

VILLAGE OF MYRNAM



**Annual General Meeting
November 21, 2022
CTEC**

PUBLIC MEETING AGENDA

- Welcome & Opening Comments from Mayor
- Introductions of Council and Staff
- Review of Previous Minutes
- Mayor's Reports
- 2021 Key Measures and Financial Indicators
- 2022 Operating Budget
- 2022 Capital Projects
- Preparing for 2023 and Beyond
- Updates and Highlights
- Question/Comment Period
- Closing Comments from the Mayor

WELCOME
&
OPENING
COMMENTS

MAYOR DONNA RUDOLF

MAYOR

Donna Rudolf

DEPUTY MAYOR

Raymond Yaremchuk

COUNCILLOR

Kurt Ewanec



INTRODUCTIONS



CAO
Elsie Kiziak

PW FOREMAN
Norman Brake

ADMIN ASSISTANT
Jodi Bannister

PW ASSISTANT
Johan Klassen

DOVE PARK MAINTENANCE
Wendy McConachie

INTRODUCTIONS

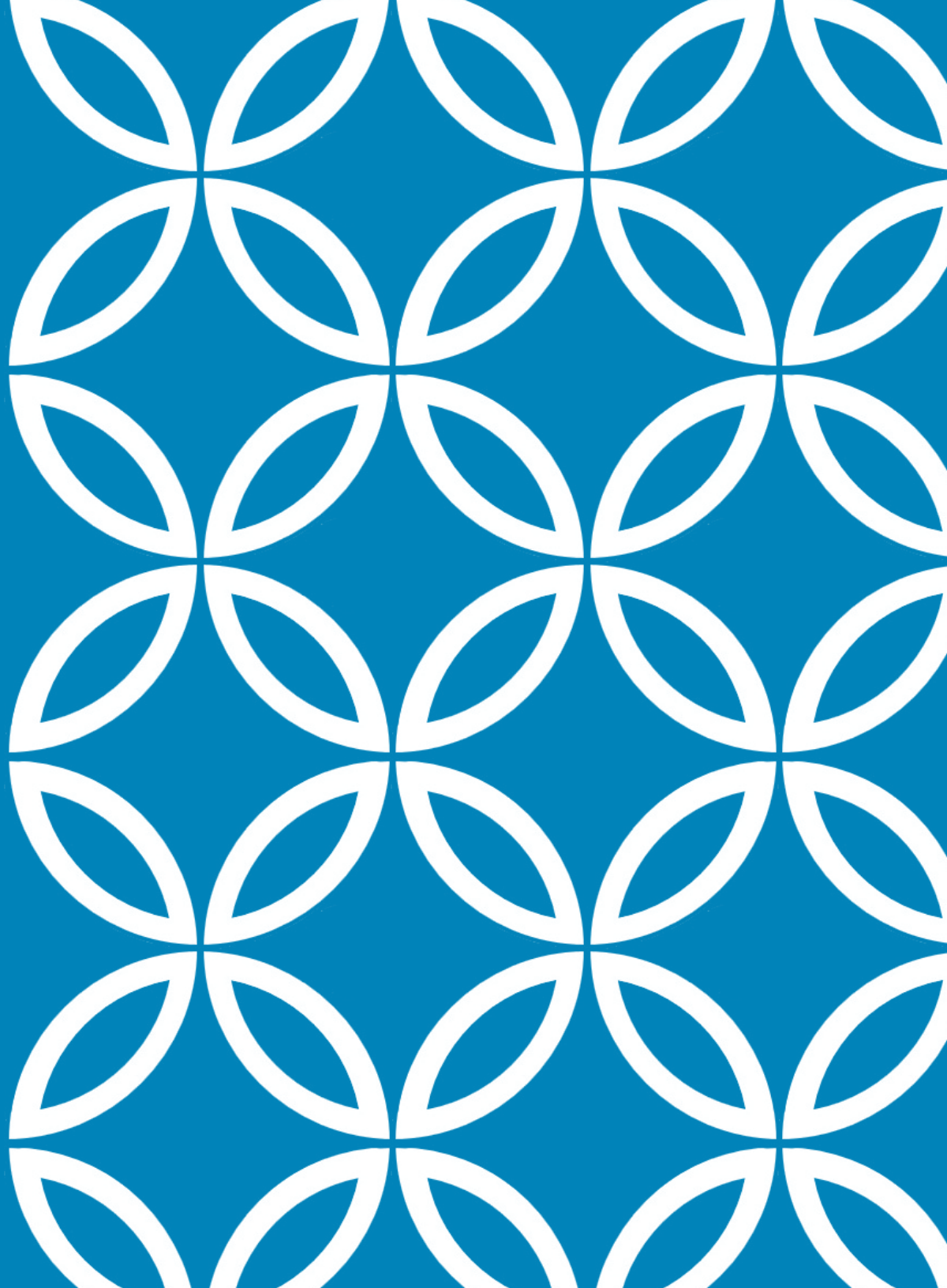
2022 DISTINGUISHED SERVICE AWARD WINNER



Raymond Yaremchuk - On Council since October 2001

REVIEW OF PREVIOUS MINUTES

September 13, 2021



MAYOR'S REPORT

Mayor Donna Rudolf

September 2021 – October 2022

This past year has been financially daunting. The good news is that the budget has been balanced. If a municipality cannot present a balanced budget Municipal Affairs intervenes and basically looks at the future viability of that municipality. CAO Elsie Kiziak will be presenting numerous ways Council has looked at ways to be financially balanced.

The **Myrnam and District Dove Historical and Beautification Society** is a non-profit registered society that looks after village planters, the Dove Park, and generally contributes to any project that benefits the community as a whole. New resident, Wendy McConachie who was contracted to maintain the Dove Park and Planters this past summer, also is creating the new monthly *Dove Tales*; a newsletter highlighting community activities, that is being sent out with the monthly village newsletter. If you have any community events or news that you would like to share with the community, please let her know.

The Dove Connection, a partnership project between the Village and the Dove Society, is a walk-way between the Myrnam Senior's Lodge and the Dove Park/Downtown, featuring an asphalt pathway, lighting, benches, plants and fruit trees. The proceeds from the recent Spaghetti Supper and Silent Auction will be going towards our portion of the cost. The Village and the Dove Society are actively applying for grants. Another project that the village and society will be partnering on is a historical walk app.

The Village and Dove Society also had the opportunity to get over 45 tree seedlings free from the New World Sustainable Technologies Charitable Foundation. Trees will consist of various maple, pine, aspen, poplar, as well as a pear and various apple and cherry trees. If you or anyone you know has 10 acres of land for this organization to plant seeds please let us know.

The Dove Society is happily experiencing a resurgence after COVID and welcomes new members; a sign-up sheet is by the coffee/treats table.

The **Family Resource Network (FRN)**, a part of the **Two Hills Family and Community Support Services (FCSS for short)** has been sponsoring several initiatives. The director, Heather Landiak, has been successfully reaching out to all of the county in an attempt to make all residents aware of programs. There have been community awareness nights, craft workshops, coffee sessions, youth programs, etc. Our portion of the "Block Party" program is \$750.00. With that, the Village will be featuring a Christmas Community Party along with the Ag. Society, Dove Society, Fire Department, and Seniors Centre on December 4, 2022.

MAYOR'S REPORT

Mayor Donna Rudolf

September 2021 – October 2022

The **EagleHill Foundation** has left the contract with Connecting Care, which has been the managing agency for several years. The cost was becoming prohibitive and excessive. The Board, after reviewing all aspects, decided it was expedient to return to local governance. Occupancy in the lodges remains to be an issue. Several steps are in place to attract more residents.

Our library is located in New Myrnam School. The public is welcome to use all of **Northern Lights Library System's** resources, which includes access to movies, documentaries, games, books for those with sight impairment, and much more! Northern Lights sent out two representatives and a display at the FCSS school literacy day event at the request of the village. If anyone is interested in helping promote the use of our library, please let us know by filling out the form of interest by the coffee/treats table.

HUB, is a non-profit regional economic development alliance in the northeast region of Alberta, of which the Village is a member of. Bob Bezpalko, is the director, has been meeting with Village Council, the school board chair, the school division Superintendent and staff, and County elected officials discussing maximum utilization of **CTEC** and ways to promote programming and increasing enrollment of New Myrnam School. Community Futures is sponsoring a project called "Connect for Food" and has contacted us to host a spring event at CTEC. There is considerable interest in CTEC is being evidenced after the achievements of school principals, Robert Tymofichuk, and the tangible results of the students. We are looking at becoming a cutting edge 'green' school as we partner with the school in various hands-on approach learning, to make Myrnam become known as an eco-centre. The Village is also reaching out to various post-secondary institutions to welcome them to use CTEC as a rural learning centre.

GoEast Alberta, a regional tourism organization is looking at expanding the Metis Crossing east on the North Saskatchewan River. Since future development is possible, the Village will not be selling the land by the river.

MAYOR'S REPORT

Mayor Donna Rudolf

September 2021 – October 2022

The Village has been proactive in signing letters and petitions to **Keep Alberta RCMP** and providing input regarding the Provincial Policing.

Northeast region Mayors and Reeves have been holding meetings regarding issues facing the region. A letter has been sent to the provincial government regarding the state of Highway 28. It has been confirmed that our northeast region does not receive comparable government funding, yet we produce a huge portion of resources. This will be the consolidated efforts to make a change.

The village has been increasing **public participation**. This past year, the village implemented a Public Participation Policy and has requested input into the 2022 Municipal Budget, the Urban Hen Bylaw, and input from some residents regarding sidewalks adjacent to their property that were possibly being considered for removal.

The village have been trying to improve the appearance and beautification of the village by enforcing certain bylaws. Instead of contracting out bylaw services, the village has appointed Elsie Kiziak as the **Bylaw Enforcement** Officer. In her capacity as Bylaw Enforcement, multiple bylaw orders have been issued over the last year. Specifically, two properties, the old hospital and the old theatre, have received orders to either improve their structures or to demolish. Other properties have had orders to cut grass and/or remove weeds and others to clean up their properties. There have been some concerns about some orders. If you receive an order that you do not agree with, there is an appeal process where you submit an appeal form to the village office, and then Council will review the appeal at the following regular council meeting.

Although it is not a mandatory requirement, the village will be working on a **Strategic Plan** which will identify goals, long and short term, and ways to realistically achieve these goals. Becoming a flagstaff of sustainability for example is one goal in mind. Strategic planning sessions will occur this winter season. Please sign up if you would like to be part of the process!

MUNICIPAL KEY MEASURES AND FINANCIAL INDICATORS

Key Measures:

Alberta Municipal Affairs created has a screening tool for municipalities, through the development of quantifiable key measures to find out if they need assistance from Municipal Affairs.

Financial Indicators:

Latest results of municipal indicators is for the year ending 2021.

13 KEY MEASURES

Village of Myrnam 2021

AUDIT OUTCOME

No Concern

MINISTRY INTERVENTION

Yes - 1

TAX BASE BALANCE

86.66%

TAX COLLECTION RATE

90.21%

POPULATION CHANGE

-30.54%

CURRENT RATIO

1.32

ACCUMULATED SURPLUS/DEFICIT

\$-77,808

ON-TIME FINANCIAL REPOR...

Yes

DEBT TO REVENUE PERCENTAGE

60.61%

DEBT SERVICE TO REVENUE PERCENT

2.01%

INVESTMENT IN INFRASTRUCTURE

3.65

INFRASTRUCTURE AGE

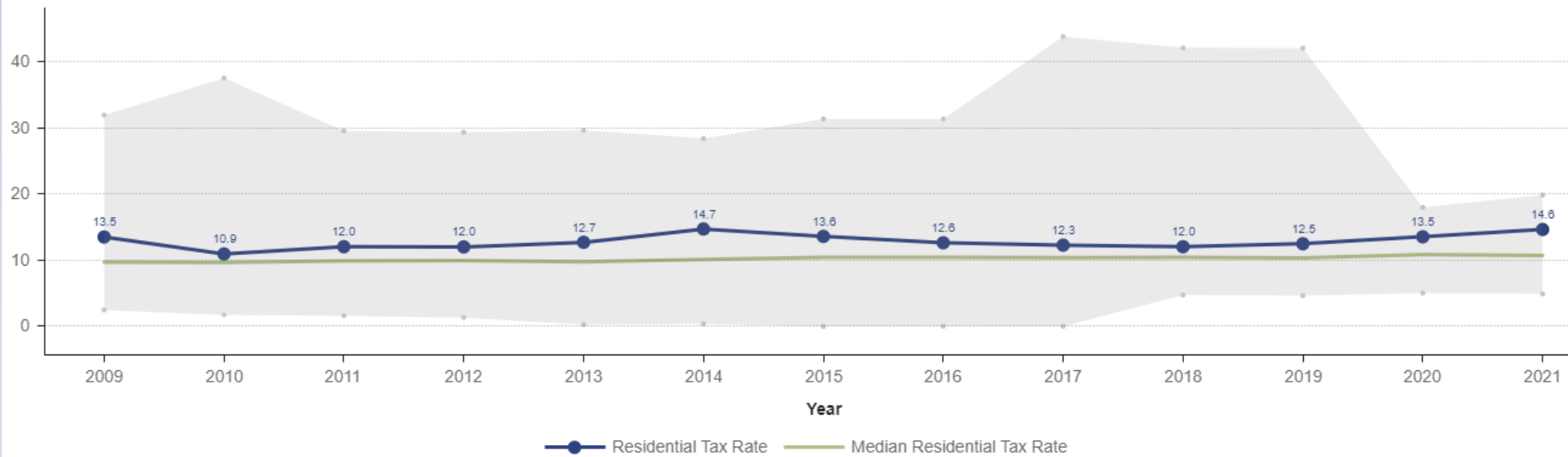
57.30%

INTEREST IN MUNICIPAL OFFICE

1.00

Residential Tax Rate

Village of Myrnam



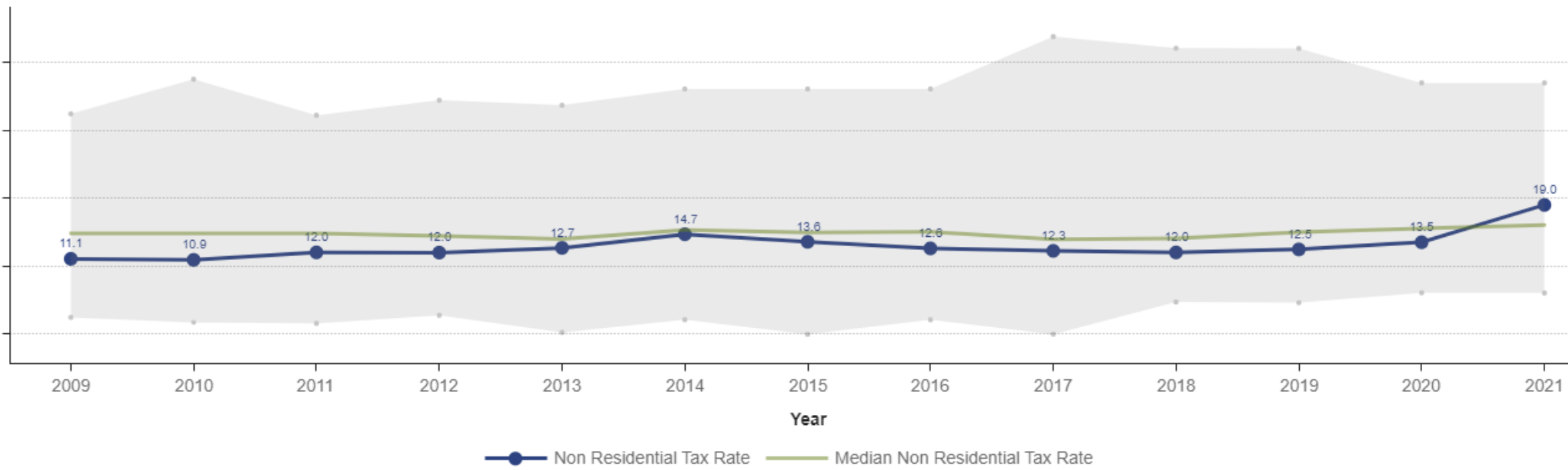
Residential Tax Rate shows the amount of tax payable per thousand of dollars of taxable property assessment, taken from the municipality's annual Tax Rate Bylaw.

FINANCIAL INDICATORS

Residential Tax Rate

Non Residential Tax Rate

Village of Myram



FINANCIAL INDICATORS

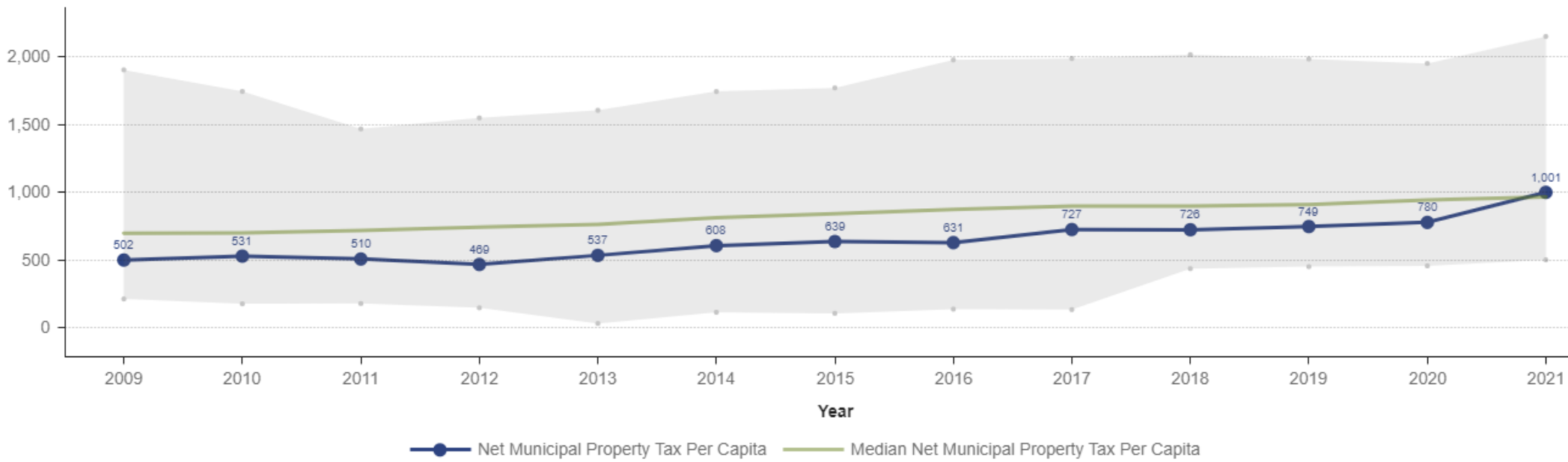
Non-Residential Tax Rate

When looking at the graphs on residential and non-residential tax rates alone one might suggest that residents are highly taxed. However, when you look at actual tax revenue per capita Myrnam is below the median. This is of course due to the very low assessment values in the Village. Lower assessment values necessitate higher tax rates to collect similar amounts for covering the cost of services. Higher tax rates in your town vs your neighbor does not necessarily mean higher taxes.

If you have half the assessment value, you need twice the tax rate to generate the same amount of money from residents to pay for services.

Net Municipal Property Taxes Per Capita

Village of Myram



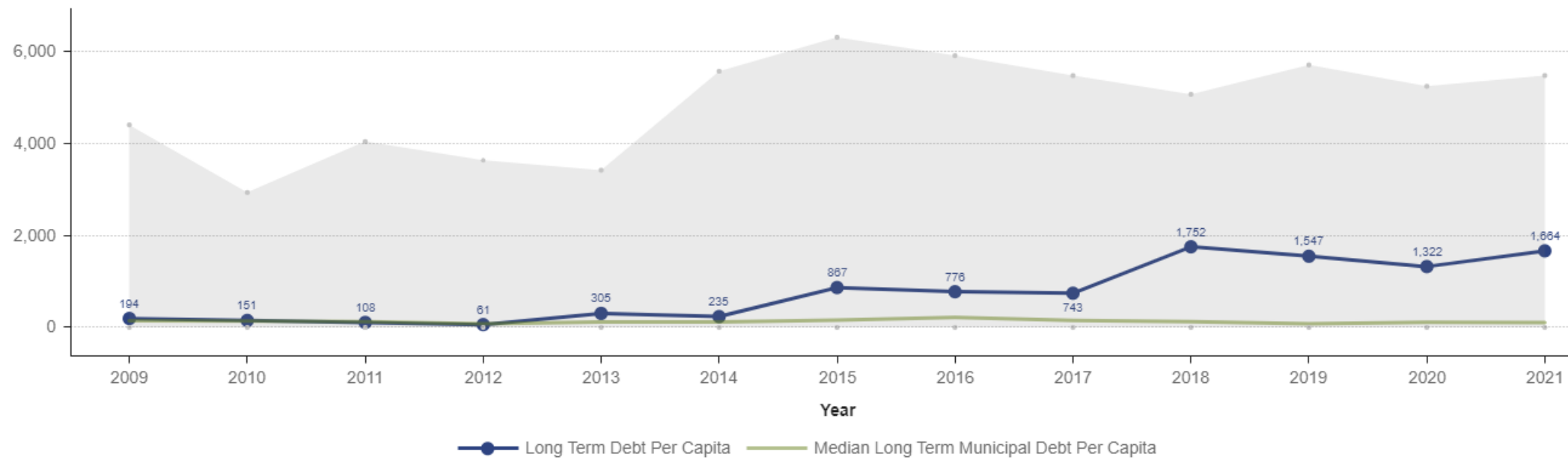
Revenue Sources Per Capita: Net Municipal Property Taxes shows the municipal property tax revenue (excluding schools and senior's lodging) divided by the municipality's population.

FINANCIAL INDICATORS

Tax Revenue per Capita

Long Term Municipal Debt Per Capita

Village of Myram



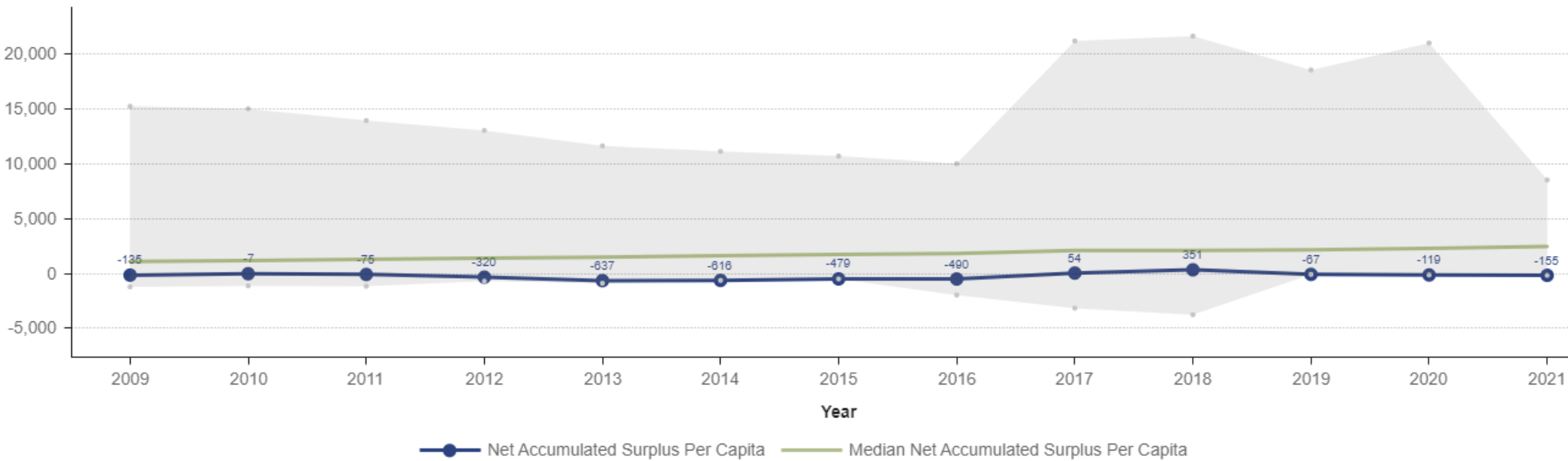
Long Term Municipal Debt Per Capita is the municipal debt that is held for longer than one year, divided by a municipality's population.

FINANCIAL INDICATORS

Long-Term Debt Per
Capita

Net Accumulated Surplus Per Capita

Village of Myram



Net Accumulated Surplus Per Capita are the financial assets, measured in dollars per person, that a municipality has to provide future services.

FINANCIAL INDICATORS

Net Accumulated Surplus
Per Capita

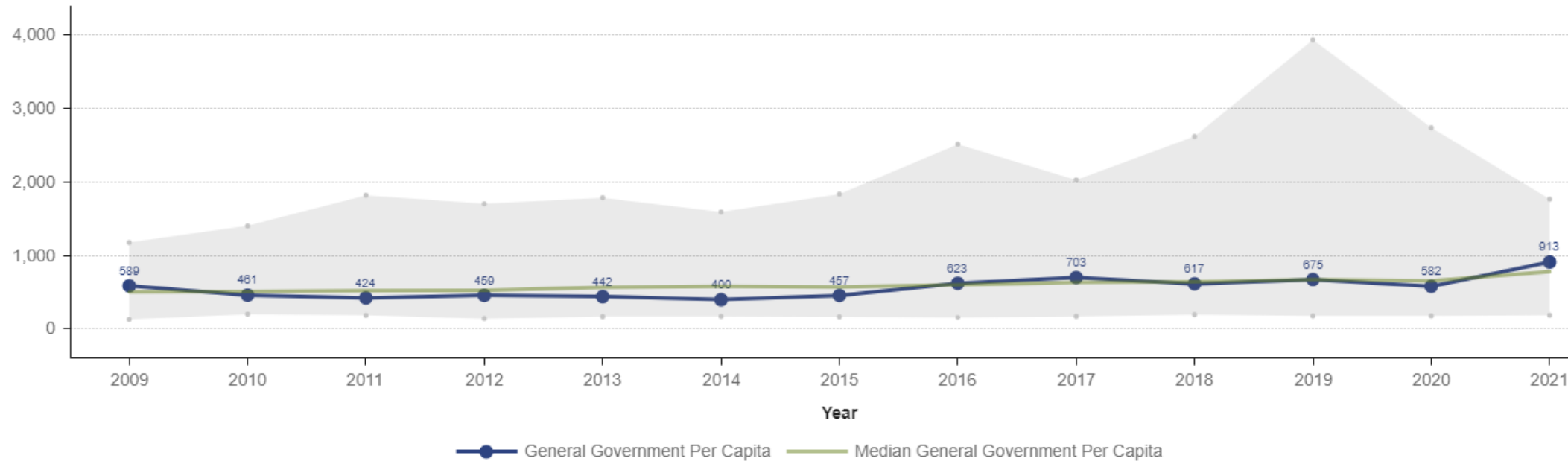
Accumulated surplus or deficit

An accumulated surplus position means net resources (both financial and non-financial) are available that may be used to provide future services. An accumulated deficit position means that annual operating deficits (which reflect the amortization of tangible capital assets) have been financed through borrowing. Being in an accumulated deficit position means that an entity will require future revenues to finance its historic operations.

FINANCIAL INDICATORS

Net Accumulated Surplus
Per Capita

Village of Myrnam

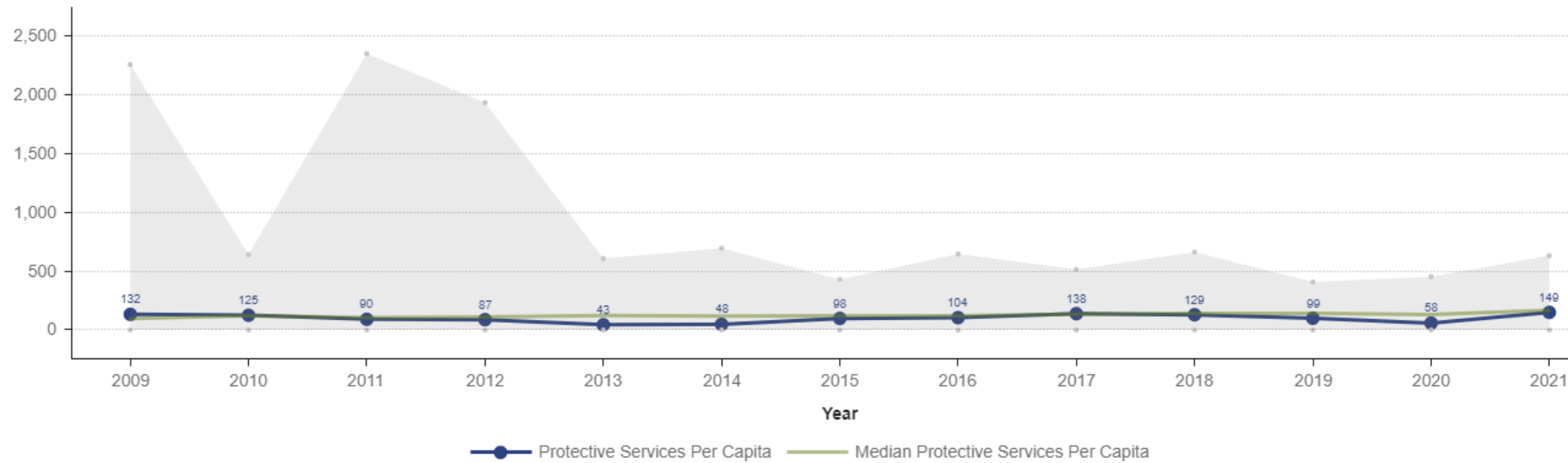


Major Expenditures Per Capita by Broad Function: General Government shows municipal expenses on general government (such as general administration, municipal council and other legislative functions) divided by population.

FINANCIAL INDICATORS

Per Capital Expenditure on
General Government

Village of Myram



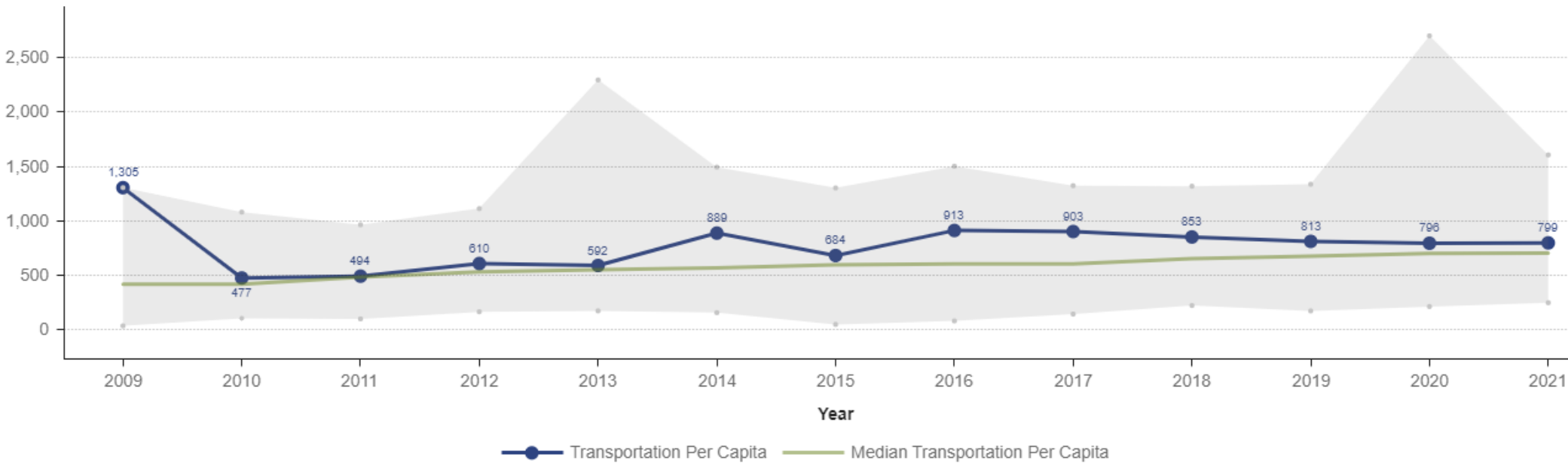
Major Expenditures Per Capita by Broad Function: Protective Services shows municipal expenses on protective services (such as police, fire, disaster and emergency management, and bylaw enforcement) divided by population.

FINANCIAL INDICATORS

Per Capital Expenditure on Protective Services

Transportation

Village of Myram



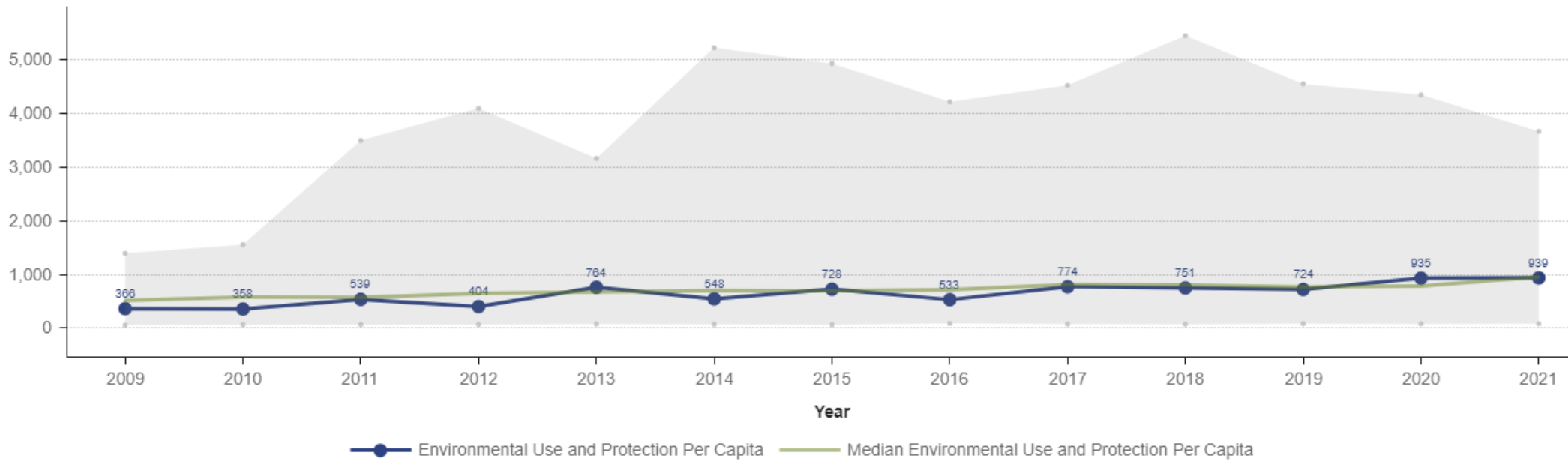
Major Expenditures Per Capita by Broad Function: Transportation shows municipal expenses on transportation (such as roads, streets, walks, lighting, airport, public transit, storm sewers and drainage) divided by population.

FINANCIAL INDICATORS

Per Capital Expenditure on
Transportation

Environment

Village of Myrnam

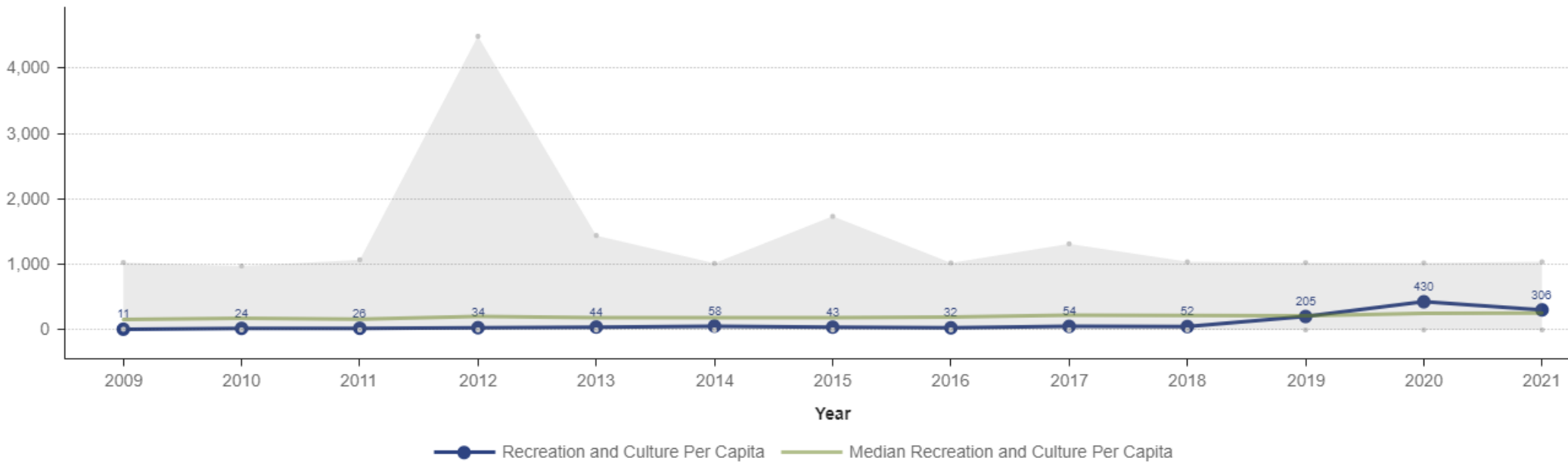


Major Expenditures Per Capita by Broad Function: Environment shows municipal expenses on environment use and protection (such as water supply and distribution, wastewater treatment and disposal, and waste management) divided by population.

FINANCIAL INDICATORS

Per Capital Expenditure on Environment (water, wastewater, garbage)

Village of Myram



Major Expenditures Per Capita by Broad Function: Recreation shows municipal expenses on recreation and culture (such as parks and recreation facilities, libraries, museums, community halls, convention centres, and recreation boards) divided by population.

FINANCIAL INDICATORS

Per Capital Expenditure on Recreation ad Culture (recreation facilities, library, etc.)

Revenue and Expenses Per Capita

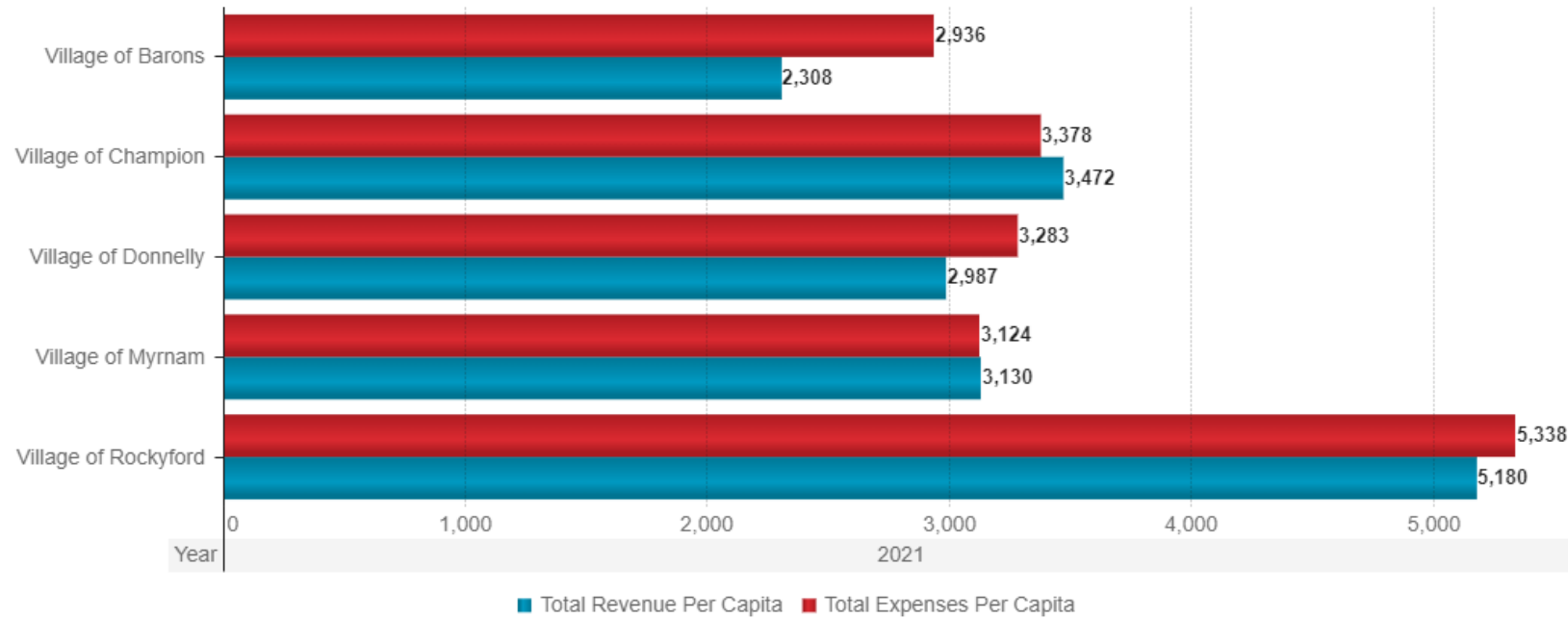
2021

Revenue and Expenses Per Capita shows a municipality's total revenue and expenses divided by its population*.

Municipality

Village of Rockyford	316
Village of Champion	317
Village of Myrnam	339
Village of Barons	341
Village of Donnelly	342

Green - Good comparators
Yellow - Fair comparators
Red - Poor comparators



FINANCIAL INDICATORS

Comparing Revenues and Expenses with similarly sized municipalities

2022 OPERATING BUDGET

Council approved a balanced budget for 2022

More work is required to develop a balanced budget for 2023 – 2026

Input is desired from all community members regarding levels of services

Budget meetings will be scheduled in early 2023

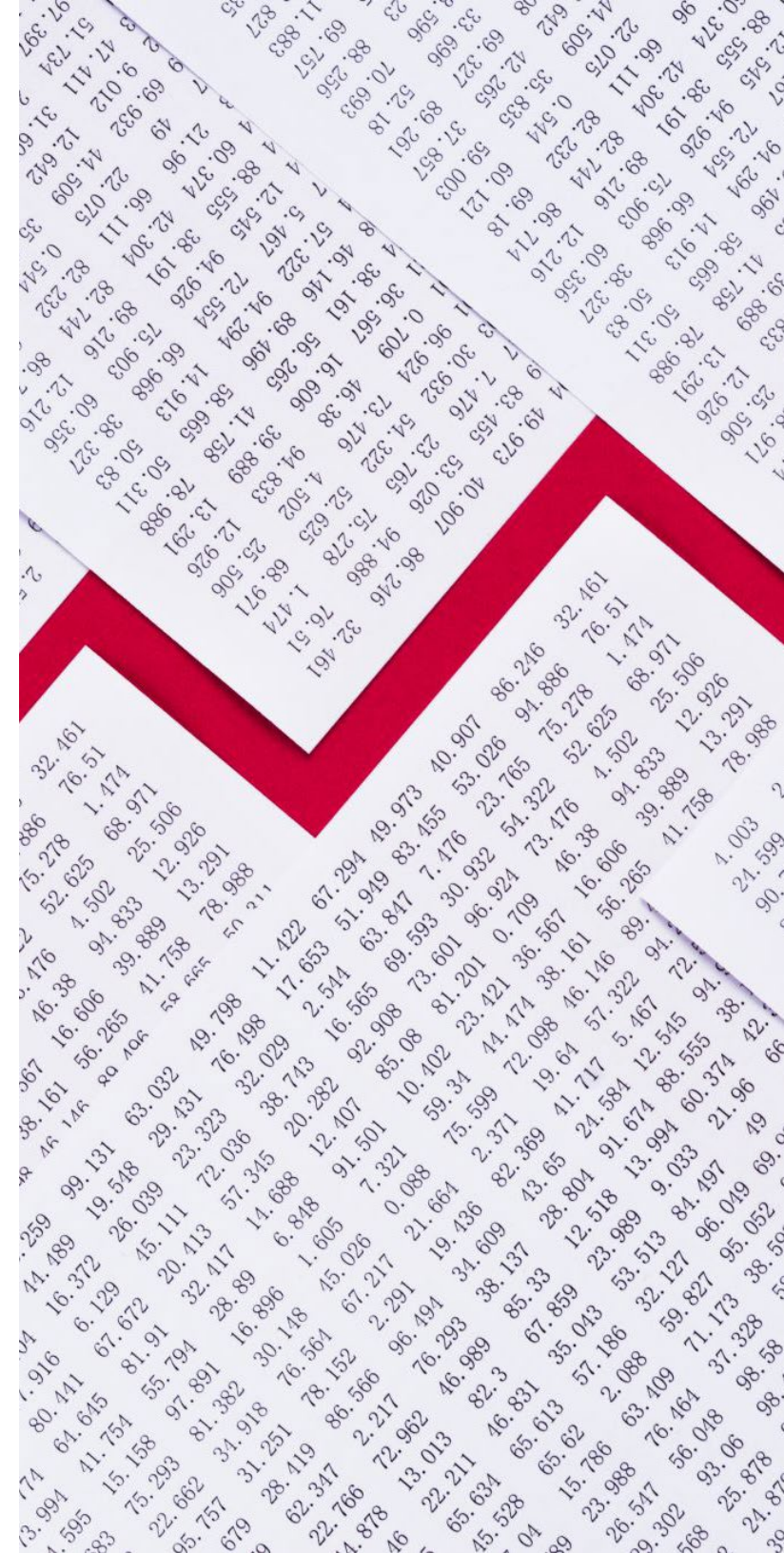
VILLAGE OF MYRNAM SUMMARY OF OPERATING BUDGET 2022 - 2025

	2021 Budget	2022	2023	2024	2025
Revenue					
Taxation	258,113	339,823	339,823	339,823	339,823
Government Transfers	173,683	118,046	116,583	116,583	116,583
Franchise Fees	18,826	31,180	31,180	31,180	31,180
General Administration	6,350	6,175	6,175	6,175	6,175
Policing	125	-	-	-	-
Fire	15,000	20,000	20,000	20,000	20,000
Bylaw	1,300	1,300	1,300	1,300	1,300
Public Works	250	250	250	250	250
Water	156,976	159,948	159,948	159,948	159,948
Wastewater	29,000	31,608	31,608	31,608	31,608
Garbage	39,000	40,824	40,824	40,824	40,824
Public Housing	2,000	60,000	-	-	-
Planning & Development	150	150	150	150	150
CTEC	22,500	10,000	10,000	10,000	10,000
Other Revenues	-	4,069	-	-	-
Transfer in from reserves	-	-	-	-	-
	723,273	823,373	757,841	757,841	757,841
Expense					
Council	16,500	19,154	19,154	19,154	19,154
General Administration	164,114	194,673	194,913	194,913	194,913
Election	2,000	-	-	-	-
Police	5,639	8,529	8,529	8,529	8,529
Fire	40,389	51,075	51,075	51,075	51,075
Emergency Services	2,585	-	-	-	-
Bylaw	-	-	-	-	-
Roads and Sidewalks	258,897	300,027	300,027	300,027	300,027
Water	218,411	181,697	183,397	183,397	183,397
Wastewater	14,707	19,241	19,241	19,241	19,241
Garbage	35,618	22,557	19,307	19,307	19,307
Community/Tourism	3,573	8,273	8,273	8,273	8,273
Public Housing	1,200	-	-	-	-
Planning & Development	270	-	-	-	-
Recreation & Culture	18,233	25,965	23,733	23,733	23,733
CTEC	57,299	90,081	90,081	90,081	90,081
Requisitions		57,697	57,662	57,662	57,662
Transfer to Capital		19,392	-	-	-
Transfer to Reserves		9,696	9,696	9,696	9,696
	839,435	1,008,056	985,088	985,088	985,088
	839,435	1,008,056	985,088	985,088	985,088
Back out Amortization	184,683	184,683	184,683	184,683	184,683
Tax Dollar Requirement to Balance the Budget (if positive number)	(68,521)	0	42,563	42,563	42,563

2022 OPERATING BUDGET

As of the end of the third quarter (September 2022) the Village is at 74.45% of revenues and 74.61 of expenses.

Grants have not yet come in.





WHAT WE HAVE DONE TO INCREASE REVENUES AND DECREASE EXPENSES

Increase minimum tax to comparative municipalities.

Putting into practice animal and business licenses as per existing bylaws.

Leases – negotiate lease agreements with 2 users of municipal property

Sale of Land – sold portions of land

Auction – sold items not used anymore

Decrease hours of senior management.

Updated pay structure for staff to banked overtime agreement.

Slight increase in water rates to ensure receiving enough funds to cover payment to ACE Water Corporation and to cover water loss (hydrant flushing, water breaks, etc.).

Administration is also monitoring water (in/out) on a monthly basis.



WHAT WE HAVE DONE TO INCREASE REVENUES AND DECREASE EXPENSES

Re-tender auditing services.

Working on emailing monthly utility invoices.

Provision of garbage services conducted in-house instead of contracting out.

Seeking alternatives to brand new reservoir.

Reduced advertising costs through newspapers by having our own monthly newsletter and keeping our website up-to-date with current news/events.

Working on increasing usage of CTEC. Also, New Myrnam School students are working on ways to reduce expenses of CTEC as part of their learning.

2022 CAPITAL BUDGET

MSI GRANTS FOR
CAPITAL \$121,642

MSI OPERATING
GRANT \$48,620

Dove Connection
a pathway from the
lodge to the Dove
Park/downtown.

ABCRC GRANT –
garbage/recycling
bin for Dove
Connection \$3,186

Clean
Water/Wastewater
Fund - \$764,000
unspent for reservoir

UNCONDITIONAL
GRANT FROM THE
COUNTY \$65,000

MCCAC – up to
\$100,000 for EV
Charging Station

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By Asset Group		Project Cost	Reserve s	Tax Levy	Borrow	Grant MSI-C	Grant CCBF	Grant CWWF	Other Grants
		\$1,896,397	\$46,950	\$1,000	\$500,000	\$323,543	\$50,000	\$764,000	\$210,904
	Buildings								
	Replace door at firehall	\$1,000		\$1,000					
	Machinery and Equipment								
	*Sewer Cleaner Motor	\$8,500				\$8,500			
	*Bobcat on tracks	\$40,000				\$40,000			
	*Replace backhoe (trade-in value est. \$65,000)	\$95,708				\$95,708			
	Sidewalks								
	50 St. from Municipal Office north to corner at 51 Ave (asphalt and curb)	\$31,756					\$31,756		
	51 Ave from 50 St to 49 St (southside only) (asphalt and curb)	\$15,277					\$15,277		
	51 Ave from 49 St. to 48 St. (southside only) (asphalt and curb)	\$11,597				\$8,630	\$2,967		
	48 St. N (eastside only) between 50 and 51 Ave								
	Roadway Infrastructure								
	Patch intersection of 50 Ave and 48	\$20,000				\$20,000			
	Sealcoat 49 St. S	\$20,000				\$20,000			
	Utilities								
	Replace two valves at the lagoon	\$2,000				\$2,000			
	Replace cc valves (x5)	\$1,000				\$1,000			
	Replace water meters (X5)	\$1,750				\$1,750			
	Reservoir	\$1,264,000			\$500,000			\$764,000	
	SCADA System - completion	\$15,700				\$15,700			
	PRV for water plant	\$3,255				\$3,255			
	ACE - Capital Contribution #7	\$44,100	\$44,110						
	Vehicles								
	*Pickup Truck (lease?)	\$50,000				\$50,000			
	Parks								
	Dove Connection Pathway	\$70,218							\$70,218
	Garbage/Recycling Container	\$3,186							\$3,186
	Land Development								
	Fence with mural on part of pathway	\$37,500							\$37,500
	Electronic Hardware/Software								
	Electric Vehicle Charging Station	\$100,000							\$100,000
		\$1,836,547	\$44,110	\$1,000	\$500,000	\$266,543	\$50,000	\$764,000	\$210,904
		Carry Forward	\$2,840	\$0	\$0	\$57,000	\$0	\$0	\$0

2022 CAPITAL BUDGET

Complete

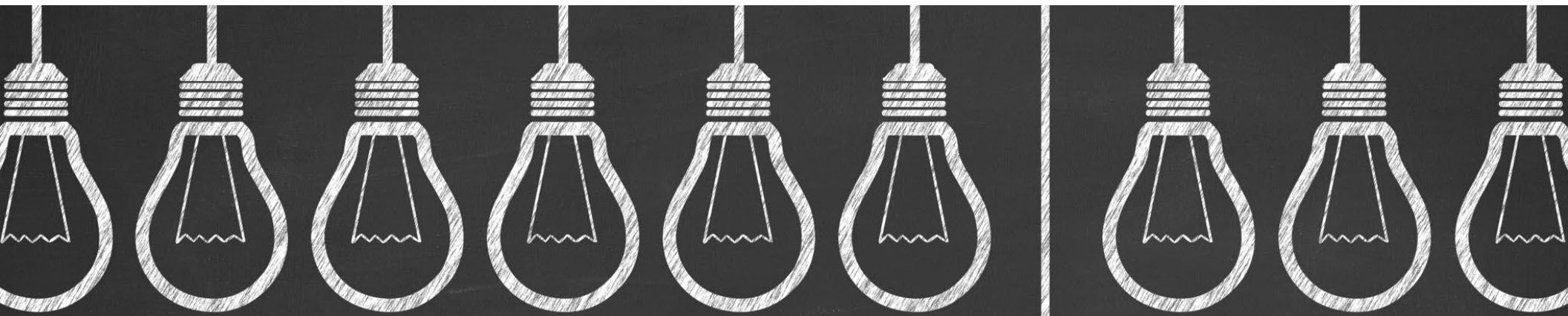
- Purchase pickup truck
- PRV for water plant
- SCADA System (final invoice in 2022)
- Patch intersection at 50 Avenue and 48 Street
- Cracksealing on 49 Street between 47 – 49 Avenue
- Redirect storm sewer at end of 49 Street along 50 Avenue for future development of Dove Connection
- Garbage/Recycling Bin
- ACE Capital Contribution #7
- Repaired a few cc valves

Not yet Complete/Ongoing

- Sidewalk rehabilitation – mostly done; to be completed next year as backhoe broke down and plants are not making hot asphalt anymore this year
- Replace water meters (ongoing)
- Reservoir – Seeking alternative options; deferred to 2023

Not Started/Purchased

- Replace door at firehall
- Sidewalk Removal – Block between 44 – 45 Street on 50 Avenue
- Replace backhoe
- Purchase Bobcat
- Purchase sewer cleaner motor
- Dove Connection (dependant on grant approval)
- Railing at northwest side of 49 Street south of 51 Avenue
- Close in old soccerfield for a dog park
- EV Charging Station (dependant on grant approval specifically for EV charging stations)



The Village of Myrnam Council will be inviting community members to participate in strategic planning in late 2022/early 2023.



Strategic planning has the potential to be a powerful process that catalyzes the municipal organization, bringing together the public, staff and management in the development of a common vision, direction and goals. It can also function as an accounting mechanism, allowing the public and management to evaluate progress and ensure that the municipality is moving in the right direction.

PREPARING FOR 2023 AND BEYOND

Budgeting

The Village of Myrnam Council will be inviting community members to participate in the budgeting process in late 2022 and early 2023 via survey and budget meetings.

Survey and Budget meetings will be posted on the village website under Public Notices and in the Newsletter.

PREPARING FOR 2023 AND BEYOND

What are your expectations with the services you receive?



Should it be improved, remain status quo, or be decreased?

UPDATES AND HIGHLIGHTS

BYLAWS AND POLICIES

Over the last year Council has reviewed bylaws for relevancy:

172 were rescinded

10 were updated

4 are new

Over the last year Council introduced 14 new policies.

Bylaws and Polices are available for view on our website.

UPDATES AND HIGHLIGHTS

Last year the Village of Myrnam, jointly with the County of Two Hills, applied to the Alberta Community Partnership Grant Program to explore viable governance restructuring, fiscal sustainability and optimized alignment of service delivery and optimized best practices.

The Village was not approved for the grant at the time but will be more considered once the Town of Two Hills is involved in the same process for their municipality. This is planned to be discussed at the next Joint Municipalities Meeting (members of council and senior administration from the County and Town of Two Hills, and the Village of Myrnam).

VIABILITY

Stakeholder consultation will include a multi-tiered approach involving internal and external stakeholders, public workshops and online surveys and communications, as necessary. We anticipate the development of a website to allow for communication, public forms, and progress reporting.

UPDATES AND HIGHLIGHTS

UTILITY RATES

Changes were made to the structure of the rates on the utility invoices to align revenues to expenditures.

The structure of the utility rates have changed but the total **basic** amount.

Structure of utility rates do affect those who do not have water/sewer main lines adjacent to their properties (e.g., garbage only).

- ❖ Basic utility charges for non-multi-units are still \$60/month.
- ❖ Basic utility charges for multi-unit accounts are still \$219/month.

Water consumption rate is now
\$4.50

UPDATES AND HIGHLIGHTS

UTILITY RATES

Old vs New Structure

Non-multi units (Residential/Commercial)

	Old	New
Infrastructure Charge - non multi unit	20	0
Reserve	4	0
Reservoir Funding	8	0
Infrastructure Reserve	0	11.2
Debenture	0	5.55
Water Fees	0	31.35
Sewer - non multi unit	12	4
Garbage/Landfill - non multi unit	16	7.9
	\$60.00	\$60.00

Old vs New Structure

Multi-Units (School/Lodge)

	Old	New
Infrastructure Charge - multi unit	69	0
Reserve	4	0
Reservoir Funding	8	0
Infrastructure Reserve	0	92.5
Debenture	0	11.1
Water Fees	0	91.6
Sewer - multi unit	69	8
Garbage/Landfill - multi unit	69	15.8
	\$219.00	\$219.00

UPDATES AND HIGHLIGHTS

Did you know that the following list is currently available on our website:

Council Meeting Agendas and Minutes

Bylaws and Policies

Planning and Development Documents

Village Newsletters

Financial Statements

Public Notices

...And More!

WWW.MYRNAM.CA

QUESTION/COMMENT PERIOD

At this time, the public shall be given an opportunity to participate and be heard regarding matters considered by the public body, subject to rules established by the chairperson:

Limit 5 minutes per person. Limit a topic to one discussion.

We will strive to answer your questions this evening. If we cannot answer your questions tonight, we will be sure to find the answer and contact you in a timely manner.

Also, there are blank pieces of paper on which you can write your comments, concerns, and any questions to be answered privately. If you do write down a question, please be sure to leave an email address or phone number so we can respond.

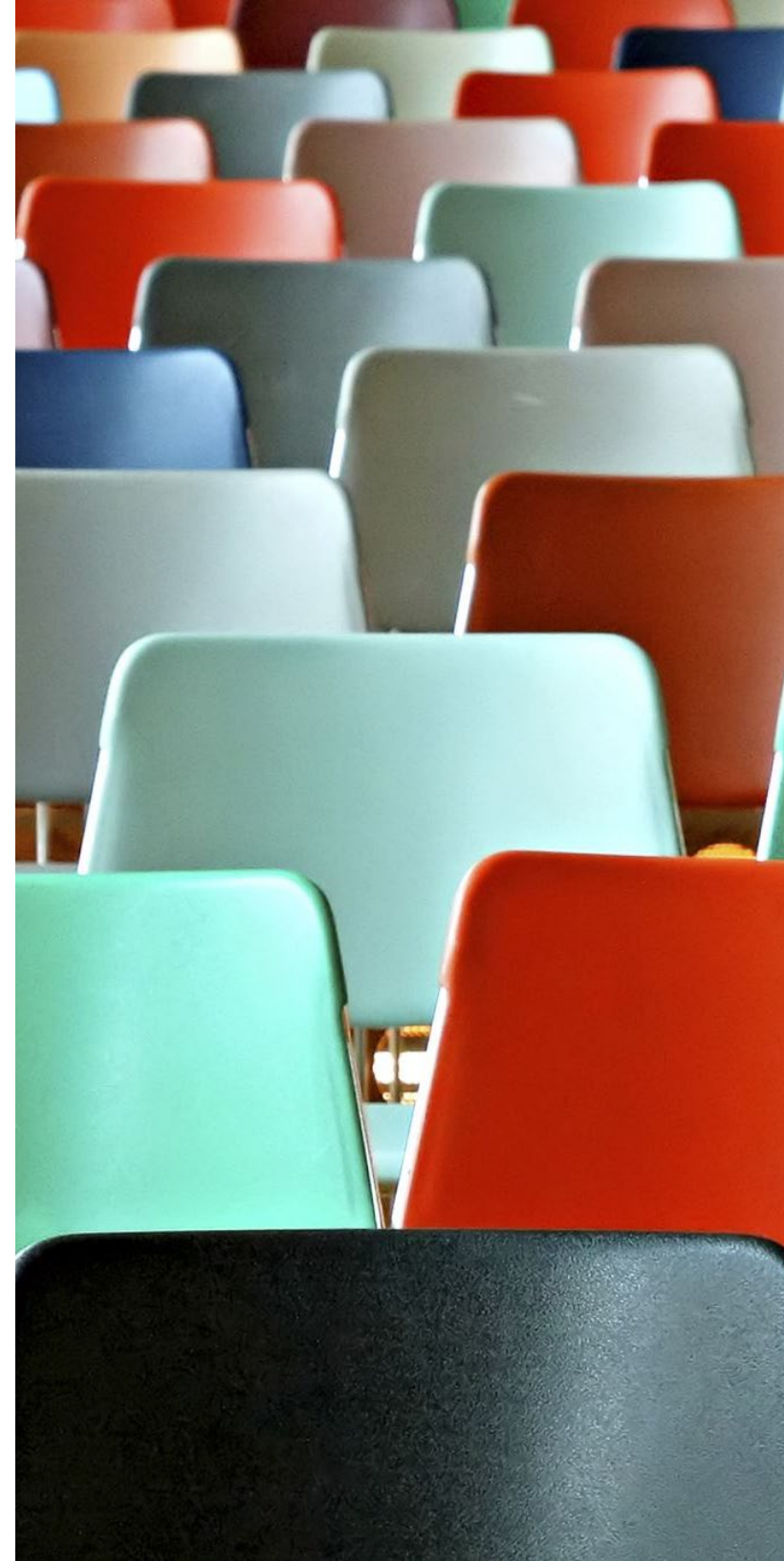
CLOSING COMMENTS

MAYOR DONNA RUDOLF



Regular Council Meetings 2023

Held on the third Thursday of each month in Council Chambers starting at 9:00 a.m.



ADJOURNMENT

Thank you for attending the
Annual General Meeting



peace to us