

Village of Myrnam

Minutes of the Regular Council Meeting for the Village of Myrnam
Held on April 19, 2023, in the Village of Myrnam Council Chambers

PRESENT: Mayor Donna Rudolf, Deputy Mayor Raymond Yaremchuk, Councillor Kurt Ewanec, Chief Administrative Officer Elsie Kiziak, Delegate Sgt. Daisley and one person in the gallery.

CALL TO ORDER:

Mayor D. Rudolf called the Regular Council Meeting to order at 4:00 P.M.

ADOPTION OF AGENDA:

2023-056 MOVED by Councillor K. Ewanec to adopt the agenda as presented with two omissions: 10 a) Audited Financial Statement, and 10 b) 2023 Operating and Capital Budget.

CARRIED

ADOPTION OF MEETING MINUTES:

2023-057 MOVED by Deputy Mayor R. Yaremchuk to adopt the Regular Council Meeting Minutes of March 15, 2023, as presented.

CARRIED

2023-058 MOVED by Mayor D. Rudolf to adopt the Special Council Meeting Minutes of March 30, 2023, as presented.

CARRIED

DELEGATION: Two Hills RCMP Detachment Sgt. Robert Daisley presented the 2022 4th Quarter Policing Report. During discussions it was made clear that suspicious activities should be reported by individuals as incidences could be relevant to other crimes in the area. Sgt. Robert Daisley will be moving to another municipality and Sgt. David Henry will be taking his place.

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) Budget to Actual for 1st Quarter of 2023, 2) Bank Reconciliation Statement for month ending March 2023, and 3) the Cheque Listing for March 9 to April 12, 2023, 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.

- 2023-059** **MOVED** by Councillor K. Ewanec to accept the Administrative Reports as presented.

CARRIED

CORRESPONDENCE:

- 2023-060** **MOVED** by Deputy Mayor R. Yaremchuk to accept the Correspondence as presented.

CARRIED

OLD BUSINESS:

Lease - Wozniak

At the last Regular Council Meeting Council moved to table this item to this meeting in order for Administration to continually try to contact Wozniak Bulk Fuel regarding the lease agreement. Wozniak replied by email on March 17 & 24, 2023 indicating what they wanted changed in the draft lease agreement. Administration responded back on March 20 and April 6, 2023 and requested final comments prior to April 12, 2023. No final comments were provided.

- 2023-061** **MOVED** by Mayor D. Rudolf to notify Wozniak that the lease as presented must be executed and payment for the 2023 year must be made by May 10, 2023 otherwise the village will initiate legal action.

CARRIED

Request to waive utilities and return property – Lot 29 Block 2 Plan 668EO

At the last Regular Council meeting, during Open Forum, a resident requested Council to write-off all outstanding utility invoices and to give the property back. Council tabled the discussion to this Regular Council meeting in order for Administration have time to look into the damages claim. Administration looked into 1) the history of utility invoices and payments, 2) the claim of damages to another property owned by the same owner, 3) the claim of damages to the property located at Lot 29 Block 2 Plan 668E0, and 4) the purchase of the concrete blocks.

- 2023-062** **MOVED** by Mayor D. Rudolf to deny the request to write-off outstanding utilities or any taxes from the previous owner of Lot 29 Block 2 Plan 668EO; and further, to complete the purchase of the four concrete blocks in the amount of \$1,000 upon receipt of invoice.

CARRIED

Adjust minimum tax on Lot 29 Block 2 Plan 668EO

The 2023 assessment of the property has decreased to \$6,280 due to the interior condition; however, the realtor's professional opinion is that the property should be listed and marketed as close to \$10,000 as possible and consider any offer over \$7,000 as fair market value.

2023-063 **MOVED** by Councillor K. Ewanec to reduce the reserve bid from \$13,500 to \$7,000 as per updated assessment and market value information.

CARRIED

BYLAWS AND POLICIES:

2023-04 Borrowing Bylaw - Reservoir

A borrowing bylaw is required for long-term borrowing for the reservoir which has been budgeted for in previous and currently proposed budgets. Borrowing Bylaw needs second and third reading on or before May 1, 2023 as the submission deadline for the application of a debenture is May 1, 2023 for the June 15, 2023 loan issue date. Advertising as per Section 606 of the MGA was hand-delivered by a designated officer appointed by the CAO who delivered them on April 12, 2023. The Village needs funds to start paying contractors in June 2023.

2023-064 **MOVED** by Deputy Mayor R. Yaremchuk that Bylaw 2023-04 be now read a first time this 19th day of April, 2023.

CARRIED

2023-065 **MOVED** by Councillor K. Ewanec to hold a Special Meeting on April 26, 2023 at 8:30 A.M. for the purposes of 2nd and 3rd reading of Borrowing Bylaw 2023-04, the review of the 2023 Operating and Capital Budget, and the final review of the 2022 Audited Financial Statement.

CARRIED

2023-01 Asset Management Policy

Council for the Village of Myrnam has committed to the development of asset management by having staff attend entry-level asset management training. Asset Management is a long process and starts with the foundation of understanding why asset management is important. The next step is adopting an asset management policy. After that, there is a lot of information gathering and a strategic plan to put together.

2023-066 **MOVED** by Mayor D. Rudolf to adopt Asset Management Policy #2023-01 as presented.

CARRIED

NEW BUSINESS:

2023 Public Land Auction

MGA Sections 411, 436.02 and 438 allow a municipality to attempt to recover tax arrears by following the legislated requirements of the MGA and in accordance with any other Act or common law right. Procedures for tax arrears recovery are outlined in a document provided by Alberta Municipal Affairs titled *A Guide to Tax Recovery in Alberta*. There are nine properties that are still in arrears that must be offered for sale at a public auction.

- 2023-067** **MOVED** by Mayor D. Rudolf to table this item for administration to seek estimated market value on these nine properties that will be offered for sale at an upcoming public auction if remaining unpaid.

CARRIED

2023 National Public Works Week and National Administrative Professional Day

May 21-27, 2023 is National Public Works Week. The theme this year is “Ready & Resilient”. The American Public Works Association – Alberta Chapter, is seeking Council’s support by recognizing and promoting National Public Works Week. On April 26, 2023 is National Administrative Professionals Day. This holiday is always celebrated on the Wednesday of the last full week of April.

Mayor Donna Rudolf – Hereby designates the week of May 21-27, 2023 as National Public Works Week.

Mayor Donna Rudolf – Hereby proclaims April 26, 2023 as Administrative Professionals Day.

COUNCIL REPORTS:

Mayor D. Rudolf provided a written report during the Regular Council meeting.

Deputy Mayor R. Yaremchuk provided a report prior to the meeting. Councillor K. Ewanec had nothing to report.

- 2023-068** **MOVED** by Deputy Mayor R. Yaremchuk accept the Council Reports as presented.

CARRIED

NEXT MEETINGS:

Special Council Meeting April 26, 2023 at 8:30 A.M.

Regular Council Meeting on May 17, 2023 at 4:00 P.M.

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ADJOURNMENT: With all items on the agenda having been addressed Mayor D. Rudolf adjourned the Regular Council Meeting at 5:47 P.M.

Chief Elected Official
Chief Administrative Officer