

MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA IN THE PROVINCE OF ALBERTA, HELD ON TUESDAY, APRIL 9, 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:** Richard Jean, JDM Group LLP, Auditor  
Sgt. Chan, RCMP  
Const. Quigley, RCMP  
Matt & Danielle Girard  
Dean Van Boyen

**ORDER:** Mayor Chapdelaine called the meeting to order at 7:05 p.m.

**1. AGENDA:**

<b>1. AGENDA</b>		
	Additions/Changes	
<b>2. DELEGATION</b>		
a.	Richard Jean, JMD Group LLP, Auditor	
b.	Sgt. Chan, RCMP	
<b>3. MINUTES</b>		
a.	March 18, 2019	
<b>4. BUSINESS ARISING FROM MINUTES</b>		
<b>5. REPORTS</b>		
a.	Administration: Loni Leslie	
b.	Council Reports	
<b>6. BUSINESS:</b>		
a.	Smoky Lake County Subdivision Proposal	
<b>7. BYLAWS AND POLICIES</b>		
<b>8. FINANCIAL REPORT</b>		
a.	<b>Accounts paid to April 4, 2019</b>	<b>\$67,123.75</b>
i.	March 15 – April 3/19 , Cheques 13495-13516	\$53,052.24
ii.	EFT March 15 – April 4/19 (2019030-2019034)	\$ 2,279.84
iii.	EFT Payroll March, 2019	\$11,791.67
<b>9. CORRESPONDENCE</b>		
<b>10. NEXT MEETING</b>		
<b>11. CLOSED SESSION</b>		
<b>12. ADJOURNMENT</b>		

**RES: 036-19** Moved by Councillor Romanko that the Agenda be adopted as presented.

CARRIED

2. **DELEGATION:**  
 a. **Richard Jean, JMD Group LLP.**

Richard Jean of JMD Group LLP, the appointed Auditor for the Village of Vilna, presented the 2018 Financial Statement.

*2018 Financial Report was presented to Council at the April 9th, 2019.*

**Highlights:**

Consolidated Statement of Financial Position indicates that Callable Debt has been reduced by \$56,056.00, leaving the Village with an outstanding Callable Debt of \$163,089.00.

The Accumulated Surplus calculated at \$3,271,674.00.

**Consolidated Statement of Operations:**

The Statement of Operations indicates a surplus of Revenue over Expenditures of \$131,595.00. With the inclusion of the Tangible Capital Assets in the amount of \$304,212.00 and Amortization of the Capital Assets by \$152,654.00, the net year end result was a debt of \$20,586.00

**Property Taxes Levied:**

Net taxes levied for general municipal purposes were \$317,682.00, which is \$9,474.00 more than 2017.

**Government Transfers:**

Operating transfers were recorded at \$148,510.00, an increase of \$70,740.00 from 2017.

Capital transfers were higher than 2017, with \$267,411.00 granted in 2018 while \$198,730.00 was received in 2017. Capital transfers are dependent on the Capital projects taken on in the particular financial year. The primary project funded in 2018 was the completion of the Sewage Lift Station. Other projects included water, sewer, road and storm drainage upgrades.

Expenditure by Type Schedule indicated that expenditures in 2018 were \$949,767.00, \$185,285.00 more than 2017.

**General Summary:**

Revenues:	Net Taxes:	\$304,824.00
	Government Trans.	415,921.00
	User Fees & Sales	214,739.00
	Investments & Other	<u>145,878.00</u>
		\$1,081,362.00

Expenditures: Contr. & Gen. Svs.	\$292,128.00
Salaries & Wages	226,726.00
Goods & Supplies	215,102.00
Transfers	35,450.00
Other Expenses	<u>27,707.00</u>
	\$797,113.00

**Net Revenue Before Amortization \$284,249.00**

Amortization Expenses (152,654.00)

**Net Surplus at end of 2018 \$131,595.00**

**RES: 037-19** Moved by Deputy Mayor Dyck that the 2018 Audited Financial Report for the Village of Vilna be accepted as presented by Richard Jean of JMD Group LLP, be approved.

CARRIED

**b. RCMP, Sgt. Chan and Cst. Quigley**

Sgt Chan introduced herself and Cst. Quigley and explained that they were visiting with Council to share mutual issues and concerns that the RCMP may assist with; and that she would be attempting to do so regularly in future.

A number of items were shared and discussed among everyone in attendance, including participants in the gallery.

The RCMP regularly reviews their goals for coming years, to which Council contributed in writing. A set of written goals will be delivered to Council for their information shortly.

**3. MINUTES**

**RES: 038-19** Moved by Councillor Don Romanko that the minutes from the Regular Meeting of Council on March 18, 2019 be accepted as presented. CARRIED

**4. BUSINESS ARISING FROM MINUTES: NONE NOTED**

**5. REPORTS:**

**ADMINISTRATION REPORT**

Administration's report was presented to Council including:

**TAXES OWING AS AT April 9, 2019**

	<b>CURRENT (2019)</b>	<b>\$0.00</b>
	<b>ARREARS (reduced by \$1,047.56)</b>	<b>\$95,443.13</b>
	<b>Interest owed on Taxes (reduced by \$20.09)</b>	<b>\$47,841.22</b>
	<b><u>TOTAL TAXES OWING</u></b>	<b><u>\$143,284.35</u></b>
	<b>Less Village property (Tax Recovery)</b>	<b>(\$59,378.52)</b>
	<b>Less Taxes to be Paid Monthly by Dec 31, 2019 (EFT CREDIT)</b>	<b>(\$13,727.68)</b>
	<b><u>Adjusted Total Taxes Owing (net decrease \$5,303.89)</u></b>	<b><u>\$70,178.15</u></b>
	<b><u>Amounts (utilities) added to the tax roll for December 31, 2018</u></b>	
	<b><u>(incl. above)</u></b>	<b><u>\$1,779.03</u></b>
	<b><u>January 2, 2019 Interest (incl. above)</u></b>	<b><u>\$8,722.29</u></b>

- Of the 7 accounts scheduled for shut-off by March 31, 3 are paid in full, 4 have made payments
- Financial (audit) reporting and the Capital and Operating MSI SFE reports are due to the government by May 1.
- Public Works is busy with spring work including preparing the skid steer for outside work – waiting for parts, signs, back-up beeper. A heavy duty blade and forks have been ordered at the cost of \$6,667.50 (capital).
- A security check of the old garage was requested of Public Works; they feel the building needs to come down.
- Spring has brought the usual problems along with the wonderful weather. Unsupervised youth, loose dogs, suspicious vehicles/trolling, vandalism at public facilities.
- Disaster Recovery agreement and reporting work is ongoing.
- The report for the grant from the Federation of Canadian Municipalities is completed and sent in to the Federation of Canadian Municipalities. We will be starting on Phase III of the ACP grants which will be Water Assets (Ph. I – GIS, Ph. II – Wastewater Assets).

- 4 properties were placed on the March 31, 2019 tax recovery listing at Alberta Land Titles. Registration of Tax Notifications will follow shortly. One property owner has already signed an agreement for 3 years of scheduled payments.
- Work has begun on Vilna Foods repairs. Land Title transfers are in the works from the Village to the new owner.
- We have currently 3 monthly rate bookings at Bonnie Lake (anticipated revenue \$450/month per site). A local fellow is interested in taking over the campground maintenance, including bookings. We should hear from him soon regarding his proposal.
- I was unable to attend the St. Paul AEMA workshop March 21, 2019 – due to illness.
- The water line testing went well from our perspective; the water reservoir was lowered and then refilled in the Regional test of Edwand.
- Whitefish water line construction is on spring break-up hiatus but as soon as things dry up will be coming through Vilna – Associated Engineering will monitor. We will be invited to “shop” meetings to ensure our concerns are discussed.
- We are not adequately insured for the Evergreen Waste agreement. A survey is required by our insurer and will be completed asap.
- Safety Codes Audit is due to the Safety Codes Council by June 30.
- We are contemplating more lagoon treatment prior to release due to the extreme cold of the winter. Enzymes and “bugs” must be warm to work well.
- The final budget and tax scenarios will be prepared for the May meeting. Tax billings are expected to be mailed May 30, 2019 with a due date of June 30, 2019.
- A rate increase (Solid Waste collection) for Commercial Garages and the Health Centre was missed on the last rate bylaw and will be included on the April 30<sup>th</sup> billing.

#### **MAYOR CHAPDELAINÉ'S REPORTS**

##### **Evergreen Waste Management Commission, April 8, 2019**

- Lease/Operations Agreements:
  - Termination Clause in the agreement has been changed to one year for both parties,
  - All changes requested by Municipalities will be changed on all agreements.
  - (Still waiting for agreement from Vilna).
- All Audits have been approved and signed.
- Month End Report for February, 2019:
  - Total Income: \$63,002.80
  - Total Waste Collected: 853 tne
  - Total Loads Delivered: 253.
- A lien was put on Ashmont School for non-payment of demolition material that had been hauled to the waste site.
- Next Meeting – April 18, 2019 – 10:00 a.m. at St. Paul County Board Room.
  - Councillor Romanko will attend.

#### **COUNCILLOR ROMANKO'S REPORTS**

##### ***Smoky Lake Foundation – March 27, 2019***

- Financial Statement reviewed with Auditor and approved.
- CUPE contract approved.
- Discussion with AHS over difficulties, some problems resolved. Reviewed AHS contract.
- BVNook is full.
- Vilna 38/40 but two more applicants are being reviewed.

- Recovering chairs, replacement of light fixtures not really successful.
- Provincial Election Polling station will be in the Vilna Lodge.
- New recreation director.

**Highway 28/63 Water Commission, April 8, 2019**

- CAO working with contractors and County staff.
- Money for project placed in different accounts for easy tracking of financing.
- Engineer reported Mallaig commissioning complete.
- Armstrong stopped for spring breakup.
- Thompson continuing approximately 61% complete.
- April 9, 2019 construction meeting.
- Warspite booster station contract awarded.
- Reservoir discussions will be finalized after election.

**DEPUTY MAYOR DYCK'S REPORT**

**MuniCorr, April 8, 2019**

- Contract has been renewed for the manager, for 1828 hours/year;
- They are looking for histories, artifacts and pictures;
- The Beaver River Trestle awaiting Court Judgement for settlement;
- Board has approved a retroactive pay raise for the manager;
- There will be no change to the crossing fees;
- The Trail Steward are managing to work around the water line construction;
- Water line construction stopped for spring break-up;
- Trail ride is scheduled.

**RES: 039-19** Moved by Mayor Chapdelaine that the reports be accepted for information.

CARRIED

**6. BUSINESS:**

**a. Smoky Lake County Subdivision Proposal**

Council reviewed the proposed subdivision at Bonnie Lake and felt that the project but felt that no further comments or recommendations were warranted.

**7. BYLAWS AND POLICIES**

**8. FINANCIAL REPORT**

<b>a. Accounts paid to April 4, 2019</b>	<b>\$67,123.75</b>
i. March 15 – April 4/19 , Cheques 13495-13516	\$53,052.24
ii. EFT March 15 – April 4/19 (2019030-2019034)	\$ 2,279.84
iii. EFT Payroll March, 2019	\$11,791.67

**RES: 040-19** Moved by Councillor Romanko that the accounts paid to April 4, 2019 in the amount of \$67,123.75 be approved.

CARRIED

**9. CORRESPONDENCE**

- a. Alberta Capital Finance Association, re: Loan Application Dates
- b. Workers Compensation Board, re: Day of Mourning
- c. Smoky Lake Regional Fire, re: Report Card
- d. Capital Region Assessment Services, re: Guide for Property Assessments

- e. AUMA, re: Community Generation Challenge webinar
- f. Smoky Lake County, re: April Calendar
- g. Alberta Counsel, re: March 15 Newsletter
- h. Alberta Counsel, re: April Newsletter
- i. Senate Canada, re: Newsletter
- j. ATB Owl, re: April 1 Newsletter
- k. Analytics – website [www.vilna](http://www.vilna), re: March Report
- l. MuniSoft, re: Computer Software Upgrades
- m. AWWOA, re: Golf Tournament
- n. Mayor of Wood Buffalo, re: Meeting Invitation

**RES.041-19** Moved by Mayor Chapdelaine that the Correspondence identified in the agenda be accepted for information. CARRIED

#### 10. NEXT MEETINGS

- a. Council Meeting.- April 9, 2019 – 7:00 p.m.
- b. Council Meeting – Tuesday, May 21, 2019
- c. Joint Municipalities – Town of Smoky Lake – June 24, 2019 – 6:00 p.m.
- d. Regional Fire & Rescue (SL County Safety) – April 26 – Smoky Lake County
- e. Dr. Recruitment & Retention – Call of Chair
- f. Evergreen Regional Waste Management April 19, 2019
- g. RCDC – May 2<sup>nd</sup>, 2019 – 2:00 – 4:00 p.m. (EDOC)
- h. RCDC – May 6<sup>th</sup>, 2019 – 10:00 a.m.
- i. Smoky Lake Foundation to be determined
- j. Muni-Corr – May 13, 2019 – 10:00 a.m. St. Paul County Board Room
- k. Vilna Ag Society – May 13, 2019 7:30pm
- l. HUB – June 27, 2019 – 5:30 AGM.
- m. CRASC – April 18, 2019
- n. Intermunicipal Collaboration Framework – May 15, 2019 - 10 - 4

**RES. 042-19** Moved by Deputy Mayor Dyck that the meeting schedule be accepted for information. CARRIED

#### 11. CLOSED SESSION

#### 12. ADJOURNMENT

**RES. 043-19** Moved by Mayor Chapdelaine that the meeting adjourned at 9:12 p.m.

CARRIED

---

Leo Chapdelaine, Mayor

S E A L

---

Loni Leslie, CAO