

VILLAGE OF MYRNAM



**Regular Council Meeting
September 15, 2022**

ADOPTION OF AGENDA

9:00 – 9:01	1. Call to order
9:01 – 9:03	2. Adoption of Agenda
	3. Adoption of Minutes
9:03 – 9:05	a. August 18, <u>2022</u> Regular Council Meeting
9:05 – 9:15	4. Open Forum
	5. Administrative Reports
9:15 – 9:20	a. Public Works Report
9:20 – 9:25	b. Financial Report
9:25 – 9:30	c. Chief Administrative Officer Report
9:30 – 9:35	6. Correspondence
	7. Bylaws and Policies
9:35 – 9:40	a. 2022-09 Master Rates Bylaw
	8. New Business
9:40 – 9:45	a. Auction Items – Reserve Bids
9:45 – 9:50	b. Development Permit – Variance Request
9:50 – 9:55	c. Development Permit – Permission for Discretionary Use
9:55 – 10:00	d. Permission to build fence on village property
10:00 – 10:05	e. Request to purchase additional municipal land
10:05 – 10:10	f. Asset Management Training
10:00 – 10:15	g. Annual Public Meeting
10:15 – 10:20	9. Council Member Reports
	a. Mayor D. Rudolf
	b. Deputy Mayor R. Yaremchuk
	c. Councillor K. Ewanec
10:21 – 10:22	10. Next Meeting: Organizational Meeting starting at 9:00 a.m. on October 20, <u>2022</u> with Regular Council Meeting to follow.
10:22 - 10:23	11. Adjournment

ADOPTION OF MINUTES

- August 18, 2022 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 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

August 12 – September 8, 2022

Water/Wastewater

1. Daily (workdays) checks of water and wastewater systems.
2. Responded to water plant alarm due to power outage and motion sensor.

Roads/Sidewalks

1. Worked on alley north of 51 Avenue.
2. Filled in ruts by the water plant and added gravel due to washout.
3. Repaired alley behind 49 Street and leveled other alleys.
4. Repair swale on southside of 50 Avenue at end of 49 Street.
5. Cut and removed asphalt in preparation for new curbing and sidewalk overlay.

Other

1. Continue to pickup garbage weekly.
2. Continue to cut grass on municipal properties and the school.
3. Pushed up burn pile behind soccer field.
4. Located properties with overhanging trees and bushes for CAO.
5. Cleared some weeds at west end of 51 Avenue.
6. Meeting with Alberta Transportation regarding snow removal.
7. Meeting with Algae Controls Canada to discuss preventative maintenance program for wastewater system.

FINANCIAL REPORT

1. Bank Reconciliation: As of August 31, 2022
2. Cheque Listing: August 12 – September 8, 2022

ADMINISTRATIVE REPORTS

CHIEF ADMINISTRATIVE OFFICER REPORT

August 12 – September 8, 2022

1. Safety Code Orders Updates:
 - a) Theatre – Initially, an Official order was going to be sent by Safety Codes Officer however the Village has been notified that this issue falls under the Fire Discipline; Administration is communicating with Municipal Affairs and will provide an update at the next Regular Council meeting.
 - b) Hospital – Grass and weeds have been cut and building was boarded up however someone ripped off two boards to gain entry. Boards have been put back up and owner has been notified.

2. Bylaw Enforcement:
 - a) Extension granted installation of fence at 5001-50 Street; October 31st for plan and discuss dates for installation.
 - b) Administration to contact landowners to discuss non-compliance of issues with extensive work (e.g. Removing/moving unregistered and abandoned vehicles and sea cans).
 - c) Grass cutting (by contractor) conducted on 3 properties for non-compliance.
 - d) Received list from Public Works of properties with overhanging trees and shrubs; Administration to send out notices.

3. Reservoir: Administration has requested documents (RFP and bids) from Urban Systems to review.

4. Administration: New computer for Administrative Assistant. Need maintenance on large copier.

5. Public Auction 2022:
 - a) Public notification by newsletter and website.
 - b) Updating website with pictures of items.
 - c) Working with Government of Alberta to release caveats on land by river.

ADMINISTRATIVE REPORTS

CHIEF ADMINISTRATIVE OFFICER REPORT

August 12 – September 8, 2022

6. Alberta Transportation – CAO and Foreman had a meeting with Alberta Transportation to discuss snow removal along Highway 881. We mutually agreed that Alberta Transportation will pay for 50% of the cost to remove the accumulated snow along the sides of Highway 881 through the Village of Myrnam up to 2 to 3 times a year based on volume of snow and approval of the district supervisor. Up to date, the Village has been doing the cleaning with no cost recovery.
7. Village of Innisfree – Elected officials and a member of the Sustainability Committee for the school in Innisfree requested to meet with Village of Myrnam Council and Administration to find out more about CTEC.
8. Provincial Policing – Had a joint virtual meeting with Honourable Minister Shandro and Chief of Staff for the Ministry of Justice and Solicitor General, and the Mayor for the Village of Marwayne regarding Provincial Policing.
9. Lagoon – CAO and Foreman met with Algae Control Canada to discuss maintenance program; they will be forwarding their recommendations.
10. Holidays: CAO exchanged holiday days from September 6-8, 2022 to August 31, September 1, and 6. CAO is taking Tuesday, September 20, 2022 in lieu of overtime for Monday, September 19, 2022.
11. CAO Action Tracker – attached.

CORRESPONDENCE

August 12 – September 8, 2022

(all scanned and emailed to each elected official)

1. Ministry of Justice:
 - a. Email re: Alberta Police Service: Detachment Deployment Model
 - b. Community Policing Deployment Model Detachment Prototype Design (March 2022)
 - c. Alberta Police Service Deployment Model Summary (August 2022)
 - d. Alberta Police Service Deployment Model FAQ (August 2022)
 - e. Response to Town of Tofield regarding Victim Services
 - f. Email re: Community Justice Centre (CJC) Stakeholder Engagement
 - g. Email re: Article on Policing from the Former Attorney General of BC
2. Alberta Municipal Affairs – Preliminary 2023 Equalized Assessment for review; sent to Assessor for review.
3. Alberta Health Services:
 - a. Email – What We Heard – Lloydminster Conversation regarding Healthcare in AB
 - b. Health Engagement Tour Update (August 22, 2022)
 - c. Email re: Invitation for Conversation About Healthcare in AB
4. Alberta Government – Industry and Regional Relations Branch – Online Conversation Sessions on Housing in Rural Communities
5. MP Shannon Stubbs – Email re: Follow-Up on Rural Municipalities Townhall
6. MLA Jackie Armstrong-Homeniuk
 - a. Weekly Constituency Updates – August 15, 19 and September 2
7. RCMP – Two Hills Detachment:
 - a. Community Letter (May 27, 2022), Provincial Policing Report (Q4 2022), Crime Stats (Jan to March for years 2018 to 2022)
 - b. Community Letter (August 16, 2022), Provincial Policing Report (Q1 2022), Crime Stats (April to June for years 2018 to 2022)
 - c. Alberta Provincial Police Services Priorities, Alberta RCMP and JSG Joint Business Plan (2022-2025)
 - d. Flyer on The Alberta RCMP App
 - e. Information on Body-worn cameras for RCMP Officers

CORRESPONDENCE

August 12 – September 8, 2022

(all scanned and emailed to each elected official)

8. St. Paul Education Board – Meeting Summary (August 31, 2022)
9. Alberta Municipalities:
 - a. News Release – Official Statement – Alberta Municipalities responds to Government of Alberta’s deployment plan for a provincial police service
 - b. Summary and Analysis of Alberta Provincial Police Service Deployment Model (August 2022)
 - c. Provincial Transfers and Financing Municipal Infrastructure in Alberta (September 2022)
 - d. Notification of Alberta Municipalities Distinguished Service Award to Councillor Raymond Yaremchuk
10. ATCO – Distribution Revenue Forecast for 2023 Franchise Fee
11. GFOA – Government Finance Officers Association – Energizing the Future Convention
12. Town of Tofield – Letter to Minister of Justice and Solicitor General regarding Victim Services Redesign

BYLAWS and POLICIES

Subject: 21022-09 Master Rates Bylaw

During budget deliberations (see Budget 2022 – Working Documents of March 30, 2022, Sections E and F), Council reviewed a proposed change to the structure of the utility and infrastructure fee, and proposed rate increase to water consumption to cover loss of water and increase to ACE water rates.

Council approved water consumption revenue of \$78,004.13 (see operating budget) which is equal to water rate of \$4.50.

Also updated in the draft bylaw are the following changes:

- Water Service Line Thawer from \$105 to \$125 per hour; includes operator
- Power Snake from \$200 to \$125 per hour; includes operator
- Add Sonar Leak Detector at \$125 per hour; includes operator

Change in structure does not change the amount of basic fees per month.

NEW BUSINESS

Subject: Auction Items – Reserve Bids

Village staff have identified the following items that can be auctioned at the end of the October 1, 2022 Public Lands Auction:

- 1 - 30'x40' Insulated (floor, walls, attic), 100 amp serviced building with paint booth (paint booth may be removed and sold separately)
- 1 - Old Fire Truck
- Lot - Tables and Chairs
- 12 – 30x36” window with sliding windows
- 3 - 30x36” fixed window
- 3 – 48.5x37.5” fixed window
- 7 - Rolls of plastic
- 1 - Filter Tank
- Lot – High Rib Roof Tin (white) - 3x16'
- 2 full and 1 partial pallet - Bricks
- 1 - Land by the River (Lot A Plan 8022073 – Approximately 2.99 acres) – tentative; based on approval from caveats

- Does Council want to set reserve bids on some or all of the items? Administration and Public Works have prepared a list of proposed reserve bids for certain items.

NEW BUSINESS

Subject: Development Permit – Variance Request

Land Use Bylaw 2018-08, Section 3.8.3 Notwithstanding other provisions related to the granting of variances, the Development Officer shall not vary a development control standard (such as site setback criteria) by more than 10%. Variance requests exceeding 10% shall require the approval of Council.

A landowner has applied for a Development Permit to **replace** a 12x10 porch. Since the new Land Use Bylaw stipulates there must be a 20' setback from the front property line, the applicant (landowner) must have a variance approved.

Location: 5002-45 Street

The recommendation of the Development Officer is that the porch to be replaced:

- will not unduly interfere with the amenities of the neighbourhood,
- will not materially interfere with or affect the use, enjoyment or value of neighbouring properties; and
- conforms to the use prescribed for the land (Residential) or building (Primary Dwelling) in the Land Use Bylaw.

NEW BUSINESS

Subject: Development Permit – Permission for Discretionary Use

Land Use Bylaw 2018-08, Section 3.7.2 At the discretion of the Development Officer, any development permit application involving a discretionary use may be referred to Council for decision, and Section 3.7.3 In making a decision the Development Officer may approve the application unconditionally, or impose conditions considered appropriate, permanently or for a limited period of time or refuse the application.

A landowner has applied for a Development Permit to place a modular (manufactured) home which is a Discretionary Use in Residential District.

Location: Across both 4610 and 4702 51 Avenue

The recommendation of the Development Officer is that the proposed development:

- will not unduly interfere with the amenities of the neighbourhood,
- will not materially interfere with or affect the use, enjoyment or value of neighbouring properties

NEW BUSINESS

Subject: Permission to Build Fence on Village Property

Landowner of 4906 – 50 Street is requesting to build a fence approximately 10 feet onto municipal property. The landowner would like the trees to be within the proposed fenced area.

Upon an on-site review, and in discussions with the Public Works Foreman, the property which is 40' wide is adjacent to a green area to the south and a road (49 Avenue west of Highway 881). There doesn't appear to be any issues in granting this request except that there is a power pole within the proposed area.

Attachment(s)

- Sketch of proposed fence area at the south end of the property
- Picture of green space between property line, trees, and road.
- Map of subject property.

NEW BUSINESS

Subject: Request to Purchase Additional Municipal Land

Background:

Motion **2022-093 MOVED** by Deputy Mayor R. Yaremchuk to sell to Paul and Gerry Myshaniuk one 100' x 150' directly north of their current residential property for \$1,000.00; and further, that the purchasers would be responsible for the surveying and subdivision costs. **CARRIED**

Same resident is requesting to include an additional 50' x 150' area east of the area that was approved to be sold to the resident in May 2022 (see motion above). The resident is offering \$500 for the additional 50'x150' which will be used for the storage of utility vehicles (trailers), RV, garden and storage sheds, garden space, and a workshop.

Attachment(s)

- Land Purchase Proposal (email)
- Google view of property (estimated portion of land at 2x 50' x 150' highlighted)
- Land Titles view of whole property (green lines)

NEW BUSINESS

Subject: Asset Management Training

Alberta Municipalities, in partnership with Rural Municipalities of Alberta (RMA) and Infrastructure Asset Management Alberta, have received funding to offer asset management training to municipal administrators and elected officials at **no charge**, under the Federation of Canadian Municipalities (FCM) Municipal Asset Management Program (MAMP).

The training available for this year will include:

- 1-day workshops for elected officials in five locations across the province
- Introductory and Advanced Asset Management Cohort Workshop Series for administration
- A community of practice group learning opportunity offered by Infrastructure Asset Management Alberta

Registration in the cohort workshops for administrators requires a council resolution to support participation and is part of their reporting requirements to FCM.

NEW BUSINESS

Subject: Annual Public Meeting

There is no legislative requirement for holding Annual Public Meetings.

Last few Annual Public Meeting dates:

March 22, 2018

May 30, 2019

September 13, 2021

Annual Public Meetings can be a good tool for communicating with residents (ex. Budget, Capital Projects, Input into future capital projects and levels of service).

COUNCIL MEMBER REPORTS

Mayor Donna Rudolf

August 12 – September 8, 2022

- Meeting with Alberta Municipalities, Director of Villages East, Jocelyn Lanovaz.
- Met with the Mayor and a Councillor, and a member of their Sustainability Committee from the Village of Innisfree as they wanted to know more about the Village's CTEC building.

COUNCIL MEMBER REPORTS

Deputy Mayor Raymond Yaremchuk

August 12 – September 8, 2022

- Met with the Mayor and a Councillor, and a member of their Sustainability Committee from the Village of Innisfree as they wanted to know more about the Village's CTEC building.

COUNCIL MEMBER REPORTS

Councillor Kurt Ewanec

August 12 – September 8, 2022

No items to report

NEXT MEETING

Organizational and Regular Council Meetings

October 20, 2022

Starting with Organizational Meeting at 9:00 a.m.
Regular Council meeting to follow.

ADJOURNMENT

Thank you for attending the
Regular Council Meeting



peace to us