

# VILLAGE OF MYRNAM



**Regular Council Meeting  
May 21, 2022**

# ADOPTION OF AGENDA

1. **Call to order**
2. **Adoption of Agenda**
3. **Adoption of Minutes**
  - a. April 21, 2022 Regular Council Meeting
  - b. May 2, 2022 Special Council Meeting
4. **Open Forum**
5. **Administrative Reports**
  - a. Public Works Report
  - b. Financial Report
  - c. Chief Administrative Officer Report
6. **Correspondence**
7. **Old Business**
  - a. Myrnam Ukrainian Dance Club – Rental Space Request
  - b. Purchase of Lots 16 & 17 of Block 1 Plan 668EO
8. **Bylaws and Policies**
  - a. 2022-06 Tax Rate Bylaw
  - b. 2022-07 Urban Hen Coop Bylaw
9. **New Business**
  - a. 2022 Operating Budget Amendment
  - b. Request to rescind violation ticket
  - c. Request to Purchase Land
  - d. Proclamation – Seniors Week
  - e. Proclamation – National AccessAbility Week
  - f. World Ocean Day
10. **Council Member Reports**
  - a. Mayor D. Rudolf
  - b. Deputy Mayor R. Yaremchuk
  - c. Councillor K. Ewanec
11. **Next Meeting:** June 16, 2022 at 9:00 a.m.
12. **Confidential Items/Closed Session**
  - a. St. Paul Education Regional Division #1 – CTEC Building
13. **Adjournment**

## Request for additions:

- **Bylaws and Policies: 2022-08 (ATB) Municipal Borrowing Bylaw**
- **New Business: Sidewalk Tender, Crack Sealing Tender, and Purchase of Truck**

# ADOPTION OF MINUTES

- April 21, 2022 Regular Council Meeting
- May 2, 2022 Special 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 to a maximum of 20 minutes combined. 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

April 15 – May 12, 2022

### Water/Wastewater

1. Daily (workdays) checks of water plant and sewer lift station.
2. Water Break: Low pressure alarm on April 14 due to a water break found at 50 Avenue and 48 Street. Repaired after the long weekend on April 19.
3. Water Break: Low pressure alarm on April 25 due to line separating at the new hydrant at 47 Avenue and 51 Street (Hwy 881) due to pressure of traffic and wet soil. Wet soil due to spring thaw.
4. Installed battery backup for computer at water plant.
5. Repaired furnace at water plant.
6. Power outage on May 6<sup>th</sup> and 8<sup>th</sup>; manually started pumps back up.

### Roads/Sidewalks

1. Repairing roads where recent water breaks occurred and some potholes.
2. Repaired sidewalk and gutter at 48<sup>th</sup> Street.

### Other

1. Finished removing ice from the arena.
2. Respond to dog running at large; couldn't find it.
3. Filled up reservoirs at planters and watered trees.
4. Located property pins at west side of village property where the pathway is going to be.
5. Met with CAO and Council to discuss sidewalks between 45 and 48 Street and between 50 and 51 Avenue.

# FINANCIAL REPORT

1. Bank Reconciliation:
  - a. as of April 30, 2022
  
2. Cheque Listing:
  - a. April 15 – May 12, 2022

# ADMINISTRATIVE REPORTS

## CHIEF ADMINISTRATIVE OFFICER REPORT

April 15 – May 12, 2022

1. Safety Code Orders Updates:
  - a) Old Hospital – Title transferred to someone who owns and operates heavy equipment. The plan by the new owner (only told by the previous owner) is the building will be torn down and to park his equipment there. As the intended use of the property does not conform to the Land Use Bylaw, I have requested the new owner to reach out to the Village.
  - b) Lot 1 Block 1 Plan 668EO (Old Theatre) – Owner's son plans to rehabilitate the property and is also investigating the implications of getting a historical designation.
2. RCMP Sgt. Robert Daisley will attend the next Regular Council meeting to present the established directives for 2022.
3. CAO Action Tracker – attached.

# **CORRESPONDENCE**

**April 15 – May 12, 2022**

**(all scanned and emailed to each elected official)**

1. Alberta Municipal Affairs – Time extension granted to hold public auction for the following properties: Lot 3 & 4 of Block 1 Plan 668EO and Parcel A of Plan 2080ET. Note: will be on the council agenda in June 2022.
2. Alberta Transportation – Renewal Caretaker Permit (10-year term) for having a trail across the old railway line.
3. MLA Jackie Armstrong-Homeniuk:
  - a) Weekly Constituency Updates – April 15, 22, 30, and May 6
  - b) Nominations open for Council of the Federation Award
  - c) Alberta Economic Info
  - d) More Help to Protect Places of Worship
4. Alberta Health Services – EMS 10-Point Plan Update (May 2022)
5. Alberta Seniors and Housing – Age-Friendly Alberta Newsletter (April 2022)
6. National Police Federation – Thank you for registering with KeepAlbertaRCMP Community Engagement Tour and link to their final report titled Your Police – Your Future: Listening to Albertans.
7. St. Paul Education – Board Meeting Summary for April 13, 2022
8. Alberta Municipalities – News Release regarding their position on the possible creation of an Alberta Provincial Police Service.
9. Alberta Recreation & Parks Association – 2022 Communities in Bloom Program Announcement



# **CORRESPONDENCE**

**March 11 – April 14, 2022**

**(all scanned and emailed to each elected official)**

10. Alberta Home Visitation Network Association – Newsletter Vol. 18 Issue 1
11. Town of Taber – Annual Alberta-Japan Twinned Municipalities Association Conference
12. Town of Taber – Letter to Alberta Utilities Commission re: Increasing Utility Fees
13. Town of Coaldale – Letter to Alberta Utilities Commission re: Increasing Utility Fees
14. Town of Mundare – Letter to Minister of Justice and Solicitor General re: Alberta Provincial Police Force
15. Council Remuneration Report – prepared by Village of Stirling
16. Support Letter – To the Dove Society for their application of the pathway through the CFEP – Small Streams grant program.
17. Mattewson & Co. – May & June webinars
18. Bloom – Spring 2022 Municipal Magazine
19. Cool Green Solutions – Processing Solid Waste to Produce Electricity, Heat, Biodiesel, BioChar, and/or Water Treatment. (Forwarded to Regional Landfill)

# OLD BUSINESS

**Subject: Myrnam Ukrainian Dance Club – Rental Space Request**

Tabled from the last Regular Council meeting for Administration to 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.

CAO met with President of the Club and mutually came up with the attached Terms of Reference.

Revenue of approximately \$1140

# OLD BUSINESS

**Subject: Purchase of Lots 16 & 17 of Block 1 Plan 668EO**

On February 17, 2022, Council moved to proceed with the sale of Lot 16 & 17 of Block 1 Plan 668EO.

CAO notified the purchasers. Purchasers were in a busy season with their business at the time. Purchasers met with the CAO on May 3, 2022. Purchasers would like to proceed with the purchase under the following terms:

- 12-month lease to own (June 2022 to May 2023)
- Purchase price of \$60,000 including GST (\$57,142.86 plus GST of \$2,85.14)
- Village maintains building until the end of the lease to own term
- Village transfers the property at the end of the lease to own term
- In the event of default on the lease to own agreement, the Village has the option to pay back what has been paid towards the lease to own minus \_\_\_%

# BYLAWS/POLICIES

**Subject: 2022-06 Tax Rate Bylaw**

**MGA 353(1)** Each council must pass a property tax bylaw annually.

**(2)** The property tax bylaw authorizes the council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of (a) the expenditures and transfers set out in the budget of the municipality, and (b) the requisitions.

Council adopted the capital and operating budget for 2022 at the last Regular Council Meeting.

During budget discussions, Council unofficially approved a minimum tax of \$500.

Please see agenda item ~~9b~~ 10a.

Properties majorly affected:

- Minimum tax properties
- Properties that were not previously charged minimum tax properly
- Commercial/Linear properties

## Attachment(s)

- Spreadsheet of assessment and property taxes (keeping in mind minimum tax increase which are starred, and those who were not properly charged minimum tax previously which are in yellow highlights). Pink cells are increases; green cells are decreases. Red cells are increases beyond \$200. Also, ensure to look at increase/decrease in assessed value. Final note, dark green cells at the bottom are linear tax rolls.
- Draft 2022-06 Tax Rate Bylaw

# BYLAWS/POLICIES

**Subject: 2022-07 Urban Hen Bylaw**

There has been some desire from residents and members of council and staff to permit raising of chickens.

Bylaw is very similar to other municipal hen coop bylaws.

Discussion points:

- Number of hens permitted
- Residential zone only? Having area less than 5,000 ft<sup>2</sup>?
- Can residents sell eggs, meat, or other products derived?
- Permit fees?
- Other items for discussion?

Consider public input prior to reading of bylaw. Review Public Participation Plan.

# BYLAWS/POLICIES

Addition

**Subject: 2022-08 Municipal Borrowing Bylaw**

The Village of Myrnam has switched over their main banking account, and Line of Credit to ATB.

Bylaw for line of credit borrowing is required.

Borrowing amount remains to be \$150,000.

# NEW BUSINESS

**Subject: 2022 Operating Budget Amendment**

Council approved the 2022 Operating Budget at the last Regular Council meeting. Since then, the Village received confirmation that the County's municipal contribution has been reduced from an anticipated \$65,000 to \$37,000 due to the reduction of MSI funding and the loss of revenue from the plant that burned down last year.

Another major effect to the operating budget may be the reduction of sale of land revenue (see agenda #7b).

It may be too soon to make a motion on amending the operating budget however if there are any changes to increasing municipal tax revenue then it would affect the Tax Rate Bylaw.

What operational expenses could be changed/removed?

- Staff wages?

What operational revenue can we bring in?

- Sale of lands?

Council to consider a motion to authorize the CAO to purchase a truck according to the 2022 Capital Budget.

Attachment(s)	• None
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# NEW BUSINESS

**Subject: Request to Rescind Violation Ticket**

The Village of Myrnam sent out letters to businesses on January 13, 2022 notifying all businesses of the Business Licence Bylaw and specifically noted the following within the letter:

*An Application for the renewal of an existing Business Licence shall be submitted to the Village no later than the 31<sup>st</sup> of January of each Business Licence year.*

*If you operate a business within the Village of Myrnam please complete the attached application form and submit it along with your license fee to the Village Administration Office by January 31, 2022.*

The Village also placed brief information in the January and February Newsletters. The February newsletter stated *If you haven't yet received your licenses* (referring to both animal and business licences) *please do so by February 28, 2022.*

The Village of Myrnam received one written complaint. There was also one verbal complaint – business owner hasn't submitted their written complaint.

**Written complaint/Appeal received**



# NEW BUSINESS

**Subject: Request to Purchase Land**

A resident is requesting to purchase two 50' by 150' parcels north of their current property (see letter); alternatively, the resident is also willing to purchase the entire parcel.

- \$1,000 revenue for sale of land
- Tax revenue would be minimum tax of \$500 per parcel



- Land Purchase Proposal
- Land Titles view of property (blue star)
- Google view of property (estimated portion of land at 2x 50' x 150' highlighted)

# NEW BUSINESS

**Subject: Proclamation – Seniors Week**

June 6-12, 2022 is Seniors' Week in Alberta.

Mayor – In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I hereby declare June 6-12, 2022 to be Seniors' Week in the Village of Myrnam.

# **NEW BUSINESS**

**Subject: Proclamation – National AccessAbility Week**

National AccessAbility Week is Sunday May 29<sup>th</sup> to June 4<sup>th</sup>, 2022.

Mayor: I hereby declare May 29<sup>th</sup> – June 4<sup>th</sup>, 2022 to be National AccessAbility Week in the Village of Myrnam.

# NEW BUSINESS

**Subject: World Ocean Day**

Nature Canada is requesting municipalities to help their team show government officials that Canadians support National Marine Protected Areas and encourage them to implement effective polices.

- Email re: World Ocean Day, June 8<sup>th</sup> – Motion for Ocean Protection
- Letter from Paul Gregory, Senior Oceans Campaigner

# NEW BUSINESS

Addition

**Subject: Sidewalk Tender**

The Village of Myrnam has worked with Loewen Construction in the past with respect to building sidewalks.

Administration and Public Works has invited Loewen Construction to submit a quote to assist Public Works in building sidewalks according to the 2022 Capital Budget.

Public Works will remove old sidewalk and supply gravel to build the base for the sidewalk and para-ramps, Loewen Construction will build the curb and gutter, and Public Works will build the sidewalk with asphalt.

This work sharing initiative helps the municipality build sidewalks in a cost efficient manner.

# COUNCIL MEMBER REPORTS

## Mayor Donna Rudolf

April 15 – May 12, 2022

### Alberta HUB (Backup Appointee)

- I have temporarily halted the Food to Table seminars, market info., etc. due to CTEC possibly changing direction.

### Eagle Hill Foundation (Appointee)

- Occupancy is always a challenge.
- Working with Connecting Care on several changes.
- General Managers Krystal Brake (Two Hills) and Melanie MacLean (Myrnam) are doing very well.
- Still seeking a General Manager for Willingdon after the resignation of Jenny G.

### Family & Community Social Services (Appointee)

- FCSS sponsored many programs in the county; community awareness night for example.
- FRN is giving a free pancake breakfast for Seniors' Week in centers throughout the county.

### Northern Lights Library System (Appointee)

- Meeting in Elk Point May 28<sup>th</sup>. Appears that library open house awareness event will be postponed until the start of the new school year.

### Other

- Dove Society – Planters will be planted with flowers and vegetables. Still many unclaimed planters. The new swing is in the manufacturing process.
- All in all, VERY PLEASED with CAO and staff. Big thank you for taking cuts, watering trees, and generally being excellent.

# COUNCIL MEMBER REPORTS

## Deputy Mayor Raymond Yaremchuk

April 15 – May 12, 2022

### Alberta Central East Water Corporation Board (Appointee)

- Attended Annual Shareholders Meeting on April 21<sup>st</sup>
- Attended Special Board Meeting on April 25<sup>th</sup>

### Regional Landfill Committee (Appointed)

- Attended Meeting on April 19<sup>th</sup>

# **COUNCIL MEMBER REPORTS**

**Councillor Kurt Ewanec**

April 15 – May 12, 2022

No items to report



# **NEXT MEETING**

Regular Council Meeting  
June 16, 2022

# CONFIDENTIAL ITEMS/CLOSED SESSION

**Subject: St. Paul Education Regional Division #1 – CTEC Building**

To discuss the CTEC Building

Invited guests from SPERD:

Glenn Brodziak, Superintendent

Keith Gamblin, Assistant Superintendent

Doug Fedoruk, Facilities & Transportations

Unfortunately Glenn and Doug are unable to attend the meeting.

# ADJOURNMENT

Thank you for attending the  
Regular Council Meeting



peace to us