

Minutes of a Regular Meeting of the Council of the Municipal District of Peace No.135,  
held April 8, 2025, at the Municipal Office in Berwyn, in the Province of Alberta.

**Present**

Reeve	Robert Willing
Deputy Reeve	Sandra Eastman
Councillor	Theresa Johnson
Councillor	Ken Herlinveaux

**Attending**

Interim	
Chief Administrative Officer	Kelly Bunn
Recording Secretary	Sandra Satchell

**Regrets**

Councillor	Lori Kinnee
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**Call to Order**

Reeve Willing called the meeting to order at 9:00 a.m.

Nasar Iqbal and Erik Fuller joined the meeting at 9:00 a.m.

**Adoption  
of Agenda**

Deputy Reeve Eastman: MOVED that the agenda for the April 8, 2025, regular meeting of  
103/25 Council be approved with the following additions:

H.7. Bylaw No. 3/2025 2025 Property Tax Bylaw  
H.8. Renting Lease MD Owned Land in Cessna Subdivision  
O.3. Confidential Item

CARRIED

**Approval  
of Minutes**

**1. March 25, 2025 Regular Council Meeting**

Councillor Herlinveaux: MOVED that the minutes of the regular meeting of Council held on  
104/25 March 25, 2025 be approved as presented.

CARRIED

**Agricultural Service  
Board**

**1. Nasar Iqbal, Manager of Agricultural Services  
a) Manager of Agricultural Services Report**

Council accepted this item as information.

Nasar Iqbal excused himself from the meeting at 9:18 a.m.

**Public Works**

**1. Erik Fuller, Director of Operations  
a) Director of Operations Report**

Council accepted this item as information.

Councillor Johnson: MOVED to direct Administration to explore options for security systems  
105/25 for facilities the MD needs to protect.

CARRIED

**2. Ratepayer Request Follow Up**

Council accepted this item as information.

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**Unfinished  
Business**

**1. Request for Decision: Grimshaw Grads Revised Roadside Cleanup Proposal**

Deputy Reeve Eastman: MOVED to accept the proposal valued at \$2,400.00 and to direct  
106/25 Administration to communicate with the grad class representative to schedule a date and time for cleanup activities to occur with the preferred date being May 3, 2025 and the roads to be selected by Public Works. Further, to connect with LaPrairie Works for high visibility vests.  
CARRIED

Reeve Willing: MOVED to direct Administration to write a letter to Alberta Transportation  
107/25 and LaPrairie Works to conduct a cleanup of Highway 684 including Shaftesbury Trail to town.  
CARRIED

Erik Fuller excused himself at 10:35 a.m.

**Water and  
Wastewater**

**1. Sandra Satchell, Manager of Water and Wastewater**

Council accepted this item as information.

**Unfinished  
Business Continued**

**2. Request for Decision: Cemetery Policy CEM-1**

Deputy Reeve Eastman: MOVED to approve CEM-1 Cemetery Policy as amended.  
108/25 CARRIED

Councillor Johnson: MOVED to direct Administration to review cemetery standards to bring  
109/25 back to Council.  
CARRIED

Reeve Willing called for a short break at 10:45 a.m.  
Meeting resumed at 10:55 a.m. with all present.

**New Business**

**1. FCM Board Nominations**

Council accepted this item as information.

**2. Provincial Priorities Act Municipal Sector Fact Sheet**

Deputy Reeve Eastman: MOVED to direct Administration to add this item as a discussion item for  
110/25 the upcoming meeting with Minister Loewen.  
CARRIED

**3. Request for Decision: 2025 Strategic Plan with Staff Input**

Councillor Johnson: MOVED for all Council to meet with all Staff on April 30, 2025 beginning  
111/25 at 9:00 a.m. and for lunch to be brought in for the event.  
CARRIED

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**New Business  
Continued**

**4. Request for Decision: Roadside Haying Policy and Agreement – ASB-17 and PW-15 Policy**

Councillor Johnson: MOVED to rescind the PW-15 policy, which pertains to the swathings of  
112/25 hay along municipal road allowances and to approve the ASB-17  
Roadside Haying Policy as presented.

CARRIED

**5. Request for Decision: Appointment of Returning Officer and Substitute Returning Officer for 2025 Municipal Election**

Deputy Reeve Eastman: MOVED to appoint Dianna Butz, Assistant CAO, as the Returning Officer  
113/25 for the upcoming 2025 municipal election, and that Denise Frank,  
Administrative Officer be appointed as the substitute in the event of the  
Returning Officer's absence or inability to perform their duties.

CARRIED

**6. Request for Decision : Freedom of Information and Protection of Privacy Act Policy**

Deputy Reeve Eastman: MOVED to direct Administration to contact neighbouring municipalities  
114/25 concerning developing the Privacy Policy together with the MD.

CARRIED

**7. Bylaw No. 3/2025 Property Tax Bylaw**

Deputy Reeve Eastman: MOVED first reading of Bylaw No. 3/2025 Property Tax Bylaw.  
115/25 CARRIED

Councillor Johnson: MOVED second reading of Bylaw No. 3/2025 Property Tax Bylaw.  
116/25 CARRIED

Councillor Herlinveaux: MOVED to entertain third reading of Bylaw No. 3/2025 Property Tax  
117/25 Bylaw.

CARRIED UNANIMOUSLY

Reeve Willing: MOVED third reading of Bylaw No. 3/2025 Property Tax Bylaw.  
118/25 CARRIED

**8. Request for Decision: Continue Renting Lease MD Owned Land in Cessna Subdivision**

Councillor Johnson: MOVED to extend the lease with the Lessee for the 2025 year and to  
119/25 direct Administration to put the lease out to tender for the 2026 year to  
align with MD policy.

CARRIED

**Land Use/Planning/  
Subdivisions**

**1. Development Officer's Report**

Council accepted this item as information.

**Delegations**

None.

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**Administrative  
Reports**

**1. Accounts for Payment**

Council accepted this item as information.

**2. Motion Status Matrix**

Council accepted this item as information.

**Councillor/  
Committee Reports**

**1. Councillors' March 2025 Reports**

Council accepted this item as information.

Deputy Reeve Eastman: 120/25      MOVED to direct Administration to send flowers to the County of Northern Lights in celebration of their 30th anniversary up to an amount of \$100.00.  
CARRIED

2. Brownvale Library March 2025 Update
3. Grimshaw Municipal Library Monthly Report February 2025
4. Grimshaw Regional Healthcare Attraction and Retention Committee Meeting Minutes December 9, 2024

Council accepted these three items as information.

**Information Items**

1. Peace Regional Mental Health Task Force Committee Spring 2025 Stakeholder Update
2. Letter from Minister McIver Re: Elector Assistance Terminals
3. Email Re: How Can Air Travel in Canada be Improved
4. 2025 Rural Medical Student Award Recipients
5. Community Futures Peace Country March 2025 Newsletter
6. Grimshaw Regional Healthcare Attraction & Retention Committee Draft Minutes, Terms of Reference and Roles and Responsibilities March 10, 2025
7. Declaration of May 12 to 18, 2025 as Nursing Week in Alberta
8. Letter Re: Urgent Request for Extension of Grant Funding for Sagitawa "Out of the Cold Shelter" Rural Emergency Homeless Shelter

Council accepted these eight items as information.

Reeve Willing called for lunch recess at 12:12 p.m.  
Council reconvened from lunch at 1:00 p.m.

**Question Period**      **None**

**Confidential Items**      **1. Intergovernmental Relations and Advice from Officials – FOIP Sections 21 and 27**

Councillor Johnson: 121/25      MOVED that Council move to closed session to discuss privileged information as per FOIP Section 27 at 1:20 p.m.  
CARRIED

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**Confidential Items  
Continued**

Councillor Johnson: 122/25      MOVED that Council return to open meeting at 3:50 p.m.  
CARRIED


Councillor Johnson: 123/25      MOVED that the Municipal District of Peace No. 135 will not contribute to the purchase of the Peace River Fire Department Ladder Truck. However, the Municipal District will cover costs on a per-use basis, at a charge-out rate comparable to those charged by other municipalities for similar fire-fighting ladder trucks, when the unit is required for fire suppression within the Municipal District.  
CARRIED

Councillor Herlinveaux: 124/25      MOVED that the Municipal District of Peace No. 135 donate a maximum of 50 tandem loads of fill material located at the old Griffin Creek landfill to Duncan's First Nation, subject to an agreement being entered into between the First Nation and the MD regarding the terms and conditions of this arrangement.  
CARRIED

**Adjournment**

Being that the agenda matters have been concluded, the meeting adjourned at 3:55 p.m.

These minutes approved this 22<sup>nd</sup> day of April, 2025.

  
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Reeve

  
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Chief Administrative Officer