

Municipal District of Peace No. 135
Organizational Meeting Agenda
Tuesday, October 22, 2019
Immediately Following the Regular Council Meeting

Names listed indicates which Councillor currently holds the Board/Committee position.

- A. CALL TO ORDER** - Chief Administrative Officer
- B. NOMINATIONS** - Office of Reeve - 1 year term – Robert Willing
- Oath of Office - Reeve
- NOMINATIONS** - Office of Deputy Reeve - 1 year term – Sandra Eastman
- Oath of Office - Deputy Reeve
- C. SIGNING AUTHORITY** - C.A.O. or Director of Legislative Services with any one Councillor
- D. REGULAR COUNCIL MEETING DATES** - Currently 2nd Tuesday of each month commencing at 9:00 a.m. and a second regular Council meeting on 4th Tuesday of each month, commencing at 5:00 p.m.
- E. DECLARATION OF MUNICIPAL OFFICE** – Motion to declare that the Municipal District of Peace No. 135 administration office is located at 5240 – 52 Avenue, Berwyn Alberta.
- F. DECLARATION OF BANK LOCATION** – Motion to declare location of bank accounts: Alberta Treasury Branch, Grimshaw Alberta.
- G. ANNUAL REVIEW OF MUNICIPAL DISTRICT OF PEACE NO. 135 VISION AND MISSION STATEMENTS**
- H. ANNUAL REVIEW OF MUNICIPAL DISTRICT OF PEACE NO. 135 PROCEDURAL BYLAW**
- I. ANNUAL REVIEW OF MUNICIPAL DISTRICT OF PEACE NO. 135 CODE OF CONDUCT BYLAW**
- J. COMMITTEE APPOINTMENTS**
- Agricultural Service Board** - 2 Council Members
Chairman - Sandra Eastman
Council Member - Janice Reyda
Alternate Council Member - Theresa Johnson
Members (3-6 members at large): Judy Bowcott, George Leger, Brian Grant,
Rick Keillor, Christi Friesen, Nigel Thorne
- Berwyn & District Chamber of Commerce**
Member - Janice Reyda
- Community Advisory Committee for Gravel Pit Operations**
Member - Ken Herlinveaux
Alternate Member – Robert Willing
- Disaster Services Committee**
Director- Chief Administrative Officer
Chair - Robert Willing
Alternate Member - Ken Herlinveaux
- Duncan's Inter-agency Committee**
Member – Janice Reyda
Alternate – Theresa Johnson
- Fire Chiefs**
Brownvale - Trevor Gerk

J.

COMMITTEE APPOINTMENTS CONTINUED

Grimshaw Co-operative Seed Cleaning Plant Board

Member - Ken Herlinveaux

Alternate Member - Janice Reyda

Grimshaw & District Chamber of Commerce

Member - Theresa Johnson

Alternate Member – Sandra Eastman

Grimshaw Gravels Aquifer Management Advisory Association

Member - Janice Reyda

Alternate Member – Theresa Johnson

Grimshaw Regional Health Care Recruitment and Retention Committee

Members - Theresa Johnson, Janice Reyda

Intermunicipal Negotiation Committees

Clear Hills County – Members Ken Herlinveaux, Sandra Eastman
Alternate Theresa Johnson

County of Birch Hills – Members Robert Willing, Ken Herlinveaux
Alternate Sandra Eastman

County of Northern Lights – Members Janice Reyda, Theresa Johnson
Alternate Sandra Eastman

Northern Sunrise County – Members Robert Willing, Sandra Eastman
Alternate Theresa Johnson

MD of Fairview – Members Ken Herlinveaux, Sandra Eastman
Alternate Robert Willing

Town of Grimshaw – Members Theresa Johnson, Sandra Eastman
Alternate Ken Herlinveaux

Town of Peace River – Members Robert Willing, Sandra Eastman
Alternate Theresa Johnson

Village of Berwyn – Members Robert Willing, Ken Herlinveaux
Alternate Sandra Eastman

Lac Cardinal Intermunicipal Cooperation Committee (Berwyn & Grimshaw)

Reeve - Robert Willing

Deputy Reeve - Sandra Eastman

CAO - Barbara Johnson

Alternate Member - Any other Councillor

Lac Cardinal Regional Economic Development Board

Member - Sandra Eastman

Alternate Member - Theresa Johnson

Mackenzie Municipal Services Agency

Member - Sandra Eastman

Alternate Member - Robert Willing

Mighty Peace Tourist Association

Member - Theresa Johnson

Alternate Member - Janice Reyda

Municipal District of Peace No. 135 Library Board

Councillor Member - Janice Reyda

Councillor Member - Ken Herlinveaux

Brownvale Library – Dianne Wearden, Myrna Alexander, Rob McCallum (3 year term)

Berwyn Library - Elvira Sorensen (3 year term)

Grimshaw Library - George Leger

Peace River Library - Sandra Willing

North Peace Housing Foundation

Member - Sandra Eastman

J.

COMMITTEE APPOINTMENTS CONTINUED

North Peace Protocol Steering Committee

Member - Theresa Johnson
Alternate Member - Sandra Eastman
Administration - Barbara Johnson, CAO

Northern Alberta Elected Leaders

Member - Robert Willing

Northern Sunrise Rural Crime Watch Committee

Member - Theresa Johnson
Alternate Member – All other Councillors

Northern Transportation Advocacy Bureau

Member - Theresa Johnson
Alternate Member - Sandra Eastman

Peace Library System

Member – Sandra Eastman
Alternate Member – Theresa Johnson

Peace Regional Economic Development Alliance (PREDA)

Member - Robert Willing
Alternate - Ken Herlinveaux

Peace Regional Healthcare Attraction and Retention Committee

Member - Ken Herlinveaux

Peace Regional RCMP Community Advisory Committee

Member - Theresa Johnson
Alternate Member - Robert Willing

Peace Regional Subdivision and Development Appeal Board

Members at Large - Lyle McKen (2 year term to August 1, 2021)
- George Leger (3 year term to August 1, 2022)

Peace River Aboriginal Inter-agency Committee

Member - Janice Reyda

Peace River Inter-Municipal Cooperation Committee

Reeve - Robert Willing
Deputy Reeve - Sandra Eastman
CAO - Barbara Johnson

Peace River Mutual Aid Committee

Member - Robert Willing
Alternate Member - Ken Herlinveaux

Peace River Regional Airport Committee

Member - Robert Willing
Alternate Member - Sandra Eastman

Peace Valley Conservation, Recreation & Tourism Society

Members - Robert Willing, Theresa Johnson
Alternate Member - Ken Herlinveaux

Rail Line Acquisition Committee

Member - Sandra Eastman
Alternate Member - Vacant

J. COMMITTEE APPOINTMENTS CONTINUED

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

Member - Ken Herlinveaux

Water North Coalition

Member – Janice Reyda

Weed Notice Appeal Committee, Pest Control Notice Appeal Committee Any three members of the MD of Fairview No.136 Council or any three members of the Clear Hills County Council

K. REMUNERATION

Regular Council Meetings - \$250/meeting

Or \$130/evening meeting

Committee & Board Meetings & Conferences - \$250/full day

- \$130/ ½ day or evening

- Travel - Maximum of 2 days if one-way travel time > 4 hrs

Meals - Breakfast & Lunch \$20/meal

- Supper \$30/meal or cost of meal with receipt

Mileage - \$0.54/kilometre

Councillors' Honorarium - \$12,000 per annum (\$1000/month)

Reeve's Honorarium - \$15,000 per annum (\$1,250/month)

Telecommunications Allowance - \$30/month

Hotel Accommodations/Parking - Paid for on MD credit card or reimbursement of actual cost

L. ADJOURNMENT

Minutes of the Organizational Meeting of the Council of the Municipal District of Peace No. 135, Province of Alberta, held at the Municipal Office, Berwyn, Alberta on October 22, 2019.

Present

Councillors Sandra Eastman
Ken Herlinveaux
Theresa Johnson
Janice Reyda
Robert Willing

CAO Barbara Johnson
Recording Secretary Lelia Sumner

Regrets

Press Michael Stamou

Call to Order

CAO Barbara Johnson called the meeting to order at 7:53 p.m.

Office of Reeve

The CAO called for nominations for the Office of Reeve, for a one year term.

Theresa Johnson nominated Robert Willing.

Robert Willing accepted the nomination.

No further nominations.

Janice Reyda: MOVED that nominations for the Office of Reeve cease.
356/19 Carried

Robert Willing was declared elected as Reeve.

Robert Willing took the Official Oath of Office for Reeve.

Robert Willing assumed the Chair.

Office of Deputy Reeve

Reeve Willing called for nominations for the Office of Deputy Reeve.

Theresa Johnson nominated Sandra Eastman.

Sandra Eastman accepted the nomination.

No further nominations.

Theresa Johnson: MOVED that nominations for the Office of Deputy Reeve
357/19 cease.
Carried

Sandra Eastman took the Official Oath of Office for Deputy Reeve.

Signing Authority

Janice Reyda: MOVED that the signing authority for the Municipal District
358/19 of Peace No. 135 be the C.A.O. or Director of Legislative
Services with any one Councillor.
Carried

Regular Meeting Date

Sandra Eastman: MOVED that the regular meeting dates be the 2nd Tuesday of
359/19 each month, commencing at 9:00 a.m. and the 4th 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

Theresa Johnson: MOVED to declare that the Municipal District of Peace
360/19 No. 135 administration office is located at 5240-52 Avenue,
Berwyn, Alberta.
Carried

Declaration of Bank Location	Janice Reyda: 361/19	MOVED to declare location of bank accounts: Alberta Treasury Branch, Grimshaw, Alberta. Carried
Annual Review of Vision And Mission Statements	Ken Herlinveaux: 362/19	MOVED to accept the Municipal District of Peace No. 135 Vision and Mission Statements as presented. Carried
Annual Review of Procedural Bylaw		Council reviewed the Municipal District of Peace No. 135 Procedural Bylaw.
Annual Review of Code of Conduct Bylaw		Council reviewed the Municipal District of Peace No. 135 Code of Conduct Bylaw.
Appointments	Theresa Johnson: 363/19	MOVED that the following appointments be made:
Agricultural Service Board		That Councillor member appointments to the Agricultural Service Board be Sandra Eastman, Janice Reyda and Theresa Johnson with Sandra Eastman appointed as Chairman, alternate to be Theresa Johnson, and the member at large appointments to be Brian Grant, Nigel Thorne, Judy Bowcott, Rick Keillor, George Leger and Christi Friesen.
Berwyn & District Chamber of Commerce		No member appointed.
Community Advisory Committee for Gravel Pit Operations		That Ken Herlinveaux be appointed as the member to the Community Advisory Committee for Gravel Pit Operations with the alternate member to be Robert Willing.
Disaster Services Committee		That the Chief Administrative Officer be appointed as the Director of Disaster Services, Robert Willing be appointed the Chair of Disaster Services Committee with Ken Herlinveaux a alternate.
Duncans' Inter-agency Committee		That Janice Reyda be appointed as the member to the Duncans Inter-agency Committee with the alternate to be left vacant.
Fire Chiefs		That the Fire Chief be appointed as follows: Brownvale Volunteer Fire Dept. - Trevor Gerk
Grimshaw Cooperative Seed Cleaning Plant Board		That Ken Herlinveaux be appointed as the member to the Grimshaw Cooperative Seed Cleaning Plant Board with Janice Reyda to serve as alternate member.
Grimshaw & District Chamber of Commerce		That Sandra Eastman be appointed as the member to the Grimshaw & District Chamber of Commerce with the alternate to be left vacant.
Grimshaw Gravels Aquifer Management Advisory Association		That Janice Reyda be the member appointed to the Grimshaw Gravels Aquifer Management Advisory Association with the alternate member to be Theresa Johnson.
Grimshaw Regional Health Care Recruitment and Retention Committee		That Theresa Johnson and Janice Reyda be appointed to serve as the members of the Grimshaw Regional Health Care Recruitment and Retention Committee.

RG

Appointments Continued

Intermunicipal Negotiation Committees That the following members be appointed:

Clear Hills County – Members	Ken Herlinveaux, Sandra Eastman
Alternate	Theresa Johnson
County of Birch Hills – Members	Robert Willing, Ken Herlinveaux
Alternate	Sandra Eastman
County of Northern Lights – Members	Janice Reyda, Theresa Johnson
Alternate	Sandra Eastman
Northern Sunrise County – Members	Robert Willing, Sandra Eastman
Alternate	Theresa Johnson
MD of Fairview – Members	Ken Herlinveaux, Sandra Eastman
Alternate	Robert Willing
Town of Grimshaw – Members	Theresa Johnson, Sandra Eastman
Alternate	Ken Herlinveaux
Town of Peace River – Members	Robert Willing, Sandra Eastman
Alternate	Theresa Johnson
Village of Berwyn – Members	Robert Willing, Ken Herlinveaux
Alternate	Sandra Eastman

Lac Cardinal Intermunicipal Cooperation Committee

That the members on the Lac Cardinal Intermunicipal Cooperation Committee be Reeve Robert Willing, Deputy Reeve Sandra Eastman and C.A.O. Barbara Johnson with any other Councillor to serve as alternate.

Lac Cardinal Regional Economic Development

That Robert Willing be the member appointed to the Lac Cardinal Regional Economic Development Board with Theresa Johnson to serve as the alternate.

Mackenzie Municipal Services Agency

That Sandra Eastman be appointed as the member to the Mackenzie Municipal Services Agency with the alternate member to be Robert Willing.

Mighty Peace Tourist Association

That Theresa Johnson be the member appointed to the Mighty Peace Tourist Association with the alternate to be Janice Reyda.

Municipal Cooperative Library Board

That the members of the Municipal Cooperative Library Board be:
Councillor Members Janice Reyda and Ken Herlinveaux
Brownvale Library (3 yr terms)- Dianne Wearden, Myrna Alexander, Rob McCallum
Berwyn Library (3 yr term) - Elvira Sorensen
Grimshaw Library - George Leger
Peace River Library - Sandra Willing

North Peace Housing Foundation

That Sandra Eastman be appointed to serve on the North Peace Housing Foundation Board.

North Peace Protocol Steering Committee

That Theresa Johnson be appointed to the North Peace Protocol Steering Committee with Sandra Eastman to serve as the alternate.

Northern Alberta Elected Leaders

That Robert Willing be appointed to represent the Municipal District on the Northern Alberta Elected Leaders.

Northern Sunrise Rural Crime Watch Committee

That Theresa Johnson be appointed to the Northern Sunrise Rural Crime Watch Committee and that all other Councillors are alternates.

Northern Transportation Advocacy Bureau

That Theresa Johnson be appointed to the Northern Transportation Advocacy Bureau with Sandra Eastman to serve as the alternate.

Appointments Continued

Peace Library System

That the member appointed to the Peace Library System be Sandra Eastman with the alternate member to be Theresa Johnson.

Peace Regional Economic Development Alliance

That the member appointed to the Peace Regional Economic Development Alliance be Robert Willing with the alternate member to be Ken Herlinveaux.

Peace Regional Healthcare Attraction and Retention Committee

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

Peace Regional RCMP Community Advisory Committee

That Theresa Johnson be appointed as the member to the Peace Regional RCMP Community Advisory Committee with Robert Willing to serve as the alternate.

Peace Regional Subdivision And Development Appeal Board

That the Subdivision and Development Appeal Board members be: Members at Large - Lyle McKen
- George Leger

Peace River Aboriginal Inter-agency Committee

That Janice Reyda be appointed as the member to the Peace River Aboriginal Inter-agency Committee.

Peace River Inter-Municipal Cooperation Committee

That Reeve Robert Willing, Deputy Reeve Sandra Eastman and C.A.O. Barbara Johnson be appointed to the Peace River Inter-Municipal Cooperation Committee.

Peace River Mutual Aid Committee

That Robert Willing be the member appointed to the Peace River Mutual Aid Committee with the alternate to be Ken Herlinveaux.

Peace River Regional Airport Committee

That Robert Willing be appointed as the member to the Peace River Regional Airport with the alternate member to be Sandra Eastman.

Peace Valley Conservation, Recreation & Tourism Society

That Robert Willing be the member appointed to the Peace Valley Conservation, Recreation & Tourism Society with the alternate member to be Ken Herlinveaux.

Rail Line Acquisition Committee

That Sandra Eastman be appointed to the Rail Line Acquisition Committee with the alternate to be left vacant.

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

That Ken Herlinveaux be appointed to represent the Municipal District of Peace No.135 at the V.S.I. Services (1980) Ltd. annual meeting.

Water North Coalition

That Janice Reyda be appointed to serve on the Water North Coalition.

Weed Notice Appeal Committee, Pest Control Notice Appeal Committee

That the Weed Notice and Pest Control Notice Appeal Committees be any three members of the M.D. of Fairview No 136 Council or the Clear Hills County Council.

Carried

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Remuneration Janice Reyda: MOVED that effective November 1, 2019 the Councillor remuneration be set as follows, which includes a 1.3% CPI increase to honorariums and meeting fees:

Councillors Honorarium	\$12,156/annum (\$1,013/ month)
Reeve's Honorarium	\$15,195/annum (\$1,266.25/month)
Regular Council Meeting	\$253.25/day meeting or \$131.69/evening meeting
Committee & Board Meetings and Conferences	\$253.25/ full day \$131.69/ ½ day or evening Travel – Maximum of 2 days if one-way travel time > 4 hrs
Meals	Breakfast & Lunch \$20/ meal Supper \$30/ meal or cost of meal with receipt
Mileage	\$.58/ km
Telecommunications Allowance	\$30/ month
Hotel Accommodations (including parking)	Paid for on M.D. credit card or reimbursement of actual cost Carried

Adjournment Being that the agenda matters of the Organizational Meeting have been concluded, the meeting adjourned at 8:57 p.m.

These minutes approved this 19th day of November, 2019.



Reeve



Chief Administrative Officer