

VILLAGE OF MYRNAM



**Regular Council Meeting
January 19, 2023**

ADOPTION OF AGENDA

- 1. **Call to order**

- 2. **Adoption of Agenda**

- 3. **Adoption of Minutes**
 - a. December 15, 2022 Regular Council Meeting

- 4. **Delegation**
 - a. Myrnam River Ridge Riders Association – Heated Building or Lot

- 5. **Open Forum**

- 6. **Administrative Reports**
 - a. Public Works Report
 - b. Financial Report
 - c. Chief Administrative Officer Report

- 7. **Correspondence**

- 8. **Old Business**
 - a. Reservoir
 - b. Lease - Wozniak

- 9. **Bylaws/Policies**
 - a. 2023-01 Master Rates Bylaw
 - b. 2023-02 Regional Emergency Management Agency
 - c. 2023-03 Water and Sewer Services Bylaw

- 10. **New Business**
 - a. Change council meeting times

- 11. **Council Member Reports**
 - a. Mayor D. Rudolf
 - c. Deputy Mayor R. Yaremchuk
 - d. Councillor K. Ewanec

- 12. **Confidential Items**
 - a. CAO Contract

- 13. **Adjournment**

Addition Requests:

8.c. Potential Library Board

10.b. Alberta Community Partnership – Municipal Restructuring Grant

Not required at time of preparation of the agenda: Public Hearing

ADOPTION OF MINUTES

- December 15, 2022 Regular Council Meeting

DELEGATION

The Myrnam River Ridge Riders Association have requested to meet with Council to request either a heated building or a lot to move a building onto.

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. 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

December 9, 2022 – January 12, 2023

Water/Wastewater

1. Daily (workdays) checks of water and wastewater systems.

Roads/Sidewalks

1. Snow removal from roads and sidewalks.

Other

1. Continue to pick up garbage weekly.

FINANCIAL REPORT

1. Bank Reconciliation: As of December 31, 2022
2. Cheque Listing: December 9, 2022 – January 12, 2023

Note: The Quarterly Budget to Actual for January to December 2022 was to be presented at this Regular Council meeting however Administration will be going through all the accounts and making sure transactions are all inputted and in the proper account. The Budget to Actual for the year 2022 will be provided at the next Regular Council meeting.

ADMINISTRATIVE REPORTS

CHIEF ADMINISTRATIVE OFFICER REPORT

December 9, 2022 – January 12, 2023

1. Safety Code Orders Updates: Theatre – Order to comply deadline is January 16, 2023. Comment from Alberta Safety Codes Council “My apprehension is that the village may have a specific expectation in mind such as demolition whereas a common safety solution is simply to board up the building; and in a few cases to fence or barricade the property and/or put brace supports on walls.” In this case, the Village may be able to proceed demolition according to the Municipal Government Act.
2. Bylaw Enforcement: Sent out four letters: 1 final notice to remove unregistered vehicle off road, 1 penalty for dogs running at large, 1 notice to move vehicle that is blocking the sidewalk, 1 notice to move trailer off the road.
3. Tax Auction Property: One property sold through real estate company for \$10,000 (established reserve bid set by Council).
4. Survey: Service Levels Survey live on our website as of January 9, 2023 with deadline of January 31st. Paper copies available at the Village Office. Notice was provided in the January village newsletter.
5. Other:
 - a) Attending Asset Management Cohort Workshop in Slave Lake on January 25-26, 2023.
 - b) Attended Joint Municipalities Meeting on January 11, 2023
 - c) Attended Regional Emergency Management Agency (AEMA Field Director, County and Town reps, and Village rep) to go over annual provincial assessment. Annual Review results attached. Next meeting scheduled for February 8th.
 - d) Plan to meet with ACE Water Corporation later this month to see if it is possible to direct feed the ACE water line to our distribution system during renovation/construction of the reservoir.
 - e) Land for Sale – Urban Reserve parcel on west side of the village (west of 51 Street) is currently up for sale. Asking price is \$425,000. Landowner has done his own test holes for gravel estimates there is approximately 200,000 yards of pit run.
6. CAO Action Tracker – attached.

CORRESPONDENCE

December 9, 2022 – January 12, 2023

(all scanned and emailed to each elected official)

1. Alberta Public Safety and Emergency Services: Virtual stakeholder engagement on Community Justice Centres (CJC).
2. Alberta Health Services:
 - a. Non-Ambulance Transfer Announcement
 - b. Health Improvement Update (December 2022)
3. Alberta Regional Economic Development: Announcing release of the Economic Development in Rural Alberta Plan (EDRAP)
4. Northern and Regional Economic Development (NRED) Program: funds initiatives led by Alberta municipalities, Indigenous communities and non-profit organizations that promote regional economic development and diversification.
5. MLA Jackie Armstrong-Homeniuk:
 - a. Weekly Update: December 16 & 23, 2022
 - b. Nominations open for Alberta's highest honor
 - c. MLA Armstrong-Homeniuk Column
6. Alberta Central East (ACE) Corporation:
 - a. Capital funding for completion of regional water line project/Board Fees
 - b. Rate increase from \$2.70 to \$2.80 effective January 1, 2023
7. St. Paul Education:
 - a. Board Meeting Summary (December 14, 2022)
 - b. Board Meeting Summary (January 11, 2023)
8. NLLS: 2023 Levy
9. Alberta Municipalities:
 - a. Elected Officials Education Program (EOEP) is offering Munis 101
 - b. 2022 Alberta Municipalities Advocacy Survey

CORRESPONDENCE

December 9, 2022 – January 12, 2023

(all scanned and emailed to each elected official)

10. Go East of Edmonton: Notification regarding Northern and Regional Economic De-velopment Program.
11. Two Hills RCMP: Invitation to the Mayor for the 40th Annual Regimental Dinner
12. New Myrnam School: Request for raffle prize for raffle draw at their annual Christ-mas concert. Note, Village donated an item from a local producer.
13. Christmas Greetings (not included in scan; if you wish to see them all please contact CAO):
 - a. Select Engineering
 - b. Association of Professional Engineers and Geoscientists of Alberta
 - c. Two Hills Regional Chronicle
 - d. Brownlee LLP
 - e. Elected Officials Education Program
 - f. Impact Tourism
 - g. Grynn Contracting Ltd. and Lambert Brothers Paving Ltd.
 - h. Rebecca Schultz, MLA and Minister of Municipal Affairs
 - i. Alberta RCMP
 - j. Go East of Edmonton
 - k. Town of Taber
 - l. Battle River Watershed Alliance
 - m. MLA Jackie Armstrong-Homeniuk
 - n. W.R. Meadows
 - o. Alberta Municipalities
 - p. City of Camrose
 - q. Municipal Planning
 - r. Brandy Cox, Deputy Minister of Municipal Affairs
 - s. Lac La Biche Council
 - t. Big Foot Enterprises
 - u. Morrow Tchir LLP
 - v. Neudale Veterinary Services
14. Thank you Card: New Myrnam Barons for contribution to Awards Ceremony

OLD BUSINESS

Subject: Reservoir

Select Engineering has prepared a summary of options for Council to consider with respect to the reservoir. At the last Regular Council meeting Council tabled the discussion to see if there were any other options e.g., patching the roof.

There was an on-site visit from W.R. Meadows (supplier) and CCDTech (applicator). In their opinion “this structure needs to be evaluated by a Structural Engineer prior to any repair scopes being considered. An engineer will be able to evaluate the original design of the structure and assist with determining the root cause of why this happened and then work with CCD to develop a proper repair that will restore the structural integrity to the structure and ensure it will provide long term service to you. For CCD to offer a repair at this stage would have no value as the cause of the problem would just be covered up and the repair would not restore structural integrity....To be honest, we cannot even say that the existing roof would support a worker walking on the roof to do a repair.”

OLD BUSINESS

Subject: Lease - Wozniak

At the last regular Council meeting Council made the following motion:

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

Letter was sent on December 21, 2022, stating a response was required by January 11, 2023, and to plan to attend the January Council meeting.

OLD BUSINESS

Subject: Potential Library Board

At the last Regular Council Meeting, Council moved for administration to explore the feasibility and pros/cons of forming a Myrnam library board and an intermunicipal library board.

Pros

- autonomy
- an authority that will provide direction to library staff for programming and services

Cons

- finding and retaining 5 board members of which not more than 2 can be members of Council
- board has responsibilities according to the Act and Regulations
- municipality is responsible for day-to-day transactions and payroll
- new board will have to establish policies and plans

Council Responsibilities:

Establishes the library board by bylaw under the Libraries Act • Funds municipal library service • Appoints (and removes) ALL board members, not just municipal councilors • Accepts library bylaws from library board, and may disallow by not accepting • Receives library budget and approves requested (or adjusted) municipal appropriation (Council does NOT approve the whole library budget – the board creates the budget) • Accepts auditor or financial reviewer (that the board selects and hires) • Receives reports from library board (financial report; annual report; plan of service; etc.) • Signatory to / member of library system

Status-quo: Village pays over \$9,700 in levies and direct library operating funds and receives just over \$8,300 in provincial funding that goes directly to the library for operating.

Municipal Library Board: Village pays over \$5,200 in levies and direct library operating funds and receives just over \$12,900 in provincial funding that goes directly to the library for operating.

Intermunicipal Library Board (County/Town/Village): Village pays over \$5,200 in levies and direct library operating funds and receives just over \$14,300 in provincial funding that goes directly to the library for operating. Note that the County would end up paying almost \$12,000 more for the local appropriation fee and the Town would receive about \$300 less in operating funds.

The financial information provided is on the basis of current provincial funding formulas, the County's funding split of 36%/64%, and that board members are volunteers with no honorariums.

BYLAWS AND POLICIES

Subject: 2023-01 Master Rates Bylaw

The Master Rates Bylaw needs to be reviewed and consider the following:

1. The Village may get an application for extracting gravel.
2. ACE Water Corporation has increased their rates from \$2.70 to \$2.80.
3. Rates for rental of sewer snake was too high compared to renting from Home Depot.
4. Need to include rental rates for the use of facilities in CTEC.

BYLAWS AND POLICIES

Subject: 2023-02 Regional Emergency Management Agency Bylaw

CAO Kiziak attended the last Regional Emergency Management Agency meeting which was only for Directors or Deputy Directors of Emergency Management/CAOs/Regional Emergency Coordinator for the purposes of an annual update with Alberta Emergency Management Agency Field Director Ian Fox.

Through the update it was discovered that our respective municipal bylaws need some updates, and the Regional Emergency Plan also needs an update.

A draft bylaw has been provided to Council for passing. This bylaw mirrors the bylaws within the region. The Regional Emergency Plan will be updated at future Regional Emergency Management Agency meetings.

BYLAWS AND POLICIES

Subject: 2023-03 Water and Sewer Services Bylaw

It was noticed by administrative staff that the Water and Sewer Services Bylaw was missing a small section regarding properties adjacent to a sewer line having to contribute financially through the monthly invoices towards infrastructure/debenture fees.

NEW BUSINESS

Subject: Change council meeting times

At the last Regular Council Meeting, Councillor K. Ewanec expressed that it may be difficult to attend upcoming council meetings due to his job. It was requested to place this item on the agenda for this meeting.

Organizational Meeting (October 2022)

MOVED by Mayor D. Rudolf to keep the Regular Council Meetings scheduled for the third Thursday of each month commencing at 9:00 a.m. **CARRIED**

NEW BUSINESS

Subject: 2022/2023 Alberta Community Partnership Grant Program

At the last Joint Municipalities Meeting (County and Town of Two Hills, and the Village of Myrnam Council and CAOs) it was discussed and agreed upon that an application will be submitted to the Alberta Community Partnership (ACP) grant program to conduct a regional governance study which will explore options that may lead to some form of municipal restructuring.

As the grant submission deadline was January 16, 2023, Administration provided their intent to the Town of Two Hills (the managing partner) by email. This agenda item is to ratify the decision made at the Joint Municipalities Meeting held on January 11, 2023.

COUNCIL MEMBER REPORTS

Mayor Donna Rudolf

December 9, 2022 – January 12, 2023

Attended Joint Municipalities Meeting

COUNCIL MEMBER REPORTS

Deputy Mayor Raymond Yaremchuk

December 9, 2022 – January 12, 2023

Attended Joint Municipalities Meeting

COUNCIL MEMBER REPORTS

Councillor Kurt Ewanec

December 9, 2022 – January 12, 2023

Attended Joint Municipalities Meeting

NEXT MEETING

Regular Council Meetings

February 16, 2023

9:00 a.m.

Unless changed by motion of Council during this Council Meeting.

CONFIDENTIAL ITEM(S)

Subject: CAO Evaluation

Although Council was in favor of entering/extending the CAO contract at the last Regular Council Meeting, no motion was made.

Background:

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.

Motion to close the meeting for closed meeting discussions:

MOVED by _____ that council close the meeting to the public for Agenda item 12.a. CAO Evaluation as per Section 17, FOIP at _____.

Motion to revert back to open meeting discussions:

MOVED by _____ that council open the meeting to the public at _____.

ADJOURNMENT

Thank you for attending the
Regular Council Meeting



peace to us