

# Village of Myrnam

Minutes of the Regular Council Meeting for the Village of Myrnam  
held on July 17, 2025, in the Village of Myrnam Council Chambers

**PRESENT:** Mayor Donna Rudolf, Deputy Mayor Raymond Yaremchuk, and Chief Administrative Officer Elsie Kiziak, one member of the public.  
Councillor K. Ewanec attended the meeting by teleconference.

**CALL TO ORDER:**

Mayor D. Rudolf called the Regular Council Meeting to order at 9:00 A.M.

**ADOPTION OF AGENDA:**

**2025-093 MOVED** by Deputy Mayor R. Yaremchuk to adopt the agenda as presented, with one addition under New Business: ATB – Short Term Rental.

**CARRIED**

**ADOPTION OF MINUTES:**

**2025-094 MOVED** by Deputy Mayor R. Yaremchuk to adopt the Regular Council Meeting Minutes of June 19, 2025, as presented.

**CARRIED**

**OPEN FORUM:** No one was in attendance for open forum.

**ADMINISTRATIVE REPORTS:**

**Public Works Report**

The Public Works Report was provided to Council in advance for their review and presented by CAO E. Kiziak.

**Financial Report**

The Financial Report consisting of the 1) Budget to Actual from January to June 2025, 2) Bank Reconciliation Statement for month ending June 2025, and 3) the Cheque Listing for June 13 to July 10, 2025, was provided to Council in advance for their review and presented by CAO E. Kiziak.

**Chief Administrative Officer Report**

The Chief Administrative Officer Report was provided to Council in advance for their review and presented by CAO E. Kiziak. CAO updated the CAO Report verbally indicating that one of the derelict properties was having equipment issues and stated that the property will be cleaned up this year.

**2025-095 MOVED** by Councillor K. Ewanec to accept the Administrative Reports as presented.

**CARRIED**

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### CORRESPONDENCE:

Correspondence was provided to Council prior to the Council meeting. In addition to the Correspondence were two letters of importance received since the creation of the Council package:

1. Letter from new Commanding officer of the Alberta Royal Canadian Mounted Police (RCMP), Trevor Daroux.
2. Letter from Minister of Municipal Affairs: Request for MAP review has been approved

As with all Correspondence, the two letters were sent to each elected official by email.

**2025-096** **MOVED** by Deputy Mayor R. Yaremchuk to accept the Correspondence as presented. **CARRIED**

### OLD BUSINESS:

#### **2025 Tax Arrears Land Auction – amended motion required**

At the last Regular Council meeting, Council reviewed and made a motion based information presented regarding 2025 Tax Arrears Land Auction. There was a slight error in a document presented to Council pertaining to one of the property's legal description. What was read "SE15 54 8 W4M" should have been "SE15 54 9 W4M". Note that this error only occurred when presenting information to Council; this did not have any effect on the tax arrears procedures held to date.

**2025-097** **MOVED** by Mayor D. Rudolf to amend motion #2025-086 adopted on June 19, 2025 regarding the establishment of reserve bids for the 2025 Tax Arrears Land Auction, by changing the legal property description from *SE15 54 8 W4M* to *SE15 54 9 W4M*.

**CARRIED**

### BYLAWS AND POLICIES:

#### **Draft 2025-08 Unsightly Premises Bylaw**

#### **Draft 2025-09 Noise, Nuisance, and Public Disturbances Bylaw**

#### **Draft 2025-10 Facade Improvement Incentive Bylaw**

At the last Regular Council meeting Council adopted a Public Participation Plan for the review of the Unsightly Premises Bylaw, the Noise, Nuisance, and Public Disturbances Bylaw, and the Façade Improvement Incentive Bylaw. The three bylaws have been put out to the public in the following manner: newsletter (July), website, Facebook on Village of Myrnam – Events and Public Notices page, and posters throughout the village. Surveys were developed for each draft bylaw. An Open House was also an option for the public to seek information and provide input on Tuesday, July 8<sup>th</sup> from 4 pm to 7 pm.

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Administration extended the deadline to submit public input from July 10<sup>th</sup> to July 16<sup>th</sup> in order to give more time for people to provide their input.

Due to the lack of input so far, Council preferred to extend the time for public input and provide paper surveys with the next newsletter.

- 2025-098** **MOVED** by Deputy Mayor R. Yaremchuk to table all three draft bylaw reviews to the next regular council meeting and extend the public participation plan for public input to August 20, 2025.

**CARRIED**

### **NEW BUSINESS:**

#### **Personnel Policy – Update to include “Violence”**

As part of the recent visit from Occupational Health and Safety (OHS), the officer strongly recommended to update the Personnel Policy to include “violence” as a definition and throughout the document alongside “harassment”.

- 2025-099** **MOVED** by Deputy Mayor R. Yaremchuk to adopt the revision of the Personnel Policy as presented.

**CARRIED**

#### **E-911 Call Answer Services and Fire Dispatch Agreement**

Last year the County of Two Hills #21 notified all member municipalities of the Joint Municipalities Meeting that they are transitioning 911 away from East Central 911 and Strathcona 911 to Bonnyville Regional Fire Authority (BRFA). Due to staff transitions, etc. the Village of Myrnam and Town of Two Hills were left without proper coverage within their respective municipalities. Call-ins from cellphones were being picked up (without a contract) from BRFA and landlines were being picked up from East Central 911 and then transferred to BRFA. The change to BRFA also means a change to the type of radios. Administration has contacted the County of Two Hills regarding the purchase of radios for the members of the department in addition to the radios for the equipment. The County will be discussing and responding.

- 2025-100** **MOVED** by Mayor D. Rudolf to table the agenda until the Village of Myrnam has more information.

**CARRIED**

#### **Fire Hall Addition – RFP Results**

Council and Administration reviewed the RFP results. As the bids under the RFP came in much higher than anticipated, especially compared to a preliminary estimate of \$180,000, Administration contacted two local contractors to submit an estimate.

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<b>640 Earthworks</b>	\$487,828.28
<b>Nova Mechanical</b>	\$495,150.00
<b>Vantage Builders</b>	\$499,300.00
<b>BK Contracting (no electrical, mechanical, plumbing)</b>	\$207,173.60
<b>Friesen Buildings</b>	\$231,488.37

**2025-101** **MOVED** by Mayor D. Rudolf to reject any and all tender submitted through the RFP process through BAR Engineering and instead award the fire hall addition contract to Friesen Buildings.

**CARRIED**

**2025-102** **MOVED** by Councillor K. Ewanec to amend the capital budget by increasing the cost of the fire hall addition to \$231,489 and increasing the general reserves by the same to cover the cost of the firehall addition.

**CARRIED**

**Intermunicipal Collaboration Framework: Request to extend**

At the last Joint Municipalities meeting, CAO E. Kiziak brought to the table the *Intermunicipal Collaboration Framework* for discussion as the current framework is due for review. The County of Two Hills stated that they will be proposing to have the framework extended.

**2025-103** **MOVED** by Mayor D. Rudolf to leave the Intermunicipal Collaboration Framework to be reviewed every five years.

**CARRIED**

**ATB – Short Term Rental**

Due to recent events, the ATB has requested to rent shared space in the Village Administration Office until their building is repaired. CAO drafted a short-term rental agreement.

**2025-104** **MOVED** by Deputy Mayor R. Yaremchuk to provide temporary office space for ATB as per rental agreement presented.

**CARRIED**

**COUNCIL REPORTS:**

No reports were provided before or during the Council meeting. Mayor D. Rudolf submitted the latest minutes from Eagle Hill Foundation (which will be added to Correspondence at the next Regular Council meeting).

**NEXT MEETINGS:**

Regular Council Meeting is scheduled for August 21, 2025, at 9:00 A.M.

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**ADJOURNMENT:** With all items on the agenda having been addressed Mayor D. Rudolf adjourned the Regular Council Meeting at 10:08 A.M.

<b>Chief Elected Official</b>
<b>Chief Administrative Officer</b>