VILLAGE OF MYRNAM

Regular Council Meeting
October 20, 2026

ADOPTION OF AGENDA

1. Call to order
2. Adoption of Agenda
3. Adoption of Minutes
a. September 15, 2026 Regular Meeting
4. Open Forum
5. Administrative Reports
a. Public Works Report
b. Financial Report
c. Chief Administrative Officer Report
6. Correspondence
7. Old Business
a.
b.
c.
8. New Business
a. Unsold Tax Arrears Properties – 2026 Public Auction
b. Community Library Board Appointments – Term Lengths
c. Utility Right-of-Way Easements – Lots 3 and 4, Block 1, Plan 668EO
d. Destination Marketing Organization (DMO) Designation – Municipal Support
e. ATB Financial – Temporary and Potential Permanent Use of Village Office Space
f. Asset Management Pilot Project – Municipal Contribution Cost Sharing
g. Safety Smarts Program – Funding Request
9. Council Reports
10. Adjournment
Next Meeting: November 17, 2026

ADOPTION OF MINUTES

Regular Council Meeting of September 15, 2026

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

September 8 – October 13, 2026

Water/Wastewater

1. Conducted daily checks of the water and wastewater systems on workdays.
2. Completed water meter readings on September 30, 2026.
3. Reviewed the water meter program and verified property information, meter numbers and associated records.
4. Installed and replaced water meters at various properties.
5. Installed three manhole risers.

Roads/Sidewalks

1. Installed angle parking signs on Main Street and accessible parking signs at the Mennonite church.
2. Completed the asphalt sidewalk project along 51 Avenue west of 50 Street and between 48 Street and 47 Street.
3. Completed the SB90 road projects on the road in front of the school from 50 Street, the road from the post office to the school road, beside Kitt's Shop on 48 Street, and the drive-way to the firehall.
4. Repaired an approach at a residential property.

Other

1. Hauled garbage on the regular weekly schedule.
2. Completed grass cutting and weed whacking at all municipally controlled spaces.
3. Attempted to obtain a quote for a fence behind the Village Office/Public Works Shop. An-other company will be contacted.
4. Repaired a resident's fence.
5. Picked up the trailer purchased last year. Maintenance is required.
6. Continued trimming trees on municipal property and boulevards.
7. Changed furnace filters at CTEC. A window with a hole was noted, possibly caused by a lawn mower.
8. Organized the shop workbench and lockers.
9. Reviewed the inventory of signs and accessories in the shop.
10. Pushed in the burn piles at the arena and landfill.
11. Assessed and replaced a culvert at a property on 51 Avenue.
12. Checked the Christmas lights on the trees in Dove Park.

ADMINISTRATIVE REPORTS

FINANCIAL REPORT

1.	Bank Reconciliation:	For month of September 2026
2.	Cheque Listing:	September 8 – October 13, 2026
3.	Quarterly Reporting:	January to September 2026

ADMINISTRATIVE REPORTS

CHIEF ADMINISTRATIVE OFFICER REPORT

September 8 – October 13, 2026

1. Planning and Development: No further Development applications were submitted.

2. Utilities: September utility invoicing (for July consumption) completed by October 5, 2026

3. Grants:
   a. All grant reporting is up to date.
   b. Celebrate Canada – applied for Canada Day 2027
   c. Application to the Alberta Climate Resilience Cohort was accepted. Administration will attend the Climate Resilience Symposium on October 21–22, 2026, following approval of a travel bursary to cover mileage and accommodation expenses. The symposium will include speakers, interactive adaptation planning activities, and facilitated breakout sessions focused on identifying community action items.
   d. Municipal Roving Energy Manager Grant: Approved for $10,000 in upgrades under the Energy Management Opportunities Recommendations Report for the Village Office and Public Works Shop. The Village Office furnace has been replaced with a 96% efficient unit. Administration is awaiting confirmation from the electrical contractor regarding the start date for replacing existing lighting with LED fixtures.

4. Alberta Central East Water Corporation: Update on the construction: On September 29, 2026 the Village was notified that they successfully completed construction and the last portion of flushing and testing. Regular service resumed on September 30, 2026.

5. Newsletter and Calendar: Newsletters were distributed with utility invoices. The newsletter and calendar were also posted at the post office, Corner J's, the store, the Village website, and the Village of Myrnam Events and Public Notices Facebook page.

ADMINISTRATIVE REPORTS

CHIEF ADMINISTRATIVE OFFICER REPORT

September 8 – October 13, 2026

6. Bylaw Enforcement: Since the last report, Administration has received one noise complaint and two animal-related complaints regarding barking dogs.

7. All bank reconciliations are up to date.

8. The GST rebate for the first half of 2026 has been submitted.

9. Water balancing reports remain outstanding and Administration is working to bring reporting up to date.

10. CAO Action Tracker – attached.

Tabled Items for future meetings or otherwise:

- Request for final decision regarding reported sewer/water intrusion
- Regionalization of Fire Services – Joint Municipalities agenda/discussion
- 100 Year Anniversary Committee

CORRESPONDENCE

September 8 – October 13, 2026

(all scanned and emailed to each elected official)

1. GoA – Minister of Municipal Affairs:
   a. Information Bulletin 04/2026 - Key Municipal Dates – October 1 to December 31, 2026
   b. Municipal Musings – September 2026
   c. Announcement of 2027 Fire Services Training Grant (forwarded to Fire Chief)

2. GoA – Assisted Living and Social Services – Housing Division
   a. Designation of affordable housing accommodations for 2027 property tax exemptions

3. GoA – Seniors: Age-Friendly E-News (email Oct 9)
   a. Northern and Regional Economic Development Program Fact Sheet
   b. Northeast Regional Connector Newsletter – August 2026 (email Sept 1)

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

5. GoA – Municipal Affairs: Community Development Unit:
   a. What is a Behemoth (email Sept 15)
   b. What Do Pumpkins and Polar Bears Have in Common? (email Sept 29)
   c. "THANKS" to You! (email Oct 13)

6. Government of Canada: Publication of FPT Ministers Responsible for Seniors Forum reports (email Oct 1)

7. Statistics Canada: Business and Community Newsletter – September 2026

8. MLA Jackie Armstrong – Homeniuk:
   a. Member of the Legislative Assembly of Alberta Weekly Column (emails Sept 11, 19, 28 and Oct 5, 13)
   b. Meeting with President Zelenskyy (email Sept 16)
   c. Organization and Employer Resources (email Sept 21)
   d. On-Farm Efficiency Program (email Sept 24)
   e. Update: On-Farm Efficiency Program (email Sept 25)
   f. Connecting Albertans to meaningful employment (email Sept 29)
   g. Pharmacy changes take effect in Alberta (email Oct 2)
   h. Pacific Link Pipeline (email Oct 7)
   i. Assisted Living Innovation Grant Program (Oct 9)

CORRESPONDENCE

September 8 – October 13, 2026

(all scanned and emailed to each elected official)

9. Federation of Canadian Municipalities (FCM):
   a. FCM Connect (emails Sept 15, 22, 25, 29, Oct 6)
   b. FCM Voice (email Sept 14, 21, 28, Oct 5, 13)
   c. FCM Communique (emails Sept 15, 24, Oct 2, 13)
   d. FCM Events (email Sept 25)

10. Alberta Municipalities:
   a. The Weekly (emails Sept 10, 16, Oct 1, 7)
   b. Friday News (email Oct 9)
   c. Returning Officer Report – Alberta Municipalities Board of Directors 2026 Elections (email Sept 12)
   d. Villages East Thank You (email Sept 15)
   e. Attend Technical Webinar on Police Funding Model (email Sept 17)
   f. Important Resolution Update (email Sept 18)
   g. Free Training Opportunities with RMA and ABMunis on Resilient Leadership and Administration in Challenging Times (email Sept 29)
   h. Update on RCMP Collective Bargaining (email Oct 7)
   i. Feedback Requested: Province's Oct. 8 Municipal Planning Intervention (email Oct 13)

11. Alberta Counsel:
   a. At A Glance (emails Sept 11, 18, 25, Oct 2, 9)
   b. The News (Issues 256, 257 and 258)
   c. Political Update: What to Expect in Alberta's Fall Legislative Session (email Sept 28)
   d. Non-Profit Day: Early Bird Deadline October 1 (email Sept 29)
   e. This Thursday: What to Expect in Alberta's Fall Legislative Session (email Oct 5)
   f. Beyond Edmonton: What Alberta's New Infill Direction Means for Municipalities (email Oct 13)

CORRESPONDENCE

September 8 – October 13, 2026

(all scanned and emailed to each elected official)

12. Alberta HUB:
    a. Save the Date - Major Projects Exchange (email Sept 16)
    b. Letters of support for Highway 16/Highway 897, Kitscoty Interchange and Highway 16/Highway 15 (Highway 855) Mundare Interchange Improvements (email Sept 17)
    c. Portage College has received $4.8M in GOA expansion funding (email Sept 21)
    d. Article - Highway 28 news (email Sept 24)
    e. Major Projects Exchange Event Registration is Open (email Sept 28)
    f. Municipalities see early signs of trade disruption before broader economic data: report (email Oct 4)
    g. ACTION REQUIRED - SAVE THE DATE - Board/Membership Meeting (email Oct 6)
    h. News Release: Connecting rural Alberta (email Oct 13)
    i. ACC report - Local Perceptions of Municipal Red Tape and Business Supports (email Oct 13)

13. ACE: Zone Fall Meetings (email Sept 28)

14. NAAGO – Next Meeting Date (email Oct 1)

15. St. Paul Education Board (September 9, 2026)

16. Village of Myrnam Library Board – 2025 Financial Review and 2026 Application for Financial Assistance

17. Northern Lights Library System:
    a. Weekly Report (emails Sept 18, 25, Oct 2, 9)
    b. NLLS 2027 Municipal Levy (Letter and Report) (email Oct 7)
    c. Thank you – and our Q3 progress report (email Oct 13)

CORRESPONDENCE

September 8 – October 13, 2026

(all scanned and emailed to each elected official)

18. Go East:
    a. 2026 Summer Marketing Success Report by Go East of Edmonton (email Sept 22)
    b. 2027 Go East of Edmonton Community Revival (Oct 6)

19. Travel Lakeland:
    a. Orientation Session on the New Traveler Protection Framework & Regional Destination Marketing Fee Alignment (email Sept 10)
    b. Save the Date: Travel Lakeland Futures Summit & 20-Year Destination Development Plan (email Oct 8)

20. Travel-ING On Tourism Co-op – June 2026

21. National Police Federation
    a. Call to Action: Strengthening Public Safety in Alberta – Follow Up (email Oct 6)

22. Stars: Happy Thanksgiving from STARS (email Oct 9)

23. Blue Ridge Public Affairs: Blue Ridge Public Affairs – Introduction (email Oct 5)

24. 2026 Wage & Compensation Survey

25. Playground Condition Assessment

NEW BUSINESS

8a

Subject: Unsold Tax Arrears Properties – 2026 Public Auction

The Village of Myrnam held its public tax sale auction on Saturday, September 26, 2026. No bidders attended, and none of the four properties offered for sale were sold.

The properties advertised for sale were:

Legal Description	LINC	Reserve Bid
Lot 22, Block 2, Plan 668EO	0020 996 344	$24,400
Lot 19, Block 1, Plan 668EO	0012 982 062	$5,000
Lot 1, Plan 9925862	0028 152 908	$45,000
Lot 1, Block 1, Plan 668EO	0020 985 587	$19,000

Three of the properties contain buildings considered unsalvageable and requiring demolition. The fourth property is a vacant lot.

Council has previously discussed the possibility of selling one of the properties to the neighbouring church for use as parking. Another individual has informally expressed interest in that same property. No formal offers have been received.

Attachment(s)	None

NEW BUSINESS

8b

Subject: Community Library Board Appointments – Staggered Terms

At the previous Regular Council Meeting, Council appointed two individuals to the Village of Myrnam Community Library Board, each for a two-year term.

The Library Board subsequently contacted Administration regarding the staggered terms of board appointments and advised that one of the two recently appointed members, Candice Semeniuk or Krystal Rayner, should be appointed for a one-year term. Administration has reviewed the current *Libraries Act* and *Libraries Regulation* and has not identified a provision in either that specifically requires board appointments to be staggered in this manner. However, the Village's Library Board Bylaw 2023-10 states that members are to be appointed for three-year terms in a manner that staggers the expiry dates of their appointments.

The current board appointments consist of two members serving three-year terms, four members serving two-year terms, and one member serving a one-year term.

The Library Board has already submitted its required paperwork due to the applicable deadline.

Attachment(s)	• Listing of current library board appointments and terms

NEW BUSINESS

Subject: Utility Right-of-Way Easements – Lots 3 and 4, Block 1, Plan 668EO

The Village relocated the County of Two Hills No. 21's natural gas distribution line to accommodate the development of the fire hall addition. Utility right-of-way easements are required to document the gas distribution infrastructure on the affected Village-owned properties.

The easement documents have been provided for the following properties:
Lot 3 (East) – Certificate of Title No. 232 343 201.
Lot 3 (West) – Certificate of Title No. 232 343 202.
Lot 4 – Certificate of Title No. 232 343 203.

The as-built drawing indicates that an easement is not required for Lot 4 because no boundaries were crossed within the subdivision. However, an easement document has been provided for this property.

Attachment(s)	• As-built drawing – DWG 305 • Certificate of Title No. 232 343 201 – Lot 3 East • Utility right-of-way easement – Lot 3 East • Certificate of Title No. 232 343 202 – Lot 3 West • Utility right-of-way easement – Lot 3 West • Certificate of Title No. 232 343 203 – Lot 4 • Utility right-of-way easement – Lot 4

NEW BUSINESS

8d

Subject: Destination Marketing Organization (DMO) Designation – Municipal Support

The Village of Myrnam was approached by Go East Regional Tourism Organization (Go East of Edmonton) requesting a letter of support for its application for Destination Marketing Organization (DMO) designation under the *Traveller Protection and Destination Development Act*. Administration provided the letter of support before becoming aware that Travel Lakeland was also seeking DMO designation and that the applications may involve overlapping geographic areas.

Travel Lakeland subsequently approached the Village requesting a similar letter of support. Administration has not issued a letter to Travel Lakeland.

Under the provincial framework, only one DMO may be designated within a geographic area. Where applications involve overlapping geographic areas, the Minister may designate one applicant or require applicants to revise their proposed geographic boundaries.

Attachment(s)	• Letter of Support to Go East Regional Tourism Organization for DMO Designation • Travel Lakeland's request for letter of support

NEW BUSINESS

Subject: ATB Financial – Temporary and Potential Permanent Use of Village Office Space

Following a break-in at ATB Financial's local branch last year, ATB temporarily leased space within the Village Office under a lease agreement. ATB subsequently vacated the space earlier this year.

ATB has experienced another break-in at its branch, and the building appears to have sustained significant damage that may prevent it from being repaired. ATB is therefore exploring both temporary and permanent options for continuing to provide banking services to the community.

ATB has approached the Village to determine whether Council would consider allowing it to use space within the Village Office again, initially on a temporary basis and potentially as a permanent location.

ATB has proposed operating from the Village Office from 10:00 a.m. to 4:30 p.m., Tuesday to Friday. The Village has advised ATB that municipal office hours may change; however, this is not expected to directly affect ATB's proposed operating hours.

ATB has indicated that it would install or add to the security system and provide a safe for its banking operations.

The requirements for a permanent arrangement have not yet been determined. ATB may request minor renovations to create a private area for banking services. Details regarding the proposed renovations, associated costs and responsibility for payment are not yet available. Administration anticipates having additional information to present at the Council meeting.

Attachment(s)	None

NEW BUSINESS

Subject: Asset Management Pilot Project – Municipal Contribution Cost Sharing

The Village of Myrnam, County of Two Hills, and Town of Two Hills have been invited to participate in a provincial pilot project under the Alberta Community Partnership (ACP) grant program for asset management planning and infrastructure condition assessments. Participation in the project has been agreed upon, and the project has been approved. The outstanding matter is determining how the required municipal contribution will be divided among the three municipalities.

The total project budget is $1,000,000, with funding structured as follows:

- Provincial grant funding (75%): $750,000
- Municipal contribution (25%): $250,000

Approximately $200,000 (20% of the project) is estimated for asset management strategy development and planning, while the remaining $800,000 (80%) is allocated to infrastructure condition assessments.

The Chief Administrative Officers of the participating municipalities have discussed and finalized it down to two approaches to dividing the $250,000 municipal contribution. Both approaches divide the planning and strategy development costs equally among the three municipalities, while differing in how the condition assessment costs are shared.

Attachment(s)	• Proposed Municipal Cost-Sharing Options • Population Breakdown by Municipality

NEW BUSINESS

8g

Subject: Safety Smarts Program – Funding Request

Heartland Training & Support Hub has requested a $500 contribution toward its Safety Smarts program for 2026–2027. Administration is not aware of the Village having previously financially supported this program.

Attachment(s)	• Safety Smarts Funding Request

COUNCIL MEMBER REPORTS

Rick Sadowsky

September to October 2026

Nothing to report.

COUNCIL MEMBER REPORTS

Paul Myshaniuk

September to October 2026

Nothing to report.

COUNCIL MEMBER REPORTS

Simon Patterson

September to October 2026

Nothing to report.

NEXT MEETING

Organizational
and
Regular Council Meeting

November 17, 2026

7:00 p.m.

unless otherwise determined by council

ADJOURNMENT