

MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA

IN THE PROVINCE OF ALBERTA, HELD ON MONDAY, NOVEMBER 17, 2014
IN THE COUNCIL CHAMBERS OF THE VILLAGE OF VILNA MUNICIPAL OFFICE

PRESENT: Mayor Donald Romanko
Deputy Mayor Frank Barry
Councillor Stephen Klassen

Loni Leslie, Chief Administrative Officer

ABSENT: Kevin Smith, Public Works
Earla Wagar, Administration

GALLERY: Penny Fox, Community Futures
Carol Trider, Community Futures

ORDER: Mayor Romanko called the meeting to order at 7:02 P.M.

1. AGENDA:

Additions to the Agenda:

6.e. Fire Service Agreement

Res. 143-14 Deputy Mayor Barry moved the agenda be adopted as amended.

CARRIED

2. DELEGATION:

Penny Fox from the St. Paul Community Futures addressed Council, highlighting the Community Futures Program. For the past 27 years Community Futures has been funded through the Federal Western Diversification Program. The goal of the program is to improve rural economic development by providing training, support and short and long term funding to new businesses or to assist existing businesses.

She reported that through the 2014/15 year 8 new loans had been arranged, 400 people received training and advisory services, 2 new community economic development based projects had been initiated and 2 projects that connect to the Western Diversification priorities had been funded (Innovation, Skills, Aboriginal Economic Development, Trade and Investment, and Federal Defense Procurement). The Community Futures program is considered a lender of last resort and requires that each application provide assurance that they are prepared to initiate a business, including a business plan, cash flow projections, and market awareness.

Some changes are being proposed that should see a 3 year agreement between the Community Futures Programs and Western Diversification, to replace the current one year agreements. Other changes will include an appeal process and a change in the Board representation process. Currently there is no representation term for board members; the change to take place in 2016 will set a maximum term of 9 consecutive years for each representative. This change will need to be addressed at the next annual Organizational Meeting.

3. MINUTES:

a. 2014 Organizational Meeting – October 27, 2014

Res. 144-14 Moved by Deputy Mayor Barry that the minutes of the 2014 Organizational Meeting of October 27, 2014 be adopted as presented.

CARRIED

b. Regular Meeting, October 27, 2014

Res. 145-14

Moved by Councillor Klassen that the minutes of the Regular Meeting of Council of October 27, 2014 be adopted as presented.

CARRIED

4. BUSINESS ARISING:

- a. X-Ray machine for Vilna Health Centre - See Deputy Mayor's report
- b. Memorandum of Agreement Highway 28/63 Water Commission (not presented)

5. REPORTS:**ADMINISTRATION REPORT and PUBLIC WORKS REPORT**

Presented by CAO Loni Leslie November 17, 2014

- Taxes – 2014 not paid \$47,738.11 (does not include EFT accounts), Prior Years owing is \$87,513.91 + Interest of \$44,833.01 for a total of \$180,085.03 (Please note that the Total owing in the October report was in error by the amount of interest owing of \$44,833.01, which should have made the total \$192,674.21 and not \$147,841.20). Work is constantly ongoing to collect these. One property is in escrow (\$11,521.24) and should be paid shortly. Letters will be sent prior to year end to remind property owners that another 10% penalty will be added to the total of outstanding taxes January 1, 2015. This usually helps to remind people to do something about their outstanding debt.
- X-Ray – Nothing further has been heard about re-booking the October 4th cancelled meeting with representatives of AHS.
- We are still reviewing the water rates and our system for accuracy – especially in the meter reading area of the billing. We have figured out how to fix the rest of the difficulties we had with the last billing.
- Lift Station – Associated Engineering will be here on November 19th to have a look at our lift station and the engineering required to fix up the pumps and panels.
- The financial auditor was in the office for 2 days to do a pre-audit in preparation for the final year-end audit booked for February 18th and 19th, 2015.
- A major upgrade to our financial software has been sent to us. I will have to do this on a non-open day as we cannot use the financial systems during the upgrade and the software company anticipates 3-6 hours to complete the process.
- The last of our MSI funding has finally been received - \$105,176.00 was received in our bank on November. \$41,553.00 is for operating expenditures and \$63,623.00 for Capital.
- I will be joining the executive staff of the County at the AAMDC Convention for a session with Alberta Municipal Affairs grants staff to learn about the new grant structures and possibilities for application for our purposes. I really appreciated the invitation from Cory.

Public Works Report presented by Loni Leslie

- Wrote the AWWOA license exams November 5th, as well as the Alberta Environment Small Systems Exams on November 6th.
- Water Commission is experiencing fluctuation of chlorine levels. It's being monitored regularly.
- The Sewage Lagoon has been released for the year, with testing being completed.
- When closing in the tax recovery garage on 51st Street and 51st Avenue it was discovered that it will need a pony wall to support the roof on the north east corner. Lumber has been purchased. The building can be used as cold storage once completed.

MAYOR ROMANKO'S REPORT

No Reports

DEPUTY MAYOR BARRY'S REPORT

Evergreen Waste Management November 2014

- Steve Upham was re-elected as Chair and Darryl Cholak Vice
- Kept the same auditors , signing authority, and lawyers
- Decide to wait until spring to deal with propane tank issue.
 - need to recertify -Evergreen's responsible for tanks and municipalities for propane
- Opened leachate bids, discussed them and awarded contract to Hollow River
 - 3 bids received, renewable annually, 90 days cancellation
- Received 2 bids for compactor - tabled while the manager contacts several other dealers
 - Able to pay for it out of reserves and take some from other equipment reserves
- October was the best month in years - mostly due to accepting asbestos which many other facilities do not accept
 - number of strict steps to follow
 - cement being accepted and used in soft spots
- Decide to do away with Balance sheet as part of the monthly financial report since it is not up-to- date. Adjustments are made to it annually by accountant and it is too costly to have it done monthly or quarterly;
- Adopted the Interim budget with St. Paul included and will adjust it later when there is a better idea of what is happening with the Town of St. Paul;
- Decided to extend hours at Lafond for three months as an experiment at request of a client. This will be re-examined after the trial to see if worth the extra hours.

COUNCILLOR KLASSEN'S REPORTS

Muni-Corr Meeting - November 10, 2014

- After years of fundraising and planning, Muni-Corr is pleased to have finally approved a letter of intent to award the contract for the necessary repairs to the east portion of the Beaver River Trestle to Johnston Construction Ltd. After all three bidders revised their submissions; Johnston came in at the least amount (\$1.25 million) and found they could save an additional \$30k by using raw timber and utilizing existing chain link fencing. ISL scored them the highest on their evaluation.
- A previous discussion regarding linear rates was brought forward. MCSNet has informed the board that they have plans to lay fiber optic wire throughout the region and felt that the Iron Horse Trail was the best route to use. There are mixed feelings on the board over this as allowing them to lay this wire the length of the trail would be a boost in income, it could also mean future conflicts with other types of crossings. This was tabled for more information.
- The board also moved to not renew the annual subscription to the Artez funding platform. This crowd funding platform cost Muni-Corr \$5k per year and last year only managed to raise \$2.7k. It was noted that there are many more options available that do not charge fees up front, instead charging nominal percentages of donations received. These other platforms are also much more in line with social media.

Next meeting December 8, 2014

Res 146-14 Moved by Mayor Romanko that the reports be accepted for information.

CARRIED

6. NEW BUSINESS

a) 2014 RCDC Budget Carry Forward

There is a surplus of budgeted funds from the RCDC Budget from 2014, which requires carrying forward to 2015. It is possible that once the project initiatives (as set out in the grant application) are completed there will be a surplus. If so, Alberta Municipal Affairs will instruct on what to do with the remaining funds, either return the surplus or carry it forward. The Village's contribution to the Regional Collaboration Grant was in-kind.

Res. 147-14 Moved by Councillor Klassen that the Village, as a member of the of the Regional Community Development Committee (RCDC), approve the transfer of the Village of Vilna portion of the 2014 Economic Development surplus to the Economic Development "Operations Reserve" for the upcoming Regional Community Development Budget.

CARRIED

b) RCDC – Partnership in the 2014-2015 Alberta Community Partnership Grant

In 2013-2014 the Regional Collaboration Grant was used to carry on Regional Community Development Committee (RCDC) activities. For 2014-2015 the grant name has changed to the Alberta Community (ACP) Grant. This grant will be used for RCDC activities as per the budget. The partner contribution is 25% of the total grant and the portion contribution for the Village of Vilna will be as per the per capita formula approved previously.

It is likely that the Village will be able to use in-kind contributions for its portion (same as the 2013-2014 Regional Collaboration Grant).

The motion from RCDC was:

“That the Regional Community Development Committee recommend to each respective municipality to partner in the Alberta Community Partnership (ACP) Grant Application: The Smoky Lake Region Community Development Partnership 2014-2015 Workplan on

Project #1: Regional Municipal Sustainability Assessment under the “Intermunicipal Collaboration” and “Viability Review Support” Component; and

Project #2: Targeted Regional Community Development Initiatives...

Res. 148-14

Moved by Councillor Klassen that the Village of Vilna authorize participation in the application(s) for the Alberta Community Partnership (ACP) Grant with the Village of Waskatenau, the Town of Smoky Lake and Smoky Lake County, which will be submitted to the Government of Alberta by Smoky Lake County as managing partner. The Village of Vilna further agrees to abide by the terms of a Conditional Grant Agreement governing the purpose and use of the grant funds, and to accept the Proposed Outline for the ACP Grant Application(s): The Smoky Lake Region Community Development Partnership, 2014-2015 Workplan on Project #1 – Regional Municipal Sustainability Assessment, and Project #2 – Targeted Regional Community Development Initiatives.

CARRIED

c) RCDC – Protocol for Regional Collaboration – proposed Bylaw.

Proposed recommendation originated from the Joint Municipal Regional Strategic Plan Workshop held September 11 and 12, 2014. The “Regional Strategic Joint Municipal Chart” was established and Regional Workbook Priority Listing #1 as follows:

REGIONAL STRATEGIC PRIORITIES WORK PLAN – Program		
DESIRED OUTCOMES	OPTIONS - NOW	ACTION
1. PROTOCOL ▪ Clarify expectations of each other ▪ Better communication ▪ Shared resources & services	▪ Service-specific agreement ▪ Communication Protocol	1. Review draft – September 2. Approve agreement – October 3. Media release – October 4. Annual Review – September 2015

Res. 149-14

Moved by Deputy Mayor Barry that the Village of Vilna approve the concept of a Bylaw on Protocol on Regional Cooperation and jointly establish a Bylaw on Protocol for Regional Cooperation with the Town of Smoky Lake, Village of Waskatenau, and Smoky Lake County to provide a framework of guidance for the purposes of sharing resources, expertise, risk and benefits associated with coordinating regional cooperation efforts.

CARRIED

d) Northern Lights Library System Rate Increase

We have received a request from the Board of NLLS to approve a rate increase from \$4.8756 per capita to \$5.07 per capita which is a 4% increase over last year and a total increase of \$53.27 increase from 2014. Council has been asked to respond with an agreement or non-agreement to the increase.

Although the number of dollars is minimal, there is a point where one must wonder who is advocating for us if not NLLS? The Library will pay this increase as well.

There was further discussion regarding the format for the distribution of grant funds, NLLS has proposed distribution based on memberships, not users. When questioned, their answer to us was that it was a “government decision” and that we should form another regional Board to meet annually with the Boards of Smoky Lake and Waskatenau and discuss the percentage of funding that each library will get. If we are losing funding, they are gaining. This will make it an annual fight for funding dollars and survival of the Vilna library.

Through the “new” distribution formula, as relayed to us by NLLS in September, Vilna Library receives a monumental cut in funding and is left in a position to fend for ourselves, while NLLS Board and Staff are receiving an increase in salary, benefit and overall funding for the System and their facility.

Res. 150-14 Moved by Mayor Romanko that the Village of Vilna is not in favour of the levy increase for 2015, in principal.

CARRIED

e) Fire Service Agreement

Council reviewed the proposed Fire Services Agreement and has recommended the following changes:

1. Delete all references to Vilna Fire Unit #411 since it has been decommissioned.
2. Section 7.9 - Dress Uniforms - refers to the County cost sharing the purchase of Station Uniforms, as part of the Department’s Uniform Incentive Program. It has been recommended that a clause be added that will include dress pants, shirts and ties instead of Station Uniforms.
3. Section 10.1 refers to assisting other fire departments in an emergency situation, it has been recommended that the wording be changed, removing the clause requiring the CAO to provide a written request and the clause to read,
“Mutual Aid is activated when the Officer in Command at an incident requests that dispatch ask another department for assistance.”

Res. 151-14 Moved by Deputy Mayor Barry that the Village recommend changes to Sections 7.9 and 10.1 as well as removing all references to Vilna Unit #411 to the Fire Services Agreement.

CARRIED

Mayor Romanko called for a brief break at 8:00 p.m. reconvening at 8:10 p.m.

7. BYLAWS & POLICIES

8. FINANCIAL REPORT:

a) Expenditures

Res. 152-14 Moved by Deputy Mayor Barry that the expenditures totaling \$47,833.85 through payment of cheques #12315 – 12346 in the amount of \$32,227.10; and direct deposits and payroll for the months of September to October 15th, in the amount of \$15,606.75 be accepted for information.

CARRIED

9. CORRESPONDENCE:

- a) Smoky Lake County, Re: Council Committees
- b) Joly, McCarthy & Dion, Re: 2013 Compliance Report
- c) Joly, McCarthy & Dion, Re: 2014 Audit Plan
- d) Teamsters Canada, Re: Lac-Megantic disaster
- e) Smoky Lake Foundation, Re: Construction inspections
- f) Government of Canada, re: Canadian Postal Service Charter
- g) Canada Post, Re: Service Hours
- h) Farm Safety Centre, re: Funding Campaign
- i) Alberta Municipal Affairs, re: Workshop Schedule
- j) Community Futures, Re: Representation
- k) Northern Lights Library System, re: 2015 Budget

Res. 153-14 Moved by Mayor Romanko that the correspondence be accepted for information.

CARRIED

10. "IN CAMERA"

11. NEXT MEETING:

Meeting Schedule:

- a) Joint Municipality Meeting (Councils and Administration Only), Village of Vilna, December 1, 2014 @ 6:00 p.m.
- b) Regular Council – December 15, 2014

12. ADJOURNMENT:

Res. 154-14 Mayor Romanko adjourned the meeting at 9:35 p.m.

CARRIED

Donald Romanko, Mayor

Loni Leslie, CAO