

**VILLAGE OF BIG VALLEY  
REGULAR COUNCIL MEETING MINUTES  
Monday, November 20, 2023 @ 7:00 p.m.  
29, 1<sup>st</sup> Avenue South, Big Valley, Alberta**

**PRESENT:** Mayor Clark German, Councillor Daniel Houle. Councillor Amber Hoogenberg attended through ZOOM  
CAO/Recording Secretary Colleen Mayne  
Public Works Foreman Amanda Valente  
Members of the Public

**CALL TO ORDER:** Mayor German called the meeting to order at 7:00 p.m.

**AGENDA:**  
**RES 23-11-195** Moved by Mayor German to accept the meeting agenda as amended:  
Add: 5a. Bylaw 877 Procedural Bylaw - replacing Bylaw 861  
6e. Alberta Local Authorities Election Act and MGA moved to Correspondence  
6f. Shirley McClellan Regional Water Services Commission Budget moved to Correspondence.

**CARRIED**

**MINUTES:**  
Organizational Meeting  
Minutes-October 12, 2023

**RES 23-11-196** Moved by Councillor Hoogenberg to accept the October 12, 2023, Organizational Meeting Minutes as presented.

**CARRIED**

Regular Meeting Minutes  
– October 12, 2023

**RES 23-11-197** Moved by Councillor Houle to accept the October 12, 2023 Regular Meeting Minutes as amended.

**CARRIED**

Special Meeting Minutes  
- October 25, 2023

**RES 23-11-198** Moved by Mayor German to accept the October 25, 2023 Special Meeting Minutes as amended.

**CARRIED**

**VISITORS AND DELEGATIONS** N/A

**OLD BUSINESS**

BYLAW 877 – Procedural  
Bylaw

**RES 23-11-199** Moved by Mayor German to give first reading to Bylaw 877 – Procedural  
Bylaw. **CARRIED**

**RES 23-11-200** Moved by Councillor Houle to give second reading to Bylaw 877 –  
Procedural Bylaw. **CARRIED**

**RES 23-11-201** Moved by Mayor German that Council give unanimous consent to proceed  
to third and final reading of Bylaw 877 – Procedural Bylaw. **CARRIED**

**RES 23-11-202** Moved by Councillor Hoogenburg that Council give third and final reading to  
Bylaw 877 – Procedural Bylaw. **CARRIED**

Council Remuneration  
Policy 05-14

**RES 23-11-203** Moved by Councillor Hoogenburg to table the Council Remuneration Policy  
05-14 and bring back to the Regular Council Meeting on December 18th. **CARRIED**

**NEW BUSINESS**

Provincial 2024 Equalized  
Assessment Report

**RES 23-11-204** Moved by Councillor German to accept the 2024 Equalized Assessment  
Report for Information. **CARRIED**

Stettler Traffic Court Date  
Letter of Support

**RES 23-11-205** Moved by Councillor Hoogenburg to direct Administration to write a letter to  
the Stettler RCMP Traffic Services Division, supporting the establishment a  
separate date entirely for traffic related matters. **CARRIED**

Snow Removal Policy  
04-20

**RES 23-11-206**

Moved by Mayor German to direct Administration to revise Snow Removal Policy 04-02, dated November 10, 2022, to include imperial measurements, as well as revising and attaching the Revised 2012 Snow Removal Priority Map as Schedule B.

**CARRIED**

FCSS Request for Funding  
– Big Valley Ag. Society

**RES 23-11-207**

Moved by Councillor Hoogenburg to table the 2023 Big Valley Ag. Society request for FCSS funding until the December 18<sup>th</sup> Regular Meeting.

**CARRIED**

Appointment of CAO as  
Village of Big Valley Bylaw  
Officer

**RES 23-11-208**

Moved by Mayor German to appoint Colleen Mayne, CAO as the Village of Big Valley Bylaw Officer, pursuant to Section 210 of the MGA, and Bylaw Enforcement Bylaw No. 851.

**CARRIED**

Appointment of CAO as  
Village of Big Valley  
Development Officer

**RES 23-11-209**

Moved by Councillor Houle to appoint Colleen Mayne, CAO as the Village of Big Valley Development Officer, pursuant to Section 624 of the MGA, and Land Use Bylaw No. 765.

**CARRIED**

2024 BUDGET

Review and discussion of preliminary budget numbers.

**RES 23-11-210**

Moved by Mayor Clark that Council hold a 2024 Budget Meeting on November 27, 2024 at 7:00 PM.

**CARRIED**

**REPORTS**

CAO Report  
Public Works Report  
Council Committee  
Reports

Councillor Houle attended:

- a) the Shirley McClellan Regional Water Services Commission Meeting, and
- b) Stettler Housing Authority Meeting.

Mayor German attended:

- a) Parkland Regional Library Meeting
- b) Stettler Waste Management Authority Meeting

**RES 23-11-211** Moved by Mayor German that Council accept all reports as information.

**CARRIED**

**FINANCIAL STATEMENTS**

2023 Budget Variances as  
of October 31, 2023  
Cheque Register –  
October 2023  
Utility Financials Info

**RES 23-11-212** Moved by Mayor German that Council accept the financial statements for information.

**CARRIED**

**CORRESPONDENCE**

- Alberta Public Safety & Emergency Services, dated Oct. 18, 2023
- Safety Codes Council, verifying Accreditation for Quality Management
- RCMP Q2 Community Report and Crime Stats
- Joint Fire Services Agreement Draft
- Alberta Local Authorities Election Act and MGA Surveys
- Shirley McClellan Regional Water Services Commission Budget.

**RES 23-11-213** Moved by Councillor Hoogenburg to accept all correspondence as information.

**CARRIED**

**PUBLIC COMMENTS –**

Limited to 5 Minutes

N/A

**CLOSED SESSION**

**RES 23-11-214** Moved by Mayor German that Council adjourn to a Closed Session at 9:38 p.m. to discuss a personnel matter and legal matter pursuant to Section 17 of the FOIPPA.

**CARRIED**

**OUT OF CLOSED SESSION**

**RES 23-11-215** Moved by Mayor German that Council come out of the Closed Session meeting at 10:53 p.m.

**CARRIED**

**RES 23-11-216** Moved by Councillor Houle that Administration contract Civic Solutions to assist with the 2022 Year End.

**CARRIED**

**NEXT REGULAR COUNCIL  
MEETING**

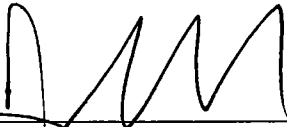
Monday, December 18, 2023 commencing at 7:00 PM

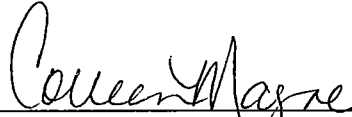
**ADJOURNMENT**

**RES 23-11-217**

Moved by Councillor Hoogenberg to adjourn the meeting at 10:55 p.m.

**CARRIED**

  
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Gene Sobolewski, Official Administrator

  
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Colleen Mayne, CAO