

**VILLAGE OF MORRIN
COUNCIL MEETING**

Wednesday, May 19, 2021, 7:00 p.m.

Virtual Meeting

Attendance OFFICIAL ADMINISTRATOR HAROLD JOHNSRUDE
 CHIEF ADMINISTRATOR OFFICER ANNETTE PLACHNER

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

2.1 Official Administrator Johnsrude asked if there were any items to be added to the agenda.

CAO Plachner added to the agenda – Appointment of a Library Financial Reviewer.

C21-052 **Motion:** Moved by Official Administrator Johnsrude to approve the May 19, 2021 Council meeting agenda with the addition in New Business 7.10 Library Financial Reviewer. Carried

3. PUBLIC WORKS REPORT

Public Works Dave Benci reported on the following:

- Hydrant testing/repairs was postponed until further notice.
- VFD controls installed waiting on minor repair and commissioning.
- Sewer repairs on 2nd Ave. N to commence any day.
- Camera for Main Street booked for Thursday June 10/21
- Coin operated dispenser for bulk water being wired.
- Waiting for ETA on dispenser parts.
- Recommend finding new company for reservoir repairs re: no information from West Country for a year.
- Manhole at bulk station has a pump in it - may need replacement.

4. REGISTERED PRESENTATIONS

There were no registered presentations.

5. ADOPTION OF MINUTES

5.1 Regular Council Meeting, April 17, 2021

C21-053 **Motion:** Moved by Official Administrator Johnsrude to approve the minutes of the Regular Council meeting held on April 17, 2021. Carried.

6. OLD BUSINESS

6.1 Bylaw # 376 – Atco Electric Distribution Agreement Bylaw
CAO Plachner reported that the Franchise Agreement has been approved by the Public Utilities Board and the Village has been given approval to proceed with giving Bylaw # 376 Second and Third readings.

C21-054 **Motion:** Moved by Official Administrator Johnsrude that the Electric Distribution System Franchise Agreement Bylaw 376 be given second reading. Carried

C21-055 **Motion:** Moved by Official Administrator Johnsrude that the Electric Distribution System Franchise Agreement Bylaw 376 receive third and final reading. Carried.

7. NEW BUSINESS

7.1 2021 Operating Budget

- The 2021 operating budget is a balanced budget because of the one-time Provincial Municipal Operating Support Transfer grant and one-time or extraordinary expenses funded from existing restricted surplus accounts.
- This has resulted in a very minimal increase in municipal taxes because they have been kept at the 2020 level but utility rates will be increased by 10% effective July 1, 2021.
- The budget is status quo from the previous year except for the significant additions:
 - An expense allowance for uncollected taxes - \$28,400.
 - \$5,000 for fire capital per the County/Village Fire Agreement
 - \$10,000 to begin the 5-year commitment of \$50,000 toward the new school.

C21-056 **Motion:** Moved by Official Administrator Johnsrude that the 2021 operating budget be approved in the amount of \$534,300 excluding requisitions and amortization requiring municipal tax revenues of \$196,249. Carried.

7.2 2021 Capital Budget

- The 2021 capital budget includes projects which were started in 2020, the immediate replacement of the emergency fire pump due to its failure and preliminary engineering for a future major rehabilitation project.
- This budget also includes accessing MSI capital funding for a 2019 paving project.

- These projects will be mainly funded by MSI capital grants with a small amount funded from existing restricted surplus accounts.
- Capital budget plans have been developed for the next 4 years as required by Municipal Affairs.

C21-057 **Motion:** Moved by Official Administrator Johnsrude that the 2021 capital budget be approved in the amount of \$342,413 and that the multi year capital budgets for 2022 to 2025 be approved in principle. Carried.

7.3 Multi Year Operating Plan

- Municipal Affairs requires 3-year operating plans that are annually updated.
- The \$29,000 one-time Provincial grant included in 2021 operating revenues and used to offset the ongoing expense allowance for uncollected taxes is no longer available for these future years.
- Therefore, municipal tax increases and utility rate increases will be required to achieve balanced budgets to retain current service levels.

C21-058 **Motion:** Moved by Official Administrator Johnsrude that the 2022 to 2024 operating budget plan be approved in principle. Carried.

7.4 Bylaw # 378 2021 Tax Rate Bylaw

CAO Plachner presented Bylaw # 378 – Tax Rate Bylaw.

- This Bylaw establishes the tax rates necessary to achieve the approved 2021 operating budget.
- The 2020 municipal tax rate has been used for the residential and farmland properties.
- The 2020 municipal tax revenues have been used for the non-residential properties.

The 2021 municipal tax rate for residential is 12.88 and 14.56 for non-residential. There is an increase in the Education tax rate due to an under levy of collection in prior years. The Education tax rate for residential is 2.9552, non-residential is 5.802. The Drumheller Senior tax rate for all is 0.6415.

C21-059 **Motion:** Moved by Official Administrator Johnsrude that the 2021 Tax Rate Bylaw 378 be given first reading. Carried.

C21-060 **Motion:** Moved by Official Administrator Johnsrude that the 2021 Tax Rate Bylaw 378 be given second reading. Carried.

C21-061 **Motion:** Moved by Official Administrator Johnsrude that the 2021 Tax Rate Bylaw 378 be presented for third reading. Carried unanimously.

C21-062 **Motion:** Moved by Official Administrator Johnsrude that the 2021 Tax Rate Bylaw 378 be given third and final reading. Carried.

7.5 Bylaw # 379 Rates & Fees Bylaw

- A bylaw is required when rates and fees for municipal services are established.
- Normally this would be done just prior to the next calendar/budget year.
- This bylaw is being introduced at this time because the utility rates need to be increased effective July 1, 2021 to comply with the approved 2021 operating budget.
- This bylaw has three rate schedules – utilities, fiscal services, planning & development and assessment.

C21-063 **Motion:** Moved by Official Administrator Johnsrude that the Rates & Fees Bylaw 379 be given first reading. Carried

C21-064 **Motion:** Moved by Official Administrator Johnsrude that the Rates and Fees Bylaw 379 be given second reading. Carried.

C21-065 **Motion:** Moved by Official Administrator Johnsrude that the Rates and Fees Bylaw 379 be presented for third reading. Carried Unanimously.

C21-066 **Motion:** Moved by Official Administrator Johnsrude that the Rates and Fees Bylaw 379 be given third and final reading. Carried.

7.6 MSI Capital Application Removal – Main Street Water & Wastewater Lines

- Municipal Affairs records state that an application for MSI capital grant funding was submitted March 3, 2020 and accepted June 2, 2020 in the amount of \$840,000 for the Main Street Water and Wastewater Lines.
- This project should be removed because MPE Engineering recommends that 2nd Avenue S should be the next priority.

C21-067 **Motion:** Moved by Official Administrator Johnsrude that Municipal Affairs be requested to remove Project CAP-12316 Main Street Water and Wastewater Lines from the MSI Capital Applications. Carried.

7.7 Approval of Emergency Fire Pump Project 2021

- MPE Engineering has provided a proposal to replace the emergency fire pump including background, project understanding, scope of work and schedule.
- Total project cost is estimated at \$151,000 including \$21,000 for engineering fees.
- Design work can start immediately with quote packages to 3 contractors by the end of June.
- Municipal Affairs has confirmed that this project would be eligible under the MSI Capital.

- Approvals can take up to 2 months, but projects can proceed prior to receiving approval with the understanding that, if approval is not granted, the Village would need to find other funding sources.

C21-068 **Motion:** Moved by Official Administrator Johnsrude that the emergency pump replacement proposal from MPE Engineering dated May 14, 2021 be accepted and that MPE Engineering be authorized to proceed immediately with designing this project. Carried.

C21-069 **Motion:** Moved by Official Administrator Johnsrude that application for the emergency pump replacement be made under the MSI Capital Grants program. Carried.

7.8 MSI Capital Application – 2019 Paving

- Miscellaneous paving repairs were done in 2019 at the cost of \$105,213.
- The costs were funded by Village unrestricted surplus funds.
- The Village as at December 31, 2020 has an unrestricted surplus deficit in the amount of \$94,362.
- Municipal Affairs will allow retroactive application to the MSI Capital Grant program in special situations.

C21-070 **Motion:** Moved by Official Administrator Johnsrude that application be made under the MSI Capital grant program for the paving project done in 2019 in the amount of \$105,213. Carried.

7.9 MSI Capital Application – 2nd Ave. S. from Main Street to 1st Street S.

- MPE Engineering has identified rehabilitation of the 2nd Avenue South pavement, water, wastewater and storm from Main Street to 1st Avenue South as the next priority in the 2021 Revised Infrastructure Priority Plan.
- The estimated cost for this project in 2017 dollars is \$640,000. Preliminary engineering will be beneficial and MPE Engineering has provided a high level estimate \$40,000 but will provide a detailed proposal upon request.
- Application for the MSI Capital grant will be deferred until MPE Engineering prepares the proposal.

C21-071 **Motion:** Moved by Official Administrator Johnsrude that MPE Engineering be requested to prepare a proposal regarding the rehabilitation of 2nd Avenue S between Main Street and 1st Street South. Carried.

7.10 Library Financial Reviewer

- CAO Plachner related that the Library Act for the Public Library Board operating grants division states that all the library receipts and disbursements for the Library Financial review must be completed by a person or firm considered acceptable by the Municipal Council.
- The Morrin Library Board have requested that Kendra Kiemele be appointed to review the Morrin Library records.
- Kendra has a Bachelor of Commerce degree and is one exam short of receiving her CA designation.
- CAO Plachner recommended the appointment of Kendra Kiemele for the Financial Reviewer of the Morrin Library records.

C21-072 **Motion:** Moved by Official Administrator Johnsrude that Kendra Kiemele be appointed to review the financial records of the Morrin Library. Carried.

8. REPORTS:

8.1 CAO Report

CAO Plachner mentioned that the assessment and tax notices would be mailed later in June.

8.2 Official Administrator Report

Official Administrator Johnsrude commented that he has not been coming to the Village since February. Zoom and courier services have been working well but he will be planning in-person meetings again when the COVID restrictions are reduced.

9. CORRESPONDENCE

- 9.1 Minister of Municipal Affairs – 2021 MSI Operating and Capital Grants.
Official Administrator Johnsrude summarized a letter from the Minister of Municipal Affairs regarding the continuation of the MSI Operating and Capital Grants for Municipalities.

10. NEXT MEETING DATE – June 16, 2021 @ 7:00 p.m.

11. ADJOURMENT

C21-073 **Motion:** Official Administrator Johnsrude adjourned the meeting at 8:30 p.m. Carried.