

VILLAGE OF BIG VALLEY
Regular Council Meeting Minutes
29 - 1 Avenue South, Big Valley, Alberta
Wednesday, December 10, 2025 @ 5:00 p.m.

PRESENT: Mayor Clark German, Deputy Mayor Gail Knudson, Councillor Skyla Attfield
CAO/Recording Secretary Colleen Mayne

CALL TO ORDER: Mayor German called the meeting to order at 5:04 PM.

ADOPTION OF AGENDA

RES 25-12-36: **MOVED** by Deputy Mayor Knudson to adopt the December 10, 2025 Regular Council Meeting Agenda as amended.
Addition to Agenda: Minutes from Special Council Meeting, Dec. 8, 2025
Move: 6d to 4b as it concerned land.
CARRIED

ADOPTION OF MINUTES

RES 25-12-37: **MOVED** by Mayor German that the minutes from the October 28, 2025 Regular Meeting of Council be approved as presented.
CARRIED

RES 25-12-38 **MOVED** by Councillor Attfield that the minutes from the November 12, 2025 Regular Meeting of Council be approved as presented.
CARRIED

RES 25-12-39 **MOVED** by Deputy Mayor Knudson that the minutes from the November 27, 2025 Special Meeting of Council be approved as presented.
CARRIED

RES 25-12-40 **MOVED** by Mayor German that the minutes from the Committee of the Whole Meeting of Council be approved as presented.
CARRIED

RES 25-12-41 **MOVED** by Councillor Attfield that the minutes of the December 8, 2025 Special Meeting of Council be approved as presented.
CARRIED

VISITORS/DELEGATION:

CLOSED SESSION

PURSUANT TO Access to Information Act (ATIA) and the Protection of Privacy Act (FOIPA) Council had discussions related to land.

OLD BUSINESS:

**BYLAW 887 – ATCO
ENERGY SYSTEMS
FRANCHISE AGREEMENT
2026-2035**

RES 25-12-42: **MOVED** by Mayor German that Council gives first reading to Bylaw 887 – ATCO Energy Systems Franchise Agreement Renewal 2026-2035. **CARRIED**

**POLICY 02-2025 – OFFICE
KEYS AND SECURITY**

RES 25-12-43: **MOVED** by Deputy Mayor Knudson that Council directs the CAO to amend Policy 02-2025 and bring it to a future meeting for approval. **CARRIED**

**POLICY 034-2025 OFFICE
HOURS**

RES 25-12-44: **MOVED** by Councillor Attfield that Council establish the Village of Big Valley Office standard days of operation shall change to Monday – Friday with the office remaining closed on weekends and holidays. **CARRIED**

**PROPERTY TAX PENALTY
REFUND REQUEST**

RES 25-12-45 **MOVED** by Mayor German that Council approves the reimbursement of \$223.17 in property tax penalties incorrectly assessed to the tax roll. The credit is to be applied to the account in the iCity program and a letter of apology from the CAO will be sent to the property owner. **CARRIED**

**APPOINTMENT OF BIG
VALLEY DIRECTOR AND
DEPUTY DIRECTORS OF
EMERGENCY
MANAGEMENT**

RES 25-12-46: **MOVED** by Deputy Mayor Knudson that Council appoints Clint Sime as the Director of Emergency Management for the Village of Big Valley. **CARRIED**

RES 25-12-47 **MOVED** by Councillor Attfield that Council appoints Kyle Benna as Deputy Director of Emergency Management for the Village of Big Valley. **CARRIED**

RES 25-12-48

MOVED by Mayor German that Council appoints Michael Kossowan as Deputy Director of Emergency Management for the Village of Big Valley.

CARRIED

RES 25-12-49:

MOVED by Deputy Mayor Knudson that Council appoints Ivan Dijkstra as Deputy Director of Emergency Management for the Village of Big Valley.

CARRIED

**LETTER OF SUPPORT ACP
GRANT APPLICATION**

RES 25-12-50:

MOVED by Mayor German that the Village provides a letter of support, with no financial commitment, to the Summer Villages of Rochon Sands and White Sands for their application for the Alberta Community Partnership Grant to evaluate governance, cost-sharing and long-term delivery options of Heartland Regional Fire Commission.

CARRIED

**LETTER OF SUPPORT
DFPP GRANT**

RES 25-12-51:

MOVED by Councillor Attfield that the Village provides a letter of support, with no financial commitment, to the County of Stettler for their application for the Drought and Flood Protection Program for the purpose of installing truck fill stations in Big Valley, Fenn and Westwoods.

CARRIED

NEW BUSINESS

**FCSS FUNDING
AGREEMENT**

RES 25-12-52:

MOVED by Deputy Mayor Knudson that Council approves the 2026-2028 FCSS Funding Agreement.

CARRIED

**FCSS GRANT
APPLICATION:**

RES 25-12-53:

MOVED by Mayor German that Council approves the FCSS grant application submitted on behalf of the Big Valley Legion for the sum of \$1,000.

CARRIED

**FCSS GRANT
APPLICATION:**

RES 25-12-54

MOVED by Councillor Attfield that Council approves the FCSS grant application submitted on behalf of The Friends of Big Valley School for the sum of \$2,500.

CARRIED

**BIG VALLEY EMERGENCY
MANAGEMENT FUND
RESERVES**

RES 25-12-55: **MOVED** by Mayor German to table the discussion regarding the establishing of a Emergency Management Fund Reserve account for budget deliberations. **CARRIED**

**ADOPTION OF 2026
INTERIM OPERATING
BUDGET**

RES 25-12-56: **MOVED** by Deputy Mayor Knudson that Council approves the 2026 Interim Operating Budget. **CARRIED**

**ADOPTION OF 2026
INTERIM CAPITAL
BUDGET**

RES 25-12-57: **MOVED** by Councillor Attfield that Council approves the 2026 Interim Capital Budget. **CARRIED**

REPORTS

RES 25-12-58: **MOVED** by Mayor German that Council accepts the CAO report; the Public Works report and Council reports as information. **CARRIED**

FINANCIAL REPORTS

RES 25-12-59: **MOVED** by Deputy Mayor Knudson that Council accepts the financial reports as information. **CARRIED**

CORRESPONDENCE

RES 25-12-60: **MOVED** by Councillor Attfield that Council accepts the correspondence as information. **CARRIED**

NEXT MEETING

No date was established for the January 2026 Council meeting.

CLOSED SESSION

Cancelled

ADJOURNMENT

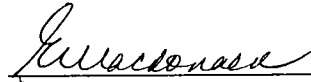
RES 25-12-61:

MOVED by Deputy Mayor Knudson to adjourn the meeting at 9:05 PM

CARRIED



Clark German, Mayor



Elaine Macdonald, CAO