

Village of Myrnam

Minutes of the Regular Council Meeting for the Village of Myrnam
held on August 21, 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.

Missing: Councillor K. Ewanec

CALL TO ORDER:

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

ADOPTION OF AGENDA:

2025-105 MOVED by Deputy Mayor R. Yaremchuk to adopt the agenda as presented.

CARRIED

ADOPTION OF MINUTES:

2025-106 MOVED by Mayor D. Rudolf to adopt the Regular Council Meeting Minutes of July 17, 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) Bank Reconciliation Statement for month ending July 2025, and 2) the Cheque Listing for July 11 to August 14, 2025, was provided to Council in advance for their review and presented by CAO E. Kiziak. Tax Collection Rate will be provided at the next Regular Council Meeting.

Chief Administrative Officer Report

The Chief Administrative Officer Report was provided to Council in advance for their review and presented by CAO E. Kiziak. stated that the property will be cleaned up this year.

2025-107 MOVED by Deputy Mayor R. Yaremchuk to accept the Administrative Reports as presented.

CARRIED

CORRESPONDENCE:

Correspondence was provided to Council prior to the Council meeting. In addition to the Correspondence was one email of importance received since the creation of the Council package:

County of Two Hills – New Fire Coordinator, Mr. Greg Pyle

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2025-108 MOVED by Mayor D. Rudolf to accept the Correspondence as presented. **CARRIED**

OLD BUSINESS: There was no Old Business

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 tabled the agenda item in order to give the public more time to provide their input. Since June 19th, all three bylaws have been put out to the public in the following manner: newsletter (July and August), 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 8th from 4 pm to 7 pm. Paper versions of the survey were delivered with the most recent utility bills. Public participation closed on August 20, 2025, at noon giving Administration time to assemble responses. Results of the survey and all received responses were provided during the Council meeting.

Mayor D. Rudolf left the meeting at 10:03 a.m.

Mayor D. Rudolf returned to the meeting at 10:04 a.m.

2025-109 MOVED by Deputy Mayor R. Yaremchuk that Bylaw 2025-08 be now read a first time.

CARRIED

2025-110 MOVED by Mayor D. Rudolf that Bylaw 2025-08 be now read a second time.

CARRIED

2025-111 MOVED by Deputy Mayor R. Yaremchuk that Bylaw 2025-08 be given consent for third and final reading.

CARRIED UNANIMOUSLY

2025-112 MOVED by Mayor D. Rudolf k that Bylaw 2025-08 be now read a third and final time.

CARRIED

2025-113 MOVED by Mayor D. Rudolf that Bylaw 2025-09 be now read a first time.

CARRIED

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2025-114 **MOVED** by Deputy Mayor R. Yaremchuk that Bylaw 2025-09 be now read a second time.

CARRIED

2025-115 **MOVED** by Mayor D. Rudolf that Bylaw 2025-09 be given consent for third and final reading.

CARRIED UNANIMOUSLY

2025-116 **MOVED** by Deputy Mayor R. Yaremchuk that Bylaw 2025-09 be now read a third and final time.

CARRIED

2025-117 **MOVED** by Deputy Mayor R. Yaremchuk that Bylaw 2025-10 be now read a first time.

CARRIED

2025-118 **MOVED** by Mayor D. Rudolf that Bylaw 2025-10 be now read a second time.

CARRIED

2025-119 **MOVED** by Deputy Mayor R. Yaremchuk that Bylaw 2025-10 be given consent for third and final reading.

CARRIED UNANIMOUSLY

2025-120 **MOVED** by Mayor D. Rudolf that Bylaw 2025-10 be now read a third and final time.

CARRIED

NEW BUSINESS: Dog/Cat Catcher

After the June 19, 2025, Regular Council meeting, Council instructed Administration to find a contractor for the purpose of catching dogs and cats outside of Public Works regular work hours. Administration has prepared a draft Dog/Cat Catcher Contractor Agreement for Council's review and consideration.

2025-121 **MOVED** by Deputy Mayor R. Yaremchuk to approve the Dog/Cat Catcher Contractor Agreement and Liability Waiver as presented adding "and during the day on weekdays, if necessary" under 1. Services Provided.

CARRIED

CMTA - \$5,000 Donation to Dove Society

As part of the funding received from the Small Communities Opportunity Program (SCOP), the Village engaged with CMTA for access to Grow Biz Skills. Part of the agreement was that CMTA would donate \$5,000 back to the Village, with the intent of the funds be forwarded to a non-profit organization, preferably the Dove Society for the mural project. They would like to have veterans incorporated into the mural.

- 2025-122** **MOVED** by Mayor D. Rudolf direct administration to forward the \$5,000 received from the Canadian Motorcycle Tourism Association to the Dove Society, to be used for the mural project.

CARRIED

Bylaw Enforcement – Appeal Notice

On June 3rd an order was sent regarding an electrical cord across the alley. On July 31, 2025, a final notice was sent regarding the same. On August 12, 2025, Administration received an appeal to the order. The reason for the appeal is “I need to run an electrical cord across the alley to my 5th Wheel Trailer to operate the fridge and freezer from time to time. The alley is pretty much unused by anyone but us. I would like to run a cord until I can install an electrical outlet on the north side of the alley.”

- 2025-123** **MOVED** by Mayor D. Rudolf to deny the appeal.

CARRIED

2025 Municipal Elections: Advance Poll

Local Authorities Elections Act (LAEA), Section 73(2) ... an elected authority may by resolution provide for holding an advance vote for an election. (6) The returning officer must determine the days and hours when the advance vote under subsection (2) or (3) is to be held.

- 2025-124** **MOVED** by Mayor D. Rudolf that Council approves the holding of an advance poll for the upcoming election, to be scheduled in accordance with the applicable legislation, in order to increase accessibility and provide residents with additional opportunities to vote.

CARRIED

2025 Municipal Elections: Elector Assistance At Home

Local Authorities Elections Act (LAEA), Section 79(1) An elected authority may by resolution provide for the attendance of 2 deputies at the residence of an elector, during the hours an advance voting station is open or other times as may be fixed by the resolution, in order to take the votes of an elector who, because of physical disability, is unable to attend a voting station or an advance voting station to vote.

- 2025-125** **MOVED** by Deputy Mayor R. Yaremchuk that Council authorize the attendance of two deputies at the residence of any elector who, due to a physical disability, is unable to attend a voting station or advance voting station, to assist in taking their vote before the advance polls are open.

CARRIED

2025 Municipal Elections: Special Ballot

Local Authorities Elections Act (LAEA), Section 77.1(2) An elected authority may, by resolution passed prior to nomination day, provide for special ballots and provide that the application for special ballots may be made by any one or more of the following methods: (a) in writing; (b) by telephone; (c) by fax; (d) in person; (e) by e-mail; (f) by secure website.

2025-126 **MOVED** by Mayor D. Rudolf to accept as information. **CARRIED**

2025 Municipal Elections: Organizational Meeting

Municipal Government Act, Section 192(1) Except in a summer village, a council must hold an organizational meeting annually not later than 14 days after the 3rd Monday in October. The meeting allows Council to swear in elected officials, appoint deputies, establish committees, set meeting schedules, and address other administrative matters. It also provides an opportunity to ensure compliance with mandatory training requirements for elected officials under MGA Section 202.1, which must be held prior to or on the same day as the first organizational meeting.

2025-127 **MOVED** by Deputy Mayor R. Yaremchuk that Council hold its organizational meeting for the 2025-2026 term of office on November 3, 2025.

CARRIED

2025 Council Orientation

Municipal Government Act, Section 201.1(1) A municipality, in accordance with the regulations, must offer, and each councillor must attend, orientation training (a) on the following topics, to be held prior to or on the same day as the first organizational meeting following a general election required by section 192, or in the case of a councillor elected at a by-election, on or before the day that councillor takes the oath of office: (i) role of municipalities in Alberta; (ii) municipal organization and function; (iii) roles and responsibilities of council and councillors; (iv) repealed 2025 c13 s2(7); (v) roles and responsibilities of the chief administrative officer and staff, and (b) on the following topics, to be held prior to or on the same day as the first regularly scheduled council meeting, or in the case of a councillor elected at a by-election, within 90 days after that councillor takes the oath of office: (i) key municipal plans, policies and projects; (ii) budgeting and financial administration; (iii) public participation; (iv) any other topic prescribed by the regulations.

2025-128 **MOVED** by Deputy Mayor R. Yaremchuk that Council delegate the Chief Administrative Officer to organize and schedule the full orientation training for all newly elected officials for the 2025–2029 term of office to be held prior to or on the same day as the Organizational Meeting, and to manage all administrative arrangements while ensuring compliance with 201.1 of the Municipal Government Act.

CARRIED

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COUNCIL REPORTS:

No reports were provided before or during the Council meeting. Mayor D. Rudolf noted that the next Regional Economic Development Committee meeting is scheduled for September 15, 2025, to go over the newly drafted website created by Alberta Counsel and to go over the deliverables of the Regional Economic Development Strategy.

NEXT MEETINGS:

Regular Council Meeting is scheduled for September 18, 2025, at 9:00 A.M.

ADJOURNMENT: With all items on the agenda having been addressed Deputy Mayor R. Yaremchuk adjourned the Regular Council Meeting at 11:28 A.M.

Chief Elected Official
Chief Administrative Officer