



## Special Council Meeting Minutes

**Wednesday, July 16, 2025**

The Special Meeting of the Council of the Village of Arrowwood was held in the Village Office on Wednesday, July 16, 2025, commencing at 6:00 pm, in person.

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**IN ATTENDANCE:** Colin Bexte, Mayor (Chair)  
Nick Kuntz, Deputy Mayor  
Kevyn Stevenson, Councillor  
Nikki Holloway, Chief Administrative Officer (Recording Secretary)  
Gallery: Lorie Patterson and Alan Strid

### 1. CALL TO ORDER

Mayor Colin Bexte called the meeting to order at 6:06 pm.

### 2. ACCEPTANCE OF AGENDA

**Res. No. 2025-07-16-01:** Moved by Deputy Mayor Kuntz that the agenda be accepted as presented.

CARRIED

### 3. ADOPTION OF MINUTES

1. June 18, 2025, Village of Arrowwood Special Meeting minutes

**Res. No. 2025-07-16-02:** Moved by Deputy Mayor Kuntz that the minutes of June 18, 2025, Special Meeting, be adopted as presented.

CARRIED

2. July 8, 2025 Village of Arrowwood Regular Meeting minutes

**Res. No. 2025-07-16-03:** Moved by Councillor Stevenson that the minutes of July 8, 2025, Regular Meeting, be adopted as presented.

CARRIED

### 4. STAFF REPORTS

Chief Administrative Officer

- Council Actions Items Update
- Communications
- Public Works Update
- Village Requests
- Financial Update



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**Res. No. 2025-07-16-04:** Moved by Colin Bexte that the Staff Reports be accepted as presented for information. **CARRIED**

**5. COUNCILLOR REPORTS**

1. Kevyn – Marquis Foundation where the decision was made to increase the number of new units to 3 instead of 2 as there is a bigger demand than anticipated.

**Res. No. 2025-07-16-05:** Moved by Mayor Bexte that the Councillor Reports be accepted as presented for information. **CARRIED**

**6. BYLAWS**

1. Bylaw 504 Roles and Responsibilities of the Chief Administrative Officer

**Res. No. 2025-07-16-06:** Moved by Deputy Mayor Kuntz that the Council give First Reading to Bylaw 504, Roles and Responsibilities of the Chief Administrative Officer. **CARRIED**

**Res. No. 2025-07-16-07:** Moved by Councillor Stevenson that the Council give Second Reading to Bylaw 504, Roles and Responsibilities of the Chief Administrative Officer. **CARRIED**

**Res. No. 2025-07-16-08:** Moved by Deputy Mayor Kuntz that the Council unanimously consent to give Third Reading to Bylaw 504, Roles and Responsibilities of the Chief Administrative Officer. **CARRIED**

**Res. No. 2025-07-16-09:** Moved by Mayor Bexte that the Council give Third Reading to Bylaw 504, Roles and Responsibilities of the Chief Administrative Officer. **CARRIED**

**7. NEW BUSINESS**

1. Photo Contest Winners: Vicki Love was nominated for first place winner, Mateo Diaz for second place winner and Nadine Bexte for third place winner.
2. Council Remuneration – CAO Holloway reported on the average amount paid to Council members in the surrounding villages for comparison to the Village of Arrowwood and Mayor Bexte accepted the information as presented.
3. Alberta Emergency Alert Designation

**Res. No. 2025-07-16-10:** Mayor Bexte moves to approve CAO Holloway as the Village of Arrowwood's AEMA authorized user. **CARRIED**



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**8. IN-CAMERA**

1. Bylaw Enforcement, as per s. 17.1 of Freedom of information and Protection of Privacy Act.
  - i. Utility Arrears

**Res. No. 2025-07-16-12:** Moved by Mayor Bexte that Council moves into Closed Session at 6:54 pm.  
CARRIED

**Res. No. 2025-07-16-13:** Moved by Mayor Bexte that Council moves back into Open Session at 7:19 pm.  
CARRIED


**Res. No. 2025-07-16-14:** Moved by Mayor Bexte that Council instructs CAO Holloway to hand deliver a written letter to resident and explain the options that are available to them for payment of utilities.  
CARRIED


**9. NEXT MEETING:**

1. Tuesday, August 12, 2025, at 6:00 p.m. in the Village Office

**10. ADJOURNMENT**

Mayor Bexte adjourned the meeting at 7:28 PM

  
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Colin Bexte  
Mayor

  
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Nicole Holloway  
Chief Administrative Officer

