

Minutes of a Regular Meeting of the Council of the Municipal District of Peace No.135,
held November 12, 2025, at the Municipal Office in Berwyn, in the Province of Alberta.

Present

Reeve	Robert Willing via Zoom
Deputy Reeve	Sandra Eastman via Zoom
Councillor	Theresa Johnson
Councillor	Ken Herlinveaux
Councillor	Lori Kinnee

Attending

Chief Administrative Officer	Brian Allen
Recording Secretary	Sandra Satchell
Press	Dan Archer, Mile Zero-Banner Post News

Regrets

Call to Order

CAO Brian Allen called the meeting to order at 9:00 a.m.
Nasar Iqbal and Erik Fuller joined the meeting at 9:00 a.m.

Meeting Chair

1. Selection of Meeting Chair

Councillor Kinnee: MOVED that Councillor Johnson be appointed as Chair for the meeting.
317/25 CARRIED

Chair:

Councillor Johnson assumed the Chair at 9:01 a.m.

Adoption of Agenda

Councillor Herlinveaux: MOVED that the agenda for the November 12, 2025, regular meeting of Council be approved with the following addition:
318/25 H.6. Renaming Ceremony of Peace River Community Health Centre CARRIED

Approval of Minutes

1. October 28, 2025 Organizational Council Meeting

Councillor Kinnee : MOVED that the minutes of the organizational meeting of Council held on 319/25 October 28, 2025 be approved as presented.
CARRIED

2. October 28, 2025 Regular Council Meeting

Councillor Herlinveaux: MOVED that the minutes of the regular meeting of Council held on 320/25 October 28, 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 9:26 a.m.

Public Works

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

Council accepted this item as information.

2. Ratepayer Request Follow Up

Council accepted this item as information.

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Public Works
Continued

3. Public Works Policy PW-14 Approaches & Culverts

Councillor Kinnee: MOVED to accept Public Works Policy PW-14 Approaches & Culverts as
321/25 presented.
CARRIED

3. Public Works Policy PW-22 Snowplowing Policy

Councillor Herlinveaux : MOVED to accept Public Works Policy PW-22 Snowplowing Policy as
322/25 presented.
CARRIED

Erik Fuller excused himself at 10:03 a.m.

Water and
Wastewater

1. Sandra Satchell, Manager of Water and Wastewater

Council accepted this item as information.

Unfinished
Business

1. Bylaw 9/2025 Procedural Bylaw

Reeve Willing: MOVED first reading of Bylaw No. 9/2025 Procedural Bylaw.
323/25 CARRIED

Councillor Herlinveaux: MOVED second reading of Bylaw No. 9/2025 Procedural Bylaw.
324/25 CARRIED

Councillor Kinnee: MOVED to entertain third reading of Bylaw No. 9/2025 Procedural Bylaw.
325/25 CARRIED UNANIMOUSLY

Deputy Reeve Eastman: MOVED third reading of Bylaw No. 9/2025 Procedural Bylaw.
326/25 CARRIED

New Business

1. Request for Decision: Clean up Order Lot 18, Block 9, Plan 5826CL, Brownvale, AB

Deputy Reeve Eastman: MOVED to issue a Clean Up Order under Section 546 of the Municipal
327/25 Government Act to the registered owner of 209 3 Street, Brownvale, AB
(Lot 18, Block9, Plan 5826CL), requiring the property to be cleaned up
and made safe within 14 days of the order.
CARRIED

2. Request for Decision: Clean up Order Lot 9, Block 7, Plan 1252HW, Brownvale, AB

Councillor Kinnee: MOVED to issue a Clean Up Order under Section 546 of the Municipal
328/25 Government Act to the registered owner of Lot 9, Block 7, Plan 1252HW,
Brownvale, requiring the property to be cleaned up and made safe before
May 15, 2026, with a reminder letter going out one month prior.
CARRIED

3. Letter from Alberta Transportation and Economic Corridors Re: Highway 2 Study

Councillor Kinnee: MOVED to submit Deputy Reeve Eastman as the committee
329/25 representative.
CARRIED

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New Business
Continued

Councillor Johnson called for a short break at 10:30 a.m.
Council Reconvened at 10:39 a.m. with all present.
Doug Cooke and Dianna Butz joined the meeting at 10:40 a.m.

4. Request for Decision: Property Tax Interest Rate and Timing

Reeve Willing: MOVED to impose an 8% penalty on July 1, 10% on October 1 and
330/25 12% on December 31 of each year.
CARRIED

5. Advocacy Support for Northwest Polytechnic Fairview Campus

Councillor Kinnee: MOVED to direct Administration to write a letter of support on behalf of
331/25 Council and to assist the Municipal District of Fairview in the hiring of
Alberta Counsel with a contribution of \$5,000.00
CARRIED

6. Renaming Ceremony of Peace River Community Health Centre

Councillor Herlinveaux: MOVED that Council ratify the attendance of Councillor Johnson at the
332/25 renaming ceremony of the Peace River Community Health Centre to the
Marshall Eliuk Peace River Community Health Centre, held on
November 7, 2025 in Peace River.
CARRIED

Land Use/Planning/
Subdivisions

1. Development Officer's Report

Council accepted these two items as information.

Delegations

None

Administrative
Reports

1. CAO Report for October 2025

Council accepted this item as information.

2. Accounts for Payment

Council accepted this item as information.

3. Motion Status Matrix

Council accepted this item as information.

4. Correspondence Sent:

- a) Letter of Support – *Land of Hope and Dreams* History Book Reprint
- b) Letter of Support – Funding of the Maskwa Medical Center
- c) Letter to Minister Loewen – Request for Unredacted Fire Investigation Report

Council accepted these three items as information.

Councillor/
Committee Reports

1. Councillors' October 2025 Reports

Council accepted this item as information.

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**Councillor/
Committee Reports**

Continued

2. Brownvale Community and District Library October 2025 Update
3. Town of Peace River ICF Committee Representative Appointments

Council accepted these two items as information.

Information Items

1. October Fire Activity Report
2. Village of Hines Creek Letter to Minister MacDougall Re. Closure of Fairview College Campus
3. Alberta Municipal Affairs Letter to Reeve and Council Re: Congratulations from Minister Williams
4. Alberta Museum Association Letter Re: Municipal Support for Museums

Council accepted these four items as information.

Question Period

Dan Archer asked what Facebook group he should watch for news around the closing of the Northwest Polytechnic Fairview Campus.

Councillor Kinnee responded the groups name of Save Fairview Campus.

On the same subject, Dan Archer asked Councillor Kinnee what meeting she attended.

Councillor Kinnee answered it was the Fairview Town Hall at Dunvegan Motor Inn.

Dan Archer asked if we are hooped for vets without Northwest Polytechnic.

Councillor Kinnee replied that vets need technologists. We're already feeling the pressure and this will make it worse.

Dan Archer asked for clarification on the upcoming tax penalty changes and Brian Allen gave the details as set out in the motion.

Dan Archer asked for clarification on the motion giving \$5,000 and a letter.

Councillor Kinnee clarified that the \$5,000 is to help with the cost to hire Alberta Counsel.

Confidential Items

1. Intergovernmental Relations – ATIA Section 26

Councillor Johnson: MOVED to move into closed session at 11:32 a.m.
333/25 CARRIED

Reeve Willing: MOVED to return to open session at 12:04 p.m.
334/25 CARRIED

Councillor Johnson MOVED to accept the verbal report from the CAO.
335/25 CARRIED

Adjournment

Being that the agenda matters have been concluded, the meeting adjourned at 2:13 p.m.

These minutes approved this 25th day of November, 2025.


Councillor Johnson


Chief Administrative Officer