

Village of Morrin Council Meeting

Wednesday, January 20, 2021, 7:00 p.m.
Audio Teleconference

Attendance OFFICIAL ADMINISTRATOR HAROLD JOHNSRUDE
CHIEF ADMINISTRATIVE OFFICER ANNETTE PLACHNER

1. Call to Order

Official Administrator Johnsrude called the meeting to order at 7:00 p.m.

2. Adoption of Agenda

C21-001 Moved by Official Administrator Johnsrude to approve the January 20, 2021 Council Meeting agenda as presented. Carried

3. Public Works Report

There was no report.

4. Registered Presentations

There were no presentations for this meeting.

5. Adoption of Minutes

C21-002 5.1 Regular Council Meeting, December 16, 2020
Moved by Official Administrator Johnsrude to approve the minutes of the Regular Council meeting held on December 16, 2020. Carried

6. Old Business

The list of the items in the September 16, 2020 council meeting minutes completed since that meeting are:

- Public Works water course
- Safe sidewalk shaving
- Hazard assessment and demolition of Toby Noble house
- Water plant door repair
- Water plant cistern cleaning
- Donation to Sod House Society

6.1 2nd Avenue N Sewer Lateral Lines

6.1.1 Camera Inspections Report

Public Works stated that in conjunction with the camera report four residences need to be excavated and repaired to eliminate future problems. The properties are 101, 111, 201 and 205 2nd Ave. North. Delay in completion in 2020 came from deferral from Council and then the resignations of Council.

C21-003

Moved by Official Administrator Johnsrude that Public Works proceed to repair the following lateral sewer lines in 2021: Residence 101, 111, 201 and 205 2nd Avenue North. Carried.

6.1.2 205 2nd Avenue N – frozen line costs

The residence of 205 experienced a frozen sewer line March, 2020 and had it steamed at a cost of \$ 504.00. The Village has a Sewer Main and Connections Maintenance Policy.

CAO Plachner read Section 2 regarding maintenance of sewer lines. These are examples of a resident with a plugged sewer line:

- Call a plumber to unplug it, use a sewer snake myself, unplug
- Call the Village if I am requesting a possible reimbursement
- Proceed but need to include a camera inspection
- If blockage on my property, then I absorb all costs
- If blockage on Village property then Village will probably pay the costs for the camera inspection and blockage removal because I contacted the Village before the work was done.

CAO Plachner related that the Village was not notified of the frozen sewer line, but was aware of the lateral problem on 205 – 2nd Ave. North.

C21-004

Moved by Official Administrator Johnsrude that Stan Hampton, noted customer on Performance Steam invoice 9282, be reimbursed \$504 to steam the sewer lateral line 205 -2nd Avenue North on March 25, 2020. Carried.

6.2 Water & Sewer Excavation Policy

- A Council resolution supporting this action item could not be found.
- Public Works has started to prepare a document to comply with the request
- A broader policy will be considered.

C21-005

Moved by Official Administrator Johnsrude that the CAO be requested to research policies regarding public works operations. Carried.

6.3 Installation of Curb Stop Wells

- A Council resolution in August 2018 authorized the purchase of 10 curb stop wells with a standing authorization to purchase more as required.
- Public Works stated that four wells have been installed to date and the rest will be installed as needed.

C21-006 Moved by Official Administrator Johnsrude that the installation of the curb stop wells be at the discretion of Public Works. Carried

6.4 Hydrant/Water Valve Repair

- There was a Council motion on May 20, 2020 requesting 2 quotes for this repair.
- Public Works has a training session set for April 28, 2021 for interested parties. Within the scope of the training, repairs to the hydrant will be made.

C21-007 Moved by Official Administrator Johnsrude to authorize Public Works to proceed with the plan to repair the hydrant/water valve during the training session in 2021 and prepare a budget amount for the 2021 budget. Carried.

6.5 Water Plant Checklist & Deficiencies

- Alberta Environment conducts audits of water plants with a resulting report identifying deficiencies.
- Public Works stated that a check list is beneficial to address the needs of the water plant and to meet the requirements of Alberta Environment.
- This requirement could also be addressed in the aforementioned Public Works policy.

C21-008 Moved by Official Administrator Johnsrude that no further action is required regarding the water plant checklist and deficiencies action item. Carried.

6.6 Machinery Park Approach Removal

- Public works stated that reasons for the removal of the approach are unknown.
- No Council resolution was found regarding this requested item.

C21-009 Moved by Official Administrator Johnsrude that further action regarding the removal of the Machinery Park approach be at the discretion of Public Works. Carried.

6.7 Water Plant Siding Repair

Public Works reported that price quotes have been requested from two contractors regarding the siding repair.

C21-010 Moved by Official Administrator Johnsrude that Public Works prepare an estimate for this work to be included in the 2021 budget. Carried.

6.8 Sea-Cans on Residential Property

- The CAO reported that this has been an ongoing concern, letters were forwarded to residents with Sea-Cans on residential property to have them removed as per the Village Land Use Bylaw # 345.
- One resident did not comply with the request.
- A survey was conducted in the Village requesting interest from Village residents.
- 106 surveys sent – 39 notices received, 44 residents voted, 29 agree, and 15 disagree.
- The CAO contacted Palliser Planning Commission regarding implications to amend the Land Use Bylaw to accommodate Sea-Cans on residential property.
- Palliser related that any decision regarding Sea-Cans was strictly the Village's decision. No other municipalities allow Sea-Cans on residential property.
- The CAO will forward a letter to the resident for non-compliance requesting the removal of the Sea-Can. If the Sea-Can is not removed as requested, other action will be taken.

C21-011

Moved by Official Administrator Johnsrude that the Village not proceed with amending the Land Use Bylaw # 345 to accommodate Sea-Cans located on residential properties. Carried

6.9 Office Security

- A motion was made in December 2019 to obtain 2 quotes for camera and security locks outside of the Village office and shop with a monitor to be installed in the office.
- One quote was received for \$1,100 for equipment only.
- Security possibly will be reviewed further.

C21-012

Moved by Official Administrator Johnsrude to not proceed with purchasing office and shop security equipment per the quote obtained but to provide a report to Council for the February, 2021 Council meeting regarding the security at the office, shop and water plant. Carried.

6.10 Blooming Prairie Seniors Four Plex Acquisition

- In July 2020 the Drumheller District Foundation requested the Village to consider either purchasing the Blooming Prairie Seniors Four Plex for \$1.00 or manage this facility with the Foundation paying the Village \$175 per month.
- Several years of history was requested from the District Foundation and none was received.

C21-013 Moved by Official Administrator Johnsrude that the Village CAO provide a report for the February, 2021 Council meeting. Carried.

6.11 Destruction of Documents Bylaw

Council requested the CAO in November 20, 2019 to prepare a comprehensive report listing all documents that have been destroyed and develop a bylaw dealing with the same.

C21-014 Moved by Official Administrator Johnsrude that the CAO is no longer required to provide a listing of the 1970 and 1980 files destroyed. Carried.

C21-015 Moved by Official Administrator Johnsrude that the CAO be requested to draft a Records and Information Management bylaw for presentation to Council by July 2021. Carried.

6.12 Municipal Accountability Report Outstanding Items Status

The CAO reported on the outstanding Municipal Accountability items to be addressed by July 2021. The following are the outstanding items:

1. Closed Session – minutes to include exceptions to disclosure under the FOIP Act.
2. Public Hearing – was not a part of a regular or special meeting as per the MGA.
3. Code of Conduct Bylaw needs to be amended.
4. Development of an Assessment Review Board Bylaw.
5. Bylaw Enforcement – requires an enforcement officer bylaw.
6. Procedural ByLaw – requires an amendment.
7. Tax Notice – must include information on how to request a receipt for taxes paid.

C21-016 Moved by Official Administrator Johnsrude that the CAO be requested to provide a timeline at the February 2021 Council meeting that will have all of the outstanding items addressed by the June 2021 Council meeting. Carried

7. New Business

7.1 Morrin Community Association – Hall Operating Grant

The Morrin Community Association has requested an operating grant for the sum of \$700 for the 2021 year.

C21-017 Moved by Official Administrator Johnsrude to approve a 2021 grant to the Morrin Community Association in the amount of \$700 to operate the community hall. Carried

- 7.2 Public Works Laptop
Public Works requires a laptop for recording documentation at the Village water plant for volume usage, water sampling and information for Alberta Environment.
- C21-018** Moved by Official Administrator Johnsrude that Public Works be authorized to purchase a laptop not to exceed the amount of \$1,000. Carried.
- 7.3 Appointment to the Marigold Library System Board
Council appoints all Library Board members to the Municipal Library Boards and Marigold Library System per the terms set out in the Libraries Act – sections 4, 5, 12 and 31 plus the Libraries Regulation section 17.1
- C21-019** Moved by Official Administrator Johnsrude to appoint Alenda Gridley to the Marigold Library System until the 2021 Organizational meeting. Carried
- 7.4 2021 Requisitions
The CAO reported on the 2021 requisitions received.
- 7.4.1 Drumheller District Seniors Foundation
- 7.4.2 Drumheller & District Solid Waste Management Association
These requisitions were presented for information.
- 7.5 7017 Infrastructure Master Plan
- MPE Engineering prepared an Infrastructure Master Plan in 2017 for the Village. The plan provides a priority listing for infrastructure rehabilitation.
 - Priority # 1 was the standby generator, fire pump and hydrant repairs which have been completed or scheduled for 2021.
 - Priority #2 is a full road rebuild including utility lines replacement for 2nd Ave. S from Main Street to 1st Street S.
 - The 2019 minutes reference a project for Railway Ave. S to replace the water and sewer mains using trenchless technology.
- C21-020** Moved by Official Administrator Johnsrude that the CAO be requested to discuss with MPE Engineering the 2017 Infrastructure Study and the July 2019 Railway Ave. S quote by MPE Engineering to determine the recommended priorities and the necessary planning to implement the next major project in 2022 with a report provided to Council at the February 2021 Council meeting. Carried

8. Reports

8.1 CAO Report

- Attended the Fire Commission meeting. The Starland Fire Master Plan was reviewed. The next meeting will be held on March 10, 2021 at which time the Starland Master Plan will be revised.
- The Village Website is currently being developed with a new Website Administrator.
- The Mountain View Credit Union building is set to be demolished.

8.2 Official Administrator Report

- Had the opportunity to discuss with Julie Robinson of the Friends of Morrin School Council indicating that the Village would be working with them regarding the timing and communication of the \$50,000 Village contribution for the new school development. The Village received a thank you letter from the Friends School Council for the decision to approve the contribution.
- The Village residents were reminded that all correspondence and requests for Official Administrator Johnsrude need to be made through the Village office.

9. Correspondence

There was no correspondence.

10. Next Meeting Date – February 17, 2021, 7:00 p.m.

11. Adjournment

C21-021

Moved by Official Administrator Johnsrude to adjourn the meeting at 8:00 p.m. Carried.

OFFICIAL ADMINISTRATOR

CHIEF ADMINISTRATIVE OFFICER