

# Village of Myrnam

Minutes of the Regular Council Meeting for the Village of Myrnam  
held on October 16, 2025, in the Village of Myrnam Council Chambers

**PRESENT:** Mayor Donna Rudolf, Deputy Mayor Raymond Yaremchuk, Chief Administrative Officer Elsie Kiziak and one member of the public.

**CALL TO ORDER:**

Mayor D. Rudolf called the Regular Council Meeting to order at 9:07 A.M.

**ADOPTION OF AGENDA:**

**2025-138 MOVED** by Deputy Mayor R. Yaremchuk to adopt the agenda as presented.

**CARRIED**

**ADOPTION OF MINUTES:**

**2025-139 MOVED** by Deputy Mayor R. Yaremchuk to adopt the Regular Council Meeting Minutes of September 18, 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 Report from January 1 to September 15, 2025, 2) Reconciliation Statement for month ending September 2025, and 2) the Cheque Listing for September 11 to October 9, 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.

**2025-140 MOVED** by Mayor D. Rudolf to accept the Administrative Reports as presented.

**CARRIED**

**Councillor K. Ewanec attended the meeting at 9:09 a.m.**

**CORRESPONDENCE:**

Correspondence was provided to Council prior to the Council meeting.

**2025-141 MOVED** by Mayor D. Rudolf to accept the Correspondence as presented.

**CARRIED**

**OLD BUSINESS: 2026 NRED Grant**

Tabled from the last Regular Council meeting as the Regional Economic Development Committee was to discuss it further at their next meeting as per Mayor D. Rudolf.

- 2025-142 MOVED** by Mayor D. Rudolf that the Village of Myrnam apply to the 2026 NRED intake of the Northern and Regional Economic Development Program on behalf of the Two Hills Regional Economic Development partnership for a new Business Retention Expansion - Workforce Development (BREWD) initiative.

**CARRIED**

**BYLAWS AND POLICIES:**

**Bylaw 2025-11 Amend Land Use Bylaw 2018-08**

As per Municipal Accountability Program (MAP) Report (pages 15-16), the Village needs to update the Land Use Bylaw as the Municipal Government Act (MGA), Section 686(1) requires 21 days for a development permit appeal to the development authority.

- 2025-143 MOVED** by Councillor K. Ewanec that Bylaw 2025-11 be now read a first time.

**CARRIED**

**Bylaw 2025-12 Council Procedural Bylaw**

As per Municipal Accountability Program (MAP) Report (page 10), the Village needs to update the Council Procedural Bylaw as the bylaw in its current form contravenes the following sections of the Municipal Government Act (MGA), Sections 153, 153(c) and Section 154(3).

A draft Council Procedural Bylaw was presented to Council without sections 8.6, 8.7 and 13.6 from the previous bylaw; no other changes have been made except that the draft bylaw also repeals the current bylaw.

- 2025-144 MOVED** by Mayor D. Rudolf that Bylaw 2025-12 be now read a first time.

**CARRIED**

- 2025-145 MOVED** by Councillor K. Ewanec that Bylaw 2025-12 be now read a second time.

**CARRIED**

- 2025-146 MOVED** by Deputy Mayor R. Yaremchuk that Bylaw 2025-12 be given consent for third and final reading.

**CARRIED UNANIMOUSLY**

**Village of Myrnam – Regular Council Meeting October 16, 2025**

**2025-147** **MOVED** by Mayor D. Rudolf that Bylaw 2025-12 be now read a third and final time.

**CARRIED**

**Personnel Policy**

At the last Regular Council meeting, Council instructed Administration to revise the Personnel Policy for staff in the future hired must work at village-hosted events such as Canada Day, Alberta Day, Village Clean-Up, and Halloween; and bring it to the next Council meeting for council approval.

**2025-148** **MOVED** by Deputy Mayor R. Yaremchuk to amend the Village of Myrnam Personnel Policy 2021-06 by inserting the following new clause as Section 7.23 titled Village-Hosted Events under *Terms of Employment*” with the following wording:

*All employees may be required to work at Village-hosted community events, such as Canada Day, Alberta Day, Village Clean-Up, Halloween, and other similar functions as determined by the CAO. Scheduling will be coordinated in advance, and hours worked outside of regular working hours will be compensated in accordance with the Overtime or Time Off in Lieu provisions of this Policy.;*

AND THAT all subsequent sections be renumbered accordingly.

**CARRIED**

**NEW BUSINESS: Council Meeting Location**

As per Municipal Accountability Program (MAP Review) it was discovered that the “location” for council meetings was not indicated within any motions of council as per: Municipal Government Act (MGA), Section 193(1) A council may decide at a council meeting at which all the councillors are present to hold regularly scheduled council meetings on specified dates, times and places.

**2025-149** **MOVED** by Councillor K. Ewanec that regularly scheduled council meetings be held at 5007 50 Street in Myrnam, Alberta.

**CARRIED**

**Financial Institutions**

As Administration was reviewing the Municipal Accountability Program (MAP) Review, it was noticed that the Municipal Government Act (MGA) states: **270(2)** A municipality must ensure that all money belonging to or held by the municipality is deposited in a bank, credit union, loan corporation, treasury branch or trust corporation designated by council.

## Village of Myrnam – Regular Council Meeting October 16, 2025

Unsure if this was ever done, and that the Village has recently put some of their funds into a High Interest Savings Account through an Alberta Municipalities Program, Administration felt it prudent to request a council motion to designate the credit union, treasury branch and trust corporations.

**2025-150** **MOVED** by Deputy Mayor R. Yaremchuk the Village of Myrnam designates the following financial organizations for the holding of money belonging to the Village of Myrnam: Servus Credit Union, Alberta Treasury Branch, and National Bank.

**CARRIED**

### **Garbage Bins**

In the past the Regional Landfill penalized the Village half an hour per week for not using the waste truck in Myrnam (years ago Myrnam decided not to have bins located in alleys for all businesses and residences). This charge was cancelled last year. Up until recently, the Regional Landfill picked up bins located at the seed plant, convenience store, arena, and CTEC at no extra cost. Recently a business owner wanted to have a bin at their property. In the meantime, the resident cancelled their request; however, Public Works requested a bin for their yard, and for the school. This will increase the time required for the Regional Landfill to go around and pick up bins; which has prompted the Regional Landfill to have discussions regarding costs with the Village. There are a few options presented by the Regional Landfill:

1. Stay as is.
2. Charge a waste truck rate (currently \$120/hr) which is what they charge the Town of Two Hills and County.
3. Charge a bin rate (currently \$20/bin) which is what they charge commercial businesses and the Myrnam lodge.

**2025-151** **MOVED** by Mayor R. Rudolf to choose option 1 which is to stay as is.

**CARRIED**

### **CTEC Lease with SPERD**

The lease between the Village of Myrnam and St. Paul Education Regional Division #1 expired on August 2024. SPERD has continued to pay the monthly lease to this date. SPERD has proposed extending the lease for 36 months with a proposed monthly rent of \$1,750 due to the potential expansion of the daycare.

**2025-152** **MOVED** by Mayor D. Rudolf to accept and amend St. Paul Education Regional Division #1's proposal to extend the expired lease agreement for 36 months, starting November 1, 2025, at a monthly rent of \$1,750.00 effective January 1, 2026.

**CARRIED**

**Request to cut tree**

The Village of Myrnam has been experiencing an infestation of Box Elder Bugs/Beetles over the last 3 years. A resident and their neighbor have been requesting Village Administration, Council and Public Works to cut down a tree on the public boulevard at 4708 49 Street because of how bad the bugs are. The resident and their neighbor attended the village office insisting the tree be cut down. Administration contacted all members of council for their input. The decision was to not cut the tree down as it will not resolve the problem. Although the request was replied to it was not a formal decision made by council in chambers.

**2025-153** **MOVED** by Deputy Mayor R. Yaremchuk not to have the tree cut down.  
**CARRIED**

**NLLS 2026 Library System Levy**

The Northern Lights Library System Board unanimously approved, in principle, the upcoming 2026 budget where they proposed a 1.5% levy increase for Municipalities and their Library Boards, using the same population list (339) that the provincial government uses to calculate library operating grants.

**2025-154** **MOVED** by Mayor D. Rudolf that the Village of Myrnam accepts the proposed levy increase of 1.5% for the Northern Lights Library System 2026 Budget.  
**CARRIED**

**Joint Assessment Review Board – Appointing Municipality**

The Village of Myrnam needs to appoint the Town of Two Hills as the “Appointing Municipality” as required by the Joint Assessment Review Board Bylaw 2023-09.

**2025-155** **MOVED** by Councillor K. Ewanec to designate the Town of Two Hills as the Appointing Municipality under the Joint Assessment Review Board Bylaw 2023-09.  
**CARRIED**

**Myrnam Ukrainian Dance Club – Request for financial sponsorship**

The Myrnam & District Ukrainian Dance Club is requesting financial sponsorship to offset the costs of travel and accommodations for 2 senior dancers, their instructor, and 2 parent supervisors on a trip to Poland and Croatia to represent the Village of Myrnam by performing traditional Ukrainian dances and participate in cultural workshops. There was some discussion about using public money for various types of donation requests. The Village does not have a policy regarding donation requests.

**Village of Myrnam – Regular Council Meeting October 16, 2025**

**2025-156** **MOVED** by Councillor K. Ewanec to table this agenda item. **CARRIED**

**2025-157** **MOVED** by Councillor K. Ewanec for Administration to draft a policy regarding donation requests. **CARRIED**

**2026 Group Accident Insurance Renewal**

The 2026 Group Accident Insurance renewal is due November 1, 2025. Due to the timing of the election, the next Regular Council meeting, and the renewal deadline, it is imperative that this Council decides whether the Village should renew otherwise the current coverage will terminate on December 31, 2025.

**2025-158** **MOVED** by Deputy Mayor R. Yaremchuk to renew the Group Accident Insurance for the 2026 year. **CARRIED**

**COUNCIL REPORTS:**

No reports were provided before or during the Council meeting. Mayor D. Rudolf provided the latest minutes from Two Hills FCSS and the Eagle Hill Foundation which will be added to the next Regular Council meeting Correspondence. Mayor D. Rudolf noted that new Council should focus on the Aerium Analytics report provided by Alberta HUB regarding drone ports, as they indicated interest in Myrnam CTEC to be a part of their flight path. Mayor D. Rudolf also indicated to spread the word about the Two Hills FCSS CATS van that it is available for anyone to use, and that Two Hills FCSS is looking for more drivers.

**NEXT MEETINGS:**

Organizational Council Meeting is scheduled for November 3, 2025, at 9:00 A.M.

**ADJOURNMENT:** With all items on the agenda having been addressed Mayor D. Rudolf adjourned the Regular Council Meeting at 10:12 A.M.

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