

DECEMBER 2025 MEETING MINUTES

VILLAGE OF BITTERN LAKE REGULAR MEETING OF COUNCIL

December 11, 2025 @ 7:00 pm in Council Chambers

CALL TO ORDER

#228/25 Mayor Jones called the meeting to order at 7.10pm

IN ATTENDANCE

Deputy Mayor Mike Doyle, Councillor Jolene Powell, Mayor Jim Jones and CAO Jill Tinson.

GUESTS

Municipal Affairs (Denise Lines and Sharlene Brown, Virtually), Don Steinwandt, Gerri Wayslow, Barry Toms, Wendy Toms, Bittern Lake Hall Representative James Lorente
Nine other guests

NEW BUSINESS - Part one

#229/25 Deputy Mayor Doyle NB-1 Directives Presentation by Municipal Affairs
made a motion to accept the presentation as presented.

Mayor Jones noted Municipal Affairs ended the Teams meeting at: 7.30pm

Carried

AMENDMENTS AND ACCEPTANCE OF AGENDA

#230/25 Mayor Jones made a motion to accept the amended agenda as presented.

Carried

CONFIRMATION OF MINUTES

#231/25 Councillor Powell made a motion to approve the November meeting minutes as presented.

Carried

CORRESPONDENCE

Canada Summer Jobs Program, we do not qualify as we cannot offer full-time employment to a student, we do not have any full-time staff.

C-1 Camrose & District Chamber of Commerce

C-2 Parkland Regional Library

made a motion to accept all the correspondence items as presented and provide access in the window and on the website.

#232/25 Mayor Jones

Carried

UNFINISHED BUSINESS

Office Computer upgrades

made a motion to approve the quote from Next Level IT for the quote for office computer equipment and apply for a grant to cover the expense.

#233/25 Deputy Mayor

Carried

UB-1 Bittern Lake Hall Survey

made a motion current results are not promising, but look to the future for more information and interest as presented.

#234/25 Deputy Mayor Doyle

Carried

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		Concert/Dance Thursday December 18th by donation.
#235/25	Deputy Mayor Doyle	made a motion to deny for December 18, but to look to the future date and co-ordinate with Hall representative as presented.
		Carried
#236/25	Mayor Jones	UB-2 Hall Events Co-ordinator possibility made a motion to request co-ordination with the Hall representative and set-up a special meeting in January with Potluck as presented.
		Carried
#237/25	Councillor Powell	UB-3 Waterworks Players presentation made a motion to co-ordinate with Hall representative for future productions as presented.
		Carried
#238/25	Deputy Mayor Doyle	UB-4 Council Laptops made a motion to approve the laptops from Staples for \$250 each to take advantage of the Black Friday Deals by email as presented.
		Carried
#239/25	Mayor Jones	UB-5 SubDivision VBL-25-01 made a motion for the CAO to find out who needs to sign the approved draft and information as presented.
		Carried
	Mayor Jones	noted that Don Steinwandt and Jarred both left the meeting at: 8.21 pm
#240/25	Deputy Mayor Doyle	UB-6 Concrete at Lagoon made a motion to accept the information, but keep track of progress as presented.
		Carried
<u>NEW BUSINESS</u>		
#241/25	Deputy Mayor Doyle	NB-2 Water Operator information request made a motion that the expenses are explained are we are moving to revisit the costs and as presented, the resident is satisfied with the explanation at this time.
		Carried
#242/25	Mayor Jones	NB-3 Kennel License made a motion for CAO to revisit the Dog and Cat Bylaws regarding Kennel/hobby License requirements.
		Carried
#243/25	Councillor Powell	NB-4 Compliance Certificate made a motion to accept and approve the Certificate of Compliance as presented.
		Carried
	Mayor Jones	noted that a guest left 8.44 pm
#244/25	Mayor Jones	NB-5 Emerging Trends 2026 made a motion for CAO and Deputy Mayor to attend in person as presented.
		Carried

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NB-6 Accounting Software renewal
#245/25 Councillor Powell made a motion to accept and approve the Software renewal as presented. **Carried**

NB-7 Interim Budget for 2026
#246/25 Mayor Jones made a motion to accept the interim budget as presented. **Carried**

Mayor Jones noted that the Hall representative left the meeting.

NB-8 Interim 10 year Capital Budget for 2026
#247/25 Deputy Mayor Doyle made a motion to approve the interim Capital Budget as presented. **Carried**

Mayor Jones noted that more people left the meeting.

PUBLIC WORKS LISTING AND TASK LIST
#248/25 Mayor Jones made a motion to accept the reports as presented. **Carried**

CAO REPORT
#249/25 Councillor Powell made a motion to as presented. **Carried**

Mayor Jones noted that all guests have now left at 8.50pm

CONFIDENTIAL ITEMS
#250/25 Mayor Jones made a motion to go into Confidential/closed session at 9.01 pm under AITA and Protection of Privacy Act, the exception to disclose personal information that would be an unreasonable invasion of a third party's personal privacy. **Carried**

#251/25 Mayor Jones made a motion to return to regular council meeting at 9.50 pm. **Carried**

FINANCIAL
#252/25 Mayor Jones made a motion to approve the financials as presented. **Carried**

NEXT MEETING
Regular Meeting January 15, 2026.

ADJOURNMENT
#253/25 Mayor Jones made a motion to adjourn at 9.51 pm. **Carried**

These minutes approved this 15 day of January, 2026.

Mayor James Jones

CAO Jill Tinson