

VILLAGE OF MYRNAM



Regular Council Meeting
April 21, 2026

ADOPTION OF AGENDA

1. Call to order	10. New Business
	a. 2025 Audited Financial Statement
2. Adoption of Agenda	b. Community Participation Plan – Traffic & Community Standards By-laws
	c. Hay Lease 2026: Results of Bids
3. Adoption of Minutes	d. 2026 Operating Budget and 2027 – 2029 Operating Plan
a. March 17, 2026 Budget Meeting	e. 2026 Capital Budget and 2027 – 2031 Capital Plan
b. March 17, 2026 Regular Meeting	f. Salary Grid
c. March 24, 2026 Budget Meeting	g. CAO Contract - Amendment
	h. 2026 Assessment Complaint Date
4. Delegation	i. Cost Sharing 25% of Asset Management System Project
a. Ncube & Landry – 2025 Audited Financial Statement	j. Offer to Purchase – SE-54-9-W4M
5. Open Forum	11. Council Reports
6. Administrative Reports	12. Adjournment
a. Public Works Report	Next Meeting: May 19, 2026
b. Financial Report	
c. Chief Administrative Officer Report	
7. Correspondence	
8. Old Business	
a. Telling Your Story: A Community History Video Partnership	
b. Public Service Concerns and Requests Policy 2026-01	
c. Office Hours Policy 2022-07	
d. Myrnam Ukrainian Dance Club – Donation Request	
9. Bylaws and Policies	
a. Borrowing Bylaw 2026-03	
b. TRAVIS MJ Bylaw 2026-04	
c. Traffic Bylaw 2026-05	
d. Community Standards Bylaw 2026-06	
e. 2026 Tax Rate Bylaw 2026-07	
f. Master Rates Bylaw 2026-08	

Not required: Public Hearing

ADOPTION OF MINUTES

March 17, 2026 Budget Meeting

March 17, 2026 Regular Council Meeting

March 24, 2026 Budget Meeting

DELEGATION

NCUBE & LANDRY LLP – 2025 AUDITED FINANCIAL STATEMENT

MGA, Section 276

276(1) Each municipality must prepare annual financial statements of the municipality for the immediately preceding year in accordance with (a) Canadian generally accepted accounting principles for municipal governments, which are the standards approved by the Public Sector Accounting Board included in the CPA Canada Public Sector Accounting Handbook, and (b) any modification of the principles or any supplementary accounting standards or principles established by the Minister by regulation. (2) The municipality's financial statements must include (a) the municipality's debt limit, and (b) the amount of the municipality's debt as defined in the regulations under section 271. (3) Each municipality must make its financial statements, or a summary of them, and the auditor's report of the financial statements available to the public in the manner the council considers appropriate by May 1 of the year following the year for which the financial statements have been prepared.

MGA, Section 281

281(1) The auditor for the municipality must report to the council on the annual financial statements and financial information return of the municipality. (2) The reports on the annual financial statements and financial information return must be in accordance with (a) Canadian generally accepted accounting principles for municipal governments, which are the standards approved by the Public Sector Accounting Board included in the CPA Canada Public Sector Accounting Handbook, and (b) any modifications of the principles referred to in clause (a) or any supplementary principles established by the Minister by regulation. (3) The auditor must separately report to the council any improper or unauthorized transaction or non-compliance with this or another enactment or a bylaw that is noted during the course of an audit. (4) The council or the Minister may require any further examination and report from the auditor.

The auditor, Nelson Ncube of Ncube and Landry LLP, will present the draft audited financial statements at this meeting.

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

March 11 to April 14, 2026

Water/Wastewater

1. Daily (workdays) checks of water and wastewater systems.
2. Meter reading for utility invoicing.
3. Checked manholes on 49 Street/47 Avenue for flow as a resident was having issues with sewer backing up.
4. Looked at storm drains to ensure proper draining.
5. New Public Works Assistant is familiarized with water plant, lift station, lagoon system, and infrastructure maps.

Roads/Sidewalks

1. Snow removal and moved snow to prevent overland flooding (pre-March 25)
2. Plowed snow in front of firehall and office (post March 25)
3. Keeping an eye on the alley east of 49 Street South due to complaints from a resident.

Other

1. The current Public Works Assistant was let go due to shortage of work on March 25, 2026 and the person who used to be a Public Works Assistant, who was working in the office, was moved into the new role of Public Works Assistant/Backup to Administration Department Assistant.
2. Public Works Foreman quit on March 30, 2026. Copy of the resignation letter was forwarded to Council.
3. Hauled garbage weekly.
4. Permission granted for Vertex to conduct environmental sampling on Village of Myram properties adjacent to and on behalf of Imperial Oil properties due to former IOL bulk petroleum plant.
5. Clean and organize shop.
6. CVIP is done on the Rescue and Box Truck (both fire department units).
7. New Public Works Assistant familiarized with bobcat; removed snow in alley behind Village Office/Shop.
8. Built a small trench behind a property where water was flowing into a residential property.
9. New Public Works Assistant familiarizes with CTEC facility.
10. Changed furnace filters at CTEC.
11. Unplugged CTEC toilet.
12. Electrical panel at the firehall addition that was damaged has been replaced.

ADMINISTRATIVE REPORTS

FINANCIAL REPORT

1. Bank Reconciliation: For month of March 2026
2. Cheque Listing: March 11 to April 14, 2026
3. Quarterly Budget to Actual
January to April 8, 2026
(Usually to March 31st however I made changes
post March 31st)

ADMINISTRATIVE REPORTS

CHIEF ADMINISTRATIVE OFFICER REPORT

March 11 to April 14, 2026

1. Staff Changes: As directed by Council, Administrative Assistant full-time position has been eliminated. Administrative Assistant, who has been with the Village for 15 years, replaced the Public Works Assistant who was with the Village for the last 5 years. The now Public Works Assistant will be an advantage to the Village as a backup in the Administration department. Based on this decision, the Public Works Foreman submitted his immediate resignation to Council on March 30, 2026. Administration immediately advertised to fill the position. Council and Administration reviewed resumes and interviews conducted from the top 4 candidates on April 2, 2026. Two candidates were chosen. Dallas Casemore accepted the position and will start May 1st.

Due to the sudden and unexpected resignation, the new Public Works Assistant has had to focus on the more day-to-day monitoring of the public works department, leaving the CAO to start working full-time a month earlier than expected.

2. Bylaw Enforcement:
 - a. Sent 5 notices regarding overhanging shrubs and trees over sidewalks, roads, and alleys
3. 2026 Audit – Auditor was not able to attend the office on March 18 and 19; however, came on March 26. Draft financial statement to be presented at this Regular Council meeting.
4. Webinars: Attended:
 - a. Alberta Climate Leaders Staff Peer Network Quarterly Meeting (first meeting attended)
 - b. Travel ING-ON Lunch & Learn
5. Grants:
 - a. MCCAC Roving Energy Manager: Attended one on one meeting virtually and cohort meeting on March 25th. Planning an in-person inspection of the village administration/public works building on April 11th.
6. IT – Installed new security network.
7. Tax Arrears List – submitted prior to March 31st deadline. Five properties were on this year's list; one is to be removed as soon as the list is registered due to payment.

ADMINISTRATIVE REPORTS

CHIEF ADMINISTRATIVE OFFICER REPORT

March 11 to April 14, 2026

8. Development Permit – one permit was issued for solar array on a residential property.
9. 2026 National Volunteer Week: The Village of Myrnam
10. Meetings:
 - a. CAO's Meeting (County, Town, Village) on March 23rd.
 - b. REMA on March 23rd.
11. ACE – Notification that the waterline for the Beauvallon waterline project will be shut off the morning of June 29, 2026. ACE will be putting a restriction on during that time. Project is estimated to be 60 days; dependent on weather, construction conditions, and additional work.
12. CAO Action Tracker – attached.

Tabled Items for future meetings or otherwise:

- Regionalization of Fire Services – Joint Municipalities agenda/discussion
- Myrnam 100 Year Anniversary Committee

CORRESPONDENCE

March 11 to April 14, 2026

(all scanned and emailed to each elected official)

1. GoA – Minister of Municipal Affairs:
 - a. Copy of Letter to the County regarding joint application to 2025/26 Alberta Community Partnership – Asset Management Support for Asset Management Planning System Project – approved.
 - b. Letter regarding joint application to 2025/26 Alberta Community Partnership grant application for Regional Infrastructure Master Plan – denied.
 - c. Copy of Letter to the County regarding joint application to 2025/26 Alberta Community Partnership for Regional General Municipal Servicing Standards – denied.
 - d. Notification regarding application to Northern and Regional Economic Development (NRED) Program for Two Hills Regional BREWD Initiative – denied.
 - e. Introduction of Bill 28
 - f. Key Municipal Date – April 1 to June 30, 2026
 - g. Information/FAQ/Fact Sheet:
 - i. Petition to council
 - ii. Assessment Model Review – Policy Changes
 - iii. FAQ: Assessment Model Review - Policy Changes
 - iv. Bill 26 Fact Sheet: Animal Protection Amendment Act
 - v. Renewed Police Funding Model
2. GoA – Regional and Northern Economic Development
 - a. Northeast Regional Connector Newsletter – March 2026 (email Mar 34)
3. GoA – Municipal Affairs: Community Development Unit:
 - a. March Opportunities for Alberta Non-Profits (email Mar 24)
 - b. Alberta in Bloom: Learning, Tools & Connections! (email Apr 7)
4. GoA – Public Safety and Emergency Services: 2025/2026 Police Funding Model and Police Funding Regulation. Note: Budget has been adjusted for the amount presented in the letter (lower than initially estimated). Administration has requested an updated 5-year estimate.
5. Canadian Heritage: Grant approved for \$2,410 for Canada Day Celebration
6. Service Canada – Grant not-approved for New Horizons for Seniors Program
7. Alberta Immigrant Impact Awards 2026 Nominations Now Open (email Mar 18)
8. Statistics Canada’s Business and Community Newsletter – March 2026 (email Mar 25)

CORRESPONDENCE

March 11 to April 14, 2026

(all scanned and emailed to each elected official)

9. MLA Jackie Armstrong – Homeniuk:
 - a. Member of the Legislative Assembly of Alberta–Column (emails Mar 6, 13, 20, 27, Apr 2)
 - b. Alberta Men’s Shed (email Mar 30)
 - c. St Michaels’s Vegreville Manor Open House (email Apr 1)
 - d. Every Kid Can Play (email Apr 2)
 - e. Unbreakable with Shaun Pinner (email Apr 11)
10. Federation of Canadian Municipalities (FCM):
 - a. FCM Connect (emails Mar 17, 24, 31 and Apr 8)
 - b. FCM Voice (emails Mar 16, 23, 30 and Apr 7)
 - c. FCM Communiqué (email Apr 7, 8, 13, and 14 (x2))
 - d. FCM Events (emails Mar 18, Apr 2 and 10 (x2))
 - e. FCM Membership (email Mar 26)
11. Alberta Municipalities:
 - a. The Weekly (emails Mar 11, 18, 25 and Apr 1, 8)
 - b. Bill 28 Tabled in the Assembly (email Apr 2)
 - c. Municipal Climate Change Action Centre : The Current Climate : March 2026 ([email](#) Mar 25)
 - d. EOEP Highlights & Upcoming Courses (email Apr 9)
 - e. ABMunis Bill 28 – Preliminary Analysis (email Apr 10)
12. Alberta Counsel:
 - a. At A Glance (emails Mar 13, 21, 27 and Apr 2, 10)
 - b. The News (Issues 244 and 245)
 - c. Alberta 31st Legislature, Session 2 Summary – March 9th to 12th, March 16th to 19th, March 23rd to 26th, and March 30th to April 2nd)
 - d. Global Disruption, Local Impact: Alberta Energy and Trade in the New Era (email Feb 17)
 - e. Free Webinar – Communications Strategy with Cole Hogan (email Feb 25)
 - f. Free Webinar – Budget 2026: Non-Profit Sector Impact (email Mar 2)
13. St. Paul Education Regional Division #1: Board Meeting Highlights (March 11, 2026)

CORRESPONDENCE

March 11 to April 14, 2026

(all scanned and emailed to each elected official)

14. Alberta HUB:

- a. February jobs report – National market cools, Alberta holds steady (email Mar 13)
- b. EATC Local to Global Forum (email Mar 16)
- c. Re; Rural Electricity Rates (email Mar 20)
- d. Investment Barriers (email Mar 26)
- e. Hunting as a pack: How a friendlier approach to regional partnership will better Calgary's future (email Mar 26)
- f. GOA News Release: More homes, clear rules, stronger accountability (email Apr 2)
- g. MCSnet Scholarship opportunity (email Apr 2)
- h. Article Carney breaks down plans to spend \$51B on local infrastructure (email Apr 12)
- i. EATC Local to Global Forum Presentations (email Apr 12)
- j. NAAGO Meeting Minutes (email Apr 13)

15. Northeast Alberta Alliance for Growth & Opportunity:

- a. April 9, 2026 Agenda Package
- b. NAAGO April 9, 2026 Meeting Minutes (email Apr 10)

16. Community Futures Elk Island Region – Minutes of November 19, 2025 and presentation by Travel-ING-On (handed in by board member Donna Rudolf)

17. Eagle Hill Foundation:

- a. Board Meeting Agenda of February 17, 2026
- b. Board Meeting Minutes of February 18, 2026

CORRESPONDENCE

March 11 to April 14, 2026

(all scanned and emailed to each elected official)

18. FCSS:
 - a. Board Meeting Agenda of February 9, 2026
 - b. Board Meeting Minutes of February 9, 2026
19. Two Hills Adult Learning Council:
 - a. Board Meeting Minutes of February 12, 2026
20. St. Paul Education Regional Division #1: Board Highlights (April 8, 2026)
21. Village of Myrnam Library Board:
 - a. Minutes of March 9, 2026
22. Northern Lights Library System:
 - a. Weekly Report (emails Mar 13, 20, 27, and Apr 3, 10)
23. Go East of Edmonton: Register for the BRAED Tourism Forum by March 23 (email Mar 16)
24. Travel-ING on Tourism Co-op:
 - a. March 2026 Newsletter
 - b. Build ING-ON Community Marketing Fundraiser
 - c. A Co-op & Travel App
 - d. Lunch, Learn & Network Webinars (email Mar 19)
25. Travel Lakeland DMO:
 - a. March 12 Board Update & Key Dates to Note (email Mar 17)
 - b. Development Project (email Apr 4)
26. Yolo Nomads: Making Myrnam easier to explore online (email Mar 20)

OLD BUSINESS

8a

Subject: Telling Your Story: A Community History Video Partnership

At the April 13, 2026 Regular Council Meeting, Council passed Motion 2026-038 directing Administration to contact the Dove Historical and Beautification Society regarding interest in partnering on the proposed Canadian History Ehx community history video project.

The Dove Historical and Beautification Society has met, discussed the proposal, and approved participation in the project.

The Dove Society has indicated its interest in forming a sub-committee and has requested that a member of Council be appointed to sit on the sub-committee.

Subject: Public Service Concerns and Requests Policy 2026-01

Public Service Concerns and Requests Policy 2026-01 was previously introduced as Policy 2025-03 and subsequently tabled for further consideration.

The primary outstanding item identified by Council relates to the proposed acknowledgment standard for public submissions, specifically the timeframe for issuing acknowledgment of non-anonymous requests.

Council previously requested that this matter be revisited following consideration of the 2026 operating budget, during which the Chief Administrative Officer position was approved as full-time, impacting available administrative capacity for response timelines.

Administration is now returning the policy for Council consideration, including confirmation of the acknowledgment timeframe.

OLD BUSINESS

8c

Subject: Office Hours Policy 2022-07

This item was brought forward for Council consideration to review current office hours and explore whether extended public-facing hours should be implemented.

The Village office is currently staffed by a single full-time Chief Administrative Officer responsible for all administrative, financial, and governance functions.

The Village currently provides multiple service access points, including email, voicemail, in-person service during posted office hours, and electronic payment options (online banking, e-transfer, mail, and pre-authorized payments).

Current in-person demand is primarily limited to routine transactions such as utility and tax payments, with minimal occurrence of service-related complaints or administrative requests requiring immediate in-person interaction.

Given the single-staff structure, office coverage must be balanced with:
uninterrupted administrative and financial processing requirements
statutory and reporting obligations
Council meeting preparation and attendance
leave, sick time, and external commitments

Maintaining uninterrupted work blocks is necessary to ensure timely completion of core municipal functions, including financial management, legislative compliance, and operational coordination.

Subject: Myrnam Ukrainian Dance Club – Donation Request

The Myrnam & District Ukrainian Dance Club has submitted a request for financial sponsorship to support travel and accommodation costs for two senior dancers, their instructor, and two parent supervisors to participate in a cultural trip to Poland and Croatia in July 2026.

This matter has been previously considered by Council on multiple occasions:

- Motion 2025-156: Item tabled pending development of a donation policy
- Motion 2025-165: Item tabled pending adoption of a Donations Policy
- Motion 2025-181: Item deferred to the 2026 budget process

Council has adopted the Village of Myrnam Donations Policy, establishing eligibility criteria and funding parameters for all donation and sponsorship re-quests. It is anticipated that Council will be approving the Operating Budget at this meeting.

BYLAWS AND POLICIES

9a

Subject: Borrowing Bylaw 2026-03

Municipal Government Act Section 256 authorizes a municipality to borrow for operating expenditures, provided that the total amount of operating borrowing, including outstanding principal, does not exceed the amount the municipality estimates will be raised in taxes in the year the borrowing is made.

A borrowing bylaw authorizing operating borrowing is not required to be advertised if the term does not exceed three years.

This bylaw is intended as a contingency borrowing authority (line of credit) for the 2026 calendar year. It is not anticipated that borrowing will be required under normal operations; however, it provides financial flexibility should timing of tax revenue and cash flow needs require short-term financing, particularly near year-end or at the beginning of the fiscal cycle prior to tax revenue collection.

BYLAWS AND POLICIES

9b

Subject: TRAVIS MJ Bylaw 2026-04

The current TRAVIS MJ Agreement between the Province of Alberta (Ministry of Transportation and Economic Corridors) and the Village of Myrnam expires on March 31, 2026.

At the November 2025 Council meeting, Council passed motion 2026-037 directing Administration to:

- Renew the TRAVIS MJ Agreement for a three-year term (April 1, 2026 to March 31, 2029); and
- Prepare a bylaw establishing a municipal permit fee.

Historically, the Village has participated in the TRAVIS MJ program; however, permit revenue generated within municipal boundaries has been retained through the provincial system and not returned to the municipality.

Bylaw 2026-06 is presented to support implementation of Council's direction by establishing authority for municipal permit fee recovery through the TRAVIS MJ framework and alignment with the Master Rates Bylaw.

BYLAWS AND POLICIES

9c

Subject: Traffic Bylaw 2026-05

At the December 16, 2025 Regular Council Meeting, Council directed that the Traffic Bylaw be brought forward for review. Subsequent discussions throughout January, February, and March 2026 identified the need to simplify the existing bylaw and separate non-traffic-related provisions into a Community Standards Bylaw.

Through Motion 2026-036, Council approved the concept of a revised Traffic Bylaw and a new Community Standards Bylaw and directed Administration to prepare draft bylaws and a Public Participation Plan (PPP).

Administration has now completed a revised Traffic Bylaw (2026-04), including a simplified structure and removal of non-traffic provisions for transition into the Community Standards Bylaw. The Public Participation Plan is also presented for Council's consideration under a separate agenda item.

Attachment(s)

- Traffic Bylaw 2025-05 (redlined)
- Draft Traffic Bylaw 2026-05 (clean copy)
- Community Standards Bylaw Side by Side Comparison (attached for here for Traffic Bylaw references)

BYLAWS AND POLICIES

9d

Subject: Community Standards Bylaw 2026-06

At the March 2026 Regular Council Meeting, Council approved Motion 2026-036, directing Administration to proceed with simplification of the Traffic Bylaw and to advance the concept of a Community Standards Bylaw. Council further directed Administration to prepare draft bylaws and a Public Participation Plan for Council's consideration.

The Community Standards Bylaw 2026-05 has now been prepared in accordance with that direction. The bylaw establishes a consolidated regulatory framework for non-traffic-related municipal standards, including provisions previously contained in the Unsightly Premises, Noise, Curfew, Nuisance, and Public Disturbance bylaws, as well as related provisions relocated from the Traffic Bylaw.

The intent of the bylaw is to streamline enforcement, reduce duplication across multiple bylaws, and provide a single, consistent structure for community standards and public behaviour regulation.

A detailed side-by-side comparison identifying source bylaw provisions and their location in the proposed bylaw is provided as an attachment.

Plan is also presented for Council's consideration under a separate agenda item.

Attachment(s)

- Draft Community Standards Bylaw 2026-06 (clean copy)
- Noise, Nuisance, and Public Disturbances Bylaw 2025-09
- Unsightly and Dangerous Premises Bylaw 2025-08
- Curfew Bylaw #403
- Community Standards Bylaw Side-by-Side Comparison (source bylaws vs. proposed provisions)

BYLAWS AND POLICIES

Subject: 2026 Tax Rate Bylaw 2026-07

Section 247 of the Municipal Government Act (MGA) states that no municipality may pass a property tax bylaw or business tax rate bylaw in respect of a year unless the operating and capital budget for that year has been adopted by Council or established by the Minister under Section 244.

Section 353(1) of the MGA requires that each Council must pass a property tax bylaw annually.

Section 353(2) further provides that the property tax bylaw authorizes Council to impose a tax in respect of property within the municipality to raise revenue for the payment of:

- (a) expenditures and transfers set out in the municipal budget; and
- (b) provincial requisitions.

This bylaw establishes the tax rates required to implement the approved 2026 municipal budget. Needs a motion to place this agenda item until after New Business is concluded.

BYLAWS AND POLICIES

9f

Subject: Master Rates Bylaw 2026-08

The Master Rates Bylaw establishes all municipal fees and charges for services provided by the Village of Myrnam. It is reviewed periodically to ensure fees reflect current administrative costs, legislative changes, and operational requirements.

Administration has completed a review of the current Master Rates Bylaw and is recommending updates to improve clarity, ensure compliance with legislation, and align fees with actual service delivery costs.

The proposed amendments include:

- Updating legislative terminology from “FOIP” to “ATIA” (Access to Information Act);
- Introducing a Paper Billing / Administration Fee to recover costs associated with printing and mailing utility invoices, with an exemption option for residents without access to digital communication (subject to declaration form);
- Establishing a Tax Arrears Administration Fee, including costs associated with registration and discharge of caveats on title;
- Establishing a Tax Recovery Administration Fee related to the tax sale process, including required notifications and pre-auction administrative costs;
- Adding TRAVIS-MJ Oversize/Overweight Vehicle Permit fees;
- Updating references to Traffic Bylaw fee schedules;
- Adding a Community Standards Fee Schedule;
- Adding Fire Services Fees and Fire Inspection Fees.

NEW BUSINESS

10a

Subject: 2025 Audited Financial Statement

Section 276 of the Municipal Government Act (MGA) requires municipalities to prepare annual financial statements in accordance with Canadian Public Sector Accounting Standards as issued by the Public Sector Accounting Board (PSAB), and any applicable Ministerial requirements.

Section 281 of the MGA requires the municipality's auditor to report to Council on the annual financial statements and financial information return, including confirmation of compliance with applicable accounting standards and identification of any irregularities or non-compliance noted during the audit process.

The auditor, Ncube & Landry LLP (Nelson Ncube), has completed the audit of the Village of Myrnam's 2025 financial statements and will present the audited financial statements to Council at this meeting.

Subject: Community Participation Plan – Traffic & Community Standards Bylaws

At the December 16, 2025 Regular Council Meeting, Council directed Administration to bring forward the Traffic Bylaw for review. Subsequent discussions held between January and March 2026 identified the need to simplify the existing Traffic Bylaw and separate non-traffic-related provisions into a standalone Community Standards Bylaw.

Through Motion 2026-036, Council approved the concept of:

- A revised Traffic Bylaw; and
- A new Community Standards Bylaw; and directed Administration to prepare draft bylaws and a Public Participation Plan (PPP).

Administration has now completed:

- **Traffic Bylaw 2026-04**, which streamlines enforcement and removes non-traffic provisions; and
- **Community Standards Bylaw 2026-05**, which consolidates multiple existing bylaws into a single regulatory framework.

In accordance with the Municipality's Public Participation Policy (Section 3.1(a)), Council approval of a Public Participation Plan is required prior to public engagement activities.

NEW BUSINESS

10c

Subject: Hay Lease 2026: Results of Bids

Council directed Administration on March 17, 2026 (Motion 2026-039) to tender the 2026 hay lease for NE 10-54-9 W4M (Title 192 087 196).

The parcel includes approximately 11.73 acres available for haying, with a portion under an ALUS agreement.

The Village issued a public call for bids through standard communication channels. Two bids were received:

- 1 sealed bid
- 1 unsealed bid

Historically, Council has accepted both sealed and unsealed bids for hay leases, and all bids have been considered.

NEW BUSINESS

10d

Subject: 2026 Operating Budget and 2027 – 2029 Operating Plan

Administration has prepared the 2026 Operating Budget and 2027–2029 Operating Plan for Council’s consideration.

Under the Municipal Government Act (MGA), Council is required to annually adopt a municipal budget, including both operating and capital components (MGA s.242). The budget must be balanced (s.243), adopted prior to the start of the fiscal year where possible (s.244), and governs all municipal expenditures (s.245).

Council and Administration have completed multiple budget review sessions on the following dates: November 20, 2025, February 11, 2026, March 17, 2026, and March 25, 2026

These sessions provided Council with the opportunity to review departmental operating requirements, revenue projections, and multi-year financial planning assumptions.

The attached draft reflects updates and refinements arising from these discussions and is presented for final Council consideration and approval.

Subject: 2026 Capital Budget and 2027 – 2031 Capital Plan

Under the Municipal Government Act (MGA), Council must adopt a capital budget for each calendar year by January 1 of that calendar year. In addition, municipalities are required to prepare a written plan respecting anticipated capital property additions for a period of at least the next five financial years.

Administration has prepared the 2026 Capital Budget and 2027–2031 Capital Plan for Council’s consideration.

An interim 2026 capital budget was adopted at the December 2025 Regular Council meeting to meet legislative timing requirements and was intended as a placeholder pending detailed capital planning and Council review.

Council and Administration have since met through multiple budget sessions over the past several months to review and refine capital priorities.

Administration has prepared the 2026 Capital Budget and 2027–2031 Capital Plan for Council’s consideration.

The capital plan reflects Council direction provided during these budget review sessions and is aligned with the Village’s developing Asset Management Program and Community Strategic Plan.

Approved 2026 capital projects include:

- 2” backup waterline from the water plant to 49 Street via the alley north of 51 Avenue
- Replacement of 4” waterline and sewer line on 49 Street from 51 Avenue to the road in front of the school
- Installation of a hydrant at the north end of 48 Street
- SB90 road maintenance on:
 - School Road from Hwy 881 to the alley beside the school
 - 49 Street from 51 Avenue north to School Road
 - 46 Street from 51 Avenue north past the crest of the hill toward the arena
 - Fire Hall addition driveway

In addition, the capital plan includes ongoing and committed capital items:

- Three-year gravel supply and maintenance contract
- Completion of the Fire Hall addition
- Municipal Electricity Generation Program: 25% municipal contribution toward the Fire Hall solar array

NEW BUSINESS

Subject: Salary Grid

As part of the 2026 operating budget process, administration completed a review and adjustment of the municipal salary grid. The updated salary grid reflects a general wage increase of 2% applied across all applicable positions. In addition, one position has been reviewed and its salary amended to reflect updated job duties and alignment with comparable municipal classifications.

NEW BUSINESS

10g

Subject: CAO Contract - Amendment

The current Chief Administrative Officer (CAO) employment agreement, executed January 19, 2023, is set to expire December 31, 2027.

As part of the approved 2026 operating budget, Council included:

- A \$1.00 per hour wage increase; and
- Provision for a retirement benefit package.

Administration has confirmed that participation in the Local Authorities Pension Plan (LAPP) is not feasible, as all eligible employees must participate, which is not currently applicable within the organization. However, funding equivalent to estimated LAPP contributions has been incorporated into the 2026 operating budget to support a comparable retirement benefit arrangement, to be finalized.

It is proposed that the CAO employment agreement be amended to:

- Reflect the approved wage increase;
- Incorporate a retirement benefit package (to be finalized); and
- Establish a new five (5) year term commencing April 1, 2026.

In addition to the previously approved compensation structure, the CAO employment agreement has been updated to revise vacation entitlements. Vacation was previously set at three (3) weeks per year; however, under the proposed amended agreement, vacation entitlement is increased to four (4) weeks per year. This adjustment reflects updated employment terms being brought forward for Council consideration as part of the revised agreement.

NEW BUSINESS

10h

Subject: 2026 Assessment Complaint Date

Section 310(1) of the *Municipal Government Act (MGA)* requires that assessment notices be mailed no later than July 1 of each year, subject to applicable subsections. Section 310(3) further requires that assessment notices be issued at least seven (7) days prior to the designated assessment notice date.

The Village of Myrnam has historically issued assessment notices in mid-May to ensure sufficient time for review by ratepayers and to allow for orderly administration of the assessment complaint process.

Administration has pre-scheduled the 2026 assessment notice mailing for May 14, 2026, consistent with prior years' practice and internal assessment preparation timelines.

NEW BUSINESS

Subject: Cost Sharing 25% of Asset Management System Project 1 of 2

The County of Two Hills, Town of Two Hills, and Village of Myrnam were invited by Alberta Municipal Affairs to participate in a pilot project under the Alberta Community Partnership (ACP) grant program for the implementation of an Asset Management Action Plan.

The total project value is \$1,000,000, funded through:

- \$750,000 Alberta Community Partnership Grant
- \$250,000 total municipal contribution (25%)

The project scope includes development of asset inventories, gap analysis, asset management roadmaps, service and risk assessments (approx. two service areas per municipality), and integration of findings into capital and operating budgeting processes.

Municipal contributions are not required until 2027, allowing municipalities to plan funding allocations over future budget cycles.

The County has proposed several potential cost-sharing methodologies for the municipal portion.

NEW BUSINESS

Subject: Cost Sharing 25% of Asset Management System Project 2 of 2

The municipal portion (\$250,000 total) may be allocated using one of the following methods:

Option 1 – Population-Based Split Allocation based on current municipal population ratios

Option 2 – Equalized Assessment-Based Split Allocation based on equalized assessment values

Option 3 – Fixed Asset Value Based on total municipal tangible capital assets

Option 4 – Engineered Structures Only (In-Scope Assets) Based only on value of assets being analyzed in the project

Option 5 – Work Value Allocation (Project Benefit-Based) Based on estimated project value received

Option 6 – Fixed Percentage Split Ex: County 45%, Town 45%, Village 10%

Option 7 – Three-Way Equal Split Each municipality contributes approximately one-third of \$250,000

NEW BUSINESS

10j

Subject: Offer to Purchase – SE-54-9-W4M

At the January 20, 2026 Regular Council Meeting, Council passed Motion 2026-015 authorizing Administration to proceed with tax forfeiture and list the following properties for sale through a local real estate company at a price as close as reasonably possible to market value:

1. Lot 6 Block 9 Plan 8174ET (Tax Roll 21800)
2. Pt SE 15 54 9 W4M (Tax Roll 42100)

The properties were subsequently listed for sale. Administration has since received an expression of interest from a local party to purchase one of the properties (Pt SE 15 54 9 W4M) for \$3,000, to be used for storage purposes. This offer is below the established reserve/market expectation.

Outstanding amounts on the property are approximately:

- Taxes and arrears: ~\$3,500
- Realtor fee (if sale proceeds): ~\$2,000
- Total exposure threshold: ~\$5,500 before net recovery is achieved

Any sale below this threshold will result in a bad debt expense to the Village.

The subject property is currently zoned Urban Reserve District. Permitted uses within this district include agriculture (extensive), single detached dwelling, manufactured home, home based business (minor, medium, and major), kennel, public utility, and solar energy collector systems. Discretionary uses within the Urban Reserve District include agriculture (intensive), institutional uses, natural resource extraction and processing, wind conversion systems (micro), and wireless communication facilities.

COUNCIL MEMBER REPORTS

Mayor Rick Sadowsky

March to April 2026

Other

- Travel Lakeland DMO - March 12 Board Update & Key Dates to Note*

COUNCIL MEMBER REPORTS

Deputy Mayor Paul Myshaniuk

March to April 2026

Nothing to report.

COUNCIL MEMBER REPORTS

Councillor Simon Patterson

March to April 2026

Eagle Hill Foundation (A)

- February 17, 2026 Agenda*
- February 18, 2026 Board Meeting Minute*

Two Hills & Area Family & Community Support Services (A)

- February 9, 2026 Agenda*
- February 9, 2026 Minutes*

Two Hills Adult Learning Council (A)

- February 12, 2026 Board Meeting Minutes*

NEXT MEETING

Regular Council Meeting

May 19, 2026

7:00 p.m.

ADJOURNMENT

Thank you for attending the
Regular Council Meeting



peace to us