

MINUTES OF THE ORGANIZATIONAL COUNCIL MEETING OF THE VILLAGE OF VILNA
IN THE PROVINCE OF ALBERTA, HELD ON **WEDNESDAY, OCTOBER 9TH, 2024** IMMEDIATELY
FOLLOWING THE REGULAR COUNCIL MEETING.
IN THE COUNCIL CHAMBERS OF THE VILLAGE OF VILNA
MUNICIPAL OFFICE AT 5135 – 50 STREET, VILNA

PRESENT:

Mayor Leroy Kunyk
Deputy Mayor Tammy-Lynn Thompson
Councillor Paul Miranda
CAO Earla Wagar
Administrator Loni Leslie

1. CALL TO ORDER BY CAO:

CAO Earla Wagar called the meeting to order at 7:05 p.m.

2. ADOPTION OF AGENDA

(SEE POLICY 101)

RES. 128-24 Moved by Deputy Mayor Thompson that the Agenda be adopted as presented.

CARRIED

3. NOMINATION OF MAYOR

CAO Earla Wagar called for nominations for the position of Mayor

RES. 129-24 Deputy Mayor Thompson nominated Leroy Kunyk for the position of Mayor.

After calling for nominations two more times with no further nominations, a vote was called.

CARRIED

Mayor Kunyk was elected to the position of Mayor and assumed the Chair.

4. OATH OF OFFICE OF THE MAYOR

5. NOMINATION OF DEPUTY MAYOR

Mayor Kunyk called for nominations for the position of Deputy Mayor.

RES. 130-24 Mayor Kunyk nominated Tammy-Lynn Thompson for the position of Deputy Mayor.

After 2 further calls and with no further nominations, Councillor Thompson was re-elected as Deputy Mayor

CARRIED

6. OATH OF OFFICE OF THE DEPUTY MAYOR

7. OATH OF OFFICE OF REMAINDER OF COUNCIL

8. MINUTES FROM 2023 ORGANIZATIONAL MEETING

RES. 131-24 Moved by Councillor Miranda that 1st Reading be given to Interim Finance Bylaw #590-23.

CARRIED

9. REVIEW BYLAWS AND POLICIES

- a. Organizational meeting POLICY 101-21
- b. Procedures bylaw #568-21
- c. Code of conduct BYLAW #551-20, Policy 110-21
- d. Public participation POLICY #108-18
- e. Responsibility to administration POLICY #103

RES. 132-24 Moved by Mayor Kunyk that the Organizational Meeting Policy #101-21, the Procedures Bylaw #568-21, the Code of Conduct Bylaw #551-20 & Policy #101-21, the Public Participation Policy #109-18 and the Responsibility to Administration Policy #103 be adopted as presented.

CARRIED

a. REMUNERATION SCHEDULE POLICY 102

RES. 133-24 Moved by Deputy Mayor Thompson that Policy #102, the Remuneration Schedule Policy be amended to increase the travel allocation for Council and Administration to \$0.55 per kilometer, be adopted.

CARRIED

b. INTERIM FINANCING BYLAW #597-24 (3 READINGS)

RES. 134-24 Moved by Councillor Miranda that 1st Reading be given to Interim Finance Bylaw #597-24. **CARRIED**

RES. 135-24 Moved by Deputy Mayor Thompson that 2nd reading be given to Interim Finance Bylaw #597-24. **CARRIED**

RES. 136-24 Moved by Mayor Kunyk that with the consent of all Councillor present, 3rd and final reading be given to Interim Finance Bylaw #597-24. **CARRIED**

10. SIGNING AUTHORITY

RES. 137-24 Moved by Councillor Miranda that the Signing Authority for all Banking Matters be allocated to the Deputy Mayor, or in the absence of the Deputy Mayor, the Councillor and the Chief Administrative Officer or the Administrator. **CARRIED**

11. APPOINTMENT OF AUDITOR – Richard Jean, JMD Group

12. APPOINTMENT OF ASSESSOR: Mike Krim, Tanmar Consulting

13. ALLOCATION OF BANKING INSTITUTION: ATB Financial

14. APPOINTMENT OF ENGINEER: Associated Engineers

15. APPOINTMENT OF PLANNING SERVICES: Municipal Planning Services

16. APPOINTMENT OF SUBDIVISION AUTHORITY OFFICER: Jane Dauphinee

RES. 138-24 Moved by Councillor Miranda that the following Appointments be approved as presented:

- i. Auditor – Richard Jean from JMD Group
- ii. Assessor – Mike Krim from Tanmar Consulting, contracted to Capital Regional Assessment Services Commission.
- iii. Banking Institution - ATB Financial, St. Paul, Ab
- iv. Engineering Services – Associated Engineering Services
- v. Planning Services – Municipal Planning Services
- vi. Subdivision Authority Officer – Jane Dauphinee of Municipal Planning Services

CARRIED

17. APPOINTMENT OF DIRECTOR OF EMERGENCY MANAGEMENT

RES. 139-24 Moved by Deputy Mayor Thompson that Councillor Miranda be appointed as the Director of Emergency Management for the Village. **CARRIED**

18. DATES FOR REGULAR COUNCIL MEETINGS:

RES. 140-24 Moved by Mayor Kunyk that the Regular Council Meetings be scheduled for the second (2nd) Wednesday of each month, beginning at 5:30 p.m. unless otherwise rescheduled. **CARRIED**

19. APPOINTMENT TO BOARDS:

- a. **Capital Region Assessment Services Commission:** Deputy Mayor Thompson with Councillor Miranda as alternate
- b. **Evergreen Regional Waste Commission:** Mayor Kunyk with Councillor Miranda as alternate.
- c. **Highway 28/63 Regional Water Commission** Mayor Kunyk as representative and Deputy Mayor Thompson and Councillor Miranda as alternate.
- d. **North East Muni-Corr Ltd.:** Deputy Mayor Thompson with Councillor Kunyk as alternate.
- e. **NE Alberta HUB:** Councillor Miranda with Deputy Mayor Thompson as alternate.
- f. **Physician Recruitment & Retention Committee:** Mayor Kunyk
- g. **Public Safety/Disaster Services/RCMP Advisory:** Full Council.
- h. **Regional Emergency Management Advisory:** Councillor Miranda with Deputy Mayor Thompson as 1st alternate and Mayor Kunyk as 2nd alternate .
- i. **Regional Community Development Committee** Councillor Miranda with Mayor Kunyk as alternate.

- j. **Intermunicipal Collaboration Framework Committee** Mayor Kunyk and the CAO to attend.
- k. **Regional Fire and Rescue Services Committee:** Deputy Mayor Thompson with Councillor Miranda as alternate.
- l. **Smoky Lake Foundation:** Deputy Mayor Thompson, Mayor Kunyk as alternate. (4th of 4 year term)
- m **Northern Lights Library System and Vilna & District Municipal Library:** Mayor Kunyk with Deputy Mayor Thompson as alternate.
- n. **Ukrainian Twinning Committee:** Deputy Mayor Thompson (until the end of the contract on December 31, 2024).
- o. **Veterans Memorial Highway:** Deputy Mayor Thompson.
- p. **Joint Municipalities** Full Council and Administration
- q. **Go East of Edmonton,** Tourism Information: Mayor Kunyk
- r. **Smoky Lake Community Futures:** Councillor Miranda and Carol Trider from the Community at Large.

RES. 141-24 Moved by Deputy Mayor Thompson that the Board and Committee appointments be approved as indicated above. **CARRIED**

RES. 142-24 Moved by Mayor Kunyk that the Village of Vilna withdraw from the Ukrainian Twinning Committee, the Smoky Lake Heritage Board and that the Vilna Cares Society and the Village Centennial Committee be withdrawn as active Committees. **CARRIED**

20. APPOINTMENTS TO VOLUNTEER BOARDS

- s. **Vilna & District Fire Department:** (*Voluntary*) Mayor Kunyk
- t. **Vilna Pool Hall Society** (*Voluntary*) Deputy Mayor Thompson
- u. **Vilna & District Agricultural Society** (*Voluntry*) Councillor Miranda

RES.143-24 Moved by Deputy Mayor Thompson that the Voluntary Board appointments be approved as indicated above. **CARRIED**

21. PLANNING AND SUBDIVISION BOARDS

- v. **Subdivision & Development Appeal Board:**

RES. 144-24 Moved by Mayor Kunyk that the Subdivision and Development Appeal Board shall be composed of Members-at-Large: Grant Gillund, Christine Hansen, Gary Henry, Amy Cherniwchan, Jerry Melnyk, Sylvia Holowach, Candace Bryks, David Thomas, Margaret Allan Newell, & Pat Olchowy. **CARRIED**

RES:145-24 22. ADJOURNMENT

Mayor Kunyk adjourned the meeting at 8:00 p.m.

Leroy Kunyk, Mayor

S E A L

Earla Wagar, CAO