

# VILLAGE OF MYRNAM



**Regular Council Meeting  
September 19, 2024**

# ADOPTION OF AGENDA

- 1. **Call to order**
- 2. **Adoption of Agenda**
- 3. **Adoption of Minutes**
  - a. August 15, 2024 Regular Council Meeting
- 4. **Open Forum**
- 5. **Administrative Reports**
  - a. Public Works Report
  - b. Financial Report
  - c. Chief Administrative Officer Report
- 6. **Correspondence**
- 7. **New Business**
  - a. Canada Community-Building Fund - Memorandum of Agreement
  - b. 2024 Public Land Auction
  - c. Northern Lights Library System – Proposed 2025 Levy
  - d. October 2024 Council Meeting
- 8. **Confidential Items**
- 9. **Adjournment**      **Next Meeting:** October 17, 2024 at 9:00 A.M.

Not required at time of preparation of the agenda: Delegation, Public Hearing, Old Business, or Bylaws/Policies

# **ADOPTION OF MINUTES**

August 15, 2024 Regular Council Meeting

# OPEN FORUM

Welcome.

Village Council has presented an opportunity for the general public to individually address Council on any topic relevant to municipal government for a period not to exceed 2 minutes per person. Information presented to Council may or not be acted on and will not be debated unless there is a majority vote to do so.

The Open Forum is not a means of expressing insults, accusations or making any personal attacks on any member of Council or Staff. Any person who starts insulting or making accusations or attacks on any member of Council, Council as a Whole, or any Staff member will be kindly asked to remove themselves from Council Chambers.

Once again, welcome.

# ADMINISTRATIVE REPORTS

## PUBLIC WORKS FOREMAN REPORT

July 12 to August 8, 2024

### Water/Wastewater

1. Daily (workdays) checks of water and wastewater systems.
2. Continue working on infrastructure replacement project on Main Street. More than half complete.
3. There were some issues with hooking up the electrical to the new generator. The electrician has been communicating with the supplier. The supplier will be coming out to commission the startup.

### Roads/Sidewalks

#### Other

1. Continue to pick up garbage weekly.
2. Cut grass and weed whacking on all municipal property.

# ADMINISTRATIVE REPORTS

## FINANCIAL REPORT

July 12 to August 8, 2024

- 1. Bank Reconciliation: As of August 31, 2024
  
- 2. Cheque Listing: August 9 to September 12, 2024

# ADMINISTRATIVE REPORTS

## CHIEF ADMINISTRATIVE OFFICER REPORT

July 12 to August 8, 2024

1. Daycare: Fire alarm verification/certificate is complete. Drop ceiling tiles are replaced. Cut out in wall in hallway (for installation of sink in daycare) is/will be repaired by Mr. Tymofichuk and students as a project.
2. Alberta Day: Village of Myrnam/Dove Society hosted an outdoor movie night at the arena on September 1, 2024 for Alberta Day. The Regional Economic Development and Tourism applied and received approval for a \$3,000 grant for Alberta Day Event. Since the Dove Society/Village was the only organization across the County to host an Alberta Day event, the County is giving the grant to the Dove Society. The Village/Dove Society had free hot dogs, cotton candy, popcorn, freezies at the area. They also hosted a movie and had fire-works that were set off by the Fire Department.
3. Take Action on Radon Program - Information Session: Wednesday, Nov. 13, 2024 at 7:00 p.m.
4. Bylaw Enforcement: In addition to the notes in the CAO Action Tracker, one property who was ordered to put up a fence is in the middle of finalizing a sale due to unsightly premises. Bylaw Enforcement Officer has seen a noticeable improvement in cleanup at the property and will monitor future activities.
5. Tax Collection Rate (as of July 31, 2024): 80.3% which is below Municipal Affairs standard of 90%. Note that out of the 9.7% uncollected rate includes those properties on the tax installment program.
6. Energy Contract: Village engaged into an aggregated energy effective May 1, 2025 for 5 years at \$6.590/kWh.
7. Addition to the Firehall: Fire Chief has arranged for a couple of quotes and then recently provided an alternate design for the addition. Administration will create a simple Request for Quote (RFQ) in the coming week.
8. CAO was on holidays last two weeks of August.
9. CAO Action Tracker – attached.

# CORRESPONDENCE

July 12 to August 8, 2024

(all scanned and emailed to each elected official)

1. MP Shannon Stubbs: King Charles III Coronation Medal (email August 20, [2024](#) forwarded to Council on September 3, 2024)
2. MLA Jackie Armstrong-Homeniuk:
  - a. Funding Alberta's non-profits (email August 28, 2024)
3. County of Two Hills: Letter: Re: ACP – Infrastructure Master Plans
4. Alberta Municipalities:
  - a. The Weekly – [August](#) 14, 21, 28, September 5, and 11, 2024
  - b. We are matching donations for the Jasper Fire Community Fund (email August 13, 2024).
  - c. Prepare to Vote on Resolutions at [ABmunis'](#) Convention (email August 19, 2024)
5. Alberta Counsel:
  - a. [At a Glance](#) – August 16 and September 6, 2024
  - b. The News – Editions 207, 208, and 209
6. National Police Federation: New Polling Results on Policing in Alberta (email August 27, 2024) which includes a presentation titled "Overview of Key Findings: National Police Federation Alberta – Wave 6" (June 2024)
7. Alberta HUB: NADC What We Heard Report (email September 6, 2024) which includes 1) "What We Heard" Northern Alberta Development Council Stakeholder Outreach June – [July](#) 2024, and 2) a summary prepared by Alberta HUB regarding the previously identified report.
8. FCSS: August 19, [2024](#) Board Meeting Agenda Package
9. Travel-ING On Tourism Cooperative: Email (September 10, 2024) requesting to have a video added to the council agenda in-lieu of an in-person delegation; however, after explaining the delegation process, the Administrative Manager agreed with an alternative presented by the CAO; which is, to provide this information under Correspondence (see link below) thereby allowing Council members to view the information on their own time, and to forward any questions through the CAO. Note, Administration acquired a \$25 lifetime membership.

Link: <https://www.youtube.com/watch?v=zFy0pPrkTdq>



# NEW BUSINESS

**Subject:** Canada Community-Building Fund - Memorandum of Agreement

See attached email, MOA, and Program Guidelines.

*“The MOA governs the relationship under the CCBF between the province and the local government, including the funding relationship. Minister McIver has signed the agreement, and we request that you have the document signed and dated, in accordance with your internal signing policy, and return it to the department as soon as possible. The agreement can be signed and dated by up to two individuals duly authorized by council to sign agreements under Section 213(4) of the Municipal Government Act. Payment of your CCBF allocation cannot be released until the MOA is signed and returned, and other payment conditions are met.”*

# NEW BUSINESS

**Subject:** 2024 Public Land Auction

MGA Sections 411, 436.02 and 438 allow a municipality to attempt to recover tax arrears by following the legislated requirements of the MGA and in accordance with any other Act or common law right. Procedures for tax arrears recovery are outlined in a document provided by Alberta Municipal Affairs titled *A Guide to Tax Recovery in Alberta*.

Council **must** offer the identified properties for sale at a public auction the year following the tax recovery notification was placed. Council must also establish a reserve selling price and conditions before it can auction a property. The reserve bid is set at a level that is as close as reasonably possible to the market value of the parcel. Examples of conditions are full payment by cash or certified cheque, or partial payment on the day of the auction with full payment to be made within 30 to 60 days following the auction.

There are strict rules for advertising for the auction and the municipality must select a person to conduct the auction.

# NEW BUSINESS

**Subject:** Northern Lights Library System – Proposed 2025 Levy

The NLLS Board unanimously approved, in principle, the 2025 budget which includes a 1.5% levy increase for municipalities and their library boards.

2024 NLLS Levy: \$5.39 per capita

Proposed 2025 NLLS Levy: \$5.47 per capita

Note: NLLS uses the same population list that the provincial government uses for their library grant funding; which is 339 for the Village of Myrnam.

Attachment(s):

- None

# NEW BUSINESS

**Subject:** October 2024 Council Meeting

Mayor Donna Rudolf is not available to attend the October 17, 2024 Regular Council Meeting and is requesting Council to consider changing the date.

**Council Procedural Bylaw 2021-11, Section 5.2:** If Council changes the date, time or place of a regularly scheduled meeting, the municipality must give at least 24 hours notice of change to any member of Council not present at the meeting at which the change was made, and to the public.

Attachment(s):

• None

# COUNCIL MEMBER REPORTS

**Mayor Donna Rudolf**

July 12 to August 8, 2024

## **Family & Community Social Services (Appointee)**

- August 19 Meeting Package (provided in Correspondence)

# **COUNCIL MEMBER REPORTS**

**Deputy Mayor Raymond Yaremchuk**

July 12 to August 8, 2024

No report presented before the completion of the council package.

# **COUNCIL MEMBER REPORTS**

**Councillor Kurt Ewanec**

July 12 to August 8, 2024

No report presented before the completion of the council package.

# NEXT MEETING

Regular Council Meeting

To be determined during the Council meeting  
(agenda item 7d)



# ADJOURNMENT

Thank you for attending the  
Regular Council Meeting



peace to us