Village of Myrnam

Minutes of the Organizational Meeting for the Village of Myrnam
held on October 20, 2026 at 7:00 P.M. in the Village of Myrnam Council Chambers

PRESENT: Mayor Rick Sadowsky, Deputy Mayor Paul Myshaniuk, Councillor Simon Patterson, and CAO Elsie Kiziak

CALL TO ORDER: Mayor R. Sadowsky called the Organizational Meeting to order at 7:01 P.M.

ADOPTION OF AGENDA:

2026-176 **MOVED** by Mayor 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.

Simon Patterson nominated Paul Myshaniuk to be Mayor. Paul Myshaniuk accepted.

2026-177 **MOVED** by Councillor S. Patterson for Paul Myshaniuk to be Chief Elected Official for the Village of Myrnam for the 2026-2027 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.

Paul Myshaniuk nominated Simon Patterson to be Deputy Mayor. Simon Patterson accepted.

2026-178 **MOVED** by Deputy Mayor P. Myshaniuk for Simon Patterson to be Deputy Chief Official for the Village of Myrnam for the 2026-2027 term.

CARRIED

OATH OF OFFICE:

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

Mayor P. Myshaniuk assumed the position of chairperson.

COUNCIL MEETING DATES, TIMES, AND PLACES:

2026-179 **MOVED** by Deputy Mayor S. Patterson to schedule the Regular Council meetings for the third Tuesday of each month starting at 9:00 A.M. to be held at the Village of Myrnam Office at 5007-50 Street, in Myrnam, Alberta.

CARRIED

APPOINTMENT TO COMMITTEES:

2026-180 **MOVED** by Councillor R. Sadowsky to appoint elected officials to boards and committees as follows:

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	Rick Sadowsky	Paul Myshaniuk
Northeast Alberta Alliance for Growth and Opportunities	Paul Myshaniuk	Rick Sadowsky
Regional Economic Development Committee	Paul Myshaniuk	Rick Sadowsky
Regional Emergency Advisory Committee	Paul Myshaniuk	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

2026-181 **MOVED** by Deputy Mayor S. Patterson to reappoint Municipal Planning Services (MPS) as the Subdivision Authority for the Village of Myrnam.

CARRIED

DEVELOPMENT AUTHORITY

2026-182 **MOVED** by Councillor R. Sadowsky to reappoint CAO Elsie Kiziak as Development Authority for the Village of Myrnam.

CARRIED

BYLAW ENFORCEMENT OFFICER

2026-183 **MOVED** by Deputy Mayor S. Patterson to reappoint CAO Elsie Kiziak as Bylaw Enforcement Authority for the Village of Myrnam for the 2026-2027 term; and further, to explore who does bylaw enforcement for the County of Two Hills.

CARRIED

AUDITOR

2026-184 **MOVED** by Councillor R. Sadowsky to appoint Ncube & Landry as the auditor for the Village of Myrnam for the 2026 fiscal year.

CARRIED

BYLAWS/POLICIES:

REVIEW: MUNICIPAL OFFICE POLICY

The policy was last reviewed on April 21, 2026 and was brought forward for Council's consideration to allow for further discussion of the current policy and whether any changes are desired.

2026-185 **MOVED** by Deputy Mayor S. Patterson to approve the following amendments to Municipal Office Policy #2022-07:

Section 1.2 to now read “The public hours for the Village of Myrnam office are from 8:30 a.m. to 12:00 p.m. and 12:30 p.m. to 3:30 p.m. Monday to Wednesday of each week.

CARRIED

2026-186 **MOVED** by Councillor R. Sadowsky that the Village Office also be closed on December 21 to 24, 2026.

CARRIED

REVIEW: SIGNING AUTHORITY POLICY

Administration has prepared a revised draft to clarify current banking and electronic payment practices and provide clearer direction regarding financial controls.

2026-187 **MOVED** by Mayor P. Myshaniuk to approve the revised Signing Authority Policy 2021-05 as presented.

CARRIED

REVIEW: ELECTED OFFICIALS REMUNERATION AND EXPENSE POLICY

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

2026-188 **MOVED** by Deputy Mayor S. Patterson to confirm that Elected Officials

Remuneration and Expenses Policy #2021-02 has been reviewed and that no amendments are required at this time.

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.

2026-189 **MOVED** by Councillor 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; and further, that elected officials do their due diligence and maintain proper communication.

CARRIED

REVIEW: COUNCIL PROCEDURAL BYLAW

Council Procedural Bylaw should be reviewed annually.

2026-190 **MOVED** by Deputy Mayor S. Patterson that Council direct Administration to prepare a draft amendment to Council Procedural Bylaw 2025-13 incorporating the following change: times within section 5.4 relating to council meetings; and further, bring the draft amending bylaw to the Regular Council Meeting of November 2026, for further review and consideration of adoption.

CARRIED

ADJOURNMENT: With all items on the agenda having been addressed Mayor P. Myshaniuk moved to adjourn the Regular Council Meeting at 7:36 P.M.

CARRIED

Chief Elected Official
Chief Administrative Officer