

Village of Myrnam

Minutes of the Regular Council Meeting for the Village of Myrnam held April 21, 2022, in the Village of Myrnam Council Chambers.

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

Missing: Delegate

CALL TO ORDER: Mayor D. Rudolf called the Regular Council Meeting to order at 9:00 A.M.

ADOPTION OF AGENDA:

2022-049 **MOVED** by Councillor K. Ewanec to accept the agenda with one addition under New Business: Water and Wastewater Treatment Services Agreement

CARRIED

ADOPTION OF MEETING MINUTES:

2022-050 **MOVED** by Deputy Mayor R. Yaremchuk to accept the Regular Council Meeting Minutes of March 17, 2022, as presented.

CARRIED

DELEGATION(S):

Gary Moses – History and Cost of the Elevator

Delegate was not present.

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

ADMINISTRATIVE REPORTS:

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 Budget to Actual for January, February and March, the Bank Reconciliation Statement for month ending March 2022, and the Cheque Listing for March 11 to April 14, 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.

2022-051 **MOVED** by Mayor D. Rudolf to accept the Administrative Reports as presented.

CARRIED

Village of Myrnam – Regular Council Meeting April 21, 2022

CORRESPONDENCE:

2022-052 **MOVED** by Deputy Mayor R. Yaremchuk to accept the Correspondence as presented.

CARRIED

OLD BUSINESS: Caveat on Title Number 192 087 196

This item was tabled from the last Regular Council meeting.

March 2017, the Village and K&S entered into an agreement whereby K&S bought a parcel of land for the purposes of operating a fuel business. The business was to be fully operational by April 15, 2022, otherwise the Village would have the option to purchase the property for \$25,000. The agreement also states that the caveat would remain on the title until construction is complete and the fuel station business is operational.

The delay of construction is due to the COVID pandemic and other personal matters. An extension is requested for one and a half years.

2022-053 **MOVED** by Deputy Mayor R. Yaremchuk to amend Section 7 the agreement between K & S Fuel Ltd. and the Village of Myrnam, dated March 29, 2019, to read:

If the aforementioned commercial building on the Property is not completed, and the Occupancy Permit is not granted on or before January 1, 2024, or if the fuel business is not in operation on or before January 1, 2024 then the Village, at its option, may purchase the Property from K & S Fuels for TWENTY-FIVE THOUSAND (\$25,000) Dollars without further consideration or payment for any development on the Property including any permanent fixtures placed on the Property. K & S Fuel will be permitted to remove all chattels or temporarily affixed property without causing damage to the property. If there is such damage, the value of such damage shall be deducted from the aforementioned purchase price.

CARRIED

BYLAWS AND POLICIES:

2022-08 Confined Space Policy

It was recommended by Administration to have a policy to establish a code of practise for working in confined spaces for employees.

2022-054 **MOVED** by Councillor K. Ewanec to adopt 2022-08 Confined Space Policy as presented.

CARRIED

2022-09 Operation & Maintenance of Equipment Policy

It was recommended by Administration to establish a code of practise for the operation and maintenance of Village owned equipment.

2022-055 **MOVED** by Deputy Mayor R. Yaremchuk to adopt 2022-09 Operation & Maintenance of Equipment Policy as presented.

CARRIED

2022-10 Inspection & Maintenance of Roads Policy

It was recommended by Administration to provide guidelines regarding the procedures for inspection, maintenance, and repair of roads and traffic control devices.

2022-056 **MOVED** by Mayor D. Rudolf to adopt 2022-10 Inspection & Maintenance of Roads Policy as presented.

CARRIED

2022-11 Equipment Rental to Other Local Governments Policy

It was recommended by Administration to have a policy to permit the rental of village owned equipment to other local governments.

2022-057 **MOVED** by Councillor K. Ewanec to adopt 2022-11 Equipment Rental to Other Local Governments Policy as presented.

CARRIED

2022-12 Contracted Trenching and Excavation Policy

It was recommended by Administration to have a policy for contractors to prove safe work practises, competency, and qualification of such contractors, for any trenching and excavation projects contracted by the Village.

2022-058 **MOVED** by Deputy Mayor R. Yaremchuk to adopt 2022-12 Contracted Trenching and Excavation Policy as presented.

CARRIED

2022-13 Sidewalk, Curb, and Gutter Maintenance Policy

It was recommended by Administration to have a policy to establish priorities and a system of inspections for maintenance of sidewalks, curbs, and gutters.

2022-059 **MOVED** by Mayor D. Rudolf to adopt 2022-13 Sidewalk, Curb, and Gutter Maintenance Policy as presented.

CARRIED

NEW BUSINESS: 2022 Operating Budget

The operating budget presented is for 2022-2025.

- 2022-060** **MOVED** by Councillor K. Ewanec to adopt the 2022-2025 Operating Budget as presented.

CARRIED

2022 Capital Budget

Council met on two occasions to discuss the capital budget. The capital budget presented is only for 2022. Council and Administration will need to work on a written plan for 2023-2027 in the following months.

- 2022-061** **MOVED** by Mayor D. Rudolf to adopt the 2022 Capital Budget as amended to include the ACE P7 Capital Contributions #2 in the amount of \$44,100 to be funded by 2021 and 2022 infrastructure fees collected from utility bills.

CARRIED

Electricity Contract

Currently the Village is under contract with Enmax to provide electricity to municipally owned buildings at 6.19/kWh and under no contract with Direct Energy for streetlights. Over the last two months, streetlights were rated at 15.04 and 25.54/kWh. Streetlights can be converted under the existing Enmax contract with no termination fee if the Village exits the contract.

- 2022-062** **MOVED** by Councillor K. Ewanec to add streetlights site ids to the current Enmax contract and review energy contracts in late 2024 to start April 1, 2025.

CARRIED

Director of Emergency Management

CAO Elsie Kiziak is currently the Director of Emergency Management (DEM) for the Village of Myrnam. Brad Straty has moved back to Myrnam and has expressed a desire to resume the position of DEM on a volunteer basis. Brad has 34 years of experience and holds the necessary certificates: Basic Emergency Management (BEM), DEM, ICS 100-300, and many other Alberta Emergency Management Agency courses.

- 2022-063** **MOVED** by Mayor D. Rudolf to designate Brad Straty to be the Director of Emergency Management for the Village of Myrnam; and further, to compensate Brad Straty for out-of-pocket expenses related to training, as mutually agreed upon between the Chief Administrative Officer and Brad Straty.

CARRIED

Borderlands Emergency Management Mutual Aid Agreement

It has been recommended by Ian Fox, Field Officer for Northeast Alberta, and our Regional Director of Emergency Management Elden Kozak, to engage in the Borderlands Emergency Management Mutual Aid Agreement.

- 2022-064** **MOVED** by Deputy Mayor R. Yaremchuk to enter into the Borderlands Emergency Management Mutual Aid Agreement this 21st day of April 2022.

CARRIED

Terms of Reference – Maintenance for Dove Park & Planters

The Village has previously engaged contractors for maintenance of the Dove Park and the village owned planters. Administration recommends a written contract or terms of reference for the purposes of providing direction and to ensure both parties understand what the expectations are with respect to duties, remuneration, etc.

- 2022-065** **MOVED** by Mayor D. Rudolf to adopt the Maintenance of the Dove Park and Planters Terms of Reference.

CARRIED

Leases

To assist Administration in the budgeting process, the CAO reviewed all land leases. Three out of the six leases are properly executed.

- 2022-066** **MOVED** by Councillor K. Ewanec to table this discussion in order to have Administration negotiate land lease agreements with Wozniak, Gary Moses, and Nutrien individually and bring discussions back to Council for approval.

CARRIED

Sidewalks – Meeting with Residents

During budget deliberations it was informally decided that Council, Administration, and Public Works would meet with property owners adjacent to sidewalks that are being considered for removal as opposed to replacement in current and near future years to gather their input.

- 2022-067** **MOVED** by Mayor D. Rudolf that Council, Administration, and Staff have an on-site meeting to discuss the idea of removing sidewalks in certain locations; and further, to schedule a meeting with adjacent landowners to gather their input before June 1, 2022.

CARRIED

National Police Federation – Call to Action

The National Police Federation (NPF) is seeking the Village of Myrnam to join their Call to Action to the Government of Alberta to halt the idea of a new provincial police service and to invest the proposed new monies into underfunded critical services within Alberta.

- 2022-068** **MOVED** by Deputy Mayor R. Yaremchuk that Village of Myrnam join the Call to Action proposed by the National Police Federation on March the 28, 2022.

CARRIED

St. Paul Search and Rescue Society – Funding Request

The St. Paul Search and Rescue Society has been providing Search and Rescue in the region for more than 25 years. Due to the COVID-19 pandemic and subsequent restrictions, the organization had only 2 of the 12 fundraising activities planned for 2020 and 2021 were able to proceed.

- 2022-069** **MOVED** by Mayor D. Rudolf to grant the St. Paul Search and Rescue Society \$75.00 to assist with their operational funding.

CARRIED

National Public Works Week

May 15-21, 2022 is National Public Works Week. The theme this year is “Ready & Resilient.” The American Public Works Association – Alberta Chapter, is seeking Council’s support by recognizing and promoting National Public Works Week.

- 2022-070** **MOVED** by Mayor D. Rudolf to hereby proclaim the week of May 15-21, 2022, as National Public Works Week sponsored by the American Public Works Association.

CARRIED

Myrnam Ukrainian Dance Club – Rental Space Request

The Myrnam & District Ukrainian Dance Club is looking for a space to hold practises at CTEC for the upcoming 2022-2023 season.

- 2022-071** **MOVED** by Councillor K. Ewanec to table this discussion so that Administration can negotiate an agreement with the Myrnam & District Ukrainian Dance Club to use space at CTEC for the 2022/2023 dance season and bring discussions and draft agreement back to Council for approval.

CARRIED

Banking Services

The Village of Myrnam sought out banking proposals from our current banking services provider, Servus Credit Union – St. Paul Branch, and now our only local bank, ATB – Myrnam Branch.

- 2022-072** **MOVED** by Deputy Mayor R. Yaremchuk to engage banking services with ATB – Myrnam Branch for the purposes of the main day-to-day banking, and to engage with Servus Credit Union – St. Paul Branch for the purposes of savings, mortgages, and loans.

CARRIED

Water and Wastewater Treatment Services Agreement

Since the Village does not have a certified water/wastewater operator, the Village had been relying on the County of Two Hills to provide the operator. Under a previous regional collaboration agreement, the Village was provided the backup operator therefore there was no cost to the Village. Gary Dupuis was the backup operator. Since Gary Dupuis is no longer with the Village of Myrnam, and the Village does not have anyone to be the backup operator, the Village will now have to pay for the service.

- 2022-073** **MOVED** by Deputy Mayor R. Yaremchuk to enter into an agreement with the County of Two Hills No. 21 for the purposes of providing Water and Wastewater Treatment Systems, as presented (or as amended).

CARRIED

COUNCIL REPORTS:

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

Councillor K. Ewanec left the meeting at 9:54 a.m.

- 2022-074** **MOVED** by Mayor D. Rudolf accept the Council Reports as presented.

CARRIED

NEXT MEETINGS:

Regular Council Meeting on May 19, 2022, at 9:00 A.M.

Village of Myrnam – Regular Council Meeting April 21, 2022

ADJOURNMENT: With all items on the agenda having been addressed Mayor D. Rudolf adjourned the Regular Council Meeting at 10:09 A.M.

Chief Elected Official
Chief Administrative Officer