

# VILLAGE OF MYRNAM



**Regular Council Meeting  
April 16, 2025**

# ADOPTION OF AGENDA

- 1. **Call to order**
- 2. **Adoption of Agenda**
- 3. **Adoption of Minutes**
  - a. March 20, 2025 Regular Meeting
- 4. **Open Forum**
- 5. **Administrative Reports**
  - a. Public Works Report
  - b. Financial Report
  - c. Chief Administrative Officer Report
- 6. **Correspondence**
- 7. **Old Business - none**
- 8. **Bylaws and Policies**
  - a. Regional Emergency Management Agency Bylaw 2025-03
  - b. Residential Development Incentives 2025-04
  - c. Public Review: Traffic Bylaw 2022-01
  - d. Electronic Council Meetings
- 9. **New Business**
  - a. 2025 Annual Spring and Fall Clean-Up Days
  - b. Operating and Capital Budget Meeting
  - c. Special Council Meeting to review 2024 Financial Statement
- 10. **Adjournment**      **Next Meeting:** May 15, 2025 at 9:00 A.M.

**Not required at time of  
preparation of the agenda:  
Public Hearing and Delegation**

# **ADOPTION OF MINUTES**

March 20, 2025 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

March 14 to April 9, 2025

### Water/Wastewater

1. Daily (workdays) checks of water and wastewater systems.
2. Plan to start 2<sup>nd</sup> half of Main Street Water/Wastewater Project early May.
3. Removed cattails from the wastewater area.

### Roads/Sidewalks

1. Snow and ice removal from roads and curbs.
2. Moved snow and snow piles to reduce overland flooding.
3. Worked on trench on 51 Avenue west of Hwy 881 where overland flooding created a soft spot on the road.
4. Patched soft spots with gravel on Main Street.

### Other

1. Garbage pickup weekly.
2. Took old pipe from last year's Main Street Project to the dump.
3. Regular maintenance of equipment.
4. Cleared ice from arena.

# FINANCIAL REPORT

1. Budget to Actual: 1<sup>st</sup> Quarter of 2025 (still using interim budget)
2. Bank Reconciliation: As of March 31, 2025
3. Cheque Listing: March 14 to April 9, 2025

# ADMINISTRATIVE REPORTS

## CHIEF ADMINISTRATIVE OFFICER REPORT

**March 14 to April 9, 2025**

1. Regionalization of Fire Services Study: Waiting for the County to approach the Village to discuss the findings of the study.
2. Fire Hall Addition: Request for Proposal is prepared and ready to be put out as soon as the final design is reviewed by the building inspector as the increased space recommended may require a mechanical and electrical engineering component.
3. Grants:
  - a. Alberta Community Partnership Program: Declined for Regional Infrastructure Master Plan - \$200,000 (also in Correspondence). County's application for updating our Land Use Bylaw was also declined (also noted in CAO Tracker).
  - b. Municipal Electricity Generation Program: Administration is looking into grants for "electricity generation". CAO had a meeting with grant program advisor; passed the expression of interest phase; need to discuss during capital budget discussions.
4. Audit: In progress.
5. Training:
  - a. Session attended regarding Provincial Priorities Act (presentation in Correspondence)
  - b. CAO is attending the following training sessions provided by Alberta Municipal Affairs:
    - i. Tick Tock... Electronic Council Meetings (completed)
    - ii. Elections Database (completed)
    - iii. Dashboards and Digital Data
    - iv. Key Ideas: Public Library Services
    - v. 3-I's (Irregular, Improper, or Improvident): Lessons from Municipal Inspections
    - vi. Your Burning Election Questions Answered
    - vii. Role Intermunicipal Library Board

Due to the timing of the presentations, I will be taking in the following after they are posted online:

    - viii. Municipal Grants
    - ix. Legislative Compliance Check and the Municipal Accountability Program
    - x. Understanding the Requirements of Municipal Debt and New Public Sector Accounting Standards
6. ATCO – Meeting scheduled on April 10, 2025 between CAO and ATCO for them to provide an overview of ATCO's transmission capital maintenance program, which is focused on enhancing the reliability of our services and the resilience of our assets.
7. CAO Action Tracker – attached.

# CORRESPONDENCE

March 14 to April 9, 2025

(all scanned and emailed to each elected official)

1. Alberta Municipal Affairs:
  - a. Provincial Priorities Act:
    - i. clarification on the use of Elector Assistance Terminals
    - ii. clarification on reporting of federal agreements with Fact Sheet
    - iii. Presentation of training session attended by CAO
  - b. 2024/2025 Alberta Community Partnership Grant – denied
  - c. Municipal Musings Newsletter #4 (March 2025)
  - d. Information Bulletin 02/2025 – Municipal Key Dates (April 1 – June 30, 2025)
  - e. Letter regarding the tabling of Bill 50, the Municipal Affairs Statutes Amendment Act, 2025. Bill 50 makes amendments to the Municipal Government Act (MGA), Local Authorities Election Act (LAEA), New Home Buyer Protection Act (NHBPA), and the Safety Codes Act (SCA) to modernize municipal processes.
2. Alberta Health: Response re: lab services in Myrnam. NOTE: Also attached is the original letter sent by the Village on October 9, 2025.
3. Alberta Public Safety and Emergency Services: Municipal Policing Cost Share for 2024/2025
4. Alberta Emergency Management Agency:
  - a. Community Emergency Management Program (CEMP) Review for Year 2024/2025 including email dated March 27, 2025 re: FO CEMP Two Hills Review
  - b. Amendments: Alberta Emergency Management Act and Regulations
5. Alberta Seniors: Age-Friendly E-News: 2024-2025 Minister's Senior Service Awards
6. MLA Jackie Armstrong-Homeniuk:
  - a. Events for May – October (email March 31, 2025)
  - b. First Responders' Mental Health Grants (email March 31, 2025)
  - c. Empowering Young Voices (email April 3, 2025)
7. FCM:
  - a. On the campaign trail – Week 1 (email March 28, 2025)
  - b. FCM Voice: Mayors call to end tariffs – AC early bird – and more (email March 31, 2025)

# CORRESPONDENCE

March 14 to April 9, 2025

(all scanned and emailed to each elected official)

8. Alberta Municipalities :
  - a. The Weekly (April 2 and 9, 2025)
  
9. Alberta Counsel:
  - a. [At a Glance](#) (March 21, 28 and April 4, 2025)
  - b. The News (Issue 219 and 220)
  - c. Alberta 31<sup>st</sup> Legislature, Session 1 Summary (March 17<sup>th</sup> to 20<sup>th</sup> and March 24<sup>th</sup> to 27<sup>th</sup>)
  - d. Exclusive Bill 50 Summary Webinar (email April 9, 2025)
  
10. Ukrainian Canadian Congress: Latest News from Ukrainian Community in Alberta (email March 20, 2025)
  
11. ACE Water Corporation – Spring 2025 Newsletter  
NOTE: Annual Shareholders Meeting April 24, 2025; must RSVP by April 11<sup>th</sup>.
  
12. St. Paul Education Board Highlights (March 12, 2025)
  
13. Alberta HUB: Minutes for February 21, [2025](#) with Albert HUB Skyways Project Update Presentation
  
14. Eagle Hill Foundation: Minutes for February 18, 2025
  
15. Two Hills Family Community Services Society (FCSS):
  - a. Agenda for March 24, [2025](#) with minutes of Feb 24, 2025
  - b. Volunteer Appreciation Invites (email April 3, 2025)

# CORRESPONDENCE

March 14 to April 9, 2025

(all scanned and emailed to each elected official)

16. NLLS:

- a. Weekly Report (email April 4, 2025)
- b. Minutes (draft) of February 28, 2025

17. GoEast:

- a. Reminder: Attend Go East of Edmonton – Two Hills Tourism Conference Trade Show April 30
- b. Tourism Week Spring Update

18. ATCO: ATCO Community Energy Fund 2025 (email April 1, 2025)

19. North Saskatchewan Watershed Alliance: Update on the State of the North Saskatchewan River Watershed Project (email April 2, 2025)

20. Travel-ING On Tourism Cooperative: YOU WON! Hang It Up Winner for March (email April 2, 2025) NOTE: Also, attached is information about the Contest.

# BYLAWS AND POLICIES

**Subject: Regional Emergency Management Agency Bylaw 2025-03**

At a recent meeting of Directors of Emergency Management from within the County of Two Hills, along with the Field Officer from Alberta Emergency Management Agency, reviewed the REMA bylaws (each municipality has their own; however, they are all the same) and recommended changes were discussed.

# BYLAWS AND POLICIES

8b

**Subject: Review: Residential Development Incentives 2024-04**

At the last Regular Council meeting, council reviewed the residential and non-residential development incentive bylaws. The non-residential development incentive bylaw was okay as-is, and the residential development incentive bylaw required changes.

# BYLAWS AND POLICIES

**Subject: Review: Public Review: Traffic Bylaw 2022-01**

At the last Regular Council meeting, Council put the current Traffic Bylaw out for public review.

Administration advertised the public review opportunity on the village website, at the village office, and on Facebook on March 20, 2025 with a closing window of April 9, 2025.

There was zero input from the public. Recommended changes provided are from the Bylaw Officer and legal (only section 5.1)

# BYLAWS AND POLICIES

Subject: Review: Electronic Council Meetings

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## MGA, Section 199

(2) A council **may** by bylaw provide for council meetings or council committee meetings to be conducted by electronic means.

(2.1) Every council **must** by bylaw provide for public hearings under Part 17 to be conducted by electronic means.

The Village of Myrnam currently does not have any mention in any bylaws or policies regarding meetings being held by electronic means.

# NEW BUSINESS

9a

**Subject: 2025 Annual Spring and Fall Clean-Up Days**

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Garbage Bylaw 2021-14, Section 6.1(B) The Village may sponsor a cleanup day or week to provide for the removal of all junk, garbage, rubbish, litter, waste and all other related material from the Village.

A tradition in the Village is to have an Annual Clean-up day. In recent years, it has been the Village Council and Staff doing the clean-up from private properties only. In the distant past, the school used to be involved in cleaning up garbage from public properties (streets, parks, green spaces), and the village would supply garbage bags, and treats.

Last year the village held two community clean-up days: June 3<sup>rd</sup> and October 5<sup>th</sup>. The Myrnam Fire Department helped out with last year's Fall Clean-Up day.

Attachment(s)	None
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# NEW BUSINESS

Subject: Operating and Capital Budget

Council held one budget meeting so far. Draft Operating and Capital Budget is ready for a second meeting.

Attachment(s)	None
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# NEW BUSINESS

9c

**Subject: Special Council Meeting to review 2024 Financial Statement**

## **MGA, Section 278(3)**

Each municipality must make its financial statements, or a summary of them, and the auditor's report of the financial statements available to the public in the manner the council considers appropriate by May 1 of the year following the year for which the financial statements have been prepared.

The 2024 Audited Financial Statement should be prepared to be presented to Council by April 21, 2025.

# COUNCIL MEMBER REPORTS

**Mayor Donna Rudolf**

March 14 to April 9, 2025

## Committee/Agency Appointments

**Eagle Hill Foundation**

**Family & Community Social Services**

**HUB / Regional Economic Development**

**Northern Lights Library System**

**Regional Economic Development Committee**

**Tourism (e.g., GoEast, Lakeland)**

## Backup/Alternate Appointments

**Other**

No report was presented before the completion of the council package.

# COUNCIL MEMBER REPORTS

## Deputy Mayor Raymond Yaremchuk

March 14 to April 9, 2025

### Committee/Agency Appointments

**Alberta Central East Water Corporation Board**

**Fire Department Liaison**

**Regional Landfill Committee**

### Backup/Alternate Appointments

**Family & Community Services**

**HUB / Regional Economic Development**

**Regional Economic Development Committee**

**Regional Emergency Management Agency**

**Tourism (e.g., GoEast, Lakeland)**

**Other**

No report was presented before the completion of the council package.

# COUNCIL MEMBER REPORTS

## Councillor Kurt Ewanec

March 14 to April 9, 2025

### Committee/Agency Appointments

**Regional Emergency Management Agency**

### Backup/Alternate Appointments

**Eagle Hill Foundation**

**HUB / Regional Economic Development**

**Northern Lights Library System**

**Regional Economic Development Committee**

**Regional Landfill Committee**

**Tourism (e.g., GoEast, Lakeland)**

**Other**

No report was presented before the completion of the council package.

# NEXT MEETING

Regular Council Meeting

May 15, 2025

9:00 a.m.

# ADJOURNMENT

Thank you for attending the  
Regular Council Meeting



peace to us