

MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA
IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY April 23, 2025 IN THE COUNCIL CHBERS
OF THE VILLAGE OF VILNA MUNICIPAL OFFICE
5135 – 50TH STREET, VILNA AT 5:30 PM

PRESENT: Mayor Leroy Kunyk
Deputy Mayor Tammy Lynn Thompson
Loni Leslie, Administration
Earla Wagar, CAO
Councillor Miranda – Absent

VIRTUALLY PRESENT:

DELEGATIONS: Barbara McCarthy, JMD Group LLP

GALLERY: Jennifer Trider

CALL TO ORDER: Mayor Kunyk called the meeting to order at 5:30 pm

1. AGENDA:

1.	AGENDA	
	Additions/Changes	
2.	DELEGATION:	
3.	MINUTES	
a.	March 12, 2025	
4.	BUSINESS ARISING FROM MINUTES	
5.	REPORTS	
5.1	ACTION LIST UPDATE	
6.	BUSINESS:	
a.	Disposal of Documents	
b.	Iron Horse Trail, Letter of Support	
	BYLAWS AND POLICIES	
a.	2025 Budget Draft for review	
b.	Policies and Procedures Review	
7.	FINANCIAL	
a.	Accounts paid to March 31, 2025	\$107,001.53
i.	Computer Cheques (220 – 227)	\$47,618.15
ii.	Online Banking (317-001 – 220-009)	\$18,629.66
iii.	E-Transfers (317-001)	\$ 183.75
iv.	Auto Withdrawals	\$ 17,922.28
v.	Other Electronic Fund Transfers	\$ 23,946.06
vi.	March 2025 Payroll	\$ 20,917.75
8.	CORRESPONDENCE:	
a.	Town of Smoky Lake – Victim Services Advocacy	
b.	Village of Vilna – Audit Planning Letter	
c.	Minister of Municipal Affairs – Assessment Review Board Training	
d.	RCMP – Smoky Lake Detachment Analysis – confidential – not to be shared	
e.	Emergency Management Act amendment	
f.	Alberta Counsel Bill 50 Webinar	
g.	Smoky Lake County – Community Based Policing Study	
h.	ABMunis – Analysis of Bill 50	
i.	Community Futures – March 2025 Managers Report	

RES: 043-025 Moved by Deputy Mayor Thompson that the Agenda for the April 23, 2025 meeting be accepted as presented. **CARRIED**

2. DELEGATION: Barbara McCarthy of JMP LLP Group presented to Council the 2024 Financial Statements for the Village.

RES: 044-025 Mayor Kunyk thanked Ms. McCarthy for presenting the 2024 Financial Statement and resolved that the 2024 Village of Vilna Financial Statement be accepted as presented. **CARRIED**

3. MINUTES

a) Regular Council Meeting March 12th, 2025

RES: 045-025 Moved by Deputy Mayor Thompson that the minutes of the March 12th, 2025 Regular Meeting of Council be accepted as amended to correct the totals of the Accounts Paid report. **CARRIED**

4. BUSINESS ARISING FROM MINUTES – None

5. REPORTS**a. Mayor Kunyk****i. March 20, 2025 – Evergreen Waste Management**

- A new metal recycling firm has started up in the region. He doesn't require that the metals be sorted.

ii. April 1, 2025 – NLLS

- On March 25th the Rebeka Harakal, the Library Manager gave verbal notice that she would be leaving her position effective March 27th; 2025.
- The hiring process has begun.
- They changed the hours of operation from Tuesday to Thursday to Tuesday, Thursday and Saturday and reduced the hours of operation to 1:00 pm to 6:00 pm each day once the library opens for service again.
- With the absence of a manager, the executive has stepped in to complete the year end reports and grant applications.

iii. April 3, 2025 - Vilna/Bellis Citizen's on Patrol

- Reports were received from the RCMP indicating that they have been successful in apprehending people stealing vehicles.
- The Fish & Wildlife representative indicated that with spring being earlier than previous years, people should be aware that bears are coming out of hibernation and will be scavenging for food.
- The Smoky Lake County Peace Officer reported that he has been quite busy enforcing County Bylaws. He also assists the RCMP whenever his assistance is required.

iv. April 9, 2025 – Highway 28/63 Water Commission

- The auditor presented the 2024 Audited Financial Report.
- Discussion of Bylaws.

v. April 11, 2025 – Friends of the Vilna Pool Hall Society

- The new barber has been successful.
- Summer activities are being planned.
- Scheduled summer hours to have the Pool Hall open from Wednesday to Saturday from 10:00 am to 6:00 pm

vi. April 16, 2025 – Municipal Affairs Stakeholder Townhall

- Discussion of Statutes Amendment Act of 2025

b. Deputy Mayor Thompson**i. March 20, 2025 - Smoky Lake Foundation**

- Developed a Mission, Vision and Value Statement

ii. April 14, 2025 – MuniCorr

- Reviewed policies.

c. Councillor Miranda – None**d. Administration Report to Council April 23, 2025**

WATER RESERVOIR

- Alpha Construction has started the groundwork. They have fenced, removed the small buildings, removed 6 trees along the edge of the construction site and are preparing a site for the Highway 28/63 Water Commission tower.
- We had a virtual meeting with Associated Engineering to bring us up to date on the project. They will be putting weeping tiling around the new reservoir to be connected at some time in the future if needed.
- Part of the electronic system will include an alarm system that will be available to public works.
- They are finalizing the construction designs and the 100% cost estimates.

PUBLIC WORKS

- Public Works has started sidewalk maintenance and street repairs. They will be maintaining Bonnie Lake this year. They will be going out next week to clear the deadfall and clean up the campsite.

ADMINISTRATION

- We have finalized the 2024 Ledgers and are preparing to finalize the budget for 2025 and then put those numbers together to calculate the taxes by mid-May.

PROPERTY TAXES

BALANCE Current Taxes April 23, 2025	
2025 Prepayments	-\$37,046.77
2024 Outstanding	\$39,385.41
ARREARS (prior to 2024)	,\$95,418.57
TOTAL TAXES OWING	,\$97,757.21
<i>Interest & Penalties</i>	,\$52,032.59
	\$149,789.90
Less Village property (Tax Recovery)	(\$38,824.79)
	\$110,965.79

RES: 046-025 Moved by Deputy Mayor Thompson that the reports be accepted as information.

CARRIED

6. BUSINESS

a. Disposal of Documents

RES: 047-025 Moved by Mayor Kunyk that Council direct administration to carry out the destruction of 2016 and 2017 financial, employment and any other eligible records and complete the Affidavit of Witness for Disposal of Village Records when the destruction is completed as per Bylaw #464-08 "Records Retention and Disposal Bylaw."

CARRIED

b. Iron Horse Trail Letter of Support

RES: 048-025 Moved by Deputy Mayor Thompson that Council acknowledges the work being done by Travel Lakeland in support of Iron Horse Trail and the upgrading of the staging areas along the Trail and through this acknowledgement and resolve that a letter of support be forwarded to the Minister of Municipal Affairs.

CARRIED

7. BYLAWS AND POLICIES

- a. 2025 Budget Draft – reviewed
- b. Policy Review - deferred

8. FINANCIAL

a. Accounts paid March 31, 2025	\$107,001.53
i. Computer Cheques (220-227)	\$47,618.15
ii. On-Line Banking (317-001-220-009)	\$ 183.75
iii. E-Transfers (317-001)	\$17,922.28
iv. Auto Withdrawals	\$23,946.06
v. Other Electronic Fund Transfers	\$18,282.97
vi. Payroll – March	\$20,917.75

RES: 049-025 Moved by Mayor Kunyk that the accounts paid for March 1 - 31, 2025, totaling \$107,001.53 be approved.

CARRIED

9. CORRESPONDENCE

- a. Town of Smoky Lake – Victim Services Advocacy
- b. Village of Vilna – Audit Planning Letter
- c. Minister of Municipal Affairs – Assessment Review Board Training
- d. RCMP – Smoky Lake Detachment Analysis – **confidential – not to be shared**
- e. Emergency Management Act amendment
- f. Alberta Counsel Bill 50 Webinar
- g. Smoky Lake County – Community Based Policing Study
- h. ABMunis – Analysis of Bill 50
- i. Community Futures – March 2025 Managers Report

RES: 050-025 Moved by Mayor Kunyk that the correspondence be accepted for information.

CARRIED

10. MEETING SCHEDULE

- a. April 17, 2025 – Evergreen Regional Waste – 10:00
- b. April 23, 2025 – Regular Council Meeting – 5:30 pm
- c. April 24, 2025 – Bill 50 Presentation – ZOOM County Council Meeting – 9:00
- d. April 25, 2025 – Smoky Lake Seniors Foundation – 10:00 am
- e. April 28, 2025 - Joint Municipalities – Waskatenau – 5:00 pm
- f. May 2, 2025 - Northern Lights Library System

- g. May 9, 2025 - NAAGO
- h. May 12, 2025 – MuniCorr
- i. May 14, 2025 – Regular Council – 5:30pm
- j. May 15, 2-025 – Evergreen Waste Commission – 10:00 am
- k. May 16, 2025 – Smoky Lake Seniors Foundation – 10:00 am
- l. May 21, 2025 – Special Meeting of Council (Option)5:30pm
- m. **October 20, 2025 – Municipal Elections**
- n. **October 27, 2025 – Council Training**

RES: 051-025 Moved by Deputy Mayor Thompson that the Meeting Schedule be approved with additions.

CARRIED

11. CLOSED SESSION

12. ADJOURNMENT

RES. 052-025 Mayor Kunyk adjourned the Regular Meeting of Council held April 23, 2025 at 8:00 pm

CARRIED

Leroy Kunyk, Mayor

S E A L

Earla Wagar, CAO