



**AGENDA**  
**REGULAR COUNCIL MEETING**  
May 13, 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!*

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**1. CALL TO ORDER**

**2. ACCEPTANCE OF AGENDA (adds & deletes)**

**3. ADOPTION OF MINUTES**

3.1 Minutes 24-10 from the Special Meeting of Council held on Monday, April 29, 2024.

3.2 Business Arising from Minutes.

**4. PUBLIC HEARINGS**

There is no Public Hearing.

**5. PRESENTATIONS & DELEGATIONS**

5.1 Presentation from Lindsay Pratt with Heart River Housing at 5:05pm.

**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 Bank Reconciliation for month ending April 30, 2024.

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

7.1 Heart River Housing Minutes from March 20, 2024.

7.2 Valleyview Library Board Meeting Minutes from January 17, 2024.

7.3 Valleyview Library Board Meeting Minutes from March 13, 2024.

**8. OLD BUSINESS**

There is no Old Business.

**9. NEW BUSINESS**

There is no New Business.

**10. BYLAWS**

10.1 RFD – To seek Council's approval for three readings of 2024-09 Water Bylaw.

**11. CORRESPONDENCE**

11.1 Online request sent from Kerri Danner, Library Manager of Valleyview Municipal Library, regarding Library Trustee Orientation Workshop invitation.

11.2 National Police Week May 13-18, 2024.

11.3 Hillside High School ASAA Provincial Badminton qualifiers request for cost assistance.

11.4 Registration open for Summer 2024 Municipal Leaders Caucus.

11.5 Awards from the Alberta Recreation & Parks Association and the Government of Alberta honor outstanding work in your community.

11.6 Valleyview Health Centre and Valleyview Metis Local 1929 tipi and flag raising.

11.7 Alberta College of Family Physicians (ACFP) global recognition of World Family Doctor Day.

**12. CLOSED SESSION**

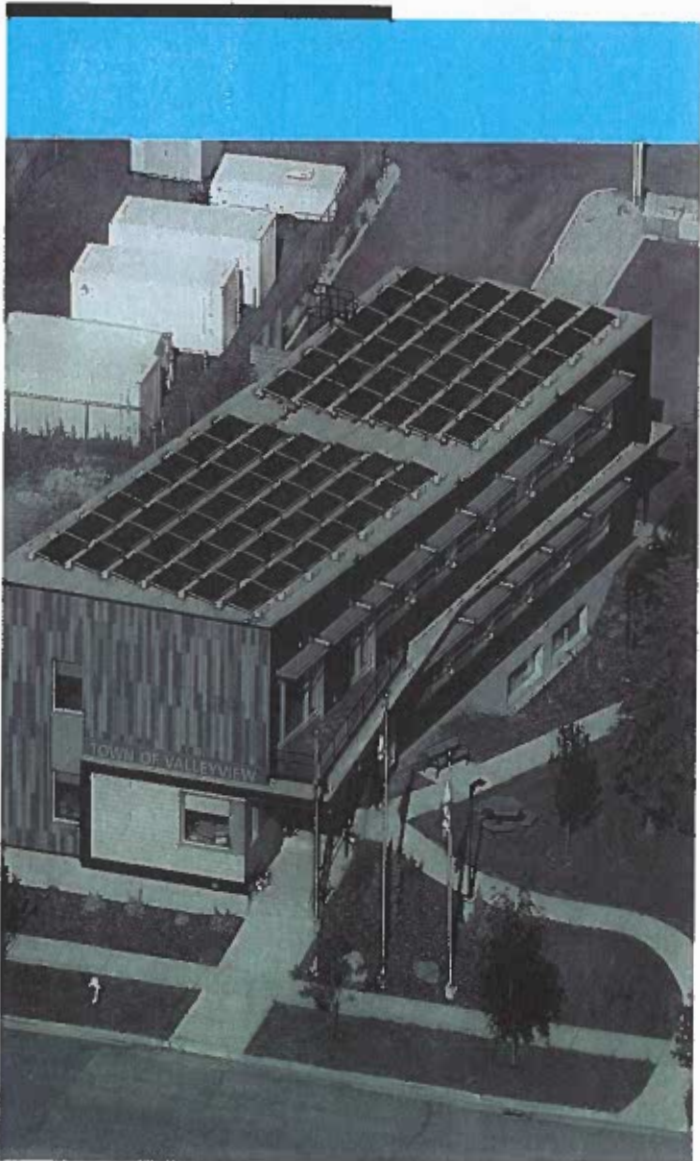
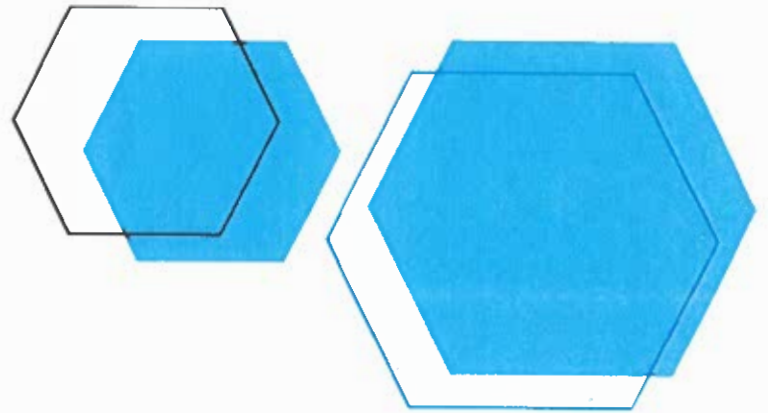
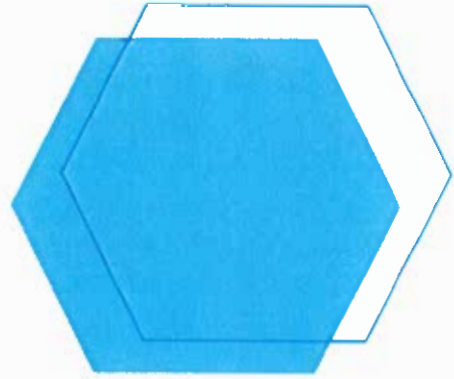
12.1 Closed session for FOIP section(s) 16 (1) (2)

**13. ADJOURNMENT**



# MINUTES

MINUTES



## REGULAR COUNCIL MEETING

COUNCIL CHAMBERS  
TOWN ADMINISTRATION OFFICE





**TOWN OF VALLEYVIEW  
SPECIAL COUNCIL MEETING MINUTES  
MINUTES 24-10  
Monday, April 29, 2024  
5:00PM IN THE TOWN OF VALLEYVIEW  
COUNCIL CHAMBERS**

**PRESENT**

Mayor: Vern Lymburner  
Councillors: Delwin Slemp  
Ken Wittig  
Samantha Steinke  
Danny McCallum  
Tanya Boman

**REGRETS**

**ADMINISTRATION**

Chief Administrative Officer: Ben Berlinguette  
Director of Corporate Services: Kathy McCallum  
Director of Community Services: Pat Brothers  
Director of Utilities & Asset Management: Carol McCallum

**OTHERS PRESENT**

Noel Chin: Metrix Group LLP  
Richard Zao: Metrix Group LLP  
Travis Werklund: Observer  
Drew Melvin: Observer  
Zac Sarling: Observer  
Donna Chorney – 5:02pm: Observer

**1. CALL TO ORDER**

Call to Order: Mayor Lymburner called the Regular Council Meeting to order at 5:00p.m.

**2. ACCEPTANCE OF AGENDA (adds & deletes)**

Councillor Steinke moved that Town Council adopt the April 29, 2024, Regular Council Meeting Agenda as amended with the following changes:

- 3.1 Minutes 24-09 are from April 22,2024.

Agenda Acceptance  
Resolution #24-10-151

CARRIED UNANIMOUSLY

### 3. ADOPTION OF MINUTES

3.1 Regular Council Meeting Minutes 24-09 dated Monday April 22, 2024.

Councillor Boman moved that Town Council approve the Regular Town Council Meeting Minutes 24-09 as amended with the following change:

- Director of Utilities & Asset Management Carol McCallum did not attend the April 29, 2024 meeting. Manager of Utilities and Asset Management Chris Findlay was attendance in her absence.

RCM Minutes  
Resolution #24-10-152

CARRIED UNANIMOUSLY

3.2 Business arising from Minutes.

3.3 Public Hearing Meeting Minutes dated Monday April 22, 2024.

Councillor Slemp moved that Town Council approve the Public Hearing Meeting Minutes as presented.

RCM Minutes  
Resolution #24-10-153

CARRIED UNANIMOUSLY

### 4. PUBLIC HEARING

There is no Public Hearing.

### 5. PRESENTATIONS & DELEGATIONS

5.1 Presentation from Noel Chin, Metrix Group LLP on the 2023 Financial Statement for the Town of Valleyview.

### 6. TOWN OPERATIONAL REPORTS

There is 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.

Councillor Steinke moved that Council approve the 2023 Financial Statement as presented by Metrix Group.

New Business  
Resolution #24-10-154

CARRIED UNANIMOUSLY

**10. BYLAW**

There are no Bylaws

**11. CORRESPONDENCE**

There is no Correspondence

**12 ADJOURNMENT**

Councillor Slemm declared the Monday, April 29, 2024 Regular Council Meeting adjourned at 5:45p.m.

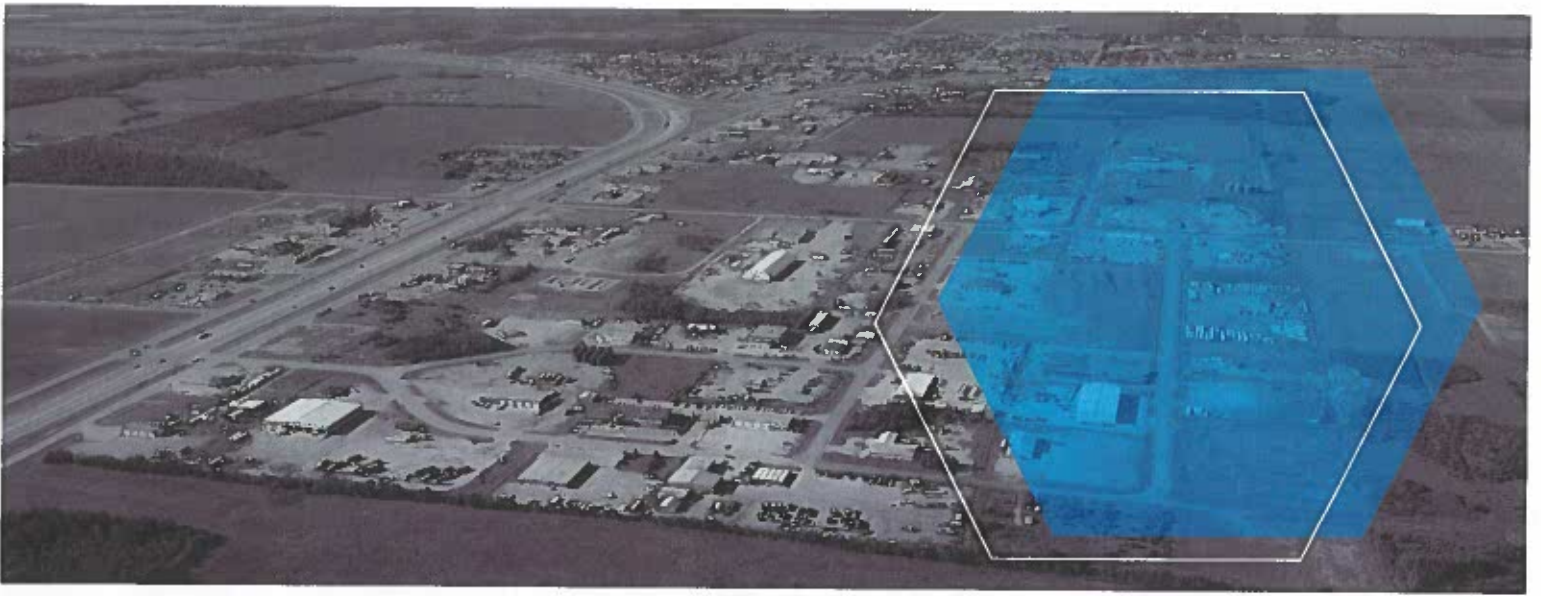
Adjournment  
Resolution #24-10-155

CARRIED UNANIMOUSLY

\_\_\_\_\_  
Mayor, Vern Lymburner

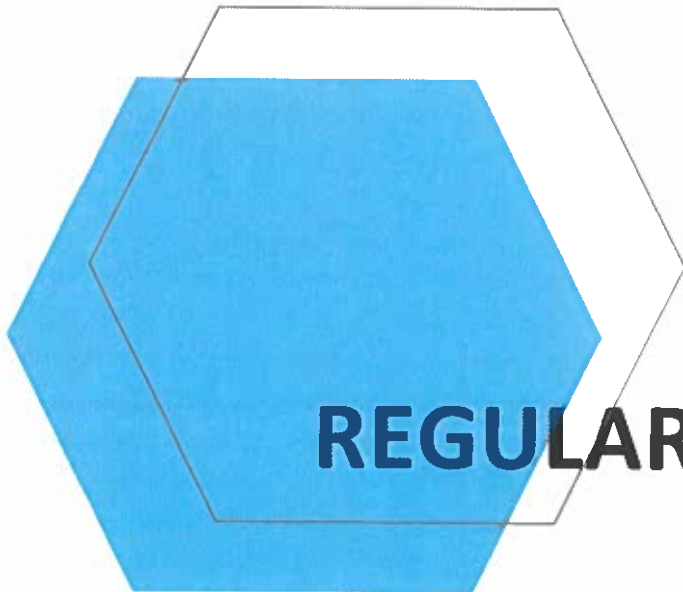
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CAO, Ben Berlinguette





# PRESENTATIONS & DELEGATIONS

PRESENTATIONS & DELEGATIONS



## REGULAR COUNCIL MEETING

COUNCIL CHAMBERS  
TOWN ADMINISTRATION OFFICE

# HEART RIVER HOUSING

Town of Valleyview and MD of Greenview Catchment Area

Housing Needs Assessment

Where are we and Where are we going?



May 2024



# DEMOGRAPHICS

## History

	2011	2016	2021
<b>Valleyview - total population</b>	<b>1761</b>	<b>1873</b>	<b>1675</b>
0 - 19 years	430	440	410
20 - 64 years	1031	1083	925
65 years - 80 years	205	230	205
80 + years	95	120	135

	2011	2016	2021
<b>Fox Creek - Total Population</b>	<b>1969</b>	<b>1971</b>	<b>1635</b>
0 - 19 years	570	515	410
20 - 64 years	1319	1331	1025
65 years - 80 years	75	115	170
80 + years	5	10	30

	2011	2016	2021
<b>Sturgeon Lake 154 (RESERVE) - total population</b>	<b>1186</b>	<b>1447</b>	<b>1280</b>
0 - 19 years	505	580	510
20 - 64 years	621	787	610
65 years - 80 years	50	70	140
80 + years	10	10	20

	2011	2016	2021
<b>MD Greenview - total population</b>	<b>5299</b>	<b>5580</b>	<b>5341</b>
0 - 19 years	1485	1515	2125
20 - 64 years	3159	3305	2166
65 years - 80 years	560	670	935
80 + years	95	90	115

## Study Area - Summary

	2011	2016	2021
<b>Total Population</b>	<b>9029</b>	<b>9424</b>	<b>8651</b>
0 - 19 years	2990	3050	3455
20 - 64 years	6130	6506	4726
65 years - 80 years	890	1085	1450
80 + years	205	230	300

	2011 - 2016	2017 - 2021
<b>Total Population</b>	<b>4%</b>	<b>-8%</b>
0 - 19 years	2%	13%
20 - 64 years	6%	-27%
65 years - 80 years	22%	34%
80 + years	12%	30%

Grande Cache and Grovedale removed from data



# DEMOGRAPHICS

## Demand Analysis

\*Study area population growth factor

-0.5%

	80+ age category based on age shift	Local Population Estimate*	Age 80+ adjusted to population trend	Age 80+ % of Population	
2021	249	9,931	249	2.5%	
2026	367	9,782	361	3.7%	
2031	592	9,635	583	6.0%	
2036	837	9,491	825	8.7%	
2041	1,097	9,348	1080	11.6%	<b>Peak Demand</b>
2046	1,208	9,208	1,190	12.9%	
2051	1,175	9,070	1158	12.8%	

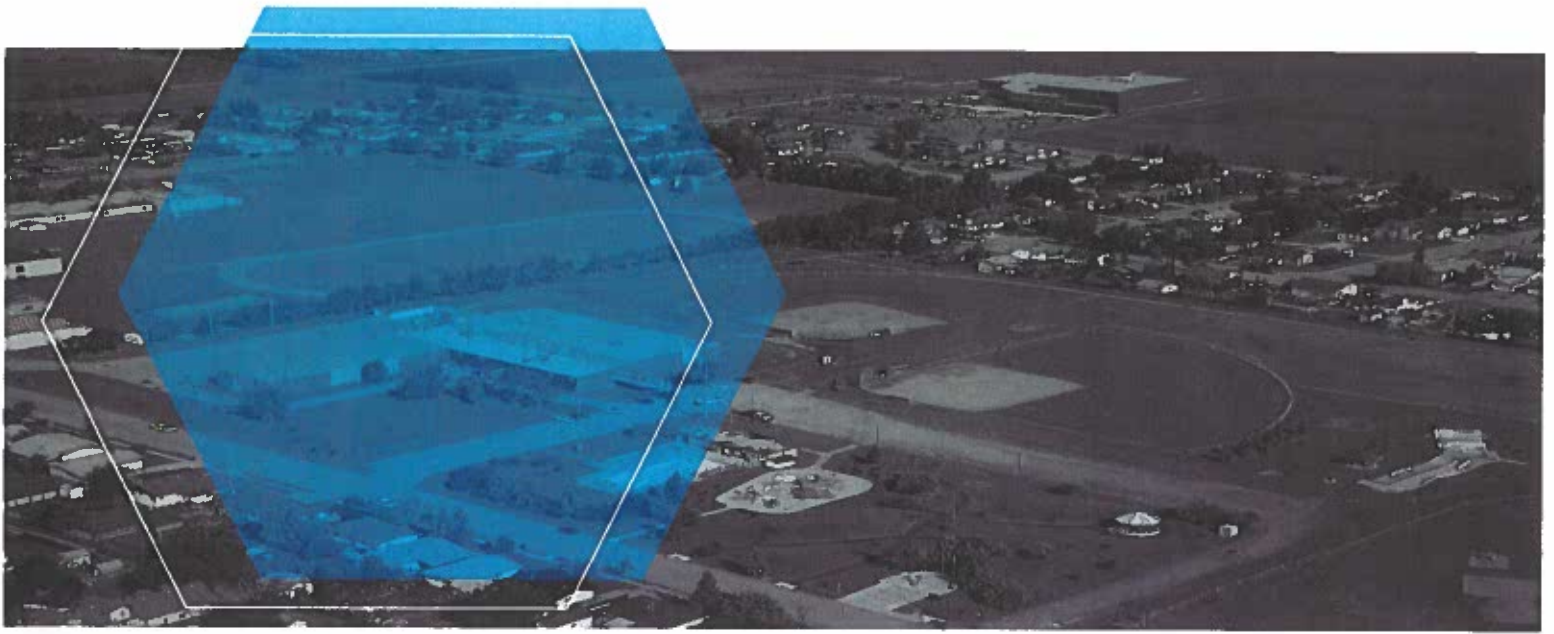
Red Willow Lodge Supportive Living Rooms 80+ population served	Current	+ 5 years	+ 10 years	+ 15 years	+ 20 years	+ 25 years	+ 30 years
	50	73	117	165	217	239	232
	20.1%	20.2%	20.1%	20.0%	20.1%	20.1%	20.0%





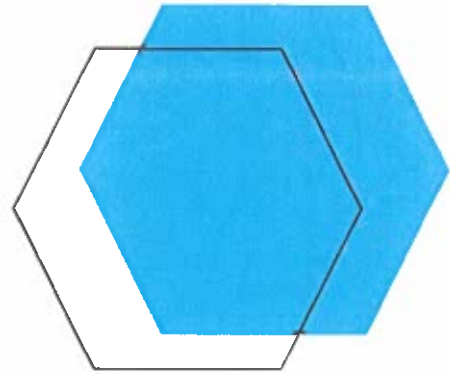






# REPORTS

TOWN OPERATIONAL & COMMITTEE REPORTS



## REGULAR COUNCIL MEETING

COUNCIL CHAMBERS  
TOWN ADMINISTRATION OFFICE



# Directors Operational Report

<b>Date:</b>	<b>May 13, 2024</b>
<b>From:</b>	<b>Carol McCallum, Director of Utilities &amp; Asset Management</b>
<b>Department:</b>	<b>Utilities &amp; Asset Management</b>

### Utilities Gas Department

Service Calls / Changes in Service:

- Meter changes and locates ongoing.

System Maintenance:

- Farm Tap Maintenance in progress.
- Yearly PFM Maintenance in progress.

### Utilities Water/Wastewater Department

Service Calls/Changes in Service:

- Meter changes and locates ongoing.

System Maintenance:

- Water CC repair @ 4807-54<sup>th</sup> Avenue, 4408-51<sup>st</sup> Avenue & 4702-51<sup>st</sup> Street.

Raw Water:

- Raw Water PRV replacement in progress, due to damage with the components.
- River pumping, April 8<sup>th</sup>-28<sup>th</sup>, May 6<sup>th</sup> to 9<sup>th</sup>, Micro filling ponds when river conditions are adequate.

Lagoon:

- North Pond release April 22<sup>nd</sup> to May 13<sup>th</sup>.

Water Treatment Plant:

- Generator In place, commissioned and Powered with Manual Switch.
- Generator meetings were held April 10<sup>th</sup> & April 24<sup>th</sup>.

### 2024 Water Shortage Plan

- Letter posted to the TVV Website & Facebook page and into customers April Utility Invoice.





## Directors Operational Report

<b>Date:</b>	<b>May 13, 2024</b>
<b>From:</b>	<b>Dave Descheneaux, Director of Public Works</b>
<b>Department:</b>	<b>Public Works</b>

### Road and Sidewalk Maintenance:

- With the planned new school development, engineers are performing a traffic impact analysis on 56<sup>th</sup> Avenue between 50<sup>th</sup> Street and Gordon Lane to determine the effects of increased traffic to the road system.
- Crack sealing and pothole repairs will soon be underway by a third-party contractor.
- We are field testing a cold mix asphalt patch, which doesn't require compaction, on potholes on 50<sup>th</sup> Street and 50<sup>th</sup> Avenue.
- Line marking will begin when road repairs are completed, using oil-based paint.
- Catch basins throughout Town were cleared of sediment and debris.
- Culverts along Highway Street were inspected and cleaned.
- Street sweeping commenced and will continue as time allows.
- As conditions permitted, we graded alleyways using the skid steer and box grader.
- Crews raised a water main valve on 54<sup>th</sup> Avenue near 46<sup>th</sup> Street and replaced a CC at the former RCMP detachment.
- Concrete barricades and 'No Exit' signs were installed at the end of a lane in the area of 51<sup>st</sup> Avenue and 54<sup>th</sup> Street to prevent through access.

### Airport:

- The new webpage for the Airport is now live and can be found in the 'Services' section of the 'Community' tab.

### Waste Management:

- The Residential Yard Waste Program resumed May 9.
- The annual Residential Large Item Pick Up Program is scheduled for May 27-31.
- The Waste Management webpage was expanded to include residential curbside collection.
- The 2023 Waste Management Survey was completed and submitted to Stats Canada.
- Crews refurbished commercial garbage bins, as required.
- Crews picked up illegally dumped garbage in alleyways as well as litter from high visibility roadways.

### Underground Infrastructure:

- Crews responded to a report of a sewer back-up at a commercial building and identified a bedsheet as the cause of the blockage.

### Facilities Maintenance:

- We replaced the sign on the front of the Public Works building.
- Crews are cleaning up the Public Works yard as time allows.



## Directors Operational Report

<b>Date:</b>	<b>May 13, 2024</b>
<b>From:</b>	<b>Pat Brothers, Director of Community Services</b>
<b>Department:</b>	<b>Community Services</b>

### Recreation:

- The color run that was held on Saturday April 27 went well with 84 people running or walking. We had sponsorship from Rural Mental Health.
- We hosted an adult Charcuterie Board Making evening on May 10, 2024 from 6:00-8:00pm.
- The Annual Clean up blitz is scheduled for Friday May 24; ARC Resources is providing the BBQ for all students and adults participating in the clean-up.
- The bike rodeo is scheduled on Saturday June 8, 2024, from 1:00-3:00pm.
- We are coordinating a community Garage Sale Day on Saturday May 25; we are encouraging people to register for their garage sale, and we will advertise.
- We are collaborating with Greenview Multiplex to host a regional fitness competition on September 21.
- All other regular programming continues as we move into spring.

### Facilities:

- Both slow pitch and minor ball have started their respective seasons and are utilizing all three of the ball diamonds.
- We have opened the washroom facility that services the ball diamonds and area.
- The hockey and curling ice floors are clean and ready for the summer.

### Streets, Parks & Cemetery:

- We have completed the removal of some large trees; we removed the large popular trees from the Town office as well as all the small trees along the southern edge of the property as well as a couple of large elm trees on 51 street that are causing issues with the sidewalks. We also removed some other trees in some easement in a few other areas around town.
- We have secured a contractor to complete concrete work for the Memorial Hall currently, they will begin on May 14, we continue to work on some other projects around town.

### Community Peace Officer:

- We have had 46 complaints for the month of April; 17 unsightly, 11 for garbage bins, 6 trespass, the remaining 12 were for various other types of complaints. 7 tickets were issued: 4 provincial and 2 town tickets and 1 warning were given out.

TOWN OF VALLEYVIEW  
BANK RECONCILIATION STATEMENT

GENERAL ACCOUNT FOR THE MONTH ENDING April-30 2024

Net Balance at End of the Previous Month	\$ 2,367,485.20
Receipts for the Month	\$ 77,338.49
Direct Deposits	\$ 808,853.23
Void/Cancelled Cheques	
Interest on Account	\$ 11,525.33
Credit Memo	
GST Refund	\$ 38,159.60
Monthly Taxes	\$ 47,983.29
Misc Credit	
<b>SUB-TOTAL</b>	<b>\$ 3,351,345.14</b>
<b>LESS:</b>	
Disbursements for the Month (A/P)	\$ 519,985.80
Disbursements for the Month (Payroll)	\$ 174,674.80
Lease payments	\$ 3,922.02
Lease payments - final	\$ 72,418.50
Federal Fuel Charge	\$ 102,924.10
Gas Alberta Invoice	\$ 62,173.69
Bill Payments on line (Visa, Bell & Telus Bills)	\$ 12,895.39
Bill Payments on line (Receiver General)	\$ 85,773.83
School Requisition pym	
Debenture Payments	
Employee RRSP's	\$ 250.00
Chargebacks	\$ 5,958.28
Debit Machine Service Charges	\$ 2,680.67
Debit Memo Xerox	
Debit Memo	
<b>NET BALANCE AT MONTH END</b>	<b>\$ 2,307,688.06</b>
Balance on Bank Statement	\$ 2,293,930.26
Deposits by Month End not Included on Statement	\$ 43,410.22
<b>LESS:</b>	
Outstanding Cheques	\$ 29,652.42
<b>NET BALANCE AT MONTH END</b>	<b>\$ 2,307,688.06</b>

This statement submitted to Council this 13th day of May 2024.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
SECRETARY-TREASURER

<b>BALANCE OF RESERVES/INVESTMENTS: 0</b>	
GIC Investments (January 12, 2024 - 6 month)	\$1,000,000.00

**HEART RIVER HOUSING  
MINUTES**

March 20th, 2024

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

Time: 6:00 pm

**IN ATTENDANCE:** Myrna Lanctot, Raoul Johnson, Art Laurin, Jason Doris, Ernest Johnson

**VIA TEAMS/ TELEPHONE:** Donna Buchinski, Glenn Burke, Dale Smith, Sheila Gilmour

**ABSENT:** Ann Stewart, Brian Panasiuk,

**STAFF & C.A.O:** Darla Driscoll and Lindsay Pratt

**GUESTS:** Vivian Taylor MNP - Online

**1. CALL TO ORDER**

**4279/2024**

MOVED BY: Chair Myrna Lanctot to call the meeting to order at 6:00 pm  
CARRIED.

**2. AGENDA**

**4280/2024**

MOVED BY: Raoul Johnson to adopt the agenda with amendment  
addition of 8.2.2 Sale of Valleyview homes  
CARRIED.

**3. MINUTES**

**4281/2024**

3.1 Regular Board Meeting February 15th, 2024

MOVED BY: Donna Buchinski to accept the Regular Board Meeting  
Minutes from February 15th 2024 with the correction of spelling of  
director Art Laurins' name throughout.  
CARRIED.

**4. BUSINESS ARISING FROM MINUTES: N/A**

Sheila Gilmore joins meeting at 6:17 pm

**5. FINANCIALS**

**4282/2024**

5.1 Year to Date: Provincial, Owned, Lodge

MOVED BY: Art Laurin to accept the Year to Date as presented.  
CARRIED.

5.2 Audit 2023

5.2.1. Financial Statement

5.2.2. Letter to the Board

5.2.3. Audit Findings

5.2.4. Management Letter

**4283/2024**

MOVED BY: Jason Doris to accept ADITORS REPORT as  
presented  
CARRIED

5.2.5. Motions required to finalize 2023 audit

5.2.5.1

**4284/2024**

MOVED BY: Art Laurin to transfer from owned capital  
reserve to owned surplus to fund the Iosegun Manor project  
costs in excess of grant funding and donations received  
being a total of \$535,526.25.  
CARRIED

### 5.3 Surplus Allocation

#### 5.3.1 Owned Surplus

**4285/2024**

MOVED BY: Raoul Johnson to allocate 2023 owned surplus funds of \$93,558.42 to reserves as follows: Owned Capital Reserve \$66,142.52 and Owned Maintenance Reserve \$27,415.90.  
CARRIED

#### 5.3.2 Lodge Surplus

**4286/2024**

MOVED BY: Ernest Johnson to allocate 2023 lodge surplus funds of \$461,466.06 to Lodge Capital Reserve.  
CARRIED

#### 5.3.3 DORF Funds

**4287/2024**

MOVED BY: Jason Doris to allocate unexpended Deficit Operating Reserve Fund funds of \$45,386.36 to Provincial Operating Reserve.  
CARRIED

### 5.4 Lodge Capital Maintenance 2024

**4288/2024**

MOVED BY: Dale Smith to allocate \$297,000 from Lodge Capital Reserves for 2024 Lodge Capital maintenance budget.  
CARRIED

### 5.5 Provincial Budget

**4289/2024**

MOVED BY: Ernest Johnson to accept 5.5 as information.  
CARRIED

## 6. ACCOUNTS PAYABLE

### 6.1 Cheque Listing February 2024

**4290/2024**

Cheque Listing 104,105 – 6622-6635  
EFT # 17555-17784 Totaling: \$698,046.50  
MOVED BY: Jason Doris to ratify payment of attached.  
CARRIED.

## 7. MANAGEMENT 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

**4291/2024**

MOVED BY: Raoul Johnson to accept 7.1 to 7.8 Management Statistics as information.  
CARRIED.

## 8. COMMITTEE REPORTS/ ACTION ITEMS

### 8.1 Villa Addition

#### 8.1.1 Year To Date Financial

**4292/2024**

MOVED BY: Art Laurin to accept 8.1 to 8.1.1 as information.  
CARRIED

8.2 Greenview/Valleyview

8.2.1 Housing Needs Study "funding"

4293/2024

MOVED BY: Jason Doris to accept 8.2.1 as information.  
CARRIED

8.2.2 Sale of Valleyview homes

4294/2024

MOVED BY: Ernest Johnson moved that we go ahead with the sale of property 5008 47<sup>th</sup> Street, Valleyview, AB. At a minimum of \$10,000.  
CARRIED

9. ACTION ITEMS

4295/2024

9.1 GST on new buildings

MOVED BY: Ernest Johnson to accept 9.1 as information.  
CARRIED.

9.2 Numbers and understanding our portfolio

4296/2024

MOVED BY: Art Laurin to accept 9.2 as information.  
CARRIED

10. ASSOCIATIONS

10.1 ASCHA

10.1.1 Conference

10.1.2 Lodge Review

4297/2024

MOVED BY: Raoul Johnson to accept 10.1 to 10.1.2 as information.  
CARRIED

Glenn Burke leaves meeting at 7:59 pm

10.2 Healthy Ageing Alberta

4298/2024

MOVED BY: Art Laurin to accept 10.2 as information.  
CARRIED

10.3 APHAA - NA.

11. OTHER BUSINESS  
BOARD CONCERNS

11.1 Health & Safety

11.2 CAO Report

4299/2024

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

12. ROUND TABLE

All board members and CAO had 1 minute for round table

Dale Smith left meeting at 8:03

13. NEXT MEETING

**Regular Board Meeting – April 18th, 2024**

Supper @ 5:30 pm

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



**14. ADJOURNMENT**

**4300/2024**

MOVED BY: Myrna Lanctot to adjourn the meeting @ 8:06 pm  
CARRIED.

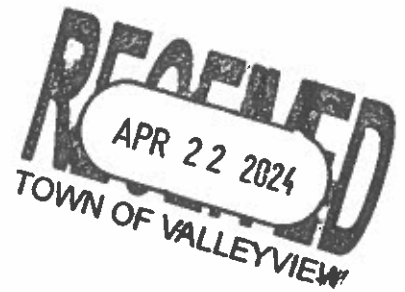


\_\_\_\_\_  
Chair or Vice Chair Signature



\_\_\_\_\_  
C.A.O. Signature

**Valleyview Library Board  
Meeting Minutes  
Wednesday, January 17, 2024 @ 5:30 p.m.**



**In attendance:** Adam Norris; Kelli Reimer; Debbie Stewart; Ken Wittig; Scott Biggin; Debbie Wedel; Judy Smith; Kerri Danner; Liz Griffiths

**Delegation:** Mayor Vern Lymburner, Town of Valleyview; Councilor Samantha Steinke; Tyler Olsen, Reeve-MD of Greenview #16

**Guests:** Travis Werklund, Amanda Roy, Katrin Sannig, Drew Melvin, Monica Drozda, Skyler MacPherson

**Regrets:** Louis Joseph

1. **Call to order**– Meeting was called to order by Chair Adam Norris at 5:32 p.m.
2. **Welcome Guests** – Adam Norris welcomed guests from both the Town and MD Council as well as guests from the public.
3. **Acceptance of Agenda** – Debbie Wedel made a MOTION to accept the agenda with change in item order bringing forward 7.1-7.3 Budget/Operations Discussion forward to 5.0, moving Financial Reports and Library Manager’s Reports to 6.0 and 7.0 on the agenda. All in favour. Carried.
4. **Adoption of Minutes** – Debbie Stewart made a MOTION to accept the minutes of the November 15, 2023 Regular Board Meeting and the December 18, 2023 Special Budget Meeting. All in favour. Carried.
5. **Budget/Operations Discussion**
  - 5.1. MD Greenview #16, Reeve, Tyler Olsen appeared on behalf of the MD to read a letter from MD Councilor, Tom Burton in apology for misspeaking at the December 18, 2023 meeting. Copy of letter attached.
  - 5.2. At the request of Town & MD, guests from the public were excused for an in-camera discussion between the Library Board and Council representatives at 5:44 p.m. The public were brought back into the meeting at 6:37 p.m. Councilor Steinke thanked the Board and said she thought it would be beneficial for Town Council and Library Board to meet again. Mayor Lymburner, Councilor Steinke and Reeve Olsen left the meeting.
  - 5.3. Adam Norris opened the floor to public guests in attendance to allow them to speak regarding the Library budget cut. The following is a brief summary of the public discussion:

Katrin Sannig stated that she would have liked to address her questions to the Mayor, but in his absence, put her questions to Councilor Wittig: 1) Do Towns receive funds earmarked for libraries. Councilor Wittig answered no. 2) How have tax payers been informed of the budget changes? Councilor Wittig answered that the information is publicly available if people request the information.

Amanda Roy asked: 1) If the Town budget is publicly posted. Councilor Wittig responded that the current interim budget is not posted yet and was not certain where to locate past budget

information online. 2) Did the Town discuss the budget cuts previously with the MD? Councilor Wittig answered no.

Monica Drozda inquired: 1) Whether the budget cut will mean cutting staff. Councilor Wittig asked whether library reserve funds could be used to avoid cutting staff and services. Adam Norris responded that to use all reserves would leave the library vulnerable.

Katrin Sannig commented that our Town has been stripped of social services over the past few years, and pointed out that the Library has helped fill many gaps caused by the loss of those programs and services.

Councilor Wittig responded that many areas of the budget have been cut.

Katrin Sannig inquired how the Board will go forward in communicating with our users and the community, and suggested a newsletter or public posting on Facebook and the library website with comments closed to discourage venting or misinformation.

Judy Smith agreed that an Open House would facilitate improved information sharing.

Adam asked guests what they'd like to see for future meetings.

Katrin suggests that the Board and Town meet to work out the budget then have an open house with the public once the budgets are approved and set for 2024.

Adam Norris stated that the budget cuts are a fact and the Board needs to make decisions now and that the Open House should be planned as soon as possible.

Debbie Stewart stated her appreciation of the passion and dedication of Library Manager, Kerri Danner throughout this challenging period.

There was discussion of potential for additional fundraising like applying for a casino or working with the Friends of the Library.

Kelli Reimer made a MOTION to enable Kerri Danner to access up to \$30,000 from Library reserves for the 2024 year to reduce impact of the budget cut (approved budget pending). Debbie Wedel seconded the motion. All in favour. Carried.

Judy Smith made a MOTION to hold an Open House at the Library to let the public know what is happening at the Library. Debbie Wedel seconded the motion. All in favour. Carried. Kerri Danner will begin planning the event for Friday, February 2, 2024 from 4:00 to 6:30 p.m., after which the Board will hold a meeting to discuss the results of the Open House.

Adam Norris will consult with Mayor Lymburner to arrange a special meeting between the Library Board and Town Council prior to the next Council meeting scheduled for Monday, February 12.

As the meeting had run longer than expected, Adam Norris requested a motion for the remaining agenda items: Financial Report; Library Manager's Report; Board Self-Evaluations

and Library Manager Evaluation be tabled until the next meeting. Debbie Stewart made a MOTION to table the remaining agenda items until the next meeting. All in favour. Carried.

Kelli Reimer made a MOTION to discontinue Trustee honorariums. A discussion followed and a suggestion was made to keep honorariums in the budget, but to allow each trustee to decide whether they wished to receive these payments. Kelli Reimer withdrew her motion to discontinue Trustee honorariums.

**6. Next Meetings:**

- **February 2, 2024 – Open House 4-6:30 p.m., followed by Special Board Meeting at 6:30 p.m.**
- **Date to be announced – Meeting between Library Board and Town Council**
- **Wednesday, February 21, 2024 @ 5:30 p.m. – Regular Board Meeting**

**7. Adjournment** – Ken Wittig made a MOTION to adjourn at 7:47 p.m. All in favour. Adjourned.

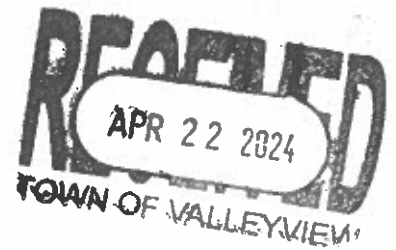
KAReimer  
Chair

Debra Wedel  
Secretary

Mar 13, 24  
Date

April 17, 2024  
Date

**Valleyview Library Board  
Meeting Minutes  
Wednesday, March 13, 2024 @ 5:30 p.m.**



***In attendance:***

***Trustees:*** Kelli Reimer, Debbie Wedel, Tracie Craig, Annette McCullough; Judy Smith; Scott Biggin; Ken Wittig, Tina Caron

***Library/***

***VCLC Staff:*** Kerri Danner, Christin Trofimenkoff, Liz Griffiths, Pat Mabley

***Guests:*** Gail Hrushka, Donna Chorney, Samantha Steinke, Barbara Hatch, Monica Drozda

1. **Call to order** – In absence of a currently elected Chair, the meeting was called to order by Secretary, Kelli Reimer at 5:30 p.m. Kerri Danner agreed to take the minutes for the meeting.
2. **Welcome new trustees/acknowledge outgoing trustees** – Kelli Reimer welcomed newly appointed Trustees Tina Caron, Tracie Craig and Annette McCullough, who were appointed by Town of Valleyview Council in February, and the re-appointment of Debbie Wedel. Kelli Reimer acknowledged the valuable contributions made by former Trustees and thanked them for their years of service to the Library Board: former Chair, Adam Norris; former Vice-Chair, Debbie Stewart and former Trustee Louis Joseph.
3. **Welcome guests** – Kelli Reimer welcomed the guests from the public. A round of introductions followed for all trustees, staff and guests.
4. **Adoption of Agenda** – Debbie Wedel made a MOTION to accept the agenda, with an amendment to move 4.0 Election of Executive after 9.0 Library Manager's Report. All in favour. Carried.
5. **Adoption of Minutes of January 17, 2024 meeting** – Judy Smith made a MOTION to accept the minutes of the January 17, 2024 meeting. All in favour. Carried.
6. **VCLC Manager's Report/Intro to CALP** – Christin Trofimenkoff presented an introduction to Valleyview Community Learning Council (VCLC) and provincial Community Adult Learning Programs (CALP) for the benefit of the new trustees and gave her report. Scott Biggin made a MOTION the report as information. All in favour. Carried.
7. **Financial Report** – Kerri Danner presented the current financial statements. The annual financial review by Metrix Group, LLP is currently underway. Debbie Wedel

made a MOTION to accept the Financial Reports as presented. Judy Smith seconded. All in favour. Carried.

8. **Library Manager's Report and Correspondence** – Kerri Danner presented her report and correspondence. The Canadian Linen contract for mats is up for renewal. Kerri has looked at a few options to cut costs of the contract, which is currently \$5,730/year for bi-weekly service. Tracie Craig made a MOTION to amend the existing contract to every 4 weeks. All in favour. Carried.

## 9. Election of Interim Chair/Vice-Chair

Kelli Reimer called for an election to appoint an interim Chair.

1<sup>st</sup> call for volunteers or nominations for interim Chair was made:

Ken Wittig nominated Tina Caron for Chair;

Judy Smith nominated Kelli Reimer for Chair;

2<sup>nd</sup> call for volunteers or nominations for Chair: No further volunteers or nominations

3<sup>rd</sup> call for volunteers or nominations for Chair: No further volunteers or nominations.

Ballots were distributed for trustees, excepting the nominees.

Ballots were collected and counted by guests, Gail Hrushka and Monica Drozda with a tie vote resulting. A discussion was held and it was decided that a coin toss would decide the result. Coin toss resulted in Kelli Reimer elected as Interim Chair. Kelli Reimer accepted the position of Chair.

Kelli Reimer called an election for interim Vice-Chair:

1<sup>st</sup> call for volunteers or nominations was made.

Debbie Wedel nominated Tina Caron for Vice-Chair;

2<sup>nd</sup> call for volunteers or nominations for Vice-Chair: no further volunteers or nominations.

3<sup>rd</sup> call for volunteers or nominations for Vice-Chair: no further volunteers or nominations.

Tina Caron accepted the position of interim Vice-Chair.

Kerri Danner agreed to take the minutes for meetings until the Annual General Meeting.

## 10. ACTION ITEMS

### 10.1. Bank Signing Authority

Current signors on the Library bank accounts held at the Alberta Treasury Branch are: Kerri Danner, Debbie Stewart and Scott Biggin. Debbie Wedel made a MOTION to remove Debbie Stewart as signing authority with the following individuals granted signing authority going forward: Kerri Danner; Tracie Craig and Scott Biggin. All in favour. Carried.



## 11. Discussion Items

### **Board/Town Community Review**

Kelli Reimer stated that the Library Board and Staff have reflected on the past weeks and months on the behaviour of all parties and will be drafting a code of conduct and de-escalation protocol to help guide trustees and staff in future interactions.

Kelli Reimer suggested striking a committee to work on a code of conduct; de-escalation protocol and safeguards to protect library staff from being subjected to potentially volatile interactions. Tracie Craig, Annette McCullough and Kelli Reimer volunteered to sit on the committee.

**Town of Valleyview** – Ken Wittig wished the best of luck to the new trustees and apologies that he had to leave the meeting at 7:10 p.m.

**MD of Greenview Library Board** – Judy Smith gave a brief summary of how the MD of Greenview Library Board was formed and how the MD of Greenview Library Board operates the Grande Cache and Debolt Libraries, while providing operating funding to Valleyview Municipal Library and Fox Creek Municipal Library. The MD of Greenview Library Board meets monthly rotating between Grande Cache, Debolt and Grovedale.

**Trustee comments** – Tracie Craig inquired about whether there had been any issues with street folks. Kerri Danner responded that as a public library it is common for staff to encounter members of the public with addictions, mental health issues, antisocial behaviour but that staff use the library policy and code of conduct for members of the public and work with RCMP and Bylaw to ensure the library is a safe and welcoming place for everyone.

### **Guest comments:**

Kelli Reimer opened the floor to guest comments and questions:

Gail Hrushka stated that she and her family rely on the Library and having access to items from other libraries and online and observed that whenever she visits the Library there are lots of kids using the library and the programs the Library provides are important. She appreciates the transparency shown by the library board and staff.

Donna Chorney – stated that she has volunteered for Partnership Approach to Literacy (PAL) and for Valleyview Further Ed in the past and that these programs have worked well in partnering with the library to build literacy and confidence and to have a place where they feel safe and welcome. The library has been a great space for kids to learn and be supported. She also uses downloadable audiobooks on Libby.

Pat Mabley – has been working for the library for 20+ years and has seen kids grow up in the library and most of the kids who have used the library have been successful in life.

Monica Drozda – lives in the MD on a farm, but has used the library for themselves and their family for years.

Barbara Hatch – working with VCLC, she has seen many newcomers to our community using the library as a place to connect, for ESL support, different faiths and cultures, etc. That the library supports the Charter of Rights and that in small towns the public library is a hub of the community for services. Where else can teens gather? It has been a pleasure to invite people to attend programs at the library, who then become regular library users. We all want our community to be better.

**12. Next Meetings: Regular Board Meeting**  
**Wednesday, April 17, 2024 at 5:30 p.m.**

**Annual General Meeting**  
**Wednesday, May 15, 2024 at 5:30 p.m.**  
(Tentatively at Sherk's RV for a potluck BBQ prior to the AGM)

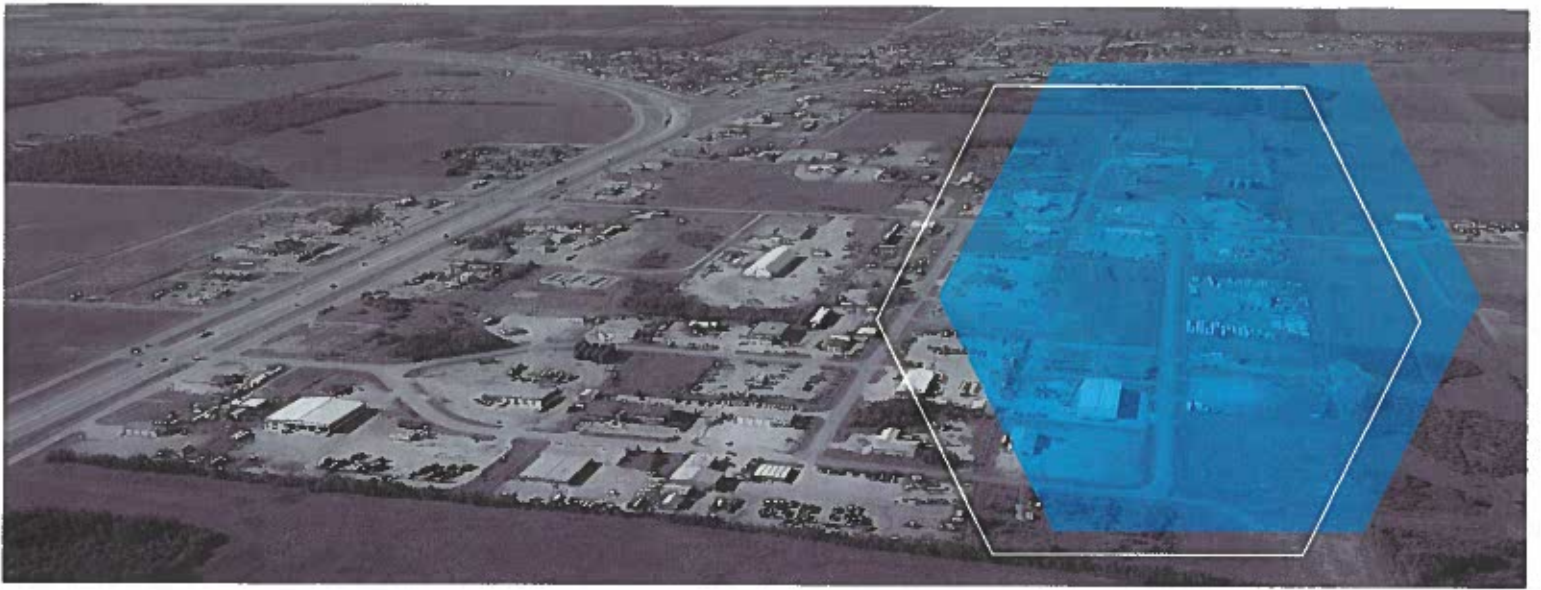
**13. Adjournment** – Tracie Craig made a MOTION to adjourn at 7:49 p.m. All in favour.  
Adjourned.

K. Reerin  
Chair

Jim Caser  
Vice Chair

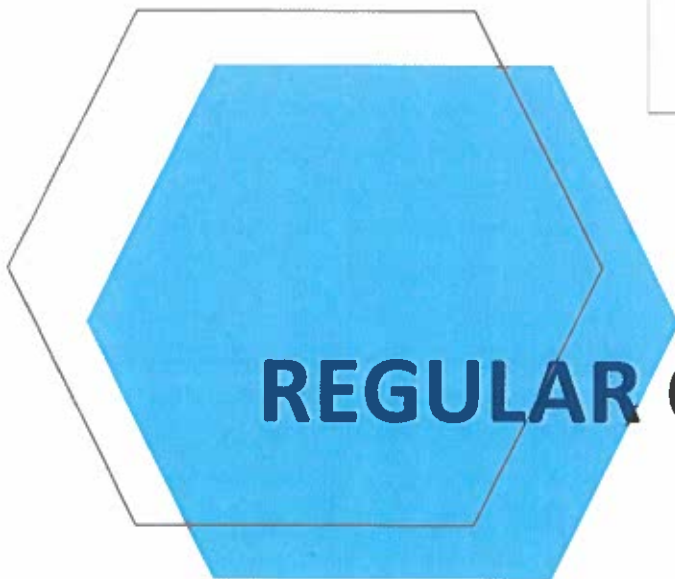
Apr 17 2024  
Date

April 17, 2024  
Date



# BYLAWS

BYLAWS



## REGULAR COUNCIL MEETING

COUNCIL CHAMBERS  
TOWN ADMINISTRATION OFFICE



# Town of Valleyview Request For Decision

<b>Date:</b>	<b>May 13, 2024</b>
<b>From:</b>	<b>Carol McCallum, Director of Utilities &amp; Asset Management</b>
<b>Subject:</b>	<b>2024-09 Water Bylaw</b>

## 1.0 PURPOSE

To seek Council's approval for three readings of 2024-09 Water Bylaw.

## 2.0 BACKGROUND AND DISCUSSION

This is a new Bylaw for the Town of Valleyview's that will encompasses drought mitigation.

## 3.0 ALTERNATIVES

- 3.1 Council gives three reading of 2024-09 Water Bylaw.
- 3.2 Council moves to amend 2024-09 Water Bylaw and gives first reading of 2024-09 Water Bylaw.
- 3.3 Council accepts this RFD "2024-09 Water Bylaw" as information it takes no further action.

## 4.0 FINANCIAL IMPLICATIONS

None.

## 5.0 ATTACHMENTS

None

## 6.0 RECOMMENDATIONS

Council gives three reading of 2024-09 Water Bylaw.

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

Approved By:   
Ben Berlinguette, Chief Administrative Officer



BYLAW #: 2024-09

AUTHORITY: MAYOR & COUNCIL

SUPERSEDES: UTILITIES POLICY WATER CONSERVATION 03-09

EFFECTIVE DATE: May 13, 2024

**BEING A BYLAW OF THE TOWN OF VALLEYVIEW, IN THE PROVINCE OF ALBERTA, TO ESTABLISH AND MAINTAIN A WATER BYLAW.**

WHEREAS pursuant to section 7 of the *Municipal Government Act*, and amendments hereto, a Council may pass bylaws for municipal purposes;

WHEREAS the *Municipal Government Act* gives broad authority to Municipal Councils to govern in whatever manner a Council deems appropriate, including the authority to regulate the provision of a local Water usage throughout the Municipality;

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

**TITLE, PURPOSE, DEFINITION, AND INTERPRETATION**

**1. Purpose**

The purpose of this Bylaw is to ensure that any water conservation model imposed by the Town of Valleyview is met while providing essential potable water to municipal customers.

**2. Definitions**

In this Bylaw:

“Act” means the *Municipal Government Act*, R.S.A. 2000, c. M-26, and associated regulations, as amended;

“Chief Administrative Officer” (CAO) means the chief administrative officer of the Town of Valleyview or their delegate;

“Council” means the Municipal Council of the Town of Valleyview;

“Director” means the Director of Utilities or any successor position, or his or her designate;

“Non-Essential Water Use” means the use of water that does not have any health or safety impacts, is not required by regulation, or is not required for municipal purposes, and includes but is not limited to:



## WATER BYLAW

**BYLAW #:** 2024-09

**AUTHORITY:** MAYOR & COUNCIL

**SUPERSEDES:** UTILITIES POLICY WATER  
CONSERVATION 03-09

**EFFECTIVE DATE:** May 13, 2024

- 
- a) Washing of vehicles
  - b) Washing/pressure washing of streets, sidewalks, parking lots and other paved areas or building exteriors, unless necessary for maintaining public sanitation/safety.
  - c) Irrigation of lawns, trees, athletic fields and ornamental plants (including through timed or programmed sprinkler systems).
  - d) Filling of recreational or decorative fountains, swimming pools, hot tubs, or public recreation facilities (skating, curling, pools etc.).
  - e) Water for construction purposes, such as grading and compacting.
  - f) Any other uses deemed non-essential by the CAO on an event specific basis, given the severity and specific circumstances of the specific event.

**“Officer”** means any individual(s) designated and appointed from time to time by the Town CAO and enforcement of this bylaw and shall include a person designated as a Peace Officer appointed by the Province of Alberta and any member of the Royal Canadian Mounted Police.

**“Outdoor Water Use”** means the use of water outside of the building by customers, occupants and/or owners for the purpose of:

- a) filling outdoor pools, hot tubs, or similar uses;
- b) washing of vehicles, driveways, sidewalks, or garage floors;
- c) filling of any fountains, ponds, or other decorative features;
- d) washing of exterior windows, siding, or stucco on building;
- e) conducting any other outdoor water activity similar in nature to the foregoing

**“Owner”** means:

- a) in respect of land, to be registered under the *Land Titles Act* as the owner of the fee simple estate in a parcel of land; or
- b) in respect of Personal Property, to be in lawful possession or have the right to exercise control over it or to be the registered owner of it;

**“Person”** means any individual, firm, partnership, association, corporation, trustee, executor, administrator, or other legal representative;

**“Property”** means any and all of a parcel of land or improvements on land, or items or Personal Property including any structure;





## WATER BYLAW

BYLAW #: 2024-09

AUTHORITY: MAYOR & COUNCIL

SUPERSEDES: UTILITIES POLICY WATER  
CONSERVATION 03-09

EFFECTIVE DATE: May 13, 2024

“**Proprietor**” means the owner, occupant, manager, lessee, tenant, resident manager, or any other Person in charge of multi-family residential or commercial premises, including Provincial and Federal government premises;

“**Town**” means the Town of Valleyview;

“**Violation Ticket**” means a ticket issued pursuant to Part 2 of the Provincial Offences Procedure Act, R.S.A 2000, Chapter P-34, and amendments made thereto, and any regulations made thereunder;

“**Vehicle**” means a device in or by which someone travels, of something is carried on or conveyed including but not limited to cars, trucks, tractors, trailers, recreational vehicles, all-terrain vehicles (ATV) and motorcycles;

“**Water Restriction**” means the applicable restriction on water use imposed by the CAO (Level I, Level II, Level III and Water ban), Water shortage Plan and or described in below.

### 3. Rules of Interpretation

- 3.1 Nothing in this Bylaw relieves a Person from complying with any provision of any Provincial or Federal legislation or regulation, other bylaw or any requirement of any lawful permit, order, or license.
- 3.2 The headings in this Bylaw are for guidance purposes and convenience only.
- 3.3 Every provision in this Bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid for any reason by a Court of competent jurisdiction, all other provisions of this Bylaw shall remain valid and enforceable.
- 3.4 Any reference to the provisions of the statute of Alberta is a reference to that statute as amended, from time to time.

### 4. Water Conservation and Restriction Strategies

- 4.1 The determination as to when to declare a water shortage Plan, water restriction and or water ban shall be solely at the discretion of the CAO upon
  - a) Consultation with the Director of Utilities regarding the operating/present levels within the water retention pond(s);
  - b) Possible but not required review with the Town of Valleyview Fire Chief;



## WATER BYLAW

**BYLAW #:** 2024-09

**AUTHORITY:** MAYOR & COUNCIL

**SUPERSEDES:** UTILITIES POLICY WATER  
CONSERVATION 03-09

**EFFECTIVE DATE:** May 13, 2024

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These actions may become effective immediately and are at the CAO's discretion, having regard to factors including the raw water reservoir or potable water reservoir levels or the reliable raw water withdrawal rate. That may include, without limitations, determining whether the reliable raw water withdrawal rate that feeds the potable water system drops below:

- a) 87% volume
- b) the system wide average annual daily raw water demand for each significant period.
- c) the flow rate needed to adequately replenish the raw water reservoir in a timely manner, or
- d) Any other flow associated with a critical water system issue that necessitates Water Restrictions.

4.2 When the CAO has declared a state of water shortage, water restriction and or water ban:

- a) The CAO may impose a level I, level II, Level III, water shortage, water restriction and or water ban.
- b) The CAO shall not be required to impose levels of restrictions in successive stages but may proceed to impose any level of restriction the CAO has determined is warranted in the circumstances.

4.3 The Town shall provide notice of the state of water shortage and or water restriction imposed through whatever media source the CAO or designate determines sufficient and may include but not limited to signage, website, social media, and bulk notification and or radio/TV/newspaper;

4.4 when the CAO has imposed a level I, Level II, Level III, water storage plan and water restriction no person shall use Town supply water contrary to the restriction as set out in schedule "A" or laid out within a CAO document.;

4.5 The state of water restriction once imposed shall remain in effect until the CAO declares that the risk to the overall water supply has improved to an acceptable level and the water restriction has ended;

4.6 Regardless of any water restriction in effect, water conservation measures will be promoted by encouraging the following conversation activities including, but not limited to:

- a) Flushing toilets only as required for solids.
- b) No running partial loads in washer or dishwasher machines.
- c) Curtailment of all non-essential maintenance operation that require large volumes of water for recreational spray parks, or other high water use recreation facilities.
- d) Refraining from non-essential maintenance operations (those that do not impact public health or safety).



## WATER BYLAW

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CONSERVATION 03-09

**EFFECTIVE DATE:** May 13, 2024

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### 4.7 Exceptions:

- a) The CAO, at his/her discretion, may grant exceptions to the water use restrictions. Examples may include but are not limited to health and safety, critical commercial activities.
- b) Water that a person can establish is not supplied by the Town is not subject to these restrictions. Examples of alternate water sources include, but not limited to, rain barrels filled by natural precipitation, private wells, or water purchased from other sources other than town supplied water.

### 5. Wasting Water

5.1 All consumers or Persons are prohibited from wasting water.

5.2 Under normal conditions (non-drought) no consumer or Person will allow potable water to run off the property as a result of water uses including, but not limited to, over-watering of lawns, trees/shrubs, gardens, broken irrigation, and excessive washing of vehicles, such that there is:

- a) A stream runs into a street or a Swale for an excessive distance from the edge of the parcel;
- b) a stream of water runs into the street or Swale and directly into a catch basin; or
- c) a stream or spray of water running into or discharge into a street or a sidewalk.

### 6. Enforcement

6.1 A person who violates any section of this bylaw is guilty of an offence and liable, upon summary conviction, to a fine as set out in Schedule "B" of this Bylaw.

6.2 An Officer who has reasonable grounds to believe a contravention of this Bylaw has occurred or is occurring is authorized and empowered to:

- a) Issue a verbal and/or written warning to a person violating this Bylaw; and/or
- b) Issue a violation ticket pursuant to Part II of the Provincial Offences Procedures Act to the Person(s) violating this Bylaw, with or without having issued any other warning.

6.3 If a violation ticket is issued in respect of an offence, the violation ticket may:

- a) Provide that the person who committed the offence may, without a specified period of time, pay a specified penalty as listed in Schedule "B" of this Bylaw; or
- b) Require a person to appeal in court without the alternative of making a voluntary payment.



# WATER BYLAW

**BYLAW #:** 2024-09

**AUTHORITY:** MAYOR & COUNCIL

**SUPERSEDES:** UTILITIES POLICY WATER CONSERVATION 03-09

**EFFECTIVE DATE:** May 13, 2024

## SCHEDULE "A"

**Effective May 13, 2024**

### Level I

All outdoor water use is permitted as followed:

Odd/even outdoor water usage (based on house number and days of the week):

Examples:

5120 - 49 Street: use 5120 (even house number) may use water on **Tuesday, Thursday, and Sundays**

5005 47 Street: use 5005 (odd house number) may use water on **Mondays, Wednesdays, and Saturdays**

Watering of lawns, gardens, trees, shrubs, and flowers may only occur during the following hours:

6:00 A.M. - 9:00 A.M or 7:00 P.M – 10:00 P.M. **but not both time periods**

**Note: Any other items deemed discretionary are at the sole discretion of the CAO.**

### Level II

#### Mandatory water restriction

All outdoor water use including watering lawns, non-commercial washing of vehicles, sidewalks pads exterior of building, filling of hot tub/jacuzzi, recreational use of sprinklers and water toys, is restricted to the following:

Odd/even outdoor water usage (based on house number and days of the week):

Examples:

5120 - 49 Street: use 5120 (even house number) may use water on **Thursday, and Sundays**

5005 47 Street: use 5005 (odd house number) may use water on **Wednesdays, and Saturdays**

Watering may occur only during the following hours:

6:00 A.M. - 9:00 A.M or 7:00 P.M – 10:00 P.M. **but not both time periods**

Flowerbeds and vegetable gardens may be watered by hand, during prescribed time, using non-portable water (i.e. rainwater, dugout water etc.).

Requests for site and condition specific irrigation scheduling for commercial or industrial operations using a metered irrigation system may be approved in writing by the CAO.

**Note: Any other items deemed discretionary are at the sole discretion of the CAO.**



**BYLAW #:** 2024-09

**AUTHORITY:** MAYOR & COUNCIL

**SUPERSEDES:** UTILITIES POLICY WATER CONSERVATION 03-09

**EFFECTIVE DATE:** May 13, 2024

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**Level III**

All outdoor Water Use and Non-Essential water use is strictly prohibited.

**Water Shortage Plan**

Water Shortage Plan will be implemented for the Town of Valleyview in order to ease the potential of a local water shortage which would, if needed, impose further local water restrictions. These measures are being instated due to the provincial government's concerns of Alberta's drought conditions.

**Water Ban**

A Water Ban will be implemented for the Town of Valleyview in order to ease the potential of a local water shortage. Will be created on a case by case basis thus, allowing information and criteria to fit the particular crisis.



# WATER BYLAW

**BYLAW #:** 2024-09

**AUTHORITY:** MAYOR & COUNCIL

**SUPERSEDES:** UTILITIES POLICY WATER CONSERVATION 03-09

**EFFECTIVE DATE:** May 13, 2024

## SCHEDULE "B"

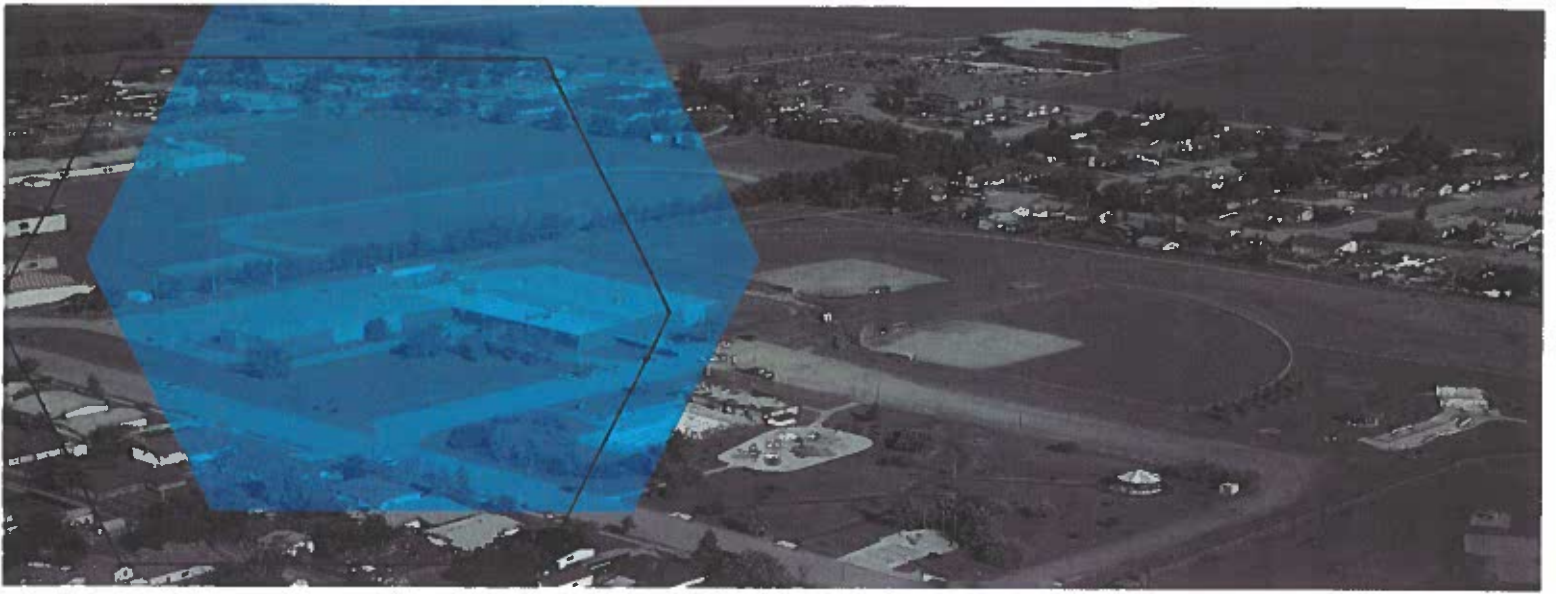
### **Fines and Penalties**

A person committing a breach of any of the provisions of this Bylaw, upon conviction of breach thereof, may forfeit the right to be supplied with water, and shall be liable to penalty as outline below.

<b>Offence</b>	<b>1<sup>st</sup> Offence</b>	<b>2<sup>nd</sup> Offence</b>	<b>3<sup>rd</sup> Offence</b>
Level I	N/A	N/A	N/A
Level II	\$100.00	\$250.00	\$1000.00
Level II	\$250.00	\$800.00	\$1000.00
Water Shortage Plan	\$250.00	\$800.00	\$1000.00
Water Restriction	\$250.00	\$800.00	\$1000.00
Water Ban	\$250.00	\$800.00	\$1000.00

In addition to any penalties which may be imposed under this Bylaw, the Town may seek a court order granting relief in the nature of an injunction or any other order necessary to enforce compliance (including pursuant to Part 13 of the Municipal Government Act).

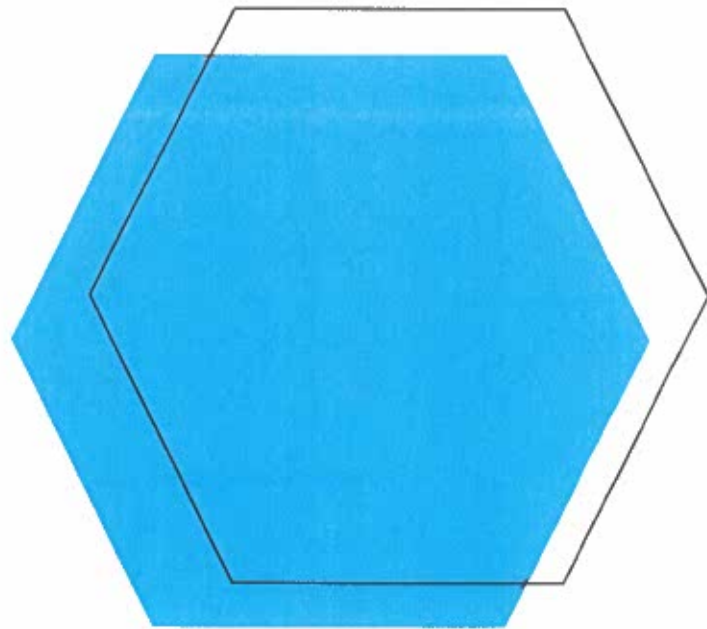




# CORRESPONDENCE



CORRESPONDENCE



## REGULAR COUNCIL MEETING

COUNCIL CHAMBERS

TOWN ADMINISTRATION OFFICE



## Kathy McCallum

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**From:** Vern Lymburner  
**Sent:** April 24, 2024 9:28 AM  
**To:** Kathy McCallum; Ben Berlinguette  
**Subject:** FW: New Online Request Received

Next agenda item please

Sent from [Mail](#) for Windows

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**From:** no-reply@valleyview.ca <no-reply@valleyview.ca>  
**Sent:** Tuesday, April 23, 2024 5:27:58 PM  
**To:** Vern Lymburner <mayor@valleyview.ca>  
**Subject:** New Online Request Received

### Recipient Department

Mayor

### Your Name

Kerri Danner

### Email

[librarian@valleyviewlibrary.ab.ca](mailto:librarian@valleyviewlibrary.ab.ca)

### Comments

Dear Mayor Lymburner and Town of Valleyview Council

The Town of Valleyview Library Board is planning a Library Trustee Orientation Workshop to be facilitated by Alberta Municipal Affairs, Public Library Services Branch to provide information on the Libraries Act and the roles and responsibilities of Library Boards and their Trustees and the roles and responsibilities of Municipal Councils with respect to the Libraries Act.

Because the Library Board values the relationships with our local municipalities and our school division, we would like to extend an invitation to all of our Town of Valleyview Council, MD Council and Northern Gateway Regional Division representatives. We hope you will be able to join us.

Library Board Orientation Workshop  
Wednesday, May 22  
5:30 p.m. at the Library  
Supper will be provided  
Please RSVP by Friday, May 17

Sincerely,  
Kerri Danner  
Library Manager  
Valleyview Municipal Library  
780-524-3033  
[librarian@valleyviewlibrary.ab.ca](mailto:librarian@valleyviewlibrary.ab.ca)

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



## Kathy McCallum

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**From:** Vern Lymburner  
**Sent:** April 23, 2024 10:46 AM  
**To:** Kathy McCallum  
**Subject:** FW: National Police Week 2024 - Semaine Nationale de la Police 2024

Next agenda correspondence

Sent from [Mail](#) for Windows

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**From:** National Police Federation <gvtrelations@npf-fpn.com>  
**Sent:** Tuesday, April 23, 2024 10:14:33 AM  
**Subject:** National Police Week 2024 - Semaine Nationale de la Police 2024



**NATIONAL  
POLICE  
FEDERATION**

**FÉDÉRATION  
DE LA POLICE  
NATIONALE** <sup>TM</sup>

Please join us in **celebrating the 2024 National Police Week, which will be held from May 13 to May 18.** During this week, we have the opportunity to recognize and appreciate the dedication and sacrifice of the Members of the Royal Canadian Mounted Police (RCMP) and all police officers across the nation.

Every day, these brave men and women put their lives on the line to ensure our safety and security. They deserve our utmost respect and gratitude for their unwavering commitment to serving our communities.

As part of National Police Week, we encourage you to share any positive stories about RCMP officers from your

Joignez-vous à nous pour **célébrer la Semaine nationale de la police 2024, qui se déroulera du 13 au 18 mai.** La semaine nous donne l'occasion de reconnaître et d'apprécier le dévouement et le sacrifice des membres de la Gendarmerie royale du Canada (GRC) et de tous les agents de police du pays.

Chaque jour, ces hommes et ces femmes courageux risquent leur vie pour assurer notre sécurité. Ils méritent notre plus grand respect et notre gratitude pour leur engagement inébranlable au service de nos communautés.

community on social media using #nationalpoliceweek and tagging us. By tagging us in your message we will help amplify your message of appreciation for their incredible work.

Additionally, we have prepared a few videos that we would like to share with you to further highlight the invaluable contributions of our police officers.

### Why We Serve

### It's Tough But

On behalf of all our Members, I want to express our sincere gratitude for your ongoing support. Together, let's show our appreciation for the remarkable work that police officers do each and every day.

Dans le cadre de la Semaine nationale de la police, nous vous encourageons à partager toute histoire positive concernant les agents de la GRC de votre communauté sur les médias sociaux en utilisant #semainenationaledepolice et en nous identifiant. Si vous nous identifiez nous contribuerons à amplifier votre message.

De plus, nous avons préparé quelques vidéos que nous aimerions partager avec vous pour souligner davantage les contributions de nos policiers.

### C'est difficile, mais

Au nom de tous nos membres, je tiens à vous exprimer notre gratitude pour votre soutien. Ensemble, montrons notre reconnaissance pour le travail remarquable que les policiers accomplissent chaque jour.

## National Police Federation

National Police Federation | Fédération de la Police Nationale  
npf-fpn.com



NATIONAL  
POLICE  
FEDERATION

FÉDÉRATION  
DE LA POLICE  
NATIONALE



The mission of the National Police Federation is to provide strong, professional, fair and progressive representation to promote and enhance the rights of RCMP Members. La mission de la Fédération de la police nationale est de fournir une représentation forte, professionnelle, juste et progressive afin de promouvoir et faire avancer les droits des Membres de la GRC.

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Hillside Jr/Sr High School  
"A Caring Commitment to Learning"



April 26th, 2024

Town of Valleyview  
4802 – 50th Street  
Valleyview, AB T0H 3N0

Attention: Kathy McCallum, Director of Corporate Services

Dear Mrs. McCallum:

This year, Hillside High School qualified to send 4 representatives in Grades 10-12 to ASAA Badminton Provincials in Edmonton, Alberta. The event takes place on Friday May 3rd and Saturday May 4th, 2024. The following athletes qualified: Danika Cardinal, Angelina Huggard, Evynn Young and Xander Kristensen

We are requesting assistance from the Town of Valleyview to keep costs at a minimum for these accomplished athletes. Our current costs associated with attending this event are as follows:

- Athlete Registration Fee - \$48/athlete = \$192.00
- Accommodations - \$675.76 (2 rooms x 2 nights)

Thank you in advance for your consideration.

Sincerely,

Shelley Kirchner  
Senior Badminton Coach

2-11-212  
Policy Co4-10-01  
\$ 300.00  
Brent  
APR 25, 2024

## Kathy McCallum

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**From:** Ben Berlinguette  
**Sent:** May 1, 2024 2:54 PM  
**To:** Kathy McCallum  
**Subject:** FW: Registration open for Summer 2024 Municipal Leaders Caucus  
**Attachments:** Email to Mayors and CAOs re Registration for Summer 2024 Municipal Leaders Caucus - Attachment.pdf

Kathy,

Can you please add the following to May 13th Council meeting under Correspondence.

*Ben Berlinguette C&ET, CLGM*  
Chief Administration Officer



4909-50<sup>th</sup> Street,  
Box 270, Valleyview, AB T0H 3N0

T: (780)524-5150

F: (780)524-2727

E: [bberlinguette@valleyview.ca](mailto:bberlinguette@valleyview.ca)

[www.valleyview.ca](http://www.valleyview.ca)

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**From:** Tyler Gandam <president@abmunis.ca>  
**Sent:** Wednesday, May 1, 2024 2:51 PM  
**To:** Ben Berlinguette <bBerlinguette@valleyview.ca>  
**Subject:** Registration open for Summer 2024 Municipal Leaders Caucus

Registration is now open for Alberta Municipalities' Summer 2024 Municipal Leaders Caucus! This year, Alberta Municipalities is visiting the following five communities:

- June 12 – Town of Falher
- June 13 – Town of Bonnyville
- June 14 – City of St. Albert (also offered virtually)
- June 26 – Village of Stirling
- June 27 – Town of Innisfail

Exact locations within each municipality are still being confirmed. Registrants will receive an update as soon as those details become available.

Caucus will consist of a one-day program and the agenda will be the same at all locations. The agenda will run from 10:00 a.m. to 3:00 p.m. each day. Registration for in-person attendance is \$110 for the day and includes light breakfast refreshments and lunch. The draft agenda is attached for your review and the link to register is on the [ABmunis event webpage](#).

The session on June 14 will be streamed on Zoom to allow for members to participate who are not able to attend in-person, at a cost of \$55.

If you have any other questions, please email [events@abmunis.ca](mailto:events@abmunis.ca). We look forward to seeing you there.

Sincerely,  
**Tyler Gandam** | President

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E: [president@abmunis.ca](mailto:president@abmunis.ca)  
300-8616 51 Ave Edmonton, AB T6E 6E6  
Toll Free: 310-MUNI | 877-421-  
6644 | [www.abmunis.ca](http://www.abmunis.ca)



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***We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples. We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 4, 6, 7, 8 and 10 and Six Regions of the Métis Nation of Alberta.***

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



**Draft Agenda for Summer 2024 Municipal Leaders' Caucus**  
\*Subject to Change\*

10:00 a.m.	Opening Remarks
10:05 a.m.	Welcome from the Mayor of the Host Municipality
10:10 a.m.	Welcome from MLA of the Host Constituency
10:15 a.m.	Icebreaker Activity
10:30 a.m.	Session I – Water Conservation
11:15 a.m.	ABmunis Advocacy Strategy and President's Report
12:00 p.m.	Lunch
1:00 p.m.	Session II – Local Election and Municipal Governance Changes
1:45 p.m.	Mini-Session I – Assessment Model Review
2:00 p.m.	Mini-Session II – Provincial Infrastructure Funding
2:30 p.m.	Session III (led by host municipality)
2:55 p.m.	Closing Remarks



## Kathy McCallum

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**From:** Vern Lymburner  
**Sent:** May 1, 2024 8:24 AM  
**To:** Kathy McCallum; Ben Berlinguette  
**Subject:** FW: Awards from the Alberta Recreation & Parks Association and the Government of Alberta honour outstanding work in your community

Agenda item

Sent from [Mail](#) for Windows

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**From:** Deb Comfort <cboorse@arpaonline.ca>  
**Sent:** Tuesday, April 30, 2024 11:39:23 AM  
**To:** Vern Lymburner <mayor@valleyview.ca>  
**Subject:** Awards from the Alberta Recreation & Parks Association and the Government of Alberta honour outstanding work in your community

### **Subject: Awards from the Alberta Recreation & Parks Association and the Government of Alberta honour outstanding work in your community**

Dear Mayor Lymburner and all Members of Council;

We are delighted to announce that the Alberta Recreation & Parks Association (ARPA) will be presenting a number of awards to recognize leadership and excellence in the recreation and parks sector. We invite the Town of Valleyview to nominate deserving members and organizations in your community for these prestigious awards.

The awards ceremony will take place during the President's Awards Banquet on Saturday, October 26, 2024, at the Fairmont Jasper Park Lodge, where over 400 delegates will be in attendance as part of our annual Conference and Energize Workshop. We believe that recognizing outstanding work inspires Albertans to continue their efforts in making their communities better.

The awards include the Lieutenant Governor's (L.G.) Leadership for Active Communities Awards, which recognize the achievements of individuals and groups who are leading their communities to increase citizen participation in active living, recreation, and sport, resulting in healthier people and communities. This year, we have three L.G. Award categories: Outstanding Community Leader, Corporate Community Leader and Community Leader of Tomorrow. We are planning to have the Lieutenant Governor with us at the President's Awards Banquet to present all three awards.

In addition to the Lieutenant Governor's Awards, ARPA will also be presenting multiple awards including the A.V. Pettigrew Award, which recognizes a community or organization that has made a significant impact on improving the quality of life of their citizens through recreation and parks.

To view more details on each award and to complete our online nomination form, please visit the ARPA website at <https://arpaonline.ca/awards-scholarships/>. The deadline for award nominations is May 31st.

We look forward to recognizing and celebrating the hard work and dedication of individuals and groups who are making a difference in their communities and improving the lives of Albertans.

Yours sincerely,



**Deb Comfort**  
President

(780) 415 - 1745  
Alberta Recreation & Parks Association  
[arpaonline.ca](http://arpaonline.ca)



*ARPA would like to acknowledge the First Nations, the Métis, and all of the people across Alberta who share a history and a deep connection with this land. We dedicate ourselves to moving forward in partnership with Indigenous communities in the spirit of reconciliation and collaboration.*

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

## Kathy McCallum

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**From:** Vern Lymburner  
**Sent:** May 9, 2024 9:57 AM  
**To:** Kathy McCallum; Ben Berlinguette  
**Subject:** FW: Valleyview Health Centre and Valleyview Metis Local 1929 and flag raising  
**Attachments:** image2024-05-09-075801.pdf; image2024-05-08-072702.pdf

Agenda item please

Sent from [Mail](#) for Windows

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**From:** Tracy Brown <tracy.brown@ahs.ca>  
**Sent:** Thursday, May 9, 2024 9:38:03 AM  
**To:** Vern Lymburner <mayor@valleyview.ca>  
**Cc:** Tracy Brown <Tracy.Brown@albertahealthservices.ca>  
**Subject:** Valleyview Health Centre and Valleyview Metis Local 1929 and flag raising

Vern and Town Council,

Please see invitation attached.

Please note that I am also the President of the Valleyview Metis Local 1929 and we are raising a tipi at the Metis office on the same date and Pembina is hosting a BBQ and you and your council members are welcome to join us at that event as well. BBQ at 6pm after our walk from the Metis building to the Town Office to raise the Metis flag at 5pm with your permission please.

Tracy Brown, BScN, RN  
Site Manager  
Valleyview & Fox Creek Health Centres  
tracy.brown@ahs.ca  
780-524-7038 DL  
780-552-4088 Cell

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

May 8, 2024

Dear Mayor Vern Lymburner and members of the Town Council,

I would like to extend an invitation to you the mayor and your town council members to the Tipi Raising in Valleyview which will take place on Friday, June 7<sup>th</sup> in the morning with opening ceremony at 1100 at the Valleyview Health Centre. With the help of the indigenous volunteers at Pembina Pipelines we will be raising our Tipi in honor of Indigenous history month. Everyone is encouraged to view, enter and gather in the Tipi once completed.

I do hope that you and your council will be able to attend our event to help us celebrate Indigenous Month. Thank you for considering our invitation and we look forward to hearing from you soon.

Sincerely,



Tracy Brown BScN RN  
Site Manager  
Valleyview and Fox Creek Health Centre  
Direct Line Ph: 780-524-7038  
[tracy.brown@ahs.ca](mailto:tracy.brown@ahs.ca)

The Alberta College of Family Physicians (ACFP) is proud to celebrate the global recognition of World Family Doctor Day and asks Alberta's municipalities to join us. First declared by WONCA ([World Organization of Family Doctors](#)) in 2010, this annual commemoration acknowledges the outstanding contributions of family doctors in health care systems around the world.

Family physicians have the unique privilege to nurture the most trusted relationships in medicine—between patients and their family doctors—through every life stage. Their essential role in the lives of Albertans is the foundation of an integrated health care system that is accessible, comprehensive, continuity-based, and patient-centred.

*"Seventy percent of health care provided in Alberta is done so by family doctors. World Family Doctor Day is a day to acknowledge the central role and contribution of family doctors in their patients' lives," says ACFP Executive Director Terri Potter. "Now more than ever, we need to celebrate and recognize family doctors who have been, for the majority of Albertans, their constant health care provider in an ever-changing and over-burdened system."*

We invite you to recognize the hard work and dedication of family physicians in your community.

#### World Family Doctor Day presents an opportunity:

- for municipalities to declare May 19 World Family Doctor Day in your city or town ([download the suggested Declaration template](#))
- for municipal service buildings, medical clinics, pharmacies, and/or hospitals to show their support by displaying a [World Family Doctor Day poster](#)
- for Albertans to celebrate family doctors for their dedication and compassion

#### What You Can Do

- Thank your family doctor, personally
- Promote World Family Doctor Day and celebrate on social media! Visit [www.familydocsrock.ca](http://www.familydocsrock.ca) to access our communications toolkit and learn more about how you can celebrate your local family doctors
- Share your story with us and we will share it with your family doctor and the rest of the world

#### More about the ACFP

The Alberta College of Family Physicians (ACFP) is a member-based, not-for-profit organization representing more than 5,600 family physicians, family medicine residents, and medical students across Alberta. Established more than 65 years ago, the ACFP strives for excellence in family practice through advocacy, continuing medical education, and primary care research. The ACFP is a Chapter of the College of Family Physicians of Canada (CFPC), a nationwide organization with more than 43,000 members. For more information on the ACFP, visit [www.acfp.ca](http://www.acfp.ca).

For all the ways you can celebrate World Family Doctor Day, visit our website: [www.familydocsrock.ca](http://www.familydocsrock.ca).

Alberta College of Family Physicians

