

Village of Myrnam

Minutes of the Regular Council Meeting for the Village of Myrnam
Held on December 15, 2022, in the Village of Myrnam Council Chambers

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

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

ADOPTION OF AGENDA:
2022-212 MOVED by Councillor K. Ewanec to accept the agenda as presented.
CARRIED

ADOPTION OF MEETING MINUTES:
2022-213 MOVED by Councillor K. Ewanec to adopt the Regular Council Meeting Minutes of November 17, 2022, as presented.
CARRIED

2022-214 MOVED by Deputy Mayor R. Yaremchuk to adopt the Special Council Meeting Minutes of November 12, 2022, as presented.
CARRIED

DELEGATION: **NLLS – Value Statement Presentation**
Northern Lights Library System (NLLS) requested to meet with Council to present their Value Statement. Over the last few months, the Mayor, CAO and NLLS have had discussions regarding the 2023 levy using 2016 population figures and NLLS operating as our library board vs operating our own library board. The population figures used by NLLS for the imposition of levies and the benefits of creating a library board or interlibrary board was also discussed.

OPEN FORUM: No one was 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 E. Kiziak.

Financial Report

The Financial Report consisting of the 1) Bank Reconciliation Statement for month ending November 2022, and 2) the Cheque Listing for November 11 – December 8, 2022, was provided to Council in advance for their review and presented by CAO E. Kiziak.

Chief Administrative Officer Report

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

2022-215 MOVED by Councillor K. Ewanec to accept the Administrative Reports as presented.
CARRIED

Village of Myrnam – Regular Council Meeting December 15, 2022

CORRESPONDENCE:

2022-216 **MOVED** by Deputy Mayor R. Yaremchuk to accept the Correspondence as presented.

CARRIED

OLD BUSINESS:

Reservoir

Select Engineering has prepared a summary of options for Council to consider with respect to the reservoir. Administration and Public Works are taking another opportunity to meet with a company that has products to rehabilitate concrete prior to the council meeting. More information will be provided before the next Council meeting. Also, the Village is investigating whether we can direct feed into the distribution system from ACE which should reduce the cost of renting or purchasing a tank.

2022-217 **MOVED** by Mayor D. Rudolf to table this discussion until further information about rehabilitation can be obtained.

CARRIED

Lease - Wozniak

At the last regular Council meeting Council moved to send a registered letter to Terry Wozniak requesting to respond to the proposed lease agreement by December 7, 2022. Terry Wozniak, of Wozniak Bulk Fuel Sales, responded with a letter on December 7, 2022.

2022-218 **MOVED** by Councillor K. Ewanec to provide a response requesting Terry Wozniak to meet with Council at the next Regular Council meeting with a proposal.

CARRIED

BYLAWS AND POLICIES:

2022-10 Annual Operating Borrowing Bylaw

Annually Council must approve a Borrowing Bylaw for the purposes of financing operations as per Municipal Government Act Section 256.

2022-219 **MOVED** by Mayor D. Rudolf that Bylaw 2022-10 be now read a first time.

CARRIED

2022-220 **MOVED** by Councillor K. Ewanec that Bylaw 2022-10 be now read a second time.

CARRIED

2022-221 **MOVED** by Deputy Mayor R. Yaremchuk that Bylaw 2022-10 be given second reading.

CARRIED

Village of Myrnam – Regular Council Meeting December 15, 2022

2022-222 **MOVED** by Councillor K. Ewanec that Bylaw 2022-10 be given third and final reading.

CARRIED

2022-03 Road Closure Bylaw – second and third reading

Public Hearing and first reading of the bylaw was conducted on January 20, 2022 and then sent to the Minister's office for approval. There were no persons in favor or against the road closure. The Minister of Transportation and Economic Corridors has signed the bylaw on November 24, 2022. The bylaw can now proceed with second and third reading.

2022-223 **MOVED** by Deputy Mayor R. Yaremchuk that Bylaw 2022-03 be given second reading.

CARRIED

2022-224 **MOVED** by Councillor K. Ewanec that Bylaw 2022-03 be given third and final reading.

CARRIED

2022-15 CTEC Rental Policy

The Village does not have a policy or rental agreement form for renting space at CTEC. Administration has drafted a simple policy, and a draft application form.

2022-225 **MOVED** by Councillor K. Ewanec to approve the 2022-15 CTEC Rental Policy and for Administration to bring the Master Rates Bylaw to the next Regular Council meeting to establish CTEC rental rates.

CARRIED

NEW BUSINESS:

2023 Interim Operating Budget

Municipal Government Act, Section 242 states each council must adopt an operating budget for each calendar year and that council may adopt an interim operating budget for part of a calendar year.

2022-226 **MOVED** by Mayor D. Rudolf to adopt the 2022 operating budget as the 2023 interim budget.

CARRIED

2023 Interim Capital Expenditures

There are a few capital projects approved in the 2022 budget that have not yet been completed (backhoe, skid steer, sewer motor). Capital budget for 2023 expenditures must be approved in order to complete current capital projects.

- 2022-227** **MOVED** by Mayor D. Rudolf to adopt the 2022 capita budget as the 2023 interim capital budget until a new capital budget is adopted in the spring of 2023.

CARRIED

Public Participation – 2023 Service Levels

At the Annual Public Meeting held on November 21, 2022 there were 12 members in the gallery (10 were residents/business owners). There were some concerns regarding the level of service provided for snow removal on sidewalks. Administration is requesting public input into service levels for budget preparations.

- 2022-228** **MOVED** by Mayor D. Rudolf to approve the Public Participation plan for the 2023 Service Levels.

CARRIED

NLLS Population Levy and Potential Library Board

Administration provided Council with a backgrounder detailing the population Northern Lights Library System (NLLS) uses for imposing the levy; which is the population figures the Province of Alberta uses from 2016. The backgrounder also includes conversations between NLLS, the CAO, regarding whether to remain status quo with NLLS being our library board, creating our own library board, or engaging in conversations about an intermunicipal library board.

- 2022-229** **MOVED** by Deputy Mayor R. Yaremchuk for administration to explore the feasibility and pros/cons of forming a Myrnam library board and an intermunicipal library board.

CARRIED

Appointment of Auditor

Last year Council went out for tender for Auditing Services. Ncube and Landry LLP were the successful bidders. Council moved to have Ncube and Landry be the auditors for the 2021 year. Ncube and Landry's bid was \$7,500 each year for 3 years.

- 2022-230** **MOVED** by Deputy Mayor R. Yaremchuk to appoint Ncube and Landry to be auditor for the 2022 fiscal year.

CARRIED

Village of Myrnam – Regular Council Meeting December 15, 2022

COUNCIL REPORTS:

Mayor D. Rudolf verbally provided her report:

FCSS: The FRN, Two Hills Coalition sponsored the Christmas Block part that was held on Sunday, December 4, 2022 with the Fire Department, Agricultural Society, the Senior Centre, and the Village. Christmas hampers are completed in Two Hills; the food bank drive was successful. FCSS sponsored craft sessions which ran successfully throughout the county.

EHF: Willingdon Lodge has be revitalized with a new general manager. Two Hills Lodge occupancy has increased. Myrnam Lodge held a 3-day session with *Ashton* an HR/PR facilitator which went very well. Still seeking a general manager for Myrnam Lodge.

HUB: miss the last meeting due to a close call accident. Lots of emails from HUB regarding opportunities.

Alberta Municipalities: Zoom meeting with new representative for northeast Alberta small communities. They will continue to have a voice for northeast rural/urban communities; especially relevant is the twinning of Hwy 28.

NLLS: meeting with the Director James MacDonald today.

Deputy Mayor R. Yaremchuk and Councillor K. Ewanec had nothing to report.

2022-231 **MOVED** by Deputy Mayor R. Yaremchuk accept the Council Reports as presented.

CARRIED

NEXT MEETINGS:

Regular Council Meeting on January 19, 2023 at 9:00 a.m.

CONFIDENTIAL ITEM(S):

2022-232 **MOVED** by Mayor D. Rudolf to go In Camera at 10:47 a.m.

CARRIED

CAO Evaluation

At the March 17, 2022 Regular Council meeting Council extended the CAO contract to December 31, 2022. At the November 17, 2022 Regular Council meeting, Council provided the CAO with an Annual Performance Evaluation letter.

2022-233 **MOVED** by Deputy Mayor R. Yaremchuk go out of In Camera at 11:33 a.m.

CARRIED

2022-234 **MOVED** by Councillor K. Ewanec that council and staff go out for a meal together as a Christmas bonus; and further, that the Village Office be closed on Wednesday, December 28, 2022.

CARRIED

Village of Myrnam – Regular Council Meeting December 15, 2022

ADJOURNMENT: With all items on the agenda having been addressed Mayor D. Rudolf adjourned the Regular Council Meeting at 11:34 A.M.

Chief Elected Official
Chief Administrative Officer