

# VILLAGE OF MYRNAM



Regular Council Meeting  
February 15, 2024

# ADOPTION OF AGENDA

1. **Call to order**
2. **Adoption of Agenda**
3. **Adoption of Minutes**
  - a. January 18, [2024](#) Regular Council Meeting
4. **Delegation**
  - a. Two Hills RCMP – 2023 3<sup>rd</sup> Quarter Reporting
5. **Open Forum**
6. **Administrative Reports**
  - a. Public Works Report
  - b. Financial Report
  - c. Chief Administrative Officer Report
  - d. Fire Chief – Annual Report
7. **Correspondence**
8. **Old Business**
9. **Bylaws and Policies**
  - a. Tax Instalment Payment Plan Bylaw 2024-02
10. **New Business**
11. **Council Member Reports**
  - a. Mayor D. Rudolf
  - b. Deputy Mayor R. Yaremchuk
  - c. Councillor K. Ewanec

# ADOPTION OF MINUTES

- January 18, 2024 Regular Council Meeting

# DELEGATION

Sgt. David Henry is presenting the 2023 3<sup>rd</sup> Quarter Policing Report.

# 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 11 – February 8, 2024

### Water/Wastewater

1. Daily (workdays) checks of water and wastewater systems.
2. Staff looked into flooded basement issue. Issue due to busted lines to washing machine.
3. Manholes were checked on 51 Avenue/45 Street as one house was having sewer backing up into the house. Flow was good at the manholes; no municipal issue.
4. Located our utility lines on 50<sup>th</sup> Avenue for upcoming excavation.
5. Checked all manholes to make sure they accept flow due to melt/freeze.

### Roads/Sidewalks

1. Sanded roads.

### Other

1. Continue to pick up garbage weekly.
2. Issues with sanding truck; repaired.
3. Took off Christmas lights at Dove Park.
4. Monthly check and changing of filters at CTEC.
5. Replaced batteries on the vac truck.
6. Tidied up the shops.

# ADMINISTRATIVE REPORTS

## FINANCIAL REPORT

January 11 – February 8, 2024

1. Bank Reconciliation: As of January 31, 2024
2. Cheque Listing: January 11 – February 8, 2024

# ADMINISTRATIVE REPORTS

## CHIEF ADMINISTRATIVE OFFICER REPORT

January 11 – February 8, 2024

1. Properties under tax arrears process: Last property sold.
2. Daycare: No update yet.
3. Regional Governance Study – first open house. Poster attached.
4. Year End Procedures completed: Payroll T4s and T4 Summary, GST PSB Rebate, WCB Annual Return, and Statement of Expenditures for all grants (MSI Operating, MSI Capital, CCBF, CWWF, and New Horizons). Almost done bank reconciliations.
5. Municipal Affairs Meeting re: Village of Myrnam Indicator Review. Copy of minutes attached to agenda.
6. Other:
  - a) Attended Understanding the Mennonite Community webinar at CTEC.
  - b) Attended Provincial Policy Advisory Board webinar.
  - c) Attended Local Government Fiscal Framework Webinar hosted by the GoA.
  - d) Assisted with meal prep for Northeast Alberta Alliance for Growth & Opportunity meeting. Hosted with Town and County of Two Hills.
  - e) Overview of water readings between ACE and our water plant in 2023 shows no water loss from the ACE meter (west of the village) and our water plant.
  - f) Trying to connect with a registered landowner to transfer land formally to the Village of Myrnam as he was paid for the land in 2017. He was sent a formal letter on January 9<sup>th</sup> with proof of payment and the proper land title forms.
  - g) Administration intend on looking into how we can improve emailing invoices and newsletters to save on paper, envelopes, ink, and stamps.
7. CAO Action Tracker – attached.



# ADMINISTRATIVE REPORTS

## FIRE CHIEF ANNUAL REPORT

January 11 – February 8, 2024

MYRNAM FIRE DEPARTMENT  
ANNUAL REPORT  
2023

FIRE CHIEF: JOHN FEDORIUK  
ASSISTANT CHIEFS: BRAD STRATY  
JESSIE FEDORIUK  
CAPT: JEFF RAYNER  
LT: CHANCE STRATY  
LT: DENNIS MAKSYMIUK  
FIREFIGHTERS: 17 MEMBERS TOTAL  
DISPATCH: JODI BANNISTER

CALLS FOR SERVICE 2023

STRUCTURE FIRES (2)  
WILDLAND FIRES (7)  
MEDICAL CALLS (4)  
MOTOR VEHICAL ACCIDENTS (9)  
ALARMS (6)  
TOTAL OF (28) CALLS

FIRE TRAINING

FIRE PRACTICES HELD EVERY 2 WEEKS ON TUESDAYS.  
NUMBER OF MEMBERS WORKING TOWARDS GETTING THEIR 1001 FIREFIGHTER CERTIFICATION.

FIRE DEPARTMENT PROJECTS

FD HAS RAISED MONEY AND PURCHASED A UTV (SIDE BY SIDE) TO ASSIST WITH FIRE AND RESCUE OPERATIONS.  
ALSO LOOKING TO PURCHASE A UNIT TO TRANSPORT UTV.

# CORRESPONDENCE

January 11 – February 8, 2024

(all scanned and emailed to each elected official)

1. Alberta Municipal Affairs: Minutes of meeting with Municipal Affairs and CAO regarding Village of Myrnam Indicators.
2. Alberta Justice:
  - a. “What We Heard” Report detailing the outcomes of the Community Justice Center engagement conducted from September 2022 to April 2023.
  - b. Alberta Community Justice Grant Program Announcements
3. National Police Federation: Budget 2024 Update from the National Police Federation with two attachments: 2024 Pre-Budget Submission to the Government of Alberta, and sample letter to Premier Smith.
4. MLA Jackie Armstrong-Homeniuk:
  - a. Weekly Constituency Update: January 13, 19, 28 and 31.
  - b. Expanding AgriRecovery livestock drought support
  - c. CIP Project-Based grant
5. Alberta Municipalities:
  - a. The Weekly: January 17, 24, 31, and February 7
  - b. Materials from ABMunis Jan 18 Webinar re: LGFF Capital for towns, villages, and specialized municipalities with attachments x3
6. Alberta Counsel:
  - a. At a Glance Newsletter: January 19, 26 and February 2, 2024
  - b. The News Newsletter: January 31, 2024

# CORRESPONDENCE

December 15, 2023 – January 10, 2024

(all scanned and emailed to each elected official)

7. St. Paul Education: Board Meeting Highlights of January 17, 2024
8. Alberta HUB:
  - a. Alberta HUB Board/Membership re: Economic Corridors Presentation
  - b. REDA Funding Important with letter from the Province to Alberta HUB
  - c. Minutes of January 17<sup>th</sup> and February 6<sup>th</sup>
9. Northeast Lakelands: Discovery Report 2023
10. Two Hills & Area FCSS: Agenda Package of January 30<sup>th</sup> with minutes of December 18, 2023, 2024 Draft Preventative Budget, 2023 Balance Sheet, Schedule B of Alberta Health Services Agreement (6 pages), 2023 Budget to Actual, Directors Report, and Healthier Together Initiative Partnership Agreement
11. Alberta Recycling Management Authority: The Role of Producer Responsibility Organization in EPR

# BYLAWS AND POLICIES

## Subject: Tax Instalment Payment Plan Bylaw 2024-02

In 2021 Council passed a Tax Instalment Payment Plan Bylaw where taxpayers, who are not in arrears, can pay their taxes over 12 months without any penalties, unless they are no longer eligible for the program due to default.

Administration found it is easier for staff and for taxpayers to pay the estimated amount of taxes equally for the first half of the year and then have the payments adjusted in July for the rest of the year based on the actual levy.

Recommended change to the bylaw is to section 3.4.

# COUNCIL MEMBER REPORTS

**Mayor Donna Rudolf**

January 11 – February 8, 2024

No items to report

# **COUNCIL MEMBER REPORTS**

**Deputy Mayor Raymond Yaremchuk**

January 11 – February 8, 2024

No items to report

# **COUNCIL MEMBER REPORTS**

**Councillor Kurt Ewanec**

January 11 – February 8, 2024

No items to report

# NEXT MEETING

Regular Council Meeting

March 21, 2024

9:00 a.m.



# ADJOURNMENT

Thank you for attending the  
Regular Council Meeting



peace to us