

MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA

IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY DECEMBER 11, 2024, IN THE COUNCIL CHAMBERS

OF THE VILLAGE OF VILNA MUNICIPAL OFFICE

5135 – 50TH STREET, VILNA AT 5:30 P.M.

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

DELEGATIONS: Aspen View Public School Board:
 Constantine Kastrinos, Superintendent and
 Donna Cherniwchan, Trustee

GALLERY:

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

1. AGENDA:

1.	AGENDA		
	Additions/Changes		
2.	DELEGATION:		
	• Aspenview Public School Board Representatives		
	Constantine Kastrinos, Superintendent		
	Donna Cherniwchan, Trustee		
3.	MINUTES		
	• October 9, 2024 – Annual Organizational Meeting		
	• October 9, 2024 Regular Council		
4.	BUSINESS ARISING FROM MINUTES		
5.	REPORTS		
	• Mayor & Council		
	• Administration		
	• Action List		
6.	BUSINESS:		
	• 2024 Christmas Office Closure		
	• December 31, 2024 Tax Penalty		
	• Library Board Appointments		
	• Village of Vilna Library 2025 Budget		
	• Police Advisory Board		
	• Joint Use Planning Agreement		
	• Physician & Health Care Professionals Budget		
	• Smoky Lake Catalis (GIS) Agreement		
	• 2025 Operating & Capital Budget		
7.	BYLAWS AND POLICIES		
	• Bylaw #598-24 Cancel Plan #637KS		
8.	FINANCIAL		
	• Accounts paid to October 31, 2024		\$91,990.97
	A/P Cheques October 1-31, 2024 (193-198)	\$17,452.20	
	EFT October 1-31, 2024 (24084-24104)	\$50,903.25	
	Payroll October, 2024	\$23,635.52	
	• Accounts paid to November 30, 2024		\$97,010.87
	A/P Cheques November 1-31, 2024 (199-200)	\$15,609.79	
	EFT November 1-30, 2024 (24105-24121)	\$61,475.30	
	Payroll November, 2024	\$19,925.78	

RES: 146-024 Moved by Councillor Miranda that the Agenda for the December 11, 2024 meeting be accepted as presented. **CARRIED**

DELEGATIONS:

Superintendent Constantine Kastrinos and Trustee Donna Cherniwchan of the Aspen View Public School Board spoke to Council about the population of the schools in their region, indicating that the population of Vilna School is declining. In 2015 the school population was 222 and has dropped to 121 in 2024/2025 term. Saddle Lake Reserve has constructed a new school. The Off Campus Academy currently has 13 students between grades 8 – 12.

A brief discussion was held regarding the Provincially mandated Joint Use Planning Agreements (JUPA) whereby Municipalities and School Boards are required to sign agreements to share facilities in an attempt to reduce infrastructure costs. Also in that agreement is a confirmation of the use of Municipal Reserves and School Reserves.

Mayor Kunyk thanked the members of the Board for the attendance and sharing of information.

MINUTES

a) Regular Council Meeting October 9, 2024

RES: 147-024 Moved by Deputy Mayor Thompson that the Annual Organizational Minutes of the October 9, 2024 Regular Council Meeting be accepted as presented. **CARRIED**

RES: 148-024 Moved by Deputy Mayor Thompson that the Regular Meeting Minutes of the October 9, 2024 Regular Council Meeting be accepted as presented. **CARRIED**

- **BUSINESS ARISING FROM MINUTES – None**

- **REPORTS**

- a. **Mayor Kunyk –**

- i. **Vilna/Bellis Citizens on Patrol – October 17, 2024**

- Membership has increased according to the Alberta Citizens on Patrol Association AGM report.

- ii. **Smoky Lake Physicians and Healthcare Professionals Committee October 22, 2024**

- Held the annual Organizational Meeting followed by the Regular Meeting.
- Reviewed the Terms of Reference and Mandate
- Supporting the International Nurses Support.

- iii. **Intermunicipal Collaboration Committee – Regional Fire - October 23, 2024**

- Update on costs and inventory. Review of Master Plan
- Discussion of water tankers, boat rescue options.

- iv. **RCMP Town Hall – Smoky Lake – October 24th**

- Presentation on the effectiveness of Citizens on Patrol program.

- v. **Highway 28/63 Water Commission – October 28th, 2024**

- Annual Organizational Meeting followed by Regular Meeting
- Discussion of Managing Partner Option, no changes made.

- vi. **Vilna & District Municipal Library October 29, 2024**

- First Aid Training and annual budget discussed.

- vii. **Regional Fire & Rescue – November 8, 2024**

- Presentation by TSI of Master Plan

- viii. **Intermunicipal Collaboration Committee – Regional Fire – November 12, 2024**

- Annual Organizational Meeting followed by Regular Meeting
- Next steps for regional bylaws update, public hearings.

- ix. **Vilna Historic Pool Hall – November 18th, 2024**

- Operations Update. Cue updates. Seasonal event schedule.

- x. **Water Reservoir Workshop – Associated Engineers – November 19, 2024**

- Met with Engineers and Alpha Construction regarding planning stages and status update.

- xi. **Smoky Lake Physicians and Healthcare Professionals Committee Nov 21, 2024**

- Community Services update, recruitment integration strategies.
- Reset plan for Bylaws and Terms of Reference.

- xii. **Evergreen Waste Commission – November 22, 2024**

- Organizational Meeting and Regular Meeting
- Future evolution planning.

- xiii. **Northern Lights Library System – November 29, 2024**

- Organizational Meeting followed by Regular Meeting.
- Revenues have increased.

- xix. **Vilna Lodge Seasonal Celebration – November 30, 2024**

- Attended and provided speech and well wishes.

- xx. **Highway 28/63 Water Commission**

- Gravel and rock debris found in line, pump damaged, screens installed.
- Update on Whitefish operations.
- Joint meeting with Goodfish Lake Council.

- xxi. **Vilna School – December 18th, 2024**

- Attended and helped serve dinner.

- Financial Literacy Program offered twice monthly.

b. Deputy Mayor Thompson –

i. Veterans Memorial Highway

- Considering creating two regions.

ii. Smoky Lake Foundation

- Meetings are quite vague discussing what will be done but not discussing what has been done.

iii. Evergreen Waste Management Meeting

iv. Regional Fire Meeting – December 11, 2024

v. Vilna Lodge Christmas Dinner – December 18, 2024

c. Councillor Miranda

- i. Has been away, no meetings to report.**

d) CAO Report

Property Taxes

BALANCE Current Taxes November 12, 2024	
2024 (incl. 2024 May levy)	\$73,477.26
ARREARS	\$97,275.21
TAXES OWING	\$170,722.47
<i>Interest & Penalties</i>	\$42,513.09
TOTAL TAXES OWING	\$213,235.56
<i>Less Village Property (Tax Recovery)</i>	(\$38,824.79)
	\$174,410.77

BALANCE Current Taxes December 11, 2024	
2024 (incl. 2024 May levy)	\$60,465.55
ARREARS	\$100,098.88
TAXES OWING	\$160,564.43
<i>Interest & Penalties</i>	\$41,640.11
TOTAL TAXES OWING	\$202,204.54
<i>Less Village Property (Tax Recovery)</i>	(\$38,824.79)
	\$163,379.75

POLICING

In the package is the 2nd quarter activity report from the RCMP. Crime seems to be increasing substantially from previous years. In 2018 the Province set up a Police Advisory Board and began taxing municipalities for a portion of the policing costs.

- Police Advisory Board The establishment of the new Alberta Police Advisory Board will give communities policed by the RCMP a forum to discuss provincial policing priorities. The advisory board consists of representatives from the Rural Municipalities of Alberta, the Alberta Urban Municipalities Association, and the Alberta Association of Police Governance. Through this venue, municipalities will be able to provide valued advice in matters related to the provincial police strategic and financial plans and further advocate for the resources their communities need to the leadership at the Ministry and RCMP.
- The police funding model (PFM) takes the total cost of frontline officers and redistributes a portion of those costs to municipalities who receive the services of the Provincial Police Service (RCMP).
- The model includes five variables that are used in calculations to distribute the province’s costs:
 - equalized assessment;
 - population;
 - crime severity;
 - shadow population; and

- detachment location.
- Currently the Federal Government pays 30% of our policing costs and the province pays 70% or \$1,748,050,000.00. Of this amount municipalities are now paying 30% of the Provinces 70% or \$524,400,000.00.
- The Village is currently paying 3.71% or \$13,239.22 of the net taxes for policing. The 2025 budget will see an increase of 39% of this amount or a \$5,163.21 increase bringing our budget amount to \$18,402.21.

LOCAL AUTHORITIES ELECTIONS ACT

- Bill 20: *Municipal Affairs Statute Amendment Act*, amended the *Local Authorities Election Act* to include a requirement for municipalities to use the most current provincial register of electors from Elections Alberta.
- Under Bill 20, section 49 of the *Local Authorities Election Act*, will require all municipalities to prepare a permanent electors register of residents in the municipality who are eligible to vote.
- This Permanent Electors Register is to be compiled and revised primarily using information received from Elections Alberta.
- All municipalities in Alberta are now required to enter into an agreement with Elections Alberta to:
 1. Receive information from Elections Alberta that will assist the municipality in the creation and revision of the permanent electors register.
 2. Provide information to Elections Alberta that will assist Elections Alberta in revising the provincial register of electors.

JOINT US PLANNING AGREEMENT (JUPA)

- A Joint Use and Planning Agreement (JUPA) is a formal partnership between a municipality and a school board that outlines how they will plan, develop, and use school sites. JUPAs also include how to resolve disputes and how the parties will work together.
- In Alberta, the Municipal Government Act and Education Act were amended in 2020 to require municipalities to enter into JUPAs with school boards by June 2023.
- JUPAs can help to address the evolving needs of municipalities by providing guidance on how to allocate, use, plan, develop, and maintain municipal reserve, open space, and school sites.
- It has been indicated that these agreements should be in place by June 2025.

Vilna School Invitation As part of the Joint Use Agreement we have received an invitation to use the gymnasium of the school for municipal purposes from 4:00 p.m. – 7:00 p.m.

Land Subdivision Also included in this agreement is the provision of municipal land for school purposes (in the case of construction of or addition to the school). The Alberta Planning Act requires that if a municipality subdivides a parcel of land into more than 4 lots, 10% of the subdivision shall be set aside in reserve for either municipal or school development purposes. We haven't had any large subdivisions since this legislation was enacted.

WATER RESERVOIR

- On Thursday, November 7th, we had a short meeting with Derek from Associated Engineers for our bi-weekly update. at which time they showed us a 3D model of the water plant.
- They estimate that the design package will be 75% completed by October 31, 2024 and 90% by November 29th. It is intended that the Invitations for Construction Tender should be ready by December 24th, 2024.
- Time table is on track.
- On Tuesday, November 19th at 10:00 a.m. AE and Alpha will host a workshop to provide the 75% review of the Design of the Water Reservoir.
- The Surveyor will be here tomorrow to complete the survey for the design
- We have hired an Environmentalist to test for hazardous material in the existing Water Plant.
- This will give the engineers the information they need to determine the cost of demolition.

SEWAGE LAGOON

- Public Works opened the clean cell of the Sewage Lagoon for the fall release. It drained quickly and cleanly. We do have a beaver house in the bottom of the cell that will have to be removed.

5.1 Action List Update

- The Vilna Agricultural Society Lease to satisfy Insurers. Awaiting Response
- Community Concern regarding house numbers. Progress is being made with fewer properties not responding.

- Incentives for Volunteer Fire Fighters – Committee has agreed to the UFA membership for fuel.

RES: 149-024 Moved by Councillor Miranda that the reports be accepted as information.

CARRIED

6. BUSINESS

a. 2024 Christmas Office Closure

RES: 150-024 Moved by Mayor Kunyk that the Village of Vilna Office be closed for the Christmas period from Thursday December 20th, 2024 to January 6th, 2025.

CARRIED

b. December 31st Tax Penalty

RES: 151-024 Moved by Councillor Miranda that the December 31st Tax Penalties shall be extended, because of the Office Closure through the Christmas period, and will be due at the end of day (4:30p.m.) January 6th, 2025.

CARRIED

c. Library Board Appointments

RES: 152-024 Moved by Councillor Miranda that the Village of Vilna appoint the following individuals to the Village of Vilna Library Board for the specified terms at the request of Public Library Services Branch – Municipal Affairs in order to satisfy the Alberta Libraries Act requirements and best practices:

1. Mathieu Girard – for a 3 year term beginning December 11, 2024 with an expiry date of December 11, 2026,
- and
2. Geordie Speers – for a 3 year term beginning December 11, 2024 with an expiry date of December 11, 2026.

CARRIED

d. Library Board 2025 Budget

RES: 153-024 Moved by Councillor Miranda that Council accept the 2025 Vilna & District Municipal Library Board Budget for information and approve it as presented. .

CARRIED

e. Police Advisory Board

RES: 154-024 Moved by Mayor Kunyk that the Provincially mandated Regional Policing Committee item be accepted for information and will be brought forward when more information is provided.

CARRIED

f. Joint Use Planning Agreement (Schools)

RES: 155-024 Moved by Mayor Kunyk that the JUPA agreement between Aspen View School Board and the Village as well as between Lakeland Catholic School Board and the Village of Vilna be tabled until clarification of some of the items be explained, prior to agreements being signed.

CARRIED

g. Physicians & Health Care Professions Committee Budget

RES: 156-024 Moved by Councillor Miranda that the Physicians and Healthcare Professionals Committee Budget recommendation be approved in the amount of \$24,000.00 with the Village contribution being 7% or \$1,680.00.

CARRIED

h. Smoky Lake Catalis GIS Agreement

RES: 157-024 Moved by Councillor Miranda that the Council of the Village of Vilna approve Smoky Lake County to execute a renewal contract with Catalis Technologies Canada Ltd. On behalf of the Smoky Lake Region encompassing the municipalities of Smoky Lake County, Town of Smoky Lake, Village of Waskatenau and the Village of Vilna, for the purpose of providing Geographic Information Software products and services for a five year term commencing January 1, 2025 and ending December 31, 2029, as per quote No. :006Ph00000BsbM1IAJ dated November 1st, 2024 for the software licensing and quote No. 006Ph00000DGIt7IAS, dated November 5, 2024 for Recurring Professional Services. **CARRIED**

i. 2025 Operating & Capital Budget

RES: 158-024 Moved by Councillor Miranda that Council approve the Interim 2025 Capital Budget and 2025 Operating Budget.

CARRIED

BYLAWS AND POLICIES

a. Bylaw #598-24 – Cancel Plan 6375KS

RES: 159-024 Moved by Deputy Mayor Thompson that 1st Reading be given to Bylaw #598-24 to Cancel Plan #6375KS and include the property identified as Lot P, Plan 6375KS in Block A, Plan 2566HW.

CARRIED

RES: 160-024 Moved by Mayor Kunyk that 2nd Reading be given to Bylaw #598-24 to Cancel Plan #6357KS to Cancel Plan #6375KS and include the property identified as Lot P, Plan 6375KS in Block A, Plan 2566HW.

CARRIED

RES: 161-024 Moved by Councillor Miranda that with unanimous consent of Council, 3rd reading shall be given of Bylaw #598-24 to Cancel Plan #6375KS to Cancel Plan #6375KS and include the property identified as Lot P, Plan 6375KS in Block A, Plan 2566HW.

CARRIED**j. FINANCIAL**

a. Accounts paid October 1 – 31, 2024	\$91,990.97
i. A/P Oct 1 - 31, 2024 (193-198)	\$17,452.20
ii. EFT Oct 1 - 31, 2024 (24048-24104)	\$50,903.25
iii. EFT Payroll Oct, 2024	\$23,635.52
b.	
c. Accounts paid November 1-30, 2024	\$97,010.87
iv. A/P Nov 1-30, 2024 (199-200)	\$15,609.79
v. EFT Nov 1--30, 2024 (24105-24121)	\$61,475.30
vi. EFT Payroll Nov, 2024	\$19,925.78

RES: 162-024 Moved by Mayor Kunyk that the accounts paid for October 1st to November 30th, 2024, totaling \$189,001.84 be approved.

CARRIED**k. CORRESPONDENCE**

- a. Technology & Innovation – Bill #33 – Protection of Privacy Act
- b. RCMP – 2nd Quarter – Smoky Lake Detachment
- c. RCMP – 4th Quarter – Provincial Crime Statistics

RES: 163-024 Moved by Deputy Mayor Thompson that the correspondence be accepted for information.

CARRIED**l. MEETING SCHEDULE**

- ~~a. January 8, 2025 – Regular Council~~
- b. January 13, 2025 – MuniCorr – 10:00 a.m.
- c. January 13, 2025 – Joint Municipalities – 5:00 p.m. Smoky Lake
- d. January 22, 2025 – Regular Council Meeting
- e. **October 20, 2025 – Municipal Elections**
- f. **October 27, 2025 – Council Training**

RES: 164-024 Moved by Councillor Miranda that the Meeting Schedule be approved with the amendment to change the January Regular Council Meeting from Wednesday January 8th, 2025 to Wednesday, January 22, 2025 at 5:30 p.m.

CARRIED**m. CLOSED SESSION – None****n. ADJOURNMENT**

RES. 165-024 Mayor Kunyk adjourned the Regular Meeting of Council held December 11, 2024 at 8:15 p.m.

CARRIED

 Leroy Kunyk

S E A L

Earla Wagar, CAO