

## MINUTES

	The Minutes of the Regular Council Meeting of the Town of Grimshaw, in the Province of Alberta, held in Council Chambers on February 25, 2009 commencing at 7:00 p.m.	
Present:	Mayor Allen, Deputy Mayor Regal, Councilors McDonald, Lewis, Dueck, Nelson, and Wearden.	
Staff:	Wendy Johnson, Chief Administrative Officer; Allan Schramm, Director of Finance; Jenny Wallace, Municipal Director; John Isinger, Town Foreman.	
Press:	Jason Glabik, Mile Zero News.	
Call to Order:	Mayor Allen called the meeting to order at 7:04 p.m.	
Adoption of Agenda: 080-090225	COUNCILLOR DUECK	<p>MOVED that the Agenda be adopted as revised:</p> <p>5.(c) Minutes of the Special Council Meeting, February 23, 2009.</p> <p>6.(g) Municipal Director's Report, January, 2009.</p> <p>8.(j) Mackenzie Municipal Services Agency - Subdivision Application, Block 5, Plan 748HW</p> <p>(k) Council Committees – Appointments to Committees (New Councillor).</p> <p style="text-align: center;">CARRIED</p>
Minutes of the Regular Council Meeting, February 11, 2009: 081-090225	COUNCILLOR DUECK	<p>MOVED that the Minutes of the Regular Council Meeting held on February 11, 2009 be adopted as presented.</p> <p style="text-align: center;">CARRIED</p>
Minutes of the Regular Grimshaw Community Services Advisory Board Meeting, January 21, 2009: 082-090225	COUNCILLOR NELSON	<p>MOVED that the Minutes of the Regular Grimshaw Community Services Advisory Board Meeting held on January 21, 2009 be accepted as presented.</p> <p style="text-align: center;">CARRIED</p>
Minutes of the Special Council Meeting, February 23, 2009: 083-090225	DEPUTY MAYOR REGAL	<p>MOVED that the Minutes of the Special Council Meeting held on February 23, 2009 be adopted as presented.</p> <p style="text-align: center;">CARRIED</p>

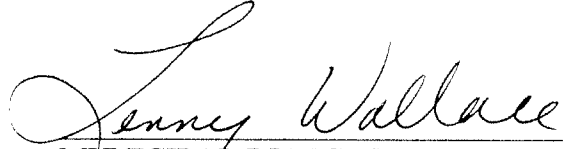
Arrival:	John Isinger joined the meeting at 7:07 p.m.	
Department Reports: 084-090225	COUNCILLOR NELSON	<p>MOVED that the following Department Reports be accepted as presented:</p> <ul style="list-style-type: none"> <li>6.a) Director of Finance Report, January, 2009.</li> <li>b) Municipal Director's Report, January, 2009.</li> <li>c) Director of Community Services Report, January, 2009.</li> <li>d) Town Foreman's Report, January, 2008.</li> <li>e) Front Office Staff Report, January, 2009.</li> <li>f) Grimshaw Fire Department Report, January, 2009.</li> <li>g) Resolution Report from the February 11, 2009 Regular Council Meeting.</li> </ul> <p style="text-align: center;">CARRIED</p>
Grimshaw Community Services Advisory Board – Appointments from School Divisions: 085-090225	COUNCILLOR DUECK	<p>MOVED that the following Trustees be appointed to serve on the Grimshaw Community Services Advisory Board, as per the letter of appointment received from each School Division:</p> <ul style="list-style-type: none"> <li>- Carmen Johnson, Representative from the Peace River School Division No. 10.</li> <li>- Tom Seerey, Representative from the Holy Family Catholic Regional Division #37.</li> </ul> <p style="text-align: center;">CARRIED</p>
Alberta Urban Municipalities Association – Proposed Zoning Change for 2009: 086-090225	COUNCILLOR NELSON	<p>MOVED that the letter from the Alberta Urban Municipalities Association advising that the AUMA Board is proposing to change the dividing line between Towns East and Towns West to Highway 2 be accepted for information.</p> <p style="text-align: center;">CARRIED</p>
Grimshaw Municipal Library – Coffee Corner Sponsorship: 087-090225	COUNCILLOR LEWIS	<p>MOVED that with respect to the letter from the Grimshaw Library Board inviting the Town to sponsor their Coffee Corner for a month at the cost of \$200.00 or sharing a month with another sponsor for \$100.00, the Town sponsor \$100.00.</p> <p style="text-align: center;">CARRIED</p>



Federation of Canadian Municipalities – Conference Registration: 092-090225	COUNCILLOR LEWIS	MOVED that Mayor Allen, Councillor McDonald, and the Chief Administrative Officer (CAO) attend the FCM Conference to be held from June 5-8, 2009 in Whistler, B.C., and that if for some reason the CAO is unable to attend another Councillor attend in her place.  CARRIED
Meyers Norris Penny LLP – Audit Service Plan: 093-090225	COUNCILLOR NELSON	MOVED that the Audit Service Plan as prepared by Meyers Norris Penny LLP be accepted as presented.  CARRIED
Town of Grimshaw 2009 Operating Budget: 094-090225	COUNCILLOR McDONALD	MOVED that the Town of Grimshaw 2009 Operating Budget be adopted as presented.  CARRIED
Mackenzie Municipal Services Agency – Subdivision Application, Block 5, Plan 748HW: 095-090225	COUNCILLOR LEWIS	MOVED that the subdivision application for Block 5, Plan 748HW as submitted by the Mackenzie Municipal Services Agency be approved subject to the following condition: - That the proposed Lot 1, Block 5 be serviced with at least one water/sewer service to property line with the Town and the Property Owner cost sharing 50%/50%.  CARRIED
Council Committees – Appointment to Committees (New Councillor): 096-090225	COUNCILLOR DUECK	MOVED that Mayor Allen be appointed as the Town's alternate member on the North Peace Housing Foundation, and that Councillor Wearden be appointed to the following Committees: - Protection Committee of Council (Members: Councillors Dueck and Wearden). - Alternate Member to the Peace Regional Mutual Aid Committee (Members: Councillors Dueck and Wearden as Alternate). - Grimshaw Housing Committee (Councillors Nelson and Wearden).  CARRIED

Accounts Payable: 097-090225	DEPUTY MAYOR REGAL	MOVED that the accounts payable lists be accepted for information.  CARRIED
Committees of Council:	<p>Councillor Dueck advised Town Council that the North Peace Housing Foundation will be holding a regional meeting with all the member municipalities within the next month. He also advised that the Foundation is going ahead with the Affordable Housing Project in Peace River.</p> <p>Mayor Allen advised that the 2009 Operating Budget process has been completed. The Director of Finance explained that before the mill rate can be set the Town needs to receive the assessments from Northern Assessment Services Ltd., and the School Foundation requisition.</p> <p>Deputy Mayor Regal advised that the Town's vacuum truck and sweeper are out in the city for repair. He added that Public Works has been working around the yard removing vehicles, etc.</p> <p>Councillor Nelson reported he attended the Grimshaw Gravels Aquifer Advisory Association Meeting recently, and that they are working on a strategic plan.</p> <p>Councillor Lewis reported on the following items:</p> <ul style="list-style-type: none"> <li>• Grimshaw Municipal Library – Activities keyed in on Country Fair.</li> <li>• Peace Library System Personnel Committee Meeting coming up.</li> <li>• Mighty Peace Tourist Association Meeting coming up.</li> </ul> <p>Councillor McDonald advised that the Grimshaw Community Services Advisory Board lost another member (Tanya Wearden). She added that a letter has been sent to the Grimshaw Minor Hockey Association on ice scheduling, and that the Board is accepting applications for pool staff. Councillor McDonald then took the opportunity to advise Council about the upcoming "Relay for Life".</p> <p>A Planning Committee Meeting was scheduled for Tuesday, March 3, 2009 at 10:30 a.m. in Grimshaw Council Chambers re: New Subdivision north of the Grimshaw/Berwyn &amp; District Community Health Centre.</p> <p>Mayor Allen reported on the following:</p> <ul style="list-style-type: none"> <li>• Lac Cardinal Regional Economic Development Board Meeting next Monday night.</li> <li>• 2010 Alberta Summer Games – Attended the Host Agreement signing event in Peace River.</li> <li>• Attended a lunch re: Perspective Physician. Councillor Nelson added that another physician is coming next week for a site visit.</li> </ul>	

	<ul style="list-style-type: none"><li>• Attended the meeting today that the Peace River School Division called to have further discussions on doing a joint project (schools/arena project). Mayor Allen added that he informed them at this meeting that the Town is going alone in building their facility as the Town must proceed with the project now. He also noted that the Holy Family Catholic Regional Division No. 37 has withdrawn from the proposed joint project due to timing, as they will know by the end of March whether their school in Grimshaw will be retrofitted or be replaced with a new school. Mayor Allen stated that the Town will still attend future meetings called by the Peace River School Division as the school is important to our community.</li></ul>
Adjournment:	Mayor Allen declared the meeting adjourned at 8:47 p.m.

  
MAYOR  
MUNICIPAL DIRECTOR

Schedule "A", Regular Council Meeting Minutes, February 25, 2009

**TOWN OF GRIMSHAW, Records Destruction**

<b>BOX #</b>	<b>YEAR</b>	<b>CONTENTS</b>
1	2000	Accounts Payable Q - Z
2	2001	Accounts Payable A - H
3	2001	General Correspondence
4	1999	Accounts Payable T - W
5	1999	Admin Filing - Bank Deposit Books/Reconciliation Books
6	1999	Water Reports
7	2000	Accounts Payable A - G
8	1999	Accounts Payable K - T
9	1998	Accounts Payable A - K
10	1999	Cash Receipts - Financial
11	2001	Reports - Distrib. Register,Breakdown,Summary,AP Edit List
12	1999	Utilities Trial Balance,Adjustments,December Cash Receipts
13	1998	Water Shut-offs, Work Orders
14	1998	Accounts Payable T - Z
15	1996-1997	Cancelled Cheques
16	1999	Utility Bills
17	1999	Cash Receipts
18	1999	Cash Receipts
19	2000	Accounts Payable G - P
20	1998	Accounts Payable L - S
21	2001	General Correspondence
22	1999	General Administration Files
23	1995-1997	Utility Bills
24	1999	Meter Cards
25	2000	Adjustment,Trial Balance,Penalties,Bank Deposit Books,Meter Sheets
26	1999	General Administration Files
27	1999	Budget Working Papers
28	1999	Accounts Payable Posting Journals
29	1999	General Administration Files
30	1999	Accounts Payable A - J
31	2000	Utility Levy Journals
32	2000	Cash Receipts (Sept-Dec), 2000 Tax Stubs
33	2000	Cash Receipts (May-Aug)
34	2000	Bank Reconciliations, Cleared Cheques,Time Sheets
35	2001	Accounts Payable I - T
36	2001	Cash Receipts,Bank Deposit Books,Cash Receipt Books
37	2001	Utility Levy Journals,Bank Deposit Slips, NSF Cheques
38	1999	General Administration Files
39	2000	Cash Receipts (Jan-May)
40	2001	Adjustments,Trial Balance,Meter Sheets,Penalties,Bank Deposit Books
41	2000	General Administration Files (9-10 to 13-10)
42	2001	Cash Receipts (May-Sept),Invoice Books
43	1999	General Administration Files
44	2000	General Administration Files (4-1 to 5-20)
45	2000	General Administration Files (1-1.1 to 3-16)
46	2000	General Administration Files (6-2.1 to 9-5), Bank Deposit Books
47	2001	Accounts Payable
48	1993	Account Receivables, Cash Receipts
49	1997	Time Sheets
50	2001	Utility Shut-off Letters, Water Files
51	2001	Cash Receipts Lists
52	1998-2002	1998 Receipt Book,1999-2002 Account Receivables
53	2001	Bank Reconciliations,Cleared Cheques
54	1990-1994	1990 Payroll,1992-1993 Work Orders,1992-1994 Marriage Licenses
55	2004	Administration Files (5-19 to 8-20.3)
56	1998	Cash Receipts,Cancelled Cheques
57	2001	General Correspondence
58	1989-1990	CAO Miscellaneous Files
59	1980-1994	Mobile Units,License Calculations