

MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA

IN THE PROVINCE OF ALBERTA, HELD ON MONDAY, APRIL 18, 2016
IN THE COUNCIL CHAMBERS OF THE VILLAGE OF VILNA MUNICIPAL OFFICE

PRESENT: Mayor Donald Romanko
Deputy Mayor Frank Barry
Councillor Roy Dyck
Loni Leslie, Chief Administrative Officer
Earla Wagar, Administrative Clerk

ABSENT:

GALLERY: Richard Jean, JDM Group, Municipal Auditor
Alicia Fox, Smoky Lake Signal

ORDER: Mayor Romanko called the meeting to order at 7:01 P.M.

1. AGENDA:**1. AGENDA**

Additions/Changes

2. DELEGATION

- a) Presentation of 2015 Audited Financial Statements by Richard Jean, CA of JMD Group LLP Chartered Accountants

3. LAND USE BYLAW AMENDMENT PUBLIC HEARING

- a) Present Application
- b) **“Change the classification of those portions of Lot 15, Block 5, Plan 162-0010, 5119 – 52 Avenue from Residential Designation (R-1) to Residential Designation (R-2).”**
- c) Application Presentation
- d) Questions from Council
- e) Call for Presentations from Public
- f) Discussion

4. CLOSE PUBLIC HEARING**5. MINUTES**

- a) Regular Council Meeting – March 21, 2016

6. BUSINESS ARISING FROM MINUTES**7. REPORTS**

- a) Administration: Loni Leslie
- b) Public Works: Kevin Smith
- c) Council Reports

8. BUSINESS:**9. BYLAWS AND POLICIES**

10. BYLAWS AND POLICIES

- b) Bylaw #520-16 Land Use Bylaw Amendment
2nd & 3rd Readings.

11. FINANCIAL REPORT

- a. Accounts paid to April 6, 2016 - **\$65,203.25**
 - i. Cheques 12744-12770 - \$49,032.88
 - ii. EFT payments March 11, 2016 – April 4, 2016 - \$16,170.37

12. CORRESPONDENCE

- a. Minister of Labour, re: STEP Program
- b. Minister of Municipal Affairs, re: MGA Review Town Hall Meetings
- c. Regional Municipality of Woodland, re: Highway 36 Trade Corridor Minutes
- d. NE Muni-Corr Ltd., re: March 21, 2016 Minutes
- e. Municipal Information Network, re: Energy East Pipeline
- f. HUB, re: Energy East Pipeline
- g. Alberta Hub, re: MLA/MP Round Table
- h. ACFA, re: Annual Meeting
- i. Municipal Health & Safety Association, re: Annual Meeting
- j. AUMA, re: Insurance Program
- k. AUMA, re: Grants-In-Lieu
- l. Google, re: Usage Analysis
- m. ATB, re: Newsletter
- n. CAMA, re: Federal Funding Programs
- o. David Hanson, MLA, re: X-ray

13. NEXT MEETING

- a. Highway 28/63 Water Commission, April 15, 2016
- b. RCDC April 18, 2016 – 9:30 a.m.
- c. Regular Council – April 18, 2016 – 7:00 p.m
- d. Transportation Workshop , Smoky Lake, Ap
- e. ril 21, 2016 - 10:00 a.m.
- f. MLA Round Table, Vegreville, April 22, 2016 - 10:00 a.m.
- g. Joint Municipalities ... April 29, 2016 – Warspite 10:00 a.m.
- h. Regular Council, May 16, 2016 – 7:00 p.m.
- i. Smoky Lake Foundation, May 18, 2016 – 9:00 a.m.

14. ADJOURNMENT

Amendments:

Item 6.a Review Transportation Survey

Item 8.a Discuss issues to take to MLA/MP Round Table in Vegreville on April 22, 2016.

Res. 023-16

Deputy Mayor Barry moved the agenda be accepted as amended.

CARRIED

2. DELEGATION:

The Municipal Auditor, Richard Jean, CA of JMD Group LLP Chartered Accountants presented the Village's 2015 Financial Reports to Council. A copy of the Statement is attached.

Highlights:

- 1) Consolidated Statement of Financial Position indicates that Callable Debt has been reduced by \$52,864.00, with Accumulated Surplus calculated at \$2,623,513.
- 2) Consolidated Statement of Operations:
Although the Statement of Operations indicates a deficit of Revenue over Expenditures of \$82,138, this figure includes the cost of depreciation of fixed assets of \$138,278.00 which is not considered an accountable expense. The removal of the depreciation results in a net financial surplus of \$56,137.00.
- 3) Property Taxes Levied:

Net taxes levied for general municipal purposes was \$310,688.00, which is \$7,733.00 less than 2014. The reduction can be primarily attributed to the decision of the provincial government to not pay the Grants-In-Lieu of taxes levied for the Senior and Social Housing facilities.
- 4) Government Transfers:

Operating transfers were recorded at \$79,913.00, a reduction of \$63,210.00 from 2014.

Capital transfers were significantly less than 2014, with only \$7,328.00 granted in 2015 while \$329,795.00 was received in 2014. Capital transfers are dependent of the Capital projects taken on in the particular financial year.

5) Expenditure by Type Schedule indicted that expenditures in 2015 were \$815,935.00, \$22,689.00 less than 2014.

6) General Summary:

Revenues:	Net Taxes:	\$286,348.00
	Government Trans.	87,241.00
	User Fees & Sales	232,394.00
	Investments & Other	<u>127,814.00</u>
		\$733,797.00

Expenditures:	Contr. & Gen. Svs.	\$255,412.00
	Salaries & Wages	216,215.00
	Goods & Supplies	134,881.00
	Transfers	41,315.00
	Other Expenses	<u>29,837.00</u>
		\$677,660.00

Net Revenue before amortization	<u>56,137.00</u>
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Amortization Expense	(138,275.00)
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Net Revenue (2015)	(\$82,138.00)
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3. LAND USE BYLAW AMENDMENT PUBLIC HEARING

Mayor Romanko called the Public Hearing to Order at 7:45 p.m.

- a) Owner of property described as Lot 15, Block 5, Plan 162-0010 has requested that the property be rezoned from R-1 to R-2 which will allow him the option of installing a Manufactured Home.
- b) Council had no questions
- c) There was no public participation

4. PUBLIC HEARING CLOSED

Res. 024-16

Moved Councillor Dyck that the Public Hearing for the Amendment to the Land Use Bylaw be closed at 8:00 p.m.

CARRIED

5. MINUTES:

a. Regular Meeting, March 21, 2016

Res. 025-16

Moved by Councillor Dyck that the minutes from the March 21, 2016 Regular Council meeting be accepted as presented.

CARRIED

4. BUSINESS ARISING:

a) Rural Transportation Workbook Input.

At the March 21, 2016 Council meeting the Alberta Transportation Study for Rural Transportation was reviewed and discussed. The completed document was brought back for Council discussion. There will be a general meeting in Smoky Lake on April 21, 2016 in Smoky Lake with Alberta Transportation to review the findings from each municipality.

7. REPORTS:

**ADMINISTRATION REPORT & PUBLIC WORKS REPORT
Presented by Loni Leslie, CAO**

- Taxes are reduced again this month and I am anticipating payments of about \$4,500. sometime in April or May.

TAXES OWING AS AT April 14/15

Arrears Taxes	119,763.54
Prior Years Taxes Owing	
Interest Owing	\$56,071.30
	<u>\$175,834.84</u>
Less Village owned property	(\$34,113.63)
Less Prepaid Taxes 2016	<u>(16,354.14)</u>
Total Taxes Owing with Adjustments above	<u>\$125,367.07</u>

Total Utilities Transferred to Tax Accounts December 31, 2015 included in 2015 taxes owing

\$8,432.08

- We have been fine tuning the budget and trying to find ways to keep the taxes in line with the previous years in spite of the reduction in the property assessment. Funding cuts are also a major concern. The province did not reinstate the Grants in Lieu funding for social housing. We did receive a reduced (by \$5000.00) MSI Operating Grant allocation and a total of \$158,750.00 for Capital including the Basic Municipal Tax Grant of \$17,666.
- There is also the Small Communities Fund application; however you will remember that our application for the Lift Station through this fund last year was declined. I can't imagine what would have qualified more than that, but we will try again for other projects.
- I attended the de-brief meeting for the Town of Smoky Lake electrical outage. The meeting was held to learn the successes and areas to improve.
- The backhoe will have been returned this morning. Complete costs are lower (including transportation to Edmonton) than anticipated.
- The garbage truck is repaired and requires its Transportation inspection. Kevin is to arrange this with the County shop.
- We received confirmation that property in the Village which was 3 lots has been consolidated to 1 lot. This means lower taxes for the property owner and also reduced revenue for the Village.
- A conditional permit was recently issued and a copy of the letter has been provided for you. Once the permit fee is paid (did not accompany the permit application) the permit letter will be posted. I am providing you a copy in case you receive calls about it – it was mailed on Friday April 15, 2016.
- Smoky Lake County has issued a Fire Advisory effective April 18, 2016.
- At the RCDC meeting an Agricultural Round Table meeting was discussed where numerous clusters of potential clusters of agricultural initiatives were shared.

MAYOR ROMANKO'S REPORTS***Smoky Lake Foundation, March 30, 2016***

- Presented audited financial statements, commented that bookkeeping is much more accurate.
- Nothing new on Vilna Lodge renewal. Vilna facility is full; the position for Recreation Director is being advertised. Vilna Lodge was inspected for the installation of sprinklers on April 7. Have to check for asbestos, pipes will be run on surface. Tenders to be let in May for June start.
- Replaced lights in crawl spaces in Waskatenau. More parking spaces needed for self-contained units in Smoky Lake.
- Sale of used furnishings and materials from the old Bar-V-Nook netted \$18 000. Only electricity is on in old building, waiting for asbestos check.
- MLA Colin Piquette attended the meeting. We were able to present our issues and recommend some solutions to him.
- CAO reported that there is no increase from AHS for Vilna. Planning for 3 storey building preliminary plans should be available by mid April. June 1 the tender packages are to be offered. Still no grant.
- CUPE bargaining close to a deal, trying for 3 year contract, they were supposed to meet on April 8, the meeting has been postponed. The outstanding grievance has been settled.

Library Meeting, April 14, 2016

- Year end reports and New Horizons Report submitted.
- Applied for Community Facility Enhancement Grant for shelving and furniture.
- Received 29 new books from James Lorimer and Co. with the Library having to pay only the shipping costs. 40 other books were purchased by local people.
- Seniors Computer courses are completed. They will be having lunch for participants on May 6.
- Roxanne will be attending FCCS course on May 4.

- FOIP meeting in Elk Point on May 12, Donna and Roxanne will attend.
- Looking for training for grant writing. At times funding will be refused if grants are now properly worded. i.e. New Horizons Grant.
- Telus offering grant of up to \$100 000, application must be in essay format.
- Treasurer's Report only \$3,330.15 on hand.
- Looked at By Laws and Procedures.

Highway 28/63 Water Commission, April 15

- JMD Group presented audited financial statements for review. Changed from not for profit standards to Municipality accounting standards.
- Manager reported that contract with St. Paul still not available, one change is to not name mediators in contract.
- No new invoices for Phase III.
- Engineers reviewing service report for St. Paul.
- New drinking water specialist introduced for Alta Environment and Parks.
- Crossing agreement contract change requested by Grand Rapids not accepted.
- Discussed request for lateral tie-ins.
- Next meeting May 25.

DEPUTY MAYOR BARRY REPORTS

Evergreen Waste Management, April, 2016

- Changed the hours, now open Monday to Friday and 4 hours on Saturday (Lafond is transfer station for locals);

- The CAO from St. Paul County has been working on the Business Plan with the CAO from the Town of St. Paul. With the change in CAOs in the Town, it has been suggested that assistance is needed to complete the project;
- Tipping fees go up May 1;
- Trying to get small haulers to bring garbage to us;
- Garbage down from last year;
- So far \$14,500 loss;
- Toluene levels are way down;
- Business plan;
- Went thru list prepared from comments by various councils are working on responses.

RCDC April 18, 2016

- Introduced Smoky Lake's new CAO;
- EDO Shaun reported on his monthly activities and plans for this month;
- 125 people dropped off cards at Edmonton Boat Show indicating interest, Shaun to follow up;
- 18 people including 5 farmers showed up for the valued added seminar April 4th, there was a good exchange of ideas.
- Next session will be business oriented.
- Draft notes for the business session were received;
- Worked on review of Strategic Plan, it will take a number of meetings to complete;
- Did Performance Appraisal for Shaun, to be typed up, reviewed and given to him for comments.

COUNCILLOR DYCK REPORTS

Vilna & District Agricultural Society April, 2016

- Cowboy Fest is scheduled for July 1 – 3, 2016.

Muni-Corr, Trail April, 2016

- The reconstruction of the Beaver River Trestle has been completed.
- The annual Muni-Corr golf tournament is being organized.

COP Program

- A suggestion has been made to paint the edges of the handicap accessible sidewalk entrances to encourage drivers to respect the accesses for pedestrian and wheelchair traffic.

Res 026-16

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

CARRIED

Mayor Romanko called a brief recess at 8:25 p.m. reconvening at 8:30 p.m.

8. NEW BUSINESS**a) MLA/MP Roundtable meeting**

Council discussed numerous items for Deputy Mayor Barry to take to the MLA/MP Round Table meeting scheduled for April 22, 2016 in Vegreville.

- Commitment of Long Term Financing;
- Municipal Operating Grant cuts;
- Grants-In-Lieu of Taxes;
- Answer from Alberta Health regarding the X-Ray system;
- Frustration with delays in decision making;
- Who is going to pay the taxes on the proposed \$892M new Social Housing units?
- Frustration with the provincial departments uncoordinated use of electronic communications.

9. BYLAWS AND POLICIES:**a) Bylaw 520-16 Land Use Bylaw
Amendment**

Res 027-16 Moved by Deputy Mayor Barry that 2nd Reading be given to Bylaw #520-16.

CARRIED

Res 028-16 Moved by Councillor Dyck than 3rd and final Reading by given to Bylaw #520-16

CARRIED

10. FINANCIAL REPORT:**a) Expenditures**

Res. 029-16 Moved by Councillor Dyck that the expenditures from March 16, 2016 to April 6, 2016 totaling \$65,203.25 through payment of cheques #12744 – 12770 in the amount of \$49,032.88 and direct deposits and payroll to April 4, 2016 in the amount of \$16,170.37 be accepted for information.

CARRIED

11. CORRESPONDENCE:

- Minister of Labour, re: STEP Program
- Minister of Municipal Affairs, re: MGA Review Town Hall Meetings
- Regional Municipality of Woodland, re: Highway 36 Trade Corridor Minutes
- NE Muni-Corr Ltd., re: March 21, 2016 Minutes
- Municipal Information Network, re: Energy East Pipeline
- HUB, re: Energy East Pipeline
- Alberta Hub, re: MLA/MP Round Table
- ACFA, re: Annual Meeting
- Municipal Health & Safety Association, re: Annual Meeting
- AUMA, re: Insurance Program
- AUMA, re: Grants-In-Lieu
- Google, re: Usage Analysis
- ATB, re: Newsletter
- CAMA, re: Federal Funding Programs
- David Hanson, MLA, re: X-ray

- Letter to RPAP, re: X-Ray unit
- AUMA, re: Provincial Budget

Res. 030-16 Moved by Councillor Dyck that the correspondence be accepted for information.

CARRIED

12. NEXT MEETING:

- Transportation Workshop , Smoky Lake, April 21, 2016 - 10:00 a.m.
- MLA Round Table, Vegreville, April 22, 2016 - 10:00 a.m.
- Joint Municipalities ... April 29, 2016 – Warspite 10:00 a.m.
- Regular Council, May 16, 2016 – 7:00 p.m.
- Smoky Lake Foundation, May 18, 2016 – 9:00 a.m
- RCDC – May 24, 2016

13. ADJOURNMENT:

Res. 031-16 Mayor Romanko adjourned the meeting at 9:25 p.m.

Donald Romanko, Mayor

Loni Leslie, CAO