

**ORGANIZATIONAL COUNCIL MEETING 2024 MEETING MINUTES**

VILLAGE OF BITTERN LAKE

ORGANIZATION MEETING OF COUNCIL

October 7, 2024 @ 7:00 pm in Council Chambers

IN ATTENDANCE

Jayden Brandt, W. Reay Gibson, and James Lorente  
CAO Jill Tinson

CALL TO ORDER

**#240/24** CAO Tinson

continue on from regular Council meeting at 8.41 pm

Carried.

AMENDMENTS AND ACCEPTANCE OF

AGENDA

**#241/24** Mayor Lorente

made a motion to approve the agenda as presented.

Carried.

GUESTS

NONE

NEW BUSINESS

**Appointment of Council:**

Appointment of Mayor

The ballots were circulated to Jayden Brandt, Reay Gibson and James Lorente. James Lorente received two out of three votes for Mayor.

Appointment of Deputy Mayor

The ballots were circulated to Jayden Brandt, Reay Gibson and James Lorente. Jayden Brandt received two out of three votes for Deputy Mayor.

**#242/24** CAO Tinson

made a motion that Council positions are confirmed as above with as Councillor.  
Carried unanimously.

Official Oath of Office - Mayor

James Lorente proceeded with his official Oath for the Mayor position.

Official Oath of Office - Deputy Mayor

Jayden Brandt proceeded with his official Oath for the Deputy Mayor position.

Official Oath of Office - Councillor

Reay Gibson proceeded with his official Oath for the position of Councillor.

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Cheque Signing Authority

To remain unchanged as follows: Mayor, James Lorente, Deputy Mayor, Jayden Brandt and Chief Administrative Officer, Jill Tinson.

- #243/24 Mayor Lorente made a motion for signing authorities on the Village, Community Association and Rosenroll Cemetery bank accounts to be as detailed above. Carried unanimously.

Discussion progressed regarding the various committee appointments. All council members agreed their current delegations were acceptable.

**Council Board and Committee Appointments:**

- #244/24 Mayor Lorente made a motion that all board and committee appointments are to reflect the changes in positions for 2024 as listed below.

Bittern Lake - Sifton History Book Committee 2024 - Jayden Brandt  
Public Information Officer - Bittern Lake Disaster Services Committee 2024 - James Lorente  
Director of Emergency Management - Vacant (Deputy is CAO Tinson)

- #245/24 Mayor Lorente Parkland Regional Library Board - Alison Barker-Jevne made a motion to reappoint Alison Barker-Jevne as the Parkland Regional Library Board Representative for the Village of Bittern Lake. Carried unanimously.

- #246/24 Mayor Lorente CDSS Representative - Reappoint Alison Barker-Jevne made a motion to reappoint Alison Barker-Jevne as the CDFCSS Village Representative on the CDFCSS Board of Directors. Carried unanimously.

- #247/24 Mayor Lorente Regional Assessment Review Board Chair appointment made a motion that the Village of Bittern Lake Council, pursuant to Bylaw #06/21 reappoints, Roland Marchand as Chair of the Regional Assessment Review Board; and further that the Village of Bittern Lake Council appoints Cindy Trautman, Roland Marchand, Diane Szumlas, Peter Bodnar, Angela Lorente, Dawn Pauls, Terry Daykin and Frank Heghold as members to hear appeals on the Regional Assessment Review Board. Carried unanimously.

Auditor - Brian King  
His contract was signed in April 2023 for 4 more years.

Assessor - Grant Clark of KCL Consulting.  
His contract was signed October 23, 2020 for a 5 Year term.

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Remuneration Rates:

Rates: \$ 145.00 for Mayor, \$ 135.00 for Deputy, Council, Staff etc.  
\$135.00 Development Appeal Committee Members. Regional Board Members are reflected in the schedule in the Bylaw.

Mileage to change to 0.70 per km in line with CRA rates for all Council and staff.

**#248/24** Mayor Lorente

made a motion to keep the remuneration rates unchanged as shown above, but the mileage rate could change in January to reflect current CRA rates.

Carried unanimously.

Council, Disaster Services Conference Attendance Honorarium:

DEM: < 4 hours --- \$ 135.00

Council and DEM Full Day: \$ 200.00

A meeting of more than 4 hours is considered a full day.

**#249/24** Mayor Lorente

made a motion to leave these rates unchanged as noted above.

Carried unanimously.

Regular Council Meeting Dates

made a motion to hold regular council meetings to continue as on the second Thursday of the month at 7 pm as per Procedural bylaw #01/20.

**#250/24** Mayor Lorente

Carried unanimously.

ADJOURNMENT

**#251/24** Mayor Lorente


made a motion to adjourn at 8.49 pm

Carried unanimously.

NEXT MEETING

November 13th, 2024

These minutes approved this 13 day of November, 2024.

Mayor  James Lorente

CAO  Jill Tinson