



AGENDA
SPECIAL COUNCIL MEETING
Monday, April 29, 2024 at 5:00pm.
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 24-09 from the Regular Meeting of Council held on Monday, April 8, 2024.

3.2 Business Arising from Minutes.

3.3 Minutes from the Public Hearing held on April 22, 2024.

3.4 Business Arising from Minutes.

4. PUBLIC HEARINGS

There is no Public Hearing.

5. PRESENTATIONS & DELEGATIONS

5.1 Presentation from Noel Chin, Metrix Group LLP at 5:00pm.

6. TOWN OPERATIONAL REPORTS

There are no Town Operational Reports.

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

There are no Committee Reports

8. OLD BUSINESS

There is no Old Business

9. NEW BUSINESS

9.1 RFD – Consideration to seek Council’s approval of the 2023 Financial Statement as presented by Metrix Group.

10. BYLAWS

There are no Bylaws

11. CORRESPONDENCE

There is no Correspondence.

12. CLOSED SESSION

There is no closed session.

13. ADJOURNMENT



**TOWN OF VALLEYVIEW
REGULAR COUNCIL MEETING MINUTES**

MINUTES 24-09

Monday, April 22, 2024

**AFTER THE PUBLIC HEARING IN THE TOWN OF VALLEYVIEW
COUNCIL CHAMBERS**

PRESENT

Mayor:

Councillors:

Vern Lymburner

Delwin Slemp

Ken Wittig

Samantha Steinke – via TEAMS

Danny McCallum

Tanya Boman

REGRETS

ADMINISTRATION

Chief Administrative Officer

Director of Corporate Services:

Director of Public Works & Infrastructure:

Director of Community Services:

Director of Utilities & Asset Management:

Administrative Officer:

Ben Berlinguette

Kathy McCallum

Dave Descheneaux

Pat Brothers

Carol McCallum

Karen Staples

OTHERS PRESENT

1. CALL TO ORDER

Call to Order

Mayor Lymburner called the Regular Council Meeting to order at 4:59 p.m.

2. ACCEPTANCE OF AGENDA (adds & deletes)

Councillor Boman moved that Town Council adopt the April 22, 2024 Regular Council Meeting Agenda as amended with additions:

9.2 Financial Audit

11.5 Correspondence from the Library Board Chair

Agenda Acceptance
Resolution #24-09-137

CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES

3.1 Regular Council Meeting Minutes 24-08 dated Monday April 8, 2024.

Councillor McCallum moved that Town Council approve the Regular Town Council Meeting Minutes 24-08 as presented.

RCM Minutes
Resolution #24-09-138

CARRIED UNANIMOUSLY

3.2 Business arising from Minutes.

Councillor Boman asked for clarification on Roundabouts and Library as she was not available for the last few meetings

4. PUBLIC HEARING

There is no Public Hearing.

5. PRESENTATIONS & DELEGATIONS

There is no Presentations & Delegations

6. TOWN OPERATIONAL REPORTS

There is no Town Operational reports.

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

7.1 Valleyview & District Recreation Board Meeting Minutes from April 9, 2024.

7.2 Heart River Housing Minutes from February 15, 2024.

Councillor Wittig moved to accept the Committee Reports as information.

Committee Reports
Resolution #24-09-139

CARRIED UNANIMOUSLY

8. OLD BUSINESS

8.1 Electronic vote on time extension request to submit financial reporting to Municipal Affairs.

Council voted electronically.

Old Business
Resolution #24-09-140

4 for 2 abstained - CARRIED

9. NEW BUSINESS

9.1 RFD - To notify Council of successful sales strategy and conveyance of ownership of Asset located at 4627 51 avenue, following consideration of March 14, 2024 demolition and removal quote of \$9,440.00.

Councillor Slemp moved Council approves sale and removal of asset as per terms of Asset Purchase Agreement.

New Business
Resolution # 24-09-141

CARRIED UNANIMOUSLY

9.2 Financial Audit – Director K. McCallum informed Council that the Financial Audit for the Town of Valleyview will be ready for presentation on Monday April 29, 2024. Mayor Lymburner requested that a Special Meeting of Council be held on Monday April 29, 2024 at 5:00pm for the Financial Audit Presentation.

Councilor Boman moved for Council to hold a Special Meeting of Council on Monday April 29, 2024 at 5:00pm and for Administration to advertise the meeting notice on the Town of Valleyview Website.

New Business
Resolution # 24-09-142

CARRIED UNANIMOUSLY

10. BYLAW

10.1 RFD – To seek Council’s approval for second and third reading of 2024-08 Traffic Control Bylaw.

Bylaw
Resolution #24-09-143

Councillor Boman moves that Council gives second reading of 2024-08 Traffic Control Bylaw.

CARRIED UNANIMOUSLY

Bylaw
Resolution #24-09-144

Councillor Steinke moved that Council gives third and final reading of 2024-08 Traffic Control Bylaw.

CARRIED UNANIMOUSLY

11. CORRESPONDENCE

11.1 Email request from Chad Shaw requesting to purchase millings from the Town of Valleyview at fair market value.

Correspondence
Resolution #24-09-145

Councillor Wittig moved for Administration to research fair market pricing on the millings and deplete the pile as necessary.

CARRIED UNANIMOUSLY

11.2 Poverty simulation on Monday May 13, 2024 from 1:30pm – 4:00pm at the Valleyview Memorial Hall.

Correspondence
Resolution #24-09-146

Councillor McCallum moved to accept the correspondence item as information.

CARRIED UNANIMOUSLY

11.3 Letter from the Valleyview Riverside Gold Club Junior Golf Program requesting a one-time amount of \$20,000.00 for the 2024, 2025, and 2026 season(s).

Correspondence
Resolution #24-09-147

Councillor Steinke moved that a one time amount of \$20,000.00 to the Valleyview Riverside Golf Club Junior Program will be provided for the 2024, 2025, & 2026 seasons.

CARRIED UNANIMOUSLY

11.4 Letter from the Valleyview Jets Hockey Club requesting a one-time release amount of \$4000.00 to the hockey club.

Correspondence
Resolution #24-09-148

Councillor Boman moved that a one time amount of \$5162.15 will be provided to the Valleyview Jets Hockey Club.

CARRIED UNANIMOUSLY

11.5. Correspondence – Letter from Kelli Reimer, Chairperson of the Town of Valleyview Library Board.

Correspondence
Resolution #24-09-149

Councilor McCallum moved to accept the letter from the Library Board Chair as information at this time.

CARRIED UNANIMOUSLY

12 ADJOURNMENT

Adjournment
Resolution #24-09-150

Councillor Slemph declared the Monday, April 22, 2024 Regular Council Meeting adjourned at 5:44 p.m.

CARRIED UNANIMOUSLY

Mayor, Vern Lymburner

CAO, Ben Berlinguette

Public Hearing Minutes
April 22, 2024
Commencing at 5:00 p.m. in the Town Council Chambers
Regarding Bylaw #2024-07 (A Bylaw To Amend The Land Use Bylaw)

Present:

Mayor: Vern Lyburner
Councillors: Tanya Boman
Delwin Slemph
Ken Wittig
Samantha Steinke – via TEAMS
Danny McCallum

Regrets

Administration

CAO, Ben Berlinguette
Director of Corporate Services, Kathy McCallum
Director of Community Services, Pat Brothers
Director of Public Works, Dave Descheneaux
Manager of Utilities, Chris Findlay
Administrative Officer, Amy Almond
Administrative Officer, Karen Staples

Others Present

1. **Chair Lyburner declared the Public Hearing for Bylaw No. 2024-07 open at 5:01p.m.**
2. **Chair Lyburner welcomed all participants, including**
3. **Chair Lyburner asked that the nature of the proposed amendment be read into the record.**
4. **Amy Almond read the following into the record:**
 - Ø The proposed amendments to the Towns Land Use Bylaw (Bylaw 2024-07) will better acknowledge the purpose stated in the Land Use Bylaw.
5. **Chair Lyburner requested confirmation that notification requirements (newspaper ads, announcements, time frames, etc.) had been met.**
 - Ø Notice of the public hearing for the proposed amendment was advertised on the Towns website & Facebook page on *March 26, 2024*. No comments were received.
6. **Chair Lyburner stated the Rules of Conduct that would be followed during the hearing:**
 - Ø Presentation of the resource person, any?
 - Ø Written submissions shall then be read into the record, any?
 - Ø Verbal presentations in support or against shall be received next, in an orderly fashion, any?
 - Ø Council may ask questions of the speakers after each presentation for clarification purposes,
 - Ø No debating is allowed between participants/presenters,
 - Ø Questions from the floor shall be addresses by the Chair.

7. Chair Lyburner called for the PRESENTATION.

- a. Ø The proposed amendments to the Towns Land Use Bylaw (Bylaw 2022-11) are amending table C4 to include portable signs as a use (as it is not right now) and electronic signs as a discretionary use in the Public Service District.

8. Chair Lyburner called for any WRITTEN SUBMISSIONS in support of the proposed amendment.

Ø To date, no written submission was received from any adjacent landowner

9. Chair Lyburner called for any WRITTEN SUBMISSIONS opposed to the proposed amendment.

Ø To date, no written objections have been received or expressed.

10. Chair Lyburner called for any VERBAL SUBMISSIONS in support of the proposed amendment.

Ø No verbal submissions of support for the amendment were expressed.

11. Chair Lyburner called for any VERBAL SUBMISSIONS opposed to the proposed amendment.

Ø No verbal submission opposed to the amendment were expressed.

12. Chair Lyburner calls for a RECOMMENDATION.

Amy responded:

Ø It is recommended that the proposed amendments be APPROVED.

13. Chair Lyburner asked if there were any questions from Council.

14. Councillor Wittig moved to give second reading to bylaw 2024-07 (A Bylaw To Amend The Land Use Bylaw)

Public Hearing

Resolution # 24-09-135

CARRIED UNANIMOUSLY

15. Councillor McCallum moved to give third and final reading to bylaw 2024-07 (A Bylaw To Amend The Land Use Bylaw)

Public Hearing

Resolution # 24-09-136

CARRIED UNANIMOUSLY

16. Mayor Lyburner declares bylaw 2024-07 A Bylaw to Amend The Land Use Bylaw to be in effect..

17. Chair Lyburner adjourned the Public Hearing for Bylaw No. 2024-07 at 5:05 p.m.

MAYOR

CAO, BEN BERLINGUETTE



Town of Valleyview Request For Decision

| | |
|-----------------|---|
| Date: | April 29, 2024 |
| From: | Kathy McCallum, Director of Corporate Services |
| Subject: | 2023 Financial Statement |

1.0 PURPOSE

Consideration to seek Council's approval of the 2023 Financial Statement as presented by Metrix Group.

2.0 BACKGROUND AND DISCUSSION

As per the Municipal Government Act, Section 281

Auditor's reports

281(1) The auditor for the municipality must report to the council on the annual financial statements and financial information return of the municipality.

(2) The reports on the annual financial statements and financial information return must be in accordance with

(a) Canadian generally accepted accounting principles for municipal governments, which are the standards approved by the Public Sector Accounting Board included in the CPA Canada Public Sector Accounting Handbook published by the Chartered Professional Accountants of Canada, as amended from time to time, and

(b) any modifications of the principles referred to in clause (a) or any supplementary principles established by the Minister by regulation.

(3) The auditor must separately report to the council any improper or unauthorized transaction or non-compliance with this or another enactment or a bylaw that is noted during the course of an audit.

(4) The council or the Minister may require any further examination and report from the auditor.

RSA 2000 cM-26 s281;2014 cC-10.2 s181

3.0 ALTERNATIVES

3.1 Council approves the 2023 Financial Statement as presented by Metrix Group.

3.2 Council does not approve the 2023 Financial Statement as presented by Metrix Group and requires further information and/or clarification.

4.0 FINANCIAL IMPLICATIONS

None.

5.0 ATTACHMENTS

6.0 RECOMMENDATIONS

Council approves the 2023 Financial Statement as presented by Metrix Group.

Submitted By: 
Kathy McCallum, Director of Corporate Services

Approved By: 
Ben Berlinguette, Chief Administrative Officer