

Minutes of the Organizational Meeting of the Council
of the Municipal District of Peace No. 135, held in Council Chambers
at the Municipal Office, in Berwyn, Alberta on October 28, 2025.

Present

Councillors

Robert Willing
Sandra Eastman
Ken Herlinveaux
Theresa Johnson
Lori Kinnee

Chief Administrative Officer
Recording Secretary
Press

Brian Allen
Dianna Butz
Dan Archer, Mile Zero-Banner Post News

Call to Order

Chief Administrative Officer Brian Allen called the meeting to order at 3:20 p.m.

Office of Reeve

The Chief Administrative Officer called for nominations for the Office of Reeve, for a one year term (first call).

Ken Herlinveaux nominated Robert Willing.
Robert Willing accepted the nomination.

The Chief Administrative Officer called for nominations for the Office of Reeve for a one-year term (second call).

The Chief Administrative Officer called for nominations for the Office of Reeve for a one-year term (third call).

Robert Willing was declared acclaimed as Reeve.
Robert Willing took the Official Oath of Office for Reeve.

**Office of
Deputy Reeve**

The Chief Administrative Officer called for called for nominations for the Office of Deputy Reeve (first call).

Lori Kinnee nominated Sandra Eastman.
Sandra Eastman accepted the nomination.

The Chief Administrative Officer called for called for nominations for the Office of Deputy Reeve (second call).

The Chief Administrative Officer called for called for nominations for the Office of Deputy Reeve (third call).

Sandra Eastman was declared acclaimed as Deputy Reeve.
Sandra Eastman took the Official Oath of Office for Deputy Reeve.

Robert Willing assumed the Chair.

Signing Authority

Councillor Kinnee
297/25

MOVED that the signing authority for the Municipal District of Peace No. 135 be the CAO or Assistant CAO/Director of Corporate Services with any one Councillor.

CARRIED

Organizational Meeting Minutes
October 28, 2025

Regular Meeting Date	Councillor Johnson: 298/25	MOVED that the regular meeting dates be the 2 nd Tuesday of each month, commencing at 9:00 a.m. and the 4 th Tuesday of each month, commencing at 5:00 p.m. excepting July, August and December when there will not be an evening meeting. CARRIED
Declaration of Municipal Office	Deputy Reeve Eastman: 299/25	MOVED to declare that the Municipal District of Peace No. 135 administration office is located at 5240-52 Avenue, Berwyn, Alberta. CARRIED
Declaration of Bank Location	Councillor Herlinveaux: 300/25	MOVED to declare location of bank accounts: ATB Financial in Grimshaw, Alberta. CARRIED
Annual Review of Vision And Mission Statements	Councillor Johnson: 301/25	MOVED to accept the Municipal District of Peace No. 135 Vision and Mission Statements as presented. CARRIED
Annual Review of Code of Conduct Bylaw		Council accepted this item as information.
Annual Review of Procedural Bylaw		Postpone and provide changes to administration and bring back for review at a future meeting.
Fire Chief		Council accepted this item as information.
Appointments	Deputy Reeve Eastman: 302/25	MOVED that the following appointments be made:
Agricultural Service Board		That Deputy Reeve Eastman be appointed as Chairman and Councillor Kinnee serve as alternate, with members at large: Brian Grant, Judy Bowcott, Rick Keillor, Christi Friesen.
Duncans' Inter-Agency Committee		No member appointed.
Emergency Advisory Committee		That the Chief Administrative Officer be appointed as the Director of Emergency Management, Councillor Herlinveaux be appointed the Chair of Emergency Advisory Committee with Councillor Kinnee as alternate.
Grimshaw Agricultural Society		That Councillor Kinnee be appointed to Grimshaw Agricultural Society with Reeve Willing to serve as alternate.
Grimshaw Cooperative Seed Cleaning Plant Board		That Councillor Herlinveaux be appointed to the Grimshaw Cooperative Seed Cleaning Plant Board with Councillor Kinnee to serve as alternate.

Appointments Continued

Grimshaw & District Chamber of Commerce

No member appointed.

Grimshaw Gravels Aquifer Management Advisory Association

That Councillor Kinnee and Deputy Reeve Eastman be appointed to the Grimshaw Gravels Aquifer Management Advisory Association.

Grimshaw Regional Health Care Recruitment and Retention

That Councillor Kinnee be appointed to the Grimshaw Regional Health Care Recruitment and Retention Committee with Councillor Johnson to serve as the alternate.

Intermunicipal Collaboration Framework Agreement Negotiation Committees

Clear Hills County –

That the following members be appointed:

Members: Councillor Herlinveaux, Deputy Reeve Eastman
Alternate: Councillor Johnson

County of Birch Hills –

Members: Reeve Willing, Councillor Herlinveaux
Alternate: Deputy Reeve Eastman

County of Northern Lights –

Members: Councillor Kinnee, Councillor Johnson
Alternate: Deputy Reeve Eastman

Northern Sunrise County –

Members: Reeve Willing, Deputy Reeve Eastman
Alternate: Councillor Johnson

MD of Fairview No. 136

Members: Councillor Herlinveaux, Deputy Reeve Eastman
Alternate: Reeve Willing

Town of Grimshaw –

Members: Councillor Johnson, Deputy Reeve Eastman
Alternate: Councillor Herlinveaux

Town of Peace River –

Members: Reeve Willing, Deputy Reeve Eastman
Alternate: Councillor Johnson

Village of Berwyn –

Members: Reeve Willing, Councillor Herlinveaux
Alternate: Deputy Reeve Eastman

Lac Cardinal Inter-Municipal Cooperative Committee

That Reeve Willing, Deputy Reeve Eastman and the Chief Administrative Officer be appointed to the Lac Cardinal Inter-Municipal Cooperative Committee with any other Councillor to serve as the alternate.

Lac Cardinal Regional Economic Development

That Reeve Willing be appointed to the Lac Cardinal Regional Economic Development Board with Councillor Johnson to serve as the alternate.

Long Lake Regional Waste Management Services Commission

That Councillor Kinnee be appointed to the Long Lake Regional Waste Management Services Commission with Reeve Willing to serve as the alternate.

Appointments Continued

**Mackenzie Municipal
Services Agency**

That Reeve Willing be appointed to the Mackenzie Municipal Services Agency with Deputy Reeve Eastman to serve as the alternate.

**Mighty Peace Tourism
Association**

That Councillor Johnson be appointed to the Mighty Peace Tourism Association with Councillor Herlinveaux to serve as the alternate.

**Municipal District of Peace No. 135
Library Board**

That Councillor Johnson be appointed to the Municipal District of Peace No. 135 Library Board.

Members at Large: (all appointments are 3-year terms expiring in 2028)
Dianne Wearden, Myrna Alexander Charlene Cavers, Ken Paul & Tova Davies.

**North Peace Housing
Foundation**

That Councillor Kinnee be appointed to the North Peace Housing Foundation.

**North Peace Protocol
Steering Committee**

No member appointed.

Northern Alberta Elected Leaders

That Reeve Willing and the Chief Administrative Officer be appointed to Northern Alberta Elected Leaders.

**Northern Sunrise Rural
Crime Watch Committee**

That Councillor Johnson be appointed to the Northern Sunrise Rural Crime Watch Committee with all other Councillors as alternates.

**Northern Transportation Advocacy
Bureau**

That Councillor Johnson be appointed to the Northern Transportation Advocacy Bureau with Deputy Reeve Eastman to serve as the alternate.

**Peace Library
System**

That Councillor Johnson be appointed to the Peace Library System with Councillor Kinnee to serve as alternate.

**Peace Regional Economic
Development Alliance**

That Deputy Reeve Eastman be appointed to the Peace Regional Economic Development Alliance with Councillor Herlinveaux to serve as the alternate.

**Peace Regional Healthcare
Attraction and Retention
Committee**

That Councillor Herlinveaux be appointed to the Peace Regional Healthcare Attraction and Retention Committee.

**Peace Regional Mental Health &
Addictions Task Force**

That Councillor Johnson be appointed to the Peace Regional Mental Health & Addictions Task Force.

**Peace Regional RCMP
Community Advisory Committee**

That Councillor Johnson be appointed to the Peace Regional RCMP Community Advisory Committee with Reeve Willing to serve as the alternate.

Organizational Meeting Minutes
October 28, 2025

Appointments Continued

**Peace Regional Subdivision
And Development Appeal
Board**

That the Subdivision and Development Appeal Board members be: Members at Large Councillor Johnson (3 year term expiring August 2028) George Leger (3 year term expiring August 2028)

**Peace River Aboriginal
Inter-agency Committee**

No member appointed.

**Peace River Community
Education Committee**

That Councillor Kinnee be appointed to the Peace River Community Education Committee.

**Peace River Mutual
Aid Committee**

That Reeve Willing be appointed to the Peace River Mutual Aid Committee with Councillor Herlinveaux to serve as the alternate.

**Recreation Master Plan
Steering Committee**

No member appointed.

**Regional Assessment Review
Board**

That Reeve Willing be appointed to the Regional Assessment Review Board.

**Regional Drainage Systems
Committee**

No member appointed.

Regional Energy Committee

That Reeve Willing be appointed to the Regional Energy Committee with Deputy Reeve Eastman and the Chief Administrative Officer to serve as alternate.

V.S.I. Services (1980) Ltd.

That Councillor Kinnee be appointed to V.S.I. Services (1980) Ltd.

**Weed Notice Appeal Committee,
Pest Control Notice Appeal
Committee**

That Councillor Kinnee, Deputy Reeve Eastman and Councillor Herlinveaux be appointed to the MD of Fairview and Clear Hills County Weed Notice Appeal Committee and Pest Control Committees.

Alberta Pond Hockey Board

That Councillor Johnson be appointed to the Alberta Pond Hockey Board.
CARRIED

Remuneration Councillor Kinnee:
303/25

MOVED to increase Councillor honorariums & meeting fees by 2.16% effective November 1, 2025. and that the rate for meals remain at:
Breakfast & Lunch \$25 per meal or actual cost of meal with receipt
Supper \$35 per meal or actual cost of meal with receipt.
CARRIED

**Remuneration
Continued** Deputy Reeve Eastman:
304/25

MOVED that effective January 1, 2026, the mileage rate paid to Councillors, Board Members and Staff will be \$0.72 for the first 5,000 km and \$0.66/ km for additional kms.

CARRIED

Organizational Meeting Minutes
October 28, 2025

Adjournment

Being that the agenda matters of the Organizational Meeting have been concluded, the meeting adjourned at 4:05 p.m.

These minutes approved this 12th day of November, 2025.

Reeve

Chief Administrative Officer

DRAFT