

AGENDA

REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF LONGVIEW

In the Province of Alberta, held on Tuesday, October 24, 2017 at

Village of Longview Community Hall Commencing at 7:00 p.m.

1.0 **CALL TO ORDER**

2.0 **AGENDA**

3.0 **PUBLIC DISCUSSION**

4.0 **DELEGATIONS**

Jim Smith, Regional Fire Chief, MD of Foothills

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.

5.0 **CORRESPONDENCE FROM RESIDENTS**

5.1 Water Use & Conservation – M Hughes

6.0 **MINUTES**

6.1 Regular Meeting – Sept 19, 2017

7.0 **REPORTS**

7.1 CAO Report -

7.2 Peace Officer Report

7.3 Public Works Report

7.4 Council Reports

7.5 Rec Board Minutes

8.0 **FINANCIAL REPORTING**

8.1 Bank Reconciliation

8.2 Accounts Payable Cheque Register – Sept, 2017

8.3 Statement of Revenue & Expenses

9.0 **BYLAWS**

9.1 Bylaw 400-17 – Land Use –

9.2 Bylaw 403-17 – Animal Control –

9.3 Bylaw 404-17 – Water Use & Conservation –

9.4 Bylaw 405-17 – Community Standards –

10.0 **BUSINESS**

10.1 RFD – ATCO Franchise Agreement

10.2 RFD – Tax Penalty Waiver

10.3 RFD – Signing Authorities RBC

10.4 RFD – Signing Authorities ATB

10.5 RFD – Gully Burn

10.6 RFD – Sale of Property

11.0 **CORRESPONDENCE**

11.1

12.0 **IN-CAMERA**

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.

13.0 **ADJOURNMENT**

October 23, 2017

Mayor and Council
Village of Longview
Longview, Alberta

Re: Bylaw 404-17 Water Use and Conservation

I have some questions regarding the proposed Water Use and Conservation Bylaw.

Point 1.3 gives the Chief Administrative Officer the right to shut down any use he considers Non-essential.

Point 2.4 gives the CAO the right to shut down the Bulk Water station when a Level 2 or Level 3 restriction is imposed.

Point 2.6 list ways to conserve water.

How many times in the last 10 years have we been at a Level 1 water Restriction?
How many times at a Level 2 water restriction which would shut down the Bulk Water Station with the proposed By-law? Did the MD of Foothills close the Aldersyde Bulk Water station this past summer during the water shortage?

My water bills indicate that when I use less water I have to pay more so there is no real incentive to reduce my water usage. In fact, I could double the amount of water I use on a bi-monthly basis and still pay the same amount. If all the citizens of Longview that use less than the 20 cubes bi-monthly used up to the minimum without affecting the revenue for the Village, would the water treatment plant have to be upgraded to the next level?

Our only car wash was just closed down. What is there to encourage new business that use water if the CAO who is also the Development Officer can approve them and put them out of business at his/her discretion.

I look forward to your reply.

Yours truly,



Muriel M. Hughes
144 Westview Place
Longview, Alberta

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

PRESENT

Mayor Kathie Wight
Deputy Mayor Carole Macleod
Councillor Cliff Ayrey
Chief Administrative Officer Dale Harrison

25 ratepayers in the gallery

CALL TO ORDER

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

PREAMBLE

Election – Nominees introduced
Thank You to Cliff Ayrey for 10 years
Cliff response

AGENDA

Defer Item 9.1, 9.2 LUB and 9.3 Animal Control for further discussion after election.

Resolution 125-17

MOVED by Deputy Mayor MacLeod that the agenda be adopted as revised. **CARRIED**

DELEGATIONS

Darin Leadley, and Walter Wheeler CCI, – Logging in Highwood Area Buffer 60m from Class C water requirement – their target 100-150 m West Slope Cutthroat Trout – Class A Fish bearing – 100m buff Roads – winter access only, locked, Logged 70% year 1, 30% year 2. Reclamation two years after logging, roads reclaimed after reforestation Visual esthetics – worked with government to model similar to fires Flood effects and control – snow rain effects in June – negligible

Bylaw 400-17 Land Use

Bylaw 403-17 Animal Control

Resolution 126-17

MOVED by Councilor Ayrey deferred agenda 9.1, 9.2, 9.3 to after the election. **CARRIED**

PUBLIC DISCUSSION

Delegate Forum – Senior Club to host – Oct 10

Resolution 127-17

MOVED by Councilor Ayrey Community Hall be made available at no charge. **CARRIED**

Public Discussion on LUB and Animal Control Bylaw before passing will continue with new Council.

Meeting with Council on regular basis

Animal Control Bylaw – changes how to ensure public input

How are verbal ratepayer concerns retained or shared with new council?

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**CORRESPONDENCE
 FROM RESIDENTS**

Resolution 128-17

MOVED by Mayor Wight that Correspondence from residents be received for information. **CARRIED**

MINUTES

June 13, 2017 Public
 Hearing LUB
 Resolution 129-17

MOVED by Councillor Ayrey Meeting Minutes of June 13, 2017 be adopted as amended. **CARRIED**

June 13, 2017 Regular
 Council Meeting Minutes
 Resolution 130-17

MOVED by Deputy Mayor MacLeod Meeting Minutes of June 13, 2017 be adopted as amended. **CARRIED**

REPORTS

CAO Report

CAO Dale Harrison summarized the report previously submitted to Council.

Peace Officer Report

CAO Dale Harrison reviewed traffic fine statistics from June, July, and August. Deputy Mayor requested financial information on fines collected to date. Showed on Variance Report.

Resolution 131-17

MOVED by Councillor Ayrey administration look into the feasibility of adding a second shift to Peace Officer. **CARRIED**

Public Works Report

Public Works Reports as submitted previously to Council.

Council Reports

Councillor Ayrey

- Rec Board – disbursed funds, possible port-a-potty for playground, monitor skating rink and washroom, noted that the Village funds not transferred.
- FCSS – reporting back for funding

Deputy Mayor Macleod reported

- Dare – 1st meeting last week, issue with High River Schools
- EDC Meeting - no meetings
- Little New York Days – met a few times over summer, helped with path –
- Everbridge – 1st meeting on Thursday, Sept 21

Comment - Lack of insurance on Mutton Busting is a concern. Committee is revisiting insurance coverage.

Mayor Wight reported

- No meetings over summer
- Library – not available

Resolution 132-17

MOVED by Deputy Mayor MacLeod that the reports be accepted as presented. **CARRIED**

FINANCIAL REPORTS

Bank Reconciliation – June, July, August, 2017
 Accounts Payable Cheque Register July & August, 2017
 Variance Report – Income & Expense YTD

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Resolution 133-17	MOVED by Councilor Ayrey that the Financial Reports be accepted as presented. CARRIED
BYLAWS	
<i>Bylaw 404-17 Water Use & Conservation</i>	
Resolution 134-17	MOVED by Councilor Ayrey that Council give 1 st Reading CARRIED
<i>Bylaw 405-17 Community Standards</i>	
Resolution 135-17	MOVED by Councilor Ayrey that Council table with amendment for banning burn barrels added for next Council Meeting. CARRIED
BUSINESS	
<i>10.1 - 2017 Organization Meeting Date</i>	
Resolution 136-17	MOVED by Councilor Ayrey moved that the dates be moved to Oct 24, 2017 for Village of Longview Organizational Meeting be held at 6 pm & Council Meeting at 7 pm. CARRIED
	Approach Returning Officer about hiring Longview Staff for scrutineers.
<i>10.2 – Longstock Community Hall Fee Waiver</i>	
Resolution 137-17	MOVED by Councilor Ayrey that Council waive the Hall Rental fee for the Longstock New Year's Eve Fundraiser, but the requirement is that they provide their own insurance. CARRIED
	Recommend Longstock donations be made back into community.
<i>10.3 – Foothills Regional Victim Services</i>	
Resolution 138-17	MOVED by Deputy Mayor MacLeod decline that the Peace Officer be required to attend the We End Violence Conference as it is not within the job responsibility to respond to family violence situations. That is the role of the RCMP. CARRIED
<i>10.4 – Waive Tax Penalty</i>	
Resolution 139-17	MOVED by Deputy Mayor MacLeod that the late tax penalty fee of 130.28 be waived. CARRIED
<i>10.5 – Utility Account Clean-up</i>	
Resolution 140-17	MOVED by Deputy Mayor moved that Outstanding Utility balances prior to 2014 be removed from the Village Utility Ledger. CARRIED
<i>10.6 – Campground Used for RV Storage</i>	
Resolution 141-17	MOVED by Deputy Mayor defeat motion to use the Tails & Trails Campground for RV storage. CARRIED

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10.7 – Change of Assessor Resolution 142-17	MOVED by Councilor Ayrey that administration enter into an agreement with Benchmark Assessment Consultants until the end of the current contract June 30, 2018. CARRIED
10.8 – Highway Signs for Motorcycle noise Resolution 143-17	MOVED by Deputy Mayor MacLeod that administration contact dept of highways for the erection of Motorcycle Noise Reduction signage in the 2018 budget. CARRIED
10.9 – Banking Change	The Village is in the process of changing banks to the ATB in Black Diamond effective after the election for new signing authorities. For Information
CAO six month Salary Review Resolution 144-17	MOVED by Councilor Ayrey that after a six month Performance Review the CAO receive a 3% increase to salary effective August 15, 2017. Any future increases to be a COLA. CARRIED
CORRESPONDENCE	
AUMA Rebate	
Stars of Alberta Volunteer Awards	Council Ayrey recognize the Seniors Club for their work as volunteers.
Resolution 145-17	MOVED by Mayor Wight that Council receive correspondence for information. CARRIED
IN-CAMERA	
Resolution 146-17	MOVED by Mayor Wight that Council go In-Camera for discussion of legal & development matters. CARRIED
Resolution 147-17	MOVED by Mayor Wight that Council come out of In-Camera. CARRIED
ADJOURNMENT	
Resolution 148-17	Mayor Wight adjourned the meeting at 10:30 p.m.

Mayor

CAO



VILLAGE OF LONGVIEW
CAO REPORT TO COUNCIL

TO: Council
FROM: Dale Harrison, MBA
SUBJECT: CAO Report for Sept-Oct
DATE: Oct 24, 2017

Council

- Developed Council Reports for new Council
- Review Council orientation material for new Council elect
- Toured Christina around the Village Infrastructure and shared on some of the issues

Development:

- Monitor house move and basement installation
- Consultation on Service Station tank replacement

Financial:

- Started process of changing Village accounts to ATB

Public Works

- Arrange re-installation of South Welcome to Village sign.
- Reviewed Re-grading plan at Water Plant and PW yard

Longview Waterworks System

- Started analysis of billable consumption of water for July August to determine variance between produced water and billed water

Election

- Develop 3 sets of Ads and got newspaper published
- Work with Returning Officer to ensure proper notifications sent out

Campground & Information Centre

- Keeping open until snow flies

Bylaws

- Worked on Burning Bylaw
- Working with Bylaw / Peace Officer on large vehicle parking on streets

Action List:

- Working on costs to repair the welcome sign on south entrance

Assessment Services:

- Met with new Assessor and signed contract until end of June 18.

General Office file clean-up and organization

Village of Longview Municipal Enforcement

Report to Council –September 2017

Stats are compiled from the month of September 2017 .

Tickets Issued	Face value	Highest speed(s) clocked	Other violations	Expected return
35	\$11226 (Subject to change due to 4 Mandatory Court appearances)	70 Zone- 143 km/hr-70 132 km/hr-70x2 128 km/hr-70 120 km/hr-70 118 km/hr-70 50 Zone 99 km/hr-50 97 km/hr-50 92 km/hr-50 30 Zone 67 km/hr-50 63 km/hr-50 62 km/hr-50 60 km/hr-50 58 km/hr-50 57 km/hr-50 55x 4 km/hr-50	Operate unregistered motor vehicle x 3 Operate handheld cell while operating motor vehicle x 2 Operate motor vehicle without Valid DL x 2 Fail to produce valid insurance x 3	\$6735.60(Subject to change due to 4 mandatory court appearances)

Slower Month- High Visibility in School Zone - Targeted Enforcement

School Visits-x3

Village Tasks

Sept 1

Daily routine,garbage pickup,meet with Mountain view Development at 221 Royalties cr for curb stop shut off.Curb stop does not work discuss plan on replacement,check curb stop at 113 Morrison rd and locate curb stop at 111 Morrison rd,Utility readings.

Sept 4

Stat

Sept 5

Daily routine,pickup garbage from campground and info center,drop off resin at pathway system,meet with Mountain view Delevopment at 221 Rolalties cr and pick a time and date to do curb stop replacement,hand out water shut off notices,load Abb with one load of street cleanings from info center parking lot,change sign board,water planter boxes.

Sept 6

Daily routine,curb stop replacement at 221 Royalties cr,put tractor tire back on tractor and cut grass,water spruce trees in park.

Sept 7

Daily routine,weed whip around vaults at lagoons,meet with Jon (MD water)about warranty work being done on pumps at sewer lift station and reset alarms when work was done, cut grass,clean out dead branches from trees in campground, check over truck and dump trailer.

Sept 8

Daily routine,garbage pickup,took afternoon off to use up vacation time.

Sept 11

Daily routine,pick up garbage from info center and campground and Morrison rd,one call at 201 Royalties cr,cut out dead branches from trees and bushes in campground,change sign board.

Sept 12

Daily routine,take down tent in park,push up compost pile and tree branch pile,pick up garbage around compost area yard,change sign board,meet with Dale and MPE at shop yard about flooding problems and reland scaping,tidy up shop.

Sept 13

Daily routine,pick up garbage from campground, check storm drains,pick up supplys in High River, water meter readings at 400 Mountain View Pl, 113 Morrison Rd and 319 Twin Cities Dr,tidy up shop.

Sept 14

Daily routine,meet with Dave Kendal about exchanging use of village skidsteer to move his personal tree's in place in exchange use his back hoe to dig drainage ditch at the pathway system,move two garbage bins from 113 Morrison rd to 140 Morrison rd and 108 Morrison rd,take down pumpjack picture board at info center,change oil/filter and air filter/grease and clean cab, check over town truck,check over dump trailer.

Sept 15

Daily routine,garbage pickup,meet with Dave Kendal about tree moval, repair site marker in campground,put presserwasher together and test.

Sept 18

Daily routine,pickup garbage from info center and campground,install storm drain grate at pathway system,take mesurments and make a Alberta one call for installation of south entrance sign,shut off water at 113 Morrison rd.

Sept 19

Daily routine,wash town truck,check over skidsteer and grease,level off dirt piles in MR,set up community hall for meeting,remove water metter from 113 Morrison rd.

village daily tasks

Sept 20

Daily routine, change sign board, open up and close sani dump, shut off outside water at village office, village kubota no start check over and no power to fuel pump make jumper wires and move to shop, move campground kubota to shop, over see one call tickets and meet with locators, load water tank.

Sept 21

Daily routine, pump out holding tank at water treatment plant and water trees in campground and park, check over truck and dump trailer, meet with locators for one call.

Sept 22

Garbage pickup, take in bank deposit, pickup supplies and repair lino flooring in post office, change sign board.

Sept 25

Daily routine, pickup garbage from info center and campground, clean up leaves in park, meet with Chris Goss and install pilings for south entrance welcome sign, Repair flat tire on dump trailer.

Sept 26

Daily routine, meet with Haydens machine shop for sign installation, check around WTP foundation for entrance holes where pack rat is getting in, Go to BD and HR for supplies to repair foundation at WTP.

Sept 27

Daily routine, Dig out around foundation of WTP and replace boards and re-seal and back-fill.

Sept 28

Daily routine, Move entrance sign to Haydens for repair, wash campground kubota and check it over for winter move it back to campground, Meet with Dale at Westview pl in regards to sewer smell, Pickup garbage at info center and campground, check over truck and dump trailer.

Sept 29

Daily routine, Garbage pick-up, Clean-up leaves from curbs and park.

Village daily tasks

Oct 2

Daily routine, Snow removal, Change sign board.

Oct 3

Daily routine, Pickup skid from pathway system, Snow removal, Clean out storm drains, arrange drop off time with Haydens to drop off snow plow for repair, Move kubota broom into shop.

Oct 4

Daily routine, Put snow plow on truck and drop off snow plow at Haydens, Clean up and wash kubota take off mower deck and install broom mount, Mover snow blower into shop, Push up compost pile, Take down fire ban signs.

Oct 5

Daily routine, Go over sewer line flushing with Dale, Clean up leaves along Foothills Dr, Twincities Dr, Mountainview Pl, Check over truck and dump trailer.

Oct 6

Daily routine, Take skid steer to pathway system, Garbage pickup, Pickup parts in HR, Check well and lagoon sites and out fall drain.

Oct 9

STAT

Oct 10

Daily routine, Pickup garbage from info center and campground, Replace security light on WTP, Meet with Fish and wildlife and obtain permission and access to Boyds property to set up a bear trap at entrance way to gully, Take truck to Haydens to get measurements for plow mount, Fall clean-up.

Oct 11

Daily routine, Pick-up snow plow from Haydens, Meet with MD.WW and Cummins Canada at sewer lift station for Gen-set service and dis-able alarms, Fall clean-up and dump run, Pick-up supplies in BD, Re-set alarms at sewer lift station after Cummins was done service, Change sign board.

Oct 12

Daily routine, change furnace filters at office and community hall, replace door sweeps and fix sticky door handle at WTP, Fall clean up and dump run, check over truck and dump trailer, one call at 100 Morrison Rd, meeting with Dale about utility right of-way at 100 Morrison Rd. Check path-way conditions where resin has been installed for concerns about slip and fall complaints.

Oct 13

Daily routine, Garbage pick-up, Pick-up supplies in HR, Replace marker light on dump trailer, Change sign board, Replace lights in Exit sign in counsel chambers, Check on installation of south entrance sign.

LONGVIEW AND AREA RECREATION BOARD

JULY 15/17 VILLAGE OF LONGVIEW COUNCIL CHAMBERS

PRESENT

Doug Brocklebank (chair), Alex Roberston, Larry Kroeker, Tyler Hickey, Aaron Lyons,

Larry Dayment, Cliff Ayrey

Regrets, Kendra Jones

Call to Order

Doug Brocklebank called the meeting to order at 7:24 pm

Agenda

Moved by Alex Roberston to accept the agenda

Previous Minutes

None present

Financials

None Present

New Business

Discussion was had by the Board on numerous of topics that will continue to be explored as listed

- *Explore coverage over the skating rink*
- *Portia-Potties in the park, purchasing and maintenance of units*
- *Bathrooms at campground/skating rink, managing usage and cleaning on them during winter months*
- *Skate Board equipment, finding a permanent location to save on wear and tear of moving equipment*

Correspondence

The Longview and Area sent thank you card to the Recreation Board

2017 Funding Allotment

The Board wanted it noted that the requests that came in were over \$16,000.00 this year

2017 Longview and Area Recreation Board

- Longview Library \$ 500.00
 - Longview & Area Seniors Club \$1000.00
 - GOME Fitness \$1000.00
 - Little New York Daze \$2000.00
 - Longview Youth Group \$3000.00
 - Longview Skating Rink & Centennial Park \$5000.00
- Total \$12,500.00

Moved by Aaron Lyons to accept the 2017 funding allotment as presented

Adjournment

Moved by Tyler Hickey to adjourn meeting 9:20

y- Bumb Oct. 22 / 2017.

**VILLAGE OF LONGVIEW
BANK RECONCILIATION
September 30, 2017**

General Ledger

Balance at	August 31, 2017	<u><u>\$1,310,130.85</u></u>
Plus:	Revenue	\$74,212.94
Less:	Expenses	(\$74,811.17)
Balance at	September 30, 2017	<u><u>\$1,309,532.62</u></u>
Less:	amount held for grants	(\$502,062.00)
	amount held in reserves	(\$417,977.00)
	Balance for operation	\$389,493.62

RBC General Bank Account

Balance		<u><u>\$1,329,686.32</u></u>
Less:	Outstanding Cheques	(\$19,923.16)
	Moneris	(\$220.54)
	Oct debit	(\$10.00)
Plus:	Outstanding Deposit	\$0.00
Balance at	September 30, 2017	<u><u>\$1,309,532.62</u></u>

Other Accounts

RBC Recreation Committee Account	\$16,991.31
RBC GIC - Development Deposit	\$59,254.42
RBC Operating Line of Credit	\$0.00
ING Savings Account	\$0.00
Total Cash on Deposit as of	<u><u>\$1,385,778.35</u></u>

September 30, 2017

**2017 Village of Longview
Accounts Payable Cheque List**

From: 2017/09/01 To: 2017/09/30

Vendor Name	Purpose	Cheque	Date	Amount
AMSC	Supplies	8565	2017/09/07	\$610.68
AMSC Insurance Services...	Benefits	8566	2017/09/07	\$620.31
Contain-A-Way Services	Garbage Bin	8567	2017/09/07	\$146.97
Harrison, Dale	Expense Reimbursement	8568	2017/09/07	\$51.48
Longview Fas Gas	Fuel	8569	2017/09/07	\$756.36
Telus Mobility	Cells	8570	2017/09/07	\$228.92
Ward Tires High River	Cancelled	8571	2017/09/07	\$42.05 *
Crayford, Jim	Refund Camground Fees	8572	2017/09/07	\$240.00
Alberta One-Call Corporation	Locates	8573	2017/09/14	\$50.40
Digitex Canada Inc.	Photocopies	8574	2017/09/14	\$125.42
Eastlink	Internet	8575	2017/09/14	\$94.45
Family & Community...	Membership	8576	2017/09/14	\$109.00
Foothills Regional Service...	Waste disposal	8577	2017/09/14	\$386.00
Iron Mountain Canada...	Shredding	8578	2017/09/14	\$46.91
Mikkelsen, Dayna	Hall cleaning	8579	2017/09/14	\$91.00
Southridge Chrysler	Oil change	8580	2017/09/14	\$78.73
Alberta Municipal Services...		8581	2017/09/18	\$4396.67
Telus Communications	Controls	8582	2017/09/18	\$429.99
Accurate Stamp & Seal	Photo plaque	8583	2017/09/28	\$798.00
AUMA	Election workshop	8584	2017/09/28	\$840.00
Caumartin, Justin	Vest, supplies, vehicle maintenance, cell	8585	2017/09/28	\$248.77
Eastlink	Internet	8586	2017/09/28	\$81.80
Longview Recreation Board	2017 Village Contribution	8587	2017/09/28	\$4500.00
MPE Engineering Ltd (billing)	Cancelled	8588	2017/09/28	\$17690.41 *
Nucleus Information Service...	Website	8589	2017/09/28	\$141.75
Range Mobility, Inc.	Patrol Vehicle equipment transfer	8590	2017/09/28	\$11064.81
Workers' Compensation Board	Premium	8591	2017/09/28	\$866.67
Guardian Office Solutions	Janitorial	8592	2017/09/29	\$325.00
			28 cheques for	27330.09

General	2017 Interim Budget	2016 Actual	2017 Actual	Total Number of Trx Posted	Last Trx Post Date	2017 Budget Minus Actual Variance Amount	2017 Percent %	Variance
Summary								
Total General Revenue	\$ (526,008.00)	\$ (531,487.69)	\$ (527,845.98)	69		\$ 1,837.98	100%	
Total Legislative Revenue	\$ (55,000.00)	\$ (2,172.16)	\$ (9,676.55)	1		\$ (45,323.45)	18%	
Total Administration Revenue	\$ (28,200.00)	\$ (34,206.70)	\$ (13,239.78)	110		\$ (14,960.22)	47%	
Total Protective Services Revenue	\$ (51,200.00)	\$ (26,135.00)	\$ (35,586.59)	67		\$ (15,613.41)	70%	
Total Emergency Services Revenue	\$ -	\$ -	\$ -	0		\$ -	100%	
Total Common Services Revenue	\$ -	\$ -	\$ -	0		\$ -	100%	
Total Roads & Sidewalks Revenue	\$ (14,750.00)	\$ (13,539.43)	\$ (9,119.73)	0		\$ (5,630.27)	62%	
Total Utility Service Revenues	\$ (206,916.00)	\$ (227,086.64)	\$ (176,049.13)	116		\$ (30,866.87)	85%	
Total Planning & Development Revenue	\$ (4,000.00)	\$ (5,902.00)	\$ (4,230.40)	3		\$ 230.40	106%	
Total Community Services Revenue	\$ (60,043.00)	\$ (53,415.71)	\$ (41,282.40)	338		\$ (18,760.60)	69%	
Revenue	\$ (946,117.00)	\$ (893,945.33)	\$ (817,030.56)			\$ (129,086.44)		
Total General Expenditures	\$ 139,457.00	\$ 136,591.92	\$ 73,894.29	9		\$ 65,562.71	53%	
Total Legislative Expenditures	\$ 30,114.00	\$ 19,461.76	\$ 26,893.77	25		\$ 3,220.23	89%	
Total Administration Expenditures	\$ 232,706.00	\$ 274,035.34	\$ 181,193.44	293		\$ 51,512.56	78%	
Total Protective Services Expenditures	\$ 139,648.00	\$ 80,766.62	\$ 52,270.89	148		\$ 87,377.11	37%	
Total Emergency Services Expenditures	\$ 500.00	\$ 295.31	\$ 610.55	3		\$ (110.55)	122%	
Total Common Services Expenditures	\$ 79,868.00	\$ 62,758.82	\$ 51,753.65	143		\$ 28,114.35	65%	
Total Roads & Sidewalks Expenditures	\$ 16,738.00	\$ 16,291.20	\$ 13,565.24	10		\$ 3,172.76	81%	
Total Utility Service Expenditures	\$ 222,946.00	\$ 154,355.60	\$ 120,669.43	177		\$ 102,276.57	54%	
Total Planning & Development Expenditures	\$ 16,480.00	\$ 3,794.57	\$ 2,309.80	4		\$ 14,170.20	14%	
Total Community Services Expenditures	\$ 73,215.00	\$ 89,975.35	\$ 62,382.29	180		\$ 10,832.71	85%	
Expenditures	\$ 951,672.00	\$ 838,326.49	\$ 585,543.35			\$ 366,128.65		
Net General	\$ (386,551.00)	\$ (394,895.77)	\$ (453,951.69)	78		\$ 67,400.69	117%	
Net Legislative	\$ (24,886.00)	\$ 17,289.60	\$ 17,217.22	26		\$ (42,103.22)	-69%	
Net Administration	\$ 204,506.00	\$ 239,828.64	\$ 167,953.66	403		\$ 36,552.34	82%	
Net Protective Services	\$ 88,448.00	\$ 54,631.62	\$ 16,684.30	215		\$ 71,763.70	19%	
Net Emergency Services	\$ 500.00	\$ 295.31	\$ 610.55	3		\$ (110.55)	122%	
Net Common Services	\$ 79,868.00	\$ 62,758.82	\$ 51,753.65	143		\$ 28,114.35	65%	
Net Roads & Sidewalks	\$ 1,988.00	\$ 2,751.77	\$ 4,445.51	10		\$ (2,457.51)	224%	
Net Utility Service	\$ 16,030.00	\$ (72,731.04)	\$ (55,379.70)	293		\$ 71,409.70	0%	
Net Planning & Development	\$ 12,480.00	\$ (2,107.43)	\$ (1,920.60)	7		\$ 14,400.60	-15%	
Net Community Services	\$ 13,172.00	\$ 36,559.64	\$ 21,099.89	518		\$ (7,927.89)	160%	
Total Annual Amortization Expenditures	\$ -	\$ 278,441.02	\$ -	0		\$ -	100%	
Net Deficit (Surplus)	\$ 5,555.00	\$ 222,822.18	\$ (231,487.21)			\$ 237,042.21		
Revenue from Balance Sheet	\$ -	\$ (893,945.33)	\$ (817,030.56)			\$ -		
Expenditure from Balance Sheet	\$ -	\$ 1,116,317.51	\$ 585,543.35			\$ -		
Net Deficit (Surplus)	\$ -	\$ 222,372.18	\$ (231,487.21)			\$ -		
Checksum Difference	\$ -	\$ 450.00	\$ 0.00			\$ -		



September 18, 2017

Village of Longview
PO Box 147
Longview, AB T0L 1H0

Attention: Mr. Dale Harrison
Chief Administrative Officer

Re: ATCO Gas and Pipelines Ltd. Franchise Agreement Clause 4(a)

Dear Sir:

Pursuant to Clause 4(a) of our franchise agreement, the municipality has the ability to change the franchise fee percentage in 2018; this request must be received by ATCO Gas in writing prior to November 1st. If you are considering changing the franchise fee in 2018, please contact us as soon as possible to begin the process.

As you are aware, ATCO Gas pays the Village of Longview a franchise fee. The franchise fee is collected from customers in the community based on a percentage of our Delivery Tariff. In the Village of Longview this percentage is 20.00%.

In 2016, our Delivery Tariff revenue in the Village of Longview was \$104,893. Our forecast Delivery Tariff revenue for 2018 is \$120,331. Therefore, based on the current franchise fee percentage, the forecast 2018 franchise fee revenue would be \$24,066.

We trust you will find this information useful, and, if you have any questions or require anything further, please do not hesitate to call me at (403) 828-0533.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dan Nicolajsen'. The signature is fluid and cursive, with a long horizontal line extending to the right.

Dan Nicolajsen,
Manager, Customer Service



**VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION**

Agenda Item #: 10.1

Date: Oct 24, 2017
Title: ATCO Franchise Agreement
Submitted by: Dale Harrison, CAO

Recommendation: MOVED by _____ that the ATCO Franchise Agreement remain the same as previous years at 20%.

Alternatives: 2. Defeat above motion.
3. That discussion be tabled _____ *(for further information or future date)*.

Background: ATCO pays the Village a franchise fee for the right to distribute natural gas within the Village of Longview. Each year the Village is given the opportunity to review the rate and raise it, lower it or let it remain the same. See Letter

Implications:
*Policy, Statutory
Plans, Legislative:*

Financial: 2018 Revenue Projection \$24,066

Communications: Notices posted at Council meetings

Attachments: Is the documentation severed by FOIP: **NO**
1. none



**VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION**

Agenda Item #: 10.2

Date: Oct 24, 2017
Title: Tax Penalty Waiver
Submitted by: Dale Harrison, CAO

Recommendation: MOVED by _____ that the tax penalty for 2016 be charged as per bylaw
Alternatives: 2. Defeat above motion.
3. That discussion be tabled _____ (for further information or future date).

Background: A resident was assessed a penalty for late payment of 2016 taxes with the payment happening on May 12, 2017. They have owned the property for the past 17 years and have paid their taxes on time in the past. They claim that they never received a tax bill in the mail. A review of the computer system shows two taxes notices - one to a mortgage company and a second to the Longview address. It is the standard for municipal tax software to always generate two tax notices on the same property if there is a mortgage company involved. Staff can not explain why the resident did not receive the notice mailed to the Longview address. The MGA deems the Tax Notice delivered once it has been delivered to the Post Office. The payment came in after the first penalty date of August 1, 2016 and after the second penalty date of January 1st, 2017.

Implications:
*Policy, Statutory
Plans, Legislative:*

Financial: N/A

Communications: Notices posted at Council meetings

Attachments: Is the documentation severed by FOIP: **NO**
1. none



VILLAGE OF LONGVIEW

Box 147
Longview, AB T0L 1H0
Phone (403) 558-3922
Fax (403) 558-3743
cao@village.longview.ab.ca

October 25th, 2017

To The Manager
Royal Bank of Canada
Turner Valley Branch

Subject:- Change in Authorized Signatory(s)

**Ref.: (1) Account No. – 09359 124-292-4
Village of Longview**

**(2) 09359 124-308-8
Longview Recreation Board**

Dear Sir/Madam

The Village Council in their meeting held on October 24, 2017, has passed a resolution to change the authorized signatories who would operate our account in your branch. Please find below the revised list of authorized signatories, which will be effective from October 25, 2017.

No.	Name	Designation
1	Dale Harrison	Chief Administrative Officer (CAO)
2	Kathie Wight	Councillor
3	Carole Macleod	Councillor
4	Christina Weir	Councillor

The above mentioned revised list supercedes the earlier existing list of Authorized signatories. Any negotiables must be signed by any 2 (two) of the above signatories.

The CAO is authorized to receive information in regards to the account(s) of the Village of Longview.

Thanking You

Yours Faithfully,
For **Village of Longview**,

Kathie Wight
Councillor

Carole Macleod
Councillor

Christina Weir
Councillor



VILLAGE OF LONGVIEW

Box 147
Longview, AB T0L 1H0
Phone (403) 558-3922
Fax (403) 558-3743
cao@village.longview.ab.ca

October 25th, 2017

To The Manager
Alberta Treasury Branch
Black Diamond Branch

Subject:- Authorized Signatory(s)

**Ref.: (1) Account –
Village of Longview**

(2) Longview Recreation Board

Dear Sir/Madam

The Village Council in their meeting held on October 24, 2017, passed a resolution to authorized signatories who would operate our bank accounts in your branch. Please find below the list of authorized signatories, which will be effective from October 25, 2017.

No.	Name	Designation
1	Dale Harrison	Chief Administrative Officer (CAO)
2	Kathie Wight	Councillor
3	Carole Macleod	Councillor
4	Christina Weir	Councillor

Any negotiables must be signed by any 2 (two) of the above signatories.

The CAO is authorized to receive information in regards to the account(s) of the Village of Longview.

Thanking You
Yours Faithfully,
For **Village of Longview**,

Kathie Wight
Mayor

Carole Macleod
Councillor

Christina Weir
Councillor



**VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION**

Agenda Item #: 10.5

Date: Oct 24, 2017
Title: Gully Burn
Submitted by: Dale Harrison, CAO

Recommendation: MOVED by _____ that the Longview Fire Department burn the gully in the fall of each year after the grass has _____

Alternatives: 2. Defeat above motion.
3. That discussion be tabled _____ (*for further information or future date*).

Background: A resident has requested that the gully be burned as a fire protection measure each year. In the past citizens have been concerned that nesting birds in the gully would be destroyed by the fire. Burning in late fall would ensure that the small birds have hatched and moved out of the area.

Implications:
*Policy, Statutory
Plans, Legislative:*

Financial: N/A

Communications: Notices posted at Council meetings

Attachments: Is the documentation severed by FOIP: **NO**
1. none



VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION

Agenda Item #: 10.6

Date: Oct 24, 2017
Title: Sale of Property
Submitted by: Dale Harrison, CAO

Recommendation: MOVED by _____ that the

Alternatives: 2. Defeat above motion.
3. That discussion be tabled _____ (for further information or future date).

Background: The Esso on the northend of the Village is going to be replacing the fuel tanks and doing some other renovation to the property. When looking at the drawings it was noticed that there is a 10 foot walkway that the Village owns on the north side of the property it is south of the fence at the information centre. The Esso currently has garbage bins and a shed plus some moveable signs on the property. This walkway has little value

Implications:
*Policy, Statutory
Plans, Legislative:*

Financial: N/A

Communications:

Attachments: Is the documentation severed by FOIP: **NO**
1. none

