



**AGENDA**  
**Organizational Meeting of the Council**  
**Wednesday, October 27, 2021**  
**Council Chambers 6:00 PM**

Page

1. CALL TO ORDER
2. OFFICIAL OATH OF OFFICE (MAYOR)
3. OFFICIAL OATHS OF OFFICE ( COUNCILLORS)
4. ELECTION OF DEPUTY MAYOR (NOMINATIONS FROM COUNCIL)
5. ADOPTION OF AGENDA:
  - 5.1. Revisions or Additions
  - 5.2. Adoption
6. COUNCIL COMMITTEE APPOINTMENTS:
  - 6.1. General Government and Finance\_\_\_\_\_ Mayor, Deputy Mayor and 2 Members
  - 6.2. Protection\_\_\_\_\_2 Members
  - 6.3. Transportation\_\_\_\_\_2 Members
  - 6.4. Environmental Health\_\_\_\_\_2 Members
  - 6.5. Community Services \_\_\_\_\_ 2 Member
  - 6.6. Planning\_\_\_\_\_2 Members
7. DELEGATES AND BOARD MEMBER APPOINTMENTS
  - 7.1. Library Board\_\_\_\_\_Member and Alternate
  - 7.2. Peace Library Systems Board\_\_\_\_\_Member and Alternate
  - 7.3. Mackenzie Municipal Services Agency\_\_\_\_\_Member and Alternate Plus Balance of Council in Alphabetical Order as Alternates

- 7.4. North Peace Housing Foundation\_\_\_\_\_Member and Alternate
- 7.5. Long Lake Regional Waste Management\_\_\_\_\_Member and Alternate Services Commission
- 7.6. Staff Negotiating & Grievance \_\_\_\_\_ 2 Members & CAO
- 7.7. Centennial Park Society Director\_\_\_\_\_ Member and Alternate
- 7.8. Peace Regional Mutual Aid\_\_\_\_\_ Member and Alternate
- 7.9. Grimshaw Gravels Aquifer Advisory Association\_\_\_\_\_Member and Alternate
- 7.10. Community Services Advisory Board\_\_\_\_\_ Member and Alternate
- 7.11. Grimshaw Regional Health Care Recruitment &\_\_\_\_\_ 2 Members Retention Committee
- 7.12. PREDA\_\_\_\_\_Member and Alternate
- 7.13. Lac Cardinal Regional Economic Development Board \_\_\_\_\_ Member and Alternate
- 7.14. Mighty Peace Tourist Assoc.\_\_\_\_\_Member and Alternate
- 7.15. Lac Cardinal Inter-Municipal\_\_\_\_\_Mayor, Deputy Mayor & CAO Committee
- 7.16. Chamber of Commerce\_\_\_\_\_Member and Alternate
- 7.17. OH & S Committee\_\_\_\_\_Member
- 7.18. Town of Grimshaw Risk Management Committee ----- Member
- 7.19. Grimshaw' School's Joint Committee -----2 members
- 7.20. Mile Zero Regional Multiplex Society -----2 Members
- 7.21. Water North Coalition \_\_\_\_\_ Member
- 7.22. Kennedy Parks Steering Committee . \_\_\_\_\_2 Members

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## 8. COUNCIL COMMITTEE & BOARD MEETING FREQUENCY

- 8.1. Council Committee & Board Meeting Frequency

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9.	APPOINT BOARD	
9.1.	Library Board	9
9.2.	Community Services Advisory Board	10
10.	SET TIME, PLACE AND DAYS OF REGULAR COUNCIL MEETINGS	
11.	TOWN OF GRIMSHAW SIGNING AUTHORITY - (MAYOR/DEPUTY MAYOR) AND (CAO/FINANCIAL DIRECTOR/MUNICIPAL DIRECTOR/TAXATION/AP CLERK (LIMITED))	
12.	REMUNERATION SCHEDULE	
12.1.	Remuneration Schedule 2019 -2020	11
13.	IT ALLOWANCE	
14.	COUNCILLORS EMAIL ADDRESSES	
15.	TOUR OF FACILITY - SET A DATE	
16.	2021 AUMA CONVENTION	
16.1.	AUMA Convention	12 - 16
17.	MAYOR WALD - DISCUSSION ON COUNCIL/ROUND TABLE PLANNING SESSION	
18.	ADJOURNMENT	

## Schedule A

General Government & Finance	Labour Relations, Town Property, Regulatory Bylaws, Municipal Involvement, Budget & Capital Finance, Town Office, Human Resources:  Bob Regal (Mayor) Wendy Wald (Deputy Mayor) Colleen Sklapsky Stacey Messner
Protection to Persons and Property	Fire, Building Bylaws, Animal Control, Weed Control, Traffic Safety, Mutual Aid, Bylaw Enforcement, and Disaster Services:  Bob Regal (Mayor) Dennis Sukeroff
Transportation & Infrastructure	Streets, Traffic Signs, Water and Sanitary Sewers, Sidewalks, Airport, Street Lighting, Boulevards, Public Works:  Colleen Sklapsky Steve Hennings
Environmental Health	Quality of Water, Garbage, Recycling:  Dirk Thompson Colleen Sklapsky
Community Services	Arena, Pools, Parks, Library, Fitness Centre, Liaison with Local Schools/New Horizons Drop In Centre, Grimshaw FCSS:  Stacey Messner Dennis Sukeroff
Planning	Town Planning and Development, Public Relations, Business Promotion, Town Beautification, Intermunicipal Economic Development Planning:  Bob Regal (Mayor) Dirk Thompson
Library Board	Dennis Sukeroff  Peggy Smith Carolyn Gerk Betty Paul

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	Kimberley Harris Sandra Eastman Leisha Ivey - Wong Vacant
Peace Library Systems Board	Dennis Sukeroff Stacey Messner (Alternate)
Mackenzie Municipal Services Agency	Wendy Wald (Deputy Mayor) Bob Regal (Mayor) (Alternate) Balance of Council in Alphabetical Order
North Peace Housing Foundation	Dirk Thompson
Long Lake Regional Waste Management Services Commission	Steve Hennings Colleen Sklapsky (Alternate)
Staff Negotiating & Grievance Committee	Stacey Messner Wendy Wald (Deputy Mayor) CAO
Centennial Park Society	Stacey Messner Dennis Sukeroff (Alternate)
Peace Regional Mutual Aid Committee	Bob Regal (Mayor) Dennis Sukeroff (Alternate)
Grimshaw Gravels Aquifer Advisory Association	Colleen Sklapsky Wendy Wald (Deputy Mayor)(Alternate)
Community Services Advisory Board	Stacey Messner Dennis Sukeroff (Alternate)  Community Services Board Shivon Couch Barb Huber Christina Bissell Janet Fairless Lori Leitch (P.R.S.D#10 Rep) Brian Hill (H.F.C.S.D. Rep)
Grimshaw Regional Health Care Recruitment and Retention Committee	Dirk Thompson Wendy Wald (Deputy Mayor)
Peace Regional Economic Development Alliance	Colleen Sklapsky Dirk Thompson (Alternate)
Lac Cardinal Regional Economic Development Board	Colleen Sklapsky Dirk Thompson (Alternate)
Mighty Peace Tourist Association	Wendy Wald Stacey Messner (Alternate)
Lac Cardinal Inter-Municipal Committee	Bob Regal (Mayor) Wendy Wald (Deputy Mayor) (CAO)

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Lac Cardinal Regional Economic Development Board Selection Committee	Steve Hennings Dennis Sukeroff
Chamber of Commerce	Bob Regal (Mayor) Stacey Messner (Alternate)
Grimshaw School's Joint Use Committee	Bob Regal (Mayor) Dirk Thompson (CAO)
OH & S Committee	Steve Hennings
Town of Grimshaw Risk Management Committee	Steve Hennings
Peace Regional Community Advisory Committee	Bob Regal (Mayor) Dennis Sukeroff (Alternate)
Mile Zero Regional Multiplex Society	Dennis Sukeroff Steve Hennings
Water North Coalition	Colleen Sklapsky
Kennedy Park Steering Committee	Wendy Wald (Deputy Mayor) Stacey Wald

## Council Committees &amp; Boards Meeting Frequency

General Government & Finance	Labour Relations, Town Property, Regulatory Bylaws, Municipal Involvement, Budget & Capital Finance, Town Office, Human Resources:  No Scheduled Meetings
Protection to Persons and Property	Fire, Building Bylaws, Animal Control, Weed Control, Traffic Safety, Mutual Aid, Bylaw Enforcement, and Disaster Services: No Scheduled Meetings
Transportation & Infrastructure	Streets, Traffic Signs, Water and Sanitary Sewers, Sidewalks, Airport, Street Lighting, Boulevards, Public Works: No Scheduled Meetings
Environmental Health	Quality of Water, Garbage, Recycling: No Scheduled Meetings
Community Services	Arena, Pools, Parks, Library, Fitness Centre, Liaison with Local Schools/New Horizons Drop In Centre, Grimshaw FCSS: No Scheduled Meetings
Planning	Town Planning and Development, Public Relations, Business Promotion, Town Beautification, Intermunicipal Economic Development Planning: No Scheduled Meetings
Library Board	Monthly Meetings (3 <sup>rd</sup> Monday in evening) at Library No summer meetings
Peace Library Systems Board	Quarterly Meetings (daytime) in Grande Prairie PLS Office
Mackenzie Municipal Services Agency	Quarterly Meetings (daytime) at Berwyn Office
North Peace Housing Foundation	Monthly Meetings (1 <sup>st</sup> Wednesday in evening) at NPHF office in Peace River
Long Lake Regional Waste Management Services Commission	Monthly Meetings (evening) at Landfill

Staff Negotiating & Grievance Committee	As needed
Centennial Park Society	As needed
Peace Regional Mutual Aid Committee	As needed
Grimshaw Gravels Aquifer Advisory Association	Quarterly Meetings (daytime) at M.D. office in Berwyn
Community Services Advisory Board	Monthly Meetings (3 <sup>rd</sup> Wednesday in evening) at Multiplex Meeting Room
Grimshaw Regional Health Care Recruitment and Retention Committee	Quarterly Meetings (evening) at Town Office Meeting Room
Peace Regional Economic Development Alliance	Quarterly Meetings (daytime) rotated around region
Lac Cardinal Regional Economic Development Board	Monthly Meetings (last Monday in evening) in Town office meeting room
Mighty Peace Tourist Association	Quarterly Meetings (evening) at Nova Inn Peace River
Lac Cardinal Inter-Municipal Committee	As needed
Lac Cardinal Regional Economic Development Board Selection Committee	As needed
Chamber of Commerce	Monthly Meetings (daytime) at a Chamber business
Grimshaw School's Joint Use Committee	Annual Meeting (daytime) rotated amongst partners
OH & S Committee	As needed
Town of Grimshaw Risk Management Committee	As needed
Peace Regional Community Advisory Committee	Monthly Meetings (evening) at Peace River RCMP board room
Mile Zero Regional Multiplex Society	Quarterly Meetings (evening) at Town office meeting room
Water North Coalition	Quarterly Meetings (daytime) Virtual
Kennedy Park Steering Committee	As needed (in evening) at Town office meeting room



**Schedule B**

**GRIMSHAW MUNICIPAL LIBRARY BOARD  
2020-2021 APPOINTMENTS**

Council Representative:

Sandra Eastman	2016	2022
Carolyn Gerk	2018	2021
Betty Paul	2013	2022
Leisha Ivey – Wong	2020	2022
<del>Shivon Couch</del>	<del>2018</del>	<del>2021</del>

Note: All board appointments are for a term of three years to a maximum of six years and are appointed by Town Council at their annual Organizational Meeting unless a resignation from the Board occurs throughout the year.

*Making Grimshaw the greatest place to live by providing a quality service to our  
Community in a courteous, timely, efficient and cost effective manner.*

**COMMUNITY SERVICES ADVISORY BOARD  
2020 - 2021 APPOINTMENTS**

Councilor Representative:

<del>Shivon Couch</del>	<del>2018</del>	<del>2021</del>
Barb Huber	2018	2021
Christina Bissell	2018	2021
Janet Fairless	2018	2021
Rep from Holy Family Catholic School Division		
Rep from Peace River School Division #10		

Note: All board appointments are for a term of three years to a maximum of six years and are appointed by Town Council at their annual Organizational Meeting, unless a resignation from the Board occurs throughout the year.

**2019/2020****REMUNERATION SCHEDULE**

Regular Council Meeting Fees .....	\$136.00
Special Council Meeting Fees	
Under 2 hours.....	\$68.00
Over 2 hours.....	\$136.00
Assessment Review Board Fees.....	\$80.00
Community Services Advisory Board .....	\$80.00
Peace Library System	
Under 2 hours .....	\$68.00
Over 2 hours.....	\$136.00
Development Appeal Board Meeting Fees .....	\$80.00
Mayor – per annum.....	\$5,762.00
	(\$480/per month)
Deputy Mayor .....	\$1,978.00
	(\$165/per month)
Seminar, Conference plus expenses	
Per day .....	\$141.00
Per ½ day .....	\$70.00
Mileage .....	0.54
Meal Allowance	
Breakfast .....	\$15.00
Lunch .....	\$15.00
Supper .....	\$30.00
(receipts are not required)	

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## 2021 AUMA Convention

[Event Details](#) [Program & Speakers](#)

### REGISTRATION IS NOW OPEN!

**DATES:** November 17 - 19, 2021**LOCATION:** Edmonton Convention Centre

**DETAILS:** Join us for the 2021 AUMA Convention & Trade Show, taking place November 17 - 19 at the Edmonton Convention Centre. At this time, we are planning for an in-person event, but we will be closely monitoring the situation around COVID-19 and following all public health orders that are in place at that time.

**REGISTRATION:** **NOW OPEN!**

**TRADE SHOW:** Registration for Trade Show is now open, [register today!](#) If you have any questions, please email [amsctradeshow@auma.ca](mailto:amsctradeshow@auma.ca).

**SPONSORSHIP:** If you are interested in becoming a 2021 AUMA Convention sponsor, email [sponsorship@auma.ca](mailto:sponsorship@auma.ca) to receive a package. We are always looking for new and exciting partners, and can work with you to customize a package that best suits your needs.

### UNSURE WHO IS ATTENDING?

We know many municipalities are eager to register but won't know who is attending due to the upcoming municipal election. Not a problem! Administrators can register 'Guest' attendees and won't be required to have a unique email address for each attendee.

Once the election is complete and you know who will be attending, you can either modify the registration on your own using the modification button on the registration website, or you can simply contact [registration@auma.ca](mailto:registration@auma.ca) and we would be happy to help. We do ask that you make those changes as soon as possible following the election to allow our team enough time to produce accurate name badges and set-up voting credential for eligible attendees.

### Call for Nominations – AUMA Board of Directors

AUMA is seeking nominations of qualified candidates to serve on its Board of Directors.

### Positions up for election in 2021

The following positions are scheduled for election in 2021:

<https://www.auma.ca/events/2021-auma-convention>

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President  
Director, Cities up to 500,000 for a two-year term (two to be elected)  
Director, Towns East for a two-year term  
Director, Villages South for a two-year term  
Director, Summer Villages for a two-year term  
Vice-President and Director, Cities up to 500,000  
Vice-President, Towns  
Vice-President, Villages and Summer Villages

Elections will take place on Friday, November 19, 2021, during the annual AUMA Convention.

The deadline for **ALL** nominations for the 2021 AUMA Board elections is **11:59 p.m., Friday, November 12, 2021**. AUMA requests that elected officials and Chief Administrative Officers ensure that all council members are aware of the 2021 nomination deadline.

### Information and Nomination Package

[Download the candidate nomination package](#) and the [Elections Procedure Handbook](#) to get started.

### NEW THIS YEAR

A virtual option will be made available for those who would like to attend for their office or home. Virtual attendees will have access to all plenary offerings, including opening ceremonies, keynotes/entertainment, Premier's address, Official Opposition address, Minister dialogue sessions, resolutions and elections. All registered eligible elected officials representing regular members will also have the ability to vote virtually for elections and resolutions.

Please note, virtual attendees will not have live access to education breakout sessions.

All eligible voters will require a device for voting - this can be your phone, tablet or laptop.

### PRICING

Type	Early-bird & Virtual Price	In-person Price (After October 25)
AUMA Member	\$600	\$750
RMA Member	\$700	\$850
Non-Member	\$975	\$1125
Municipal Intern	Complimentary	Complimentary
Pre-Convention	\$375	\$375

Please note - the cost to attend virtually is the same as the early-bird pricing, unless the criteria below is met. Special pricing is only available to AUMA regular members (urban municipalities). Pre-Convention sessions are only available to AUMA regular members and RMA members.

<https://www.auma.ca/events/2021-auma-convention>

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**\*Registration payment by credit card will be the only accepted form of payment. If you have any questions, please email [registration@auma.ca](mailto:registration@auma.ca).**

## REGULAR MEMBER VIRTUAL PRICING

In order to support our members who are unable to attend due to financial constraints or health concerns, we are offering virtual registration at a discounted rate to AUMA urban municipal members who have registered for Convention.

*Summer Village and Village members* who register at least one (1) in-person attendee for Convention will have the option to register one attendee virtually for the reduced price of \$200. For every additional participant in-person, they will have the option to register a virtual attendee at the reduced rate.

*Towns, Cities and Specialized Municipality members* who register five (5) in-person attendees will have the option to register one attendee virtually for the reduced price of \$200. For every additional five (5), they will have the option to register a virtual attendee at the reduced rate.

\*Once a municipality has registered their in-person attendees, the AUMA Registrar will reach out with a discount code for your virtual attendees.

## PRE-CONVENTION SESSIONS (ONLY AVAILABLE IN-PERSON)

We are pleased to offer two pre-convention session for Convention attendees. The cost for per session is \$375. These sessions are only available for AUMA Regular Members and RMA Members. Non-members, affiliate members, or associate members are not eligible to attend.

### EOEP MUNIS 101

**Taking place Monday, November 15 & Tuesday, November 16**

**PLEASE NOTE:** *Munis 101* is being offered regionally across Alberta in November and December. Check the [EOEP website](#) for dates and details.

*Munis 101: The Essentials of Municipal Governance* delivers the key information and strategies that you need to excel in your role. *Munis 101* is completely updated to reflect recent changes made to the *Municipal Government Act* and includes best practices in everything from public participation to considering how to set tax rates.

*Munis 101* will not only prepare you to excel in your role, but it also meets all Alberta Municipal Affairs requirements for mandatory post-election training by providing the fundamental strategies and concepts that new and returning elected officials can apply to learning about their own local municipal functions, plans, and financial information. In fact, the course has been endorsed by Alberta Municipal Affairs, so you can be confident that you have the baseline skills and knowledge you need to succeed.

*Munis 101* is a 4-session course and is divided into four sections as follows: Basics of Municipal Governance and Legislation in Alberta, The Elected Official's Role in Municipal Leadership, Explore the Role of Municipal Planning and Development and Effective Collaboration and Navigate the World of Municipal Finance.

### LEGAL SEMINAR, HOST BY REYNOLDS MIRTH RICHARDS AND FARMER LLP

**Taking place Tuesday, November 16**

<https://www.auma.ca/events/2021-auma-convention>

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This full-day course will explore four distinct topics:

A deep dive into the **Pecuniary Interest** provisions – when pecuniary interest arises, how to recognize it and what to do;

**Council's Role in Planning and Development** – a review of the different roles Councillors can play in not only developing municipal planning instruments, but also participating in decision-making on individual applications;

**Codes of Conduct** were intended to assist Councils to function ethically and harmoniously – a detailed review of Codes of Conduct dos and don'ts; and

**Municipal Corporations** – you have big ideas, what is the best vehicle to get you there?

## HOTELS

Please use the links, phone numbers or codes that are provided to book your rooms to ensure you are receiving the best rates. To ensure that rooms are accurately booked, a two-night deposit for each room may be required. This ensures that blocks are not cancelled last minutes. Please note, it is the responsibility of the booking party to understand deposit and cancellation agreements with the hotels.

Hotel	Rate	Booking
Chateau Lacombe*	Starting at \$109/night + tax	Call 780-428-6611 (Mon - Fri) Please quote: AUMA Conference 2021
Courtyard Marriott	<b>HOTEL IS SOLD OUT</b>	<b>HOTEL IS SOLD OUT</b>
DoubleTree by Hilton*	Starting at \$159/night + tax	<a href="#">Reservation booking link - DoubleTree</a>
Fairmont Hotel Macdonald	Starting at \$249/night + tax	<a href="#">Reservation booking link - Hotel Macdonald</a>
Sandman Signature* (formerly The Sutton Place)	Starting at \$179/night + tax	<a href="#">Reservation booking link - Sandman Signature</a>
Westin	Starting at \$210/night + tax	<a href="#">Reservation booking link - Westin</a>

\* Indicates hotels that will have complimentary shuttle service to the Edmonton Convention Centre

## CONVENTION CODE OF CONDUCT

AUMA is committed to providing a welcoming, inclusive and harassment-free environment for all persons attending the Convention ("Convention Participants"), regardless of gender, race, sexual orientation, disability, physical appearance, ethnicity, age, religion or any other legally protected characteristic.

The following guidelines apply to all facets of the Convention including sponsor hosted events, workshops, plenaries, political meetings and social gatherings where Convention Participants are in attendance.

Behaviours that are not acceptable at the Convention include:

<https://www.auma.ca/events/2021-auma-convention>

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Harassment or intimidation based on gender, race, sexual orientation, disability, physical appearance, ethnicity, age, religion or any other legally protected characteristic.

Sexual harassment or intimidation, including unwelcome sexual attention, stalking (physical or virtual), or unsolicited physical contact.

Shouting down or threatening Convention Participants.

Any Convention Participant found violating these rules may have their registration revoked and be asked to leave the Convention, without a refund, at the discretion of the CEO or designate.

## AUMA Awards

Nominations for AUMA Awards are currently open. You can find all details and applications forms on the [awards page](#). Deadline for submissions has been extended to August 13, 2021.

## Future Convention Dates

September 21 - 23, 2022

Calgary TELUS Convention Centre

September 27 - 29, 2023

Edmonton Convention Centre

### Date

November 17 - 19, 2021

[Add to calendar](#)

### Register

[Register](#)

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