

VILLAGE OF MYRNAM



**Regular Council Meeting
July 20, 2023**

ADOPTION OF AGENDA

1. Call to order
2. Adoption of Agenda
3. Adoption of Minutes
a. June 15, 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
8. New Business
a. Audit Services 2022 Costs
b. Assessment Services
c. Bell West Inc. Lease of Lot 15 Block 1 Plan 668EO
9. Council Member Reports
a. Mayor D. Rudolf
b. Deputy Mayor R. Yaremchuk
c. Councillor K. Ewanec
10. Adjournment Next Meeting: August 17, 2023 at 9:00 A.M.

Not required at time of preparation of the agenda: Delegation, Old Business, and Public Hearing

ADOPTION OF MINUTES

- June 15, 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

June 9 – July 13, 2023

Water/Wastewater

1. Daily (workdays) checks of water and wastewater systems.
2. Painted interior of the water plant building.
3. Replaced water meter at a house.

Roads/Sidewalks

1. Street cleaning.
2. Sprayed boulevards on 51 Street and 50 Avenue east of Hwy 881 for weeds.

Other

1. Weekly garbage pickup.
2. Grass cutting and weed wacking.
3. New backhoe has arrived. Old backhoe picked up for trade-in.
4. Trimmed trees/shrubs along 47 Avenue and some alleys.
5. Received loads of gravel for 2023 projects.
6. Removed ice from arena and packed with dirt.
7. Repairing sewer cleaner.
8. Fill up water barrels at planters weekly.
9. Assisted with putting up wooden doves on poles.
10. Picked up and dropped off bbq and tent from ATCO – Vegreville.
11. Pushed up brush pile.
12. Assisted with setup and teardown for Canada Day.
13. Removed beaver dams.
14. Trying to figure out why HVAC units are still running when the furnaces are not on at CTEC.
15. Responding to multiple alarms during storms at CTEC and the water plant.
16. Removed the fence from in front of CTEC.
17. Set up cat traps.
18. Dug a trench behind the arena for better flow of surface water.
19. Located property line pins for new walkway. Started working on the base of the walkway.

ADMINISTRATIVE REPORTS

FINANCIAL REPORT

1. Budget to Actual: 2nd Quarter
2. Bank Reconciliation: As of June 30, 2023
3. Cheque Listing: June 9 – July 13, 2023

ADMINISTRATIVE REPORTS

CHIEF ADMINISTRATIVE OFFICER REPORT

June 9 – July 13, 2023

1. Wozniak – Lease Agreement: Still waiting for executed agreement. Reminder email sent on July 12, 2023.
2. Bylaw Enforcement:
 - a) Bylaw Enforcement inspection rounds were conducted June 15, 2023: 2 final reminders for trailers on road, 1 for trailer on road, and 1 for tree trimming. Contractor has completed work on 20 properties. Two more orders were issued for holiday trailers (one being lived in) on road and electrical cord across the sidewalk.
 - b) Old Hospital – Administration has tried to contact the landowner to get an update of when it will be demolished. Administration will send a final notice.
 - c) Old Theatre – Matter was tabled to another meeting in mid-June as this is the first-time enforcement proceedings respecting a past-due order is being dealt with; learning and logistics. No new information.
3. Grants:
 - a) Currently applying to the Alberta Municipal Solar Program for New Myrnam School to install a ground mounted solar panel and a roof mounted solar panel.
4. Mutual Aid Agreement (Fire Services): Recommended changes have been presented to the Fire Chief for review. Council received a recommended changes version at the last Joint Municipalities Meeting from Administration.
5. Canada Day: Very successful event except that it rained so there were no fireworks. The grant program advisor was notified and their response was as long as we set off the fireworks (and acknowledge their financial contribution) this summer to keep the grant funding.

ADMINISTRATIVE REPORTS

CHIEF ADMINISTRATIVE OFFICER REPORT

June 9 – July 13, 2023

6. Daycare: Vermilion Play Development plans on opening up a daycare in CTEC this fall. Details to follow.
7. 2023 Public Lands Auction: Advertisements have been sent out to be advertised on the appropriate dates. Auctioneer has been secured - Miles Wowk.
8. Other:
 - a) Anticipate free topsoil to be delivered from a large project in Mannville for our reservoir project.
 - b) New World Sustainable Technologies, who offered free trees last year did not get the funding they were hoping for so no trees this year. They hope to get funding for next year.
 - c) Reviewed and updated insurance on buildings.
 - d) Strategic Planning: The Province does not provide facilitators for municipalities anymore however they are teaming up with Alberta Municipalities to provide group training for strategic planning in the fall of 2023. Administration has offered to be one of the first municipalities to be a part of this training session.
 - e) CAO Holidays: Potentially August 3 – 11, 2023
 - f) Potential interest in having piano classes at CTEC which would mean having a permanent piano in either a classroom or in the corner of the cafeteria. Administration working with the principal at New Myrnam School.
9. CAO Action Tracker – attached.

CORRESPONDENCE

June 9 – July 13, 2023

(all scanned and emailed to each elected official)

1. Alberta Municipal Affairs:
 - a. Minister Ric McIver return as Minister of Municipal Affairs (June 20, 2023)
 - b. Municipal Accountability Program Cycle 2
 - c. 2023 Minister's Awards for Municipal and Public Library Excellence extended to July 15, 2023 due to wildfires, evacuations, and difficult weather conditions.
 - d. Municipal Affairs 2022-23 Annual Report (email July 12, 2023)
 - e. Grant allocations for Municipal Sustainability Initiative (MSI) Capital and Operating, and the Canada Community-Building Fund (CCBF) programs (as projected in 2023 Budget).
 - f. 2023/24 ACP Program
2. Alberta Environment and Protected Areas: Registration of new reservoir.
3. Alberta Arts, Culture and Status of Women: 2023 Starts of Alberta Volunteer Awards
4. MLA Honorable Jackie Armstrong-Homeniuk:
 - a. Happy Canada Day (email June 30, 2023)
 - b. Weekly Constituency Update (email July 7, 2023)
5. Alberta Central East (ACE) Water Corporation: Financial Statement for 2022.
6. Two Hills Regional Waste Management Commission: Financial Statement for 2022.

CORRESPONDENCE

June 9 – July 13, 2023

(all scanned and emailed to each elected official)

7. Alberta Municipalities: 2023 RiskAware Webinar Series (Note: CAO has registered).
8. St. Paul Education: Board Meeting Highlights (June 14, 2023)
9. Two Hills FCSS: Director Report (May 2023)
10. County of Two Hills: 2023 Budget for municipal allocation is \$25,000.
11. Smokey Lake County:
 - a. Letter to Alberta Land Use Secretariat re: Resumption of Progress Toward a North Saskatchewan Regional Plan (NSRP) and Subregional Planning
 - b. Letter to Alberta Utilities Commission (AUC) re: Urgent Need for Good Planning and Reclamation for Major Alternative/Renewable Energy Projects
12. Town of Vegreville: Letter to Alberta Land Use Secretariat re: Resumption of Progress Toward a North Saskatchewan Regional Plan (NSRP) and Subregional Planning
13. Grants:
 - a. Clean Energy Community Fund
 - b. Built Together (Alberta Blue Cross)

NEW BUSINESS

Subject: Audit Services 2022 Costs

December 16, 2021 Council was notified that the tender results for audit services which was appointed to Ncube & Landry was \$7,500 for 3 years (2021, 2022, 2023) however the motion for appointment was for **one year** (2021).

The 2021 audit services were \$7,500.

Council once again appointed Ncube & Landry for the audit services for the 2022 year on December 15, 2022 under the impression that they would honor the \$7,500 annual fee for 3 years.

Recently, the Village received an invoice for the 2022 year in the amount of \$8,500 stating the time they spent and cautious of the fact that he promised not to increase the bill for a couple of years and provided a discount to get to the \$8,500.

Our fees in previous years:

2017 \$14,175

2018 \$13,125

2019 \$12,600

2020 \$11,025

NEW BUSINESS

Subject: Assessment Services

Assessment services contract ended June 30, 2023 with Wainwright Assessment Group Ltd.

Wainwright Assessment Group Ltd. would like to renew the contract for 3 years (July 2023 – June 30, 2026)

Although Administration is very satisfied with Wainwright Assessment Group Ltd. Administration sought to get informal pricing from other assessment service providers in northern Alberta:

- KCL Consulting is not in a position to offer services due to no other clients being in the area but suggested \$25/parcel range plus hourly costs for out-of-scope work; located in St. Albert.
- Accurate Assessment has too much work on their plate and they tend not to bid on smaller municipalities as their costs would not be competitive; located in Sherwood Park.
- Compass Assessment Consultants would not be the most efficient/cost effective solutions due to size and distance; located in Edmonton.
- Tanmar Consulting – no response received; located in Sherwood Park.
- Municipal Assessment Services Group – no response received; located in Morinville.

Current annual rates: \$510/month (August 2019 to current)

Proposed rates: \$525/month July 2023 – June 2024

 \$530/month July 2023 – June 2025

 \$535/month July 2024 – June 2026

NEW BUSINESS

Subject: Bell West Inc. Lease of Lot 15 Block 1 Plan 668EO

The equipment shelter lease with Bell Canada is expiring this fall which is located on 49 Street south of the building owned by Neudale (old Servus Credit Union).

Summary of Agreement Terms:

- Initial 5-year extension term – 9-Sep-2023 to 8-Sep-2028
- Rent \$3,000/annum (just under 16% over current rent).
- 2 x 5 years additional extension options
- Consumer Price Index increases apply to the Rent for each extension term (i.e. if CPI for the period 2023 to 2028 amounts to 18%, then Rent for the first extension term will increase by 18%).
- Agreement updates the following:
 - ❖ Change of name from Bell West Inc. to Bell Canada,
 - ❖ Updates Notice addresses.
 - ❖ Updates Schedule C to reflect new Rent.
- These shelter on the leased premises houses equipment relating to the Government of Alberta's SuperNet project – initiative to provide internet access to all Albertans – providing internet connectivity to the community members.

2020 - 2022 annual lease payment \$2,592.61

COUNCIL MEMBER REPORTS

Mayor Donna Rudolf

June 9 – July 13, 2023

Eagle Hill Foundation – Staffing challenges at Myrnam lodge and the foundation office however they are currently being addressed.

Family & Community Social Services – Planning another community event this fall at CTEC.

COUNCIL MEMBER REPORTS

Deputy Mayor Raymond Yaremchuk

June 9 – July 13, 2023

No report provided prior to the Council meeting.

COUNCIL MEMBER REPORTS

Councillor Kurt Ewanec

June 9 – July 13, 2023

No report provided prior to the Council meeting.

NEXT MEETING(S)

Regular Council Meeting

August 17, 2023

9:00 a.m.

ADJOURNMENT

Thank you for attending the
Regular Council Meeting



peace to us