

AGENDA
REGULAR MEETING OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Tuesday, October 20, 2020
To be held in the Longview Community Hall at 6:30 p.m.

1.0 **CALL TO ORDER**

2.0 **AGENDA**

3.0 **DELEGATIONS**

3.1 **Foothills Tourism**

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.

4.0 **CORRESPONDENCE FROM RESIDENTS**

4.1 Letter in Support of CAO and Mayor

5.0 **MINUTES**

5.1 Minutes Regular Council Meeting – Sept 15, 2020

5.2 Minutes of Committee of the Whole – October 7, 2020

6.0 **ACTION ITEM REPORT**

6.1 Action Item Report – from COW October 7th

7.0 **REPORTS**

7.1 CAO Report –

7.2 Public Works Report – Sept 1-15

7.3 Council Reports

8.0 **FINANCIAL REPORTING**

8.1 Bank Reconciliation

8.2 Accounts Payable Cheque Register June-August

8.3 YTD Budget to Actual Revenue & Expenses

9.0 **QUESTION PERIOD**

An opportunity for the public to ask a question about something on the current agenda.

10.0 **BYLAWS**

10.1 430-20 Council Remuneration – 3 readings

10.2 431-20 Water Meter Bylaw – 3 readings

11.0 **BUSINESS**

11.1 RFD Hall Rental Policy Changes

11.2 RFD Foothills Tourism

11.3 RFD Rowan House donation

11.4 RFD Hall Sound System

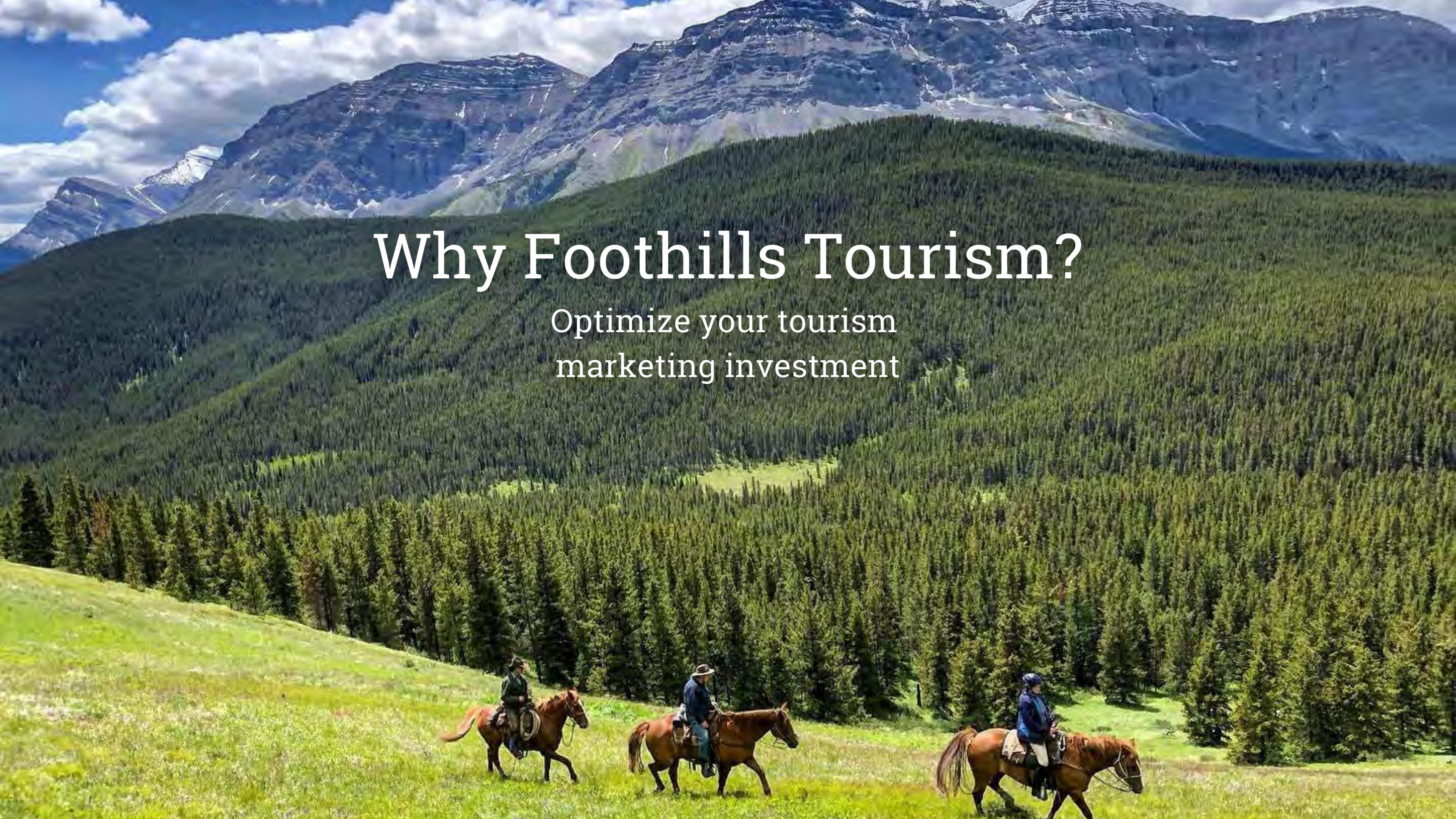
12.0 **CORRESPONDENCE**

13.0 **CLOSE MEETING**

FOIP 18(1)(e) litigation or potential litigation

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. 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.

14.0 **ADJOURNMENT**



Why Foothills Tourism?

Optimize your tourism
marketing investment



Achievements

- **Largest marketing coalition** with support from businesses, towns, county, Travel Alberta, the ministry of economic development, tourism and trade & Tourism Calgary.
- Developed an **all encompassing website** presenting all tourism related businesses to customers
- Established a diverse and **sustainable income flow** from municipalities, members, sponsors, the Calgary Hotel Association, Travel Alberta and provincial grants
- **Developed social media channels** and built a continuous increase in activity
- **Developed six tour packages** for the region
- Raised income of \$184,000 in 2019
- Expected income for 2020 is \$177,000
- Projected **value of 2020 marketing campaign is \$230,000**
- WMC conducted an [in depth market research and SWOT analysis to guide strategy](#)



Board of Directors

- David Farran - Eau Claire Distillery
- Judy Kolk - Kayben Farms - to be replaced with representative of Granary Road
- Paul Hamer - Saskatoon Farm
- Stavroula Kangles - Spruce Meadows
- Shelley Zucht-Shorter - Tourism Calgary
- TBA (Sol Zia) - Calgary Hotel Association
- Sara Noyes - Community Futures
- Kelly Tuck - voice of municipalities
- Hugo Bonjean - Spirit Hills Winery
- Advisors: Andi Dzilums & Yvonne Chau - Travel Alberta

Foothills Tourism Marketing

Mid-campaign Update





Marketing Objectives

- Develop measurable digital marketing strategies to **increase website traffic** to foothillstourism.com
- Implement brand-building marketing tactics that will **grow awareness** of the Foothills region and develop the area into a renowned destination for local travel this summer
- Create exceptional visitor experiences and **amplify stories**, focusing on agritourism, culture & history, family fun, food & drink, mountains & nature, and sports & relaxation
- Grow tourism in the region by 30% over five years by developing a **long-term sustainable tourism** model that attracts visitors and promotes local businesses in the county
- Encourage **collaboration with other DMOs** and align offers with Tourism Calgary and Travel Alberta's ATIS

2020 Creative Direction



Click image to watch the brand statement video



2020 Creative Direction

Playing off the proximity to Calgary, we wanted to encourage people to explore their own backyard.

300x25



728x90



1080x1080





Mid-campaign Results

August Digital Advertising

Performance Breakdown (All Platforms)

Impressions – 6,611,533
Clicks – 23,747
CTR – 0.36%
Conversion Rate 8.3%

Performance Highlights (Hyper Display)

- Most conversions resulted from the "Tour Booking" button
- Millarville Market ad creative drove the highest conversions

Performance Highlights (Social)

- CTR for Social (2.5%) is significantly higher than the industry success benchmark of 0.3%
- Highest conversion came from the "View Tour" button
- Granary Road ad creative drove the highest conversions

Performance Highlights (Search)

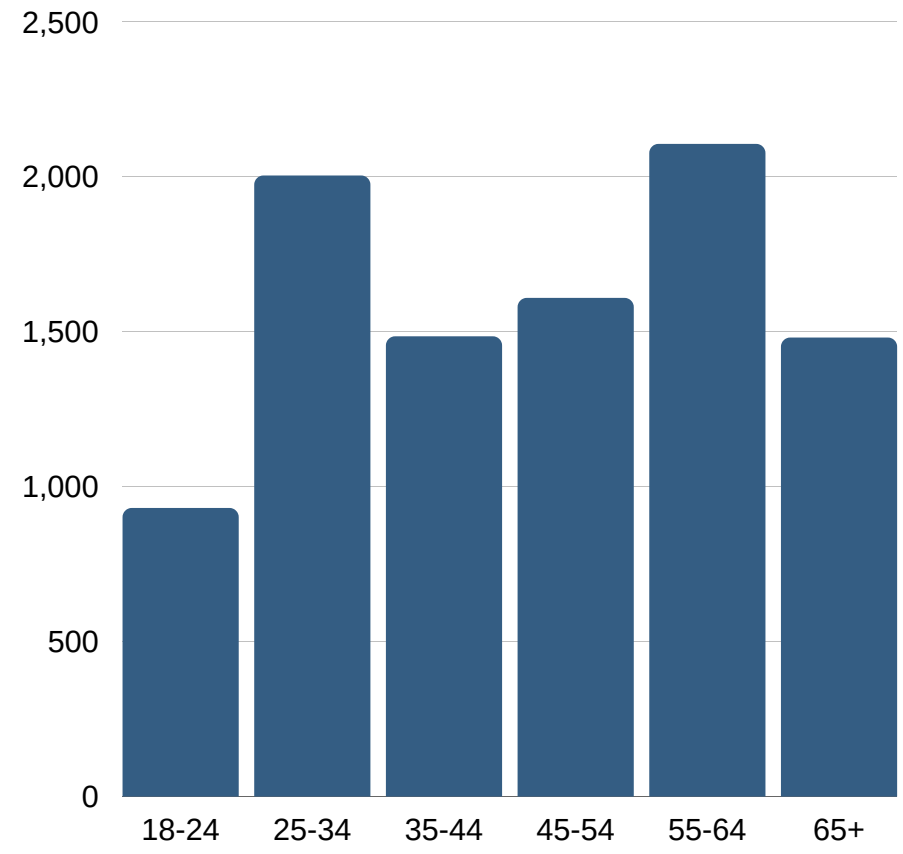
- Ad group with the highest CTR was the Alberta Tourism group
- The top 10 keywords had to do with "things and activities to do in Alberta"



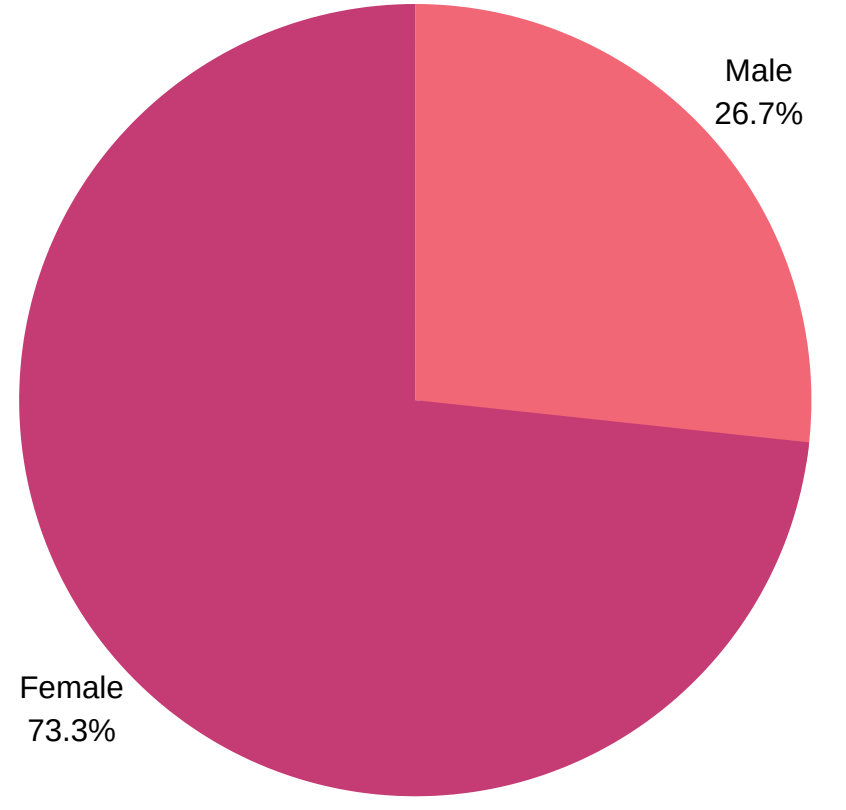
Mid-campaign Results

August Digital Advertising

Age Comparison



Gender Breakdown

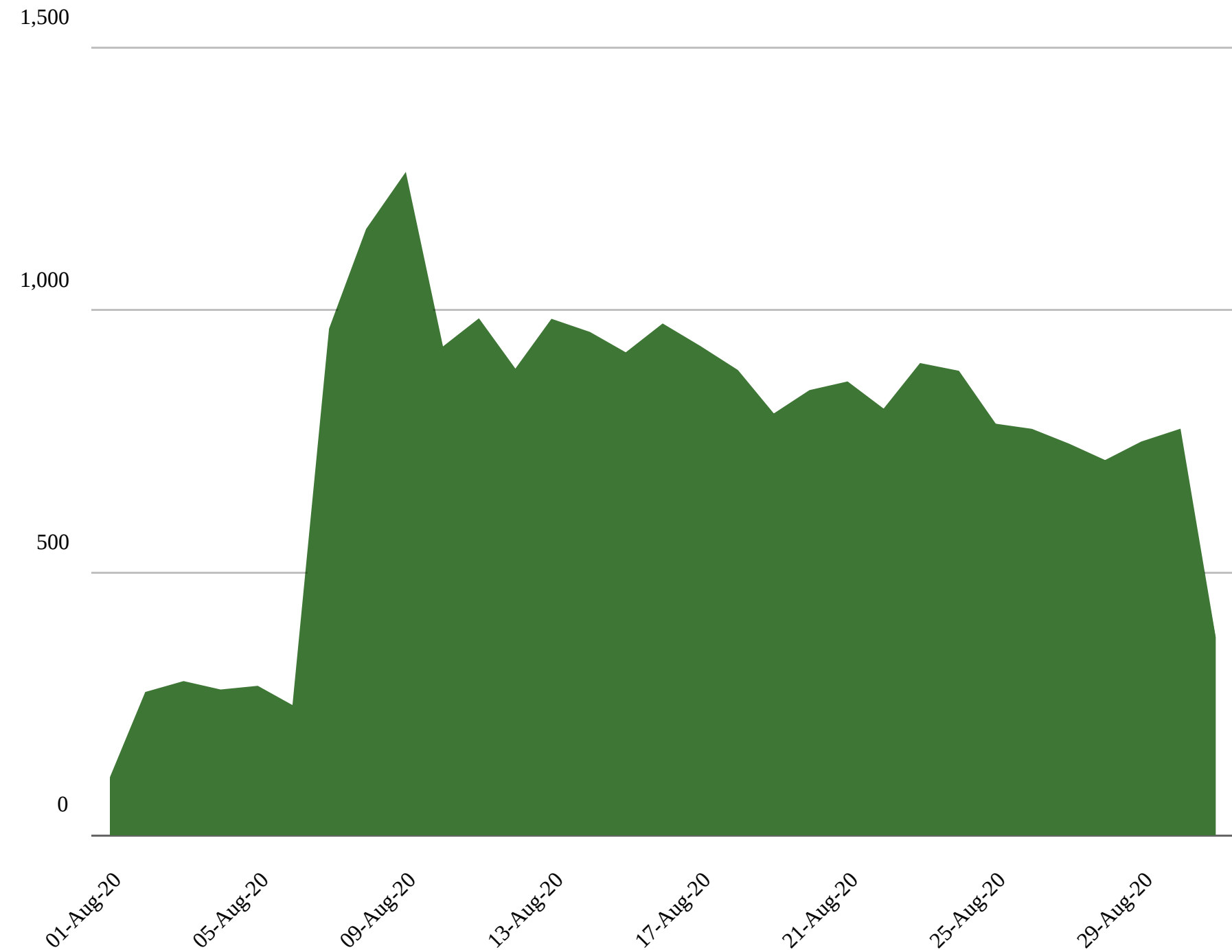




Mid-campaign Results

August Digital Advertising

Website Performance Summary (Visits)

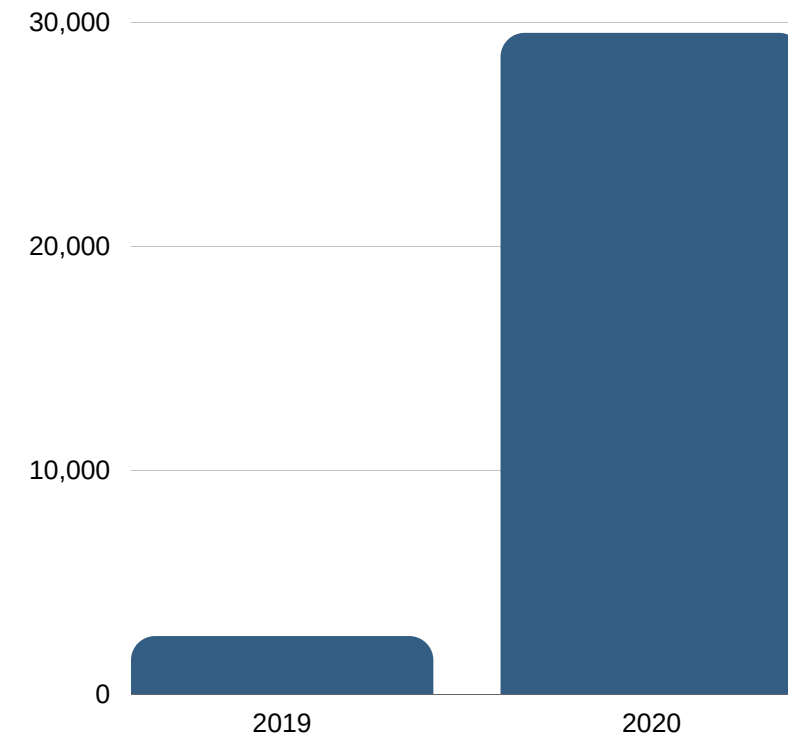




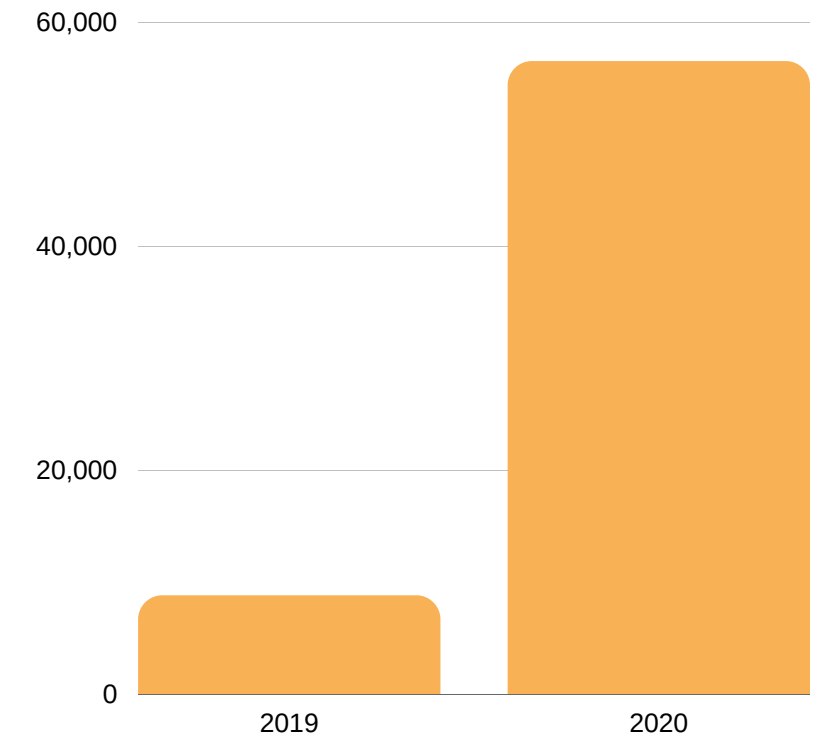
Mid-campaign Results

Aug 1 – Sept 15 Website Traffic

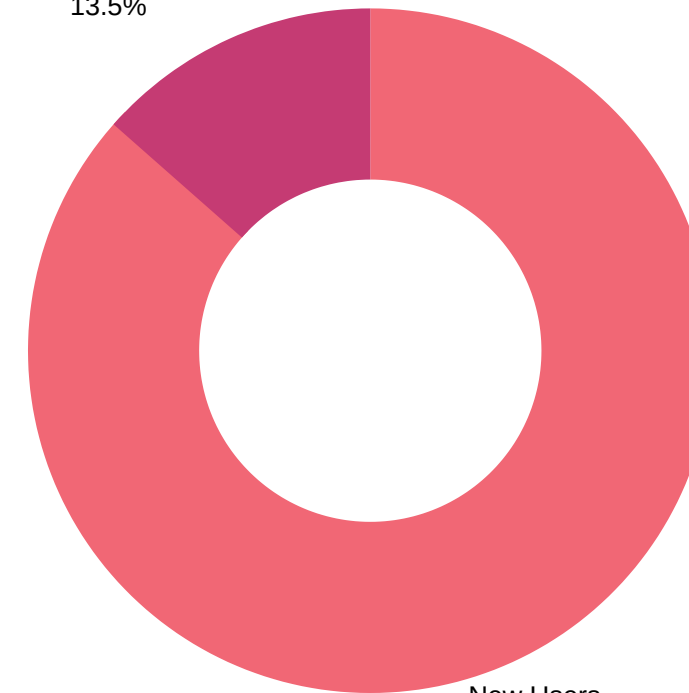
Users (+1,048%)



Pageviews (+543%)



Returning Users
13.5%



New Users
86.5%



Mid-campaign Results

Social Media Goals

- **Celebrate the region** and its proximity to Calgary
- **Build an online community** with local DMFs/DMOs, destinations in the region
- Showcase **user-generated content**
- **Amplify** influencers, ambassadors, tourists and destinations
- **Raise awareness** about the Foothills
- Create opportunities for local DMFs/DMOs, destinations in the region to **engage and share** their own stories online



Mid-campaign Results

Social Media Results

Instagram Highlights

- Followers – 2,356 up +8.07% (August to September)
- Total Post Reach – 223,800 users (August & September)
- Contest Giveaways – 4 contests scheduled in September

Instagram Best Performing Content

- Sunsets + scenery
- Wildlife
- Art + culinary

Facebook Highlights

- Followers – 1,776 up +33.5% (mid-July to September)
- Post Reach – up +133% (August to September)
- Post Engagement - up +98% (August to September)

Facebook Best Performing Content

- Outdoor adventures
- Unique activities
- Foothills "best-kept" secrets
- Re-sharing & amplifying content
- Events/offers



Mid-campaign Results

Hotel Partnerships

Courtyard by Marriott Hotel Package

- 3 hotel packages were developed:
Package 1: Foothills Horses, Wine & Whiskey
Package 2: Foothills Agri-Tourism & Blacksmithing
Package 3: Foothills Agri-Tourism & Wild Edible Foods



Best Western Plus Inn & Suites Okotoks

- 2 hotel packages were developed:
Package 1: Foothills Arts & Golf
Package 2: Foothills Experience





Mid-campaign Results

Okotoks Western Wheel

Secured a full-page ad and story in the Okotoks Western Wheel Summer Explorer. Read [here](#).

A collage of three images. The top image is a magazine cover for 'SUMMER EXPLORER' featuring a hiker and a mountain view. The middle image is an advertisement for 'DENTURE CENTRE' in Airdrie, listing services like complete dentures and emergency repairs. The bottom image is an advertisement for 'FOOTHILLS' family fun, showing a family on a scenic train ride with mountains in the background.

FOOTHILLS



Upcoming Initiatives

- Partnering with Tourism Calgary to launch a joint-influencer campaign from mid-Sept to mid-Oct
- Partnering with local media companies (Okotoks Western Wheel and Okotoks Online) to run an October digital campaign
- Looking to encourage B&Bs to develop their own packages that will be promoted via the campaign as fall staycations
- Launch travel e-newsletter and fall guide

Christmas in the Foothills

Winter Marketing Campaign





Christmas in the Foothills

- Unique **economic development opportunity** due to the cancelation of multiple Christmas markets in Calgary
- Potential **value \$30 million**
- Objective: to provide 150,000 Calgarians a unique Christmas entertainment and shopping experience in the Foothills
- **Organic approach** - no central direction - we all use our creativity and bring our best
- If we act together with the focus on the same goal Foothills will have the best Christmas season ever
- This is our opportunity to rise and shine
- Let's choose for economic development and growth in Foothills
- See newsletter on how you can help
- Temporarily remove all barriers from businesses and residents so they can participate in innovative ways



Farm to Table in the Foothills

From the WMC market research:

- 91% of Calgarians are interested in local food
- 70% would travel 30 to 60 minutes to buy from local farms/ranches
- 41% of those (370,000 people) would do this 4 to 6 times per year
- We can reasonably assume that represents 92,500 families that have an interest to visit the region 5 times per year if they can buy food from local farms/ranches
- Assuming an average spend per visit of \$500 that represents an economic opportunity of \$231 million
- This is latent demand for which we currently do not have supply.
- We will work with farmers, towns and county to capture this economic opportunity

Municipal Sponsorship Request

\$200 per municipal business that is marketed on foothillstourism.com

- Turner Valley: \$3,000
- Black Diamond: \$6,000
- Longview: \$2,200
- Nanton: \$5,400
- Okotoks: \$18,000
- High River: \$10,400
- Foothills County: \$7,200
- Rocky View County / Bragg Creek: \$10,000



What You Will Receive in Return

- A 2021 marketing campaign for Foothills with an estimated value of \$200,000
- A quarterly update via our member and sponsor newsletter
- A top team of strategists and marketers at a reduced rate
- Leverage your community's money by growing it through the different income sources of Foothills Tourism
- Increased understanding of our visitor profile(s)
- A growing visitor economy



How Will Your Community Benefit?

- Growing employment opportunities
- Growing trade opportunities
- Growing business and investment opportunities
- Growing real estate values
- Decreasing crime
- Decreasing dependency on Calgary's economy



Let's develop the visitor economy in the Foothills together.

Thank You!

RECEIVED
SEPT 21/20

Dear Mayor and Council

I have tried to not make comments to anything of a political nature in recent months but I feel I have to say something.

I want to commend our Mayor Kathie Wight on her handling of an extremely difficult and volatile situation. I am sure this is a very stressful time for you. Keep up the good work and stay strong. There are many of us that feel you are doing the right things. I feel you have more support than you realize and a select few are making life difficult right now.

I also feel extremely bad for our CAO. It must be extremely difficult for him to sit and take the barrage of insults, again a select few feel is their right to do. I wish to say Dale has my support. He has attended every single fundraiser the seniors, LNYD, and every other volunteer group has put on since he became CAO. His support is vital to these groups. When the seniors did the recipe book Dale bent over backwards to help [REDACTED] that book together. I am not very good with computers and his input and assistance were very greatly appreciated.

I am hearing from several people that the petition in question was misrepresented to gain signatures. Several people, and I am assuming these are the ones that want their names taken off of the petition, believed they were signing to have Justin Nagys reinstated. Not happy when they realized this was not the case. To me you are doing the right thing since the petition was declared insufficient that makes it null and void, and no further steps are required by council.

I know that being a council member in a small village where most of the tax payers you also consider friends is very difficult. I also know there are rules that you are required to follow and that maybe those rules don't sit well with some people. There seems to be so much negative in our village at the moment that I felt I needed to give my positive opinion. Kathie, you are doing a great job to the best of your abilities. Stay positive and things will eventually work out. There are a few people that will not be satisfied with anything that you do. I was very sorry to see that a video again was taken at the meeting last night and posted this morning. These videos, contrary to the intent, make the filmed person look belligerent and very disrespectful. This is the second one I have seen and both have the same outcome. It is shameful that someone feels they have to record this behavior.

Thank you for your time. I just wanted to give my support to Kathie and Dale in this trying time.

[REDACTED]

Sept 21/20

MINUTES OF THE REGULAR MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Tuesday, Sept 15, 2020 in
Longview Community Hall commencing at 6:30 p.m.

PRESENT

Mayor Kathie Wight
Deputy Mayor Christina Weir
Councillor Len Kirk
Chief Administrative Officer Dale Harrison

CALL TO ORDER

Mayor Wight called the meeting to order at 6:30 p.m.

AGENDA

Addition 11.6 Remembrance Day Service

Resolution 145-20

Moved by Councillor Kirk that the agenda be accepted as amended.

CARRIED

**PUBLIC IN
ATTENDANCE**

19 people in attendance

DELEGATIONS

Economic Development Committee – Jeff Nelson
New entrance signs

**CORRESPONDENCE
FROM RESIDENTS**

- Senior's Club – fund raising for ramp
- Ivor McCorquindale - Support to retain Pumpjack Cowboy – 106 signatures
- Several letters in support of "Vote of Ratepayer" to terminate CAO
- Several letters opposed to petition and consequent lawsuit
- Letter on Council remuneration

**MINUTES OF
PREVIOUS MEETINGS**

Minutes of June 16, 2020 MPC Meeting
Minutes of Regular Council Meeting Minutes – June 16, 2020
Minutes of Special Council Solar Meeting – August 17, 2020
Minutes of Committee of the Whole – Sept 2, 2020

Resolution 146-20

MOVED by Councillor Kirk that Minutes of the June 16, 20 MPC Meeting, June 16, 20 Regular Council Meeting, August 17, 20 Special Solar Meeting, Sept 2, 20 Committee of the Whole Meeting be adopted as amended.

CARRIED

ACTION ITEMS

CAO presented Action Item List from the Sept COW Meeting

REPORTS

CAO Report

CAO Harrison summarized the report submitted to Council. CAO presented the 5 major projects done in Longview in past three years and how they were funded from the offsite levy and grants.

Public Works Report

As presented –

Council Reports

Len Kirk –

- Meet with Council – one resident

MINUTES OF THE REGULAR MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Tuesday, Sept 15, 2020 in
Longview Community Hall commencing at 6:30 p.m.

Deputy Mayor Weir –

- Library – Sent out funding letters
- DARE – lots of money but no Police Officer, can't get into schools
- EDC – solar update

Mayor Wight

- Joint Steering Committee – RCMP pilot project report
 - TV zone no changes in staffing
- AUMA – President – Policing depot, letter to MLA
- AUMA – EOEP – public Engagement policies

Resolution 147-20 **MOVED** by Mayor Wight that the reports be accepted as presented. **CARRIED**

FINANCIAL REPORTS

Bank Reconciliation – June July August, 2020
Accounts Payable Cheque Register – June- August, 2020
Variance Report – YTD

Resolution 148-20 **MOVED** by Councillor Kirk that the Financial Reports be accepted as presented. **CARRIED**

QUESTION PERIOD

Marg Bird

- Minutes June 16th – names not recorded from letters
- Letters not recognized

Kathy Selbee – Aaron fire dept has access through her property
- MGA 206 Petition – can act on an insufficient, Vote of Electors

Ivor – Open House to discussion
Peace Officer
Solar Project
Councillor Renumeration -

BYLAWS

Bylaw 421-19

Clarification of Council renumeration 3. Statutory Duties –

Resolution 149-20 **MOVED** by Mayor Wight to move October COW Meeting. **CARRIED**

BUSINESS

11.1 – RFD Pumpjack Logo

Resolution 150-20

MOVED by Councillor Kirk that the Village retain the Pumpjack Man as it's Logo and that he be incorporated with the new brand. He can be used alone or combined with the new brand. It is to be used when appropriate i.e. advertising, signage, correspondence. Other uses possible with permission of the village. **CARRIED**

11.2 – RFD Vote of Electors

Resolution 151-20

MOVED by Councillor Kirk moved that the Village not proceed with a Vote of Electors.

Mayor Wight – In favor
Deputy Mayor Weir – Opposed

MINUTES OF THE REGULAR MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Tuesday, Sept 15, 2020 in
Longview Community Hall commencing at 6:30 p.m.

**11.3 – RFD Municipal
Stimulus program**
Resolution 152-20

Councilor Kirk – In favor
CARRIED

**11.4 – RFD Village
Council Chamber Use**
Resolution 153-20

MOVED by Mayor Wight moved that the Village Municipal Stimulus Program project of a Public Works Equipment garage be submitted and Fire Guard be incorporated in any future funding. **CARRIED**

**11.5 – RFD EDC
Committee
Appointment**
Resolution 154-20

MOVED by Councilor Kirk that the Village Council Chambers remain closed for meetings due to the distancing requirements of Covid-19. **CARRIED**

**11.6 – RFD
Remembrance Day
Service**

MOVED by Deputy Mayor Weir that the Sean McCarthy be appointed to the Longview Economic Development Committee. **CARRIED**

Resolution 155-20

Longview Bible Fellowship, Seniors Club, Writers Group, request Council support a service at the hall or at the memorial Garden.

CORRESPONDENCE

MOVED by Deputy Mayor Weir support the Church, seniors and writer's group with the use of the Community Hall for a Remembrance Day Service. **CARRIED**

CLOSE MEETING

Town Sponsorship podcast – forward to EDC

Resolution 156-20

MOVED by Mayor Wight 5 minute recess then to close the meeting under FOIP 24(1)(g) land, FOIP 18(1)(d) labour relations and FOIP 27(b)(ii) information prepared by or for agent of Solicitor General at 9:14 p.m. **CARRIED**

Resolution 157-20

MOVED by Mayor Wight to come out of close the meeting at 9:56 p.m. **CARRIED**

Resolution 158-20

No one waiting outside

ADJOURNMENT
Resolution 159-20

MOVED by Councilor Kirk that the Village agrees to lease approx. 100 acres of land at the sewer lagoon for \$450 per acre annually for the construction of a commercial scale Solar project. **CARRIED**

MOVED by Mayor Wight to adjourn the meeting at 9:58 p.m. **CARRIED**

Mayor

CAO

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Wednesday, October 7, 2020 in
Longview Community Hall commencing at 6:30 p.m.

PRESENT

Mayor Kathie Wight
Deputy Mayor Christina Weir
Councilor Len Kirk
Chief Administrative Officer Dale Harrison

**PUBLIC IN
ATTENDANCE**

1 in Gallery

CALL TO ORDER

Mayor Wight called the meeting to order at 6:35 p.m.

AGENDA

Resolution 158-20

MOVED by Councilor Kirk that the Agenda be accepted as presented. **CARRIED**

DELEGATION

Preston Seier from TC Energy updated info on pipeline 2023 Project. Work will start in July and number of workers peak in August September project should be wrapped up by November. There will be a small crew in for final cleanup during spring and summer of 2024. Location is south of Longview near the border of Willow Creek.

**CAO REPORT TO
COUNCIL**

CAO Harrison summarized the CAO report submitted to Council.

ACTION ITEM LIST

Resolution 159-20

CAO Harrison identified which actions have been completed

MOVED by Mayor Wight that the Action Item list be accepted for information. **CARRIED**

BUSINESS

**Bylaw 421-19 Council
Remuneration**

Revisions and additions suggested by Council.
2.b add word "not", "webinars" in two places, under Remunerations 3 replace "or statutory duties" with "functions with invitation to speak on behalf of the village.
Add "4. Preparation or attendance at court or legal proceedings or responding to FOIP requests for Council feedback." 6 add "preparation for meetings,

**Community Hall Covid
Cleaning Policy**

Update Community Hall rental user policy

FCSS Christmas Party

Look at door to door Christmas Photos with Santa or gifts.

**Council
Correspondence**

With or without names in agenda, copies to council with names, in agenda without names. Research other community policy and bring to November COW.

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Wednesday, October 7, 2020 in
Longview Community Hall commencing at 6:30 p.m.

**Interim Police Advisory
Survey**

Council went over the survey and identified priorities and responses to the survey.

ADJOURNMENT
Resolution 162-20

MOVED by Mayor Wight to adjourn the meeting at 9:13 p.m.

CARRIED

Mayor

CAO

NO	ACTION DESCRIPTION	OWNER	DATE ASSIGNED	DATE DUE	STATUS
1	Look into transfer of liability from Malmberg to Village.	Dale	03-Jun		option 1 - purchase the portion of the land that is on the flat. Would require subdivision. Still need to determine subdivision cost.
2	Post Office - tiles	Dale			
3	Water Meter at Trailer Park	Dale			3 completed
4	Internet service for the hall	Dale	16-Jun		Contacted IT provider in Okotoks for point to point pricing
5	Price Gully Fire break	Dale	05-Sep		Awaiting quotes from two suppliers
6	Fire Department gully burn	Len	15-Sep		Fire Dept looking into grazing sheep in gully
7	Letter to support AUMA RCMP policing	Dale	07-Oct		
8	Fees Bylaw - Bus License penalty	Dale	07-Oct	Dec Council	
9	Hall Policy update	Dale	07-Oct	Oct Council	in Oct Council agenda
10	Water meter install penalty	Dale	07-Oct		In Oct Council agenda
11	Research other municipalities correspondence policy	Dale		Nov COW	sent email to BD & TV asking about their policies
12					
13					
14					
15					
16					
17					



VILLAGE OF LONGVIEW
CAO REPORT TO COUNCIL

TO: Council
FROM: Dale Harrison
SUBJECT: CAO Report from October 1st – October 15th, 2020
DATE: Oct 20, 2020

Development:

- Property owner looking at relocating a house into Village
- Completed Safety Codes Council – Annual Internal Review
- Fence in backyard
- Setbacks for garage construction
- Demolition Permit

Financial:

- Update the Council Summary and YTD Reports from system
- Complete further documentation SCF fund
- Document AMWWP
- Start prepping for 2021 budget

Office

- Contact contractor for ramp at Hall
- Strategic Plan scheduling
- Water billing issue
- Installation of thermostat at office

Council

- Conversations with TC Energy for delegation to Council
- Foothill Tourism – delegation
- Install & test new video projector, mic, and speakers
- RCMP costing survey to AUMA

Public Works / Infrastructure

- Arrange pickup of new traffic signs for Village.
- Bulk water system failure
- Mechanical issues with PW Vehicle

FCSS Program

- Discussion on Alternative Halloween event
- FCSS grant processing
- Discussion of FCSS Needs Assessment
- Possible photographer for Halloween

Solar Project

- Update Development Permit Application documents

Construction

- Attempt to get deficiencies cleaned up

Peace Officer and Bylaw Program

- Downloaded traffic stats from Speed reader

Meetings

- Solar Project – Development Permit
- FCSS Halloween Alternative

Sept 1

Daily routine, Pick-up garbage from Info center and campground, Drop off supplies at Info center and campground, Utility Readings, Paint lettering on West entrance sign, Use personal truck for speed reader sign in school zone, Check MH 51 for sewer back-up.

Sept 2

Daily routine, Use personal truck for speed reader sign in school zone, Push-up tree branch pile, Repair mirror trim at campground washroom, Pick-up supplies in HR.

Sept 3

Daily routine, Use personal truck for speed reader sign in school zone, Clean out bath fan in campground washrooms, Paint lettering and trim on west entrance sign, Check over truck and dump trailer.

Sept 4

Daily routine, Garbage pick-up, Pump out holding tank at WTP.

Sept 7

STAT

Sept 8

Daily routine, Pick-up garbage from Info Center and Campground, Pick-up loose garbage on Kee Dr and ally-way behind fire hall and skate board park, Cut taller weeds at campground.

Sept 9

Daily routine, Paint west entrance sign, Check out fall drain.

Sept 10

Daily routine, Paint west entrance sign, Check traffic signs for re-placement, Check over truck and dump trailer.

Sept 11

Daily routine, Garbage pick-up, Repair fence at park.

Sept 14

Daily routine, Pick-up garbage at Info center and Campground, Pick-up loose garbage on Kee Dr, ally-way behind fire hall and Morrison Rd, Cut grass.

Sept 15

Daily routine, Test and drop off water meter at 130 Morrison Rd, Weed whip, Meet with FHC for Fire Hdyrant pressure testing.

Truck 402 km

Kubota tractor 3.5 Hrs

*Austin
Cannata*

Sept 16
Daily routine, Service Kubota, Cut grass.

Sept 17
Daily routine, Cut grass, remove mower from JD, push-up compost pile and tree branches, remove pump and hoses from vault in shop yard, check over truck and dump trailer.

Sept 18
Daily routine, Garbage pick-up, clean cab of truck.

Sept 21
Daily routine, Pick-up garbage from Info center and campground, Pick-up garbage from skate board park and centennial park, Trim low hanging branches and park, Cut out dead fall in trees and bushes at campground.

Sept 22
Daily routine, Cut out dead branches at campground.

Sept 23
Daily routine, Replace water meter AT 406 Mountain View Pl, Cut out dead branches at campground

Sept 24
Daily routine, Replace water meter at 501 Highwood Dr, Meet with FHC At SLT for Gen Fault, Pick-up supplies in Hr, Replace battery charger at SLT, Check over truck and dump trailer.

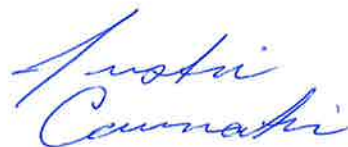
Sept 25
Daily routine, Garbage pick-up, Meet with FHC and check Gen at SLT, Pick-up parts in HR.

Sept 28
Daily routine, Pick-up garbage from Info center and Campground, Pick-up loose garbage at Kee Dr and Ally way behind fire hall, Meet with Cummins at SLT for Gen service, Clean-up branches in park, Clean-up leaves in park.

Sept 29
Daily routine, Install tune-up kit in leaf blower, Replace water meter at 142 WestView Pl, Clean-up leaves at park.

Sept 30
Daily routine, Pick-up garbage at skate park, Locate and clean out CC's at 144 and and 142 WestView Pl, Pump out Haydrant at 125 Kananaskis Rd, Replace CC top at 118 Morrison Rd.

Truck
401 km
JD
.5 hrs
Kubota
3 hrs



**VILLAGE OF LONGVIEW
BANK RECONCILIATION
September 30, 2020**

General Ledger ATB

Balance at	General account	\$1,047,826.94	
	RecBoard account	\$15,606.98	
	Light Up account	\$3,153.99	
	Memorial Garden account	\$9,077.19	
	Total Bank in GL		\$1,075,665.10
	charges outstanding in GL		
	deposit outstanding in GL	\$ 1,533.48	\$ 1,533.48
Adjusted Balance	September 30, 2020		<u>\$1,077,198.58</u>

ATB General Bank Account

Balance	September 30, 2020		<u>\$1,088,749.13</u>
Less:	Outstanding Cheques	(\$11,550.55)	
	cancelled cheque		
Plus:	Outstanding Deposit in Bank		(\$11,550.55)
Balance at	September 30, 2020		<u>\$1,077,198.58</u>
difference			\$0.00

	Total on Deposit		<u>\$1,077,198.58</u>
Less:	MSI Grant	\$81,620.03	
	FGTF Grant	\$0.00	
	AUMA Grant	\$1,507.80	
	WTP additions project	(\$11,166.69)	
	WTP instruments	(\$4,853.50)	
	Reserves	\$467,313.52	
	held for rec board	\$15,606.98	
	held for lightup	\$3,153.99	
	held for memorial garden	\$9,077.19	
	Restricted Funds		\$562,259.32
	Balance for Operations		\$514,939.26

Village of Longview

Cheque Listing For Council

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
202000217	2020-09-09		in161574	PAYMENT AUGUST 2020 NOTIFICATIONS	18.90	18.90
202000218	2020-09-09		144821	PAYMENT BIN DUMPS FOR AUGUST	155.84	155.84
202000219	2020-09-09		13437338	PAYMENT INTERNET RE SEPT 3 STATEMENT	77.65	77.65
202000220	2020-09-09		1348	PAYMENT MEMBERSHIP SEPT 2020 TO AUG 20	114.00	114.00
202000221	2020-09-09		00027658	PAYMENT AUGUST GARBAGE DUMPS	349.00	349.00
202000222	2020-09-09		20200831	PAYMENT TITLE SEARCHES FOR AUGUST	40.00	40.00
202000223	2020-09-09		hi118596	PAYMENT KUBOTAPARTS AND OIL	55.62	55.62
202000224	2020-09-09		20200901	PAYMENT FUEL FOR AUGUST	246.00	246.00
202000225	2020-09-09		125067	PAYMENT 5 YR REGISTRATION WEBNAMES	157.50	157.50
202000226	2020-09-09		r0010746410	PAYMENT MONITORING SERVICES AUG 2020 1	339.57	339.57
202000227	2020-09-09		17845	PAYMENT PERMIT FEES FOR JULY	61.24	61.24
202000228	2020-09-09		20200820	PAYMENT PHONES RE AUG 20 STATEMENT	285.20	285.20
202000229	2020-09-09		4645788191	PAYMENT PHONE CHARGES RE AUG 27 STATEMENT	195.59	195.59
202000230	2020-09-09		20200901	PAYMENT EXPENSES TO AUG 31	400.84	400.84
202000231	2020-09-16	AMSC Services - Utilities	20-1035393	PAYMENT GAS AND POWER PER SEPT 9 INV.	5,162.37	5,162.37
202000232	2020-09-16		20200904	PAYMENT RECEIPTS ON ATB STATEMENT TO :	3,349.05	3,349.05
202000233	2020-09-16		2020915	PAYMENT ALLOWANCE RE SEPT INV.	65.00	65.00
202000234	2020-09-16		1635584764	PAYMENT LONG DISTANCE RE SEPT 12 INV.	5.71	5.71
202000235	2020-09-16		2020915	PAYMENT ALLOWANCE RE SEPT INV.	65.00	65.00
202000236	2020-09-16		241161	PAYMENT BOOKKEEPING ASSISTANCE	504.00	504.00
202000237	2020-09-16		cxcs495	PAYMENT SHREDDING TO AUG 25	67.15	67.15
202000238	2020-09-16		20200914	PAYMENT CLEANING PER SEPT INVOICE	650.00	650.00
202000239	2020-09-16		2530-010-01-22	PAYMENT WTP UPGRADES PHASE 2 ADDITION	893.81	893.81
202000240	2020-09-16		20201272	PAYMENT OCTOBER SUPPORT	298.99	298.99
202000241	2020-09-23			PAYMENT		655.24

Village of Longview

Cheque Listing For Council

2020-Oct-14
11:50:36AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
202000241	2020-09-23		0168-40,446	PREMIUM FOR OCTOBER	655.24	655.24
202000242	2020-09-23		20200922	PAYMENT 2020 REQUISITION	3,592.00	3,592.00
202000243	2020-09-23		20200831	PAYMENT RESERVOIR EASEMENT FOR 2020	700.00	700.00
202000244	2020-09-23		20200831	PAYMENT DONATION TO LIBRARY	2,000.00	2,000.00
202000245	2020-09-23		239304	PAYMENT AUGUST WATER MONITORING	648.11	648.11
202000246	2020-09-23		125799	PAYMENT HOSTING FROM SEPT 20 TO SEPT 2	141.75	141.75
202000247	2020-09-23		2020-95100	PAYMENT APR AND JULY 2020 INSTALLMENTS	1,937.94	1,937.94
202000248	2020-09-30		bn-33715	PAYMENT ANNUAL MAINTENANCE	1,651.57	1,651.57
202000249	2020-09-30		13511398	PAYMENT INTERNET RE SEPT 10 INVOICE	141.70	141.70
202000250	2020-09-30		2020-03b	PAYMENT REISSUE CHEQ 9438 UNCASHED ST	2,382.32	2,382.32
202000251	2020-09-30		20200920	PAYMENT PER STATEMENT TO SEPT 20	284.02	284.02
202000252	2020-09-30		4645788192	PAYMENT RE SEPT 27 STATEMENT	205.38	205.38
202000253	2020-09-30		20200923	PAYMENT FALL FLOWERS ETC FOR GARDEN	131.29	131.29

Total 28,029.35

*** End of Report ***

Village of Longview
 YTD Council Summary Monthly
 September 2020

**25% target
 for end of Sept**

General Ledger	Description	2019 Actual	2020 Budget	2020 YTD Actual	2020 Budget Remaining \$	2020 Budget Remaining %	
	TOTAL General Revenue	(597,892.30)	(563,492.71)	(508,185.64)	(55,307.07)	9.82	
	TOTAL Legislative Reveue	(2,923.26)	(11,516.00)	(3,000.00)	(8,516.00)	73.95	
	TOTAL Administrative Revenue	(41,059.35)	(50,774.00)	(51,664.29)	890.29	(1.75)	
	TOTAL Protective Services Reve	(74,462.00)	(36,500.00)	(20,132.00)	(16,368.00)	44.84	
	TOTAL Emergency Services Reven	0.00	0.00	0.00	0.00	0.00	
	TOTAL Public Works Revenue	0.00	0.00	0.00	0.00	0.00	
	TOTAL Roads & Street Lights Re	(17,034.43)	(18,500.00)	(11,594.98)	(6,905.02)	37.32	
	TOTAL Water Services Revenue	(105,808.08)	(111,950.00)	(72,602.28)	(39,347.72)	35.15	
	TOTAL Wastewater Services Reve	(32,343.76)	(80,194.00)	(71,472.49)	(8,721.51)	10.88	
	TOTAL Solid Waste Services Rev	(18,131.21)	(19,100.00)	(12,752.30)	(6,347.70)	33.23	
	TOTAL FCSS Revenue	(10,080.00)	(10,080.00)	(19,815.00)	9,735.00	(96.58)	
	TOTAL Plan & Dev Revenue	(15,123.29)	(5,000.00)	(2,033.25)	(2,966.75)	59.34	
	TOTAL Parks / Rec Revenue	0.00	0.00	(100.00)	100.00	0.00	
	TOTAL Camp Info Centre Revenue	(35,992.80)	(16,000.00)	(30,238.00)	14,238.00	(88.99)	busier than expected
	TOTAL Community Hall Revenue	(3,590.00)	(2,000.00)	(500.00)	(1,500.00)	75.00	
	TOTAL Rec Board Revenue	(5,125.17)	(12,540.00)	(36,000.00)	23,460.00	(187.08)	donation from Elite Site Servives & Youth
	TOTAL REVENUE	(959,565.65)	(937,646.71)	(840,090.23)	(97,556.48)	10.40	

Village of Longview
 YTD Council Summary Monthly
 September 2020

General Ledger	Description	2019 Actual	2020 Budget	2020 YTD Actual	2020 Budget Remaining \$	2020 Budget Remaining %	
	TOTAL General Expenses	143,593.81	143,176.00	89,854.18	53,321.82	37.24	
	TOTAL Legislative Expenses	30,178.10	24,050.00	12,679.90	11,370.10	47.28	
	TOTAL Administration Expenses	240,324.90	280,521.00	217,583.58	62,937.42	22.44	
	TOTAL Protective Services Expe	76,976.66	20,232.00	12,018.50	8,213.50	40.60	
	TOTAL Emergency Services Expen	17,771.51	11,000.00	0.00	11,000.00	100.00	
	TOTAL Public Works Expenses	86,059.88	82,929.00	49,687.08	33,241.92	40.08	
	TOTAL Roads & Street Lights Ex	17,726.36	18,000.00	12,710.05	5,289.95	29.39	
	TOTAL Water Services Expenses	209,150.59	123,150.00	44,461.71	78,688.29	63.90	only 2 qtrs billed
	TOTAL Wastewater Services Expe	203,927.93	94,051.00	38,552.70	55,498.30	59.01	only 2 qtrs billed
	TOTAL Solid Waste Expenses	6,832.66	7,000.00	4,312.84	2,687.16	38.39	
	TOTAL FCSS Expenses	11,917.66	17,600.00	4,293.29	13,306.71	75.61	grants not yet disbursed
	TOTAL Planning and Developemnt	3,023.63	4,000.00	1,143.96	2,856.04	71.40	
	TOTAL Parks / Rec Expense	2,635.70	3,600.00	803.26	2,796.74	77.69	
	TOTAL Campground Info Centre E	36,834.76	33,946.00	26,708.95	7,237.05	21.32	
	TOTAL Community Hall Expenses	16,395.53	17,380.00	6,256.17	11,123.83	64.00	
	TOTAL Library Expenses	6,146.46	6,238.00	5,347.15	890.85	14.28	
	TOTAL Rec Board Expenses	9,586.50	13,650.00	36,844.06	(23,194.06)	(169.92)	Skateboard Park Construction
	TOTAL EXPENSES	1,119,082.64	900,523.00	563,257.38	337,265.62	37.45	
P	NET DEFICIT (Surplus)	159,516.99	(37,123.71)	(276,832.85)	239,709.14	(645.70)	

*** End of Report ***

**Village of Longview
IN THE PROVINCE OF ALBERTA
BYLAW 430-20**

A BYLAW OF THE VILLAGE OF LONGVIEW, IN THE PROVINCE OF ALBERTA, TO SETFORTH THE GUIDELINES FOR REMUNERATION FOR MAYOR, COUNCIL, CAO AND OTHER VILLAGE EMPLOYEES.

WHEREAS, it is expedient to make provisions for the remuneration, allowances, expenses and benefits of the Mayor, Council, Chief Administrative Officer, Public Works, Municipal Planning Committee and other Village Employees and to reimburse the expenses incurred while carrying out the functions on behalf of the municipality or when authorized to do so.

NOW THEREFORE, the Council of the Village of Longview, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. This Bylaw shall be known as the “Remuneration Bylaw” of the Village of Longview replaces Bylaw 421-19.
2. In this Bylaw, unless the context otherwise states or requires:
 - a. “Budget” means that sum apportioned to the Mayor, each member of Council, CAO, Public Works and/or appointments to each committee for municipal events.
 - b. “Events” means a reception, special occasion, conference and meeting which shall include, but not limited to the following:
 - Alberta Urban Municipalities Association Annual Convention
 - Alberta Urban Municipalities Association Workshops/Seminars/Webinars
 - Conventions, conferences, meetings, workshops, seminars for the CAO, Public Works, Disaster Services Committee, Municipal Planning Committee and/or other Village employees which shall include but not limited to:
 - Alberta Urban Municipalities Association Annual Convention
 - Emergency/Disaster Service Workshops
 - Such other workshops/seminars/webinars deemed necessary by Council or the CAO.
 - c. “Expenses” means admissions, registrations, meals, mileage and reasonable out of pocket expenses.

REMUNERATION AND ALLOWANCES

The Mayor and Council shall be remunerated for the performance of regular and usual duties associated with the responsibilities of each elected offices including:

1. Regular meetings of Council
2. All regional and local area committees to which the member of Council appoints or requested to attend.
3. Regular ceremonial ~~or statutory duties~~ functions with an invitation to speak on behalf of the Village.

4. Attendance at Special meetings of Council, Committees or other related business meetings for which Council or a majority of Council have authorized.

4.5. Preparation for and attendance at court or legal proceeding or responding to FOIP request for Council feedback.

5.6. Council will not be compensated for cheque signing, office discussions, preparation for meetings, community events – i.e. bbq/Christmas party/school functions – not including shopping and preparation for Christmas Party.

The rate of remuneration to be provided shall be as indicated in “Fees and Fines Bylaw”.

TRAVEL AND EXPENSES

The rates and conditions prescribed are intended to avoid the economic loss to the elected official/municipal employee when reasonable and proper expenses are incurred.

Travel and accommodations shall be comfortable and of good quality, neither sumptuous nor sub-standard.

1. An elected official/municipal employee on travel status may claim the following expenses with a receipt:
 - a. Airport Fare
 - b. Taxi Fare
 - c. Parking Charges
 - d. Automobile Rental
 - e. Air Fare

An elected official/municipal employee who uses his/her own motor vehicle on Village business shall be reimbursed for travel as per “Fees and Fines Bylaw”.

If an elected official/municipal employee is required to travel on Village business and overnight accommodation away from his/her regular domicile is necessary, he/she may claim:

- a. The actual cost of accommodation on production of receipts to a maximum set out in the “Fees and Fines Bylaw”.
- b. Elected officials/municipal employees may wish to secure alternate accommodation at no cost to the official. He/she may then claim without receipt an amount shown in “Fees and Fines Bylaw”.

MEALS AND GRATUITIES

Elected officials, CAO, Disaster Committee Members and other Village Employees may claim the cost of a meal to a maximum as per “Fees and Fines Bylaw”.

Where meal costs are included on a hotel bill, they must be identified as meal costs.

Where conference or seminar registration includes meals, the Village will not re-imburse substitute meals.

Gratuities for meals and hotel service are included in the amount set for meal allowances.
Gratuities for taxi services are to be included in taxi costs.

The Village will not reimburse for alcohol.

EXPENSE REPORT

All claims shall be submitted within ten days of return and must be in the subscribed claim form.

Read a first time, this 20th 19th- day of ~~February, October, 2019~~2020.

Read a second time, this 20th day of October, 2020.~~19th day of February, 2019.~~

And by Unanimous Consent of Council to proceed to third and final reading.

Read a third and final time and finally passed this 20th day of October, 2020.~~19th day of February, 2019.~~

THE VILLAGE OF LONGVIEW

Mayor

Administrator

**Village of Longview
IN THE PROVINCE OF ALBERTA
WATER METER BYLAW 431-20**

A BYLAW OF THE VILLAGE OF LONGVIEW, IN THE PROVINCE OF ALBERTA, TO PROVIDED FOR THE INSTALLATION OF WATER METERS.

PURSUANT to and under the authority of the Municipal Government Act RSA 2000 Chapter M-26, Feb 1, 2019, and amendments thereto.

THEREFORE, the Council of the Village of Longview, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. This Bylaw known as the “Water Meter Bylaw”.
2. This Bylaw shall replace Bylaw 257-00.
3. In this Bylaw states it is mandatory to install a water meter in any building, whether residential or commercial that requires connection to Village of Longview, potable water system.
4. Residents with missing or malfunctioning water meters must provide access to Village staff or contractors during regular Monday to Friday, hours 8 am to 3 pm, to allow installation, repair or replacement within a reasonable time from the time of contact informing them of the need to access the property, failure to do so will result in the Village tripling the water bill until such time as the meter can be installed, repaired or replaced.

THIS BYLAW comes into effect upon the date of the THIRD and FINAL reading.

Read a first time, this 20th day of October, 2020.

Read a second time, this this 20th day of October, 2020.

And by Unanimous Consent of Council to proceed to third and final reading.

Read a third and final time and finally passed this this 20th day of October, 2020.

Mayor

Administrator

VILLAGE OF LONGVIEW

BYLAW #257-00

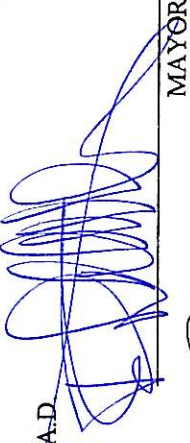
BEING A BYLAW IN THE VILLAGE OF LONGVIEW IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE INSTALLATION OF WATER METERS

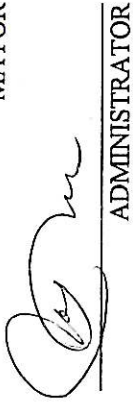
PURSUANT to and under the authority of the Municipal Government Act, Chapter M26.1, R.S.A. 1995, and amendments thereto, the Municipal Council of the Village of Longview in the Province of Alberta, duly assembled, enacts as follows:

THAT as of the date of the final reading of this Bylaw, it will be mandatory to install a water meter in any new building, whether residential or commercial, in the Village of Longview, that will be connected to the Village water lines

THIS BYLAW comes into effect upon the date of the **THIRD** and **FINAL** reading.

READ a first, second and third time this 23rd day of May, 2000-A.D.


MAYOR


ADMINISTRATOR



Village of Longview Community Hall Rental Form

Name: _____

Mailing Address: _____

Phone Number: _____ Cell Number _____

The Community Hall is being rented for the purpose of: _____

Date(s) and time for rental _____

Fees (circle relevant fees)	Village Resident	Non-Village Resident
Damage Deposit	\$100	\$200
Meeting up to 3 hours, not including kitchen	\$30	\$75
Full Day Entire Facility (including kitchen)	\$100	\$300
Kitchen	\$50	\$100
Funeral/Celebration of Life	N/C	\$75

Deposit Paid by (Cheque # or Cash)
Fees Collected:
Referred to Village Administration:
OFFICE NOTES:
Facility Check Out
Extra Fees ?
Keys Returned
Deposit Returned

I understand and agree to follow the policy and usage details for the Longview Community Hall

Hall User Signature _____

Date: _____

Village Signature _____



Community Hall Rental Policy

Set Up Details

- Clean any new snow from steps prior to function to aid in keeping the hall clean.
- Renter to arrange chairs and tables with care.
- Existing signs must remain in their current locations.
- Decorations may ONLY be hung with masking tape or tacks.
- Straw Bales are not permitted.
- Extension cords and a power bar are in the lower level closet.
- All Fire Exits must be kept clear.
- Tables and chairs are not to leave the building.

Cleaning & Covid Disinfecting

This is our Community Hall, please “Leave the Hall as you found it” and report any damage or maintenance problems.

- Remove all decorations and renter’s equipment at the end of the function.
- **Tables & chairs must be disinfected with anti-bacterial spray or wipes prior to returning to storage** as per instructions posted on wall.
- **Countertops, door handles, and washrooms need to be wipe with sanitary wipes.**
- Sweep or vacuum all floors and **washed as necessary**. Cleaning equipment provided on each floor.
- Any follow-up cleaning will be charged at a minimum of **\$90** for 3 hours, any extra time charged at **\$30** per hour.

Kitchen Clean Up Details

- All kitchen equipment and dishes to be cleaned and replaced in appropriate cupboards.
- Coffee urns and thermos to be thoroughly cleaned with lids left ajar.
- **TURN OFF** all kitchen appliances and Main Gas valve if the stove / oven / warming table has been used.
- Leave used tea towels and wash clothes in container provided in the lower kitchen.

Garbage Details

- **ALL GARBAGE MUST** be put inside the Rubbermaid dumpster outside next to the stairs in front of the hall.

Close Up

- Turn off ALL lights and fans.
- Set thermostat to 17 degrees.
- All windows and doors must be closed and locked. If the front double doors do not stay closed and locked from the outside; ensure the small button on the inside of the top of the north door is pushed in and try again.

Keys

- Keys must be returned the day following the rental to avoid late charges.
- Keys may also be returned in the red Post Office mailbox located in front of the village Office.
- Lost keys must be reported immediately.

Other Notes:

Breaker Box: Located in foyer & lower level washroom hallway.

Telephone: There is no telephone in the Hall.

Main Water Shut Off: Located in the cupboard in the Ladies washroom.

Defibrillator and First Aid Kit: Located on the front wall of the hall on south side of doors

Renters are responsible for all activities within the hall during the rental and will assume responsibility for the damages incurred during the rental.

Rental Fees	Village Resident	Non-Village Resident
Damage Deposit	\$100	\$200
Meeting (up to 3hrs, not including kitchen)	\$30	\$75
Full Day Entire Facility (including kitchen)	\$100	\$300
Kitchen	\$50	\$100
Funeral / Celebration of Life	N/C	\$75



**VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION**

Date:	Oct 20, 2020	Agenda Item #:	11.1
Title:	User Hall Cleaning Covid-19		
Submitted by:	Dale Harrison, CAO		

Recommendation:	Council approved the amended Hall User Agreement with the new cleaning and disinfecting processes included.		
Alternatives:	2.	Defeat above motion.	
	3.	That discussion be tabled _____ <i>(for further information or future date).</i>	

Background:	Due to Covid-19 the Village must amend the users agreement to include increased requirements to sanitize the hall before and after use. This is for the protection of current and future users.
--------------------	---

Implications: <i>Policy, Statutory Plans, Legislative:</i> <i>Financial:</i>

Communications:	n/a
------------------------	-----

Attachments:	Is the documentation severed by FOIP: NO
1.	No attachment



**VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION**

Date:	Oct 20, 2020	Agenda Item #: 11.2
Title:	Foothills Tourism	
Submitted by:	Dale Harrison, CAO	

Recommendation:	The ask from the Village seems disproportionate to the budgets and population in comparison to Foothills County. This matter can be referred to the 2021 budget deliberations.	
Alternatives:	2. Defeat above motion.	
	3. That discussion be tabled _____ (<i>for further information or future date</i>).	

Background:	<p>The Village of Longview used to participate in the Cool Little Town tourism marketing program at a cost of \$1,500 per year. The Village had a representative from the EDC attend meeting of the Cool Little Town meeting to provide input and comments on marketing plans that involved the Village.</p> <p>Foothills Tourism presented their marketing program for tourism. They request a Municipal Sponsorship in the amount of \$2,200 per year. Foothills County requested sponsorship is \$7,500. Foothills has a population of 22,000 and 6.8 billion in assessment versus the Villages 307 population, 48 million assessment. The ask from the Village seems disproportionate to the budgets and population.</p>
--------------------	--

Implications: <i>Policy, Statutory</i> <i>Plans, Legislative:</i> <i>Financial:</i>

Communications:	n/a
------------------------	-----

Attachments:	Is the documentation severed by FOIP: NO
	1. No attachment



**VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION**

Date:	Oct 20, 2020	Agenda Item #: 11.3
Title:	Rowan House	
Submitted by:	Dale Harrison, CAO	

Recommendation:	Council can decide to contribute from the Council Donations budget, or this matter can be referred to the 2021 budget deliberations.
Alternatives:	<ol style="list-style-type: none">2. Defeat above motion.3. That discussion be tabled _____ <i>(for further information or future date)</i>.

Background:	See attached letter requesting contribution to Rowan House which is a support for abuse women and children based in High River. Our records show a donation of \$1,000 back in 2010 but nothing since.
--------------------	--

Implications:	
<i>Policy, Statutory Plans, Legislative:</i>	
<i>Financial:</i>	2-11-599 Council Donations current budget remaining \$925.

Communications:	n/a
------------------------	-----

Attachments:	Is the documentation severed by FOIP: NO
1.	No attachment



Box 5121 High River, AB, T1V 1M3
24-Hour Help Line: 403.652.3311
Admin Office: 403.652.3316
www.rowanhouse.ca
Charitable Registration #899496707RR0001

August 20, 2020

Village Of Longview
PO Boc 147
Longview, AB T0L 1H0

RECEIVED SEP 18 2020

Dear Village Of Longview team,

The journey through the last fiscal year has come to the end and we want to thank our community and supporters like you for helping rebuild the lives and futures of domestic violence survivors. We often say that we work for an organization that should not exist, but until we can fully succeed in our work in prevention, we still need to focus on the women and children that find the strength to reach out for help.

Suzanne had the courage to walk away from five years of abusive, at the hands of her husband that isolated her in her home and away from her friends and family. After a couple of weeks at Rowan House with her two children, Suzanne started to relax and make her way out into the world, taking a leap of faith towards healing.

Your willingness to help families in our community weather the crisis in their lives makes all the difference to women like Suzanne. Gifts like yours enabled us to answer calls from 1,596 people who needed help. At the shelter, 98 women and 90 children received care, healing and support; and 109 women plus 1 *adult male* and 1 *teen couple* were supported through our Outreach Program. We helped 21 women through our six-week Healthy Relationship Groups and provided 12 Public Awareness Presentations to 368 people within the community. Preventative Education was presented to - 183 classrooms - that's a total of 4,173 students reached!

Thanks to you, Suzanne got through the darkest days of her life.

"The isolation I experienced, and the domestic abuse crept up on me silently and at the time, I thought I was making up my own mind. I honestly did not see that isolation was part of a very sophisticated plan on my abuser's part to control and abuse me."

Suzanne stated that the simple task of going to the store to buy a few groceries for her two children made her feel free, independent and more importantly, she felt empowered. Today, Suzanne completes these simple tasks with overwhelming gratitude for supporters like you who made healing possible. Thank you for supporting the work of Rowan House for the last 20 years.

With gratitude,

Sarah Davis
Resource Development Coordinator
SarahD@Rowanhouse.ca

2019 2020

Report to the Community

A breakdown of services between April 1, 2019 - March 31, 2020

EMERGENCY SHELTER

1,596 calls to crisis line

Admissions: 188
98 women
90 children

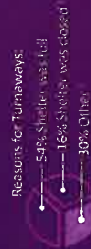


Turnaways: 629
445 women
184 children



Average Length of Stay

17 days



2,854 Hours spent working directly with children



CHILDREN'S PROGRAM

143 unique visitors



Average Age = 6 Years



GROCERIES CONSUMED

180 4L jugs of Milk



156 bunches of Bananas



28 cans of Coffee

OUTREACH PROGRAM

109 women supported 1-on-1 in the community



Counsellors spent 3,954 hrs talking to clients (in-person, phone, email)



+ 75 hrs of advocacy, referrals and resource gathering



NEW - MEN & BOYS



This year we supported 1 adult male and 1 teen couple through our Outreach program

EDUCATION & AWARENESS



183 school presentations to students

21 women attended one of our 6-week Healthy Relationships groups



368 people participated in one of 12 Public Education Presentations

Highlights

- Our dedicated volunteers recorded 2,225 hours of service in shelter and in the community!
- We partnered with Wildrose Community Connections to bring in a new parenting group based on "Nobody's Perfect". The group started bi-weekly but because it was such a success with our residents, moved to weekly.
- Rowan House continues to partner with the Foothills, Vulcan and Claresholm Elder Abuse committees to develop and provide this much needed support across southern Alberta.
- Our 2nd Annual Breakfast with the Guys event SOLD OUT! Mike Cameron shared his powerful story and provided participants easy ways they can be allies for the women and girls in their lives.
- We received *Outreach Podcast* (link to website) 2020 award for our work with the 2020 award - where the perpetrator moves to an off-site facility to receive supports to address their behaviour, while families maintain stability and security.
- Rowan House's Board decided to postpone its Capital Campaign and development of a 2nd Stage Shelter in Okotoks due to economic reasons.

"Thank you for coming to meet with me, to educate me of options during this challenging and confusing time. With your information, I look forward to clearer and lighter days with your interest in the wellbeing of my family. I sincerely appreciate your concern, time and support." - Outreach Client



The Journeys to Hope & Healing PODCAST

New episodes monthly!
Listen now wherever you get your podcasts or download free: bit.ly/30000000

Notes

- The shelter had to temporarily close a few times this year due to a security upgrade, a Norovirus outbreak, fumigation and implementation of Covid-19 health and safety protocols.
- The Other reasons for Turnaways include: Unable to Accommodate Needs (additions, health, pets), Priority Level (homeless), Compromises Safety, and Chose Themselves Not to Come.
- Unique Visitors to the Children's Program include shelter residents, as well as the children of women attending Outreach meetings or Healthy Relationship groups.



24-HR Crisis & In-Shelter Info Line: (403) 652.3311
Administration: (403) 652.3316
Box 5121, High River, AB T1V 1M3
www.rowanhouse.ca

~ 20 Years of Hope & Healing ~