

VILLAGE OF MYRNAM



**Regular Council Meeting
May 15, 2025**

ADOPTION OF AGENDA

- 1. **Call to order**
- 2. **Adoption of Agenda**
- 3. **Adoption of Minutes**
 - a. April 16, 2025 Regular Meeting
 - b. April 30, 2025 Special 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**
 - a. Proposal – Regionalization of Fire Services
 - b. Municipal Inspection/Municipal Accountability Program
 - c. Haying Tender 2025
- 8. **Bylaws and Policies**
 - a. Council Procedural Bylaw 2025-07
 - b. Public Surveillance Policy
- 9. **New Business**
 - a. Seniors' Week 2025 – Community Declaration
 - b. Joint Election Agreement 2025
- 10. **Adjournment** **Next Meeting:** June 19, 2025 at 9:00 A.M.

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

ADOPTION OF MINUTES

- a. April 16, 2025 Regular Meeting
- b. April 30, 2025 Special 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

April 10 – May 8, 2025

Water/Wastewater

1. Daily (workdays) checks of water and wastewater systems.
2. Finished removing cattails at the lagoon.
3. Installed a water meter at a residence.
4. Hired a contractor to replace approximately 20 water meters.
5. Checked all storm drains.
6. Checked sewer line at west end of 50 Avenue.
7. Preparing for 2025 Water and Sewer Construction Project.

Roads/Sidewalks

1. Leveled road and parking lot at the arena.
2. Filled potholes in alleys and roads.
3. Repaired trench on 51 Avenue.
4. Leveled potholes on school road.

Other

1. Garbage pickup weekly.
2. Finished taking ice out of the arena.
3. Cleaned up in the old shop.
4. Put plow blades away. Removed sanding box.
5. Removed garbage from soccer field.
6. Gopher control at the soccer field, baseball field, and greenspace south of 50 Avenue.
7. Made room in the yard for asphalt coming off of Main Street.

FINANCIAL REPORT

- 1. Bank Reconciliation: As of April 30, 2025
- 2. Cheque Listing: April 10 – May 8, 2025

ADMINISTRATIVE REPORTS

CHIEF ADMINISTRATIVE OFFICER REPORT

April 10 – May 8, 2025

1. Fire Hall Addition: The increased space will require mechanical and electrical engineering, which will not only increase the cost of engineering but the cost of construction. As the village has budgeted \$150,000 for the addition to the firehall, administration is considering reducing the size of the addition to within the 500 square feet limit.
2. Grants:
 - a. Celebrate Canda – approved for \$1,970
 - b. Canada Summer Jobs – approved for 2 positions: 1 for public works and 1 for administration
 - c. As part of the agreement that the Village has with the Canadian Motorcycle Tourism Association (CMTA) for providing 140+ online training courses, CMTA has committed to donating \$5,000 to the Village towards a community project. Renee Charbonneau will be in the area in July to present the donation. It is anticipated that Council will determine at their July regular Council meeting on what community project the money will go towards.
3. CAO Action Tracker – attached.

CORRESPONDENCE

April 10 – May 8, 2025

(all scanned and emailed to each elected official)

1. Alberta Seniors: Age-Friendly E-News (x2) re: Nominations Open for 2024/2025 Minister's Senior Service Awards, and Seniors; Week 2025.
2. Elections Alberta: Bill 50 and changes to the Local Authorities Election Act
3. Alberta Municipalities :
 - a. Summary of Bill 50: Municipal Affairs Statutes Amendment Act, 2025
 - b. Help Us Encourage Future Municipal Leaders (email April 14, 2025)
 - c. ABmunis' Analysis of Bill 50 (email April 17, 2025)
 - d. Registrations now open for Summer MLC (email May 5, 2025)
 - e. The Weekly (April 16, 24, 30 and May 7, 2025)
4. Alberta Counsel:
 - a. At a Glance (April 11, 17, 25, and May 2, 2025)
 - b. The News (Issue 221 and 222)
 - c. Alberta 31st Legislature, Session 1| Summary (April 7 to 10 and April 28 to May 1)
 - d. Alberta Counsel Stampede Celebration (email May 7, 2025)
5. St. Paul Education Board Highlights (April 9, 2025)
6. NLLS:
 - a. Weekly Report (email April 10, 25 and May 2, 2025)
 - b. Minutes (draft) of February 28, 2025

CORRESPONDENCE

April 10 – May 8, 2025

(all scanned and emailed to each elected official)

7. Eagle Hill Foundation: Agenda for April 15, 2025
8. Two Hills Family Community Services Society (FCSS):
 - a. Agenda for April 14, 2025
 - b. Agenda for Annual General Meeting on April 14, 2025 with Annual Report for 2024
9. GoEast:
 - a. A Great Success – 2025 Go East of Tourism Edmonton Travel Guide Launch Update (email May 2, 2025)
10. Alberta Travel Lakeland: Hidden Lakeside Gems – A Campers Dozen – Things to Do (email April 21, 2025)
11. ATCO:
 - a. ATCO's Electric's Climate Adaptation and Reliability Initiatives
 - b. Electrical Distribution System – 2024 Franchise Report
12. Ukrainian Canadian Congress:
 - a. Latest News from Ukrainian Community in Alberta (email April 11 and May 2, 2025)
 - b. Fire at Ukrainian Cultural Heritage Village: Joint Statement (email April 19, 2025)
 - c. Happy Easter (email April 21, 2025)

OLD BUSINESS

Subject: Proposal – Regionalization of Fire Services

December 19, 2024 Minutes: *At the Joint Municipalities meeting of September 4, 2024 “CAO, Sally Dary, informed the Committee of the intent to simplify fire services by moving to a regional agreement, in line with what is used by surrounding areas”. The motion passed was “that a regional agreement be investigated further.” The County of Two Hills provided the Village of Myrnam with a draft agreement for review. CAO E. Kiziak, CAO S. Dary, and County Fire Coordinator Chyenne Shaw plan to meet in January to discuss/further. Information was accepted as information.*

A new draft was forwarded to the Village on May 6, 2025. Administration has reviewed it and forwarded a list of questions to the County. Administration forwarded the draft and list of questions to the Myrnam Fire Chief for input. Administration plans to meet with the Fire Chief as soon as possible.

Attachment(s)	<ul style="list-style-type: none">• Original draft contract (December 2024) – marked up with comments• New draft Regional Fire Agreement (May 2025)• Questions posed to the County (from new draft)• Financial based on proposal (2022-2025)
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OLD BUSINESS

Subject: Municipal Inspection/Municipal Accountability Program

February 20, 2025 - to request Municipal Affairs to conduct a municipal inspection. A letter requesting a municipal inspection was sent. Minister of Municipal Affairs, Ric McIver responded, indicating that a municipal inspection is an extraordinary measure...typically reserved for circumstances where there are significant concerns of legislative compliance, and a meeting is to be scheduled to review the challenges identified, explore potential support options, and determine appropriate next steps." This meeting was held virtually on May 6, 2025; although the Minister will issue a municipal inspection at the request of a municipality, it would cost the municipality close to \$100,000. The Minister stated that there were no signs indicating issues with the municipality and recommended a Municipal Accountability Program (MAP) review instead which will not cost the village ratepayers anything.

Information about MAP:

- MAP reviews are a multi-year process, ordered by the Minister under section 571 of the *MGA*.
- MAP promotes an environment supportive of accountable, well-managed local governments.
- Its purpose is to assist municipalities with their knowledge of mandatory legislated requirements under the *MGA*, aid municipalities in achieving legislative compliance with the *MGA* and other legislation under the purview of Municipal Affairs and to provide a collaborative partnership between the ministry and municipalities.
- MAP is mandatory for municipalities with populations of 2,500 or less and may be offered to any municipality upon council request, if approved by the Minister.

OLD BUSINESS

Subject: Haying Tender 2025

On May 16, 2024 Council unanimously moved to put a haying tender out for property at the SW corner of Hwy 881 and Hwy 45 (NE 10-54-9-W4M).

The haying opportunity went out for tender on the Village of Myrnam – Events and Public Notices' Facebook page, on posters, and the Village website.

The Village received 2 bids: 1 sealed 1 unsealed.

BYLAWS AND POLICIES

Subject: Council Procedural Bylaw 2025-07

Tabled from April 30, 2025 Special Council Meeting:

In Alberta, municipalities are not legally required by the Municipal Government Act (MGA) to adopt a procedural bylaw. However, it is strongly recommended as a best practice to ensure effective governance and transparency.

The Alberta Municipal Affairs' "Procedure Bylaw and Agenda Guide" emphasizes that while not mandatory, having a procedural bylaw is integral to efficient council meetings and the integrity of a municipality's operations. Such bylaws provide clear rules for meeting conduct, ensure consistent treatment of residents, and help maintain order during council proceedings.

Additionally, the MGA stipulates that councils can only exercise the powers of the municipal corporation through bylaws or resolutions. A procedural bylaw serves as a foundational document that outlines how these powers are exercised during meetings.

Council adopted a Council Procedural Bylaw in October 2021. Due to new legislation, Council wants to incorporate *Meetings by Electronic Means* into the Council Procedural Bylaw. At the same time, Administration has recommended many updates to the bylaw.

BYLAWS AND POLICIES

Subject: Public Surveillance Policy

The Village of Myrnam has multiple surveillance cameras set up around the village for the purposes of monitoring public safety, enforcing municipal by-laws, and deterring or investigating damage or theft of municipal property.

In Alberta, the use of surveillance cameras by municipalities must comply with:

1. **Freedom of Information and Protection of Privacy Act (FOIP Act):**

- Municipalities are considered "public bodies" under the FOIP Act and must handle personal information (e.g., images or recordings of identifiable individuals) in accordance with the Act.
- Section 33(c) of the FOIP Act allows for the collection of personal information if it relates directly to and is necessary for an operating program or activity of the public body.
- Section 34 requires that individuals be informed when their personal information is being collected, typically via signage.
- Section 38 outlines how personal information must be protected against unauthorized access, use, or disclosure.

2. **Municipal Government Act (MGA):**

- While the MGA does not directly govern surveillance, it grants broad authority to municipalities to provide services and enforce bylaws for the safety and protection of people and property within the municipality (Sections 3 and 7).
- The MGA supports Council's authority to adopt policies that govern the administration of municipal services.

NEW BUSINESS

9a

Subject: Seniors' Week 2025 – Community Declaration

From Ministry of Seniors, Community and Social Services, Government of Alberta:

For 39 years, the Government of Alberta has dedicated the first week of June to honour and recognize seniors for their invaluable contributions to our province. This year, Seniors' Week is from June 2 to 8 and will be kicked off with a provincial launch event on June 2 in the City of Camrose.

All municipalities, First Nations communities, and Metis Settlements are encouraged to officially declare Seniors' Week to demonstrate your community's support and to generate greater awareness of the importance of seniors in Alberta.

To officially declare Seniors' Week in Alberta, a declaration is made by a senior official (i.e., Mayor/Reeve, Chief) at the community level. All communities that notify us that they have declared Seniors' Week will be recognized on our website.

To assist communities in declaring Seniors' Week, attached is a sample Community Declaration for your community to consider using. If your community uses the attached example, kindly email the signed copy to seniorsinformation@gov.ab.ca by May 31, 2025. Following Seniors' Week, a version signed by The Honourable Minister Nixon will then be returned to your community.

The Government of Alberta encourages communities, organizations and all Albertans to take the opportunity to recognize and celebrate seniors throughout Seniors' Week. To learn more, please visit the Seniors' Week website or email us at seniorsinformation@gov.ab.ca if you have any questions.

NEW BUSINESS

9b

Subject: Joint Election Agreement 2025

In previous elections the Village of Myrnam and the St. Paul School Division have entered into an agreement for the purpose of having a joint election.

The School Board election occurs at the same time as the municipal elections.

COUNCIL MEMBER REPORTS

Mayor Donna Rudolf

April 10 – May 8, 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

April 10 – May 8, 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

April 10 – May 8, 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

June 19, 2025

9:00 a.m.

ADJOURNMENT

Thank you for attending the
Regular Council Meeting



peace to us