



TOWN OF VALLEYVIEW
REGULAR COUNCIL MEETING MINUTES
MINUTES 25-18
Monday September 22, 2025
5:00 PM IN THE TOWN OF VALLEYVIEW
COUNCIL CHAMBERS

PRESENT

Mayor

Councillors:

Vern Lymburner
Delwin Slemp
Ken Wittig
Danny McCallum
Tanya Boman via Teams
Samantha Steinke

REGRETS

Councillor:

ADMINISTRATION

Chief Administrative Officer

Director of Corporate Services:

Director of Utilities & Asset Management

Director of Community Services:

Director of Public Works:

Administrative Officer/Recording Secretary:

Jim Fedyk
Kathy McCallum
Carol McCallum
Archie Stewart
Dave Descheneaux
Karen Staples

1. CALL TO ORDER

Call to Order

Mayor Lymburner called the Regular Council Meeting to order at 5:00pm.

2. ACCEPTANCE OF AGENDA (adds & deletes)

Agenda Acceptance
Resolution #25-18-283

2.1 Councillor Steinke moved that Town Council adopt the September 22, 2025, Regular Council Meeting Agenda as presented.

CARRIED

3. ADOPTION OF MINUTES

RCM Minutes
Resolution #25-18-284

3.1 Regular Council Meeting Minutes 25-17 September 8, 2025.

Councillor Wittig moved that Town Council approve the Regular Town Council Meeting Minutes 25-17 dated Monday September 8, 2025, as presented.

CARRIED

3.2 Business arising from Minutes

No Business arising from the minutes

4. PUBLIC HEARINGS

4.1 There are no Public Hearings

5. PRESENTATIONS & DELEGATIONS

5.1 Valleyview Municipal Library Board 2026 Budget presented by Tracie Craig, Tina Caron and Bruce Leslie.

Presentations & Delegations
Resolution #25-18-285

Councillor Wittig moved to accept the Valleyview Municipal Library Board 2026 Budget as information.

CARRIED

6. TOWN OPERATIONAL REPORTS

6.1 There are no Operational Reports

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

7.1 Green View Family and Community Support Services Regular Board Meeting Minutes, Wednesday Jun 18, 2025

7.2 Municipal Planning Commission Minutes June 9, 2025

Committee Reports
Resolution #25-18-286

Councillor McCallum moved that Town Council accept the Committee Reports as presented.

CARRIED

8. OLD BUSINESS

8.1 There is no Old Business

9. New Business

9.1 RFD – ATCO – 2026 Franchise Fee

New Business
Resolution #25-18-287

Councillor McCallum moved that Town Council approve the proposed percentage increase of 1% to the ATCO Franchise Fee for a total of 8%.

5 For 1 Apposed

9.2 RFD – To seek Council approval to move the Organizational Meeting and the first Regular Council Meeting after the election to Monday, November 3, 2025, in order to comply with the MGA requirement that the Organizational Meeting occur within two weeks of the municipal election and ensure that Councillor orientation is completed beforehand.

New Business
Resolution #25-18-288

Councillor Steinke moved that Town Council approve moving the Organizational Meeting and the first Regular Council Meeting of the new term to Monday, November 3, 2025, following the completion of Councillor Orientation on November 1, 2025

CARRIED

9.3 RFD – Library Board Appointments – To decide on the appointment and/or reappointment of trustees to the Valleyview

Municipal Library Board in accordance with the Libraires Act, RSA 2000, c. L-11 and the Town of Valleyview Library Board Bylaw.

New Business
Resolution #25-18-289

Councillor McCallum moved that Town Council appoint Tina Caron and Tracie Craig to the Library Board for staggered one year terms ending October 31, 2026, and Annette McCullough and Bruce Leslie for two year terms ending October 31, 2027, this being the second consecutive term, conditional on the passing of the Municipal Library Board Bylaw at the September 22, 2025 Regular Council Meeting. Administration will advertise for the vacant positions.

CARRIED

9.4 RFD – To seek Councils approval to adopt ADM-25-02, Restricted Reserves Policy, as presented, effective September 22, 2025.

New Business
Resolution #25-18-290

Councillor Wittig moved that Town Council adopt the policy ADM-25-02 as presented as presented.

CARRIED

9.5 RFD – Reserve Transfers and Adjustments in Alignment with Reserve Policy recently adopted Restricted Reserve Fund Policy ADM-25-02.

New Business
Resolution #25-18-291

Councillor Steinke moved that Town Council approve the following reserve transfers, in alignment with the policy ADM 25-02, the Restricted Reserve Policy.

1. Transfer \$100,000 from account 4-00-00-910 (Unrestricted) to 4-00-00-761 (General Operating Reserve)
2. Transfer \$1009.66 from account 4-70-00-471 (Recreation Reserve – to be archived) to 4-70-00-761 (Recreation Operating Reserve).
3. Archive the Recreation Reserve Account 4-70-00-471
4. Archive any outdated or unused reserve accounts.

CARRIED

9.6 RFD – To seek Council's approval to change the date of the October 13, 2025, Council Meeting to Tuesday, October 14, 2025, due to the Thanksgiving Statutory Holiday.

New Business
Resolution #25-18-292

Councillor Wittig moved that Town Council directs Administration to reschedule the October 13, 2025, Regular Council Meeting to October 14, 2025 due to the Thanksgiving Statutory Holiday

CARRIED

10. BYLAW

10.1 RFD – Bylaw #2025-07 Fees and Charges Bylaw – To seek Council's approval of Bylaw #2025-07 Fees and Charges Bylaw, which establishes municipal fees, utility rates, penalties, and related charges for services by the Town of Valleyview.

Bylaw
Resolution #25-18-293

Councillor Wittig moved to give first reading of The Fees and Charges Bylaw #2025-07

CARRIED

Bylaw Resolution #25-18-294 Councillor Steinke moved to give the second reading of The Fees and Charges Bylaw #2025-07
CARRIED

Bylaw Resolution #25-18-295 Councillor Slemp moved to consider the third reading of The of Fees and Charges Bylaw #2025-07.
CARRIED UNANIMOUSLY

Bylaw Resolution #25-18-296 Councillor McCallum moved to give the third and final reading of The Fees and Charges Bylaw #2025-07.
CARRIED

10.2 RFD – Bylaw #2025-16 Amendment #1 to the Cemetery Bylaw – Present Council with an amendment to #2016-02 Cemetery Bylaw, to reflect the cemetery is no longer administered by an Advisory Committee.

Bylaw Resolution #25-18-297 Councillor Steinke moved to give first reading of the Amendment #1 to the Cemetery Bylaw #2025-16
CARRIED

Bylaw Resolution #25-18-298 Councillor Slemp moved to give the second reading of the Amendment #1 to the Cemetery Bylaw #2025-16
CARRIED

Bylaw Resolution #25-18-299 Councillor McCallum moved to consider the third reading of the Amendment #1 to the Cemetery Bylaw #2025-16
CARRIED UNANIMOUSLY

Bylaw Resolution #25-18-300 Councillor Boman moved to give the third and final reading of the Amendment #1 to the Cemetery Bylaw #2025-16
CARRIED

10.3 RFD – Bylaw #2025-17 The Valleyview Municipal Library Board Bylaw – To repeal outdated Bylaw #21-70 (1970) and adopt a modernized Valleyview Municipal Library Board Bylaw that aligns with the Libraries Act, RSA 2000, c. L-11 and current governance practices.

Bylaw Resolution #25-18-301 Councillor Slemp moved to give first reading of The Valleyview Municipal Library Board Bylaw #2025-17.
CARRIED

Bylaw Resolution #25-18-302 Councillor McCallum moved to give the second reading of The Valleyview Municipal Library Board Bylaw #2025-17.
CARRIED

Bylaw Resolution #25-18-303 Councillor Boman moved to consider the third reading of The Valleyview Municipal Library Board Bylaw #2025-17.
CARRIED UNANIMOUSLY

Bylaw
Resolution #25-18-304

Councillor Wittig moved to give the third and final reading of The Valleyview Municipal Library Board Bylaw #2025-17.

CARRIED

10.4 RFD – Bylaw #2025-18 Designated Officers Bylaw – To establish a new Town of Valleyview Designated Officers Bylaw that formally documents the CAO’s authority to appoint designated officers on the behalf of Council, including contracted officers, ensuring legal clarity and consistency with the Municipal government Act (MGA), while replacing the existing Bylaw #2022-09 and the previous Bylaw 2014-10 as it was never repealed.

Bylaw
Resolution #25-18-305

Councillor Boman moved to give first reading of the Designated Officers Bylaw #2025-18.

CARRIED

Bylaw
Resolution #25-18-306

Councillor Wittig moved to give the second reading of the Designated Officers Bylaw #2025-18.

CARRIED

Bylaw
Resolution #25-18-307

Councillor Steinke moved to consider the third reading of the Designated Officers Bylaw #2025-18.

CARRIED UNANIMOUSLY

Bylaw
Resolution #25-18-308

Councillor Slemp moved to give the third and final reading of the Designated Officers Bylaw #2025-18.

CARRIED

11.CORRESPONDENCE

11.1 RCMP K Division Commanding Officer Meeting request

Correspondence
Resolution #25-18-309

Councillor Steinke moved that Town Council accept the RCMP K division as information.

CARRIED

11.2 MD Greenview Reeve or Alternate invitation to attend the Alberta Municipalities 2025 Convention with the Town of Valleyview Council on November 12-14, 2025, in Calgary

Correspondence
Resolution #25-18-310

Councillor Wittig moved that Town Council Accept as information.

CARRIED

11.3 Little Smoky Community Center 60th Anniversary Party Donation

Correspondence
Resolution #25-18-311

Councillor McCallum moved that Town Council accept the Little Smoky Community Center 60th Anniversary party Donation as information and pass it over to the Recreation Board for execution.

CARRIED

11.4 Invitation to the Grand Re-Opening Caribou Child & Youth Centre October 21, 2025.

Correspondence
Resolution #25-18-312

Councillor McCallum moved that Town Council accept the invitation as information.

CARRIED

12. CLOSED SESSION

12.1 FOIP

Closed Session
Resolution #25-18-313

Councillor Wittig moved that Town Council move into Closed Session at 5:55pm.

CARRIED

Attendance:
CAO Jim Fedyk
Mayor Vern Lymburner
Councillor Danny McCallum
Councillor Ken Wittig
Councillor Delwin Slemp
Councillor Samantha Steinke
Councillor Tanya Boman
Director of Corporate Services Kathy McCallum

Closed Session
Resolution #25-18-314

Councillor Wittig moved that Town Council reconvene in Open Session at 6:46pm.

CARRIED

Closed Session
Resolution #25-18-315

Councillor McCallum moved that Town Council have Administration take alternate options to Northern Gateway public Schools to address conditions imposed by the MPC.


CARRIED

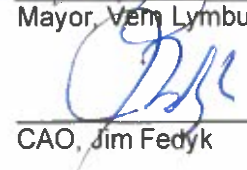
13. ADJOURNMENT

Adjournment
Resolution #25-18-316

Councillor Slemp moved the Monday, September 22, 2025, Regular Council Meeting adjourned at 6:48pm.

CARRIED



Mayor, Vern Lymburner


CAO, Jim Fedyk