

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA**  
IN THE PROVINCE OF ALBERTA, HELD WEDNESDAY JANUARY 22, 2025 IN THE COUNCIL CHAMBERS  
OF THE VILLAGE OF VILNA MUNICIPAL OFFICE  
5135 – 50<sup>TH</sup> STREET, VILNA AT 5:30 P.M.

**PRESENT:** Mayor Leroy Kunyk  
Deputy Mayor Tammy Lynn Thompson  
Loni Leslie, Administration  
Earla Wagar, CAO

**VIRTUALLY PRESENT:** Councillor Paul Miranda

**DELEGATIONS:** Smoky Lake RCMP - Sgt. Anita Doktor,  
Vilna Fire Department –  
Don Romanko (Spokesman)  
Ed English  
Ellis McConnell  
Gary Sigurdur

**GALLERY:**

**CALL TO ORDER:** Mayor Kunyk called the meeting to order at 5:30 p.m.

**1. AGENDA:**

- |     |   |
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| 1.  | <b>AGENDA</b><br>Additions/Changes  |
| 2.  | <b>DELEGATION:</b><br>a. Sgt. Anita Doktor RCMP, Statistics Reports<br>b. Vilna Fire Department, Fire Hall Lease  |
| 3.  | <b>MINUTES</b><br>a. January 22, 2025   |
| 4.  | <b>BUSINESS ARISING FROM MINUTES</b>  |
| 5.  | <b>REPORTS</b>  |
| 5.1 | <b>ACTION LIST UPDATE</b>   |
| 6.  | <b>BUSINESS:</b><br>a. Regional GIS<br>b. Regional Fire & Rescue Proposal and Agreement<br>c. Regional Emergency Manager<br>d. Assessment Review Board<br>e. Joint Use Planning Agreement |
| 7.  | <b>BYLAWS AND POLICIES (SEE AGENDA 6B)</b><br>a. Bylaw #599-25 – Fire Protection Service<br>b. Bylaw #600-25 – Regional Fire Services Agreement   |
| 8.  | <b>FINANCIAL</b><br>a. <b>Accounts paid to January 31,2025</b> <b>\$20,482.16</b><br>i. Payroll January 2025                      \$20,482.16   |

**RES: 012-025 Moved by Deputy Mayor Thompson** that the Agenda for the February 19, 2025 meeting be accepted as presented. **CARRIED**

**2. DELEGATIONS:**

- a. Sgt. Anita Doktor** from Smoky Lake RCMP met with Council to present the 3<sup>rd</sup> Quarter Provincial Policing Report and report on some of the activities the RCMP have been involved in during the past quarter.
  - Crime Reduction Program – the team is working on various strategies to reduce the crime in the region.
    - Community Engagement – meetings with residents in each municipality
    - School Interaction – Basketball with the students
    - Lodge Visit – St. Patrick’s Day Cookies
  - Staff
    - Will be getting a new recruit at the end of April
    - 3 members will be transferring, and we will be getting replacements
  - Communication
    - Royal Canadian Mounted Police Smoky Lake – Facebook Page
    - Post the Mountie Minute (weekly report)
    - Changing the “Coffee with a Cop” program will be changing to quarterly community meetings rather than monthly.

- April 10, 2025 – will meet with Council to discuss Community Priorities.

**Mayor Kunyk** thanked Sgt. Doctor for keeping the Village informed and appreciation the open interaction between the detachment and the Village.

**b. Vilna Volunteer Firefighters Association** – Spokesperson Don Romanko detailed to Council the origin and history of the Vilna Volunteer Fire Department.

- It was founded in 1980 with a very basic service. They got their first water truck donated to the department. Prior to that they fought fires with shovels, rakes, jeans and jackets.
- Also, in 1980 the volunteers fundraised to build a firehall. With a Provincial Agriculture Grant and the Village borrowing money to assist in the project, they moved ahead. The loan was completely repaid to the Village. Two of the Firefighters, Ed English and Gary Sigurdur spent the next year and a half building the firehall.
- Prior to 1980 the Fire Department used the back half of the Public Works building to store their equipment.
- They indicated that our Volunteer Firefighters are volunteers in the true form. None of them take any payments for their services. Payment for paid on call goes to Village projects to assist the community, such as the paved portion of the park and painting the mushrooms. Training allowances do go to the members for their time.
- The concern, and the reason they addressed Council, is the Regional Fire Services initiative which is requiring that the Village lease the whole fire hall to the County who will be responsible for the operation of the Regional Fire & Rescue Service. They feel that since they fundraised and built the building, they should have some ownership of the facility although the title of the building is in the Village's name.

**Mayor Kunyk** thanked the Volunteers for their service and presentation and recommended that they address the Regional Fire & Rescue Service organizational committee where they can explain their shared ownership of the facility and try to negotiate a fair agreement for the shared use of the building.

### 3. MINUTES

#### a) Regular Council Meeting January 22, 2025

**RES: 013-025 Moved by Councillor Miranda** that the minutes of the January 22<sup>nd</sup>, 2025 Regular Meeting of Council be accepted as amended. **CARRIED**

### 4. BUSINESS ARISING FROM MINUTES – None

### 5. REPORTS

#### a. Mayor Kunyk –

##### i. January 21, 2025 – Vilna & District Municipal Library

- Facility management and staff discussion.
- The year 2024 experienced a Net Loss of \$3,000.00
- Requesting Family Resource Network.

##### ii. February 4, 2025 – Vilna Friends of the Pool Hall Society

- Discussions on security and 2025 activity planning.
- Held a successful interview with CBC.

##### iii. February 6, 2025 – Smoky Lake Physicians & Healthcare Professionals Committee

- Regional Police & Crisis Team delegation. Discussion on mandate changes to improve effectiveness.

##### iv. 2025 Vilna Pool Hall Bylaw Subcommittee

- Discussion of existing bylaws and revisions, for clarity.

#### b. Deputy Mayor Thompson –

##### i. Smoky Lake Foundation

- Discussion of projections and facility capacity

##### ii. MuniCorr

##### iii. Highway 28/63 Water Commission

##### iv. Veterans Memorial Highway

- They are considering creating north and south division.

**c. Councillor Miranda**

**i. Community Futures**

- The Power UP North small business conference is scheduled for October, 2025 at St. Paul College
- Strategic Planning
- National CF Conference May 4-6, 2025 – St. Johns, NL

d. **Action List** – No new reports on existing items.

**e. Administration Report**

**WATER RESERVOIR**

We were scheduled to have a meeting with Associated Engineers and Alpha Construction on February 12<sup>th</sup>, 2025 to discuss the 90% completion. This has been postponed until March.

**PUBLIC WORKS**

Malcolm has been on vacation for the past few weeks. We hired a part-time employee to help Dale. They have maintained the streets despite all the snow and cold weather.

An attempt was made to steal the Village truck and many tools. They failed; most items recovered.

**PROPERTY TAXES:**

<b>BALANCE Current Taxes January 22, 2025</b>	
<b>2025 Prepayments</b>	-15,779.44
<b>2024(Outstanding)</b>	\$50,935.13
<b>ARREARS (prior to 2024)</b>	\$95,629.68
<b><u>TOTAL TAXES OWING</u></b>	<u>\$130,785.37</u>
<b><u>Interest &amp; Penalties</u></b>	<u>\$53,715.56</u>
	\$184,500.93
Less Village property (Tax Recovery)	(\$38,824.79)
	<b><u>\$145,686.14</u></b>

**REGIONAL ADMINISTRATORS MEETING**

The Administrators met on February 5<sup>th</sup>, 2025 to discuss the many regional issues currently being looked at.

- a. Emergency Management. The County has hired a new Director of Emergency Management, Jasmine Schaub. We discussed the possibility of her acting as the Vilna Director of Emergency Management. It looks positive.
- b. Fire Department Regional Fire & Rescue Services. We have agreed on the Agreement terms and conditions. We haven't quite agreed on the lease agreements.
- c. Joint Use Planning Agreement – with Aspen View School Board and Lakeland Catholic School Board. Smoky Lake County Planner, Jordan Ruegg has prepared the draft agreements. He has met with both School Boards, the Village has met with Lakeland Separate School Board. The Agreements will be presented this evening. The Province has extended the deadline for these agreements until June 2026.

**RES: 014-025 Moved by Deputy Mayor Thompson** that the reports be accepted as information. **CARRIED**

**6. BUSINESS**

**a. Regional GIS**

Council has already approved the renewal of the signing of the new 5-year contract with Catalis to provide our GIS services. (costs of the contract with Catalis is cost-share with the other municipalities, our cost below under Financial Implications).

Now we require a motion to approve the agreement that defines/outlines the roles and responsibilities with each of the municipal partners regionally. This agreement has always been executed by the CAO's as per S. 6 of the Regional Agreement. The updated agreement to be signed is attached for your information.

**RES: 015-025 Moved by Mayor Kunyk** that this material be accepted for information. **CARRIED**

**b. Regional Fire & Rescue Lease Agreement**

- RES: 016-025** **Moved by Councillor Miranda** that based on the presentation from the Vilna Volunteer Firefighters Association, the agreement for the lease of the Village Fire Hall for the Regional Fire & Rescue Services be tabled until the Volunteer Firefighters Association can speak to the Fire & Rescue Committee and resolve their concerns. **CARRIED**

**c. Regional Director of Emergency Management**

- RES: 017-025** **Moved by Deputy Mayor Thompson** that Council confirm that Jasmine Schaub, who has been appointed as the Director of Emergency Management for Smoky Lake County shall, in accordance with the agreement with Smoky Lake County, act as the Regional Emergency Manager for the Smoky Lake Region, including Smoky Lake County, the Town of Smoky Lake, the Village of Waskatenau and the Village of Vilna. **CARRIED**

**d. Assessment Review Board**

- RES: 018-025** **Moved by Councillor Miranda** that the Village of Vilna appoint the following members as Assessment Review Board Officials for 2025:

**ARB Chairman:** Raymond Ralph

**Certified ARB Clerk:** Gerryl Amarin

**Certified Panelists:**

Darlene Chartrand

Sherly Exley

Tina Groszko

Richard Knowles

Marcel LeBlanc

Raymond Ralph

**CARRIED****e. JOINT USE PLANNING AGREEMENT**

- RES: 019-025** **Moved by Mayor Kunyk** the Village of Vilna enter into agreements with Aspen View School Division and Lakeland Catholic School Division whereby to lay out a process for the municipality and school boards to discuss matters relating to the planning, development and use of school sites, transfers or disposal of land allocated for schools, servicing for school sites and the use of school and municipal facilities on reserved lands. **CARRIED**

**7. BYLAWS AND POLICIES****a. Bylaw 599-25 Establishment of Fire Protection Services**

- RES: 020-025** **Moved by Mayor Kunyk** that Bylaw 599-25, Fire Protection Services, be read a first time. **CARRIED**
- RES: 021-025** **Moved by Councillor Miranda** that Bylaw 599-25, Fire Protection Services, be read a second time. **CARRIED**
- RES: 022-025** **Moved by Deputy Mayor Thompson** Unanimous Consent be given to read Bylaw #599-25 Establishment of Fire Protection Services, for a third time. **CARRIED**
- RES: 023-025** **Moved by Deputy Mayor Thompson** that Bylaw 599-25, Fire Protection Services, be read a third and final time. **CARRIED**

**b. Bylaw 600-25 Regional Fire Services Agreement**

- RES: 024-025** **Moved by Mayor Kunyk** that Bylaw 600-25, Regional Fire Protection Agreement, be read a first time. **CARRIED**
- RES: 025-025** **Moved by Councillor Miranda** that Bylaw 600-25, Regional Fire Protection Agreement, be read a second time. **CARRIED**
- RES: 026-025** **Moved by Deputy Mayor Thompson** that Unanimous Consent be given to read Bylaw 600-25, Regional Fire Protection Agreement, for a third time. **CARRIED**
- RES: 027-025** **Moved by Deputy Mayor Thompson** Bylaw 600-25, Regional Fire Protection Agreement, be read a third and final time. **CARRIED**

**8. FINANCIAL**

- a. Accounts paid January 1 – 31, 2025** **\$20,482.16**
- i. EFT Payroll January, 2025** \$20,402.16

**RES: 028-025 Moved by Mayor Kunyk** that the accounts paid for January 1<sup>st</sup> to January 31<sup>th</sup>, 2025, totaling \$20,482.16 be approved. **CARRIED**

**9. CORRESPONDENCE**

- a.** Regional Heritage Support Letter
- b.** Alberta Municipal Data Sharing Partnership – Elections Alberta
- c.** Smoky Lake County – Municipal Land Use Sustainability Tool

**RES: 029-025 Moved by Mayor Kunyk** that the correspondence be accepted for information. **CARRIED**

**10. MEETING SCHEDULE**

- a.** February 10, 2025 – MuniCorr – 10:00 a.m.
- b.** February 12, 2025 – Smoky Lake Foundation Mission Review – 10:00 a.m.
- c.** February 18, 2025 – Library AGM
- d.** February 19, 2025 – 28/63 Water Commission – 10:00 a.m.
- e.** February 19, 2025 – Regular Council – 5:30 p.m.
- f.** February 20, 2025 – Lakeland DMO
- g.** February 20, 2025 – Evergreen Waste Commission – 10:00 a.m.
- h.** February 21, 2025 – Hub @ Two Hills – 10:00 a.m.
- i.** February 27, 2025 – Interagency Meeting – 10:00 a.m. – Vilna School
- j.** February 28, 2025 – Regional Water & Wastewater Infrastructure Design Study
- k.** February 28, 2025 – Smoky Lake Foundation – 10:00 a.m.
- l.** March 5, 2025 – AbMunis President’s Summit on Civility
- m.** March 6 & 7, 2025 – ABMunis Spring Municipal Leaders Caucus
- n.** March 6, 2025 – Health Care Advisory Council
- o.** March 10, 2025 – MuniCorr – 10:00 a.m.
- p.** March 11, 2025 – Physicians & Health Care Workers Committee – 9:00 a.m.
- q.** March 12, 2025 – Regular Council – 5:30 p.m.
- r.** **October 20, 2025 – Municipal Elections**
- s.** **October 27, 2025 – Council Training**

**RES: 030-025 Moved by Deputy Mayor Thompson** that the Meeting Schedule be approved as amended. **CARRIED**

**11. CLOSED SESSION – None**

**12. ADJOURNMENT**

**RES. 031-025 Mayor Kunyk** adjourned the Regular Meeting of Council held February 19, 2025 @ 8:30 p.m. **CARRIED**

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Leroy Kunyk, Mayor

S E A L

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Earla Wagar, CAO