

Village of Myrnam

Minutes of the Organizational Meeting for the Village of Myrnam
held on November 3, 2025 at 9:00 a.m. in the Village of Myrnam Council Chambers

PRESENT: Paul Myshaniuk, Simon Patterson, Rick Sadowsky, CAO Elsie Kiziak, and a member of the public in the audience.

CALL TO ORDER: CAO Elsie Kiziak called the Organizational Meeting to order at 9:00 A.M.

ADOPTION OF AGENDA:

2025-159 **MOVED** by Councillor R. Sadowsky to accept the agenda as presented. **CARRIED**

APPOINTMENT OF OFFICERS:

Municipal Government Act, Section 159(1) A chief elected official who is to be appointed under section 150 must be appointed at each organizational meeting of the council, unless otherwise provided by bylaw.

Paul Myshaniuk nominated Rick Sadowsky to be Mayor. Simon Patterson seconded. Rick Sadowsky accepted.

2025-160 **MOVED** by Councillor S. Patterson for Rick Sadowsky to be Chief Elected Official for the Village of Myrnam for the 2025-2026 term. **CARRIED**

MGA, Section 152 (1) A council must appoint one or more councillors as deputy chief elected official so that **(a)** only one councillor will hold that office at any one time, and **(b)** the office will be filled at all times. **(2)** A deputy chief elected official must act as the chief elected official **(a)** when the chief elected official is unable to perform the duties of the chief elected official, or **(b)** if the office of chief elected official is vacant.

Rick Sadowsky nominated Paul Myshaniuk to be Deputy Mayor. Simon Patterson seconded. Paul Myshaniuk accepted.

2025-161 **MOVED** by Mayor R. Sadowsky for Paul Myshaniuk to be Deputy Chief Official for the Village of Myrnam for the 2025-2026 term. **CARRIED**

OATH OF OFFICE:

Commissioner for Oaths Elsie Kiziak administered and commissioned the Oaths of Office for Mayor R. Sadowsky, and Deputy Mayor P. Myshaniuk.

COUNCIL MEETING DATES, TIMES, AND PLACES:

The current Council Procedural Bylaw 2025-12 reads: Section 5.1 *The regular meetings of Council shall be established by resolution of Council at the annual organizational meeting of Council.* **Section 5.4** *Regular meeting of Council shall commence at 9:00 A.M. and adjourn no later than 12:00 P.M. unless extended by unanimous vote of the members present. Such a motion may extend the meeting until no later*

Village of Myrnam - Organizational Meeting November 3, 2025

than 2:00 P.M.

- 2025-162** **MOVED** by Mayor R. Sadowsky to schedule the Regular Council meetings for the third Tuesday of each month starting at 7:00 P.M.
CARRIED

MGA 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.*

- 2025-163** **MOVED** by Deputy Mayor P. Myshaniuk that the 2026-2028 Organizational meetings be held back-to-back with the Regular Council meetings in November.
CARRIED

MGA 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.*

- 2025-164** **MOVED** by Mayor R. Sadowsky that council meetings be held at the Village of Myrnam Office at 5007-50 Street, in Myrnam, Alberta.
CARRIED

Council talked about hosting an annual general meeting to gather information from residents and businesses regarding services and capital projects for the upcoming budget deliberations.

- 2025-165** **MOVED** by Deputy Mayor P. Myshaniuk to have the annual general meeting on November 12, 2025 at 7:00 P.M. at the Myrnam Senior Centre.
CARRIED

Council and Administration want to schedule a budget meeting as the budget needs to be established by December 31, 2025.

- 2025-166** **MOVED** by Councillor S. Patterson to have a budget meeting on November 25, 2025 at 5:00 P.M.
CARRIED

APPOINTMENT TO COMMITTEES:

- 2025-167** **MOVED** by Mayor R. Sadowsky to appoint elected officials to boards and committees as follows:

Village of Myrnam - Organizational Meeting November 3, 2025

Committee	Appointee	Alternate
A.C.E. Water Board	Paul Myshaniuk	
Eagle Hill Foundation	Simon Patterson	Paul Myshaniuk
Joint Municipalities	All elected officials and CAO	
NE Alberta HUB	Paul Myshaniuk	Rick Sadowsky
Northeast Alberta Alliance for Growth and Opportunities	Rick Sadowsky	Paul Myshaniuk
Regional Economic Development Committee	Paul Myshaniuk	Rick Sadowsky
Regional Emergency Advisory Committee	Rick Sadowsky	Simon Patterson
Tourism (e.g. GoEast, Lakeland)	Rick Sadowsky	Simon Patterson
Two Hills & Area F.C.S.S.	Simon Patterson	Paul Myshaniuk
Two Hills Adult Learning Council	Simon Patterson	Paul Myshaniuk
Two Hills Regional Waste Management Commission	Simon Patterson	Paul Myshaniuk

CARRIED

APPOINTMENTS:

SUBDIVISION AUTHORITY

2025-168 **MOVED** by Mayor R. Sadowsky to reappoint Municipal Planning Services (MPS) as the Subdivision Authority for the Village of Myrnam.

CARRIED

DEVELOPMENT AUTHORITY

2025-169 **MOVED** by Mayor R. Sadowsky to reappoint CAO Elsie Kiziak as Development Authority for the Village of Myrnam.

CARRIED

BYLAW ENFORCEMENT OFFICER

2025-170 **MOVED** by Mayor R. Sadowsky to reappoint CAO Elsie Kiziak as Bylaw Enforcement Authority for the Village of Myrnam for the 2025-2026 term, as per Section 13.2(c) of the Council Procedural Bylaw 2025-12.

Village of Myrnam - Organizational Meeting November 3, 2025

CARRIED

- 2025-171** **AUDITOR**
MOVED by Mayor R. Sadowsky to appoint Ncube & Landry as the auditor for the Village of Myrnam for the 2025 fiscal year.

CARRIED

BYLAWS/POLICIES:

REVIEW: COUNCIL PROCEDURAL BYLAW

Council Procedural Bylaw should be reviewed annually.

- 2025-172** **MOVED** by Mayor R. Sadowsky that Administration to prepare a draft amendment to Council Procedural Bylaw 2025-12 incorporating the following changes: 1) change the time of council meetings in section 5.4, and to remove section 13.6 referencing ex-officio status in its entirety; and further, to bring the draft amending bylaw to the next Regular Council Meeting for further review and consideration of adoption.

CARRIED

REVIEW: SIGNING AUTHORITY POLICY

Policy for *Signing Authority* is to be reviewed annually.

- 2025-173** **MOVED** by Mayor R. Sadowsky that Signing Authority Policy 2021-05 has been reviewed and that no amendments are required at this time.

CARRIED

REVIEW: ELECTED OFFICIALS REMUNERATION AND EXPENSE POLICY

Policy for *Elected Officials Remuneration and Expenses* is to be reviewed annually.

- 2025-174** **MOVED** by Deputy Mayor P. Myshaniuk that Elected Officials Remuneration and Expenses Policy #2021-02 has been reviewed and to add "or Committee Meeting" to sections 5.1 (b) and (c).

CARRIED

REVIEW: MILEAGE FOR COUNCIL AND STAFF AND APPOINTED MEMBERS POLICY

Policy for *Mileage for Council and Staff and Appointed Members* is to be reviewed annually.

- 2025-175** **MOVED** by Councillor S. Patterson that Mileage for Council and Staff and Appointed Members Policy 2021-03 has been reviewed and to change section 1.1 so that it may read: "In order to be fair and consistent, this policy is intended to provide a standard of mileage rates to and from the Village of Myrnam for staff, members of Council or appointed members."

CARRIED

REVIEW: ELECTED OFFICIALS APPOINTMENTS TO FEDERAL, PROVINCIAL, AND REGIONAL BOARDS AND COMMITTEES POLICY

Policy for *Elected Officials Appointments to Federal, Provincial, and Regional Boards and Committees* is to be reviewed annually.

2025-176 **MOVED** by Mayor R. Sadowsky that Elected Officials Appointments to Federal, Provincial, and Regional Boards and Committees Policy 2021-04 has been reviewed and that no amendments are required at this time.

CARRIED

REVIEW: FINANCIAL REPORTS POLICY

Policy for *Financial Reports* is to be reviewed annually.

2025-177 **MOVED** by Deputy Mayor P. Myshaniuk that Financial Reports Policy 2022-02 has been reviewed and that no amendments are required at this time.

CARRIED

REVIEW: MUNICIPAL OFFICE POLICY

Policy for *Municipal Office Policy* should be reviewed at the beginning of a new council term.

2025-178 **MOVED** by Mayor R. Sadowsky that Financial Reports Policy 2022-07 has been reviewed and that no amendments are required at this time.

CARRIED

ADJOURNMENT: With all items on the agenda having been addressed Mayor R. Sadowsky moved to adjourn the Regular Council Meeting at 10:50 A.M.

CARRIED

Chief Elected Official
Chief Administrative Officer