



MUNICIPAL DISTRICT OF SPIRIT RIVER NO. 133 Council
Draft Minutes for Regular Council Meeting RM.13.25
4:00 p.m., December 17th, 2025

The Regular Meeting of the Council of the Municipal District of Spirit River No. 133 will be held in the Council Chambers of the Municipal Office situated at 4202 50th Street in the Town of Spirit River in the Province of Alberta on Wednesday, December 17th, 2025, at 4 p.m.

1. CALL TO ORDER

Regular Council Meeting RM 13-25 called to order at 4:04 p.m.

2. AGENDA ADDITIONS

- Growing the North – Item 13.L.
- CAO Report (on the Agenda as Item 10.B.)

3. ADOPTION OF THE AGENDA

MOTION 302.12.17.25

Moved by Deputy Reeve Wark to adopt the Agenda with the following addition: Growing the North Conference, Item 13.L.

Carried Unanimously.

4. ADOPTION OF PREVIOUS MINUTES

MOTION 303.12.17.25

Moved by Councillor Schoorlemmer to accept the RM 12-25 December 3rd, 2025 Minutes with the following corrections:

Carried Unanimously.

- Page 3: Under CPREM Report, Councillor Rozecki did not attend;
- Page 4, regarding Nuclear Energy: Councillor Bzowy did not attend;
- Motion 256.12.03.25, Page 4, regarding Christmas Lights, amend to read that item is tabled to April 2026;
- Motion 269.12.03.25 add location of decommissioned pavement (Highway 2, Burnt River Realignment);
- Motion 284.12.03.25, remove 'Carried Unanimously';
- Record Council response that Council agrees to bring forward to future meeting;
- Clerical orders: numbering of motions – two Motion #255.12.03.25; adjust all motions beginning with second #255.12.03.25 to #256.12.03.25, and carried on up to and including Motion #284.12.03.25.

5. DECLARATION OF INTEREST

6. COUNCILLOR ABSENCES

7. PUBLIC HEARING

- A. 5:00 pm: To hear comments from the public regarding**

amendment to LAND USE BYLAW 03-AM-2025

8. DELEGATIONS

9. BUSINESS ARISING FROM MINUTES

10. REPORTS

A. PUBLIC WORKS REPORT

B. CAO REPORT

CAO Shirley Hayden reviewed with Council the CAO Report RM 13-25.

MOTION 304.12.17.25

Moved by Councillor Rozecki to accept the CAO Report RM 13-25 as presented.

Carried Unanimously.

C. AGRICULTURAL FIELDMAN REPORT

D. FINANCE REPORT

MOTION 305.12.17.25

Moved by Councillor Rozecki to accept the Finance Report as presented.

Carried Unanimously.

E. COUNCIL REPORTS

i. **CENTRAL PEACE REGIONAL WATER SYSTEM COLLABORATION
COMMITTEE MEETING**

MOTION 306.12.17.25

Moved by Councillor Bzowy to accept Central Peace Regional Water System Collaboration report as presented.

Carried Unanimously.

ii. **NAEL (November 10th, 2025)**
No discussion on NAEL.

iii. **CENTRAL PEACE FIRE & RESCUE COMMISSION (December 4th,
2025)**

MOTION 307.12.17.25

Moved by Councillor Bzowy to accept Central Peace Fire and Rescue Commission Report as presented.

Carried Unanimously.

iv. **CENTRAL PEACE MEDICAL SERVICES CORPORATION
(December 4th, 2025)**

MOTION 308.12.17.25

Moved by Deputy Reeve Wark to accept the Medical Services Corporation Report as presented.

Carried Unanimously.

v. **CENTRAL PEACE ATTRACTION and RETENTION COMMITTEE**
MOTION 309.12.17.25

Moved by Councillor Schoorlemmer to accept the Central Peace Attraction and Retention Report as presented. **Carried Unanimously.**

vi. PREDA (PEACE REGION ECONOMIC DEVELOPMENT ASSOCIATION)

MOTION 310.12.17.25

Moved by Councillor Bzowy to accept the PREDA Report as presented. **Carried Unanimously.**

MOTION 311.12.17.25

Moved by Deputy Reeve Wark to recess the Council meeting to enter into Public Hearing at 4:59 p.m. **Carried Unanimously.**
Public Hearing commenced at 5:00 p.m.

11. TABLED ITEMS AND OLD BUSINESS

12. RECOMMENDATIONS FROM COMMITTEES

13. NEW BUSINESS

Councillor Bzowy left Council Chambers at 5:05 p.m., and returned at 5:07 p.m.

A. RFD: CANCELLATION OF JANUARY 7TH, 2026 REGULAR COUNCIL MEETING

MOTION 315.12.17.25

Moved by Deputy Reeve Wark to reschedule January Council meetings to January 14, 2026 beginning at 10:00 a.m., and January 28th, 2026, beginning at 5:00 p.m. **Carried Unanimously.**

B. RFD: POLICY DEVELOPMENT: ADM75: PUBLIC CONDUCT & ADMINISTRATIVE FAIRNESS POLICY

MOTION 316.12.17.25

Moved by Councillor Rozecki to adopt Policy ADM75: Public Conduct & Administrative Fairness Policy with the following amendments: **Carried Unanimously.**

1. File Police Report if behaviour has escalated;
2. Advise RCMP if building ban is implemented, or lifted.

C. RFD: SPEED WARNING SIGNAGE - HWY 2 and HWY 49

MOTION 317.12.17.25

Moved by Deputy Reeve Wark to direct administration to complete the application for speed indicator signs to be installed at various locations throughout the municipality, through the Alberta Traffic Safety Fund, Stream 1, Traffic Calming Devices. **Carried Unanimously.**

MOTION 318.12.17.25

Moved by Reeve Van Rootselaar that Administration approach all G5 municipalities to inquire about regional collaboration with ASTF program. **Carried Unanimously.**

**D. RFD: SIGNING AUTHORITY AUTHORIZATION, ASSISTANT CAO
MOTION 319.12.17.25**

Moved by Councillor Bzowy that Council appoint the Assistant CAO Montana Bremont as a primary signing authority for all financial accounts at the Alberta Treasury Branch (ATB) located at 4518 – 50 Street, Spirit River, Alberta, and the Royal Bank of Canada (RBC) 4601 – 50th Street, Spirit River, Alberta, with this authority only to be utilized in the absence of the CAO, and further, that the wording include the term “instruments”.

Carried Unanimously.

E. RFD: APPOINTMENT OF DEM

MOTION 320.12.17.25

Moved by Councillor Bzowy that Council formally designates the Chief Administrative Officer of the MD of Spirit River No. 133 as the Director of Emergency Management (DEM) for the Municipal District of Spirit River No.133, effective immediately, and authorizes the CAO to submit the necessary formal documentation to the Government of Alberta; Alberta Emergency Management Agency (AEMA).

Carried Unanimously.

F. RFD: POLICY DEVELOPMENT: ADM76: STAFF CONFERENCE ATTENDANCE

MOTION 321.12.17.25

Moved by Councillor Bzowy that Council adopt the Staff Conference Attendance Policy as presented Policy ADM76: Staff Conference Attendance, with the following amendments:

1. The CAO to authorize the attendance;
2. Accumulated RBC Avion points to be used to purchase airfare tickets whenever allowable.

Carried Unanimously.

G. RFD: CENTRAL PEACE FOOD BANK DONATION

MOTION 322.12.17.25

Moved by Councillor Bzowy to discuss Item 13.G. (Central Peace Food Bank) in Closed Session.

Carried Unanimously.

H. RFD: Policy PWS.3 – Private Lane Snowplowing

Councillor Bzowy requested a recorded vote for snowplowing item.

Moved by Councillor Bzowy to amend the Snowplowing Policy to reduce the rate to \$50.00.

Councillor Bzowy withdrew her motion.

Deputy Reeve Wark left Council Chambers at 6:03 p.m., returning to Council Chambers at 6:04 p.m.

MOTION 323.12.17.25

Moved by Councillor Rozecki that Policy PWS.3 Private Snowplowing Policy be tabled to a future meeting and be presented at a future meeting, and be updated to include driveways at a cost of \$50.00, to be completed when allowable and not use up grader resources to do so.

Carried Unanimously.

I. RFD: POLICY DEVELOPMENT: ADM 77: Social Media Use and Guidelines: Staff and Council

MOTION 324.12.17.25

Moved by Deputy Reeve Wark that Council adopt administration policy ADM 77: Social Media Use & Guidelines Policy with amendment, establishing mandatory standards for social media use by the Municipal District of Spirit River No. 133 Staff and Council, with the following amendment:

Carried Unanimously.

1. Remove references to "Council" in the policy; further that the policy apply only to staff members at the Municipal District of Spirit River No. 133.

J. RFD: POLICY REVIEW: ADM 64: Public Participation and Notification Policy

MOTION 325.12.17.25

Moved by Deputy Reeve Wark that Council review, approve and sign Public Participation and Notification Policy ADM 64.

Carried Unanimously.

K. RFD. RM-13-25 ALBERTA COUNSEL

MOTION 326.12.17.25

Moved by Deputy Reeve Wark that the Council of the Municipal District of Spirit River No. 133 direct Administration to contact Alberta Counsel, requesting information regarding current agreements and the list of rates charged by the organization, and if possible, to sign on to the existing rate.

Carried Unanimously.

L. GROWING THE NORTH CONFERENCE

MOTION 327.12.17.25

Moved by Councillor Rozecki that all of MD of Spirit River No. 133 Council be authorized to attend the Growing the North Conference happening February 17-19, 2026, further that cost of conference come from reserves.

Carried Unanimously.

14. BYLAWS

LAND USE BYLAW 03-AM-2025

MOTION #311.12.17.25

Moved by Deputy Reeve Wark to recess the Council meeting to enter into Public Hearing at 4:59 p.m.

Reeve Van Rootselaar called the Public Hearing Meeting to order at 5:00 p.m.

Councillor Schoorlemmer recused himself due to pecuniary interest,

and moved to the gallery for the Public Hearing as the applicant at 5:00 p.m.

Development Officer Monty Bremont presented the proposed Bylaw 03-AM-2025, and confirmed the Bylaw and Public Hearing were advertised as per legislative requirements of the Municipal Government Act. Mrs. Bremont advised that no submissions were received. There were no members from the public in attendance at the Hearing. No comments or concerns were raised, either in person or virtually.

MOTION #312.12.17.25

Moved by Reeve Van Rootselaar to adjourn the Public Hearing.

The Public Hearing was adjourned at 5:03 p.m.

The Regular Council Meeting reconvened at 5:03 p.m.

Councillor Schoorlemmer returned to the Council meeting at 5:03 p.m.

AMENDMENT TO THE LAND USE BYLAW 03-AM-2025 – see Agenda RM 13-25 pages 180-182.

MOTION 313.12.17.25

Moved by Councillor Schoorlemmer that Bylaw 03-AM-2025 for the purpose of amending the Municipal District of Spirit River No. 133 Land Use Bylaw, be read a second time.

MOTION 314.12.17.25

Moved by Councillor Bzowy that Bylaw 03-AM-2025 be read a third time and final time, and be passed.

15. CORRESPONDENCE AND INFORMATION

MOTION 328.12.17.25

Moved by Councillor Rozecki to send letter to FCSS Board and participating municipalities to request a meeting be held January 14th, 2026, between MD of Spirit River, Town of Spirit River, Village of Rycroft, and Birch Hills County, to discuss the multi-municipal agreement and the transition of the Unit Authority to another municipality.

Carried Unanimously.

MOTION 329.12.17.25

Moved by Deputy Reeve Wark to accept Correspondence and Information Items A through G as presented.

Carried Unanimously.

Reeve Van Rootselaar recessed the Regular Council Meeting RM 13-25 at 6:47 p.m., and reconvened the Regular Council Meeting RM 13-25 at 7:16 p.m.

16. COUNCIL ISSUES AND CONCERNS

17. CLOSED MEETING (FORMERLY IN-CAMERA)

MOTION 330.12.17.25

Moved by Councillor Bzowy to enter into Closed Session at 7:16 p.m. as per Municipal Government Act R.S.A. 2000, Section 197 (4).
Meeting went into closed session at 7:16 p.m.

Carried Unanimously.

Deputy Reeve Wark recused himself from RM 13-25 at 8:21 p.m. due to a conflict of interest, and returned to Council Chambers at 8:34 p.m.

MOTION 331.12.17.25

Moved by Reeve Van Rootselaar to leave Closed Session at 9:10 p.m.
The Meeting came out of Closed Session at 9:10 p.m.
The Regular Meeting resumed at 9:10 p.m.

Carried Unanimously.

MOTION 332.12.17.25

Moved by Councillor Schoorlemmer to send a letter to the Town of Spirit River to formally request engineered drawings of the land adjacent to SE 22-78-6W6.

Carried Unanimously.

MOTION 333.12.17.25

Moved by Councillor Bzowy to send a letter to the Town of Spirit River, and G5 Municipalities in response to the Town's email regarding a daycare steering committee, as discussed.

Carried Unanimously.

MOTION 334.12.17.25

Moved by Deputy Reeve Wark to award Grimshaw Gravel Sales the contract for the 2026, 2027, 2028 gravel crush, haul and pit reclamation, for the total price of \$537,500.00, per year, as per their proposal.

Carried Unanimously.

MOTION 335.12.17.25

Moved by Reeve Van Rootselaar to accept the GST Report and Findings as presented.

Carried Unanimously.

MOTION 336.12.17.25

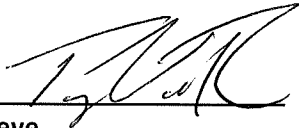
Moved by Councillor Rozecki to accept the review of annual contributions and donations as information, and further that Council donate \$1000.00 annually to the Central Peace Food Bank and allocate \$2000.00 for miscellaneous donations for the year of 2026.

Carried Unanimously.

18. ADJOURNMENT

There being no further business the meeting was adjourned by Reeve Van Rootselaar at 9:16 p.m.

These minutes approved this 28th day of January, 2026.



Reeve
Tony Van Rootselaar



CAO
Shirley Hayden