VILLAGE OF MYRNAM

Regular Council Meeting
September 15, 2026

ADOPTION OF AGENDA

1. **Call to order**

2. **Adoption of Agenda**

3. **Adoption of Minutes**
   a. August 18, 2026 Regular Meeting

4. **Delegation**
   a. RCMP – Sergeant Chris Salamon

5. **Open Forum**

6. **Administrative Reports**
   a. Public Works Report
   b. Financial Report
   c. Chief Administrative Officer Report

7. **Correspondence**

8. **Old Business**
   a. 2026-12 Road Closure Bylaw
   b. 2026-13 Responsible Animal Ownership Bylaw
   c. Disputed Sewer Line Excavation Invoice – 4814 50 Avenue

9. **New Business**
   a. Wozniak Bulk Fuel – Lease Extension
   b. 2027 Budget Meetings
   c. Fall Cleanup 2026
   d. Community Library Board – Appointment of Candice Semeniuk
   e. Request for final decision regarding reported sewer/water intrusion
   f. Community Christmas Activities – Village Support

10. **Bylaws and Policies**
    a. 2026-14 Master Rates Bylaw

11. **Council Reports**

12. **Adjournment**
    Next Meeting: October 20, 2026

ADOPTION OF MINUTES

Regular Council Meeting of August 18, 2026

DELEGATION

Chris Salamon is the new Two Hills detachment Sergeant.

Administration arranged to have Sgt. Salamon meet with Council to welcome him to the community and to discuss public safety within the Village of Myrnam.

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

August 11 to September 7, 2026

Water/Wastewater

1. Daily (workdays) checks of water and wastewater systems.
2. Boring of the new water line from the water plant and the school completed.
3. Water meter read on August 31, 2026.
4. Checked manholes for flow.
5. Measuring valves and manholes for ordering risers.

Roads/Sidewalks

1. SB-90 Project applied on 52 Avenue from Hwy 881 to 48 Street, on 49 Street between 51 and 52 Street, and section on 51 Avenue from 47 Street up to arena past the water plant.
2. Preparing for more SB90 for firehall pad.
3. Preparing for hot asphalt for sidewalk projects.

Other

1. Hauled garbage weekly.
2. Grass cutting and weed whacking at all municipally controlled spaces.
3. Filling up planter water barrels weekly when necessary.
4. Property Line locate.
5. Trimmed trees on municipal property/boulevards.
6. Checking surveillance cameras for power, battery levels, etc.

ADMINISTRATIVE REPORTS

FINANCIAL REPORT

1. Bank Reconciliation: For month of August 2026

2. Cheque Listing: August 12 to September 8, 2026

ADMINISTRATIVE REPORTS

CHIEF ADMINISTRATIVE OFFICER REPORT

August 11 to September 7, 2026

1. Planning and Development: Permits approved:
   a. Mobile Home (with conditions)
   b. Garage

2. Utilities: August utility invoicing (for July consumption) completed on September 3, 2026

3. Grants:
   a. Canada Summer Jobs – summer positions are finished now.
   b. Applied projects to LGFF and CCBF programs.
   c. Administration applied to the Alberta Climate Resilience Cohort program. Participation in the CRIS Cohort program is fully funded through the Climate Ready Infrastructure Service (CRIS), delivered by the Canadian Urban Institute and funded by the Government of Canada. This program includes:
      i. Up to 60 hours of technical support from CRIS-contracted experts
      ii. Three expert-led webinars focused on climate risk, infrastructure resilience, and applied project development
      iii. Peer learning and working group sessions with Alberta communities facing similar challenges
      iv. Guidance to support funding readiness and next steps
      v. All program activities are delivered virtually.

4. Alberta Central East Water Corporation: Update on the construction: Pipeline liner installation along Highway 45 is complete, with one remaining liner pull into Beauvallon. Three of the five required re-drilled sections have been completed. Tie-in activities and associated structure installations commenced during the past week. Water-hauling operations continue without significant issues. The contractor is working to recover schedule delays resulting from inclement weather.

5. Newsletter and Calendar: Sent out with utility invoices. Also posted at post office, CJ's, store, lodge, village website, and Village of Myrnam – Events and Public Notices Meta page.

ADMINISTRATIVE REPORTS

CHIEF ADMINISTRATIVE OFFICER REPORT

August 11 to September 7, 2026

6. Bylaw Enforcement: Since the last report, there was 1 complaint received where the landowner was requested to remedy the contravention for tall grass.

7. Road Closure Request for 49 Avenue in front of the Lodge on September 12, 2026 between 12 and 6 pm: cancelled due to lack of support.

8. Alberta Day event occurred on September 1, 2026 at the arena. Staff and council contributed to many hours of volunteer hours.

9. CAO Action Tracker – attached.

Tabled Items for future meetings or otherwise:

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

CORRESPONDENCE

August 11 to September 7, 2026

(all scanned and emailed to each elected official)

1. GoA – Minister of Municipal Affairs:
   a. Comparison of Preliminary 2027 Equalized Assessment to Current 2026 Assessment

2. GoA – Jobs, Economy Trade and Immigration
   a. Northern and Regional Economic Development Program Fact Sheet
   b. Northeast Regional Connector Newsletter – August 2026 (email Sept 1)

3. GoA – Public Safety and Emergency Services
   a. Resilience Builders Network Bulletin: Summer edition 2026 (email Aug 27)

4. GoA – Municipal Affairs: Community Development Unit:
   a. Get Your Board Ready: August is a Great Time to Plan Training! (email Aug 18)
   b. Back to School Season: A Smart Start! (email Sept 1)

5. Government of Canada: EcoAction Stream 2 Call for Applications 2027 (email Sept 2)

6. MLA Jackie Armstrong – Homeniuk:
   a. Member of the Legislative Assembly of Alberta – Column (emails Aug 15, 24, 31)
   b. Annual "In Loving Memory" Memorial Gathering – Aug 14 (email Aug 14)
   c. Black Ribbon Day Ceremony (email Aug 20)
   d. Alberta's Protection of Students with Life-Threatening Allergies Act (email Aug 26)
   e. AI Data Center Town Hall (email Aug 27)
   f. Alberta's Protection of Students with Life-Threatening Allergies Act (email Aug 9)

7. Federation of Canadian Municipalities (FCM):
   a. FCM Connect (email Aug 25, Sept 9)
   b. FCM Voice (email Aug 24, Sept 8)
   c. FCM Communique (emails Aug 20, Sept 3, 8)
   d. FCM Events (email Aug 31)

8. Alberta Municipalities:
   a. The Weekly (emails Aug 19, 28 Sept 2)
   b. EOEP Courses for Council This Fall (email Aug 19)
   c. Prepare to Vote on Resolutions At ABMunis' Convention (Aug 20)
   d. Advance Notice: Synergy HISA Portal to be Achieved (email Sept 8)

CORRESPONDENCE

August 11 to September 7, 2026
(all scanned and emailed to each elected official)

9. Alberta Counsel:
   a. At A Glance (emails Aug 14, 21, 28 Sept 4)
   b. The News (Issues 254 and 255)

10. Alberta HUB:
   a. Statement by Prime Minister Carney o Canada-U.S. trade negotiations (email Aug 22
   b. Data Centers Economic Development Tips (email Aug 24)
   c. These provinces could see the most job losses with new U.S. tariffs: report (email Aug 25)
   d. $6.6M Federal Investments Backs Cold Lake First Nations Energy Development and Aviation Training (email Aug 26)
   e. News Release: Q1 update: Alberta on track for sixth straight surplus (email Aug 27)
   f. Online AI and data Center information hub (email Aug 28)
   g. Highway 41 North of Elk Point (email Sept 2)
   h. Tarriff-related resources for Alberta businesses (email Sept 7)

11. Village of Myrnam Library Board: Minutes of August 27, 2026

12. Northern Lights Library System:
   a. Weekly Report (emails Aug 21, 28 Sept 4)
   b. Thank you letter (email Aug 28)

13. ATCO: ATCO Electric Distribution Revenue Forecast for 2027 Franchise Fee

14. National Police Federation: Call to Action: Strengthening Public Safety in Alberta – Follow up (email Aug 27)

15. Canadians for Safe Technology: Time Sensitive: Request to submit comments regarding proposed changes to cell towner siting process (email Aug 24)

16. Support Letter: To Go East re: Regional Tourism Organization's DMO Designation

OLD BUSINESS

Subject: 2026-12 Lane Closure Bylaw

At the June 16, 2026 Regular Council meeting, Council approved proceeding with the closure of an existing lane located between the church and 5011-47 Street.

Council gave first reading to Bylaw No. 2026-12, being a bylaw to close the identified lane to public travel and create title to the closed portion of the highway in accordance with Section 22 of the Municipal Government Act.

A Public Hearing was held on August 15, 2026. During the hearing, a representative of the Ukrainian Greek Orthodox Church of Holy Trinity, an adjacent landowner, raised concerns regarding access to the side and rear of the church property.

Council subsequently resolved to bring Bylaw No. 2026-12 back to the next Regular Council meeting to determine how the access concerns should be addressed.

Attachment(s)	None

OLD BUSINESS

8b

Subject: 2026-13 Responsible Animal Ownership Bylaw

At the August 18, 2026 Regular Council Meeting, Council tabled Responsible Animal Ownership Bylaw No. 2026-13 to allow Council to review the public survey results and consider any required changes.

The public survey received 16 responses. Overall, 75% of respondents indicated that they either strongly or somewhat supported the proposed bylaw. Two respondents specifically requested that properties over 25 acres be exempt from animal licensing requirements.

Based on the survey feedback and Council's direction, Administration has identified the following proposed changes:

- Properties over 25 acres would be permitted up to 15 dogs and 15 cats.
- Properties over 25 acres would be exempt from animal licensing requirements.

The animal licensing fees are expected to be addressed through the Village's Master Rates Bylaw.

Attachment(s)	• Draft Responsible Animal Ownership Bylaw No. 2026-13

OLD BUSINESS

8c

Subject: Disputed Sewer Line Excavation Invoice – 4814 50 Avenue

Council considered the disputed sewer line excavation invoice at the August 18, 2026 meeting and passed Motion 2026-153 to table the matter and arrange a meeting with the property owners, Council, Administration and Public Works.

That meeting has now occurred (Public Works excluded).

Attachment(s)	None

NEW BUSINESS

Subject: Wozniak Bulk Fuel – Lease Renewal

The Village of Myrnam currently has a lease agreement with Wozniak Bulk Fuel for approximately 0.56 acres of land within the Village, to be used for the operation of a cardlock fuel station. The current four-year lease term commenced January 1, 2023, and expires December 31, 2026.

Article 2.06 of the lease provides the Tenant with the right, provided the Tenant has not been in default of the terms, covenants and conditions of the Lease during the Term, to request a renewal for an additional four-year term by providing written notice to the Landlord at least four months prior to the expiry date of the Term. The renewal is subject to the existing terms, covenants and conditions of the lease, excluding the renewal provision. The rent payable during the Renewal Term is to be negotiated with Council for the Village of Myrnam.

Wozniak submitted written notice dated August 13, 2026, advising of its intention to request the renewal of the lease as per Article 2.06 of the lease agreement. The notice was provided more than four months prior to the expiry of the current lease term. Wozniak has not been in default of the existing lease agreement.

Wozniak has not proposed a renewal rental rate. Article 2.02 identifies a rental rate of $278 per acre and an annual total of $1,825 plus GST. The proposed renewal rental amount for Council's consideration is $1,868.16 plus GST per year as it is noted that the current annual rental amount of $1,825 does not correspond mathematically to the stated $278 per acre rate based on the approximately 0.56-acre leased area. The proposed renewal amount of $1,868.16 reflects an increase of $43.16 annually over the current rental amount.

Attachment(s)	• Wozniak Bulk Fuel Renewal Request dated August 13, 2026 • Existing Village of Myrnam / Wozniak Bulk Fuel Lease Agreement

NEW BUSINESS

9b

Subject: 2027 Budget Meetings

Administration is beginning the preparation of the Village of Myrnam's 2027 Operating and Capital Budgets.

To facilitate the budget process, Council is asked to establish dates for budget meetings. Setting the meeting schedule in advance will allow Administration to prepare the necessary budget information and ensure Council has sufficient opportunity to review and provide direction on the proposed 2027 budget.

Administration also noted, after the initial preparation of the council package, that council may want to consider hosting an annual public meeting; and if they do, to identify what the purpose of the meeting would be.

Attachment(s)	None

NEW BUSINESS

Subject: Fall Cleanup 2026

In recent years, the Village has offered two community clean-up events each year, including a spring clean-up and a fall clean-up. Prior to this, the Village generally offered one community clean-up each spring.

The Village is proposing to hold a fall community clean-up in 2026 to provide residents with an opportunity to dispose of unwanted household junk, garbage, rubbish, and other eligible materials.

The Fire Department has assisted the Village with the fall clean-ups held over the past two years. Administration has contacted the Fire Department regarding assistance with the 2026 event and is currently awaiting confirmation. Elected officials have also traditionally volunteered their time to assist with the community clean-up.

Attachment(s)	None

NEW BUSINESS

Subject: Community Library Board – Appointment of Candice Semeniuk

The Village of Myrnam Community Library Board has requested that Council approve the appointment of Candice Semeniuk to the Community Library Board.

Jessica Charchun has resigned from the Library Board due to time constraints, creating a vacancy on the Board.

The Library Board is requesting that Candice Semeniuk be appointed to fill the vacancy for a two-year term.

Attachment(s)	None

NEW BUSINESS

Subject: Request for final decision regarding reported sewer/water intrusion

Council has received correspondence from [redacted] reporting concerns with water intrusion and conditions at their commercial property located at [redacted]. The correspondence requests a final written decision from Council and indicates that the property owners may make a formal complaint to Alberta Municipal Affairs if the matter is not resolved.

Administration has provided an immediate written response to the [redacted] advising that their correspondence was received one day following the August regular Council meeting and therefore could not be substantively considered by Council until the September 15 meeting.

The current correspondence raises additional concerns regarding water entering the property through the floor drain on August 4, 2026. The Village was not notified of the August 4 occurrence at the time it occurred and therefore did not have the opportunity to attend the property and observe or document the conditions while the issue was occurring.

Upon request, Administration received photographs from the [redacted] regarding the August 4 occurrence. However, the photographs are not sufficiently clear to allow Administration or Public Works to identify or confirm the specific condition, source of the water intrusion, or connection to Village infrastructure that the photographs are intended to demonstrate. Public Works has attempted to arrange access to the property with [redacted] but was unsuccessful.

Attachment(s)	• Correspondence from [redacted] dated August 19, 2026 – *Final Request for Council Decision Regarding Our Commercial Property at 4820–50 Avenue.* • Administration's response to [redacted] dated August 19, 2026. • Administration's correspondence dated May 22, 2026 regarding the property condition

Subject: Request for final decision regarding reported sewer/water intrusion

Based on the information available to Administration, it is understood that the original sewer-related condition at the property was not discovered by the property owner until approximately one year after the incident occurred. This understanding is based on the on-site review and the condition of the substance observed in the basement at the time of the investigation. The initial incident affected two residential properties, to the Village's knowledge at the time, and was investigated by the Village. Following the investigation, it was determined that the Village was not liable for the resulting damage, as there was no finding of negligence on the part of the Village. The affected property owners were required to address the resulting sewer cleanup and remediation through their respective insurance providers.

Administration's May 22, 2026 correspondence to the property owners advised that the Village would not be assuming liability for the condition of the property or undertaking remediation or cleanup. The property owners were advised to obtain qualified restoration and remediation services and to consult their insurance provider regarding potential coverage or further investigation.

No subsequent documentation has been provided to Administration indicating that the property owners do not have applicable insurance coverage, that an insurance claim was denied, or that an insurer has determined that the Village is responsible for the reported damage.

Attachment(s)	• Correspondence from [redacted] dated August 19, 2026 – *Final Request for Council Decision Regarding Our Commercial Property at 4820–50 Avenue.* • Administration's response to [redacted] dated August 19, 2026. • Administration's correspondence dated May 22, 2026 regarding the property condition.

NEW BUSINESS

Subject: Community Christmas Activities – Village Support

Mayor R. Sadowsky received correspondence from [redacted] regarding the development of community Christmas activities in Myrnam.

The proposal is to bring local organizations, businesses, and residents together to develop community Christmas programming. The intent is for the initiative to be community-led, with the Village providing support where appropriate.

The request to the Village is primarily for assistance with coordination, meeting space, promotional materials, and general support. No direct financial assistance has been requested.

Attachment(s)	• Letter from [redacted] dated August 25, 2026

BYLAWS & POLICIES

Subject: 2026-14 Master Rates Bylaw

Administration is proposing amendments to the Village of Myrnam's Master Rates Bylaw to update and consolidate the fees and specified penalties associated with animal licensing and animal control.

The proposed Responsible Animal Ownership Bylaw No. 2026-13 establishes the Village's requirements respecting the licensing, identification, ownership, control, impoundment, and enforcement of animals. Section 3.3 of the proposed bylaw provides that animal licence fees are to be established through the Master Rates Bylaw, while Section 9.4 provides that penalties for offences under the bylaw are to be established through the Master Rates Bylaw.

Attachment(s)	• Draft Master Rates Bylaw #2026-14

COUNCIL MEMBER REPORTS

Mayor Rick Sadowsky

August to September 2026

Nothing to report.

COUNCIL MEMBER REPORTS

Deputy Mayor Paul Myshaniuk

August to September 2026

Nothing to report.

COUNCIL MEMBER REPORTS

Councillor Simon Patterson

August to September 2026

Nothing to report.

NEXT MEETING

Organizational
and
Regular Council Meeting

October 20, 2026

7:00 p.m.

ADJOURNMENT