

**AGENDA – revised 13Jan17**  
REGULAR MEETING  
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW  
In the Province of Alberta, held on Tuesday, January 17, 2017 at  
Village of Longview Community Hall Commencing at 7:00 p.m.

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**1.0 CALL TO ORDER**

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**2.0 AGENDA**

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**3.0 DELEGATIONS**

3.1 Fire Chief Jim Smith – Fire Dept Update

3.2 Rick Smith – Update on Branding

*A request to attend a Council meeting or have a topic discussed at a Council meeting must be received by the Village of Longview administration no later than 3:00 p.m. on a business day at least five (5) days immediately preceding the meeting at which it is to be presented.*

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**4.0 CORRESPONDENCE FROM RESIDENTS**

4.1 Longview Youth Group

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**5.0 PUBLIC DISCUSSION**

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**6.0 MINUTES**

6.1 Regular Meeting – December 20 2016

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**7.0 REPORTS**

7.1 CAO Report

7.2 Peace Officer Report – statistics November & December 2016

7.3 Council Reports

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**8.0 FINANCIAL**

8.1 Bank Reconciliation – December 31, 2016

8.2 Budget Variance Report – Operating – December 31 2016 pre-audit

8.3 Budget Variance Report – Capital – December 31 2016 pre-audit

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**9.0 BUSINESS**

9.1 Snow Removal Policy

9.2 Patrol Vehicle Purchase - tentative

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**10.0 BYLAWS**

10.1 Bylaw 389-16 Council Composition Bylaw

10.2 Bylaw 393-17 Tax Instalment Payment Plan

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**11.0 CORRESPONDENCE**

11.1 Alberta Electoral Boundaries Commission

11.2 Alberta Seniors and Housing

11.3 Westwinds Communities

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**12.0 IN-CAMERA** - Administration has no items for In-Camera discussion

*Section 197(2) of the Municipal Government Act specifies that a council may close all or part of a meeting to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of FOIPP. The exceptions include matters where disclosures could be harmful to personal privacy, individual or public safety, law enforcement, intergovernmental relations, or economic or other interests. No bylaw or resolution can be passed at an in-camera meeting except a resolution to revert to the council meeting in public or to recess.*

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**13.0 ADJOURNMENT**

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Longview Youth Group  
Longview, Alberta  
T0L 1H0

Dec 1, 2016

Longview and District Recreation Board  
C/O Village of Longview  
Longview, Alberta  
T0L 1H0

Dear Council and Recreation Board,

The Longview Youth Group has activities planned for youth for the upcoming year. We have appreciated funding from your board in the past and have put it to good use last year. We used the funding for the following projects and activities:

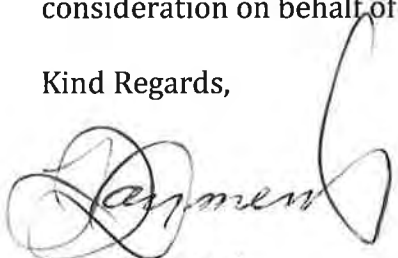
1. Insurance cost for programming.
2. Ski Trip
3. Laser Tag schools out blast.
4. FAC course for youth.
5. Gym rental at school
6. Archery nights
7. Games nights including Mission Impossible at the Dayments
8. Hunter Training
9. Corn Maze at Indus
10. Hunters Education
11. Grand Prix

The Longview youth group participates in fundraising and community service throughout the year. We are thankful for all the projects that we were able to participate in. It is exciting to be repeating some projects and adding some new ones.

1. First Aid Course
2. Archery night at Flys Etc.

We respectfully request funding for \$4000.00 for support that could be used for existing and new planned programming. I would like to thank you all for your consideration on behalf of Longview Youth.

Kind Regards,



Larry Dayment  
Treasurer

MINUTES OF THE REGULAR MEETING  
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW  
In the Province of Alberta, held on Tuesday, December 20, 2016 in  
the Longview Community Hall commencing at 7:00 p.m.

**PRESENT**

Mayor Kathie Wight  
Deputy Mayor Carole MacLeod  
Councillor Cliff Ayrey  
Interim Chief Administrative Officer Leslie Fitzgerald  
Interim Assistant Chief Administrative Officer Johanna Kortenschyl-Allan

**CALL TO ORDER**

Mayor Wight called the meeting to order at 7:00 p.m.

**AGENDA**

Mayor Wight asked that the agenda be amended by adding item 12.0 In Camera – Personnel, and moving the Public Delegation before the Public Discussion to accommodate Councillor Goodwin, Town of Black Diamond.

Resolution 256-16

**MOVED** by Councillor Ayrey that the agenda be adopted as amended.  
**CARRIED**

**DELEGATION**

Black Diamond Councillor Ruth Goodwin provided information on the ONIT transportation bus pilot project between Turner Valley, Black Diamond, Okotoks, Calgary and High River.

**PUBLIC DISCUSSION**

Mayor Wight opened the Public Discussion.

There were questions from Longview and Area Seniors Club regarding the 2016 FCSS grant allocations and the time limit for the 2016 funds to be spent. Administration and the FCSS liaison will review the agreement and contact the Club. There was discussion regarding the FCSS funding model for the Village of Longview.

There were questions regarding why the procedure for the Tax Instalment Payment Plan had changed, by requiring 12 post-dated cheques in January. CAO Fitzgerald explained that Administration is following the TIPP bylaw as written, and recommended that the bylaw be amended at the January meeting.

TIPP Bylaw  
Amendment  
Resolution 257-16

**MOVED** by Councillor Ayrey that Administration be directed to provide a bylaw in January 2017 changing the Tax Instalment Payment Plan to 6 post-dated cheques based on the previous year's levy and 6 cheques that include the current years levy.

**CARRIED**

There was discussion regarding the supply and location of First Aid kits for the Community Hall.

**MINUTES**  
Resolution 258-16

**MOVED** by Councillor Ayrey that the Minutes of the Regular Meeting of October 18, 2016, the Minutes of the Special Meeting Of November 9, 2016, the Minutes of the Regular Meeting of November 15, 2016, the Minutes of the Special Meeting Of November 30, 2016, and the Minutes of the Special Meeting Of December 1, 2016 be adopted as presented.

**CARRIED**

MINUTES OF THE REGULAR MEETING  
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW  
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the Longview Community Hall commencing at 7:00 p.m.

**REPORTS**

CAO Report

CAO Fitzgerald provided a verbal report to Council.

Peace Officer Report

Mayor Wight presented the Peace Officer Report.

Council Reports

Council Ayrey reported that FRESC will be discussing the dispatching service delivery as AHS has announced it will be providing the service going forward. The City Calgary will maintain its' dispatch centre.

Councillor MacLeod reported on:

D.A.R.E. graduation for Grade 5 and 6 Tea at the school, details are on the website.

There was no EDC meeting as the group is working on rebranding.

LNYD is looking for volunteers.

There are still glitches with the Everbridge system. Residents are encouraged to go to the website to edit the notification contacts in their own profile.

There continue to be challenges in providing Broadband access to rural communities. Fibre optic lines are prohibitively expensive for an individual municipality.

The Village is continuing to search for a volunteer Deputy Director of Disaster Services.

Mayor Wight reported on:

Westwinds Communities will continue work on the Medicine Tree Manor until February 28, 2017. The Foundation needs the insurance payout to continue work after that date.

The Library has sent the 2017 Plan of Services to Municipal Affairs.

The Town of Black Diamond provides governance for SRRUC, and the Village will continue to send a representative to these meetings.

Resolution 259-16

**MOVED** by Councillor MacLeod that the CAO, Peace Officer and Council Reports be accepted as presented.

**CARRIED**

**FINANCIAL  
REPORTS**

Resolution 260-16

**MOVED** by Mayor Wight that the Bank Reconciliation from November 30, 2016 be accepted as presented.

**CARRIED**

**BUSINESS**

LNYD Association  
Request for Funding  
Resolution 261-16

**MOVED** by Councillor Ayrey that the Village of Longview grant \$10,000 to the Little New York Daze Association for the "Powwows, Pioneers and Pipelines. We Celebrate 150 Years Together!" event; with the condition that the Association report on the event to Council before December 31, 2017.

**CARRIED**

2017 Interim Budget  
Resolution 262-16

**MOVED** by Mayor MacLeod that Council adopt the 2016 Budget as the 2017 Interim Budget.

**CARRIED**

MINUTES OF THE REGULAR MEETING  
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Holiday Days In Lieu  
Resolution 263-16

**MOVED** by Mayor MacLeod that Council designate December 27, 2016 be as day in lieu of Christmas Day; and that January 2, 2017 be designated as day in lieu of New Year's Day.

**CARRIED**

**BYLAWS**  
**Bylaw 389-16**

ACAO Kortenschyl-Allan provided an update on Bylaw 389-16.

**Bylaw 391-16**

Being a bylaw for the appointment of the Interim Chief Administrative Officer for the Village of Longview.

Resolution 264-16

**MOVED** by Councillor MacLeod that Bylaw 391-16 being the Appointment of the Interim Chief Administrative Officer for the Village of Longview receive first reading.

**CARRIED**

Resolution 265-16

**MOVED** by Councillor Ayrey that Bylaw 391-16 being the Appointment of the Interim Chief Administrative Officer for the Village of Longview receive second reading.

**CARRIED**

Resolution 266-16

**MOVED** by Councillor Ayrey that Bylaw 391-16 being the Appointment of the Interim Chief Administrative Officer for the Village of Longview be receive three readings at this meeting.

**CARRIED UNANIMOUSLY**

Resolution 267-16

**MOVED** by Mayor Wight that Bylaw 391-16 being the Appointment of the Interim Chief Administrative Officer for the Village of Longview receive third and final reading.

**CARRIED**

**Bylaw 392-16**

Being a bylaw for the appointment of the Interim Development Officer for the Village of Longview.

Resolution 268-16

**MOVED** by Councillor MacLeod that Bylaw 392-16 being the Appointment of the Interim Development Officer for the Village of Longview receive first reading.

**CARRIED**

Resolution 269-16

**MOVED** by Councillor Ayrey that Bylaw 392-16 being the Appointment of the Interim Development Officer for the Village of Longview receive second reading.

**CARRIED**

Resolution 270-16

**MOVED** by Councillor MacLeod that Bylaw 392-16 being the Appointment of the Interim Development Officer for the Village of Longview be given three readings at this meeting.

**CARRIED UNANIMOUSLY**

MINUTES OF THE REGULAR MEETING  
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Resolution 271-16

**MOVED** by Mayor Wight that Bylaw 392-16 being the Appointment of the Interim Development Officer for the Village of Longview receive third and final reading.

**CARRIED**

**GENERAL  
CORRESPONDENCE**

CAO Fitzgerald gave a verbal report on the following correspondence:

1. Longview and Area Seniors Club
2. MSI – 2017 funding
3. Municipal Affairs – Appointment of CAO to determine petition sufficiency
4. Municipal Affairs – Linear Property Tax

**IN CAMERA**  
Resolution 272-16

**MOVED** by Councillor Ayrey to go In Camera at 8:03 p.m. to discuss a personnel item.

**CARRIED**

Resolution 273-16

**MOVED** by Councillor Ayrey to come Out of Camera at 8:26 p.m.

**CARRIED**

**ADJOURNMENT**

Mayor Wight adjourned the meeting at 8:26 p.m.

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Mayor

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Chief Administrative Officer



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**VILLAGE OF LONGVIEW  
CAO REPORT TO COUNCIL**

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TO: Council  
FROM: Leslie Fitzgerald, CLGM  
SUBJECT: Regular Council Meeting Report  
DATE: January 11, 2017

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**Disaster Recovery Program:**

ACAO Kortenschyl-Allan has completed the interim reporting for the three Disaster Recovery Program projects. Administration will confirm the final reporting due date.

**Financial Reporting:**

With the assistance of the MDF IT Department, I was able to get access to the financial reporting spreadsheets used by my predecessor. These spreadsheets are a work of art; I highly commend CAO McGonigle for their development and use. It will take me dedicated time to fully understand and use them effectively.

**Safety Codes Uniform Quality Management Plan:**

The Village has received stand-alone accreditation in the Building, Electrical, Gas and Plumbing disciplines from the Safety Codes Council. The Village contracts with Superior Safety Codes for safety codes compliance.

**Longview Waterworks System – Approval to Operate:**

We have received notice that the waterworks licence to operate expires June 1, 2017. I have instructed MPE Engineering to apply for the new approval.

**Water Treatment Plant Upgrade Project - Phase 2:**

A representative of the Small Communities Fund (SCF) has advised that the funds allocated to the WTP Upgrade Project Phase 2 cannot be re-allocated to a different project.

**FCSS:**

ACAO Kortenschyl-Allan will have the FCSS applications out on January 17, 2017. All funds allocated last year were spent by the deadline, so there is no need to request an extension.

**PW Truck & Snowplow:**

ACAO Kortenschyl-Allan arranged for a couple of experienced volunteers to meet with PW Caumartin to determine why the snowplow blade was not operating as expected. PW Caumartin was correct in determining that the problem was all four truck tires are the wrong size. The ACAO is reviewing the quotes for new tires at the time this report was written.

**MRF GIS Cloud Project:**

ACAO Kortenschyl-Allan and I will be speaking with the MRF representative before the Council meeting. As ACAO Kortenschyl-Allan has extensive education and experience in GIS systems she will bring any concerns forward.

**Action List:**

The ACAO and I have started the following list with recommended / legislated deadlines to assist the future CAO. We intend to have the updated list included in each future CAO report. Council is welcome to recommend additions to the list.

Future Projects / Tasks:

MRF GIS Cloud Project start	31Jan17
2016 Audit	21-23Feb17
IT inventory and hand-over preparation	Before 28Feb17
Infrastructure Management Plan finalization	31Mar17
2017 Budget	30Apr17
General Election – Foothills School Division Agreement	01May17
MSI grant reporting	01May17
GTF grant reporting	01May17
Waterworks System Approval	01Jun17
Disaster Recovery Program Final Reporting	To be determined
Policy Manual Update	

Additional:

CAO December hours	42.5
ACAO December hours	34



Village of Longview Patrol Division

**Report to Council – November**

Stats are compiled from the month of November.

Tickets Issued	Face value	Highest speed(s) clocked	Other violations	Expected return
23	\$7809	115 km/hr-70 110 km/hr-70 99 km/hr-70  110 km/hr-50 100 km/hr-50 x4 99 km/hr-50  120 km/hr-30 59 km/hr-30 55 km/hr-30 51 km/hr -30 47 km/hr-30 46 km/hr-30 45 km/hr-30 43 km/hr-30	Operate MV without DL \$310  3 unregistered MV @ \$310  Fail to obey traffic control device: \$233  Operate cell while operating MV: \$287  Mandatory Court for 90 km OVER in the school zone.	\$4685.40

Other Events:

Lighter Traffic Volumes

Sick Days used to cover back injury.

1 Vehicle breakdowns Requiring Tow to Fired Up Automotive.

Attended House Fire with Foothills Fire Station 1

Village of Longview Patrol Division

**Report to Council – November**

Stats are compiled from the month of November.

Tickets Issued	Face value	Highest speed(s) clocked	Other violations	Expected return
25	\$7986	132 km/hr-70 120 km/hr-70 115 km/hr-70 113 km/hr-70 112 km/hr-70  88 km/hr-50 85 km/hr-50 92 km/hr-50 x2 70 km/hr-50  63 km/hr-30 59 km/hr-30 56 km/hr-30 47 km/hr-30 46 km/hr-30 45 km/hr-30	Operate MV without DL \$310  5 unregistered MV @ \$310  Fail to obey traffic control device: \$233  Fail to provide valid insurance card:\$287  Operate cell while operating MV: \$287  Pass Emergency vehicle with overhead activated at 96/60: \$618  Mandatory Court for 132/70	\$4791.60

Other Events:

Turner Valley New Years Eve fireworks.

JFO Check stops and Enforcement on hwy 22

**VILLAGE OF LONGVIEW  
BANK RECONCILIATION  
December 31, 2016**

**General Ledger**

Balance at November 30, 2016		<u>\$1,174,565.27</u>
Plus: Revenue	\$47,513.09	
Less: Expenses	(\$127,234.60)	
<b>Balance at December 31, 2016</b>		<u><b>\$1,094,843.76</b></u>

**RBC General Bank Account**

Balance		<u>\$1,103,555.79</u>
Less: Outstanding Cheques	(\$17,209.66)	
Moneris	(\$96.75)	
Plus: Outstanding Deposit	\$8,594.38	
<b>Balance at December 31, 2016</b>		<u><b>\$1,094,843.76</b></u>

**Other Accounts**

RBC Recreation Committee Account		\$1,599.50
RBC GIC - Development Deposit		\$59,254.42
RBC Operating Line of Credit		\$0.00
ING Savings Account		\$0.00
<b>Total Cash on Deposit as of</b>	<b>December 31, 2016</b>	<u><b>\$1,155,697.68</b></u>



## Village of Longview Operating - Budget Variance

For Year Ending December 31, 2016 Pre-Audit

1/10/2017 15:55

		2016 Budget	2016 Actual	Percent % Variance	Comments
1-00-00-00-111	Taxes - M&E	\$ (8,817.00)	\$ (8,758.17)	99%	
1-00-00-00-112	Taxes - Linear	\$ (23,390.00)	\$ (22,678.28)	97%	
1-00-00-00-113	Taxes - Residential	\$ (211,506.00)	\$ (213,314.88)	101%	
1-00-00-00-114	Taxes - Non-Residential	\$ (76,164.00)	\$ (77,489.16)	102%	
1-00-00-00-510	Property Tax Penalty	\$ (5,030.00)	\$ (1,963.22)	39%	
1-00-00-00-540	Concession & Franchise	\$ (50,314.00)	\$ (56,714.61)	113%	
1-00-00-00-550	Return on Investment	\$ (2,031.00)	\$ (10,939.51)	539%	Interest Earned on Grant Monies to be transferred to Deferred Revenue
1-00-00-00-741	Taxes - Education Separate	\$ (3,209.00)	\$ (3,144.85)	98%	
1-00-00-00-742	Taxes - Education Public	\$ (124,560.00)	\$ (124,624.98)	100%	
1-00-00-00-750	Taxes - Foothills Foundation	\$ (6,567.00)	\$ (6,501.05)	99%	
<b>Total General Administration Revenue</b>		<b>\$ (511,588.00)</b>	<b>\$ (526,128.71)</b>	<b>103%</b>	
2-00-00-00-741	Requisition - Education Separate	\$ 3,209.00	\$ -	0%	Administration checking on payment of Separate School Requisition
2-00-00-00-742	Requisition - Education Public	\$ 124,560.00	\$ 93,420.31	75%	Requisition is direct withdrawal on 31Dec16
2-00-00-00-750	Requisition - Foothills Foundation	\$ 6,567.00	\$ 6,486.22	99%	
2-00-00-00-760	Requisition - FRESC	\$ 2,362.00	\$ 2,336.28	99%	
<b>Total General Administration Expenses</b>		<b>\$ 136,698.00</b>	<b>\$ 102,242.81</b>	<b>75%</b>	
<b>Net General Administration</b>		<b>\$ (374,890.00)</b>	<b>\$ (423,885.90)</b>	<b>113%</b>	
		2016 Budget	2016 Actual	Percent % Variance	Comments
1-11-14-00-920	Transferred from Operating Reserves	\$ -	\$ (11,848.71)	100%	
<b>Total Legislative Revenue</b>		<b>\$ -</b>	<b>\$ (11,848.71)</b>	<b>100%</b>	
2-11-00-00-120	Conventions & Seminars	\$ 2,500.00	\$ 864.31	35%	
2-11-00-00-131	WCB - Council	\$ -	\$ -	100%	Annual WCB to be reallocated pre-audit
2-11-00-00-151	Meeting Fees	\$ 17,000.00	\$ 12,385.00	73%	Council, Please submit your all of your 2016 expenses
2-11-00-00-211	Mileage & Subsistence	\$ 2,000.00	\$ 1,637.34	82%	
2-11-00-00-274	Insurance	\$ 170.00	\$ -	0%	Insurance to be reallocated pre-audit
2-11-14-00-510	Memorial Garden - Goods & Services	\$ -	\$ 2,172.16	100%	
2-11-00-00-764	Transfer to Reserves	\$ -	\$ -	100%	
<b>Total Legislative Expenses</b>		<b>\$ 21,670.00</b>	<b>\$ 17,058.81</b>	<b>79%</b>	
<b>Net Legislative</b>		<b>\$ 21,670.00</b>	<b>\$ 5,210.10</b>	<b>24%</b>	



## Village of Longview Operating - Budget Variance

For Year Ending December 31, 2016 Pre-Audit

1/10/2017 15:55

		2016 Budget	2016 Actual	Percent % Variance	Comments
<b>Total Operation Administration Revenue</b>		<b>\$ (26,326.00)</b>	<b>\$ (34,206.70)</b>	<b>130%</b>	
2-12-00-00-110	Salaries & Wages - Admin	\$ 78,064.00	\$ 89,601.10	115%	Includes unbudgeted employment payout
2-12-00-00-130	Employer Benefits - Admin	\$ 3,723.00	\$ 2,856.32	77%	
2-12-00-00-131	WCB	\$ 1,520.00	\$ 2,518.85	166%	To be reallocated through functions pre-audit
2-12-00-00-132	Employer CPP - Admin	\$ 2,237.00	\$ 3,077.54	138%	
2-12-00-00-133	Employer EI - Admin	\$ 1,841.00	\$ 2,319.03	126%	
2-12-00-00-150	Contract Services	\$ 3,535.00	\$ 3,111.67	88%	
2-12-00-00-151	Administration Contract	\$ 60,426.00	\$ 39,519.30	65%	MD of Foothills No. 31
2-12-00-00-211	Mileage & Subsistence	\$ 1,532.00	\$ 390.61	25%	
2-12-00-00-215	Freight & Postage	\$ 2,257.00	\$ 338.23	15%	
2-12-00-00-216	Telephone	\$ 4,500.00	\$ 3,988.90	89%	
2-12-00-00-217	Cell Phone	\$ 880.00	\$ 1,069.80	122%	
2-12-00-00-220	Advertising & Printing	\$ 2,413.00	\$ 1,955.76	81%	
2-12-00-00-221	Promotions & Public Relations	\$ 2,569.00	\$ 2,896.17	113%	
2-12-00-00-222	Economic Development	\$ -	\$ 3,965.00	100%	
2-12-00-00-230	Professional Services	\$ 70,681.00	\$ 44,847.61	63%	
2-12-00-00-231	Tax recover expense	\$ -	\$ 111.60	100%	
2-12-00-00-234	Training & Education	\$ 1,400.00	\$ 1,395.00	100%	
2-12-00-00-240	Conventions & Memberships	\$ 1,441.00	\$ 1,341.41	93%	
2-12-00-00-250	Repairs & Maintenance	\$ 2,503.00	\$ 5,185.51	207%	
2-12-00-00-274	Insurance	\$ 9,385.00	\$ 9,739.16	104%	
2-12-00-00-275	2014 Insurance	\$ -	\$ -	100%	
2-12-00-00-510	Office Goods & Services	\$ 3,065.00	\$ 3,967.02	129%	
2-12-00-00-511	Computer Hardware & Software	\$ 4,527.00	\$ 3,865.54	85%	
2-12-00-00-512	Office Equipment	\$ -	\$ 719.85	100%	
2-12-00-00-513	Equipment contract	\$ 6,915.00	\$ 6,358.65	92%	
2-12-00-00-540	Utilities	\$ 2,334.00	\$ 2,254.74	97%	
2-12-00-00-552	Beautification	\$ 499.00	\$ 259.36	52%	
2-12-00-00-599	Donations	\$ 252.00	\$ 1,850.00	734%	
2-12-00-00-810	Bank charges	\$ 2,208.00	\$ 244.49	11%	
2-12-00-00-811	Service fees	\$ -	\$ 2,280.21	100%	Administration to look into posting error
2-12-00-00-815	Tax/Utility Write-off	\$ -	\$ 112.50	100%	



## Village of Longview Operating - Budget Variance

For Year Ending December 31, 2016 Pre-Audit

1/10/2017 15:55

		2016 Budget	2016 Actual	Percent % Variance	Comments
2-12-00-00-00-990	Miscellaneous	\$ -	\$ (0.00)	100%	Unexpected expense (server room door), purchase of telephones
2-12-00-00-00-996	Contingency Allowance	\$ -	\$ -	100%	
<b>Total Operation Administration Expenses</b>		<b>\$ 270,707.00</b>	<b>\$ 242,140.93</b>	<b>89%</b>	
<b>Net Operation Administration</b>		<b>\$ 244,381.00</b>	<b>\$ 207,934.23</b>	<b>85%</b>	
		2016 Budget	2016 Actual	Percent % Variance	Comments
1-21-00-00-00-410	Fines	\$ (40,154.00)	\$ (21,117.00)	53%	\$15,216.00 misapplied by Sol Gen to province. Request sent for payment. Figure s/b be \$23,661.00 to end of August.
1-21-00-00-00-510	General Income	\$ -	\$ -	100%	
1-26-00-00-00-510	Animal control fines	\$ -	\$ -	100%	
1-26-00-00-00-525	Animal Licences	\$ (1,328.00)	\$ (1,132.00)	85%	
<b>Total Protective Services Revenue</b>		<b>\$ (41,482.00)</b>	<b>\$ (22,249.00)</b>	<b>54%</b>	
<b>Total Protective Services Expenses</b>		<b>\$ 76,968.00</b>	<b>\$ 71,718.28</b>	<b>93%</b>	
<b>Net Protective Services</b>		<b>\$ 35,486.00</b>	<b>\$ 49,469.28</b>	<b>139%</b>	
<b>Total Emergency Services Revenue</b>		<b>\$ -</b>	<b>\$ -</b>	<b>100%</b>	
2-24-00-00-00-150	Emergency Mngt Honourariums	\$ 250.00	\$ -	0%	Honorariums to be paid pre-audit
2-24-00-00-00-230	FRECS - Alert System	\$ -	\$ 295.31	100%	
<b>Total Emergency Services Expenses</b>		<b>\$ 250.00</b>	<b>\$ 295.31</b>	<b>118%</b>	
<b>Net Emergency Services</b>		<b>\$ 250.00</b>	<b>\$ 295.31</b>	<b>118%</b>	



## Village of Longview Operating - Budget Variance

For Year Ending December 31, 2016 Pre-Audit

1/10/2017 15:55

		2016 Budget	2016 Actual	Percent % Variance	Comments
1-31-00-00-00-920	Transfer from Reserves	\$ -	\$ -	100%	
<b>Total Common Services Revenue</b>		<b>\$ -</b>	<b>\$ -</b>	<b>100%</b>	
2-31-00-00-00-110	Salaries & Wages - Common	\$ 40,878.00	\$ 44,578.96	109%	
2-31-00-00-00-130	Employer Benefits Common	\$ 1,453.00	\$ 1,572.43	108%	
2-31-00-00-00-132	Employer CPP Common	\$ 1,869.00	\$ 2,057.57	110%	
2-31-00-00-00-133	Employer EI Common	\$ 1,086.00	\$ 1,186.17	109%	
2-31-00-00-00-134	Employer WCB	\$ -	\$ -	100%	
2-31-00-00-00-150	Contract Services	\$ -	\$ -	100%	
2-31-00-00-00-211	Mileage, Subsistence	\$ 780.00	\$ -	0%	
2-31-00-00-00-217	Cell Phone Allowance	\$ 722.00	\$ 780.00	108%	
2-31-00-00-00-252	Repairs & Maintenance	\$ 618.00	\$ 5,805.38	939%	Posting error?
2-31-00-00-00-274	Insurance	\$ 1,859.00	\$ -	0%	Insurance to be re-allocated pre-audit
2-31-00-00-00-510	Goods, services	\$ 507.00	\$ 159.67	31%	
2-31-00-00-00-511	Tools	\$ -	\$ -	100%	
2-31-00-00-00-521	Vehicle & Equipment Expenses	\$ 2,338.00	\$ 3,287.37	141%	
2-31-00-00-00-540	Shop power	\$ 2,356.00	\$ 2,316.92	98%	
2-31-00-00-00-650	Amoritzation - Vehicles	\$ -	\$ -	100%	
2-31-00-00-00-762	Contribute to Capital	\$ 5,000.00	\$ 4,986.25	100%	
<b>Total Common Services Expenses</b>		<b>\$ 59,466.00</b>	<b>\$ 66,730.72</b>	<b>112%</b>	
<b>Net Common Services</b>		<b>\$ 59,466.00</b>	<b>\$ 66,730.72</b>	<b>112%</b>	
1-32-00-00-00-110	Street Light Billing	\$ (13,757.00)	\$ (13,539.43)	98%	Recommend increase rates to cover in 2017
<b>Total Public Works Revenue</b>		<b>\$ (13,757.00)</b>	<b>\$ (13,539.43)</b>	<b>98%</b>	
2-32-00-00-00-510	Goods, services	\$ -	\$ 238.46	100%	????
2-32-00-00-00-541	Street lights	\$ 17,395.00	\$ 14,688.78	84%	
<b>Total Public Works Expenses</b>		<b>\$ 17,395.00</b>	<b>\$ 14,927.24</b>	<b>86%</b>	
<b>Net Public Works</b>		<b>\$ 3,638.00</b>	<b>\$ 1,387.81</b>	<b>38%</b>	



**Village of Longview**  
**Operating - Budget Variance**  
**For Year Ending December 31, 2016 Pre-Audit**

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		2016 Budget	2016 Actual	Percent % Variance	Comments
1-41-00-00-00-150	Contract services	\$ -	\$ (9,883.00)	100% ?????	
1-41-00-00-00-410	Water Billing	\$ (94,753.00)	\$ (88,697.97)	94%	
1-41-00-00-00-411	Sale of Bulk Water	\$ (23,517.00)	\$ (16,826.06)	72%	
1-41-00-00-00-412	Other Water Charges	\$ -	\$ -	100%	
1-41-00-00-00-413	Sale of Water Meters	\$ -	\$ (650.00)	100%	
1-41-00-00-00-510	Penalty	\$ (2,266.00)	\$ (1,865.50)	82%	
<b>Total Water Service Revenue</b>		<b>\$ (120,536.00)</b>	<b>\$ (117,922.53)</b>	<b>98%</b>	
2-41-00-00-00-110	Salaries, wages Water	\$ -	\$ -	100%	
2-41-00-00-00-150	Contract Services	\$ 52,238.00	\$ 38,528.79	74%	
2-41-00-00-00-216	Telephone	\$ 1,055.00	\$ 913.91	87%	
2-41-00-00-00-217	Controls	\$ 4,904.00	\$ 4,755.90	97%	
2-41-00-00-00-230	Professional Services	\$ -	\$ 1,814.25	100% ????	
2-41-00-00-00-242	Testing	\$ 5,351.00	\$ 5,254.07	98%	
2-41-00-00-00-250	Repairs, maintenance	\$ 11,621.00	\$ 2,798.76	24%	
2-41-00-00-00-261	Reservoir Easement (Gallup)	\$ 700.00	\$ 700.00	100%	
2-41-00-00-00-274	Insurance	\$ 4,360.00	\$ -	0%	Insurance to be reallocated pre-audit
2-41-00-00-00-411	Bulk Water Station	\$ 3,672.00	\$ 737.06	20%	
2-41-00-00-00-510	Goods, supplies	\$ 8,436.00	\$ 5,723.76	68%	
2-41-00-00-00-530	Water meters & reader	\$ 1,111.00	\$ 2,908.56	262%	
2-41-00-00-00-540	Utilities	\$ 8,818.00	\$ 8,745.04	99%	
2-41-00-00-00-762	Contribute to Capital	\$ 7,754.00	\$ -	0%	Journal Entry pre-audit
2-41-00-00-00-764	Transfer to Reserves	\$ -	\$ -	100%	
<b>Total Water Service Expenses</b>		<b>\$ 110,020.00</b>	<b>\$ 72,880.10</b>	<b>66%</b>	
<b>Net Water Service</b>		<b>\$ (10,516.00)</b>	<b>\$ (45,042.43)</b>	<b>428%</b>	
1-42-00-00-00-410	Sewer Billing	\$ (24,928.00)	\$ (24,009.77)	96%	
1-42-00-00-00-420	Improvement Levy	\$ (41,789.00)	\$ (41,376.00)	99%	
1-42-00-00-00-540	Lease Revenue	\$ (8,729.00)	\$ (5,955.00)	68%	
1-42-00-00-00-840	Prov Cond'l Grant	\$ -	\$ -	100%	
<b>Total Sewage Service Revenue</b>		<b>\$ (75,446.00)</b>	<b>\$ (71,340.77)</b>	<b>95%</b>	





## Village of Longview Operating - Budget Variance

For Year Ending December 31, 2016 Pre-Audit

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		2016 Budget	2016 Actual	Percent % Variance	Comments
2-42-00-00-00-150	Contract Services	\$ 12,811.00	\$ 12,842.94	100%	
2-42-00-00-00-216	Telephone	\$ -	\$ -	100%	
2-42-00-00-00-217	Alarm cell phone	\$ 1,308.00	\$ 1,188.00	91%	
2-42-00-00-00-230	Professional services	\$ -	\$ 366.75	100%	
2-42-00-00-00-250	Repairs, maintenance	\$ 8,650.00	\$ 3,774.60	44%	
2-42-00-00-00-274	Insurance	\$ 154.00	\$ -	0%	Insurance reallocation pre-audit
2-42-00-00-00-510	Goods, supplies	\$ 200.00	\$ 35.00	18%	
2-42-00-00-00-520	Equipment	\$ 2,864.00	\$ -	0%	
2-42-00-00-00-540	Utilities	\$ 6,012.00	\$ 5,730.20	95%	
2-42-00-00-00-764	Transfer to Reserves	\$ 23,630.00	\$ -	0%	Journal Entry pre-audit
2-42-00-00-00-831	Debenture Interest Payment	\$ 26,630.00	\$ 14,598.36	55%	Debenture payment automatic withdrawal December 31st
2-42-00-00-00-832	Debenture Principal Payment	\$ 21,329.00	\$ 10,553.74	49%	Debenture payment automatic withdrawal December 31st
<b>Total Sewage Service Expenses</b>		<b>\$ 103,588.00</b>	<b>\$ 49,089.59</b>	<b>47%</b>	
<b>Net Sewage Service</b>		<b>\$ 28,142.00</b>	<b>\$ (22,251.18)</b>	<b>-79%</b>	

		2016 Budget	2016 Actual	Percent % Variance	Comments
1-43-00-00-00-410	Solid Waste Billing	\$ (18,644.00)	\$ (17,919.07)	96%	Recommend rate review for 2017
1-43-00-00-00-510	Cleanup Charges	\$ -	\$ (70.00)	100%	????
<b>Total Solid Waste Disposal Service Revenue</b>		<b>\$ (18,644.00)</b>	<b>\$ (17,989.07)</b>	<b>96%</b>	
2-43-00-00-00-270	Solid Waste Expense	\$ 5,205.00	\$ 4,502.00	86%	
2-43-00-00-00-350	Solid Waste Contract Services	\$ 1,060.00	\$ 1,899.48	179%	
<b>Total Solid Waste Disposal Service Expenses</b>		<b>\$ 6,265.00</b>	<b>\$ 6,401.48</b>	<b>102%</b>	
<b>Net Solid Waste Disposal Service</b>		<b>\$ (12,379.00)</b>	<b>\$ (11,587.59)</b>	<b>94%</b>	



**Village of Longview**  
**Operating - Budget Variance**  
**For Year Ending December 31, 2016 Pre-Audit**

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	2016 Budget	2016 Actual	Percent % Variance	Comments
<b>Total Water Service Revenue</b>	\$ (120,536.00)	\$ (117,922.53)	98%	
<b>Total Sewage Service Revenue</b>	\$ (75,446.00)	\$ (71,340.77)	95%	
<b>Total Solid Waste Disposal Service Revenue</b>	\$ (18,644.00)	\$ (17,989.07)	96%	
<b>Total Utility Service Revenues</b>	\$ (214,626.00)	\$ (207,252.37)	97%	
<b>Total Water Service Expenses</b>	\$ 110,020.00	\$ 72,880.10	66%	
<b>Total Sewage Service Expenses</b>	\$ 103,588.00	\$ 49,089.59	47%	
<b>Total Solid Waste Disposal Service Expenses</b>	\$ 6,265.00	\$ 6,401.48	102%	
<b>Total Utility Service Expenses</b>	\$ 219,873.00	\$ 128,371.17	58%	
<b>Net Utility Service</b>	\$ 5,247.00	\$ (78,881.20)		



**Village of Longview**  
**Operating - Budget Variance**  
**For Year Ending December 31, 2016 Pre-Audit**

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		2016 Budget	2016 Actual	Percent % Variance	Comments
1-61-00-00-00-410	Planning Fees & Charges	\$ (1,515.00)	\$ (750.00)	50%	
1-61-00-00-00-411	Superior Safety Codes Fees	\$ (4,823.00)	\$ (4,952.00)	103%	
1-61-00-00-00-510	Off-site Levies	\$ -	\$ -	100%	
1-61-00-00-00-990	Miscellaneous	\$ -	\$ (200.00)	100% ???	
<b>Total Planning &amp; Development Revenue</b>		<b>\$ (6,338.00)</b>	<b>\$ (5,902.00)</b>	<b>93%</b>	
2-61-00-00-00-211	Mileage & Subsistence	\$ -	\$ -	100%	
2-61-00-00-00-220	Advertising/Printing	\$ 455.00	\$ 455.68	100%	
2-61-00-00-00-230	Professional services	\$ -	\$ 65.50	100%	
2-61-00-00-00-231	Superior charges	\$ 1,671.00	\$ 3,273.39	196%	Higher revenue will offset expense
2-61-00-00-00-232	Mapping	\$ -	\$ -	100%	
<b>Total Planning &amp; Development Expenses</b>		<b>\$ 2,126.00</b>	<b>\$ 3,794.57</b>	<b>178%</b>	
<b>Net Planning &amp; Development</b>		<b>\$ (4,212.00)</b>	<b>\$ (2,107.43)</b>	<b>50%</b>	



## Village of Longview Operating - Budget Variance

For Year Ending December 31, 2016 Pre-Audit

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		2016 Budget	2016 Actual	Percent % Variance	Comments
1-51-00-00-00-840	FCSS Prov Cond'l Grant	\$ (8,894.00)	\$ (8,932.00)	100%	
1-71-00-00-00-850	Recreation - MDF grant	\$ (8,000.00)	\$ (8,000.00)	100%	
1-71-00-00-00-550	RecCommittee - Interest Earned	\$ -	\$ (21.44)	100%	
1-71-00-00-00-840	Donations/Grants	\$ (4,500.00)	\$ (2,000.00)	44%	
1-71-00-00-00-920	Transfer from Reserves	\$ -	\$ -	100%	
1-72-12-00-00-412	Sale of Goods	\$ (166.00)	\$ (118.50)	71%	
1-72-00-00-00-560	Park & Tent Rental	\$ (808.00)	\$ (700.00)	87%	
1-72-12-00-00-840	Prov Cond'l Grant	\$ -	\$ -	100%	
1-72-12-00-00-450	Donations	\$ -	\$ -	100%	
1-72-00-00-00-562	Rec Board Donation	\$ -	\$ -	100%	
1-72-00-00-00-274	Insurance Income	\$ -	\$ -	100%	
1-72-13-00-00-560	Campground Fees	\$ (35,000.00)	\$ (29,349.85)	84%	
1-72-00-00-00-561	Off-season Rental	\$ -	\$ -	100%	
1-72-13-00-00-410	Goods & Services	\$ -	\$ (628.00)	100%	
1-74-11-00-00-410	Hall Rental Revenue	\$ (5,484.00)	\$ (3,665.00)	67%	
1-74-11-00-00-590	Hall Donations	\$ -	\$ -	100%	
1-74-11-00-00-840	Prov Cond'l Grant	\$ -	\$ -	100%	
1-74-11-00-00-255	Hall - Lighting Project Donation	\$ -	\$ -	100%	Check for Accuracy
<b>Total Community Services Revenue</b>		<b>\$ (62,852.00)</b>	<b>\$ (53,414.79)</b>	<b>85%</b>	
2-72-12-00-00-110	InfoBooth - Salaries, Wages	\$ 10,823.00	\$ 11,519.03	106%	
2-72-00-00-00-110	Recreation - Salaries and Wages	\$ -	\$ -	100%	rec board loan???
2-72-12-00-00-132	InfoBooth - Employer CPP	\$ 186.00	\$ 266.61	143%	
2-72-12-00-00-133	InfoBooth - Employer EI	\$ 284.00	\$ 241.00	85%	
2-72-12-00-00-134	InfoBooth - Employer WCB	\$ -	\$ -	100%	
2-71-00-00-00-150	RecBd - Contract Services	\$ -	\$ -	100%	
2-74-11-00-00-150	Hall - Contract Services	\$ 1,200.00	\$ 1,475.50	123%	
2-72-13-00-00-150	Contract Services	\$ -	\$ 8,100.00	100%	?????
2-72-12-00-00-216	InfoBooth - Telephone	\$ 877.00	\$ 654.24	75%	



## Village of Longview Operating - Budget Variance

For Year Ending December 31, 2016 Pre-Audit

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		2016 Budget	2016 Actual	Percent % Variance	Comments
2-51-00-00-00-221	FCSS Christmas	\$ -	\$ 2,235.79	100%	
2-72-12-00-00-234	InfoBooth - Memberships	\$ -	\$ -	100%	
2-51-00-00-00-240	FCSS - Conventions, Memberships	\$ 105.00	\$ 104.00	99%	
2-72-12-00-00-250	InfoBooth - Repairs, Maintenance	\$ 108.00	\$ 455.45	422%	Security Costs budgeted in Admin
2-72-13-00-00-250	Campground - Repairs, Maint	\$ 7,000.00	\$ 214.50	3%	?????
2-74-11-00-00-250	Hall - Repairs, Maintenance	\$ 651.00	\$ 811.10	125%	Okay
2-72-00-00-00-250	Repairs & Maintenance	\$ 232.00	\$ 902.00	389%	
2-74-11-00-00-255	Hall - Lighting	\$ -	\$ -	100%	
2-74-11-00-00-274	Hall - Insurance	\$ 1,029.00	\$ -	0%	
2-74-12-00-00-274	Library - Insurance	\$ 693.00	\$ -	0%	
2-72-12-00-00-510	InfoBooth - Goods, Supplies	\$ 879.00	\$ 1,133.97	129%	
2-72-13-00-00-510	Campground - Goods, Supplies	\$ -	\$ 1,708.94	100%	
2-74-11-00-00-510	Hall - Goods, Supplies	\$ 560.00	\$ 199.64	36%	
2-71-00-00-00-510	Goods & services	\$ -	\$ -	100%	
2-72-00-00-00-510	Parks/Rec - Goods & Services	\$ -	\$ 85.96	100%	
2-71-00-00-00-520	Rink Expenses	\$ 925.00	\$ 925.96	100%	
2-72-12-00-00-540	InfoBooth - Utilities	\$ 1,681.00	\$ 2,082.25	124%	
2-72-13-00-00-540	Campground - Utilities	\$ 5,548.00	\$ 3,918.40	71%	
2-74-11-00-00-540	Hall - Utilities	\$ 3,995.00	\$ 3,689.00	92%	
2-74-12-00-00-540	Library - Utilities	\$ 1,910.00	\$ 1,844.82	97%	
2-72-00-00-00-540	Parks / Rec - Utilities	\$ 3,070.00	\$ 1,077.06	35%	????
2-72-11-00-00-540	Rink - Utilities	\$ -	\$ -	100%	
2-71-00-00-00-540	Rec Board - Rink Utilities	\$ -	\$ -	100%	
2-74-12-00-00-750	Donations to Library	\$ 1,000.00	\$ 1,000.00	100%	
2-74-12-00-00-751	Marigold Library Levy	\$ 1,789.00	\$ 1,789.81	100%	
2-51-00-00-00-770	FCSS	\$ 10,242.00	\$ 10,212.00	100%	
2-71-00-00-00-770	RecBd - Grants to Organizations	\$ 12,500.00	\$ 10,000.00	80%	
2-72-00-00-00-770	Grant to Rec Board	\$ 4,500.00	\$ 2,000.00	44%	
2-72-00-00-00-840	Grant to Recreation	\$ -	\$ -	100%	Move to 2-72-13-00-00-250
<b>Total Community Services Expenses</b>		<b>\$ 71,787.00</b>	<b>\$ 68,647.03</b>	<b>96%</b>	
<b>Net Community Services</b>		<b>\$ 8,935.00</b>	<b>\$ 15,232.24</b>	<b>170%</b>	



## Village of Longview Operating - Budget Variance

For Year Ending December 31, 2016 Pre-Audit

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		2016 Budget	2016 Actual	Percent % Variance	Comments
2-12-00-00-00-620	Amortization - Admin Bldg	\$ -	\$ -	100%	
2-12-00-00-00-630	Amortization - Admin Equipment	\$ -	\$ -	100%	
2-31-00-00-00-650	Amortization - Vehicles	\$ -	\$ -	100%	
2-32-00-00-00-610	Amortization - road eng. structure	\$ -	\$ -	100%	
2-32-00-00-00-630	Amortization - road equipment	\$ -	\$ -	100%	
2-32-00-00-00-620	Amortization - Roads Buildings	\$ -	\$ -	100%	
2-32-00-00-00-650	Amortization - Roads Vehicles	\$ -	\$ -	100%	
2-37-00-00-00-610	Amortization - storm sewer eng. structure	\$ -	\$ -	100%	
2-41-00-00-00-610	Amortization - water eng. structure	\$ -	\$ -	100%	
2-41-00-00-00-630	Amortization - water equipment	\$ -	\$ -	100%	
2-41-00-00-00-620	Amortization - Water Buildings	\$ -	\$ -	100%	
2-41-00-00-00-640	Amortization - Water Land Improvements	\$ -	\$ -	100%	
2-42-00-00-00-610	Amortization - sewer eng. Structure	\$ -	\$ -	100%	
2-42-00-00-00-630	Amortization - sewer machinery	\$ -	\$ -	100%	
2-42-00-00-00-640	Amortization - Sewer Land Improvements	\$ -	\$ -	100%	
2-42-00-00-00-620	Amortization- sewer treatment plant	\$ -	\$ -	100%	
2-72-00-00-00-620	Amortization - Recreation bldg	\$ -	\$ -	100%	
2-72-00-00-00-630	Amortization - Recreation equipment	\$ -	\$ -	100%	
2-72-00-00-00-640	Amortization - Land Improvements	\$ -	\$ -	100%	
2-74-00-00-00-620	Amortization - Community Buildings	\$ -	\$ -	100%	
2-74-00-00-00-630	Amortization - Community Equipment	\$ -	\$ -	100%	
2-74-00-00-00-640	Amortization - Community Land Improvement	\$ -	\$ -	100%	
<b>Total Annual Amortization Expenses</b>		<b>\$ -</b>	<b>\$ -</b>	<b>100%</b>	<b>Auditor Year End Entries</b>



## Village of Longview Operating - Budget Variance

For Year Ending December 31, 2016 Pre-Audit

1/10/2017 15:55

	2016 Budget	2016 Actual	Percent % Variance	
Total General Administration Revenue	\$ (511,588.00)	0 \$ (526,128.71)	103%	
Total Legislative Revenue	\$ -	0 \$ (11,848.71)	100%	
Total Operation Administration Revenue	\$ (26,326.00)	0 \$ (34,206.70)	130%	
Total Protective Services Revenue	\$ (41,482.00)	0 \$ (22,249.00)	54%	
Total Emergency Services Revenue	\$ -	0 \$ -	100%	
Total Common Services Revenue	\$ -	0 \$ -	100%	
Total Public Works Revenue	\$ (13,757.00)	0 \$ (13,539.43)	98%	
Total Utility Service Revenues	\$ (214,626.00)	0 \$ (207,252.37)	97%	
Total Planning & Development Revenue	\$ (6,338.00)	0 \$ (5,902.00)	93%	
Total Community Services Revenue	\$ (62,852.00)	0 \$ (53,414.79)	85%	
<b>Profit &amp; Loss Revenue</b>	<b>\$ (876,969.00)</b>	<b>\$ (874,541.71)</b>		
Total General Administration Expenses	\$ 136,698.00	0 \$ 102,242.81	75%	
Total Legislative Expenses	\$ 21,670.00	0 \$ 17,058.81	79%	
Total Operation Administration Expenses	\$ 270,707.00	0 \$ 242,140.93	89%	
Total Protective Services Expenses	\$ 76,968.00	0 \$ 71,718.28	93%	
Total Emergency Services Expenses	\$ 250.00	0 \$ 295.31	118%	
Total Common Services Expenses	\$ 59,466.00	0 \$ 66,730.72	112%	
Total Public Works Expenses	\$ 17,395.00	0 \$ 14,927.24	86%	
Total Utility Service Expenses	\$ 219,873.00	0 \$ 128,371.17	58%	
Total Planning & Development Expenses	\$ 2,126.00	0 \$ 3,794.57	178%	
Total Community Services Expenses	\$ 71,787.00	0 \$ 68,647.03	96%	
<b>Profit &amp; Loss Expenses</b>	<b>\$ 876,940.00</b>	<b>\$ 715,926.87</b>		
Net General Administration	\$ (374,890.00)	\$ (423,885.90)	113%	
Net Legislative	\$ 21,670.00	\$ 5,210.10	24%	
Net Operation Administration	\$ 244,381.00	\$ 207,934.23	85%	
Net Protective Services	\$ 35,486.00	\$ 49,469.28	139%	
Net Emergency Services	\$ 250.00	\$ 295.31	118%	
Net Common Services	\$ 59,466.00	\$ 66,730.72	112%	
Net Public Works	\$ 3,638.00	\$ 1,387.81	38%	
Net Utility Service	\$ 5,247.00	\$ (78,881.20)	0%	
Net Planning & Development	\$ (4,212.00)	\$ (2,107.43)	50%	
Net Community Services	\$ 8,935.00	\$ 15,232.24	170%	
Total Annual Amortization Expenses	\$ -	\$ -	100%	
<b>Net Profit &amp; Loss</b>	<b>\$ (29.00)</b>	<b>\$ (158,614.84)</b>		
Revenue from Balance Sheet		\$ (874,541.71)		
Expense from Balance Sheet		\$ 715,926.87		
<b>Net Profit &amp; Loss from Balance Sheet</b>		<b>\$ (158,614.84)</b>		
Checksum Difference		\$ (0.00)		



**Village of Longview**  
**Capital Profit & Loss (Budget Variance)**  
 For Year Ending December 31, 2016 Pre-Audit



		2016 Budget	2016 Actual	Total Number of Trx Posted	Last Trx Post Date	2015 Budget Minus Actual Variance Amount	2015 Percent % Variance	Comments
5-00-00-00-00-000	Transfer from Equity(amortization)	\$ -	\$ -	0	#N/A	\$ -	100%	
5-00-00-00-00-550	Grant interest	\$ -	\$ -	0	#N/A	\$ -	100%	
5-42-00-00-00-710	Sewer Lines - MSI	\$ -	\$ -	0	#N/A	\$ -	100%	
5-41-00-00-00-840	Provincial Conditional Grants	\$ -	\$ (769,363.12)	4	#N/A	\$ 769,363.12	100%	
5-42-00-00-00-840	Wastewater Infiltration Study	\$ (60,000.00)	\$ -	0	#N/A	\$ (60,000.00)	0%	WTP Grant Proceeds for 2015 received
5-32-00-00-00-840	W/S Main Replacement TC Drive	\$ (540,071.00)	\$ -	0	#N/A	\$ (540,071.00)	0%	
5-72-00-00-00-841	Pathway Conditional Grant	\$ (35,000.00)	\$ -	0	#N/A	\$ (35,000.00)	0%	
<b>Total Capital Revenue</b>		<b>\$ (635,071.00)</b>	<b>\$ (769,363.12)</b>	<b>4</b>		<b>\$ 134,292.12</b>	<b>121%</b>	
		2016 Budget	2016 Actual	Total Number of Trx Posted	Last Trx Post Date	2015 Budget Minus Actual Variance Amount	2015 Percent % Variance	Comments
6-41-00-00-00-250	Well and Outfall Project	\$ -	\$ -	2	#N/A	\$ -	100%	
6-41-00-00-00-610	Water Upgrade Project	\$ 140,000.00	\$ 769,363.12	1	#N/A	\$ (629,363.12)	550%	
6-42-00-00-00-610	Lift Station Beacon Project	\$ -	\$ -	0	#N/A	\$ -	100%	
6-21-00-00-00-610	Peace Officer Equipment	\$ -	\$ 4,500.00	3	#N/A	\$ (4,500.00)	100%	
6-74-11-00-00-610	Hall Bulding	\$ -	\$ 31,999.29	4	#N/A	\$ (31,999.29)	100%	
6-72-00-00-00-610	Pathway Project	\$ 35,000.00	\$ -	0	#N/A	\$ 35,000.00	0%	
6-74-11-00-00-611	Hall Kitchen	\$ -	\$ -	0	#N/A	\$ -	100%	
6-42-00-00-00-710	Sewer Lines MSI	\$ -	\$ -	0	#N/A	\$ -	100%	
6-42-00-00-00-810	Lagoon expenses	\$ -	\$ -	0	#N/A	\$ -	100%	
6-42-00-00-00-840	Water Infiltration Study	\$ 60,000.00	\$ -	0	#N/A	\$ 60,000.00	0%	
6-32-00-00-00-840	W/S Replacement TC Drive	\$ 540,071.00	\$ -	0	#N/A	\$ 540,071.00	0%	
<b>Total Capital Expenses</b>		<b>\$ 775,071.00</b>	<b>\$ 805,862.41</b>	<b>10</b>		<b>\$ (30,791.41)</b>	<b>104%</b>	
<b>Net Capital</b>		<b>\$ 140,000.00</b>	<b>\$ 36,499.29</b>	<b>14</b>		<b>\$ 103,500.71</b>		





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VILLAGE OF LONGVIEW  
REQUEST FOR COUNCIL DECISION

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**Agenda Item #: 9.1**

**Date:** January 10, 2017

**Title:** Snow Removal Policy

**Submitted by:** Johanna Kortenschyl-Allan, ACAO

**Recommendation:** MOVED by \_\_\_\_\_ that Council adopt the Snow Removal Policy as presented.

- Alternatives:**
1. MOVED by \_\_\_\_\_ that Council adopt the Snow Removal Policy as amended. *(if amendments required)*
  2. That discussion be tabled \_\_\_\_\_ *(for further information or future date)*.
  3. Defeat the motion.

**Background:** There is a need for clarity on the priority and level of snow removal service for the community to understand and for staff to follow, to ensure that removal is completed in a consistent manner from one snow event to another.

**Implications:**  
*Policy, Statutory Plans, Legislative:* Municipal Government Act Section 531

*Financial:* N/A

**Communications:** N/A

**Attachments:** Is the documentation severed by FOIP: **NO**  
1. Proposed Snow Removal Policy



# VILLAGE OF LONGVIEW POLICY

## Draft

<b>Department:</b> Public Works		<b>Policy No:</b> _____	
<b>Title:</b> SNOW REMOVAL WITHIN THE VILLAGE OF LONGVIEW			
<b>Effective Date:</b>	<b>Approval Date:</b>	<b>Amendment Date(s):</b>	
<b>Reference:</b>	<b>Bylaw No:</b>	<b>R.S.A. Statute:</b>	
	<b>Section:</b>	<b>Chapter:</b>	<b>Section:</b>
<b>Purpose:</b>			
<b>To establish a policy for snow removal within the Village of Longview.</b>			

The Village of Longview Public Works Staff will endeavor to remove snow as per the following priority list within the corporate limits of the Village of Longview.

### **I. Removal Priority**

#### **PRIORITY**

1. Village Administrative Office/ Post Office/Library
  - All sidewalks, man door access/egress and parking areas
2. Community Hall
  - All sidewalks, man door access/egress, ramp and stairs
3. Fire Station
  - All sidewalks, man door access/egress, overhead access/egress and parking areas
4. Water Treatment Plant / Public Works Shop
  - All sidewalks, man door access/egress, overhead access/egress and parking areas and driveway
5. Lift Station
  - All sidewalks, man door access/egress and parking areas and driveway
6. Community Hall
  - Parking Area (more than 5"/10cm)

#### **SECONDARY**

1. Foothills Drive – road surface
2. Longview Drive – road surface

## **TERTIARY**

1. All other public roads
2. All other public sidewalks
2. Tourism Booth and grounds (more than 12"/30cm)
  - All sidewalks, man door access/egress and parking areas
3. Skating Rink – to aid Rec Board

## **II Snow Removal Details**

1. Priority levels shall be adhered to for snow removal
2. Snow removal to be conducted within regular 40 hour work week unless emergency removal is necessary – *see Section III*
3. No private driveways or sidewalks are to be cleared by Village staff
4. Sanding of Intersections as necessary
5. Ice removal from Intersections as necessary

## **III Emergency Snow Removal Details**

1. Emergency removal situations to be addressed with the CAO.
2. Emergency removal situations are specifically limited to life and property endangerment resulting from:
  - i. Heavy snow fall in excess of 1 foot / 30cm
  - ii. High winds causing impassible drifts
3. Emergency Priority Facilities:
  - i. Fire Station – All sidewalks, man door access/egress, overhead access/egress and parking areas
  - ii. Water Treatment Plant / Public Work Shop - All sidewalks, man door access/egress, overhead access/egress and parking areas
  - iii. Lift Station – All sidewalks, man door access/egress, overhead access/egress and parking areas
  - iv. Administration Office/Post Office/Library – All sidewalks, man door access/egress, overhead access/egress and parking areas
  - v. Community Hall - All sidewalks, man door access/egress, overhead access/egress and parking areas
  - vi. Roadways as necessary



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**VILLAGE OF LONGVIEW  
REQUEST FOR COUNCIL DECISION**

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<b>Date:</b>	January 3, 2017	<b>Agenda Item #:</b> 10.1
<b>Title:</b>	Bylaw 389-16 Council Composition Bylaw	
<b>Submitted by:</b>	Leslie Fitzgerald, CAO	

<b>Recommendation:</b>	Dependent on the results of the January 10 <sup>th</sup> Open House Council may choose between the following resolutions:
	<ol style="list-style-type: none"><li>1. MOVED by _____ that as Council wishes to give second reading to Bylaw 389-16 Administration is hereby directed to advertise the bylaw pursuant to Section 606.2 of the Municipal Government Act.</li><li>2. MOVED by _____ that as Council does not wish to give second reading to Bylaw 389-16 Administration is hereby directed to not advertise the bylaw pursuant to Section 606.2 of the Municipal Government Act.</li></ol>
<b>or</b>	<ol style="list-style-type: none"><li>2. Defeat above motion. <i>(If Council does not want to pass the bylaw, a member makes the above motion, and then Councillors vote against the motion.)</i></li><li>3. That discussion be tabled _____ <i>(for further information or future date).</i></li></ol>

<b>Background:</b>	Important Dates:													
	<table border="1"><thead><tr><th>Action</th><th>Last Date possible</th></tr></thead><tbody><tr><td>Open House</td><td>January 10, 2017</td></tr><tr><td>Send advertisement to Western Wheel</td><td>March 31, 2017</td></tr><tr><td>1<sup>st</sup> Advertisement</td><td>April 5, 2017</td></tr><tr><td>2<sup>nd</sup> Advertisement</td><td>April 12, 2017</td></tr><tr><td>Pass Bylaw 389-16 (2<sup>nd</sup> &amp; 3<sup>rd</sup> readings)</td><td>April 17, 2017 – special meeting</td></tr><tr><td>General Election</td><td>October 16, 2017</td></tr></tbody></table>	Action	Last Date possible	Open House	January 10, 2017	Send advertisement to Western Wheel	March 31, 2017	1 <sup>st</sup> Advertisement	April 5, 2017	2 <sup>nd</sup> Advertisement	April 12, 2017	Pass Bylaw 389-16 (2 <sup>nd</sup> & 3 <sup>rd</sup> readings)	April 17, 2017 – special meeting	General Election
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Open House	January 10, 2017													
Send advertisement to Western Wheel	March 31, 2017													
1 <sup>st</sup> Advertisement	April 5, 2017													
2 <sup>nd</sup> Advertisement	April 12, 2017													
Pass Bylaw 389-16 (2 <sup>nd</sup> & 3 <sup>rd</sup> readings)	April 17, 2017 – special meeting													
General Election	October 16, 2017													
	Relevant Legislation: MGA S144.1 – “...passed at least 180 days before the general election” – The General Election is October 16, 2017.													
	Interpretation Act S22.3 – “...the days on which the event happens shall be excluded.” Therefore we must count 182 days back from October 16, 2017. The last date possible to pass the Bylaw is April 17, 2017.													
	MGA S144.3 “...bylaw...must be advertised.”													
	MGA S606.2a&b – “Notice...published once a week for 2 consecutive weeks in at least one newspaper..., or “mailed or delivered to every residence...”.													
	MGA S606.3 – “...advertised...before second reading.” The last possible date to run the first advertisement in the Western Wheel is April 5, 2017.													

Draft Advertisement

**PUBLIC NOTICE TO RESIDENTS OF THE VILLAGE OF LONGVIEW,  
PROVINCE OF ALBERTA**

**TAKE NOTICE** that the Council of the Village of Longview, in the Province of Alberta, has given first reading to Bylaw 389-16 which will, upon final passing and approval, will increase the number of members of Council to five; and create the position of Mayor.

All persons interested are hereby notified and required to govern themselves accordingly.

**DATED** at the Village of Longview, in the Province of Alberta, this \_\_\_\_ day of \_\_\_\_\_, 2017.

Village of Longview

**Per:**

Leslie Fitzgerald, CLGM

Chief Administrative Officer

**Attachments:**

1. Bylaw 389-16

Is the documentation severed by FOIP: **NO**

## VILLAGE OF LONGVIEW

### BYLAW 389-16

**BEING A BYLAW IN THE VILLAGE OF LONGVIEW IN THE PROVINCE OF ALBERTA TO INCREASE THE NUMBER OF COUNCILLORS TO BE ELECTED AND BE RESPONSIBLE FOR GOVERNANCE OF THE VILLAGE OF LONGVIEW FROM THREE (3) TO FOUR (4) AND TO ESTABLISH A NEW CHIEF ELECTED OFFICIAL POSITION OF MAYOR, RESULTING IN A TOTAL NUMBER OF FIVE (5) ELECTED OFFICIALS**

**WHEREAS**, the Municipal Government Act , R.S.A. 2000, Chapter M-26, Section 143 grants Council the authority to specify a higher odd number of councillors to comprise the Council of the Village;

**AND WHEREAS** the Municipal Government Act , R.S.A. 2000, Chapter M-26 , Section 150 grants Council the authority to provide that the chief elected official of the Council of the Village is to be elected by a vote of the electors of the municipality and further specifies that the *Local Authorities Election Act* applies to the election of the chief elected official;

**AND WHEREAS**, the Municipal Government Act, R.S.A. 2000, Chapter M-26, requires that any bylaw under sections 143 and 151 be passed more than 180 days before the general election at which it is to take effect;

**AND WHEREAS**, the Municipal Government Act, R.S.A. 2000, Chapter M-26, specifies that the *Local Authorities Election Act* applies to the election of all councillors.

**NOW THEREFORE**, pursuant to and under authority of the Municipal Government Act, R.S.A. 2000, Chapter M-26 and amendments thereto, the Council of the Village of Longview, in the Province of Alberta, duly assembled, enacts as follows;

1. This Bylaw shall be cited as the Council Composition Bylaw.
2. In this Bylaw:
  - a) “Members of Council” shall include the elected Councillors of the Village of Alberta, elected in accordance with the *Local Authorities Election Act*, and the Chief Elected Official elected in accordance with the *Local Authorities Election Act*.
  - b) The Chief Elected Official of the Village of Longview shall use the title of “Mayor”.
  - c) “Council” means the Municipal Council of the Village of Longview.
3. Commencing the first general election after passage of this bylaw the council of the Village of Longview shall be composed of five (5) members of council as follows:
  - a) The Chief Elected Official shall be titled the “Mayor” and shall exercise one vote at council proceedings.
  - b) Four councillors shall comprise the balance of the members of council and each such councillor shall exercise one vote at council proceedings.
4. Process of Election
  - a) The election of the Mayor shall be by a vote of the whole municipality with the *Local Authorities Election Act* applying to the election process. A voter may only vote for one candidate for Mayor.
  - b) The election of the four councillors is to be by a vote of the whole municipalities with the *Local Authorities Election Act* applying to the election process. A voter may only vote for up to four candidates for Councillor.

**VILLAGE OF LONGVIEW**

**BYLAW 389-16**

5. This bylaw shall take effect only after the following:
- a) The bylaw shall have been advertised to the public for a minimum of two weeks prior to the council meeting at which the third reading is to be proposed.
  - b) The bylaw shall only take effect at the general election of the Council of the Village of Longview that shall occur at least 181 days after the third reading of this bylaw.

**THIS BYLAW** comes into full force and effect upon third and final reading.

**READ** a first time this 18 day of October 2016 A.D.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

**READ** a second time this \_\_\_\_\_ day of \_\_\_\_\_ 2017 A.D.

**READ** a third and final time this \_\_\_\_\_ day of \_\_\_\_\_ 2017 A.D.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER



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**VILLAGE OF LONGVIEW  
REQUEST FOR COUNCIL DECISION**

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**Agenda Item #: 10.2**

**Date:** January 11, 2017  
**Title:** Bylaw 393-17 TIPP Bylaw  
**Submitted by:** Leslie Fitzgerald, Interim CAO

**Recommendation:**

1. MOVED by \_\_\_\_\_ that Bylaw 393-17, the TIPP Bylaw, be given first reading.
2. MOVED by \_\_\_\_\_ that Bylaw 393-17, the TIPP Bylaw, be given second reading.
3. MOVED by \_\_\_\_\_ that Bylaw 393-17, the TIPP Bylaw, be given three readings at this meeting.
4. MOVED by \_\_\_\_\_ that Bylaw 393-17, the TIPP Bylaw, be given third and final reading.

**Alternatives:**

2. Defeat the first motion.
3. That discussion be tabled \_\_\_\_\_ *(for further information or future date)*.

**Background:** As per Council Resolution 257-16 December 17 2016

**Implications:**

*Policy, Statutory  
Plans, Legislative:* Pursuant to Municipal Government Act

*Financial:* No financial implications

**Communications:** No communications

**Attachments:** Is the documentation severed by FOIP: **NO**

1. Bylaw 393-17 TIPP Bylaw



## VILLAGE OF LONGVIEW

### BYLAW 393-17

#### **BEING A BYLAW OF THE VILLAGE OF LONGVIEW IN THE PROVINCE OF ALBERTA FOR THE IMPLEMENTATION OF A TAX INSTALMENT PAYMENT PLAN**

**WHEREAS** Council wishes to provide for the payment of taxes by instalment;

**NOW THEREFORE** pursuant to and under authority of the Municipal Government Act, R.S.A. 2000, Chapter M-26 and amendments thereto, the Council of the Village of Longview, in the Province of Alberta, duly assembled, enacts as follows;

1. This Bylaw may be cited as the “TIPP Bylaw”.
2. In this Bylaw:
  - a) “Taxes” includes all property taxes, local improvement taxes, and all other taxes, charges, fees or amounts lawfully imposed against a property pursuant to the Municipal Government Act or any other statute of the Province of Alberta.
  - b) “Tax Instalment Payment Plan”, also referred to as “TIPP”, means the plan authorized by this bylaw permitting Taxpayers to pay taxes by way of monthly instalments.
  - c) “Taxpayer” means the person liable to pay taxes on a property pursuant to the Municipal Government Act.
3. Taxpayers may apply to enter into a Tax Instalment Payment Plan to provide for the payment of annual tax levies in monthly instalments.
4. A Taxpayer may not apply for inclusion in TIPP twice in the same calendar year with respect to the same property.
5. The Plan shall commence on January 1<sup>st</sup> of each year, provided that all property taxes, local improvement taxes, tax arrears and penalties are fully paid on or before December 31<sup>st</sup> of the previous year.
6. The Taxpayer shall provide six (6) cheques, dated on or before the 15<sup>th</sup> of each month for the months January to June, in the amount of the previous years’ tax levy plus any local improvement levies divided by twelve (12) months. The Taxpayer shall also provide six (6) cheques, dated on or before the 15<sup>th</sup> of each month for the months July to December, in the amount of the current years’ tax levy plus any local improvement levies less payments made to the end of June divided by six (6) months. In any event all taxes must be paid on or before December 31<sup>st</sup> of the current year.
7. In the event a property has been transferred the purchaser of the property may:
  - a) assume the previous Taxpayer’s remaining TIPP payments, if the previous Taxpayer participated in TIPP, or
  - b) may immediately pay a proportionate amount of taxes for the current year and then begin monthly payments, if the previous Taxpayer did not participate in TIPP.

**VILLAGE OF LONGVIEW**

**BYLAW 393-17**

8. The provisions of the bylaw imposing penalties on unpaid property taxes shall not apply to those tax rolls that are being paid through instalment.
9. The Chief Administrative Officer may remove a Taxpayer from TIPP if the Taxpayer fails to make payment of each tax instalment.
10. Notice of removal shall be sent to the Taxpayer by ordinary mail to the Taxpayer's last known address as listed on the tax roll.
11. When a Taxpayer is removed from TIPP subsequent to the due date for the payment of taxes all unpaid property taxes become immediately due and payable and the provisions of the tax penalty bylaw apply immediately to all unpaid taxes.
12. In the event a Taxpayer requests removal from TIPP, all post-dated cheques shall be immediately returned or destroyed at the direction of the Taxpayer, and all Taxes due and owing shall then become due and owing on the due date for the payment of taxes, and the provisions of the tax penalty bylaw may apply.
13. Bylaw 213-95 is hereby rescinded.

**THIS BYLAW** comes into full force and effect upon third and final reading.

**READ** a first, second and third time this 17<sup>th</sup> day of January 2017 A.D.

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER



Alberta Electoral Boundaries Commission

RECEIVED DEC 22 2016

December 12, 2016

Ms Vicky McGonigle  
Chief Administrative Officer  
Village of Longview  
PO Box 147  
Longview, AB  
TOL 1H0

Dear Ms McGonigle,

The Electoral Boundaries Commission was appointed on October 31, 2016, and is beginning its work. The next year will be spent reviewing the boundaries and names of the 87 electoral constituencies in the province, in accordance with legal requirements, including those set out in the *Electoral Boundaries Commission Act*. The results of this review will impact your vote in future provincial elections.

In addition to myself, as Chair, the Commission members are Gwen Day from the County of Mountain View, Laurie Livingstone of Calgary, D. Jean Munn of Calgary, and W. Bruce McLeod of Acme.

One of the most important aspects of this review is hearing from interested Albertans who wish to contribute to the redrawing of Alberta's constituency map. I encourage you to participate in this public consultation. You may participate by preparing a written submission or by making a presentation at one of the public hearings, the dates and locations of which will soon be announced. Please visit our website at [abebc.ca](http://abebc.ca) for information as to how and when you may take part as we travel throughout the province gathering feedback on how best to update the constituency map of Alberta.

Our interim report will be submitted to the Speaker of the Legislative Assembly before May 31, 2017, and our final report will be submitted by October 31, 2017. There will be an opportunity for public input again after the interim report is submitted to the Speaker.

Yours truly,



Hon. Myra Bielby  
Chair





ALBERTA  
SENIORS AND HOUSING

Office of the Minister  
MLA, Edmonton-Riverview

RECEIVED DEC 23 2016

VILLAGE OF LONGVIEW

DATE READ INTS.

AR42441

ADMINISTRATOR		
ADMINISTRATOR'S ASST		
MAYOR	Dec 27/16	KW
COUNCILLOR	Jan 4/17	
COUNCILLOR	Jan 4/17	
FILED UNDER:		

December 15, 2016

Her Worship Kathie Wight  
Mayor, Village of Longview  
PO Box 147  
Longview AB T0L 1H0

Dear Mayor Wight:

Thank you for your November 8, 2016 letter in support of Westwinds Communities. I would like to commend you, and all those involved, for your efforts to support the recovery of Medicine Tree Manor following the 2013 southern Alberta flood, and again after the fire of December 2015, which destroyed the building. As Minister of Seniors and Housing, I know how important this project is to your community.

Our government is committed to supporting your community in its efforts to rebuild Medicine Tree Manor so that displaced residents can return to their homes. To that end, my ministry will ensure the funds needed to complete the Medicine Tree Manor reconstruction are provided to Westwinds Communities when required.

Department staff are working closely with Ms. Lauren Ingalls, Chief Administrative Officer, Westwinds Communities, to ensure the Medicine Tree Manor project moves forward and that required financing is in place. I look forward to updates on progress, and the successful reconstruction of Medicine Tree Manor.

If you have any questions, please contact Mr. Dean Lussier, Executive Director, Stakeholder Relations and Housing Strategies, Seniors and Housing, at 780-427-1751, toll-free by first dialing 310-0000, or by email at dean.lussier@gov.ab.ca.

Sincerely,

Lori Sigurdson  
Minister of Seniors and Housing



# Westwinds

Communities

VILLAGE OF LONGVIEW

January 5, 2017

Mayor Wight and Council  
 Village of Longview  
 PO Box 147  
 Longview, Alberta T0L 1H0

	DATE READ	INTS.
ADMINISTRATOR		
ADMINISTRATOR'S ASST		
MAYOR	Jan 9/17	100
COUNCILLOR		
COUNCILLOR		
FILED UNDER:		

**RE: Westwinds Communities 2016 Municipal Requisition and 2017 Strategies**

Dear Members of Council;

Please find detailed below the 2016 Municipal Requisition (invoice attached) from Westwinds Communities formerly the Westwinds Communities. Westwinds Communities requisition is based on the provincial equalized assessment of our six contributing municipalities. The total 2016 Westwinds Communities requisition increases 2% over 2015.

Contributing Municipality	2016 Equalized Assessment	%	2016 Requisition Invoice
Black Diamond	\$ 355,309,471	2.32%	\$ 44,961.60
High River	\$ 1,976,643,535	12.91%	\$ 250,195.80
Longview	\$ 47,636,345	0.31%	\$ 6,007.80
MD of Foothills	\$ 7,805,084,729	51.00%	\$ 988,380.00
Okotoks	\$ 4,766,921,424	31.15%	\$ 603,687.00
Turner Valley	\$ 353,132,219	2.31%	\$ 44,767.80
<b>Total</b>	<b>\$ 15,304,727,723</b>	<b>100.00%</b>	<b>\$ 1,938,000.00</b>

Based on the Village of Longview's 2016 equalized assessment the municipality's assessment is \$6,007.80.

Section 7 of the Alberta Housing act states that municipalities shall pay requisitions within 90 days of mailing. In order to assist Westwinds in managing cashflow (and thereby reduce interest carrying costs) we kindly request the invoice be paid at your municipality's earliest convenience.

A copy of Westwinds' 2016 audited financial statements will be forward to your municipality in the spring.

The Westwinds Communities Board of Directors has approved a 2017 budget which is enclosed and reflects the projected re-opening of Medicine Tree Manor (Manor) in late November 2017. Westwinds Communities continues to work with insurers and the province to complete the construction to the Manor.

..12

General 2017 budget explanations include:

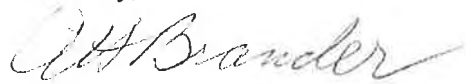
- The commissioning of Medicine Tree Manor has significant impact on the portfolio due a number of one-time costs and a short operational duration during 2017. One-time costs include insurance funded equipment replacement, operational carrying costs during lodge licensing and training of employees which is expected to be offset by business continuity. Timing for the revenue will be based on insurance resolution, which is expected to extend beyond 2017 as business continuity and building construction releases will extend into 2018. The 2017 operating and capital budgets do not reflect Medicine Tree Manor reconstruction costs. The reconstruction budget is \$19.8M (2017 expected costs are \$15M).
- The impact of carbon tax to lodge operations has resulted in minimum rental rate and parking fee increases to residents.
- The 2017 Capital budget is \$223,000 and includes the purchase of a new twenty passenger bus with lift, sidewalk replacement, re-circulation line replacement, painting, a make-up air unit and steam table for High Country Lodge and renovation to the entry of Sandstone Lodge.

Currently a number of provincially funded capital projects are occurring in our lodge program including sprinkler upgrades to both Sandstone Lodge (Okotoks) and High Country Lodge (Black Diamond). Other projects include \$350,000 in provincial grants for capital improvements (2016/17) to extend the life cycles of both the lodges.

In 2017, Westwinds Communities Board of Directors will be working on a new five year strategic plan. We wish to extend our appreciation to Council for their support in ensuring the rebuild of Medicine Tree Manor over the past year.

If you have any questions or concerns, please feel free to contact Lauren Ingalls, Chief Administrative Officer at 403-652-8600 or myself. Thank-you for your continuing support of Westwinds' Seniors Supportive Living Programs.

Sincerely,



Al Brander  
Chairperson



# Westwinds

## Communities

<b>2017 Budget</b>	
<b><u>REVENUE</u></b>	
Rent	\$ 1,436,660.00
Resident Services	\$ 43,382.00
Non Resident Services	\$ 184,800.00
Grants	\$ 314,157.00
Requisition	\$ 1,976,760.00
Management Fees	\$ 469,508.00
Grant Amortization	\$ 106,373.00
Other Income - Insurance	\$ 1,379,378.00
Charitable Revenue	\$ 53,600.00
<b><u>TOTAL REVENUE</u></b>	<b>\$ 5,964,618.00</b>
<b><u>EXPENSES</u></b>	
Utilities	\$ 287,181.00
Operating	\$ 536,083.00
Operating Maintenance	\$ 178,565.00
Charitable Expenditures	\$ 2,600.00
Human Resources	\$ 3,297,943.45
Administration	\$ 302,835.00
Interest Expense	\$ 122,394.00
Amortization	\$ 204,841.00
Misc. Expenses (Insurance and Flood Displaced Tenants)	\$ 729,800.00
Capital Maintenance	\$ 223,000.00
<b><u>TOTAL EXPENSES</u></b>	<b>\$ 5,885,242.45</b>
<b><u>TOTAL SURPLUS (DEFICIT)</u></b>	<b>\$ 79,375.55</b>