



AGENDA
REGULAR COUNCIL MEETING
January 15, 2024 @ 5:00 p.m.
IN THE TOWN OF VALLEYVIEW
COUNCIL CHAMBERS

A small town with big economic opportunities, Valleyview is on the way up!

1. CALL TO ORDER

2. ACCEPTANCE OF AGENDA (adds & deletes)

3. ADOPTION OF MINUTES

- 3.1 Minutes 21-23 from the Regular Meeting of Council held on Monday, December 11, 2023.
- 3.2 Business Arising from Minutes.

4. CLOSED SESSION

- 4.1 FOIP – section 23 (1b), 24 (1a), and 27 (1a)

5. PRESENTATIONS & DELEGATIONS

There are no Presentations & Delegations

6. TOWN OPERATIONAL REPORTS

- 6.1 Utilities Report submitted by Carol McCallum;
- 6.2 Public Works Report submitted by Dave Descheneaux;
- 6.3 Community Services Report submitted by Pat Brothers;
- 6.4 CAO Report submitted by Ben Berlinguette;
- 6.5 Bank Reconciliation for month ending December 31, 2023.

7. COMMITTEE REPORTS (Boards, Commissions & Committee Minutes)

- 7.1 Heart River Housing Meeting Minutes from November 16, 2023.

8. OLD BUSINESS

There is no Old Business.

9. NEW BUSINESS

9.1 RFD – To review the Town of Valleyview 2024 interim budget as directed by Council.

9.2 RFD – To seek Council's approval of the Caron Community Education Fund (CCEF) including disbursement of its funds to donor selected local user groups in the Town of Valleyview.

9.3 RFD – To obtain Council's review and signature of the Quality Management Plan for the Town of Valleyview Gas Utility.

10. BYLAWS

10.1 RFD – To seek Council's approval for second and third readings of 2023-13 Council Code of Conduct Bylaw.

10.2 RFD – To seek Council's approval to pass Proposed Bylaw 2024-01 Municipal Borrowing Bylaw which is an annual Bylaw passed in the event the Town is required to borrow funds.

11. CORRESPONDENCE

11.1 Letter from Sunny Balwaria, President of Cold Shot bringing attention to their critical financial situation.

11.2 Letter from the Valleyview & District Agricultural Society requesting a silent auction donation.

11.3 Email and letter from Sarah Lavers & Charlene Galandie with the Valleyview Minor Hockey Association requesting a donation of ice time for their raffle table.

11.4 Letter from Rebecca Schultz, Minister of Environmental and Protected Areas, advising Municipalities on the Alberta drought situation.

11.5 Letter from Rebecca Alty, Mayor of Yellowknife, thanking the Town of Valleyview of their efforts to support the Yellowknife evacuees.

11.6 Email from Andrew Tereposky and Ronalda Wilcox thanking the Town of Valleyview for their assistance during their evacuation from Yellowknife.

12. PUBLIC HEARINGS

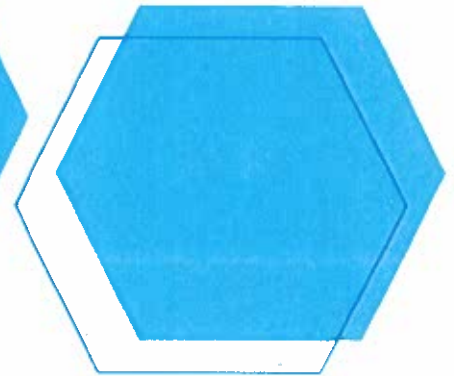
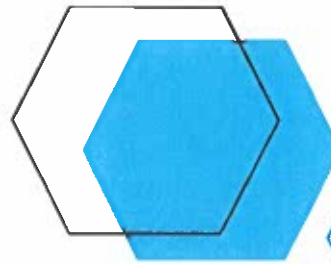
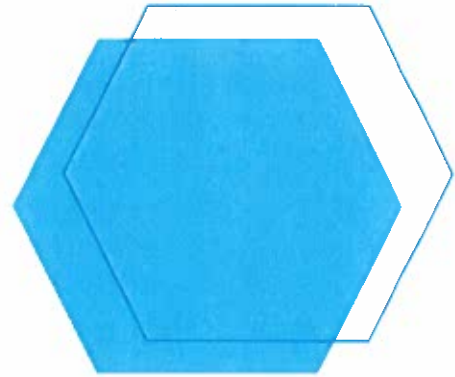
There is no Public Hearing.

13. ADJOURNMENT



MINUTES

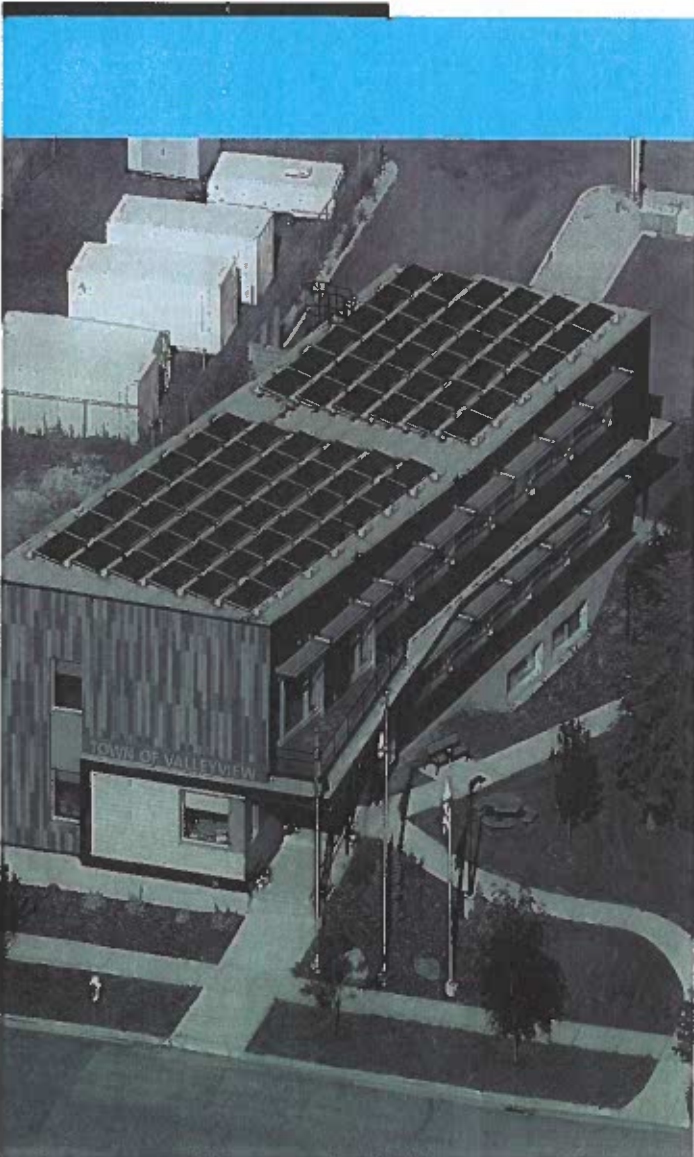
MINUTES



REGULAR COUNCIL MEETING

COUNCIL CHAMBERS

TOWN ADMINISTRATION OFFICE





**TOWN OF VALLEYVIEW
REGULAR COUNCIL MEETING MINUTES
MINUTES 23-21
Monday, December 11, 2023
AT 5:00PM IN THE TOWN OF VALLEYVIEW
COUNCIL CHAMBERS**

PRESENT

Mayor:

Councillors:

Vern Lymburner
Glenn Burke
Delwin Slemph
Ken Wittig
Samantha Steinke
Tanya Boman via teams
Danny McCallum

REGRETS

Director of Community Services:

Pat Brothers

ADMINISTRATION

Chief Administrative Officer

Director of Corporate Services

Director of Public Works & Infrastructure:

Manager of Community Services:

Director of Utilities & Asset Management:

Administrative Officer:

Ben Berlinguette
Kathy McCallum
Dave Descheneaux
Tracey Stewart
Carol McCallum
Karen Staples

OTHERS PRESENT

MD of Greenview Reeve Tyler Olsen

Glenda Farnden – Sr. Municipal Relations Liaison
for STARS

1. CALL TO ORDER

Call to Order

Mayor Lymburner called the Regular Council Meeting to order
at 5:01p.m.

2. ACCEPTANCE OF AGENDA (adds & deletes)

Councillor Steinke moved that Town Council adopt the
December 11, 2023 Regular Council Meeting Agenda as
presented.

Agenda Acceptance
Resolution #23-21-276

CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting Minutes 23-20 dated Monday
November 27, 2023.

RCM Minutes
Resolution #23-21-277

Councillor Burke moved that Town Council approve the Regular Town Council Meeting Minutes 23-20 as presented.

CARRIED UNANIMOUSLY

3.2 Business arising from Minutes.

4. PUBLIC HEARINGS

There is no Public Hearing.

5. PRESENTATIONS & DELEGATIONS

Presentation from Glenda Farnden, Sr. Municipal Relations Liaison with STARS at 5:05pm

Councillor McCallum moved to accept the presentation as information

Presentations & Delegations
Resolution #23-21-278

CARRIED UNANIMOUSLY

6. TOWN OPERATIONAL REPORTS

- 6.1 Utilities Report submitted by Carol McCallum;
- 6.2 Public Works Report submitted by Dave Descheneaux;
- 6.3 Community Services Report submitted by Pat Brothers;
- 6.4 CAO Report submitted by Ben Berlinguette;
- 6.5 Bank reconciliation from month ending November 30, 2023.

Councilor Burke moved to accept the Town Operational Reports as presented.

Town Operational Reports
Resolution #23-21-279

CARRIED UNANIMOUSLY

7. COMMITTEE REPORTS (Boards, Commissions & Committee Minutes)

7.1 Grande Prairie Regional Tourism Association agenda and meeting minutes from Thursday, November 30, 2023.

7.2 Peace Library System Board Meeting Highlights from November 25, 2023.

Councillor McCallum moved to accept the Committee Reports as presented.

Committee Reports
Resolution #23-21-280

CARRIED UNANIMOUSLY

8.OLD BUSINESS

There is no old business.

9.NEW BUSINESS

9.1 RFD – To seek Council's approval to adopt the 2023 Operating Budget as the Interim Operating Budget for 2024, as well as the approving the first-round capital items presented by Administration.

Councillor Wittig moved that Council adopts the 2023 Operating Budget as the Interim Operating Budget for 2024 with corrections by Council and approves the first-round capital items presented by Administration.

New Business
Resolution #23-21-281

CARRIED

9.2 RFD – To seek Council's approval on proposed Policy COU 15-01 Tangible Capital Assets.

Councillor McCallum moved that Council approved proposed Policy COU 15-01 Tangible Capital Assets 3.1

New Business
Resolution #23-21-282

CARRIED UNANIMOUSLY

9.3 RFD – For Council to approve donating the old Main Street Christmas Lights to Heart River Housing for their use at the Red Willow Lodge.

Councillor Steinke moved to donate all the old Christmas Lights to Heart River Housing to distribute as they require.

New Business
Resolution #23-21-283

CARRIED

9.4 STARS request.

Councilor McCallum moved to approve the payment to STARS in the amount of \$6000.00 for 2024 & 2025.

New Business
Resolution #23-21-284

CARRIED UNANIMOUSLY

10. BYLAW

10.1 RFD – To seek Council's approval for first reading of 2023-13 Council Code of Conduct Bylaw. Surveys to be completed by end of year.

Councillor Burke moved to pass the first reading of 2023-13 code of Conduct Bylaw

Bylaw
Resolution #23-21-285

CARRIED UNANIMOUSLY

11. CORRESPONDENCE

11.1 Early Bird registration is now open until December 31, 2023 for Growing the North 2024.

Councilor Steinke moved for Mayor Lymburner to attend the Growing the North 2024 Conference.

Correspondence
Resolution #23-21-286

CARRIED UNANIMOUSLY

11.2 Letter from the Honorable Devin Dreeshen, ECA Minister of Transportation and Economic Corridors regarding challenges for the Cold Shot Bus Lines.

Correspondence
Resolution #23-21-287

Councilor Wittig moved to accept as information.

CARRIED UNANIMOUSLY

12. CLOSED SESSION

There is no Closed Session.

13 ADJOURNMENT

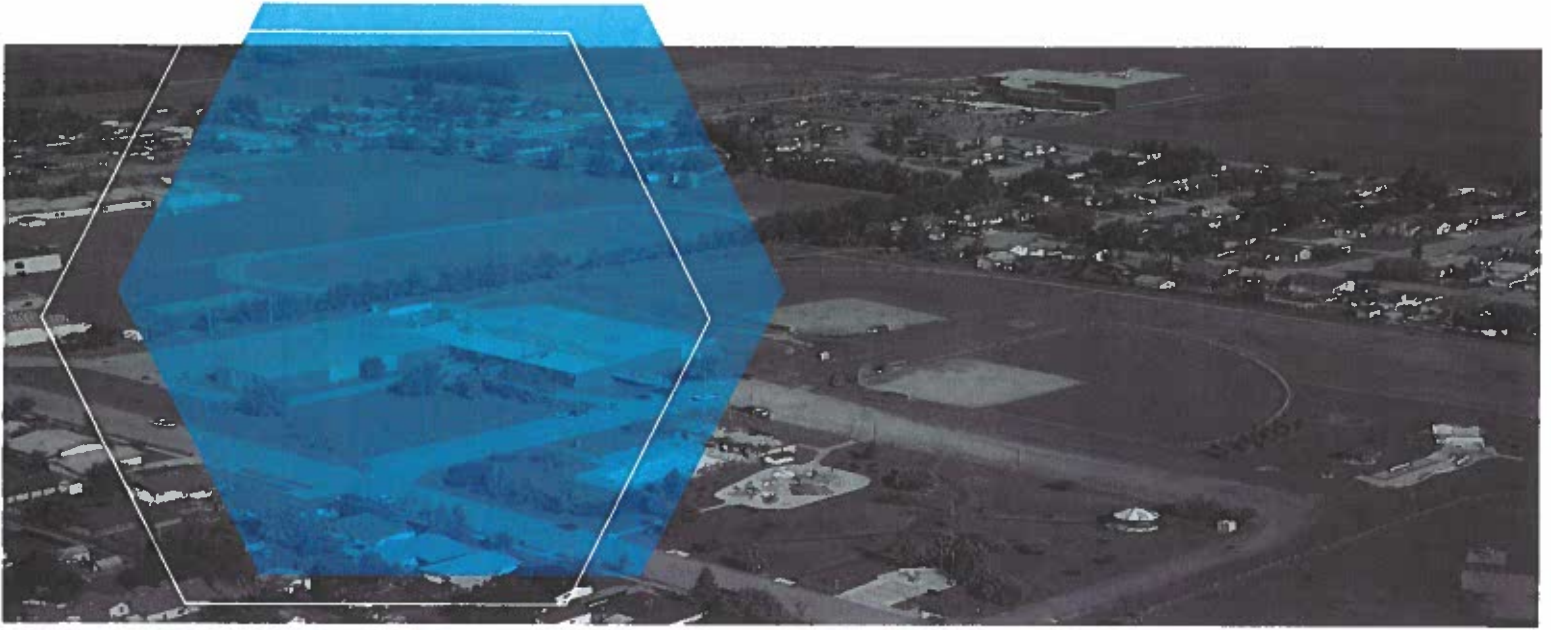
Councillor Slemph declared the Monday, December 11, 2023 Regular Council Meeting adjourned at 6:28p.m.

Adjournment
Resolution #23-21-288

CARRIED UNANIMOUSLY

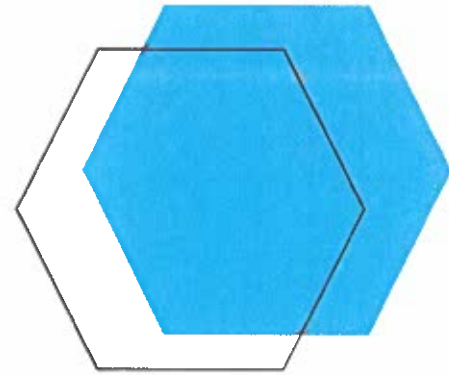
Mayor, Vern Lymburner

CAO, Ben Berlinguette



REPORTS

TOWN OPERATIONAL & COMMITTEE REPORTS



REGULAR COUNCIL MEETING

COUNCIL CHAMBERS
TOWN ADMINISTRATION OFFICE



Directors Operational Report

Date:	January 15, 2024
From:	Carol McCallum, Director of Utilities & Asset Management
Department:	Utilities & Asset Management

Utilities Gas Department

Service Calls / Changes in Service:

- Meter changes and locates ongoing.
- HWY 43 gas main line realignment project – bids and tenders' deadline was January 12, 2024.
- Gas Utility Operator Training / Level 1 – January 15 to February 2, 1 operator attending.

System Maintenance:

- Federation of Alberta Gas Co-ops, PFM survey completed.
- Alberta Rural Utilities, Quality Management Plan – submitted for review and signing.

Utilities Water/Wastewater Department

Service Calls/Changes in Service:

- Meter changes and locates ongoing.
- River pumping to fill raw water ponds started on November 29 and ended on December 15, 2023. Pumping recommenced on January 9, 2024.
- New river pump received; installation will be completed late January, early February.

System Maintenance:

- CCTV project field work has been completed; video is being reviewed by AE. Full report with recommendations to follow.

Lagoon:

- The Lagoon Project has been completed to date; commission start up was December 20, 2023. Final step of vegetation management to be completed in spring 2024.
- Lagoon Licence Amendments are being reviewed together with; Town of Valleyview, AE and Alberta Environment and Protected Areas (AEPA).

Water Vault:

- The Vault Project has been completed to date with the final step of vegetation management to be completed in spring of 2024.

Water Treatment Plant:

- Generator Project update meetings were held on December 20, 2023, and January 3, 2024.

2024 Capital Budget:

- Underground water infrastructure modelling to be completed with Associated Engineering (AE).
- Vehicle purchasing has commenced with one water truck finalized.

Both

- 2023 Department Inventory completed.



Directors Operational Report

Date:	January 15, 2024
From:	Dave Descheneaux, Director of Public Works
Department:	Public Works

Road and Sidewalk Maintenance:

- Street plowing officially began January 9th.
- Sidewalks are shoveled and salted when needed.
- The roads are sanded when needed.

Airport:

- The airport is plowed and salted when needed.
- Light Tower by building was repaired.
- Multiple lights on the runway are out, I will contact an electrician when the weather is better.

Waste Management:

- A switch to raise the garbage lid is broken at the transfer station, an electrician has been contacted to fix it on January 10th.
- There have been 4 complaints about garbage bins.
- The land fill cleanup has begun and ended for the month December 2023, a date to start again in 2024 has yet to be determined.

Underground Infrastructure:

- Ground by three CC's that have been changed were sinking in, they have been refilled.

Other:

- The shop make up air unit broke down, hired an electrician on January 10th to diagnose the issue.



Directors Operational Report

Date:	January 15, 2024
From:	Pat Brothers, Director of Community Services
Department:	Community Services

Recreation:

- Winter programming started up after the Christmas break and all regular programs are up and running.
- We are offering another session of "A Taste of the World" beginning the start of February.
- The Women's Wellness Expo on Saturday January 20, 2024 currently has around 75 people registered. We have received sponsorship for this event through Rural Mental Health and this year it is free to attend.

Facilities:

- Our Public Skating and Shiny Hockey was busy over the Christmas break and the after-school sessions continue to be busy.
- The Valleyview Jets have now signed the Arena Board Advertising Agreement, we are still waiting for them to sign the Dressing Room License Agreement. I had been in contact with their secretary about this prior to Christmas but have not heard anything since.
- We have met with the Curling Club to review and answer any questions about the new lease agreement. I believe that we have addressed all their concerns, and we should have this signed shortly as the current lease expired at the end of 2023.

Streets, Parks & Cemetery:

- We will start to remove our Christmas displays as time and weather allows.
- There will be some large Elm trees on 51st street that we will need to look at removing, there is nowhere for the roots to go, and they are causing problems with the sidewalks. In time all the large trees along this street will potentially all have to be removed.

Community Peace Officer:

- We have had 21 complaints for the month of December; causing a disturbance was the highest with 6 and false alarms was next with 3. The other 12 complaints were for various other types of complaints. 8 provincial and 3 town tickets were issued.



CAO and Administration Report

Date: January 15, 2024

From: Administration

Department: Administrative

CAO Strategies

Town Tours:

- Weekly tours of Town ongoing to connect with Team, Community, and Residents.

Economic Development:

- Continue to focus on downtown core revitalization.
- Continue to encourage development and business to our community.
- Continue to work with fast food industry including McDonalds and KFC franchises.

TVV Manual reviews:

- Safety manual
- Emergency manual
- Engineering manual

TOWN OF VALLEYVIEW
BANK RECONCILIATION STATEMENT
GENERAL ACCOUNT FOR THE MONTH ENDING December-31 2023

Net Balance at End of the Previous Month	\$ 2,953,047.05
Receipts for the Month	\$ 58,626.72
Direct Deposits	\$ 3,577,341.18
Void/Cancelled Cheques	
Interest on Account	\$ 16,302.71
Credit Memo (GIC Matured)	\$ 1,053,500.00
GST Refund	
Monthly Taxes	\$ 46,594.02
Misc Credit CEF Fund	\$ 29,000.00
SUB-TOTAL	\$ 7,734,411.68
LESS:	
Disbursements for the Month (A/P)	\$ 1,272,063.06
Disbursements for the Month (Payroll)	\$ 205,521.81
Lease payments	\$ 3,922.02
Lease payments	\$ 5,380.15
Federal Fuel Charge	\$ 85,064.66
Gas Alberta Invoice	\$ 78,745.28
Bill Payments on line (Visa, Bell & Telus Bills)	\$ 20,602.89
Bill Payments on line (Receiver General)	\$ 67,334.59
School Requisition pymt	\$ 118,222.21
Debenture Payments	\$ 41,960.78
Employee RRSP's	\$ 250.00
Chargebacks	\$ 296.33
Debit Machine Service Charges	\$ 2,035.44
Debit Memo Xerox	\$ 1,241.91
Debit Memo	\$ 9,000.00
NET BALANCE AT MONTH END	\$ 5,822,770.55
Balance on Bank Statement	\$ 5,954,088.92
Deposits by Month End not Included on Statement	\$ 59,613.61
LESS:	
Outstanding Cheques	\$ 190,931.98
NET BALANCE AT MONTH END	\$ 5,822,770.55

This statement submitted to Council this 15th day of January 2024.

MAYOR

SECRETARY-TREASURER

BALANCE OF RESERVES/INVESTMENTS: 0

GIC Investments

HEART RIVER HOUSING MINUTES

November 16th , 2023

Heart River Housing Boardroom, 5401-48 Street High Prairie, AB

Time: 6:00 pm

IN ATTENDANCE: Myrna Lanctot, Raoul Johnson, Donna Buchinski, Art Laurin, Ann Stewart, Ernest Johnson, Jason Doris and Brian Panasiuk

VIA ZOOM CONFERENCE/ TELEPHONE : Glenn Burke

ABSENT: Dale Smith and Sheila Gilmour

STAFF & C.A.O: Tamara and Lindsay

1. CALL TO ORDER

4206/2023

MOVED BY: Chair Myrna Lanctot to call the meeting to order at 5:56 pm

CARRIED.

2. AGENDA

4207/2023

Additions: Under 6.1 Should read October listing EFT # 16628-16850

8.4 Faust

MOVED BY: Donna Buchinski to adopt the agenda with additions.

CARRIED.

3. MINUTES

3.1 Regular Board Meeting October 19th ,2023

Errors:

Under 7 – Management Statistics remove 7.9 Rent Supplement YTD

4208/2023

MOVED BY: Jason Doris to accept the Regular Board Meeting Minutes from October 19th, 2023, with amendments.

CARRIED.

4. BUSINESS ARISING FROM MINUTES: **None Forthcoming**

5. FINANCIALS

5.1 YTD Provincial

5.1.1 Provincial

5.1.2. HRH Owned

5.1.3. Lodge

4209/2023

MOVED BY: Ernest Johnson to accept 5.1 to 5.1.3 as presented.

CARRIED.

5.2 Deferred Operating Reserve Funding

4210/2023

MOVED BY: Brian Panasiuk to accept 5.2 Deferred Operating Reserve Funding as information.

CARRIED.

5.3 Capital Maintenance Funding.

4211/2023

MOVED BY: Art Laurin to accept 5.3 Capital Maintenance Funding as information.

CARRIED.

5.4 2024 Budgets

6:30pm Glenn Burke left the meeting from online

5.4.1 Lodge

4212/2023

MOVED BY: Donna Buchinski that Administration will write a letter to Ridgevalley, effective December 1, 2023, stating that Heart River Housing will be returning their portion of the LAP Funding and no requestion money for 2024 due to not accepting the terms of previous letters. This letter will be CC to: MD of Greenview, MLA Todd Loewin, Dora Fitz, Alberta Government Housing Advisor, and ADM with Housing and Seniors.

CARRIED.

5.4.2 Owned

5.4.3. Provincial

4213/2023 MOVED BY: Ann Stewart to approve the purposed budgets for Owned and Provincial as presented.
CARRIED.

5.5 Policy Section 9

4214/2023 MOVED BY: Art Laurin to defer Section 9 to the Policy Committee.
CARRIED.

6. ACCOUNTS PAYABLE 6.1 Cheque Listing October 2023 Cheque Listing 96, 98 – 6592-6599
EFT # 16628-16850 Totaling: \$381,976.05

4215/2023 MOVED BY: Ernest Johnson to ratify payment of attached.
CARRIED.

7. MANGEMENT STATISTICS 7.1 Program Vacancy
7.1.1 Family Housing Vacancy & Waitlist Report
7.2 SSC Waitlist / Vacant Unit
7.3 SSC Arrears
7.4 Family & Affordable Housing Arrears
7.5 Lease to Own Arrears
7.6 Managers Reports
7.7 Aged Receivables
7.8 Tenant Move-in and Move-Out

4216/2023 MOVED BY: Donna Buchinski to accept 7.1 to 7.8 Management Statistics as information.
CARRIED.

8. COMMITTEE REPORTS/ ACTION ITEMS

8.1 PVL Addition
8.1.1 Deficiencies /Warranty Inspections

4217/2023 MOVED BY: Brian Panasiuk to accept 8.1 to 8.1.1 as information.
CARRIED.

8.2 Villa Additions Update

8.2.1 Construction

8.2.2. Funding

8.2.2.1. CMHM Meeting Co-Investment

4218/2023 MOVED BY: Raoul Johnson to accept 8.2. to 8.2.2.1 as information.
CARRIED.

8.3 Greenview / Valleyview

8.3.1. Housing Needs Study "Funding"

4219/2023 MOVED BY: Ann Stewart to accept 8.3 to 8.3.1 as information.
CARRIED.

8.4 Faust

4220/2023 MOVED BY: Ernest Johnson to accept 8.4 Faust as information.
CARRIED.

9. ACTION ITEMS N / A

10. ASSOCIATIONS 10.1 ASCHA March 11-13/2024 -Calgary
10.2 Healthy Ageing Alberta Summit – Myrna to report
10.3 APHAA

4221/2023 MOVED BY: Donna Buchinski to accept 10.1-10.3 as information.
CARRIED



11. OTHER BUSINESS / BOARD CONCERNS

11.1 Health & Safety

11.2 CAO Report

4222/2023

MOVED BY: Raoul Johnson to accept 11.1& 11.2 as information.
CARRIED.

12. ROUND TABLE

Every Board Member has 2 minutes – Forgo for November Meeting

13. NEXT MEETING

Regular Board Meeting – December 21st 2023

Supper @ 5:30 pm

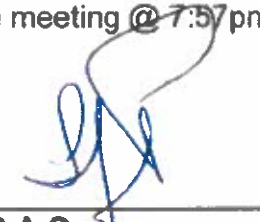
The meeting will be @ 6 pm in Heart River Housing Board Room
or Via Zoom.

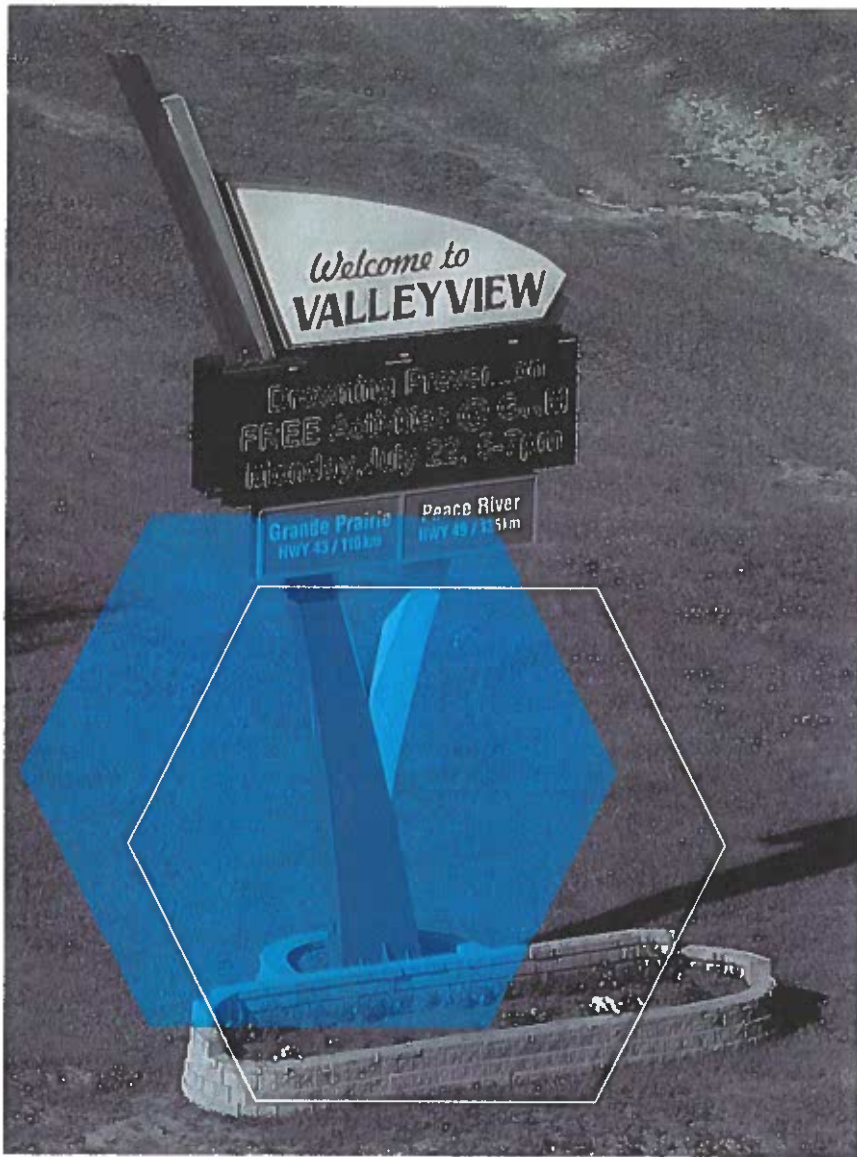
14. ADJOURNMENT

4223/2023

MOVED BY: Myrna Lancot to adjourn the meeting @ 7:57 pm
CARRIED.


Chair or Vice Chair


C.A.O



REGULAR COUNCIL MEETING

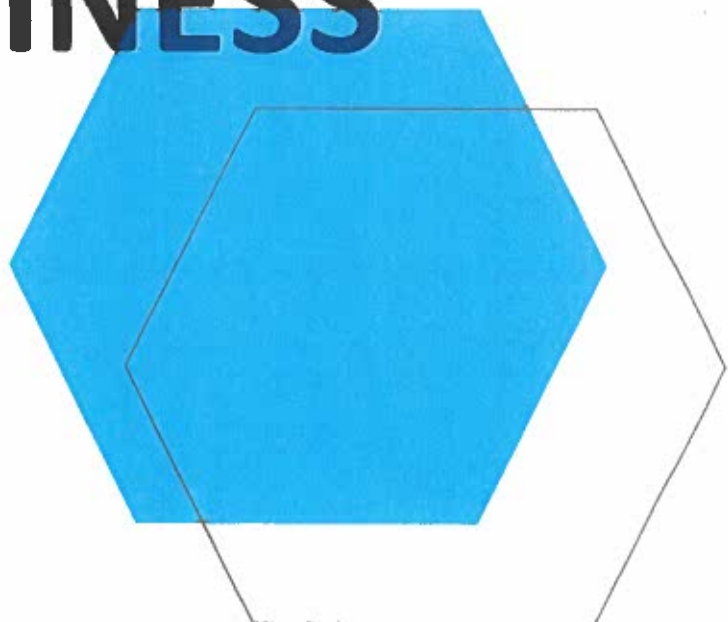
COUNCIL CHAMBERS

TOWN ADMINISTRATION OFFICE



NEW BUSINESS

NEW BUSINESS





Town of Valleyview Request For Decision

Date:	January 15, 2024
From:	Ben Berlinguette, Chief Administrative Officer
Subject:	Review 2024 Interim Budget

1.0 PURPOSE

To review the Town of Valleyview 2024 interim budget as directed by Council.

2.0 BACKGROUND AND DISCUSSION

The Town of Valleyview completed their 2024 interim budget in December 2023. Council and Administration would like to revisit this budget to find opportunities.

3.0 ALTERNATIVES

- 3.1 Council gives Administration direction on opportunities found within the Town of Valleyview's 2024 interim budget.
- 3.2 Council directs Administration to go back and look for opportunities in the Town of Valleyview's 2024 interim budget and further directs Administration to advise Council of their findings at a later date.
- 3.3 Council accepts this RFD "Review 2024 Interim Budget" as information only.

4.0 FINANCIAL IMPLICATIONS

Depends on the opportunities found by Council and or Administration within the Town of Valleyview's 2024 interim budget.

5.0 ATTACHMENTS

None.

6.0 RECOMMENDATIONS

Council gives Administration direction on opportunities found within the Town of Valleyview's 2024 interim budget.

Submitted By: 

Ben Berlinguette, Chief Administrative Officer



Town of Valleyview Request For Decision

Date: January 15, 2024

From: Kathy McCallum, Director of Corporate Services

Subject: Caron Community Education Fund (CCEF)

1.0 PURPOSE

To seek Council's approval of the Caron Community Education Fund (CCEF) including disbursement of its funds to donor selected local user groups in the Town of Valleyview.

2.0 BACKGROUND AND DISCUSSION

The Town of Valleyview (Town) is fortunate to have numerous businesses and residents who commit their time and their resources (financial and physical) to support the community, from local charity fundraisers to sports clubs and other local user groups. With that said, the Town has received a donation in the amount of \$24,833.11 for the Caron Community Education Fund with direction from its donor to support two local user groups, the Valleyview Riverside Golf Course for JR Golf and the Valleyview JETS Hockey Club.

As per Alberta's Municipal Government Act (MGA), any and all funds received by the Town, whether gifted, borrowed, and / or through taxes or other sources, must be accepted by resolution of Council during any regular Council meeting which is open to the public. Additionally, the MGA governance model states that Council's decision regarding money distribution (where and how the money will be allocated for Town use) is by Council as a whole, including the denomination given to each group.

3.0 ALTERNATIVES

- 3.1 Council approves the Caron Community Education Fund and accepts the donation amount of \$24,833.11 with these funds to be distributed at Council's discretion to the two local user groups, the Valleyview Riverside Golf Course for JR Golf and the Valleyview JETS Hockey Club.
- 3.2 Council approves the Caron Community Education Fund and accepts the donation amount of \$24,833.11 but Council declines to distribute the funds to the local user groups suggested by the donor and recommends alternate local user groups with these funds to be distributed at Council's discretion.
- 3.3 Council accepts this RFD "Caron Community Educational Fund (CCEF)" as information and directs Administration to refund the \$24,833.11 back to donor.

4.0 FINANCIAL IMPLICATIONS

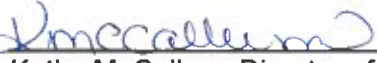
\$24,833.11 to be distributed to support local user groups as decided by the Town of Valleyview Council as a whole.


5.0 ATTACHMENTS

5.1 Email: Caron Community Education Fund 2023 dated December 12, 2023

6.0 RECOMMENDATIONS

Council approves the Caron Community Education Fund and accepts the donation amount of \$24,833.11 with these funds to be distributed at Council's discretion to the two local user groups, the Valleyview Riverside Golf Course for JR Golf and the Valleyview JETS Hockey Club.

Submitted By: 
Kathy McCallum, Director of Corporate Services

Approved By: 
Ben Berlinguette, Chief Administrative Officer

Ben Berlinguette

From: Allen Caron <a.caron@caroncontrols.net>
Sent: Tuesday, December 12, 2023 12:47 PM
To: Kathy McCallum
Cc: Vern Lymburner; Ben Berlinguette
Subject: RE: Caron Community Education Fund 2023

Hello Kathy,

Sorry for the delay I was out of Town last week.

Pleased except this email as the approval to transfer the Caron Community Fund monies(approx. \$24,000.00)over to the Town Council from Town Administration for disbursement to our local user groups.
The funds can be disbursed to the Valleyview Riverside Golf Course for JR Golf in the Spring and the Valleyview JETS Hockey Club.

Thanks,
Allen Caron
780-524-9229

From: Kathy McCallum <kmccallum@valleyview.ca>
Sent: Wednesday, December 6, 2023 3:36 PM
To: Allen Caron <a.caron@caroncontrols.net>
Subject: RE: Caron Community Education Fund 2023

Good Afternoon,

I am reaching out today as I have not heard back from you! We will be issuing the Caron Education Fund (CEF) monies back to you by the end of week ending December 15, 2023. Can you kindly advise who we make the cheque back to?



Thank You,

Kathy McCallum
Director of Corporate Services



4909-50th Street,
Box 270, Valleyview, AB T0H 3N0

T: (780)524-5150
F: (780)524-2727
E: kmccallum@valleyview.ca



Town of Valleyview Request For Decision

Date:	January 15, 2024
From:	Carol McCallum, Director of Utilities & Asset Management
Subject:	Quality Management Plan – Town of Valleyview Gas Utility

1.0 PURPOSE

To obtain Council's review and signature of the Quality Management Plan for the Town of Valleyview Gas Utility.

2.0 BACKGROUND AND DISCUSSION

An updated Quality Management Plan (QMP), under the Gas Distribution Act, was submitted to the Town (attached). This document details the responsibilities of Alberta's natural gas distributors for ensuring that their distribution systems are designed, constructed, operated, and maintained in a manner consistent with Section 2 of the Act. There have been no changes to the expectations contained in the QMP in 2024.

This document requires an annual review of its contents at a regular council meeting and the signature of the Mayor and Administration (CAO and/or Gas Utility Manager), by March 31 of each year. Alterations may not be made to this document without the approval of the Chief Officer under the *Gas Distribution Act*.

3.0 ALTERNATIVES

- 3.1 Council accepts the Quality Management Plan – Town of Valleyview Gas Utility as presented, and the Mayor and Administration signs the document.
- 3.2 Council moves to amend the Quality Management Plan – Town of Valleyview Gas Utility and requests Administration to forward these changes to the Chief Officer under the *Gas Distribution Act* prior to accepting and signing this document.

4.0 FINANCIAL IMPLICATIONS

None at this time.

5.0 ATTACHMENTS

- 5.1 Quality Management Plan – Town of Valleyview Gas Utility, 2 pages

6.0 RECOMMENDATIONS

Council accepts the Quality Management Plan – Town of Valleyview Gas Utility as presented, and the Mayor and Administration signs the document.

Submitted By: 
Carol McCallum, Director of Utilities & Asset Management

Approved By: 
Ben Berlinguette, Chief Administrative Officer

Quality Management Plan

Town of Valleyview Gas Utility

This Quality Management Plan (QMP) represents an agreement with the Province of Alberta under section 5 of the *Gas Distribution Act* that all low pressure distribution pipelines and the equipment, apparatus, mechanisms, machinery or instruments incidental to their operation, as well as all primary service lines (defined by sections 1(h), (l) and (n)) are designed, constructed, operated and maintained in accordance with the requirements set by section 2 of the Act. For this purpose of this document, this pipeline system is collectively referred to as a "Gas Distribution System". In signing this agreement, the Chief Officer recognizes that complete compliance with these standards may not always be attainable, although they remain the objective for the urban gas utility. In the event of identified deficiencies resulting from an operation and maintenance inspection conducted under section 4 of the Act, the urban gas utility will respond in a timely manner to render the distribution system safe and as compliant to the applicable standard(s) as possible.

The Town of Valleyview Gas Utility (hereinafter referred to as "the urban gas utility", as per section 1(r) of the *Gas Distribution Act*), owns and operates a Gas Distribution System in Alberta and offers and provides natural gas service to residents within the boundaries of its urban municipality. The urban gas utility, represented by the Municipal Council is, as the distribution system owner, responsible for ensuring that the urban gas utility continues to be designed, constructed, operated and maintained in a manner consistent with section 2 of the Act. This is achieved with the full support of the Chief Administrative Officer (CAO) and/or the Gas Utility Manager and its employees, as to ensure the safety of its customers, employees, and the general public of Alberta. Annual review and commitment to this QMP document by both the Municipal Council and the CAO and/or the Gas Utility Manager, in conjunction with the annual submission of as-built plans and meeting operation and maintenance expectations of the Chief Officer partly constitute the 'Approval to Operate' a Gas Distribution System in Alberta.

QUALITY MANAGEMENT PLAN FUNCTIONS

Standards

As applicable, the urban gas utility will design, construct, operate, and maintain its gas utility in accordance with the following legislation and standards:

- The *Gas Distribution Act*
- The *Pipeline Act* and Regulations
- The *Municipal Government Act*, only as applicable/relevant to the gas utility
- The *Gas Utilities Act*, as applicable
- The *Occupation Health and Safety Act*, and all codes and regulations, as applicable
- Canadian Standards Association (CSA) Z662 Oil and Gas Pipeline Standard
- Canadian Standards Association (CSA) Z246.2 Emergency Preparedness and Response for Petroleum and Natural Gas Industry Systems
- The Technical Standards Manual for Gas Distribution Systems in Alberta, issued by Rural Utilities
- Guidelines for Operations & Maintenance Practices in Alberta Natural Gas Utilities issued by the Federation of Alberta Gas Co-ops Ltd.
- Alberta Energy Regulator (AER) Directive 71 Emergency Preparedness and Response Requirements for the Petroleum Industry (as applicable)

Urban gas utilities are also expected to maintain appropriate insurance coverage.

Design, Construction, Testing, and Commissioning

The urban gas utility will ensure that its distribution system is designed and constructed to safely deliver the required volumes of gas to each consumer under the most extreme conditions by following the Technical Standards Manual for Gas Distribution Systems in Alberta and the most recent version of the Canadian Standards Association (CSA) Z662 Oil and Gas Pipelines. Collectively, these are the standards for Alberta's gas distribution systems.

Operation, Maintenance and Repair

To ensure the gas distribution system is properly operated, maintained, and repaired, the urban gas utility will employ or contract the services of qualified field staff to safely operate and maintain the system. This will include development of a regular preventative maintenance program to safeguard the distribution system against premature deterioration. Further, the urban gas utility will ensure that the level of safety equipment for both the shop and emergency response vehicles (as adopted in the Guidelines for Operations & Maintenance Practices in Alberta Natural Gas Utilities) in addition to personal protective equipment (PPE), is provided, inventoried, maintained, and calibrated as, and if, required.

Emergency Preparedness and Response

To ensure that employees understand the urban gas utility's program to respond to emergency situations, the urban gas utility will develop and implement an Emergency Response Program (ERP) to effectively respond to emergencies, promote safety of workers, responders and the public, in accordance with the Guidelines for Operations & Maintenance Practices in Alberta Natural Gas Utilities.

Surveying and Plant Records

In order to ensure the completeness, accuracy and timely completion of the urban gas utility's as-built drawings and ensure that the Utility Safety Partners database is current, the urban gas utility will maintain up-to-date as-built plans of the urban gas utility and submit these to Rural Utilities by March 31 of the year following construction.

RESPONSIBILITY

This Quality Management Plan highlights the safety related components of the Town of Valleyview Gas Utility's design, construction, operation, and maintenance programs. The Municipal Council, along with the Chief Administrative Officer and/or the Gas Utility Manager have reviewed the QMP in its entirety, and the urban gas utility hereby accepts the responsibility for compliance of their gas distribution system with this plan.

This Quality Management Plan was reviewed at the council meeting held on: _____

Dated _____

Mayor, representing the Municipal Council

I have read and will support the Municipal Council in the compliance of this Quality Management Plan:

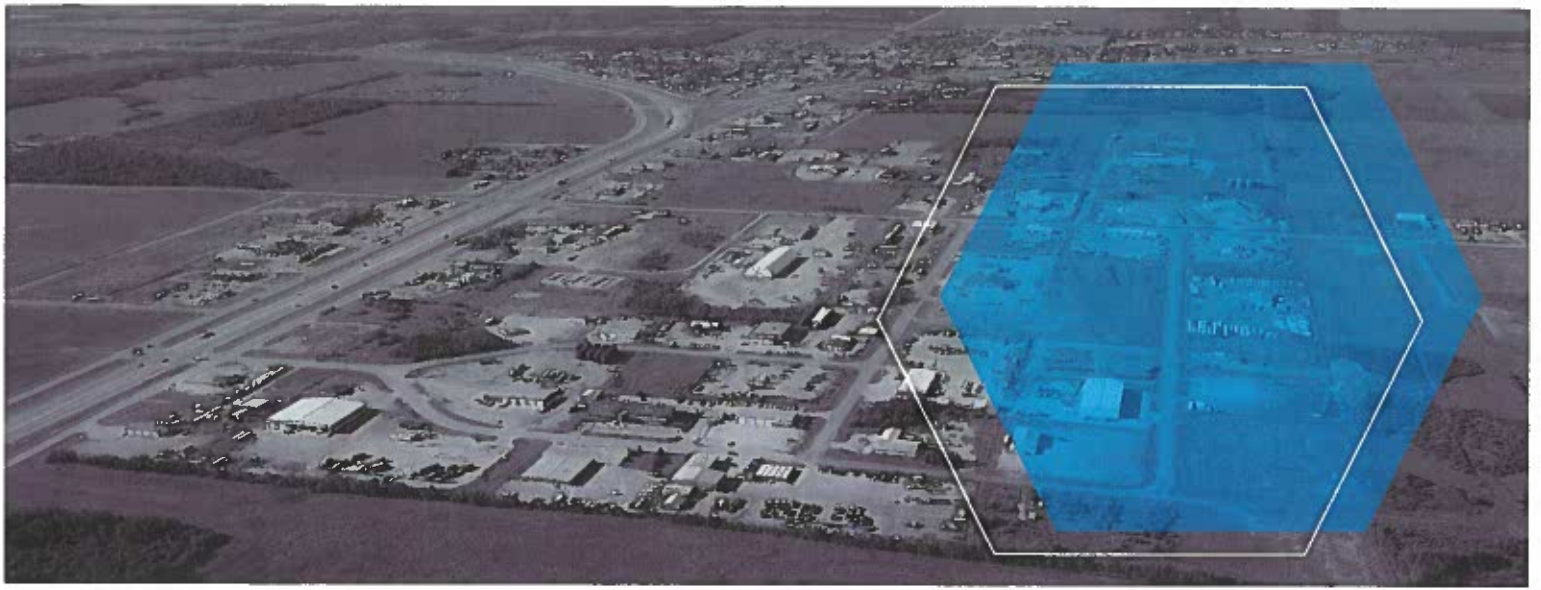
Dated _____

CAO and/or the Gas Utility Manager

This QMP must be reviewed and signed by the urban gas utility, represented by the Mayor of the Municipal Council along with the Chief Administrative Officer and/or the Gas Utility Manager on an annual basis and submitted to Rural Utilities by December 31st of each year.

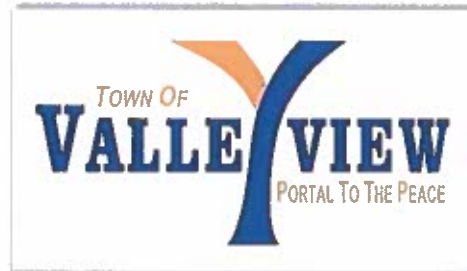
Failure to submit a signed QMP document may result in any or all of the following actions:

- (1) The annual 'Approval to Operate' will not be issued.
- (2) All planned/future construction must be approved by the Chief Officer prior to construction until the QMP is signed and submitted, and
- (3) Any construction done without prior approval of the Chief Officer will be in contravention of section 13 of the Gas Distribution Act and potentially subject to an offence (section 8) and/or order (section 9) under the Act.



BYLAWS

BYLAWS



REGULAR COUNCIL MEETING

COUNCIL CHAMBERS
TOWN ADMINISTRATION OFFICE



Town of Valleyview Request For Decision

Date:	January 15, 2024
From:	Ben Berlinguette, Chief Administrative Officer
Subject:	2023-13 Council Code of Conduct Bylaw

1.0 PURPOSE

To seek Council's approval for second and third readings of 2023-13 Council Code of Conduct Bylaw.

2.0 BACKGROUND AND DISCUSSION

The Town of Valleyview's current Council Code of Conduct Bylaw (2021-04) requires updating to reflect Alberta Regulation, 200/2017, the *Code of Conduct for Elected Officials Regulation* (Regulations). Revisions of 2023-13 Council Code of Conduct Bylaw have been influenced by a recent newsletter received by Administration from Reynolds Mirth Richard & Farmer LLP on November 15, 2023, which outlined recommended content, as per Regulations, to be included in any Council Code of Conduct Bylaw.

First reading of Bylaw 2023-13 was given on December 11, 2023.

3.0 ALTERNATIVES

- 3.1 Council gives second and third readings of 2023-13 Council Code of Conduct Bylaw.
- 3.2 Council moves to further amend 2023-13 Council Code of Conduct Bylaw and gives second reading of 2023-13 Council Code of Conduct Bylaw.
- 3.3 Council accepts this RFD "2023-13 Council Code of Conduct Bylaw" as information only at this time.

4.0 FINANCIAL IMPLICATIONS

None.

5.0 ATTACHMENTS

- 5.1 Bylaw: 2023-13 Council Code of Conduct Bylaw
- 5.2 Current Bylaw: 2021-04 Council Code of Conduct Bylaw dated November 8, 2021

6.0 RECOMMENDATIONS

Council gives second and third readings of 2023-13 Council Code of Conduct Bylaw.

Submitted By: 
Ben Berlinguette, Chief Administrative Officer



COUNCIL CODE OF CONDUCT BYLAW

BYLAW #: 2023-13

AUTHORITY:

COUNCIL

SUPERSEDES: COUNCIL CODE OF CONDUCT
BYLAW 2021-04

EFFECTIVE DATE:

December 11, 2023

A BYLAW OF THE TOWN OF VALLEYVIEW, IN THE PROVINCE OF ALBERTA, TO ESTABLISH A CODE OF CONDUCT FOR MEMBERS OF COUNCIL.

WHEREAS, pursuant to Section 146.1(1) of the *Municipal Government Act*, a council must, by bylaw, establish a code of conduct governing the conduct of councillors;

AND WHEREAS, pursuant to section 153 of the *Municipal Government Act*, councillors have a duty to adhere to the code of conduct established by the council;

AND WHEREAS, the public is entitled to expect the highest standards of conduct from the members that it elects to council for the Town of Valleyview;

AND WHEREAS, the establishment of a code of conduct for members of council is consistent with the principles of transparent and accountable government;

AND WHEREAS, a code of conduct ensures that members of council share a common understanding of acceptable conduct extending beyond the legislative provisions governing the conduct of councillors;

NOW, THEREFORE, THE COUNCIL OF THE TOWN OF VALLEYVIEW, IN THE PROVINCE OF ALBERTA DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. Short Title

This Bylaw may be referred to as the “Council Code of Conduct Bylaw”.

2. Definitions

In this Bylaw, words have the meanings set out in the *Act*, except that :

- 2.1 “*Act*” means the *Municipal Government Act*, R.S.A. 2000, c. M-26, and associated regulations, as amended;
- 2.2 “*Administration*” means the administrative and operational arm of the Municipality, comprised of the various departments and business units and including all employees who operate under the leadership and supervision of the CAO;
- 2.3 “*CAO*” means the chief administrative officer of the Municipality, or their delegate;
- 2.4 “*FOIP*” means the Freedom of Information and Protection of Privacy Act, R.S.A. 2000, c. F-25, any associated regulations, and any amendments or successor legislation;
- 2.5 “*Investigator*” means Council or the individual or body established by Council to investigate and report on complaints;
- 2.6 “*Member*” means a member of Council and includes a councillor or the Mayor; and
- 2.7 “*Municipality*” means the municipal corporation of the Town of Valleyview.



COUNCIL CODE OF CONDUCT BYLAW

BYLAW #: 2023-13

AUTHORITY:

COUNCIL

SUPERSEDES: COUNCIL CODE OF CONDUCT
BYLAW 2021-04

EFFECTIVE DATE:

December 11, 2023

3. Purpose & Application

The purpose of this Bylaw is to establish standards for the ethical conduct of Members relating to their roles and obligations as representatives of the Municipality and a procedure for the investigation and enforcement of those standards.

4. Representing the Municipality

Members shall:

- 4.1 Act honestly and, in good faith, serve the welfare and interests of the Municipality as a whole;
- 4.2 Perform their functions and duties in a conscientious and diligent manner with integrity, accountability, and transparency;
- 4.3 Conduct themselves in a professional manner with dignity and make every effort to participate diligently in the meetings of Council, committees of Council and other bodies to which they are appointed by Council; and
- 4.4 Arrange their private affairs and conduct themselves in a manner that promotes public confidence and will bear close public scrutiny.

5. Communication on Behalf of the Municipality

- 5.1 A Member must not claim to speak on behalf of Council unless authorized to do so.
- 5.2 Unless Council directs otherwise, the Mayor is Council's official spokesperson and in the absence of the Mayor it is the Deputy Mayor. All inquiries from the media regarding the official Council position on an issue shall be referred to Council's official spokesperson.
- 5.3 A Member who is authorized to act as Council's official spokesperson must ensure that their comments accurately reflect the official position and will of Council as a whole, even if the Member personally disagrees with Council's position.
- 5.4 No Member shall make a statement when they know that statement is false.
- 5.5 No Member shall make a statement with the intent to mislead Council or the public.

6. Respecting the Decision-Making Process

- 6.1 Decision making authority lies with Council, and not with any individual Member. Council may only act by bylaw or resolution passed at a Council meeting held in public at which there is a quorum present. No Member shall, unless authorized by Council, attempt to bind



COUNCIL CODE OF CONDUCT BYLAW

BYLAW #: 2023-13

AUTHORITY:

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EFFECTIVE DATE:

December 11, 2023

the Municipality, or give direction to employees in Administration, agents, contractors, consultants, or other service providers or prospective vendors to the Municipality.

- 6.2 Members shall conduct and convey Council business and all their duties in an open and transparent manner other than those matters which by law are authorized to be dealt with in a confidential manner (in-camera session), and in so doing, allow the public to view the process and rationale which was used to reach decisions and the reasons for taking certain actions.
- 6.3 Members shall accurately communicate the decisions of Council, even if they disagree with Council's decision, such that respect for the decision-making processes of Council is fostered.

7. Adherence to Policies, Procedures, and Bylaws

- 7.1 Members shall uphold the law established by the Parliament of Canada and the Legislature of Alberta and the bylaws, policies and procedures adopted by Council.
- 7.2 Members shall respect the Municipality as an institution, its bylaws, policies, and procedures and shall encourage public respect for the Municipality, its bylaws, policies, and procedures.
- 7.3 A Member must not encourage disobedience of any bylaw, policy, or procedure of the Municipality in responding to a member of the public, as this undermines public confidence in the Municipality and in the rule of law.

8. Respectful Interactions with Council Members, Staff, the Public and Others

- 8.1 Members shall act in a manner that demonstrates fairness, respect for individual differences and opinions, and an intention to work together for the common good and in furtherance of the public interest.
- 8.2 Members shall treat one another, employees of the Municipality and members of the public with courtesy, dignity, and respect and without abuse, bullying or intimidation.
- 8.3 No Member shall use indecent, abusive, or insulting words or expressions toward another Member, any employee of the Municipality or any member of the public.
- 8.4 No Member shall speak in a manner that is discriminatory to any individual based on the person's race, religious beliefs, colour, gender, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation.
- 8.5 Members shall respect the fact that employees in Administration work for the Municipality as a corporate body and are charged with making recommendations that reflect their professional expertise and a corporate perspective and that employees are required to do so without undue influence from any Member or group of Members.



COUNCIL CODE OF CONDUCT BYLAW

BYLAW #: 2023-13

AUTHORITY:

COUNCIL

**SUPERSEDES: COUNCIL CODE OF CONDUCT
BYLAW 2021-04**

EFFECTIVE DATE:

December 11, 2023

8.6 Members must not:

- a. Involve themselves in matters of Administration, which fall within the jurisdiction of the CAO.
- b. Use, or attempt to use, their authority or influence for the purpose of intimidating, threatening, coercing, commanding, or influencing any employee of the Municipality with the intent of interfering in the employee's duties.
- c. Use, or attempt to use, their authority or influence for the purpose of directing the operations of the Municipality with the intent of interfering with the operations of the Municipality.
- d. Maliciously or falsely injure the professional or ethical reputation, or the prospects or practice of employees of the Municipality.

9. Confidential Information

- 9.1 Members must keep in confidence matters discussed in private at a Council or Council committee meeting until the matter is discussed at a meeting held in public.
- 9.2 No Member shall use confidential information for personal benefit or for the benefit of any other individual organization.
- 9.3 In the course of their duties, Members may also become privy to confidential information received outside of an "in-camera" meeting. Members must not:
 - a. Disclose or release by any means to any member of the public, including the media, any confidential information acquired by virtue of their office, unless the disclosure is required by law or authorized by Council to do so;
 - b. Access or attempt to gain access to confidential information in the custody or control of the Municipality unless it is necessary for the performance of the Member's duties and is not otherwise prohibited by Council, and only then if the information is acquired through appropriate channels in accordance with applicable Council bylaws and policies;
 - c. Use confidential information for personal benefit or for the benefit of any other individual or organization.
- 9.4 Confidential information includes information in the possession of, or received in confidence by, the Municipality that the Municipality is prohibited from disclosing pursuant to legislation, court order or by contract, or is required to refuse to disclose under FOIP or any other legislation, or any other information that pertains to the business of the Municipality, and is generally considered to be of a confidential nature, including but not limited to information concerning:
 - a. The security of the property of the Municipality;
 - b. A proposed or pending acquisition or disposition of land or other property;
 - c. A tender that has or will be issued but has not been awarded;



COUNCIL CODE OF CONDUCT BYLAW

BYLAW #: 2023-13

AUTHORITY:

COUNCIL

SUPERSEDES: COUNCIL CODE OF CONDUCT
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- d. Contract negotiations;
 - e. Employment and labour relations;
 - f. Draft documents and legal instruments, including reports, policies, bylaws, and resolutions, that have not been the subject matter of deliberation in a meeting open to the public;
 - g. Law enforcement matters;
 - h. Litigation or potential litigation, including matters before administrative tribunals;
 - i. Advice that is subject to solicitor-client privilege.

10. Conflicts of Interest

- 10.1 Members have a statutory duty to comply with the pecuniary interest provisions set out in Part 5, Division 6 of the *Act*, and a corresponding duty to vote unless required or permitted to abstain under the *Act* or another enactment.
- 10.2 Members are to be free from undue influence and not act or appear to act in order to gain financial or other benefits for themselves, family, friends or associates, business or otherwise.
- 10.3 Members shall approach decision-making with an open mind that is capable of persuasion.

11. Improper Use of Influence

- 11.1 No Member shall use the influence of the Member's office for any purpose other than for the exercise of the Member's official duties.

12. Use of Municipal Assets and Services

- 12.1 Members shall use municipal property, equipment, services, supplies and staff resources only for the performance of their duties as a Member, subject to the following limited exceptions:
 - a. Municipal property, equipment, service, supplies and staff resources that are available to the general public may be used by a Member for personal use upon the same terms and conditions as members of the general public, including booking and payment of any applicable fees or charges;
 - b. Electronic communication devices, including but not limited to desktop computers, laptops, tablets, and smartphones, which are supplied by the Municipality to a Member, may be used by the Member for personal use, provided that the use is not for personal gain, offensive or inappropriate.



COUNCIL CODE OF CONDUCT BYLAW

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AUTHORITY:

COUNCIL

**SUPERSEDES: COUNCIL CODE OF CONDUCT
BYLAW 2021-04**

EFFECTIVE DATE:

December 11, 2023

13. Orientation and Other Training Attendance

- 13.1 Every Member must attend the orientation training offered by the Municipality within 90 days after the Member takes the oath of office.
- 13.2 Unless excused by Council, every Member must attend any other training organized at the direction of Council for the benefit of Members throughout the Council term.
- 13.3 Members are stewards of public resources and shall avoid waste, abuse, and extravagance in the use of public resources.
- 13.4 Members shall be transparent and accountable with respect to all expenditures and strictly comply with all municipal bylaws, policies, and procedures regarding claims for remuneration and expenses.
- 13.5 Members shall not accept gifts, hospitality or other benefits that would, to a reasonable member of the public, appear to be in gratitude for influence, to induce influence, or otherwise to go beyond the necessary and appropriate public functions involved.

14. Informal Complaint Process

- 14.1 Any person or Member who has identified or witnessed conduct by a Member that the person or Member reasonably believes, in good faith, is in contravention of this Bylaw may address the prohibited conduct by:
 - a. Advising the Member that the conduct violates this Bylaw and encouraging the Member to stop;
 - b. Requesting the Mayor to assist in informal discussion of the alleged complaint with the Member in an attempt to resolve the issue. In the event that the Mayor is the subject of, or is implicated in a complaint, the person may request the assistance of the Deputy Mayor.
- 14.2 Individuals are encouraged to pursue this informal complaint procedure as the first means of remedying conduct that they believe violates this Bylaw. However, an individual is not required to complete this informal complaint procedure prior to pursuing the formal complaint procedure outlined in section 15. Formal Complaint Process.

15. Formal Complaint Process

- 15.1 Any person who has identified or witnessed conduct by a Member that the person reasonably believes, in good faith, is in contravention of this Bylaw may file a formal complaint in accordance with the following procedure:
 - a. All complaints shall be made in writing and shall be dated and signed by an identifiable individual;



COUNCIL CODE OF CONDUCT BYLAW

BYLAW #: 2023-13

AUTHORITY:

COUNCIL

**SUPERSEDES: COUNCIL CODE OF CONDUCT
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EFFECTIVE DATE:

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- b. All complaints shall be addressed to the Investigator;
 - c. The complaint must set out reasonable and probable grounds for the allegation that the Member has contravened this Bylaw, including a detailed description of the facts, as they are known, giving rise to the allegation;
 - d. If the facts, as reported, include the name of one or more Members who are alleged to be responsible for the breach of this Bylaw, the Member or Members concerned shall receive a copy of the complaint submitted to the Investigator;
 - e. Upon receipt of a complaint under this Bylaw, the Investigator shall review the complaint and decide whether to proceed to investigate the complaint or not. If the Investigator is of the opinion that a complaint is frivolous or vexatious or is not made in good faith, or that there are no grounds or insufficient grounds for investigating, the Investigator may choose not to investigate or, if already commenced, may terminate any investigation, or may dispose of the complaint in a summary manner. In that event, the complainant and Council, if Council is not the Investigator, shall be notified of the Investigator's decision;
 - f. If the Investigator decides to investigate the complaint, the Investigator shall take such steps as it may consider appropriate, which may include seeking legal advice. All proceedings of the Investigator regarding the investigation shall be confidential;
 - g. If the Investigator is not Council, the Investigator shall, upon conclusion of the investigation, provide the Council and the Member who is the subject of the complaint, the results of the Investigator's investigation;
 - h. A Member who is the subject of an investigation shall be afforded procedural fairness, including an opportunity to respond to the allegations before Council deliberates and makes any decision or any sanction is imposed;
 - i. A Member who is the subject of an investigation is entitled to be represented by legal counsel, at the Member's sole expense.

16. Compliance and Enforcement

- 16.1 Members shall uphold the letter and the spirit and intent of this Bylaw.
- 16.2 Members are expected to co-operate in every way possible in securing compliance with the application and enforcement of this Bylaw.
- 16.3 No Member shall:
 - a. Undertake any act of reprisal or threaten reprisal against a complainant or any other person for providing relevant information to Council or to any other person;
 - b. Obstruct Council, or any other person, in carrying out the objectives or requirements of this Bylaw.
- 16.4 Sanctions that may be imposed on a Member, by Council, upon a finding that the Member has breached this Bylaw may include:



COUNCIL CODE OF CONDUCT BYLAW

BYLAW #: 2023-13

AUTHORITY:

COUNCIL

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- a. A letter of reprimand addressed to the Member;
 - b. Requesting the Member to issue a letter of apology;
 - c. Publication of a letter of reprimand or request for apology and the Member's response;
 - d. Suspension or removal of the appointment of a Member as the chief elected official under section 150(2) of the *Act*;
 - e. Suspension or removal of the appointment of a Member as the deputy chief elected official or acting chief elected official under section 152 of the *Act*;
 - f. Suspension or removal of the chief elected official's presiding duties under section 154 of the *Act*;
 - g. Suspension or removal from some or all Council committees and bodies to which council has the right to appoint members;
 - h. Reduction or suspension of remuneration as defined in section 275.1 of the *Act* corresponding to a reduction in duties, excluding allowances for attendance at council meetings;
 - i. Any other sanction Council deems reasonable and appropriate in the circumstances provided that the sanction does not prevent a Member from fulfilling the legislated duties of a councillor and the sanction is not contrary to the *Act*.

17. Review

This Bylaw shall be brought forward for review at the beginning of each term of Council, when relevant legislation is amended, and at any other time that Council considers appropriate to ensure that it remains current and continues to accurately reflect the standards of ethical conduct expected of Members.

18. Severability

All sections of this Bylaw are separate and severable. Should any section or part of this Bylaw be deemed invalid or inoperative by any court or administrative body for any reason, the remaining sections shall remain valid and in full force and effect.

19. Repeal

This Bylaw repeals Council Code of Conduct Bylaw 2021-04 and all amendments.

20. Coming Into Force

This Bylaw comes into force and effect on the day it is passed.



COUNCIL CODE OF
CONDUCT BYLAW

BYLAW #: 2023-13

AUTHORITY:

COUNCIL

SUPERSEDES: COUNCIL CODE OF CONDUCT
BYLAW 2021-04

EFFECTIVE DATE:

December 11, 2023

READ A FIRST TIME ON DEC 11, 2023

READ A SECOND TIME ON _____

READ A THIRD TIME AND PASSED ON _____

MAYOR

DATE

CAO

DATE



Town of Valleyview Request For Decision

Date:	January 15, 2024
From:	Kathy McCallum, Director of Corporate Services
Subject:	Proposed Bylaw 2024-01 Municipal Borrowing Bylaw

1.0 PURPOSE

To seek Council's approval to pass Proposed Bylaw 2024-01 Municipal Borrowing Bylaw which is an annual Bylaw passed in the event the Town is required to borrow funds.

2.0 BACKGROUND AND DISCUSSION

As per the MGA Section 256:

Operating expenditures

256(1) This section applies to a borrowing made for the purpose of financing operating expenditures.

(2) The amount to be borrowed, together with the unpaid principal of other borrowings made for the purpose of financing operating expenditures, must not exceed the amount the municipality estimates will be raised in taxes in the year the borrowing is made.

(3) A borrowing bylaw that authorizes the borrowing does not have to be advertised if the term of the borrowing does not exceed 3 years.

In accordance with the above, a borrowing bylaw is passed annually in the event the Town is required to borrow funds.

3.0 ALTERNATIVES

- 3.1 Council gives all three readings to the proposed Bylaw 2024-01 Municipal Borrowing Bylaw.
- 3.2 Council gives first reading of proposed Bylaw 2024-01 Municipal Borrowing Bylaw.
- 3.3 Council moves to further amend Bylaw 2024-01 and gives first reading of amended Bylaw 2024-01 Municipal Borrowing Bylaw.

4.0 FINANCIAL IMPLICATIONS

No direct costs attached. Potential loss of required borrowings if necessary.

5.0 ATTACHMENTS

5.1 Proposed Bylaw 2024-01 Municipal Borrowing Bylaw.

6.0 RECOMMENDATIONS

Council gives all three readings to the proposed Bylaw 2024-01 Municipal Borrowing Bylaw.

Submitted By: 
Kathy McCallum, Director of Corporate Services

Approved By: 
Ben Berlinguette, Chief Administrative Officer



MUNICIPAL BORROWING BYLAW

BYLAW # 2024-01

AUTHORITY: Mayor & Council

APPROVAL: January 15, 2024.

EFFECTIVE DATE: January 15, 2024.

OF THE TOWN OF VALLEYVIEW IN THE PROVINCE OF ALBERTA

MUNICIPAL BORROWING BYLAW – 2024-01

For the Purpose Specified in Section 256 of the Municipal Government Act

WHEREAS, the Council of the Town of Valleyview in the Province of Alberta, considers it necessary to borrow certain sums of money for the purpose of:

- Current expenditures of the Town of Valleyview for its financial year commencing January 1, 2024.

NOW THEREFORE, pursuant to the provisions of the Municipal Government Act, it is hereby enacted by the Council of the Town of Valleyview as a Bylaw that:

1. The Town of Valleyview borrow from Scotiabank up to the principal sum of \$2,100,000 repayable upon demand at a rate of interest per annum from time to time established by Scotiabank, not to exceed five percent (5%) and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
2. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Town of Valleyview:
 - (a) to apply to Scotiabank for the aforesaid loan to the Town of Valleyview and to arrange with Scotiabank the amount, terms and conditions of the loan and security or securities to be given to Scotiabank;
 - (b) as security for any money borrowed from Scotiabank
 - i. to execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
 - ii. to give or furnish to Scotiabank all such securities and promises as Scotiabank require to secure repayment of such loans and interest thereon; and
 - iii. to execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments, and transfers to and in favour of Scotiabank of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Town of Valleyview or in which the Town of Valleyview may have any interest, and any other documents or contracts necessary to give or to furnish to Scotiabank the security or securities required by it.



MUNICIPAL BORROWING BYLAW

3. The source or sources of money to be used to repay the principal and interest owing under the borrowing from Scotiabank are:
 - Taxes, Reserves, Grants, etc.
4. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
5. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Town of Valleyview decides to extend the loan and Scotiabank is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 3 hereof and delivered to Scotiabank will be valid and conclusive proof as against the Town of Valleyview of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and Scotiabank will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
6. This Bylaw comes into force on the final passing thereof and repeals Bylaw #2023-01 in its entirety.

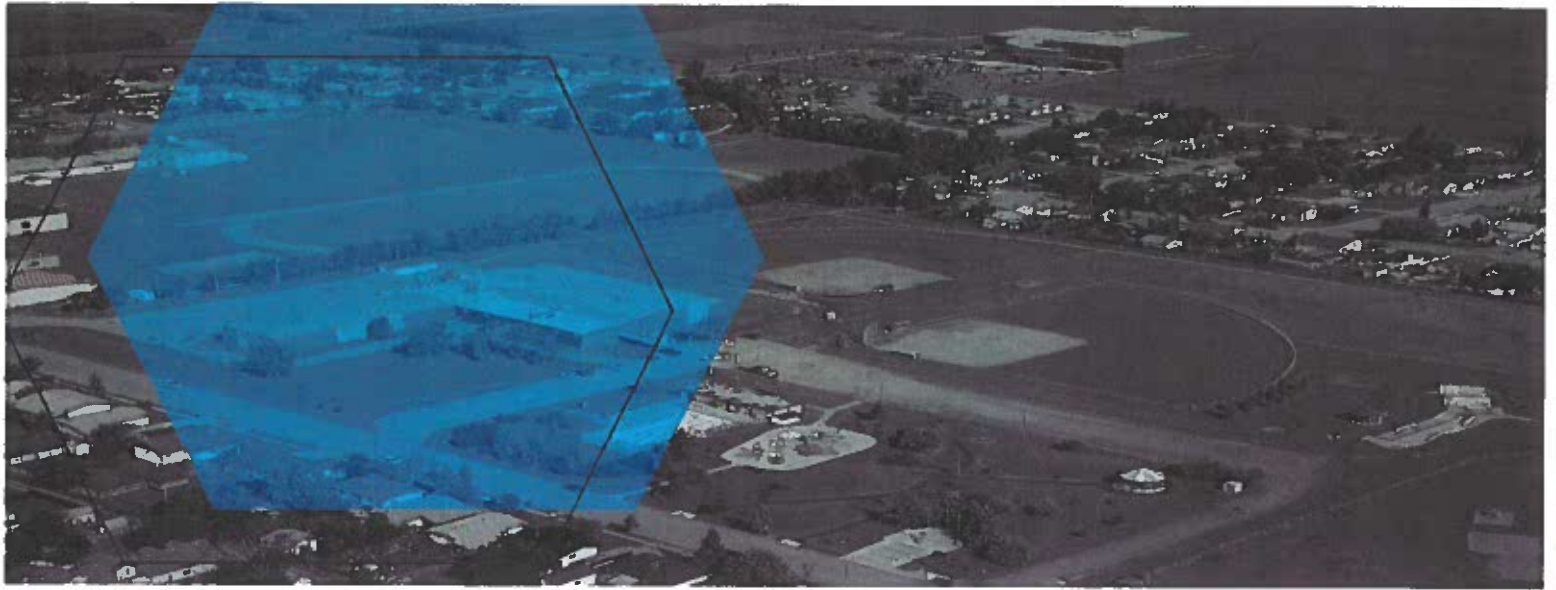
Certificate

WE HEREBY CERTIFY that the foregoing Bylaw was duly passed by the Council of the Town of Valleyview therein mentioned at a duly and regularly constituted meeting thereof held on the **15th** day of **January 2024** at which a quorum was present, as entered in the minutes of the said Council, and that the Bylaw has come into force and is still in full force and effect.

WITNESS our hands and the seal of the Town of Valleyview this **15th** day of **January, 2024**.

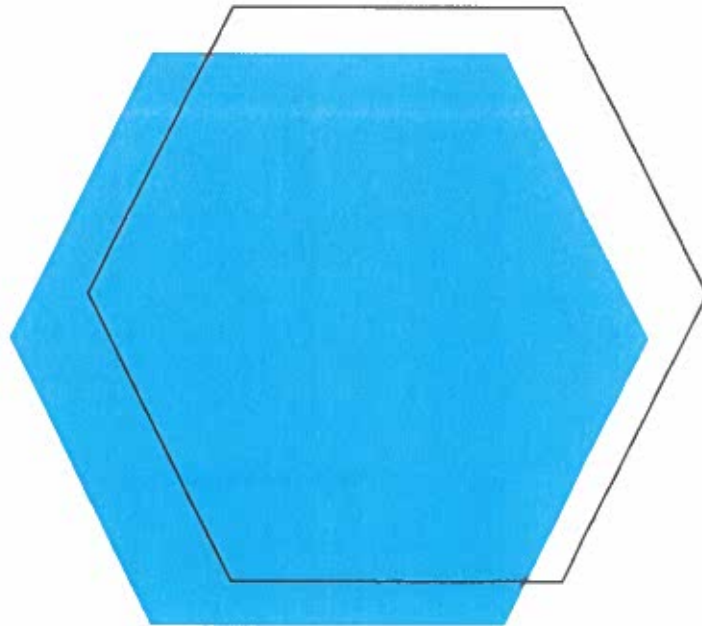
Chief Elected Official

Chief Administrative Officer



CORRESPONDENCE

CORRESPONDENCE



REGULAR COUNCIL MEETING

COUNCIL CHAMBERS

TOWN ADMINISTRATION OFFICE

COLD SHOT

A division of Balwaria Empire Pvt. Ltd.
11550 154 Street, Edmonton, AB, T5M 3N8
PH: - 780-705-5466 FAX: - 780-426-5455



DATE- 21st December 2023

His Worship Vern Lymburner
Mayor
Town of Valleyview
PO Box 270,
Valleyview, AB T0H 3N0



Re: Urgent Support Needed to Sustain Vital Transportation Services

Dear Mayor,

I am writing to bring to your attention the critical situation faced by COLD SHOT, Alberta's largest rural bus network, and to seek your support in ensuring the continued provision of essential transportation services to your community.

Since the departure of Greyhound from Alberta in 2018, Cold Shot has played a pivotal role in filling the void, offering 11 vital routes, and becoming Alberta's largest rural bus network. We take pride in providing the most affordable inter-city transport options, catering to the diverse needs of our communities. However, the challenges of inflation, coupled with the aftermath of COVID, are now threatening our operations.

Despite rising input costs, we have maintained stable prices to ensure accessibility for all passengers. However, the financial strain has forced us to reduce our routes from 11 to 6. If this trend continues, it could lead to further route closures, impacting the very people who depend on our services for their daily transportation needs.

We have diligently pursued assistance by making multiple attempts and sending various letters from the year 2021 to July 2023 to both the Federal and Provincial government. We also sought support from several Mayors, and although we witnessed supportive gestures and requests sent to the Provincial Government on our behalf, regrettably, no favorable outcomes have materialized. Enclosed with this letter, you will find copies of the letters we sent and the responses we received. Now, as a final recourse, we turn to you as our last source of support before we are compelled to shut down our services.

COLD SHOT

A division of Balwaria Empire Pvt. Ltd.
11550 154 Street, Edmonton, AB, T5M 3N8
PH: - 780-705-5466 FAX: - 780-426-5455



I want to emphasize the invaluable role our services play in connecting people to their families and supporting those who cannot afford or drive personal vehicles. COLD SHOT is more than a transportation provider; we are a crucial lifeline for many marginalized individuals in your community. Cold Shot serves as the sole transportation option for many residents who, due to economic constraints, cannot afford personal vehicles. This includes seniors, First Nations members, and workers commuting to camp jobs—individuals who rely on our services as a lifeline for connecting with their families and meeting essential travel needs.

Our financial situation is dire, and without immediate support, we may be forced to make more route closures. I respectfully request that the Town of Valleyview consider providing loss relief to help us navigate the current inflationary pressures. Your support will enable us to continue serving the residents of Valleyview who rely on our affordable transportation services.

To put it candidly, we find ourselves at a crossroads. Without the necessary support, we may have no choice but to make difficult decisions, including the withdrawal of our services from Valleyview. This is not a decision we take lightly, but we must consider all options to navigate the current challenges and ensure the long-term viability of our operations.

Enclosed with this letter is a detailed breakdown of the significant impact Cold Shot has on the Town of Valleyview including the number of residents benefiting from our service. I understand that there may be competitors that can take our place, but I point out that start-up costs are likely prohibitive. Therefore, I appeal to you to support a homegrown Alberta-based company that has been dedicated to serving and supporting Albertans for an extended period. We are already a well-established company with all the assets in place and supporting us would be more beneficial than investing in a new venture.

To sustain our operations, we estimate a fixed daily cost of **\$344.70** covering driver wages, insurance, fuel, maintenance, and cleaning. This amounts to a total of **\$86,520.00** over 12 months, and the detailed breakdown for all the cities/towns' daily costs will be mentioned at the end of this letter. We expect to get an answer from you by the 31st of January 2024. If we don't receive any help from your municipality, we will have no choice but to shut down the services for the Town of Valleyview as we will no longer be able to afford the expenses. It is essential to note that any funds received will be allocated exclusively to operating expenses, ensuring the continuation of our services.

As it is our duty to inform the people of Alberta that we might be shutting down services if we don't receive funds/help from their municipality. Therefore, we are providing this letter copy to the media so people can be aware of this impacting situation.

COLD SHOT

A division of Balwaria Empire Pvt. Ltd.

11550 154 Street, Edmonton, AB, T5M 3N8

PH: - 780-705-5466 FAX: - 780-426-5455



Should the Town of Valleyview decide to assist COLD SHOT in maintaining services, we are open to collaborating on media announcements and displaying notices on our buses and facilities, acknowledging the invaluable support of your Council or wording of your preference.

I appreciate your attention to this matter and look forward to your positive response. Your support will not only help sustain our operations but also contribute to the well-being of the residents who rely on COLD SHOT for their transportation needs in Alberta.

This Letter is also CC to the Mayors of towns / Cities mentioned on next page.

Thank you for considering our request, and I am available to discuss this matter further at your convenience.

Sincerely,

Sunny Balwaria (President)

sunny@balwariaempire.com or Direct Line: 780-994-0491

Head Offices Address: 11550 154 Street, Edmonton, AB, T5M 3N8

Office Ph: 780-705-5466 | Fax: 780-426-5455

Website for Bus Tickets: www.coldshot.ca or Call: 587-557-7719

Website for Freight: www.coldshotca.com or Call: 587-557-7718

COLD SHOT

A division of Bahwaria Empire Pvt. Ltd.
11550 154 Street, Edmonton, AB, T5M 3N8
PH: - 780-705-5466 FAX: - 780-426-5455



Here is a breakdown of the towns and cities for which we've sought financial support, along with the respective number of residents who have utilized our services in the respective years: Please note- the Funds are Calculated based on Volume of Passengers and the Annual Expense.

TOWNS / CITIES	No. of residents used our service in 2022	No. of residents used our service in 2023	Funds Requested (1 Year)
AIRDRIE	610	207	\$ 47,080.00
ATHABASCA	211	202	\$ 44,960.00
BEAVERLODGE	60	90	\$ 28,400.00
BONNYVILLE	395	409	\$ 47,960.00
BOYLE	13	0	\$ 10,040.00
CALGARY	8044	9490	\$ 843,680.00
COLD LAKE	562	692	\$ 72,640.00
DAWSON CREEK	470	533	\$ 58,920.00
EDMONTON	26595	26177	\$ 985,500.00
FORT MCMURRAY	6624	5811	\$ 662,360.00
FORT ST. JOHN	649	837	\$ 85,400.00
FOX CREEK	318	287	\$ 36,920.00
GIBBONS	16	0	\$ 1,280.00
GRANDE PRAIRIE	6835	7422	\$ 543,680.00
GRASSLAND	244	184	\$ 26,880.00
HIGH PRAIRIE	324	379	\$ 61,080.00
HYTHE	49	54	\$ 33,000.00
NAMPA	35	58	\$ 5,120.00
PEACE RIVER	817	961	\$ 243,800.00
RED DEER	1177	1331	\$ 247,400.00
RED WATER	25	10	\$ 24,000.00
SLAVE LAKE	564	618	\$ 79,840.00
SMOKY LAKE	52	56	\$ 32,000.00
ST PAUL	149	202	\$ 22,500.00
VALLEYVIEW	542	579	\$ 86,520.00
WESTLOCK	50	58	\$ 6,320.00
WHITECOURT	538	566	\$ 65,680.00
Grand Total	55864	57213	\$ 4,402,960.00

We'd like to highlight that there are several locations mentioned in the table above from which we have never received any response, even after seeking support in our letters to ministers. If we don't receive any response from these locations regarding our funds request, we kindly request you all to coordinate with other municipalities and explore options to adjust funds from those areas where support has not been forthcoming. Your guidance in this matter would be greatly appreciated.

COLD SHOT

A division of Bahvaria Empire Pvt. Ltd.

11550 - 154 Street, Edmonton, AB, T5M 3N8

PH: - 780-705-5466 FAX: - 780-426-5455



July 5th, 2023

The Honourable Devin Dreeshen
Minister of Transportation and Economic Conditions
127 Legislature Building
10800-97 Avenue
Edmonton, Alberta T5K 2B6

Dear Minister Dreeshen:

Re: Emergency rural bus line support

Congratulations on your re-election and your re-appointment to the position of Minister of Transportation and Economic Conditions. Now that the election and cabinet appointments have been completed, I write in response to your letter of January 16 of this year. In it, you indicated that your department is evaluating the 2018 Rural Transportation Pilot Program to determine 'Next Steps' for rural transportation in Alberta. I hope that the intervening six months have been sufficient to assess the situation and identify solutions.

Because, as Alberta's largest rural bus network (and the only major system which is Albertan owned), I bring to your attention the serious threat to Alberta's rural bus services. My company, Cold Shot bus lines, continues to provide bus services to rural Albertans in 24 municipalities in some 65 constituencies. Our operations serve the far reaches of the province—the so-called "milk runs", as opposed to the "cream runs" between larger centres which are operated by major corporations headquartered in Quebec and Saskatchewan. When others were getting awarded funding, cold shot wasn't even got acknowledged by our own Alberta Government.

Despite the massive rise in costs brought on by post-COVID inflation, we continue to provide the best possible service at the best possible prices. Our prices remain stable, but unless we receive support, we will not survive long enough to participate fully in the recovery from COVID—already, we have had to reduce our routes from 11 to 6.

Further, if Alberta's largest rural bus company is allowed to fail, the cost and the effort to replace us will be prohibitive, amounting to the removal of an essential service. How will rural Albertans cope without our service?

According to the Alberta government policies under your predecessor, we are a 'for-profit' enterprise, which justified them in turning down repeated requests for assistance. But for the almost three years where we were not turning a profit—in fact, for two years during COVID, we lost money on every bus which we sent out—we sourced financing to keep providing rural bus services which we have now exhausted.

Therefore, I request that you review your government's policies in light of the damage done by COVID, and the ongoing impact of Inflation.

COLD SHOT

A division of Balwaria Empire Pvt. Ltd.

11550 - 154 Street, Edmonton, AB, T5M 3N8

PH: - 780-705-5466 FAX: - 780-426-5455



If you decide that your government will assist Cold Shot in maintaining services, we would be pleased to cooperate with any form of media announcement that would provide good news for rural Albertans. We would also be willing to post notices in our buses and facilities, apprising our rural customers that, "This bus is operated through the support of the Government of Alberta", or verbiage of your choice.

Thank you for your attention and I would be pleased to meet you in person to discuss a solution to the threat facing rural Albertans.

Sunny Balwaria (President)

sunny@balwariaempire.com Or Direct Line: 780-994-0491

Head Offices Address: 11550 154 Street, Edmonton, Alberta | T5M 3N8

Office Ph: 780.705.5466 | Fax: 780.426.5455

Web Site for Bus Tickets: www.coldshot.ca or Call: 587.557.7719

Web Site for Freight: www.coldshotca.com or Call: 587.557.7718

cc:

Paul McLauchlin, President
Rural Municipalities of Alberta
2510 Sparrow Dr, Nisku, AB T9E 8N5
pmclauchlin@RMAAlberta.com

cc:

The Honourable Tim Uppal
House of Commons
Ottawa, Ontario,
Canada K1A 0A6
Tim.Uppal@parl.gc.ca

cc:

The Honourable Pierre Poilievre
House of Commons
Ottawa, Ontario,
Canada K1A 0A6
pierre.poilievre@parl.gc.ca



ALBERTA

TRANSPORTATION AND ECONOMIC CORRIDORS

*Office of the Minister
MLA, Innisfail-Sylvan Lake*

October 4, 2023

AR 93844

Mr. Sunny Balwaria
President
Cold Shot
11550 154 Street
Edmonton, AB T5M 3N8

Dear Mr. Balwaria:

Thank you for your July 5, 2023 letter to follow up on the department's evaluation of the 2018 Rural Transportation Pilot Program, and to provide an update on the challenges Cold Shot bus lines encounters in providing bus services to rural Albertans.

Once again, thank you for your dedication and commitment to helping rural Albertans meet their transportation needs and thereby improve access to education, health services, and employment opportunities for many.

While Transportation and Economic Corridors (TEC) does not have any grant programs that support operational expenses or subsidies for private bus companies, I have consulted with my colleague the Honourable Matt Jones, Minister of Minister of Jobs, Economy and Trade (JET), and can provide some information that be of assistance to you. Though JET does not provide grants directly to businesses, the following are partners for funding and resources, which JET recommends to small- and medium-sized businesses for consideration.

Business Link, a non-profit funded by the provincial and federal governments, provides free advice, coaching, and information on supports, including financial resources, to Alberta businesses. Contact 1-800-272-9675 and www.businesslink.ca.

Should you wish to explore loan programs, you may wish to consider these options:

- Community Futures Alberta has 27 offices in rural Alberta communities and provides flexible loans, business tools, and expert guidance on how to improve business plans or marketing strategies. It can provide loans of up to \$150,000 to business owners living in rural and remote communities in the province. Contact 1-877-482-3672 and www.albertacf.com.
- ATB Financial provides financial services for Alberta businesses, including corporate credit, crowdfunding, commercial mortgages, loans, and other industry-specific financing. It has over 280 locations in the province, including four business entrepreneur centres in the cities of Calgary, Edmonton, Grande Prairie, and Lethbridge. ATB is a Crown corporation owned by the province of Alberta. Contact 1-800-332-8383 and www.atb.com.

.../2

- Business Development Bank of Canada (BDC) is a Crown corporation owned by the federal government that helps create and develop businesses through financing, growth and transition capital, venture capital, and advisory services, with a focus on small- and medium-sized enterprises. With over 100 business centres throughout Canada, BDC offers a wide range of business loans with a higher percentage of financing than other financial institutions, flexible repayment terms, and limited personal risk. Contact 1-888-463-6232 and www.bdc.ca/en/contact_us/pages/default.aspx.
- The Canada Small Business Financing Program) provides a loan-guarantee program between the federal government and financial institutions across Canada and helps small- and medium-sized businesses access affordable asset-based financing. Contact www.ic.gc.ca/eic/site/csbfp-ptpec.nsf/eng/Home.

I am pleased to note the federal government has undertaken formal engagement with the provinces on the Canadian Public Transit Fund through way of engagement papers and questionnaires. The federal government provided a high-level overview of the funding approaches being considered, current status, and anticipated next steps at a meeting in the summer and will be providing further details at a meeting scheduled for the fall. There was also confirmation that \$3 billion annually has been approved by Federal Cabinet and the program parameters are in draft form. Over the next few months, the federal government will work closely with transit partners to refine program design and strengthen our collective ability to deliver high-quality and accessible public transit and active transportation for Canadians. TEC will assess this program for gaps and look at potential areas of alignment as we consider next steps following the conclusion of an evaluation of the Rural Transportation Pilot Program.

In addition, the federal government launched the \$250 million-dollar Rural Transit Solutions Fund (RTSF) to target the development of transit solutions in rural and remote communities in 2021. This federal funding is provided over five years to support the development of locally-driven transit solutions that will help people living in rural communities get to work, school, appointments, and to visit loved ones. Funding will help rural, remote, Northern, and Indigenous communities to develop and offer new public transit options to their residents including on-demand services, publicly-owned ride shares, and volunteer community car-pooling. Unfortunately, this funding restricts eligibility to capital investments and planning studies, therefore excludes operating costs and the private intercity bus industry.

Be assured TEC intends to work with rural municipalities to hear concerns and consider practical options to support public transportation for rural residents.

Thank you for taking the time to write and for your kind words of congratulations. I hope this information will be of assistance to you.

Sincerely,



Honourable Devin Dreeshen, ECA
Minister of Transportation and Economic Corridors

cc: Honourable Matt Jones, Minister of Jobs, Economy and Trade
Shane Getson, Parliamentary Secretary for Economic Corridor Development



VALLEYVIEW & DISTRICTS AGRICULTURAL SOCIETY
P.O. BOX 1226
VALLEYVIEW, ALBERTA
T0H 3N0
780-524-3473

Silent Auction Donation Request Town of Valleyview

Dear Ben Berlinguette,

The Valleyview & Districts Agricultural Society is currently in the process of undertaking construction of an Ag Event Centre (AEC). This venue will feature a full-size agricultural arena capable of facilitating various types of events not limited to but including: 4-H Beef, horse, and canine events, high school rodeo, sanctioned rodeos, roping events: ranch, breakaway, and team roping, cattle shows and sales, equine events, including dressage, therapeutic riding, barrel racing, horse jumping, gymkhana, cattle penning and cutting, to name a few, and dog events such as agility, and stock dog trials. Included in this facility will also be the opportunity to host and provide professional lessons, clinics, and rental services again including but not limited to: veterinarian services, farrier, massage, chiropractor, dentistry, and cattle trimming. This versatile venue will also have the capacity to host meetings, concerts, auction sales, vendor markets, and fairs. The possibilities are extensive, and this project promises a wide range of opportunities for our community.

The Valleyview Agricultural Society and the (AEC) Building Committee are actively working to support the construction of this facility in a number of different ways such as fundraising events and grants. One of the many ways we are fundraising is a Raffle for a John Deere Gator and the Early Bird Draw Dance on February 10, 2024 at the Memorial Hall in Valleyview, Ab. We are currently looking for silent auction donations to raise money for the new AEC. All money raised at this event will go to the construction of the new Ag Event Centre.

As a non-profit we frequently rely on the community throughout the year for donations, and sponsorships as well as volunteers, for events such as the local rodeo and horse shows. The Valleyview & Districts Agricultural Society and AEC Building Committee would like to thank you for your continued support, we appreciate it greatly. Attached is a donation form for the silent auction, if you wish to make a donation, or have any inquiries please contact Jennifer Werklund 780-300-0494, or email: jwerk@hotmail.ca

Many Thanks,
AEC Building Committee

VALLEYVIEW & DISTRICTS AGRICULTURAL SOCIETY
P.O. BOX 1226
VALLEYVIEW, ALBERTA
T0H 3N0
780-524-3473

Valleyview Agricultural Society
Early Bird Dance
February 10, 2024 @ Memorial Hall Valleyview
Silent Auction Form

Donor Name: _____

Organizations Name: _____

Mailing Address: _____

Phone Number: _____

E-mail: _____

Donation Item: _____

Please provide approximate retail value: _____

We Appreciate your support
Thank You!

Kathy McCallum

From: Lavers, Sarah E <sarah.lavers@nov.com>
Sent: January 3, 2024 9:56 AM
To: Kathy McCallum
Subject: Hockey Day in Canada
Attachments: Donation letter.docx

Good Morning Kathy

I spoke with Cheryl at the Rec department about donating ice for our Raffle table on Jan 20th. She asked me to send to you for approval. The letter is attached for our Hockey Day in Canada.

Thank you

Sarah Lavers

CAUTION: This e-mail has originated from outside your organization.

Hockey Day In Canada

To Whom It May Concern:

The hockey season is well underway and our Valleyview Minor Hockey Ice Bears are working so hard to improve their skills. They are beyond excited to participate in a full day of hockey!!

On January 20th we will be hosting Hockey Day in Canada-in Valleyview. We are planning for all of our teams to play home games as well as exciting games, raffles, a duck toss & a mini game against our own Valleyview Jets.

If your organization is willing to support our association by offering a raffle prize donation, we would be thrilled and will mention your company's generous support on our facebook post & post it throughout the arena on Hockey Day in Canada. If you have further questions, please don't hesitate to contact Charlene at (780)380-5636 or Sarah at (780) 524-7736 or email at morgan_charlene888@hotmail.com for more information.

Any support extended to us through the community is valued and we thank you very much for your consideration. Whether you choose to donate or not, please feel welcome to attend our Hockey Day in Canada on January 20th and see our Ice Bears in action!

Sincerely,

Charlene Galandie & Sarah Lavers
Ways and Means
Valleyview Minor Hockey Association



ALBERTA

ENVIRONMENT AND PROTECTED AREAS

Office of the Minister

Dear Elected Municipal Leaders,

Alberta is currently in a significant drought. During summer 2023, several water basins reached critical drought conditions due to low rainfall and high temperatures. The world is also experiencing El Niño, a global phenomenon occurring for the first time in seven years. It's causing less snow and rain, along with higher temperatures, heightening the potential for significant drought into spring and summer 2024, particularly in southern Alberta.

Alberta has five stages in its water management plan. Ranging from Stage 1, which is a minor drought, to Stage 5, which is a province-wide emergency. We are currently in Stage 4. The Government of Alberta is closely monitoring the situation and working to be prepared in case the province faces a similar – or worse – drought next year. Staff from Environment and Protected Areas, along with Agriculture and Irrigation, are working with water licence holders, major water users, and other partners to develop water conservation plans and water-sharing agreements.

Alberta has stood up a Drought Command Team in the event of an emergency and an early first draft of a 2024 Drought Emergency Plan has been completed and is now being refined. We have also initiated drought modelling work that will allow the province to determine how to maximize the province's water supply. Alberta is considering a wide range of tools and approaches to respond to an emergency situation, including both regulatory and non-regulatory tools.

The province will also be striking an advisory panel of leaders to help provide advice in the months ahead. And we are preparing for the future, looking at what long-term infrastructure is needed to help manage water supplies for future generations.

However, municipal action is also needed. In order to be fully prepared for a severe drought, municipal leaders throughout Alberta will need to take action. From my time as the Minister of Municipal Affairs, I have had the pleasure of meeting and working with many of you, and I am confident that Albertans will find their municipal leaders are ready and willing to deal with this challenge head-on.

That's why I am writing to all municipalities to ask that the following be undertaken in the coming months:

- 1.) Initiate efforts to monitor water supply infrastructure proactively, paying particular attention to water intake relative to water levels.
- 2.) Begin a review of the terms of your municipality's water licence so you are aware of any conditions that may limit your ability to withdraw water during a drought.
- 3.) Alert municipal water managers to prepare to be engaged with officials from the Drought Command Team, should conditions within your municipal water licence need to be triggered.
- 4.) Develop a water shortage plan so your municipality is prepared to respond if water availability decreases.

We are asking all water users to start planning now to use less water in 2024. We are committed to providing information and supporting any additional conservation efforts that your municipality may adopt in the future.

Stay up-to-date on precipitation and water levels through the Alberta Rivers app or the Alberta Rivers Basins web page at rivers.alberta.ca. To learn more about the impacts of drought on communities and the principles for sound water management, please visit alberta.ca/drought.

Environment and Protected Area would like to hear from your water management staff on perceived risks of drought in 2024, what impacts it could have on your operations, and how your municipality plans to mitigate risks. To connect with our team, please email epa.drought@gov.ab.ca.

Alberta has navigated many droughts before and has a long, proud history of coming together during tough times. I know we can count on our municipal partners to work together in the face of adversity.

Sincerely,



Rebecca Schulz
Minister of Environment and Protected Areas

cc: Honourable Ric McIver
Minister of Municipal Affairs

Honourable RJ Sigurdson
Minister of Agriculture and Irrigation

Stacey Smythe
Assistant Deputy Minister, Regulatory Assurance
Environment and Protected Areas



CITY OF YELLOWKNIFE
OFFICE OF THE MAYOR

December 18, 2023

Mayor Lymburner and Council
Town of Valleyview
P.O. Box 270
Valleyview, AB T0H 3N0
EMAIL: info@valleyview.ca

Dear Mayor Lymburner and Council,

RE: 2023 Wildfires

On behalf of the City of Yellowknife and all our residents, I want to express our deepest and heartfelt appreciation for everything the Town of Valleyview did for our community and our evacuees during our time of need this past summer. We are so incredibly fortunate to have such good neighbours and friends in Valleyview and there are no words that can adequately express our gratitude.

2023 has proven to be an extraordinary year for wildfires around the world but especially here in Canada, and particularly in the Northwest Territories. Starting in May 2023, Yellowknife was a reception centre for evacuated residents of Hay River, K'atl'odeeche First Nation, Wekweeti and Behchokò who were required to leave their communities due to the threat of wildfire. In August 2023, an unprecedented complex of wildfires surrounding Yellowknife threatened our community, requiring an emergency response and ultimately, the full evacuation of the entire community.

When our residents left Yellowknife, mostly to unknown destinations for an unspecified period of time with no idea if their homes or community would be left when they returned, they were anxious and unsettled. Without a second thought, you prepared to welcome Yellowknifers, to provide care, compassion and warm hospitality in the face of overwhelming stress. Since returning, Yellowknifers have shared so many stories of kindness and connection that made this challenging time so much more bearable for them and their families, thanks to your community.

I hope your community does not experience the trauma and upheaval that Yellowknife did during the 2023 wildfire season, but should it ever be the case, we will step up to help you in whatever manner we can. You have demonstrated what friendship and compassion look like and from the bottom of our hearts, Yellowknife thanks you.

Sincerely,



Rebecca Alty
Mayor of Yellowknife

DM#751990v8



Kathy McCallum

From: Vern Lymburner
Sent: January 9, 2024 3:38 PM
To: Ben Berlinguette; Kathy McCallum; Pat Brothers
Subject: FW: New Online Request Received

Agenda item correspondence

Sent from [Mail](#) for Windows

From: no-reply@valleyview.ca
Sent: January 8, 2024 4:00 PM
To: [Vern Lymburner](#)
Subject: New Online Request Received

Recipient Department

Mayor

Your Name

Andy Tereposky

Email

andy_tereposky@gov.nt.ca

Comments

Dear Mayor and town of Valleyview.
Please accept my sincere apologies for not sending this sooner.
From August 9, 2023, to August 31, 2023, I stayed in Valleyview as our family was evacuated from Yellowknife, NT due to a fire evacuation order. Our stay in Valleyview was fantastic and the hotel (Horizon) took great care of us. The staff (Angie and Cheryl and others) took great care of us too. We can't thank everyone enough for making our stay a pleasant one. My wife is in a wheelchair and Health staff made it to our room to shower her. Thank you very much. Andrew Tereposky and Ronalda Wilcox. Yellowknife, NT.

CAUTION: This e-mail has originated from outside your organization.