.00
Year-2023	\$62,825.00
Year-2024	\$63,767.00

And for MuniSight Ltd. Quote for support services #191124 dated November 13, 2019 in the total amount of:

Year 2020	\$47,435.00
Year 2021	\$48,056.00
Year 2022	\$48,777.00
Year 2023	\$49,507.00
Year 2024	\$50,250.00

With the annual shares for each municipality proportioned accordingly. CARRIED

**h. Go East Guide Advertising Opportunity**

- RES: 156-19** Moved by Deputy Mayor Romanko that the Village participate with RCDC and other organizations to purchase a two page ad in the 2020 Go East Guide, with the Village contribution estimated to be \$225.00. CARRIED

**7. BYLAWS AND POLICIES****8. FINANCIAL REPORT**

<b>a. Accounts paid to November 13, 2019</b>	<b>\$29,008.93</b>
i. Oct. 23 – Nov. 13, 2019 (Cks 13618-13628)	\$15,255.53
ii. EFT Oct 23 – Nov 13 (2019142-2019151)	\$ 2,179.16
iii. EFT Payroll October, 2019	\$11,574.24

- RES: 157-19** Moved by Mayor Chapdelaine that the accounts paid to November 13, 2019 in the amount of \$29,008.93, be approved. CARRIED

**9. CORRESPONDENCE**

- a. Smoky Lake County, re: North Saskatchewan Watershed – Heritage System nomination
- b. Smoky Lake County Heritage Board, re: North Saskatchewan Watershed – Heritage
- c. Smoky Lake County Heritage Board, re: Proposed Project – Ruthenia School
- d. Minister of Service Alberta, re: Broadband Internet
- e. Arlene Wright, FCSS, re: New 3 year Funding Agreement
- f. Municipal Climate Change Action Centre, re: Assistance and Initiatives
- g. Community Planning Association, re: 2020 Conference
- h. Smoky Lake Foundation, re: Donations for door prizes at Vilna Lodge
- i. RCDC, re: October Newsletter
- j. Minister of Municipal Affairs, re: 2019 Budget Highlights
- k. Alberta Municipal Affairs, re: Emergency Management Training
- l. Municipal Planning Services, re: County Farm Subdivision, for information
- m. Government Finance Officers of Alberta, re: 2019 Provincial Budget
- n. Alberta Counsel, October Newsletter
- o. Alberta Counsel, November Newsletter
- p. ATB Owl, re: Newsletter regarding GDP
- q. FCM, re: Creation of Western Economic Solutions Taskforce
- r. Assessment Services Board, re: Change in Status of Cannabis Growers Property Tax
- s. Aspen View School Board, re: Newsletter
- t. Municipal Services and Legislation, re: Provincial Population Estimates for Grants
- u. Minister of Justice, re: New Policing Funding Formula
- v. ATB Loan, re: FINAL PAYMENT OF ONE OF OUR LOANS
- w. Vilna CAO, re: Letter to Smoky Lake Foundation regarding staff interaction.

- RES.158-19** Moved by Deputy Mayor Romanko that the Correspondence identified in the agenda be accepted for information. CARRIED

**10. NEXT MEETINGS**

- a. Council Meeting – November 18, 2019
- b. Council Meeting – December 16, 2019
- c. Regional Fire Meeting, December 4, 2019 – 1:00 to 5:00 p.m.
- d. Joint Municipalities – Vilna – January 27, 2020 – 6:00 p.m.
- e. Highway 28/63 Water Commission – December 5, 2019 –
- f. Dr. Recruitment & Retention – Call of Chair
- g. Evergreen Regional Waste Management December 19, 2019 – 10:00 a.m.

- h. RCDC – November 19, 2019 - 9:00 a.m.
- i. Smoky Lake Foundation – November 22, 2019 - 9:00 a.m.
- j. Smoky Lake Foundation Christmas Party – Vilna - November 30, 2019
- k. Muni-Corr December 9, 2019 – 10:00 a.m. St. Paul County Board Room
- l. Vilna Ag Society December 9, 2019 - 7:30pm
- m. HUB – November 18, 2019 – 10:00 a.m. St. Paul
- n. CRASC – December 6, 2019
- o. Inter-municipal Collaboration Framework, Call of Chair– 10:00 a.m.
- p. NLLS – November 23, 2019 – 10:00 a.m. -
- q. Rural Crime Meeting with Minister of Justice - October 29, 2019
- r. Regional Administrators Meeting, November 18, 2019 – 1:00 p.m.

**RES. 159-19** Moved by Councillor Dyck that the meeting schedule be accepted for information.  
CARRIED

**11. CLOSED SESSION**

**12. ADJOURNMENT**

**RES. 160-19** Moved by Mayor Chapdelaine that the meeting adjourned at 8:30 p.m.  
CARRIED

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Leo Chapdelaine, Mayor

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Loni Leslie, CAO