

Village of Myrnam

Minutes of the Regular Council Meeting for the Village of Myrnam held February 17, 2022, in the Village of Myrnam Council Chambers.

PRESENT: Mayor Donna Rudolf, Deputy Mayor Raymond Yaremchuk, Chief Administrative Officer Elsie Kiziak, and Fire Chief John Fedoriuk.
Missing: Councillor Kurt Ewanec

CALL TO ORDER: Mayor Donna Rudolf called the Regular Council Meeting to order at 11:00 A.M.

ADOPTION OF AGENDA:

2022-018 **MOVED** by Deputy Mayor R. Yaremchuk to accept the agenda as presented one addition under New Business: CATS Letter of Support.
CARRIED

ADOPTION OF MEETING MINUTES:

2022-019 **MOVED** by Mayor Donna Rudolf to accept the Regular Council Meeting Minutes of January 20, 2022, as presented.
CARRIED

OPEN FORUM: No members of the public were present for Open Forum.

ADMINISTRATIVE REPORTS:

Fire Chief Report

The Fire Chief Report was provided to Council in advance for their review and presented by Fire Chief John Fedoriuk. In addition to the written report, the Fire Chief noted that the Department has been working on a succession plan, and that the Fire Department will be fundraising and looking for grants for a side-by-side utility vehicle with a truck and trailer or a cargo van. The Fire Department is also requesting internet services to do in-house training.

Public Works Report

The Public Works Report was provided to Council in advance for their review and presented by CAO Elsie Kiziak.

Financial Report

The Financial Report consisting of the Bank Reconciliation Statements for month ending December 2021 and January 2022, and the Cheque Listing of January 14 – February 10, 2022, was provided to Council in advance for their review and presented by CAO Elsie Kiziak.

Chief Administrative Officer Report

The Chief Administrative Officer Report was provided to Council in advance for their review and presented by CAO Elsie Kiziak.

2022-020 **MOVED** by Deputy Mayor R. Yaremchuk to accept the Administrative Reports as presented.

CARRIED

Village of Myrnam – Regular Council Meeting February 17, 2022

CORRESPONDENCE:

2022-021 **MOVED** by Mayor Donna Rudolf to accept the Correspondence as presented; and further, to add the letter from K&S Fuel Ltd. to the next Regular Council meeting for discussion.

CARRIED

OLD BUSINESS: SALE OF LOT 16 & 17 BLOCK 1 PLAN 668EO

Tabled from the last Regular Council meeting for Administration to draft up a contract for discussion based on concerns brought up during the meeting with Mrs. Neumann. Since the last Regular Council meeting, Administration received further advice from the Ministry of Municipal Affairs (Advisor) and from Ncube & Landry (Village Auditor).

2022-022 **MOVED** by Mayor Donna Rudolf to proceed with the sale of the property as proposed.

CARRIED

BYLAWS AND POLICIES:

2022-04 Repeal Certain Bylaws Bylaw

The Village has many bylaws that are considered inoperative, obsolete, expired, spent or otherwise ineffective. Administration has reviewed the list of bylaws that were found and listed the ones that are to be repealed according to category.

2022-023 **MOVED** by Mayor Donna Rudolf that Bylaw No. 2022-04 be now read a first time.

CARRIED

2022-024 **MOVED** by Deputy Mayor R. Yaremchuk that Bylaw No. 2022-04 be now read a second time.

CARRIED

2022-025 **MOVED** by Mayor D. Rudolf that Bylaw No. 2022-04 be given consent for third and final reading.

CARRIED

2022-026 **MOVED** by Deputy Mayor R. Yaremchuk that Bylaw No. 2022-04 be now read a third and final time.

CARRIED

2022-02 Financial Reports Policy

There is no policy to outline what Financial Reports should be made to Council, and when. Provides Administration direction. Provides consistency and transparency.

Village of Myrnam – Regular Council Meeting February 17, 2022

2022-027 **MOVED** by Deputy Mayor R. Yaremchuk that Policy No. 2022-02 be approved as presented.

CARRIED

2022-03 Purchasing Policy and Manual

There is no policy to outline what the procedures are to be taken with respect to purchasing services or products. Provides Administration direction. Provides consistency and transparency.

2022-028 **MOVED** by Mayor Donna Rudolf that Policy No. 2022-03 be approved as presented.

CARRIED

2022-04 Attendance at Social Functions Policy

There is no policy to outline when Elected Officials get reimbursed for attendance at Social Functions. Council reviewed the policy. They would like to amend the policy to reflect that elected officials would only be compensated for out-of-town mileage expenses only.

2022-029 **MOVED** by Deputy Mayor R. Yaremchuk that Policy No. 2022-04 be tabled to the next Regular Council meeting with recommended changes.

CARRIED

2022-05 Recognition of Elected Officials Policy

There is no policy to outline how Elected Officials are recognized for their service upon retirement, resignation, or defeat. Council discussed that it would be left up to the Council of the day to determine.

2022-06 Employee Retirement Resignation Policy

There is no policy to outline how employees are recognized for their service upon retirement or resignation. Council discussed that it would be left up to the Council of the day to determine.

2022-07 Municipal Office Policy

Council made a motion at the October 12, 2020 naming 5007-50 Street as the Village of Myrnam's municipal office. Administration would like to put this instead into a policy with additional information.

2022-030 **MOVED** by Mayor Donna Rudolf that Policy No. 2022-07 be approved as presented.

CARRIED

NEW BUSINESS: Community Facilities Enhancement Program

Alberta Culture and Status of Women offers grants under their Community Facility Enhancement Program on an annual basis through 2 different funding streams (Small and Large). Council discussed the project that was not approved under the Green Spaces grant; Administration to find that information for the next Regular Council Meeting.

2022-031 **MOVED** by Deputy Mayor R. Yaremchuk to table this item to the next Regular Council meeting.

CARRIED

Establish Budget Meeting Date(s)

Council and Administration need to come together to discuss the 2022 Operating and Capital Budget. Meetings will need to be established and advertised as they are to be open to the Public.

2022-032 **MOVED** by Mayor Donna Rudolf schedule budget meetings for March 2nd and 9th at 5:00 p.m.

CARRIED

Census

The Village received a summary of the 2021 Census results. Decrease from 339 to 257. Council discussed pros and cons of conducting a municipal census.

2022-033 **MOVED** by Mayor Donna Rudolf that the Village will not be conducting a municipal census this year.

CARRIED

CATS – Letter of Support

The Village received a summary of the 2021 Census results. Decrease from 339 to 257. Council discussed pros and cons of conducting a municipal census.

2022-033 **MOVED** by Mayor Donna Rudolf to provide a letter of support to FCSS in their endeavor for grant funding for the Community Assisted Transportation System (CATS).

CARRIED

COUNCIL REPORTS:

Mayor D. Rudolf and Deputy Mayor R. Yaremchuk each provided a Council Report in advance of the Council meeting. Councillor K. Ewanec had no report to present.

2022-034 **MOVED** by Deputy Mayor R. Yaremchuk to accept the Council Reports as presented.

CARRIED

Village of Myrnam – Regular Council Meeting February 17, 2022

NEXT MEETINGS:

Regular Council Meeting on March 17, 2022, at 9:00 A.M.

ADJOURNMENT: With all items on the agenda having been addressed Deputy Mayor R. Yaremchuk adjourned the Regular Council Meeting at 1:01 P.M.

Chief Elected Official
Chief Administrative Officer