

# VILLAGE OF MYRNAM



Regular Council Meeting  
February 15, 2023

# ADOPTION OF AGENDA

1. Call to order
2. Adoption of Agenda
3. Adoption of Minutes
  - a. January 19, [2023](#) Regular 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. Potential Library Board
  - b. Lease - Wozniak
  - c. Change council meeting times
8. New Business
  - a. Engineering Services - Reservoir
9. Council Member Reports
  - a. Mayor D. Rudolf
  - b. Deputy Mayor R. Yaremchuk
  - c. Councillor K. Ewanec
10. Confidential Items
  - a. Economic - Land Purchase – FOIP Section 25
11. Adjournment

Not required at time of preparation of the agenda: Delegation, Public Hearing, and Bylaws/Policies

# ADOPTION OF MINUTES

- January 19, 2023 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. 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

January 13 – February 9, 2023

### Water/Wastewater

1. Daily (workdays) checks of water and wastewater systems.
2. Assisted with sewer issues at a residence.
3. Responded to low level alarm at the water plant.
4. Met with ACE Water Corp. to determine possibility of direct feeding into our distribution system during reservoir construction; not possible.

### Roads/Sidewalks

1. Snow and ice removal from roads and sidewalks and storm drains. Also sanded roads.
2. Went to look at used backhoe and skid steer in Calgary. Purchased the skid steer. Still looking for backhoe (used and new).
3. Replaced tires on freightliner

### Other

1. Continue to pick up garbage weekly.
2. Welded the plow.
3. Took down broken branch at private residence.
4. Ordered door for fire hall.

# FINANCIAL REPORT

1. Quarterly Budget to Actual for January to December 2022 with notes, and revenue and expense breakdown for water, sewer, and garbage.
2. Bank Reconciliation: As of January 31, 2023
3. Cheque Listing: January 13 – February 9, 2023

# ADMINISTRATIVE REPORTS

## CHIEF ADMINISTRATIVE OFFICER REPORT

January 13 – February 9, 2023

1. Safety Code Orders Updates: See order issued under Correspondence.
2. CTEC – Team Net Zero – HVAC: CAO has connected with the company who installed the heat recovery ventilation system at CTEC and is looking into whether we can/should convert four of the units over to timers or sensors.
3. Survey: Service Levels Survey closed on January 31, 2023. See attached results.
4. Green Municipal Fund: Village has engaged eMissions Software to apply to the Green Municipal Fund – Community Building Monitoring and Analysis for the Village at no cost to the municipality. The fund is an initiative to track energy use of existing community facilities over time, compare the energy performance of the buildings to similar buildings in other municipalities and to identify opportunities and grants to save energy. The maximum grant is \$25,000 to cover up to 80% of the costs. eMissions are contributing the 20% in-kind service on behalf of the Village of Myrnam.
5. 2022 Audit: Administration has been working on preparing for the annual audit. It will be ready by the end of February for the auditor.
6. Other:
  - a) Met with ACE Water Corporation to see if it is possible to direct feed the ACE water line to our distribution system during renovation/construction of the reservoir. Unfortunately, mainly due to pressure and backup plans in the event of water loss, it is not possible to direct feed. Engineers are looking at being able to continue using the existing reservoir during construction and placing the underground tanks in a location other than where the current reservoir is.
  - b) Asset Management Workshop – CAO attended 2-day workshop.
  - c) Letter regarding Lab Services in Myrnam was sent to the Two Hills Community Health Services Awareness Networking Committee. Copy of letter under Correspondence.
7. CAO Action Tracker – attached.

# CORRESPONDENCE

January 13 – February 9, 2023

(all scanned and emailed to each elected official)

1. Alberta Health Services: EMS/811 Shared Response
2. Alberta Safety Codes Council: Order for 4920 – 50 Avenue, Myrnam
3. MLA Armstrong-Homeniuk:
  - a. Column: January 14 and 20, 2023
4. County of Two Hills: Support letter for 2022/23 ACP Intermunicipal Collaboration Grant Application
5. Two Hills RCMP: Cover letter with quarterly Community Policing Report, information a out NG911 for EMS, and information about the Alberta RCMP OCC Program.
6. Two Hills Community Health Services Awareness Networking: Letter sent by the Village regarding Lab Services in Myrnam.
7. Two Hills Airport Commission: Letter to MLA Armstrong-Homeniuk regarding decision by Alberta Health Services to pause Fixed Wing Air Ambulance during winter months.
8. Primary Care Network Lakeland – Minutes of January 19, 2023



# CORRESPONDENCE

January 13 – February 9, 2023

(all scanned and emailed to each elected official)

9. Alberta Municipalities:
  - a. Asset Management Workshops for Elected Officials
  - b. Copy of letter sent to Minister Toews regarding the 2023 Provincial Budget
  
10. ATCO – LED Multiplier Rate Increase – 2023 Update.
  
11. Alberta HUB: Agenda for Board Meeting of February 17, 2023 and Minutes of November 30, 2022 Board Meeting, and the 2023/24 Strategic Plan.
  
12. Go East:
  - a. Information regarding their application to the 2023 Cooperative Investment Fund for Rural Development and Promotion.
  - b. Support letter from the Village in support of their application to the Northern and Regional Economic Development program.
  
13. Town of Fox Creek: Letter to Minister of Health regarding Ambulance Service
  
14. Town of Bon Accord: Letter to Minister of Health regarding Ambulance Service
  
15. Town of St. Paul: Requesting letter of support to retrofit the Clancy Richard Arena. Village provided a letter of support (included).
  
16. St. Paul Search and Rescue: Thank you for donation.

# OLD BUSINESS

**Subject: Potential Library Board**

*At the last Regular Council Meeting, Council moved to table this item until after Northern Lights Library System municipal representatives from the County and Town of Two Hills meet with the Mayor and CAO.*

Mayor Rudolf and CAO met with County and Town of Two Hills representatives for Northern Lights Library System. After review of the financial breakdown, it was mutually decided that an intermunicipal library board would not be in the best interest for the region.

This leaves the discussion with the Village on whether or not to form a Myrnam Municipal Library Board.

Note: Starting 2023 the Village will have to pay an extra \$1,739 annually to cover operating expenses as NLLS will no longer provide the NLLS Operating Grant (\$4.70\*370)

# OLD BUSINESS

**Subject: Lease - Wozniak**

At the last regular Council meeting Council made the following motion: *for Administration to seek legal advice.*

Administration retained lawyers to review, provide recommendations, and to send a letter to Wozniak to enter into negotiations with the Village.

Letter was sent and Wozniak contacted Administration. Administration and Wozniak went through the draft agreement and made some changes. Wozniak was to go through the updated draft agreement and provide answers to Councils questions from the letter sent to him in December by the end of the day on Wednesday, February 8<sup>th</sup>.

Council received information requested.

# NEW BUSINESS

**Subject: Change council meeting times**

At the December 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 the last meeting.

Councillor K. Ewanec was not in attendance at the last meeting, however, did provide recommendations for

Motions at the last regular council meeting:

- ❖to change the February 16, 2023, Regular Council to Wednesday, February 15, 2023 starting at 4:00 p.m.
- ❖to table the changing of the council meetings for March, April, and May to the next Regular Council meeting.

# OLD BUSINESS

**Subject:            Engineering Services - Reservoir**

Engineering services are required for preliminary engineering (topographical site survey, site plans, coordination with suppliers, cost estimate), detailed design and public advertisement for contractors, Alberta Environment and Parks approvals, and construction coordination and project close-out.

Select Engineering has been working with Public Works and Administration on looking at various options for rehabilitating the current reservoir or other methods of a new reservoir.

# **COUNCIL MEMBER REPORTS**

**Mayor Donna Rudolf**

January 13 – February 9, 2023

Nothing to report.

# COUNCIL MEMBER REPORTS

## Deputy Mayor Raymond Yaremchuk

January 13 – February 9, 2023

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

Meeting postponed due to incoming bids.

### Regional Landfill Committee (Appointed)

Successful in Minburn County contract.

# **COUNCIL MEMBER REPORTS**

**Councillor Kurt Ewanec**

January 13 – February 9, 2023

Nothing to report.



# NEXT MEETING

Regular Council Meetings

March 16, 2023

9:00 a.m.

Unless changed by motion of Council during this Council Meeting.

# CONFIDENTIAL ITEM(S)

**Subject: Economic - Land Purchase – FOIP Section 25**

Motion to go In Camera: *that Council close the meeting to the public for Agenda item 10(a) Economic - Land Purchase as per FOIP Section 25 at \_\_\_\_\_ p.m.*

Motion to go out of In Camera: *that Council go out of In Camera and open the meeting to the public at \_\_\_\_\_ p.m.*

# ADJOURNMENT

Thank you for attending the  
Regular Council Meeting



peace to us