

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF
VILNA**

IN THE PROVINCE OF ALBERTA, HELD ON MONDAY, MAY 20, 2013
IN THE COUNCIL CHAMBERS OF THE VILLAGE OF VILNA MUNICIPAL OFFICE

PRESENT: Mayor Don Romanko
Deputy Mayor Frank Barry
Councillor Ron Farmer

Loni Leslie, Chief Administrative Officer
Earla Wagar, Administration

ABSENT: Kevin Smith, Public Works

GALLERY: Shane Posposil, Regional Community Development Committee

ORDER: Mayor Romanko called the meeting to order at 7:00 P.M.

1. AGENDA:

Item 7.a. was added, 2013 Operating Budget Final Approval

Res. 071-13 Councillor Farmer moved the agenda be adopted as amended.

CARRIED

2. DELEGATION:

a. Shane Posposil, Regional Community Development projects

Mr. Posposil presented the completed Smoky Lake Region, Regional Recreation Master Plan. Included in his report were the results of a Socio-Demographic study of the region as well as a summary of the existing recreation facilities.

Results of the study indicated that 49% of the region's population is over 45 years of age. Further, the study showed that the average family income is \$44,762 which is lower than the Alberta ranking. The study also explored the physical activity of the region based on age. It was determined that 53.1% of the adult population is sufficiently active to meet the Canadian Health standards while only 29.5% of the youth meet the standards. The Canadian Community Health Survey suggests that adults should do a minimum of 150 minutes of moderate to vigorous intensity physical activity each week, which youth should participate for a minimum of 60 minutes per day.

It was with these statistics that the report recommendations were formulated. The report indicated that although some of the current recreation facilities are in need of major upgrades, the majority of the communities have sufficient facilities to meet the demands of the people.

It was recommended that rather than putting emphasis on facilities, more programming should be encouraged. None of the municipalities have properly trained physical fitness program coordinators, nor are there any qualified volunteers in the region. The primary recommendation was to hire a professional recreation coordinator to work with the various community organizations in the region as well as the municipal governments to address the deficit in physical fitness in the region.

b. Outreach School

The students from the Outreach School wrote to Council about initiating a project to re-paint the mushrooms at Mushroom Park. They also indicated that they would like to plant flowers in the flower beds around the park.

Res 072-13

Moved by Councillor Farmer that the Village provide paint and brushes for the students of Vilna Outreach School to paint the stem portions of the mushrooms at Mushroom Park and cover all the graffiti.

CARRIED

3. MINUTES:

- a. Regular Council Meeting April 15th, 2013

Res. 073-13

Moved by Councillor Farmer that the minutes of April 15, 2013 Regular Council meeting be adopted as presented.

CARRIED

4. BUSINESS ARISING:

5. REPORTS:

ADMINISTRATION REPORT & PUBLIC WORKS REPORT

Presented by CAO, Loni Leslie

- Tax notifications have been registered on titles. Of 12, one is fully paid, 3 are scheduled to pay in increments.

- We still have one issue with the water treatment plant. The fire pump engine did not start up on May 12th power outage. The holdback has been released to the contractor; however the controls contractor has been notified and he will back bill the contractor for the work.
- The Emergency Preparedness meeting yielded no attendees, only myself, Frank and the AEMA rep.
- We have not received the operating MSI monies into our account, however all questions have been answered where Municipal Affairs staff had them. The MSI Capital request for 2013 should be approved shortly, 2011 and 2012 have been received and will go to the Regional Water Line expenditure which has been invoiced. Janelle has been helpful with getting the numbers clarified for Municipal Affairs.

Also, at the engineering meeting on May 15 for the water line, the question arose if there was a water “contingency” for the use of Vilna’s treated water that would be used to fill the line for the contractor’s flushing purposes.

- Meeting with Susan White of HUB’s Rural Alberta Business Centre went well. I have not heard anything further; I will assume that they are orienting their new staff member who will be taking over from Susan.
- The webinar on April 17 for 1.5 hours, offered through AUMA turned out to be a sales pitch for a software developer working on an elections program. I attended for 15 minutes then broke my link.
- The tax budget is ready for your review. Thanks very much to Earla for all her hard work!!
- The development permit is approved for the reconstruction of the residential part of the Pool Hall.
- Kevin has been working hard on a few documents which are required by ESRD (Environment & Sustainable Resources Department), noted in our annual inspection; the Standard Operating Procedures, the Operations Program Guide, and the Drinking Water Safety plan (due December 31, 2013).
- The campground is looking great! Allan has done a great job fixing it up for the 2013 camping year. There are a couple of things left to paint, and he will continue improvements through summer.
- I will be approaching the County about the clean-up of a property that happens to be adjacent to one that they plan to clean up. There may be some limitations to what we can do legally.
- I attended the ad hoc committee meeting (economic development) on April 25 (neither Frank nor Don were able to attend) which is now officially called the Regional Community Development Committee (RCDC now replaces JEDI). An election was held for Chair and Vice-Chair and these are Randy Orichowski and Ron Bobocel respectively. I have included a report regarding that meeting. Administrators have been asked to attend all RCDC meetings if possible.

- There have been two demolition permits issued; both property owners intend to replace structures.
- The ATCO franchise agreement has been sent for commission approval on the first reading of the bylaw.
- The water main break May 2 has been repaired, and there may be some insurance claims as a result of it. There is also another leak, believed to be related on 48th street. This is a slow leak (took a few days to surface) which will be repaired this week when the contractor is able to attend to it.
- As Kevin Smith was unable to attend, I took Kevin Keswick from Blue Sky Coatings on a tour of the Village to look at our paving challenges. He can recycle the pile of old hot pavement that is sitting on the trail. Apparently it is worth quite a bit of money and we can use it to patch, pave, fill etc., if a recycler is used to melt it down. We will need to sift this pile, but this should save us some money.
- We have virtually wrapped up the meetings with the regional water line construction/engineer crews. Next will be the mechanical contract to connect the plant to the line.

**RCDC MEETING HELD APRIL 25, 2013 – Presented by Loni Leslie
(IN SMOKY LAKE COUNTY CHAMBERS 9am)**

- Attending were Shane, Hank, Rick, Randy, Ron, Casey, Harvey, Corey, Loni, Jenna (as municipal Clerk), and (at 10am - Beth (FCSS Town of Smoky Lake) and Jacqueline Lewicki.
- A Chair and Vice Chair were chosen by vote – Randy Orichowski and Ron Bobocel respectively.
- The terms of reference for the committee need to be passed by each municipality (this is a remaining item from the final JEDI/ad hoc committee March 4th meeting). Also, the contracts (sent to each of you on April 29) require any input from each/any of the partners by May 22 for the County council meeting on May 23, when they will be ratified if satisfactory to everyone (will wait if necessary). They are standard agreements, approved in draft by AMA per the grant, and are flexible in timelines etc.
- Shane described that progressive reporting was required for this grant as opposed to the Rec grant. Some small shifts in the priorities for the grant are acceptable to AMA, but the basics of the grant approval must remain the same. The timeline was extended, due to the late start, to June 30, 2014 – per AMA. This grant is stage 1 of the province's plan to empower rural collaborations and municipalities.
- Shane presented the contracts for himself (\$130,500) and Municipal Planning Services (145,000). These were reviewed in detail. They have been accepted in their draft form by AMA. The deliverables within them

are laid out in reflection of the grant application. They are “living” documents which can flex as time progresses.

- There was discussion regarding the inter-municipal planning portion of the contracts and that this should help with situations such as the recent attempt to annex Waskatenau.
- Shane noted that unlike almost every area of the provincial budget, regional priority and planning received a very large 14% increase this year and 28% increase for 2014. This shows the province’s desire to empower rural municipalities to have tools to assist with growth and be ready for possibilities.
- A payment schedule was suggested to be put into the contracts.
- The financial report for 2013 was presented; the budget revenue (grant, in-kind from municipalities, and carry-overs from JEDI) is \$200,325. Total expenditures to Apr.22 (mostly consultant for Rec plan, and some IT support) is \$15,085.
- There was some discussion on how to fit the outcomes of the Recreation Master Plan into the RCDC’s planning. Shane, Hank, Randy, Cory and Harvey are to plan a meeting with Ministers Horne and Johnson to discuss the findings of the Recreation Plan.
- A camp services company is looking for land close to services to house a 200 unit “hotel” type structure (modular) for contractors working on the ATCO upgrader. Shane will be out with them on April 29 to look at some sites.
- Next meeting to be held at 10am Friday May 24 in the County council chambers. Administrators are all asked to attend these meetings.

PUBLIC WORKS REPORT – Presented by Loni Leslie

- The water main break on 51st Avenue and 49th Street has been repaired.
- Kevin Keswick from Blue Sky Coatings has been out to evaluate the areas of our streets requiring maintenance. He will forward an estimate.
- Discussed the water line break in front of the fire hall with the Fire Chief, Russell Fehr. We both agreed that the break was caused by a water hammer caused by shutting the valves down too quickly.
- There is a second water break, possibly resulting from the same incident, on 48th street. It’s being monitored and will be repaired when the contractor is in the area.
- The regional water line pipe installation is nearly completed. There is clean-up to do, especially between the water treatment plant and the arena.

- Allan Marsh is getting the campground fixed up for the season. It's looking good. He has several improvement plans that he will implement throughout the season. These improvements will fall under his contract, with the Village supplying materials when necessary.
- The grass cutting equipment is ready for the season.
- Trail washrooms were open on the May long week-end. They will be closed at 6:00 p.m. each day to prevent the vandalism we experienced in previous years.
- Last fall the lumber yard owner asked to have the water valve shut off for the winter. We searched with no success to find the c.c. It was found after the lumber yard burned, buried under the concrete front entrance steps.
- I'm watching the farm sales for a 3 point hitch to use to mow the grass at the waste transfer station.

MAYOR ROMANKO'S REPORT

Smoky Lake Foundation April 24, 2013

- Rental rates for all Lodges were approved at this meeting, most went up about 10% to cover increased food costs.
- Vilna Lodge can receive up to \$132 000 for upgrades, a list is now being prepared by Gary and Sandy using the Conditional Analysis Report prepared this winter.
- Letter was sent to Housing Operational Program Delivery to explain the over expenditure of the budget on Self Contained Units (inspection found the boilers in extreme disrepair).
- Vilna Lodge is at 25/28 and 12/12, with many new inquiries. Holidays are all booked and spring cleaning begun.
- Letter confirming GST rebate will be forth coming after the demand for 50% of former tax.
- One staff member is off for 4 to 6 weeks after surgery; someone has been hired to come in for 2 to 3 days a week to replace her.
- Rural & Native Housing unit in Vilna is still not filled.
- Next meeting we will be writing a policy to deal with accumulating holiday time.

BarVNook Housing Project Meeting May 13, 2013

- Seven Construction Companies sent in their prequalifying bids by the deadline, 5 were chosen to send in tenders for the building.
- Tenders to be sent in about 2 weeks.
- Tentative ground breaking June 22.

Highway 28/63 Water Commission, May 6, 2013 Thorhild

- General maintenance is being carried out. Radway line is to be flushed to deal with chlorine issues resulting from Smoky Lake and Warspite not taking water, as well as the broken water line.
- Draft financial statement was presented at this meeting, final at next meeting.
- Phase 2—April 26 meeting was held with Town and County operators to explain operations, old water is to be used to flush line and then add a chlorine plug. This will then allow Smoky Lake to flush their lines and start using water.
- Phase 3—Land agreement has been reached for purchase of Land at Bellis for their truck fill.
- Spring flooding resulted in trail damage, contractors received permission from County to clear culverts and barricade areas.
- Both contractors have completed installation of water lines.
- Nason Construction has been awarded the contracts to complete installations in Bellis, Vilna, and Spedden. Work should begin by the end of the month.

DEPUTY MAYOR BARRY'S REPORT

Evergreen Meeting May 9/13

- Water waiver not approved for wells. Decision being appealed by SRD and Grazing Reserve will argue hardship if not approved.
- Beaver River has signed a 3 year agreement with Ryley, therefore they will not be bringing waste to Evergreen site.
- made an offer to SSM and Grizzly Disposal to haul garbage at a reduced rate with a deadline of May 23 (currently they are being charged member rates but will be charged at non-member rate if no agreement)
- We are writing to Municipal Affairs to have them increase or remove the tonne limit we can get from outside our area.

- presentation made by Ridgeline Greenfill - they are to look at site and prepare another more complete presentation and a proposal for consideration
- Issuing an RFP to haul leachate. Current contract expires end of June
- motion made to sell tractor to highest bidder

COUNCILLOR FARMER'S REPORTS

N.E. Muni-Corr Board Meeting

Agricultural Society

Pool Hall Society

Res 074-13

Moved by Mayor Romanko that the reports be accepted as information.

CARRIED

6. NEW BUSINESS

a) Tax Penalty Adjustment

An agreement was entered into with owners for Lots 8 & 9, Block 1, Plan 1022CL in November 2012, whereby they would pay their taxes in full within six months in order to have their property taken off the tax recovery sale list. Everything was paid except an arrears penalty of \$1,015.68.

Res. 075-13

Moved by Deputy Mayor Barry that the \$1,015.68 of arrears penalties which had been applied to roll 18.000 prior to 2010, be cancelled, as per the understanding between the property owners and administration.

CARRIED

b) Voters Identification Bylaw

In surveying other municipalities in the province, most of them are going to follow the provincial recommendations for voter identification, which will be one piece of identification with voters address and an eligibility declaration. It was recommended that a bylaw requiring further identification not be considered for the 2013 election.

c) Terms of Reference for the Regional Community Development Committee

JEDI (Joint Economic Development Initiative) expired at the end of December, 2012. An ad hoc committee was put in place until another committee could be struck. The new committee will oversee the completion

of the Smoky Lake Regional Community Development Partnership project to develop a regional Municipal Development Plan.

- Res. 076-13** Moved by Deputy Mayor Barry that the terms of reference for the Regional Community Development Committee, to oversee the completion of the Smoky Lake Regional Community Development Partnership project, be accepted, with the term of the committee authority to expire June 30, 2014.
CARRIED

Mayor Romanko called for a 5 minute break at 9:45 p.m.

7. BYLAWS AND POLICIES

a) 2013 Operating Budget

- Res. 077-13** Moved by Deputy Mayor Barry that the 2013 Operating Budget for the Village of Vilna be adopted as presented.
CARRIED

b) 2013 Maintenance Tax Bylaw 499-13

The Maintenance Tax Bylaw will provide authorization for \$1.50 per frontage foot to be charged against all properties in the Village where services are provided.

- Res. 078-13** Moved by Deputy Mayor Barry that 1st reading be given to the 2013 Maintenance Tax Bylaw #499-13.
CARRIED

- Res. 079-13** Moved by Councillor Farmer that 2nd reading be given to the 2013 Maintenance Tax Bylaw #499-13.
CARRIED

- Res. 080-13** Moved Mayor Romanko that Unanimous Consent be given to read Bylaw 499-13 for the 3rd time.
CARRIED

- Res. 081-13** Moved by Mayor Romanko that 3rd reading be given to the 2013 Maintenance Tax Bylaw #499-13.
CARRIED

c) 2013 Tax Rate Bylaw

Based on the 2013 budget, the tax rate bylaw was presented to Council for approval.

- Res. 082-13** Moved by Deputy Mayor Barry that 1st reading be given to the 2013 Tax Rate Bylaw #500-13.
CARRIED

- Res. 083-13** Moved by Councillor Farmer that 2nd reading be given to the 2013 Tax Rate Bylaw #500-13.
CARRIED
- Res. 084-13** Moved Mayor Romanko that Unanimous Consent be given to read Bylaw 500-13 for the 3rd time.
CARRIED
- Res. 085-13** Moved by Mayor Romanko that 3rd reading be given to the 2013 Tax Rate Bylaw #500-13.
CARRIED

8. FINANCIAL REPORT:

- Res. 086-13** Moved by Councillor Farmer moved that cheques #11847 - #11856 to April 30, 2013 in the amount of \$18,656.60 be accepted for information.
CARRIED

9. CORRESPONDENCE:

- a) NLLS, re: Annual Conference
- Alberta TrailNet, re: Annual General Meeting
- Town of Smoky Lake, re: Heritage Day's Parade
- Alberta Human Services, re: Outcome Reports
- Highway 28/63 Water Commission, re: Water Rate & Debentures
- Alberta Tourism, re: 2013 Energize Workshop
- Alberta Seniors Advisory Council, re: Seniors Week
- Brian Storseth, re: P3 initiatives
- AUMA, re: FCM nominations
- Closer 2 Home (C2H), re: Water/Wastewater Issues
- AMSC, re: Optional Life Insurance

- Res. 087-13** Moved by Deputy Mayor Barry that the correspondence be accepted for information.
CARRIED

10. NEXT MEETING:

- a) Regular Council Meeting June 17, 2013 at 7:00 p.m.

11. ADJOURNMENT:

- Res. 088-13** Mayor Romanko adjourned the meeting at 10:30 p.m.

Loni Leslie, CAO