MINUTES OF THE REGULAR COUNCIL MEETING OF THE VILLAGE OF VILNA
IN THE PROVINCE OF ALBERTA, HELD THURSDAY NOVEMBER 20, 2025 IN COUNCIL CHAMBERS OF THE VILLAGE OF VILNA MUNICIPAL OFFICE
5135 – 50TH STREET, VILNA AT 5:30 PM

PRESENT: Deputy Mayor Tammy-Lynn Thompson
Councillor Jennifer Trider
Loni Leslie, CAO

VIRTUALLY PRESENT:

ABSENT: Mayor Leroy Kunyk

DELEGATIONS: Seargent Anita Doktor – 6:00pm

GALLERY: None

CALL TO ORDER: Deputy Mayor Tammy-Lynn Thompson called the meeting to order at 5:31pm

1. AGENDA
a. Additions/Changes
2. DELEGATION: RCMP Sgt. Doktor – 6:00pm
3. MINUTES
a. October 8, 2025, Regular Council Meeting
b. October 27, 2025, Organizational Minutes
4. BUSINESS ARISING FROM MINUTES
5. REPORTS
a. Council
b. Administration
6. BUSINESS:
a. Riverland Recreational Society
b. ACP Grant - Regional
7. BYLAWS AND POLICIES –
a. Policy #305 Schedule of Fees
b. FCSS Snow Removal Policy
c. Road and Sidewalk Maintenance – Winter
8. FINANCIAL:

a.	**Accounts paid to November 15, 2025**	**$ 77,880.98**
i.	Computer Cheques	$ 10,299.31
ii.	Online Banking	$ 13,497.38
iii.	E-Transfers	$ 3,511.00
iv.	Credit Cards -Transfers	$ 1,013.06
v.	Auto Withdrawals	$ 28,046.49
vi.	October 2025 Payroll	$ 21,513.74

9. CORRESPONDENCE:
10. NEXT MEETINGS:
11. CLOSED SESSION – None
12. ADJOURNMENT

RES: 174-025 **Moved by Deputy Mayor Thompson** that the Agenda for the November 20th, 2025 regular Council Meeting be accepted as presented with the addition of Item 6.c Village of Vilna Library Board member appointment. **CARRIED**

2. DELEGATION (5:58pm) – Sgt. Anita Doktor reported:

- the Victim Services representative is ready to go – just awaiting final clearance,
- that community engagement efforts continue in schools; made special appearances at Halloween to hand out treats,
- an overview of crime statistics, down in some areas, holding in most others
- staffing the detachment is in flux, new Corporal on board, others leaving soon, new members coming on,
- a tour of K Division will be arranged for Council/CAO and COP members for March/April 2026,
- that she will return to converse with Council at the February meeting.

Deputy Mayor Thompson thanked Sgt. Doktor for taking the time to update Council regarding RCMP activities and for the efforts of all members of the Smoky Lake Detachment for their hard work.

3. MINUTES

a. Regular Council Meeting October 8, 2025

RES: 175-025 **Moved by Councillor Trider** that the minutes of the October 8th, 2025 Regular Meeting of Council be accepted as presented **CARRIED**

RES: 176-025 **Moved by Deputy Mayor Thompson** that the minutes of the October 28th, 2025 Organizational Meeting of Council be accepted as presented. **CARRIED**

4. BUSINESS ARISING FROM MINUTES – None

5. REPORTS

a. Deputy Mayor Thompson

- **CRASC and Highway 28/63 Regional Water Services Commission** were held.
- **N.E. Muni-Corr** held a general orientation and that the January 14 full orientation and training session must be attended by both regular and alternate members.

b. Councillor Trider will provide reports on her committee meetings at the next meeting.

c. Administration Report

WATER RESERVOIR

- Construction is again underway on the reservoir and pumphouse. The final estimate is $7,469,481.00 which is about $1.0 million over expectations. Obviously, it is not great news and certainly means we will have to borrow unless some miracle funding comes our way. How much is yet to be determined but will have to be close to the cost increase providing the province approves the increase.
- A letter was sent to the Minister requesting an increase in grant funding of $2,039,611. A request for the remaining (already approved) grant funds has been sent to the department.

PUBLIC WORKS

- Public works has completed winterizing at the campground, washrooms, hydrants etc. and storing summer equipment to prepare for winter.
- A hydrant valve and the health center shut-off valve were replaced.
- We've had the usual start to fall/winter weather cycles – snow, melt, freeze. Just hoping no rain also.

PROPERTY TAXES

Current Taxes (2025)	$46,920.33
Prior Years Taxes (2024 and earlier)	$92,881.50
Prior Years Interest (2024 and earlier)	$45,298.94
(-40,170.15) Total Taxes Owing	**$185,100.77**

EFT payments - will complete payment on Current Taxes by Dec 31, 2025	-$23,793.05
Village owned property, no longer assessing levies, can be sold	-$54,511.18
2025 Tax Sale Properties-will be transferred to Village (Not sold)	-$31,444.71
Sold at Public Auction -$29,300.00	-29,300.00
Write-off necessary for Sold at Public Auction property (Op expense in 2025)	-12,512.58
Total Taxes Owing (*includes credits on some accounts of $2,437.22****)***	**$33,539.25**

ADMINISTRATION

- Our Franchise Fee was cut in half for the next 6 months (Rider J). Budget effect ↓±50% revenue.
- Alberta Environment will visit for an inspection of records and water plant on November 25, 2025.
- Administrators met October 16, 2025 and discussed planning and timelines for upcoming regional work, including an ACP grant through the Town of Smoky Lake for Economic Development, Council training (as per the MGA) October 27, 2025 and Council Local Authority Elected Officials Course January 29, 2026.
- The tax recovery auction sale November 6, 2025 resulted in one sold property.
- Public engagement session (with Municipal Planning Services) for the draft Land Use Bylaw (LUB) is imminent but not set. Following that, a Public Hearing will be held to complete the new LUB.
- Work on the new website is underway, looking forward to a more functional site.
- In December the CAO will take Subdivision & Development Appeal Board Training for Clerks & Boards
- The pre-audit will be held November 26, 2025 in the Village office.

- A major general ledger (accounting system) upgrade was completed today.
- CAO is hoping to write both the Small Systems Water and Small Systems Wastewater Certification Exams with Alberta Environment before the end of January 2026.
- The Deputy-Mayor and Councillor have been registered for the Assessment 101 course Jan. 29, 2026.

RES: 177-025 **Moved by Councillor Trider** that the reports be accepted as information. **CARRIED**

6. BUSINESS

a. Riverland Recreational Society

RES: 178-025 **Moved by Deputy Mayor Thompson** that the Village of Vilna continue to contribute to the Riverland Recreation Society for the grooming of the Village's section of the Iron Horse Trail/Canada Trail at the rate of $56.00 per year from 2025 to and including 2027. **CARRIED**

b. ACP Grant – Regional

RES: 179-025 **Moved by Councillor Trider** that the Village of Vilna, in partnership with the Town of Smoky Lake, Smoky Lake County and Village of Waskatenau, apply to the Alberta Community Partnership (ACP) 2024–25 Grant Intake, under the Intermunicipal Collaboration Stream, for the purposes of obtaining grant funding for the Smoky Lake Regional Economic Development Initiative; and further, approve the Town of Smoky Lake as the Managing Partner for the application; and further, agree to abide by the terms and conditions of the Conditional Grant Agreement governing the purpose and use of the grant funds. **CARRIED**

c. Village of Vilna Library Board Appointment

RES: 180-025 **Moved by Deputy Mayor Thompson** that Leroy Kunyk is reappointed to the Village of Vilna Library Board for a term ending December 16, 2028. **CARRIED UNANIMOUSLY**

RES: 181-025 **Moved by Councillor Trider** that the Council of the Village of Vilna approves that the appointment of Leroy Kunyk to the Village of the Vilna Library Board exceeds 3 consecutive terms. **CARRIED UNANIMOUSLY**

7. BYLAWS AND POLICIES

a. Policy 305 – Finance Policy – Schedule of Fees

RES: 182-025 **Moved by Deputy Mayor Thompson** that approval be given to the amendments to Village of Vilna Policy 305, Finance – Schedule of Fees **CARRIED**

b. Policy #414 Senior's Snow Removal Program - FCSS

RES: 183-025 **Moved by Councillor Trider** that approval be given to the amendments to Village of Vilna Policy 414, Senior's Snow Removal Program - FCSS **CARRIED**

c. Policy #402 Road and Sidewalk Maintenance - Winter

RES: 184-025 **Moved by Councillor Trider** that approval be given to the amendments to Village of Vilna Policy 402, Road and Sidewalk Maintenance - Winter **CARRIED**

8. FINANCIAL

a. Accounts paid to November 15, 2025	**$ 77,880.98**
i. Computer Cheques	$ 10,299.31
ii. Online Banking	$ 13,497.38
iii. E-Transfers	$ 3,511.00
iv. Credit Cards -Transfers	$ 1,013.06
v. Auto Withdrawals	$ 28,046.49
October 2025 Payroll	$ 21,513.74

RES: 185-025 **Moved by Councillor Trider** that the accounts paid October 9, 2025 to November 15, 2025, totaling $77,880.98 be approved. **CARRIED**

9. CORRESPONDENCE:

- **a.** Metis Crossing Congrats Letter Info Package, Leroy
- **b.** RCMP Quarterly Stats/Reports
- **c.** 2025 Nov 17 – Letter to Minister – Transportation Re: Increase grant funding request

d. North Saskatchewan River Alliance request for annual funding

RES: 186-025 **Moved by Councillor Trider** that the correspondence presented at the November 20th, 2025 Council meeting be accepted for information. **CARRIED**

10. NEXT MEETINGS:

a. November 21, 2025 Evergreen RWSC – 3rd Friday of each month, 10am
b. November 21, 2025 Smoky Lake Foundation – 3rd Friday of each month, 9am
c. November 21, 2025 GoEast of Edmonton AGM - Vegreville
d. December 8, 2025 Muni-Corr – Beginning January – 2nd Wednesday each month, 10am
e. December 11, 2025 Next Council – 2nd Thursday of each month
f. December 15, 2025 Community Futures

RES: 187-025 **Moved by Deputy Mayor Thompson** that the Meeting Schedule be accepted for information. **CARRIED**

11. CLOSED SESSION - None

12. ADJOURNMENT

RES. 188-025 **Mayor Kunyk** adjourned the Regular Meeting of Council held November 20th, 2025 at 7:34 pm **CARRIED**

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Tamm-Lynn Thompson, Deputy, Mayor

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Loni Leslie, CAO