

**VILLAGE OF BIG VALLEY**  
**Regular Council Meeting Minutes**  
**Monday, March 17, 2025 @ 7:00 p.m.**  
**29 - 1 Avenue South, Big Valley, Alberta**

**PRESENT:** Mayor Chantelle Janke, Deputy Mayor Timmothy Field, Councillor Daniel Houle  
CAO/Recording Secretary Colleen Mayne  
Members of the Public

**CALL TO ORDER:** Mayor Janke called the meeting to order at 7:01 PM

**ADOPTION OF AGENDA:**  
**RES 25-03-01** **MOVED** by Councillor Houle to accept the March 17, 2025 Meeting Agenda as presented.

**CARRIED**

**REGULAR COUNCIL MEETING**  
**FEBRUARY 10 ,2025**  
**RES 25-03-02**

**MOVED** by Deputy Mayor Field that the February 10, 2025 Regular Council Meeting Minutes be accepted as presented.

**CARRIED**

**VISITORS & DELEGATIONS:**

**RCMP STAFF SGT CAM RUSSELL**

Update on RCMP matters.

**WILD ROSE ASSESSORS KEVIN BOHLKEN**

Introduction and review of the Assessment process.

**OLD BUSINESS:**

N/A

**NEW BUSINESS:**  
**RFD 10-2025**  
**LETTER OF SUPPORT – SREMA**

**RES 25-03-03**

**MOVED** by Councillor Houle that Village Council issue a Letter of Support to Stettler County for the Stettler Regional Emergency Management Agency (SREMA) for their application for the Minister’s Municipal Excellence Awards for Red Tape Reduction and Service Delivery Enhancements.

**CARRIED.**

**RFD 11-2025**  
**LETTER OF SUPPORT –**  
**SMRWSC**  
**RES 25-03-04**

**MOVED** by Deputy Mayor Field that Village Council issue a Letter of Support to Stettler County for the Shirley McClellan Regional Water Services Commission (SMRWSC) for their application for the Minister's Municipal Excellence Awards for Partnerships.

**CARRIED.**

**RFD 12-2025**  
**BYLAW 883 – FEES AND**  
**CHARGES BYLAW**  
**RES 25-03-05**

**MOVED** by Deputy Mayor Field to give First Reading of Bylaw 883 – Fees and Charges Bylaw.

**CARRIED.**

**RES 25-03-06**

**MOVED** by Councillor Houle to give Second Reading of Bylaw 883 – Fees and Charges Bylaw.

**CARRIED.**

**RES 25-03-07**

**MOVED** by Mayor Janke to unanimously proceed with Third and Final Reading of Bylaw 883 – Fees and Charges Bylaw.

**CARRIED.**

**RES 25-03-08**

**MOVED** by Councillor Houle to give Third and Final Reading of Bylaw 883 – Fees and Charges Bylaw.

**CARRIED.**

**RFD 13-2025**  
**APPOINTMENT OF**  
**RETURNING OFFICERS &**  
**ADVANCE VOTING**  
**RES 25-03-09**

**MOVED** by Deputy Mayor Field to appoint Colleen Mayne, Chief Administrative Officer as the Returning Officer for the General Municipal Election to be held October 20, 2025, with Cheryl Bartley, Admin Assistant as the Substitute Returning Officer.

**CARRIED.**

**RES 25-03-10**

**MOVED** by Deputy Mayor Field for CAO Mayne to determine the feasibility of an Advance Vote for the 2025 General Municipal Election to be held October 20, 2025.

**CARRIED.**

**RFD 15-2025**  
**2025 OPERATING &**  
**CAPITAL BUDGET**  
**RES 25-03-11**

**MOVED** by Councillor Houle to accept the DRAFT 2025 Operating & Capital Budget for information.

**CARRIED**

**REPORTS:**  
**CAO**  
**PUBLIC WORKS**  
**COUNCIL**  
**RES 25-03-12**

**MOVED** by Deputy Mayor Field to approve the Reports as presented.  
**CARRIED.**

**FINANCIAL STATEMENTS:**  
**RES 25-03-13**

**MOVED** by Councillor Houle to accept the Financial Statements as information.  
**CARRIED.**

**CORRESPONDENCE:**

**MOVED** by Deputy Mayor Field to accept the Correspondence as information.  
**CARRIED**

**NEXT MEETING:**

April 14, 2025

**ADJOURNMENT:**

Mayor Janke adjourned the meeting at 10:59 pm.

  
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Chantelle Janke, Mayor

  
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Colleen Mayne, CAO