

Minutes of a Regular Meeting of the Council of the Municipal District of Peace No.135,
held December 9, 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
	Councillor	Lori Kinnee
Attending	Chief Administrative Officer	Brian Allen
	Recording Secretary	Sandra Satchell
Regrets	Press	Dan Archer
Call to Order	Reeve Willing called the meeting to order at 9:01 a.m. Nasar Iqbal and Erik Fuller joined the meeting at 9:01 a.m.	
Adoption of Agenda	Councillor Johnson: 360/25	MOVED that the agenda for the December 9, 2025, regular meeting of Council be approved with the following additions: H.14. Municipal Financial Support for the Fairview Regional Transition Committee H.15. SMR Summit in Calgary
		CARRIED
	Approval of Minutes	
	1. November 25, 2025 Regular Council Meeting	
Agricultural Service Board	Deputy Reeve Eastman: 361/25	MOVED that the minutes of the regular meeting of Council held on November 25, 2025, be approved as presented.
		CARRIED
	1. Nasar Iqbal, Manager of Agricultural Services	
	a) Manager of Agricultural Services Report	
Public Works	Council accepted the verbal report as information.	
	Nasar Iqbal excused himself at 9:24 a.m.	
	1. Erik Fuller, Director of Operations	
	a) Director of Operations Report	
	2. Ratepayer Request Follow Up	
	Council accepted these two items as information.	
	3. Review of Policy PW-6 Brushing of Municipal Road Allowance Policy	
	Deputy Reeve Eastman: 362/25	MOVED to accept Policy PW-6 Brushing of Municipal Road Allowance Policy as presented.
		CARRIED
	4. Review of Policy PW-17 Equipment Contractors Registry Policy	
	Councillor Kinnee: 363/25	MOVED to accept Policy PW-17 Equipment Contractors Registry Policy as amended.
		CARRIED

MINUTES
Regular Council Meeting
December 9, 2025

**Public Works
Continued**

5. Review of Policy PW-24 Oil & Gas Approval Policy

Deputy Reeve Eastman: MOVED to accept Policy PW-24 Oil & Gas Approval Policy as presented.
364/25 CARRIED

Erik Fuller excused himself at 10:08 a.m.

**Water and
Wastewater**

1. Sandra Satchell, Manager of Water and Wastewater

Council accepted this item as information.

**Unfinished
Business**

1. Correspondence with GRHARC Re: Request for Increased Funding

Councillor Kinnee: MOVED to approve the increase to the annual funding allocation provided
365/25 toward the Medical Clinic Rent Subsidy Program.
CARRIED

2. Alberta Electoral Boundaries Commission Submission

Deputy Reeve Eastman: MOVED to direct Administration to prepare a written submission
366/25 outlining the concerns as discussed and to authorize the attendance of all
Councillors at the virtual meeting on January 15, 2026.
CARRIED

3. Province of Alberta Nuclear Engagement

Councillor Johnson: MOVED to direct Administration to prepare a written submission through
367/25 the RFI process.
CARRIED

4. Request for Decision: Schedule of MLA Meeting

Reeve Willing: MOVED to direct Administration to request a meeting with Ministers
368/25 Loewen and Williams prior to Spring RMA Convention.
CARRIED

New Business

1. Growing the North Plus EDA Workshops Registrations

Councillor Johnson: MOVED to approve the attendance of all Councillors at the Growing the
369/25 North Conference in Grande Prairie February 17 to 19, 2026.
CARRIED

MINUTES
Regular Council Meeting
December 9, 2025

**New Business
Continued**

2. First Quarter Grants, Donations and Funding Requests

Deputy Reeve Eastman: MOVED to approve the following Request for Funding Applications:
370/25

Grimshaw Curling Club	
- Entertainment Sponsor	\$1,000.00
Peace River Curling Club	
- Oktoberfest Event for New Headers	\$1,000.00
Berwyn Municipal Library	
- Various Library Programs	\$1,000.00
Grimshaw History Book Association	
- Printing of Book	\$2,000.00
	CARRIED

3. Letter from Brownvale Curling Club Re: Ceasing of Operations

Council accepted this item as information.

4. Request for Decision: Proposed Property Tax Arrears Payment Agreement

Councillor Kinnee: MOVED to approve the provisions of the agreement beginning
371/25 December 15, 2025 and concluding June 5, 2027.
CARRIED

Reeve Willing called for a short break at 10:40 a.m.
Meeting resumed at 10:50 a.m. with all present.

5. Request for Decision: ATIA/POPA – Privacy Management Program

Councillor Herlinveaux: MOVED to direct Administration to enter into the agreement with Cenera in
372/25 alignment with the Municipal District of Fairview.
CARRIED

6. Request for Decision: Coffee with Council Topic Selection

Deputy Reeve Eastman: MOVED to select the topic of Advocacy Priorities for 2026 for the January 27
373/25 Coffee with Council session and Recreation for the April 28, 2026 session.
CARRIED

7. Request for Decision: Permanent Annual Funding Peace River Women's Shelter

Councillor Kinnee: MOVED to approve a \$2,500.00 annual grant to assist operating activities
374/25 of the Peace River Regional Women's shelter beginning in 2026.
CARRIED

8. Land Lease Tender for SE-33-83-22-W5

Deputy Reeve Eastman: MOVED to accept the bid from Jacob Klassen at \$50.00 per acre for the
375/25 Land Lease Tender for SE-33-83-22-W5.
CARRIED

9. Request for Decision: Schedule of MP Meeting

Deputy Reeve Eastman: MOVED to request a meeting with MP Arnold Viersen during the
376/25 first quarter of 2026.
CARRIED

MINUTES
Regular Council Meeting
December 9, 2025

**New Business
Continued**

10. Request for Decision: Electric Harvest Fair & Music Festival

Councillor Kinnee: 377/25 MOVED to conditionally approve the rental of the facility and to request Ken Elter to attend as a delegation at the regular meeting of Council on January 13, 2026.

CARRIED

11. Request for Decision: Interim Operating Budget

Deputy Reeve Eastman: 378/25 MOVED to approve the Preliminary Budget as the Interim Operating Budget.

CARRIED

12. Regional Water Operator Services Agreement with Berwyn

Councillor Herlinveaux: 379/25 MOVED to direct Administration to advise the Village of Berwyn that Council is agreeable to the terms of the Regional Water Operator Services Agreement.

CARRIED

13. Bylaw Enforcement and Animal Control Services Agreement

Reeve Willing: 380/25 MOVED to table this item.

CARRIED

14. Municipal Financial Support for the Fairview Regional Transition Committee

Deputy Reeve Eastman: 381/25 MOVED to commit \$8,500 in 2025 and encourage the Regional College Transition Committee to engage additional rural and urban municipal partners, with future funding and cost-sharing arrangements for 2026 to be considered following that engagement.

CARRIED

15. SMR Summit in Calgary

Councillor Johnson: 382/25 MOVED to authorize the attendance of Deputy Reeve Eastman at the summit in Calgary on March 3 and 4, 2026.

CARRIED

Reeve Willing called for lunch recess at 12:08 p.m.
Council reconvened from lunch at 1:02 p.m.
Dianna Butz joined the meeting at 1:02 p.m.

**Land Use/Planning/
Subdivisions**

1. Development Officer's Report

Council accepted this item as information.

2. Request for Subdivision Endorsement of SE-25-83-25-W5

Councillor Kinnee 383/25 MOVED to approve the subdivision endorsement of SE-25-83-25-W5.

CARRIED

Dianna Butz excused herself at 1:11 p.m.

MINUTES
Regular Council Meeting
December 9, 2025

Delegations

None

**Administrative
Reports**

1. CAO Report

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.

Doug Cooke joined the meeting at 1:57 p.m.

4. Financial Reports for the month ending November 30, 2025

- a) Capital Financial Statement for the Period Ending November 30, 2025
- b) Operating Financial Statement for the Period Ending November 30, 2025
- c) Funds Standing to the Credit of the MD as of November 30, 2025
- d) 2025 Capital Projects Summary
- e) 2025 Grant Application Summary as at November 30, 2025

Council accepted the five items as information.

5. Correspondence Sent

- a) Letter to Minister Loewen Re: Fire Investigation Report
- b) Letter to MD of Fairview Re: Northwest Polytechnic and Contribution
- c) Letter to Premier Smith Re: Support for Northwest Polytechnic
- d) Letter to Minister Ellis Re: Support for Sheriffs in RTOC

Council accepted these four items as information.

Doug Cooke excused himself at 2:18 p.m.

Committee Reports

1. Councillor's November 2025 Reports

This item was accepted as information.

- 2. Brownvale Community and District Library November 2025 Update
- 3. Mighty Peace Tourism Board Meeting Minutes November 24, 2025
- 4. Grimshaw Co-op Seed Cleaning Plant Board Meeting Minutes November 12, 2025

Council accepted these three items as information.

MINUTES
Regular Council Meeting
December 9, 2025

- Information Items**
1. Northern Sunrise County Letter to MLA Williams Re: Invest Alberta
 2. National Police Federation Introduction Letter and Public Research Presentation
 3. Business and Community Newsletter November 2025
 4. Fire Department Monthly Activity Report November 2025
 5. Minister Letter and Fire Level of Service 2025 Engagement – What We Heard

The five items were accepted as information.

Question Period **None**

Confidential Items **None**

Adjournment Being that the agenda matters have been concluded, the meeting adjourned at 2:43 p.m.

These minutes approved this 13th day of January, 2026.

Reeve

Chief Administrative Officer