



**TOWN OF VALLEYVIEW  
REGULAR COUNCIL MEETING MINUTES  
MINUTES 25-01  
Monday January 13, 2025  
5:00 PM IN THE TOWN OF VALLEYVIEW  
COUNCIL CHAMBERS**

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**PRESENT**

Madam Chair  
Councillors:

Samantha Steinke  
Delwin Slemp  
Ken Wittig  
Tanya Boman – via Teams  
Danny McCallum  
Glenn Burke

**REGRETS**

Mayor

Vern Lymburner informed beforehand

**ADMINISTRATION**

Chief Administrative Officer  
Director of Corporate Services:  
Director of Utilities Asset Management:  
Manager of Utilities and Management  
Utilities Operator:  
Director of Community Services:  
Director of Public Works:  
Manager of Public Works:  
Administrative Officer:

Ben Berlinguette  
Kathy McCallum  
Carol McCallum  
Chris Findlay  
Michael Caouette  
Pat Brothers  
Dave Descheneaux  
Jesse Harris  
Karen Staples

**OTHERS PRESENT**

Tyler Olsen – MD Greenview Reeve

**1. CALL TO ORDER**

Call to Order

Madam Chair Steinke called the Regular Council Meeting to order at 5:00pm

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

Agenda Acceptance  
Resolution #25-01-001

Councillor Wittig moved that Town Council adopt the January 13, 2025, Regular Council Meeting Agenda with amendment 9.7 Handicap entrance at Memorial Hall

CARRIED UNANIMOUSLY

**3. ADOPTION OF MINUTES**

3.1 Regular Council Meeting Minutes 24-25 dated Monday December 16, 2024

RCM Minutes  
Resolution #25-01-002

Councillor McCallum moved that Town Council approve the Regular Town Council Meeting Minutes 24-25 dated Monday December 16, 2024, as presented.

CARRIED UNANIMOUSLY

SCM Minutes  
Resolution #25-01-003

3.2 Councillor Wittig moved that Town Council approve the Special Meeting of Council 25-26 dated Friday December 20, 2024, as presented.

CARRIED UNANIMOUSLY

3.3 Business arising from Minutes

**4. PUBLIC HEARINGS**

There is no Public Hearing.

**5. PRESENTATIONS & DELEGATIONS**

There are no Presentation & 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 Bank Reconciliation for month ending December 31, 2024

Town Operational Reports  
Resolution #25-01-004

Councillor Burke moved that Town Council accept the Town Operational Reports as presented.

CARRIED UNANIMOUSLY

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

- 7.1 Heart River Housing Organizational Minutes November 21, 2024
- 7.2 Heart River Housing Regular Meeting Minutes November 21, 2024

Committee Reports  
Resolution #25-01-005

Councillor Burke moved that Town Council accept as information.

CARRIED UNANIMOUSLY

**8. OLD BUSINESS**

There is no Old Business

**9. NEW BUSINESS**

- 9.1 RFD – Proposal to hold an additional Council Meeting on January 27, 2025.

New Business  
Resolution #25-01-006

Councillor McCallum moved to have Council hold an additional Council Meeting on January 27, 2025.

CARRIED UNANIMOUSLY

9.2 RFD – Amendment to Beautification Grant 2025

New Business  
Resolution #25-01-007

Councillor Wittig moved to have Council approve 3.1 Amendment to Beautification Grant 2025.

CARRIED UNANIMOUSLY

9.3 Valleyview Municipal Library Request for Information

New Business  
Resolution #25-01-008

Councillor McCallum moved to have Council approve the amendment to the Organizational Meeting Minutes and update Bruce Leslie's term and expiration dates to October 2025.

CARRIED UNANIMOUSLY

9.4 RFD – Valleyview Airport termination of power service to municipal hangar

New Business  
Resolution #25-01-009

Councillor Burke moved to have Council approve 3.1 to terminate power supply to the municipal hangar.

CARRIED UNANIMOUSLY

9.5 RFD – Valleyview Airport – sale of municipal hangars

New Business  
Resolution #25-01-010

Councillor McCallum moved to have Council approve the sale of the Municipal owned hangars at the Valleyview Municipal Airport with the intent to sell the Town's hangar now and contact the MD of Greenview regarding the sale of the second hangar.

CARRIED UNANIMOUSLY

9.6 Removal of administrative signing authority from Ben Berlinguette effective January 24, 2025.

New Business  
Resolution #25-01-011

Councillor McCallum moved to have Council approve decision 3.1 removing Ben Berlinguette from administrative signing authority effective January 24, 2025.

CARRIED UNANIMOUSLY

9.7 Handicap Entrance at Memorial Hall

New Business  
Resolution #25-01-012

Councillor Burke moved that Town Council have Administration review and report findings of available grants and funding to have the entrances at the Memorial Hall upgraded.

**10. BYLAW**

Bylaw  
Resolution #25-01-013  
10.1 RFD – Proposed Bylaw 2025-1 Municipal Borrowing Bylaw  
Councillor Wittig moved that Town Council gives the first reading of proposed Bylaw 2025-1 Municipal Borrowing Bylaw.  
CARRIED UNANIMOUSLY

Bylaw  
Resolution #25-01-014  
Councillor Burke moved that Town Council gives the second reading of proposed Bylaw 2025-1 Municipal Borrowing Bylaw.  
CARRIED UNANIMOUSLY

Bylaw  
Resolution #25-01-015  
Councillor Slemp moved that Town Council gives the third reading of proposed Bylaw 2025-1 Municipal Borrowing Bylaw.  
CARRIED UNANIMOUSLY

Bylaw  
Resolution #25-01-016  
Councillor Slemp moved that Town Council gives the third & final reading of proposed Bylaw 2025-1 Municipal Borrowing Bylaw.  
CARRIED UNANIMOUSLY

10.2 RFD – Amendment to Municipal Election Criminal Record Check Bylaw #2024-13

Bylaw  
Resolution #25-01-017  
Councillor Burke moved that Town Council gives the first reading of amended Bylaw #2024-13 Municipal Election Criminal Record Check Bylaw.  
CARRIED UNANIMOUSLY

Bylaw  
Resolution #25-01-018  
Councillor McCallum moved that Town Council gives the second reading of amended Bylaw #2024-13 Municipal Election Criminal Record Check Bylaw.  
CARRIED UNANIMOUSLY

Bylaw  
Resolution #25-01-019  
Councillor Wittig moved that Town Council gives the third reading of amended Bylaw #2024-13 Municipal Election Criminal Record Check Bylaw.  
CARRIED UNANIMOUSLY

Bylaw  
Resolution #25-01-020  
Councillor Wittig moved that Town Council gives the third & final reading of amended Bylaw #2024-13 Municipal Election Criminal Record Check Bylaw.  
CARRIED UNANIMOUSLY

**11.CORRESPONDENCE**

Correspondence  
Resolution #25-01-021  
11.1 Hillside Cougars Football Team – Thank you for the generous support this season.

Councillor Wittig moved to accept as information

CARRIED UNANIMOUSLY

11.2 Valleyview Minor Hockey Ice Bears – Hockey Day in Canada Prize Donation.

Correspondence  
Resolution #25-01-022

Councillor McCallum moved to have Council provide a prize donation of a Gift Certificate of 1-hour free ice time.

CARRIED UNANIMOUSLY

**12. CLOSED SESSION**

Closed Session  
Resolution #25-01-023

12.1 Closed Session FOIP 19

Councillor McCallum moved to have Town Council go into Closed Session FOIP 19, at 5:42pm with Council and CAO present.

CARRIED UNANIMOUSLY

In Attendance:  
Madam Chair Steinke  
Councillor Wittig  
Councillor Burke  
Councillor McCallum  
Councillor Boman via Teams  
Councillor Slemp  
CAO Ben Berlinguette

Closed Session  
Resolution #25-01-024

Councillor McCallum moved that Town Council leave Closed Session at 6:18pm.

CARRIED UNANIMOUSLY

Closed Session  
Resolution #25-01-025

Councillor Slemp moved that Town Council accept Pat Brothers as Interim CAO with all the powers of CAO as of January 13, 2024, and direct Administration to obtain an external consultant to advertise externally for a CAO.

CARRIED UNANIMOUSLY

**13. ADJOURNMENT**

Adjournment  
Resolution #25-01-026

Councillor Slemp declared the Monday, January 13, 2025, Regular Council Meeting adjourned at 6:22pm.

CARRIED UNANIMOUSLY

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Mayor, Vern Lymburner

