

VILLAGE OF MYRNAM



**Regular Council Meeting
June 19, 2025**

ADOPTION OF AGENDA

- 1. **Call to order**
- 2. **Adoption of Agenda**
- 3. **Adoption of Minutes**
 - a. May 15, 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**
 - a. Proposal – Regionalization of Fire Services (add draft Mutual Aid Agreement)
- 8. **Bylaws and Policies**
 - a. Draft 2025-08 Unsightly Premises Bylaw
 - b. Draft 2025-09 Noise, Nuisance, and Public Disturbances Bylaw
 - c. Draft 2025-10 Facade Improvement Incentive Bylaw
- 9. **New Business**
 - a. 2025-26 Alberta Community Partnership (ACP) Program – Top 3 Ideas
 - b. 2025 Tax Arrears Land Auction
 - c. Committee - Myrnam 100th Anniversary
- 10. **Confidential Items**
 - a. Employee Concerns – FOIP, Section 17 & 24
- 11. **Adjournment** **Next Meeting:** July 17, 2025 at 9:00 A.M.

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

ADOPTION OF MINUTES

Regular Council Meeting of May 15, 2025

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

May 9 – June 12, 2025

Water/Wastewater

1. Daily (workdays) checks of water and wastewater systems.
2. Started on Main Street Water and Wastewater Replacement Project.
 - a. First part of construction was delayed due to added projects such as:
 - i. Removed multiple cc valves on private property under an agreement.
 - ii. Worked with a new landowner to stub out new water and sewer lines to the property.
 - iii. Gravel contract: needed to create a ramp, clear the pad, and push up gravel.
 - b. Project is approximately 50%. Second half of project is anticipated to go much faster than the first half, however we are expecting weather to have a small impact.
3. Repaired a sewer manhole (#41) cover on Highway 881 in northbound lane close to 4713 50 Street.

Roads/Sidewalks

1. Created ramp and space for 4,000 tonnes of gravel.
2. Monitoring and pushing up gravel being hauled in.

Other

1. Garbage pickup weekly; done by casual labourers during Main Street Project.
2. Gopher control in early May.
3. Hauled in loads of screenings.
4. Went to look at a packer. Purchased a packer.
5. Filled water barrels.

FINANCIAL REPORT

- 1. Bank Reconciliation: As of May 31, 2025

- 2. Cheque Listing: May 9 – June 12, 2025

ADMINISTRATIVE REPORTS

CHIEF ADMINISTRATIVE OFFICER REPORT

May 9 – June 12, 2025

1. Fire Hall Addition: Request for Proposal is out with deadline of June 20, 2025
2. Audit: Complete and submitted to Municipal Affairs
3. Council Code of Conduct Bylaw: Due to Bill 50, the Municipal Affairs Statutes Amendment Act, 2025, which received royal assent in early May, all Code of Conduct bylaw provisions are no longer legally enforceable. As we have a standalone code of conduct bylaw, no council motion is required to repeal it. Administration has removed this bylaw from the Village's list of active bylaws.
4. Bylaw Enforcement:
 - a. Unightly Premises: Between April 30 – June 4, 2025, 55 orders were issued mainly for maintenance of grass and/or weeds. One property has been ordered to board up broken windows, and another property has been ordered to remove all items or
 - b. Traffic: Between May 21 – June 4, 2025, 9 orders were issued mainly for parking violations for holiday trailers, trailers, or oversized vehicles. One property was requested to trim overhanging trees.
 - c. Derelict Properties: Two residential properties (one was just issued this year under Unightly Premises and the other under a purchase agreement) are being demolished within the next two months, cleanup is ongoing at property southeast corner of the village, and a quote is being obtained for demolition of the old hospital. Two storey building, new owner, states they will be renovating. Building to the north has not stated what they plan to do yet.
5. Real Property Governance: K-12 School Ownership Changes – Attended online session.

ADMINISTRATIVE REPORTS

CHIEF ADMINISTRATIVE OFFICER REPORT

May 9 – June 12, 2025

6. OHS Inspection: Alberta Occupational Health and Safety (OHS) currently has an initiative program for towns and villages in Alberta due to the high number of WCB claims from these municipalities. Municipalities will have an OHS inspections to assist them in improving their health and safety programs to comply with current OHS legislation. Myrnam's first inspection is scheduled for June 17, 2025.
7. Water Meter Replacement Project: Due to the high amount of water loss between the reservoir and the distribution system, and the lack of properties with functioning water meters, the CAO initiated a water meter replacement program. The intent is that the installation of new water meters will capture a majority of the lost water; and the increase in revenue will cover a portion of the costs to install the water meters by a contractor as Public Works does not have the time to do it. 12 meters have been replaced with approximately 12 more to do.
8. ICF: Due for review; see attached. Also attached are the changes to ICFs in the MGA as per Bill 50. At the last Joint Municipalities meeting, the County stated they would be sending a letter to each municipality (Town and Village) to extend the ICF for two years, just as their neighboring counties did to them.
9. CAO Action Tracker – attached.

CORRESPONDENCE

May 9 – June 12, 2025

(all scanned and emailed to each elected official)

1. Alberta Municipal Affairs:
 - a. Letter from Assistant Deputy Minister: Review of Municipal Indicators – proactively reduced spending, showing an accumulated surplus, projecting to have a tax collection rate of 90% in 2024. MAP review will be considered by the new Minister of Municipal Affairs, Dan Williams.
 - b. 2025 LGFF Allocations: \$259,165 for Capital and \$97,240 for Operating
 - c. Fact Sheet: Real Property Governance
 - d. Fact Sheet: Real Property Governance – School Ownership
 - e. Bill 50, Municipal Affairs Statutes Amendment Act, 2025
2. Alberta Seniors: Age-Friendly E-News: Celebrate Seniors Week and Fire Safety Awareness, and World Elder Abuse Awareness Day
3. Alberta Office of the Information and Privacy Commissioner: Notice to Public Bodies re: Protection of Privacy Act and Access to Information Act
4. MLA Jackie Armstrong-Homeniuk:
 - a. Unbreakable Ukraine Picture Show (email May 15, 2025)
 - b. Supporting Alberta's wildfire evacuees (email May 20, 2025)
 - c. Know Your Tow Rights (email June 6, 2025)
5. RCMP – Two Hills Detachment: Community Policing Report from January 1 – March 31, 2025
6. Alberta Municipalities :
 - a. Upcoming engagement on Alberta's police funding model (email May 21, 2025)
 - b. Nominate a municipal leader in your community (email June 6, 2025)
 - c. Prepare for Municipal Affairs survey on recall rules (email June 10, 2025)
 - d. The Weekly (May 14, 22, 28, and June 4, 11, 2025)

CORRESPONDENCE

May 9 – June 12, 2025

(all scanned and emailed to each elected official)

7. Alberta Counsel:
 - a. At a Glance (May 16, 30, and June 6, 2025)
 - b. The News (Issue 223 and 224)
 - c. Alberta 31st Legislature, Session 1 Summary (April 12 to May 14, 2025)
 - d. Bill 50: Bill Analysis and Briefing
8. Regional Economic Development Committee: Agenda of May 13, 2025
9. HUB: Annual General Meeting Agenda for June 25, 2025 and Message from the Chair regarding membership rates. Myrnam's current membership rate is \$0.50/capita; proposed rate starting 2026 is \$1.00/capita.
10. FCSS: Agenda of May 14, 2025
11. Eagle Hill Foundation:
 - a. Board Meeting Agenda for May 20, 2025
 - b. Eagle Hill Foundation Recreation Society Organizational Meeting Agenda of May 20, 2025
12. ACE Water Corporation: Invitation to 20 Year Anniversary
13. St. Paul Education Board Highlights (May 14 and June 11, 2025)
14. NLLS: Weekly Report (emails May 9, 16, 30, and June 6)

CORRESPONDENCE

May 9 – June 12, 2025

(all scanned and emailed to each elected official)

15. Village of Myrnam Library Board: Minutes of April 7, and June 3, 2025

16. Travel Lakeland: 7 Outrageous Landmarks, Rodeo Fever, Glendon Reigns, Things to Do (email May 24, 2025)

17. Northeast Regional Connector Newsletter – May 2025 (email June 3, 2025)

18. North Saskatchewan Watershed Alliance: State of the North Saskatchewan River Watershed Engagement Session – Register Now! (email May 21, 2025)

19. UCC-APC Newsletter: Latest News from Ukrainian Community in Alberta (email May 23, 2025)

20. MCSNet: Invitation to 30th Anniversary

21. Blue Cross: Built Together Grant

OLD BUSINESS

Subject: Municipal Inspection/Municipal Accountability Program

At the last Regular Council meeting, Council tabled the discussion of *Regionalization of Fire Services* in order for Administration to update the financial data due to new information that was provided after the council package was sent out.

Since then, two things have happened:

1. The County of Two Hills provided a new revised draft Mutual Aid Agreement in the event the Village does not move towards regionalization.
2. Discussion at the Joint Municipalities Meeting on June 11, 2025, it was decided to put off the discussion of regionalization of fire services, and the mutual aid agreement, as it is an election year. It was suggested that perhaps we could collaboratively go through an ACP grant for this process.

BYLAWS AND POLICIES

Subject: Draft 2025-08 Unsightly Premises Bylaw

This bylaw has been identified as one that needed to be reviewed and updated.

A draft bylaw is being presented at this meeting.

BYLAWS AND POLICIES

8b

Subject: Draft 2025-09 Noise, Nuisance, and Public Disturbances Bylaw

This bylaw has been identified as one that needed to be reviewed and updated.

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BYLAWS AND POLICIES

Subject: Draft 2025-10 Facade Improvement Incentive Bylaw

This bylaw has been identified as one that needed to be reviewed and updated.

A draft bylaw is being presented at this meeting.

Subject: 2025-26 Alberta Community Partnership (ACP) Program – Top 3 Ideas

At the last Joint Municipalities Meeting (June 11, 2025) it was decided by the group for each municipality to come up with their top three projects for the group to consider what regional projects the municipalities will be applying to the 2025-26 Alberta Community Partnership (ACP) grant program.

The ACP guidelines with new component deadlines for 2025-26 are not available until later in 2025.

The guidelines from 2024-25, under the Intermunicipal Collaboration, promote supporting partnerships of two or more municipalities to develop or enhance regional municipal service delivery plans and frameworks.

As mentioned in 7a. the Regional Governance Study recommends undertaking a **thorough review of fire services and develop a Master Plan** for the region (\$75,000 - \$125,000, 2024 estimate); and developing one fire services bylaw adopted by all municipalities to clearly define the level and scope of services.

Also discussed among the municipalities were: bridge studies, updating Land Use Bylaws, and Regional Transportation Plan.

Other ideas brought up by the Regional Governance Study (2024) are:

- a shared services **agreement on municipal enforcement** to see if there are efficiencies and cost savings that could be garnered (Page 32)
- development of a **Regional Recreation Master Plan** (Page 34) (although I don't think that the Village would/should be involved at this time due to our amazing volunteers in various non-profit organizations e.g. curling club, community hall association, agricultural society)

Last year (2024-25) the Village applied for **Regional Infrastructure Master Plan**, and the Town applied for **Regional Land Use Alignment Strategy**; both applications were denied. Denial was most likely based on the fact that the Town and Village both have open ACP grant projects (Regional Economic Development, and Regional Asset Management Strategy).

Subject: 2025 Tax Arrears Land Auction

MGA Sections 411, 436.02 and 438 allow a municipality to attempt to recover tax arrears by following the legislated requirements of the MGA and in accordance with any other Act or common law right. Procedures for tax arrears recovery are outlined in a document provided by Alberta Municipal Affairs titled *A Guide to Tax Recovery in Alberta*.

Properties that can move forward with tax recovery proceedings are listed on the attached spreadsheet with recommended reserve bid based on provided market values.

Council **must** offer the identified properties for sale at a public auction between April 1 and March 31st of the next year. Council must also establish a reserve price and conditions before it can auction a property. The reserve bid is set at a level that is as close as reasonably possible to the market value of the parcel. Examples of conditions are full payment by cash or certified cheque, or partial payment on the day of the auction with full payment to be made within 30 to 60 days following the auction.

There are strict rules for advertising for the auction:

- Must specify date, time, and location
- Must describe each parcel of land for sale
- Must include all terms and conditions of the sale
- Must state that the municipality may, after the auction, become the owner of any parcel of land not sold at the auction
- Must be advertised in the Alberta Gazette not less than 40 days and not more than 90 days before the auction.
- Must be advertised in one issue of a newspaper having general circulation in the municipality not less than 10 days and not more than 20 days before the date of the auction.

The municipality must select a person to conduct the auction (CAO or otherwise).

NEW BUSINESS

9c

Subject: Committee - Myrnam 100th Anniversary

On August 22, 2030, the Village of Myrnam will be 100 years old.

Prior to that, the lands were part of Municipal District of Ukraina|No. 513.

Planning will be essential to a successful celebration.

The Village, through the Council Procedural Bylaw and the Municipal Government Act, is permitted to create committees “to consider matters and report back”.

If a committee is being considered, what should the terms be? Here is a list of questions to consider:

- Who can be a member, and how are they appointed?
- How many members will the committee have?
- How and how often will the committee report to Council?
- What decisions or plans require Council approval?
- What budget will be provided by Council?
- Is the committee required to seek funding from other sources (e.g., grants, sponsors)?
- What timelines or milestones are expected?

COUNCIL MEMBER REPORTS

Mayor Donna Rudolf

May 9 – June 12, 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

May 9 – June 12, 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

May 9 – June 12, 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.

CONFIDENTIAL ITEMS

10a

Subject: Employee Concerns – FOIP, Section 17 & 24

In accordance with Section 197(2) of the Municipal Government Act and Sections 17 and 24 of the Freedom of Information and Protection of Privacy Act, Council will move into a closed session to discuss a personnel matter.

Public Works Foreman Norm Brake wishes to approach council regarding employment concerns.

NEXT MEETING

Regular Council Meeting

July 17, 2025

9:00 a.m.

ADJOURNMENT

Thank you for attending the
Regular Council Meeting



peace to us