

## **AGENDA**

COMMITTEE OF THE WHOLE COUNCIL OF THE VILLAGE OF LONGVIEW  
In the Province of Alberta, held on Wednesday, April 7, 2021  
Zoom Meeting Commencing at 6:30 p.m.

1.0 **CALL TO ORDER**

2.0 **AGENDA**

3.0 **DELEGATION**

3.1 **Net zero**

4.0 **ACTION ITEM LIST**

5.0 **CAO REPORT TO COUNCIL**

6.0 **BUSINESS**

6.1 Communications Policy

6.2 Firework Bylaw

6.3 Covid Operating Grant

6.4 EDC – request for funding

6.5 Peace Officer

6.6 Pathway

7.0 **CLOSE MEETING**

*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.*

8.0 **ADJOURNMENT**



<b>POLICY #: 5 - 1 - 2 1</b>	
<b>TITLE: Public Communications Policy</b>	
<b>Approval Date:</b>	<b>Resolution #:</b>
<b>Revisions:</b>	
<b>Approval Date:</b>	<b>Resolution #:</b>
<b>Department: Administration</b>	

**Policy Statement:**

To inform and educate residents and to facilitate an improved level of communication between departments, between staff and Council and between Council and the Public using a variety of methods, means and media.

**1. Reason for Policy**

To establish guidelines to ensure that communication with stakeholders and residents of the Village of Longview are efficient, effective, consistent, timely and open. This Policy will apply to all internal and external communications of the Village of Longview.

**2. Related Information**

- 2.1. *Communications Handbook* (Appendix A of the associated Procedure)
- 2.2. *Municipal Government Act (MGA) RSA 2000, c M-26*
- 2.3. *Alberta Freedom of Information and Protection of Privacy Act (FOIP)*
- 2.4. *5-01-18 Council Policy - Public Participation*
- 2.5. *Bylaw 410-18 Public Notification Bylaw*
- 2.6. *12-2011-001 Sign Board Policy*



### 3. Definitions

- 3.1. *Alberta Emergency Alert (AEA)* means a system that provides updates on provincial emergencies and recovery information in Alberta. Employees with this training would be able to make emergency posts on this site should it be necessary.
- 3.2. *Chief Administrative Officer (CAO)* means the person appointed to the position by the Council of the Village of Longview to carry out the power, duties and functions of the CAO. It may also mean a person appointed to this position on an interim basis, or a person to whom the CAO has delegated their authorities to, in accordance with the Village of Longview Chief Administrative Officer Bylaw and Section 209 of the MGA.
- 3.3. *Emergency Public Information Officer* means the communication coordinator or spokesperson who is responsible for providing information to the Public and the Media as required during an emergency.
- 3.4. *External Communications* means the dissemination of information to external stakeholders.
- 3.5. *Internal Communications* means the dissemination of information to internal stakeholders.
- 3.6. *Media* means the means of communication such as radio, television, newspapers and magazines that reach or influence people widely.
- 3.7. *Media Release* means a factual written summary of information issued to the Media for the purpose of making a statement or announcement.
- 3.8. *Municipal Stakeholder* means the residents of the Municipality, as well as other individuals, organizations or persons that may have an interest in, or are affected by, a decision made by the Municipality.
- 3.9. *Social Media* means e-technologies platforms and on-line sites used by the Village to share opinions and information, promote, discuss and build relationships. These include but are not limited to Facebook, Twitter, LinkedIn, Snapchat and Instagram.
- 3.10. *Strategic Plan* means the strategic priorities, goals and strategies to move Longview forward as a Community.
- 3.11. *Village* means the municipal corporation of the Village of Longview.
- 3.12. *Village Council (Council)* means the duly elected Council for the Village of Longview.
- 3.13. *Website* means the municipal website [www.village.longview.ab.ca](http://www.village.longview.ab.ca) is the primary source of municipal information. Allows the community access to information 24 hours.



#### **4. Responsibilities**

##### **4.1. Village Council is to:**

- 4.1.1.** Approve, by resolution, this Policy and any amendments.
- 4.1.2.** Consider the allocation of resources for the successful implementation of this Policy in the annual budget process.
- 4.1.3.** Ensure all Policies conform to the overall mission, goals and values as set out in the Village's Strategic Plan.
- 4.1.4.** Understand and adhere to this Policy and Procedure.

##### **4.2. Chief Administrative Officer (CAO) is to:**

- 4.2.1.** Ensure that this Policy and Procedure is reviewed every three (3) years.
- 4.2.2.** Ensure implementation of this Policy and approve Procedures and any amendments thereto.
- 4.2.3.** Understand and adhere to this Policy and Procedure.

##### **4.3. All Employees are to:**

- 4.3.1.** Understand and adhere to this Policy and Procedure.
- 4.3.2.** Ensure the implementation of this Policy and Procedure within their departments.
- 4.3.3.** Make recommendations to the CAO for necessary Policy or Procedure amendments.
- 4.3.4.** Ensure employees are aware of and adhere to this Policy and Procedure.

#### **5. End of Policy**



# **Communications Handbook**

**for the  
Village of Longview**



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## **Plan Statement**

- The primary goals of the Village are to establish priorities to inform and educate residents and to facilitate an improved level of communication between departments, between staff and Council, and between Council and the Public.
- Residents are entitled to be provided with information in a timely manner, including decisions of Council, current events, emergent issues, as well as ongoing Village initiatives. As the Village of Longview grows and changes, communication becomes increasingly important at all levels, providing education and reinforcement to all residents, staff and Council. As resources are limited, prioritizing and standardizing the process for the dissemination of information is essential.
- The Communications Handbook is intended to provide criteria to assist Administration and Council in making day-to-day decisions where communications are concerned and to provide a tool for the criteria and processes to be measured and evaluated.

## ***Confidentiality Statement***

- In all communications, spokesperson and departments must comply with all legislated requirements regarding access and disclosure of information. The Alberta Freedom of Information and Protection of Privacy Act (FOIP) extends access and privacy to Alberta Municipalities.

## ***Copyright***

- Departments must comply with the Copyright Act to ensure the ownership rights associated with works subject to copyright are fully respected in all communications.
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## **Situational Analysis**

### ***Background***

- As the Village continues to grow, and the evolution of the realm of communication brings ever-changing trends and increasing possibilities to reach out to both staff and the Public, communication has become more complex. To develop and maintain a strategy for informing and educating the Public of the Village of Longview's services, initiatives and decisions of Council, Administration needs to communicate frequently using the various media opportunities available, including newsletters, website, signs, social media and personal interaction.



- It is essential that residents can stay well informed and to participate in their community, giving a sense of pride and the spirit that keeps people active and involved. Communicating ideas and decisions to residents in a timely manner encourages and maintains residents' confidence in Council and Administration and reinforces the goal of open and accountable government.

### ***Media Monitoring and Analysis***

- It is important to ensure that Village information is consistently available in the same manner and the same places and that the citizens are aware of where to find the information.
- Currently, the Village of Longview uses its website, bulletin boards, signs, and newsletter to reach residents in order to satisfy legal requirements of notification of public hearings, election advertisements, and other such required printed advertising. These legal requirements are subject to change and may affect methods of advertising.
- Other methods of printed or visual media include the Village's website, utility bill newsletter insert and Facebook page. Community hall sign (shared by the community booked on a first-come, first-served basis) located across from the Village Office.
- Staff continues to update information on the website as consistently and accurately as possible and look for ways to simplify the access to information for residents.
- It is important that the residents have an opportunity to inform Council on how they would prefer to receive the information, as well as how or why they are choosing from the options available currently. Responses from citizens will allow Council to make decisions about how they communicate and how communications will evolve in the Village of Longview.

## **Communications Process and Goals**

### ***Communications Process***

- A communication plan can include the use of multiple and varied tactics and vehicles. The communication process should also include the Public Participation Policy and Procedure when necessary to do so.





## ***Communications Philosophy***

- Administration strives to produce timely information to residents and employees that will meet their needs. Administration will:
  - Reflect the values and culture of the Village and communicate in plain language.
  - Adjust communication style to the needs of the intended audience when appropriate and as able.
  - Use key messaging to highlight the main points of interest.

## ***Operational Goals***

- These goals will provide the desired outcomes or results of this plan.
  - 1) Raise the profile of the Village, its services and its priorities.
  - 2) Inspire informed, engaged and participative residents.
  - 3) Provide opportunities for residents and businesses to participate in the governance of the community in accordance with the Public Participation Policy.
  - 4) Manage issues proactively.
  - 5) Invite and support internal departments' initiatives and opportunities.
  - 6) Use a wide variety of media to reach as many people as possible.
  - 7) Set appropriate communication timelines and meet them.
  - 8) Promote and increase the use of Village website, ensuring that all departments and committees are routinely advocating the use of the website for information, online registrations, surveys, etc. and that any posters promoting Village initiatives include the website address.

## ***Communication Goals***

- These communications goals support the strategic, operational objectives of the Village and will form the basis of the key messages:
  - 1) Inform - provide information to all stakeholders in a timely manner.
  - 2) Awareness - increase awareness of current Village initiatives on an ongoing basis.
  - 3) Review & Evaluate - all communications tools available to the Village.
  - 4) Standardize - set standards and policies for Communications, including the Village logo, website use, publications, advertisement standards and usage.



## **Internal Communications**

- Internal communications remain the most important aspect of any communications plan. It is the front-line of communications as a whole. An external message will carry little influence if those who work for the Village are not informed, understanding, or conveying the same message as other employees or Council members.

## **Village of Longview Website**

- 1) Council Minutes, Council Agenda Packages, common bylaws and/or policies, events, notices and any other pertinent information will be maintained on the Village of Longview website on a regular basis. Requests for information or changes to current information may result in changes to the website as needs arise.
- 2) The Village of Longview will make every attempt to provide as much general information as possible to its residents via the website, with the understanding that what is important to one resident may not be important to others. When requests to have specific information posted on the website are received, requests will be reviewed, evaluated, and, if appropriate, it will be posted.
- 3) Links to third-party sites, which generally open a new browser window, is provided for the convenience of the visitor. The inclusion of the link does not imply endorsement by the Village of Longview, and the Village accepts no responsibility for the content found on third party websites.

## **Village of Longview Social Media**

- Social media platforms will be used to provide immediate Municipal information as well as promote **businesses and services, events**
- The Village of Longview maintains a Facebook - facebook.com page
- Public comments and messages will be monitored, responded to and deleted as necessary. All responses must be accurate, positive, and professional.
- No Social Media accounts for the Village shall be created, operated, or managed through an employee's personal website or social networking profile.
- Wherever possible, content posted to the Village of Longview social media site should contain links directing users back to the Village's official website for in-depth information, forms, documents or online services necessary to conduct business and services offered within the Village of Longview.



- The Village of Longview reserves the right to, without notice, edit, remove or refuse content as deemed appropriate or necessary from time to time.

## **Information Requests**

- The Freedom of Information and Protection of Privacy Act (FOIP Act), in Alberta, aims to strike a balance between the public's right to know and the individual's right to privacy, as those rights relate to information held by public bodies.
- The Village of Longview takes the privacy of our citizens' personal information seriously. We strive to protect your privacy when we collect, use and disclose information and abide by the provisions of the FOIP Act. The Village of Longview does its best to operate in an open and transparent environment. Every effort is made to provide people with the information they require in a timely and efficient manner.
- Information requests can be sent by email to: [info@Village.longview.ab.ca](mailto:info@Village.longview.ab.ca) or drop at the office in writing.

## **Strategies and Tactics**

### ***Message Statements***

- Key messages are concise statements that express overall messages in tangible ways by using plain language.
- Key messages are vital in media relations, so the spokesperson stays with short statements that answer, Who, What, When, Where and Why. If the Village has more than one spokesperson on any matter, it is essential that the same message is delivered by each person. Messages from all departments and Council must reflect the Vision, Mission and Values of the Village of Longview.

### ***Media Relations Tools***

- News releases
- Backgrounders/media kits/Q & A's
- Press conferences, open houses, displays, Websites, emails
- Photos or videos
- Social media

### ***Media Coverage***

- Coverage of Village of Longview issues, events and stories are generally handled by the



local media. News releases, advertising and community events information generated by the Village are distributed to media outlets.

- Media coverage from outside of the local area, particularly from the Calgary media, generally only occurs when larger issues or events in our community are brought to their attention.

### **Approved Spokespeople**

- The following positions may be required to speak as a spokesperson on behalf of the Village of Longview or a Committee.
  - Mayor/Deputy Mayor or designated Council representative
  - Chief Administrative Officer (CAO)
  - Fire Chief
  - Director of Emergency Management (DEM)

### **Who We Communicate With**

Audience Profile	Tactics/Communication Tools
<b>Internal</b>	
Civic Leadership <ul style="list-style-type: none"> <li>• Mayor</li> <li>• Council Members</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Email</b></li> <li>• Councillor Reports</li> <li>• Individual interviews/briefings</li> <li>• Council Agenda Packages and Minutes</li> </ul>
Administration Leadership <ul style="list-style-type: none"> <li>• CAO</li> </ul>	<ul style="list-style-type: none"> <li>• Face to face <b>conversations</b></li> <li>• <b>Emails</b></li> <li>• Produce reports, news releases or fact sheets</li> </ul>
Village Employees	<ul style="list-style-type: none"> <li>• Internal communications tools</li> <li>• <b>Email</b></li> <li>• <b>Daily meetings</b></li> <li>• Post-Council meeting Staff Meeting</li> </ul>
Council Committees <ul style="list-style-type: none"> <li>• Recreation Board</li> <li>• Family Community Support Services (FCSS)</li> <li>• Economic Development Committee</li> </ul>	<ul style="list-style-type: none"> <li>• Council Representation</li> <li>• Annual invitation to an informal delegation with Council</li> <li>• May make a recommendation to Council for action</li> <li>• Meeting Minutes</li> </ul>



<p>Intermunicipal Committees</p> <ul style="list-style-type: none"> <li>• Intermunicipal Development Plan (IDP)</li> <li>• Intermunicipal Collaborative Framework (ICF)</li> <li>• Intermunicipal Subdivision Development Appeal Board (ISDAB)</li> <li>• Joint Steering Committee</li> <li>• Assessment Review Board (ARB)</li> </ul>	<ul style="list-style-type: none"> <li>• Council Representation</li> <li>• <b>Council Reports</b></li> <li>• Meeting Minutes</li> <li>• Delegations with Council</li> <li>• May make a recommendation to Council for action</li> </ul>
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<b>External</b>		
<p>Media</p> <ul style="list-style-type: none"> <li>• Local Paper</li> <li>• Local Radio Station</li> </ul>		<ul style="list-style-type: none"> <li>• Communications are appropriate to each situation and relevant to each media outlet concerned</li> </ul>
<p>Citizens</p> <ul style="list-style-type: none"> <li>• General Public</li> <li>• Customers of Village services</li> <li>• Business Community</li> <li>• Municipal Partners</li> </ul>	<p><b>Mass Audience</b></p> <p><b>Targeted Audience</b></p>	<ul style="list-style-type: none"> <li>• External communication tools are used as available and appropriate to the intended audience.</li> </ul>
<p>Intergovernmental</p> <ul style="list-style-type: none"> <li>• Town of Turner Valley</li> <li>• County of Foothills</li> <li>• Town of Black Diamond</li> <li>• Town of High River</li> <li>• Province of Alberta</li> <li>• Westend Regional Sewage Services Commission</li> <li>• Sheep River Regional Utility Corporation</li> <li>• Foothills School Division</li> <li>• Foothills Regional Emergency Services Commission (FRESC)</li> </ul>		<ul style="list-style-type: none"> <li>• As required and when appropriate, in consultation with Mayor and/or CAO.</li> <li>• Staff/Council representation on various boards acting as information liaisons.</li> </ul>

## Communications Tactics/Vehicles

- The specific activities that will be used to accomplish strategies and goals are as follows:

### ***Actions/Outputs***

<b>Communication Tools</b>	<b>Objective</b>	<b>Frequency</b>	<b>Comments</b>
Fact Sheets/ Backgrounders/ Synopsis Sheets	To provide quick "point-form" style information on a more complex topic	As deemed to be necessary to assist residents	May be distributed in various ways including utility bills and/or website, print media



Open Houses	To offer educational opportunities to the Public, to inform residents of changes, to allow residents to contribute their feedback in person, or to speak to the elected officials about the issue(s) at hand.	As needed	<ul style="list-style-type: none"> <li>• An inexpensive way for Council to gather feedback in person and to hear varied viewpoints at once.</li> <li>• Ability to educate a number of residents at one time, allowing for proactive citizen involvement</li> </ul>
Utility Bill Newsletters and Inserts	To reach residents with printed information.  Primarily for municipal information.	Currently used intermittently - possible to use 6 times a year	It could be used more often to promote conservation and sustainability principles relating to water, garbage, recycling, etc. as well as the topical issues.
Surveys	To provide opportunities for the Public to contribute their feedback to help inform decisions	<ul style="list-style-type: none"> <li>• As needed</li> <li>•</li> </ul>	Online or paper surveys can be used, possibly in conjunction with an Open House event.
Village Website <a href="http://www.village.longview.ab.ca">www.village.longview.ab.ca</a>	Provide comprehensive Village information to residents and the general Public (businesses, other gov't organizations, partners, visitors, etc.)	Updated as required	Website is promoted on all Village publications. <ul style="list-style-type: none"> <li>• Needs strong promotion for interactive items, i.e. online registrations and surveys, to be efficient.</li> </ul>
Newspaper Advertising	Inform residents of public hearings, elections, events, meetings, advertise for committee vacancies or employment opportunities	Ads, articles as required	
Radio Advertising	Provide information about events and promote the Mayor's Christmas Message	As deemed necessary	Broad reach within the Foothills area



Community Hall Sign	Provide key information about Village/Council events or reminders to citizens of approaching events	As required	
Brochures and Publications	To provide easily distributed information on specific topics to the Public	Brochures are produced in-house as required.	Brochures are available at the Village Office and on the Village website.
Presentations/Speeches	Public presentations or speeches are delivered as requested by Council or staff on topics relevant to the gathering, to educate the Public and/or staff	As requested, and as available	Council members speak at celebratory functions, in schools, in front of their peers. Staff may make presentations regarding new technologies or innovations to their peers, etc.
Village of Longview <b>Events Advertising</b>	Staff who organize Village Events have the responsibility of advertising to promote each specific event.	<ul style="list-style-type: none"> <li>• Little New York Daze Parade</li> <li>• Light Up Longview</li> <li>• Other events as required</li> </ul>	Website, social media, print media, etc. or combinations will be used as available.
Teleconference or Videoconference	Platforms are available as needed to communicate with those unable to attend in person	Telus Teams Zoom GoToMeeting, etc.	The Village has a Polycom phone to assist with group telephone communication in one room.
Alberta Emergency Alert	Staff are trained and authorized to use this provincial emergency alert network	Emergencies Disasters Amber Alerts Critical Incidents	Provides a broad outreach to the general public direct to mobile devices and media outlets in times of distress.



## Future Communications Initiatives

- Annual review of the Village's website, by all committees and departments, for content, suitability and ease of use. Suggestions for change should be provided to the appropriate personnel.
- Work with Protective Services and others to increase the promotion of community safety (DARE, Bike Rodeo, Drinking/Driving campaigns, etc.) through various advertising, school visits, community participation or public relations opportunities, promotional items, brochures and website enhancement.
- Expand and share the image library, including new pictures of Longview (landscape, events, residents, volunteers, etc.) to keep content fresh.
- Creation of "Use of Village Logo" and/or "Branding" policy to ensure standards for use are maintained by all departments and committees.
- Train staff to continue to develop communication skills.
- Encourage departments to create and deliver communications plans for larger initiatives as they arise.
- Work with all departments to create future communications policies and procedures as required to ensure a consistent process of communication is used by everyone.
- Investigate the provision of media advice and coordinate media training for key spokespeople.
- Adapting to change and continually striving to improve is a requirement of any corporate communications. A comprehensive review of communications should be conducted every three (3) years.





## BYLAW NO.

### A BYLAW OF FOOTHILLS COUNTY TO REGULATE AND CONTROL THE SALE AND SETTING OFF OF FIREWORKS WITHIN FOOTHILLS COUNTY

**WHEREAS** pursuant to section 7 of the *Municipal Government Act*, R.S.A. 2000, c. M-26 as amended, a council may pass bylaws for municipal purposes respecting the safety, health and welfare of people and the protection of people and property;

**AND WHEREAS** pursuant to section 8 of the *Municipal Government Act*, R.S.A. 2000, c.M-26, as amended, a council may, in a bylaw, regulate or prohibit and provide for a system of licenses, permits or approvals;

**AND WHEREAS** Council for Foothills County recognizes that fireworks are explosive devices which are classified as dangerous goods under the Alberta Fire Code and which, when used improperly by untrained persons, can cause injury, damage, fire and death;

**AND WHEREAS** Council for Foothills County deems it desirable and necessary in order to protect and preserve the safety and welfare of its citizens to prohibit the sale of fireworks and regulate fireworks permits within the geographic limits of Foothills County;

**NOW THEREFORE**, the Council for Foothills County, duly assembled, hereby enacts as follows:

#### 1. SHORT TITLE

1.1. This Bylaw may be cited as the "Fireworks Bylaw".

#### 2. DEFINITIONS

2.1. "Alberta Fire Code" means the National Fire Code – 2019 Alberta Edition, as amended or repealed and replaced from time to time;

2.2. "Consumer Fireworks" means consumer fireworks classified as such under the Regulation, including outdoor, low hazard, consumer fireworks, such as fireworks showers, fountains, golden rain, lawn lights, pin wheels, Roman candles, volcanoes and sparklers, but does not include Christmas crackers and caps for toy guns containing not in excess of twenty-five one-hundredths of a grain of explosive used per cap;

2.3. "Display Fireworks" means display fireworks classified as such under the Regulation, including outdoor, high hazard and recreational fireworks which only licensed users may use, in accordance with the Regulation;

2.4. "Event" means an event where Fireworks are used, shown or displayed;

2.5. "*Explosives Act*" means the *Explosives Act*, R.S.C., 1985, c. E-17 and the regulations enacted thereunder, as amended or repealed and replaced from time to time;

2.6. "Fire Department" means Foothills Fire Department;

- 2.7. "Firecracker / Exploding Targets" means any device that explodes instantaneously when ignited and does not produce any subsequent display or visible effect after the explosion and includes, but is not limited to, those devices commonly known as Tannerite and or Chinese firecrackers, but does not include paper caps containing not more than 16.2 mg (¼ grain) of explosive per cap or devices to be used with the paper caps, such as Christmas crackers and caps used in cap pistols ;
- 2.8. "Fireworks" means Display Fireworks, Consumer Fireworks and Special Effect Pyrotechnics Fireworks;
- 2.9. "Fireworks Permit" means a document issued by the Foothills Fire Department which constitutes written permission for purposes of the Alberta Fire Code;
- 2.10. "Highway" has the same meaning as defined in the *Traffic Safety Act*, R.S.A. 2000, c. T-6, as amended or repealed and replaced from time to time;
- 2.11. "Motor Vehicle" has the same meaning as defined in the *Traffic Safety Act*, R.S.A. 2000, c. T-6, as amended or repealed and replaced from time to time;
- 2.12. "Minor" means an individual who is under 18 years of age;
- 2.13. "County" means Foothills County, a municipal corporation in the Province of Alberta and, where the context so requires, means the area contained within the corporate boundaries of Foothills County;
- 2.14. "*Community Standards Bylaw*" means Bylaw No.45-2013 of Foothills County, as amended or repealed and replaced from time to time;
- 2.15. "Peace Officer" includes a member of the Royal Canadian Mounted Police, a Community Peace Officer and a Bylaw Enforcement Officer.
- 2.16. "Person" includes a corporation and the heirs, executors, administrators or other legal representatives of a person;
- 2.17. "Pyrotechnician" means an individual who is certified and authorized to purchase and supervise the display of Special Effect Pyrotechnics Fireworks under the *Explosives Act*,
- 2.18. "Regulation" means *Explosives Regulations, 2013*, SOR/2013-2011, as amended or repealed and replaced from time to time;
- 2.19. "Safety Codes Officer" means an individual designated as a Safety Codes Officer in the Fire Discipline under the *Safety Codes Act*, R.S.A. 2000, c. S-1, as amended; and
- 2.20. "Special Effect Pyrotechnics Fireworks" means special effect pyrotechnics classified as such under the Regulation, including high hazard fireworks, such as listed black powder bombs, bullet effect, flash powder, air bursts, smoke compositions, bergs, lances and wheels, that are used to produce a special pyrotechnic effect for indoor or outdoor performances.

### **3. SALE OF FIREWORKS**

- 3.1. No person shall wholesale, display for sale, offer for sale, sell, possess or store any fireworks within Foothills County without obtaining a permit.
- 3.2. The permit must include approval and acceptance of the storage area and the required Fire Safety Plan as outlined in the Alberta Fire Code.
- 3.3. A retail vendor wishing to sell fireworks to persons in Foothills County must retain all the information required from every purchaser for a period of not less than two years.

This information will include:

- (a) date of the sale,
- (b) name, address, and phone number of the purchaser,
- (c) description of the fireworks sold,
- (d) date and time the fireworks will be discharged,
- (e) copy of Fireworks permit, location, and description of the site where the fireworks will be discharged,

### **4. POSSESSION, HANDLING AND DISCHARGE OF FIREWORKS**

- 4.1. No Person shall possess, handle, discharge, fire or set off Fireworks within the County unless the Person holds a valid and subsisting Fireworks Permit.
- 4.2. No Person shall possess, handle, discharge, fire or set off Fireworks within the County in a manner that is contrary to the terms and conditions of a Fireworks Permit.
- 4.3. No Person shall discharge, fire or set off Fireworks on any land of which the Person is not the owner, without obtaining the prior written permission of the owner of the land to do so.
- 4.4. No Person shall store, handle or set off Fireworks in an unsafe manner or in a manner that creates a nuisance, taking into account the noise, danger of fire and explosion, and risk of death, injury and damage to persons, any livestock and property inherent in the storage, handling or use of Fireworks.
- 4.5. A Person who stores, handles or sets off Fireworks shall use reasonable care to ensure that those Fireworks are not accessible to a Minor.

## 5. FIRECRACKERS / EXPLODING TARGETS

5.1. No Person shall possess, handle, discharge, fire or set off Firecrackers / exploding Targets within the County.

5.2. No Person shall display, offer for sale or sell Firecrackers / Exploding Targets within the County.

## 6. REQUIREMENT FOR FIREWORKS PERMIT

6.1. An application for a Fireworks Permit must be submitted in the form prescribed by the County a minimum of two weeks prior to the Event, and be accompanied by:

- (a) the application fee, as set out in the County's *Fees, Rates and Charges Bylaw*; and
- (b) details of the location, date and time of the Event; and
- (c) a list of all Fireworks to be used during the Event.

6.2. An application for a Fireworks Permit for Display Fireworks or Special Effect Pyrotechnics Fireworks must also be accompanied by:

- (a) a drawing or map depicting the physical access to be provided for fire and emergency vehicles at the Event;
- (b) the free zone area of clear distance between the point of launch and an occupied area at the Event;
- (c) the emergency plan for the Event;
- (d) proof, in a form acceptable to the Fire Department Chief or his or her designate, of liability insurance in amount of not less than \$5,000,000.00, naming the County as an additional insured;
- (e) the name, address and certification number of the display supervisor or Pyrotechnician under whose supervision the Event shall be held;
- (f) the name, address and certification numbers of all other display supervisors, Pyrotechnicians and assistants participating in the Event; and
- (g) any other such information as required by the County.

6.3. The County may require any additional information from the applicant to ensure the public's safety and may, at its discretion, issue a Fireworks Permit, with or without conditions, or refuse to issue a Fireworks Permit.

6.4. No Fireworks Permit shall be issued to a Minor.

6.5. The County, at its discretion, may suspend or revoke a Fireworks Permit:

- (a) for reasons of non-compliance with the *Alberta Fire Code*, the *Explosives Act*, this Bylaw or the terms and conditions of the Fireworks Permit;

- (b) due to changes in environmental conditions; or
- (c) for any reasons of safety to persons, livestock or property.

6.8. The Authority having jurisdiction / his or her designate may attach any terms and conditions in a Fireworks Permit that he or she deems appropriate for the specific event and or location.

## **7. TERMS AND CONDITIONS - CONSUMER FIREWORKS**

7.1. No Person shall discharge, fire or set off Consumer Fireworks in, into, over, on or from:

- (a) a building;
- (b) a Motor Vehicle;
- (c) a Highway;
- (d) a park or other public place; or
- (e) a forest protection area designated under the *Forest and Prairie Protection Act*, R.S.A. 2000, c. F-19, as amended.

7.2. The Person named on the Fireworks Permit shall be responsible for any property damage or injury to any member of the public or any livestock caused by the discharge, firing or setting off Consumer Fireworks.

7.3. No person shall set up, set off, fire, discharge or energise any consumer fireworks in any urban areas such as; Hamlets, Villages, Communities, Estates or Country estate areas within Foothills County without a Display Supervisor or a Pyro-technician, who holds valid certification under the Explosives Act of Canada and a valid Fireworks Permit. This Display supervisor or Pyro-technician must also have the written permission from the surrounding homeowners.

7.4. Consumer Fireworks shall only be permitted to be set off on privately-owned property in an area that is not designated for residential use in the Municipality's Land Use Bylaw.

7.5. Notwithstanding section 7.4, Consumer Fireworks may be permitted on privately owned residential property if:

- (a) the property has an area of at least one hectare; and
- (b) the location from which the Consumer Fireworks are to be set off is at least 50 metres from the property line.

## **8. TERMS AND CONDITIONS - DISPLAY FIREWORKS AND SPECIAL EFFECT PYROTECHNIC FIREWORKS**

8.1. No Person shall advertise that a Display Fireworks Event or Special Effect Pyrotechnics Fireworks Event is to be held in the County unless the Person holds a valid and subsisting Fireworks Permit for the Event.

8.2. If, in the opinion of the County, it is necessary for a Safety Codes Officer to be present at the setting off of the Display Fireworks or Special Effect Pyrotechnics Fireworks:

- (a) the presence of such Safety Codes Officer shall be a condition of the permit, and all associated costs shall be borne by the applicant;
  - (b) the Safety Codes Officer shall have the right to enter any premises for the purpose of ensuring public safety and shall not be hindered or obstructed in any way whatsoever; and
  - (c) the Safety Codes Officer shall also have the authority to require any precautions for the prevention of fire which in the Safety Codes Officer's opinion is deemed necessary before any Fireworks are set off pursuant to the Fireworks Permit;
- 8.3. If Display Fireworks or Special Effect Pyrotechnics Fireworks are to be held on County property, approval from the County must be obtained prior to applying for a permit;
- 8.4. No permit shall be issued for a location within 200 metres of any place where explosives, or flammable or combustible liquids or substances are manufactured or stored;
- 8.5. Every Person to whom a Fireworks Permit is issued for Display Fireworks or Special Effect Pyrotechnics Fireworks must:
- (a) provide and maintain approved, fully operational fire extinguishing equipment ready for immediate use, throughout the time while the Fireworks are being set off or displayed and for a reasonable period thereafter, at the location or site of the Event;
  - (b) produce the Fireworks Permit, forthwith, upon demand by the Fire Department, a Peace Officer or a Safety Codes Officer; and
  - (c) permit the inspection of any site where the Fireworks may be stored, set off or displayed and the Fireworks themselves together with all associated equipment, by the Fire Department, a Peace Officer or a Safety Codes Officer, forthwith, upon demand.
- 8.6. Every Person to whom a Fireworks Permit is issued under this section, shall, immediately after the conclusion of the setting off or holding of a Display Fireworks Event or Special Effect Pyrotechnics Fireworks Event, carry out a site inspection and shall:
- (a) remove all unused or partly used Fireworks from the site;
  - (b) gather together and remove all debris remaining after using or partial use of the Fireworks; and;
  - (c) return the site to the condition it was prior to the setting off or holding of the Event.
- 8.7. Every Person who fires or sets off Display Fireworks or Special Effect Pyrotechnics Fireworks shall take all steps reasonably necessary, as would a reasonable and prudent person, to ensure no harm to persons, livestock or property damage;

8.8. Property damage or injury to persons or livestock as a result of the firing or setting off of Display Fireworks or Special Effect Pyrotechnics Fireworks shall be the responsibly of the Person setting off the Fireworks.

## **9. TERMS AND CONDITIONS – SPECIAL EFFECT PYROTECHNIC FIREWORKS**

9.1. Special Effect Pyrotechnics Fireworks shall only be set off under the supervision of a Pyro-technician.

## **10. OFFENCES**

10.1. A Person to whom a Fireworks Permit has been issued pursuant to this Bylaw and any Person carrying out an activity otherwise regulated, restricted or prohibited by this Bylaw pursuant to such permit, shall comply with all terms or conditions forming part of the Fireworks Permit.

10.2. A Person shall not make any false or misleading statement or provide any false or misleading information to obtain a Fireworks Permit.

10.3. If any term or condition of a Fireworks Permit is contravened or if a false or misleading statement or false or misleading information was provided to obtain the permit, the County may immediately cancel the permit.

10.4. During a fire ban or fire restriction imposed by the County or any other regulatory authority having jurisdiction, all Fireworks Permits shall be suspended until such time as the County, in its discretion, deems it appropriate to reinstate the Fireworks Permits.

10.5. It is the sole responsibility of the Person who holds a Fireworks Permit to ensure that there is no fire ban or fire restriction in place prior to discharging or setting off Fireworks. A Person who discharges Fireworks during a fire ban or fire restriction is guilty of an offence.

10.6. No Person shall obstruct any Peace Officer, Safety Codes Officer or member of the Foothills Fire department in the exercise or performance of their duties pursuant to this Bylaw.

10.7. The onus of proving a Fireworks Permit has been issued in relation to any activity otherwise regulated, restricted or prohibited by this Bylaw is on the Person alleging the existence of such a permit.

## **11. PENALTIES**

11.1. A Person who contravenes any provision of this Bylaw is guilty of an offence.

11.2. A Person who is guilty of an offence is liable to a fine in an amount not less than that established in Schedule "A" and not exceeding \$10,000.00, and to imprisonment for not more than 6 months for non-payment of a fine.

11.3. Specified and minimum penalties for contraventions of this Bylaw are set out in Schedule A, attached hereto, and forming part of this Bylaw.



11.4. In the event an offense is repetitive in nature, the specified penalty set out in Schedule A shall be doubled on the second offence within a 12-month period and for third or subsequent offense within a 12-month period the fine triples.

11.5. Any penalty imposed pursuant to this Bylaw will be in addition to, and not in substitute for, any other penalty or remedy imposed pursuant to any other applicable statute, law, or legislation.

## **12. VIOLATION TICKET**

12.1. A Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to the *Provincial Offences Procedure Act*, R.S.A. 2000, c.P-34, as amended, to any Person who the Peace Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.

## **13. SEVERABILITY**

13.1. Should any provision of this Bylaw be declared invalid by a court of competent jurisdiction, then the invalid provision shall be severed and the remainder of the Bylaw shall remain in effect.

## **14. CONFLICT WITH OTHER BYLAWS**

14.1. Nothing in this Bylaw shall exempt any Person from complying with the requirements of any bylaw in force or from obtaining any license, permission, permit, authority or approval required under any bylaw or provincial or federal statute or regulation.

## **15. COMING INTO FORCE**

15.1. This Bylaw shall come into force on the day it is finally passed.

SCHEDULE A  
SPECIFIED PENALTIES

<b>Section</b>	<b>Violation</b>	<b>Specified Penalty</b>	<b>Minimum Penalty</b>
3.1	Unauthorized display or sale of fireworks	\$700.00	\$525.00
4.1	Possess / handle / discharge fireworks without a valid Fireworks Permit	\$400.00	\$300.00
4.2	Possess / handle / discharge fireworks contrary to the terms of the Bylaw	\$400.00	\$300.00
4.3	Failure to obtain permission of property owner prior to discharging fireworks	\$700.00	\$525.00
4.4	Store / handle / discharge fireworks in unsafe manner / manner that creates nuisance	\$400.00	\$300.00
4.5	Failure to ensure fireworks not accessible to a minor	\$400.00	\$300.00
5.1	Possess / handle / discharge / fire / set off firecrackers / exploding targets	\$400.00	\$300.00
5.2	Display / offer for sale / sell firecrackers / exploding targets	\$700.00	\$525.00
7.3	Set up / set off / fire / discharge / energize pyrotechnics display without Display Supervisor / Pyrotechnician present / without permission of surrounding homeowners	\$700.00	\$525.00
7.1	Discharge of Consumer Fireworks from an unauthorized location / privately owned property under one hectare / privately owned property under 50 meters from property line	\$700.00	\$525.00
8.1	Advertise fireworks / special effects pyrotechnics event without a valid Fireworks permit	\$700.00	\$525.00
8.5(a)	Failure to have fully operational fire extinguishing equipment at the event	\$700.00	\$525.00
8.5(b)	Failure to produce a valid Fireworks permit	\$700.00	\$525.00
8.5(c)	Fail to permit inspection	\$1300.00	\$975.00
8.6	Fail to conduct site inspection / remove fireworks / debris / return site to previous condition	\$700.00	\$525.00
9.1	Failure to supervise discharge of Special Effect Pyrotechnics Fireworks by Pyrotechnician	\$1300.00	\$975.00
10.1	Fail to comply with terms / conditions of Fireworks permit	\$1300.00	\$975.00
10.2	Making false or misleading statement to obtain a Fireworks permit	\$700.00	\$525.00
10.6	Obstruct Peace Officer / Safety Codes Officer / Foothills Fire Department Member	\$1300.00	\$975.00



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**VILLAGE OF LONGVIEW  
INFORMATION FOR DISCUSSION**

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**Agenda Item #: 6.3**

**Date:** April 7, 2021  
**Title:** Covid Grant through FCSS  
**Submitted by:** Dale Harrison, CAO

**Recommendation:**

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

**Background:**

The Village received a \$36,087 grant to offset COVID Operating expenses. This grant has a deadline coming up March 31<sup>st</sup>.

The grant SFE was files with the following items identified:

PPE	\$3,185
Supplemental Cleaning	1,465
Replacement of Reduced Revenue	7,740
Capital to Reduce Transmission	2,400
Unpaid 2020 Taxes	21,297

**Implications:**

*Policy, Statutory  
Plans, Legislative:  
Financial:*

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

1. none

**Longview Economic Development Committee  
Request for Funding  
March 26th 2021**

The Longview Economic Development Committee would like to make a funding request for the following projects.

1. The manufacturing and installation of two signs one at north end of village and second at the south end of village.

Funds requested for this project \$25,000 dollars

2. Start up funding for Farmers Market in the Amount of \$5000

These funds would be held in Escrow by the Economic Development Committee and released unto the farmers market organization as development of farmers market progresses.

Potential costs incurred with the development of farmers market are as follows.

- A. depending upon location of market funds maybe required for site development as regards to washroom facilities , hand washing and sanitation stations, power requirements, garbage receptacles
- B. Signage as required
- C. Marketing Material
- D. Any material cost that may arise

An example being again depending upon location roadway/walkway covering may be required for electrical and water lines in order to allow for vehicle traffic over said lines as well as foot traffic

A written request along with quote or proof of purchase would be submitted to EDC before the release of any monies.

If funds are not used by March 30th of 2022 funds would either be relinquished back to council or rolled over to any approved EDC project.

Total amount requested for two projects

Sign manufacturing and installation = \$25,000

Farmers Market startup funding = \$5000

Total funds Requested = \$30,000

On behalf of the Longview Economic Committee I thank you for taking the the time to consider this funding request.

Respectfully; Clayton Cocks  
EDC secretary



Training & Equipping Officer			Upgrades to Vehicle						
Uniforms and equipment		8,500						9,000	
Training Costs		4,000						4,800	
Mileage & Sub per day	250	2,500						7,500	
		<u>15,000</u>						<u>21,300</u>	
									<b>36,300</b>

FULLTIME VILLAGE		Annual	One time costs						<b>36,300</b>	
Salary - fulltime	80,000	6,667	6,667	6,667	6,667	6,667	6,667	6,667	80,000	
Benefits	8,000	667	667	667	667	667	667	667	8,000	
cell phone	1,080	90	90	90	90	90	90	90	1,080	
Goods & Services	1,000	83	83	83	83	83	83	83	1,000	
Report Exec	1,800		150	150	150	150	150	150	1,800	
E-ticket license	1,000		83	83	83	83	83	83	1,000	
Insurance			-	-	-	-	-	-	-	
Fuel	4,000		333	333	333	333	333	333	4,000	
Vehicle R&M	1,500		125	125	125	125	125	125	1,500	
Reserves	6,500		542	542	542	542	542	542	6,500	
		<u>7,507</u>	<u>8,740</u>	<u>8,740</u>	<u>8,740</u>	<u>8,740</u>	<u>8,740</u>	<u>8,740</u>	<b>59,947</b>	<b>104,880</b>

Ticket Income		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Hours per week	40	SolGen Approve			160	160	160	160	160	160	1920	
Tickets per hour	1				160	160	160	160	160	160	1920	
Avrg Ticket	200											
Village portion 60%	120											
paid within 30 days	10%			-	-	1,920	1,920	1,920	1,920	1,920	23,040	
paid within 60 days	50%				-	-	9,600	9,600	9,600	9,600	115,200	
paid with 90 days	30%					-	-	5,760	5,760	5,760	69,120	
beyond 90 days	10%						-	-	1,920	1,920	23,040	
<b>Income</b>				-	-	1,920	11,520	17,280	19,200	19,200	<b>69,120</b>	<b>230,400</b>
											<b>(27,127)</b>	<b>125,520</b>

HALFTIME VILLAGE												
Salary - halftime	40,000		3,333	3,333	3,333	3,333	3,333	3,333	3,333	3,333	40,000	
Benefits	4,000		333	333	333	333	333	333	333	333	4,000	
cell phone	1,080		90	90	90	90	90	90	90	90	1,080	
Goods & Services	1,000		83	83	83	83	83	83	83	83	1,000	
Report Exec	1,800			150	150	150	150	150	150	150	1,800	
E-ticket license	1,000			83	83	83	83	83	83	83	1,000	
Insurance				-	-	-	-	-	-	-	-	
Fuel	2,000			167	167	167	167	167	167	167	2,000	
Vehicle R&M	750			63	63	63	63	63	63	63	750	
Reserves	6,500			542	542	542	542	542	542	542	6,500	
		<u>3,840</u>	<u>4,844</u>	<u>4,844</u>	<u>4,844</u>	<u>4,844</u>	<u>4,844</u>	<u>4,844</u>	<u>4,844</u>	<u>4,844</u>	<b>32,905</b>	<b>58,130</b>

Ticket Income		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Hours per week	20				80	80	80	80	80	80	960	
Tickets per hour	1				80	80	80	80	80	80	960	
Avrg Ticket	200											
Village portion 60%	120											
paid within 30 days	10%			-	-	960	960	960	960	960	11,520	
paid within 60 days	50%				-	-	4,800	4,800	4,800	4,800	57,600	
paid with 90 days	30%					-	-	2,880	2,880	2,880	34,560	
beyond 90 days	10%						-	-	960	960	11,520	
<b>Income</b>				-	-	960	5,760	8,640	9,600	9,600	<b>34,560</b>	<b>115,200</b>
											<b>(34,645)</b>	<b>57,070</b>

**CONTRACTED PEACE OFFICER** Service includes a trained PO able to generate tickets on 1st day of work. Fully

ANNUAL

<b>Ticket Income</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	
Hours per week	16	64	64	64	64	64	64	64	64	768
Tickets per hour	1	64	64	64	64	64	64	64	64	768
Avg Ticket	200									
Village portion 60%	120									
paid within 30 days	10%		768	768	768	768	768	768	768	9,216
paid within 60 days	50%			3,840	3,840	3,840	3,840	3,840	3,840	46,080
paid with 90 days	30%				2,304	2,304	2,304	2,304	2,304	27,648
beyond 90 days	10%					768	768	768	768	9,216
<b>Income</b>			768	4,608	6,912	7,680	7,680	7,680	7,680	<b>43,008</b>
<b>Contract Cost</b>										
Hours per week	16	64	64	64	64	64	64	64	64	768
Rate per hour	71	4544	4544	4544	4544	4544	4544	4544	4544	<b>36,352</b>
e-ticket license										
<b>2021 Net for Contract Officer</b>										<b>6,656</b>
										<b>92,160</b>
										<b>54,528</b>
										<b>37,632</b>



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**VILLAGE OF LONGVIEW  
REQUEST FOR COUNCIL DECISION**

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<b>Date:</b>	March 16, 2021	<b>Agenda Item #:</b> 11.2
<b>Title:</b>	Longview ARC Society Request for Funding of Pathway.	
<b>Submitted by:</b>	Dale Harrison	

<b>Recommendation:</b>	MOVED by _____ that defer the request to 2021 budget discussion	
<b>Alternatives:</b>	<ol style="list-style-type: none"><li>2. Approve the requested funds.</li><li>3. Approve partial funding of the request.</li><li>4. Deny some or all of the funding request.</li></ol>	

<b>Background:</b>	<p>Attached letter from Longview A R C Society chairperson states that the budget to complete the pathway is \$62,860 with ARC supplying \$5,000 and requesting \$57,860 from the Village. Alternatively, the Village could fund just the material to complete the path at \$30,860 with no signs or ancillary equipment.</p> <p>Historical records show that the first 1700 feet of path used two orders of resin. 135 pails and 18 pails for a total of 153 pails. Village staff measured the uncompleted portion of the pathway and determined that there is 500 feet that is incomplete.</p> <p>Using 1600 feet and 500 incomplete works out to approx. 10.45 linear feet of path per pail to complete the first 1600 feet of path. Using this background, the remaining 500 feet should require 46 pails at a cost of 500 per pail for a total cost range of \$23,000. Any surplus resin would not be able to be returned. The request is for \$30,000 for resin which would appear to be an over-budget request of \$7,000.</p> <p>The current grants that the Village has at its disposal would need to be approved by the granting organization. The alternative funding available would be from Accumulated Surplus from property taxes. These funds have built up from tight financial management of Council over the years. At the current rate of taxation 1% of tax equals \$3,303. To cover the request of \$57,860 would be the equivalent of 17.5% of taxes. Opportunity costs say if you use funds for one item they are not available for other uses.</p>
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<b>Implications:</b>	
<i>Policy, Statutory Plans, Legislative:</i>	
<i>Financial:</i>	





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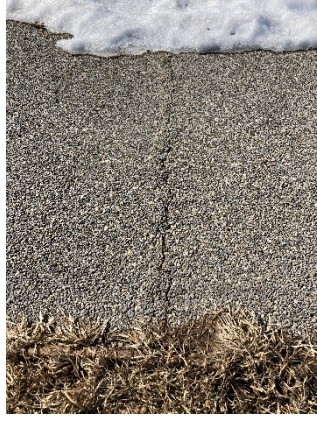
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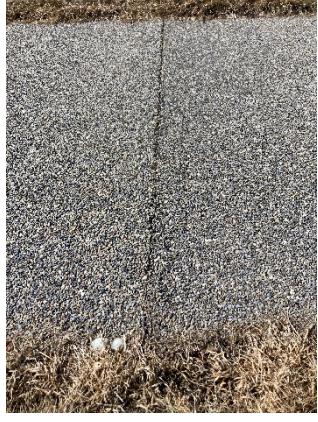
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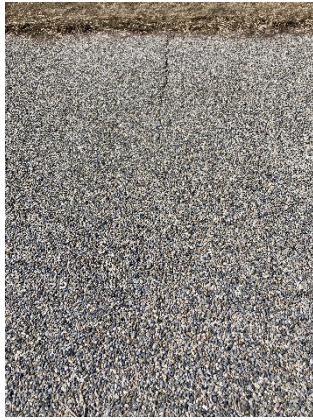
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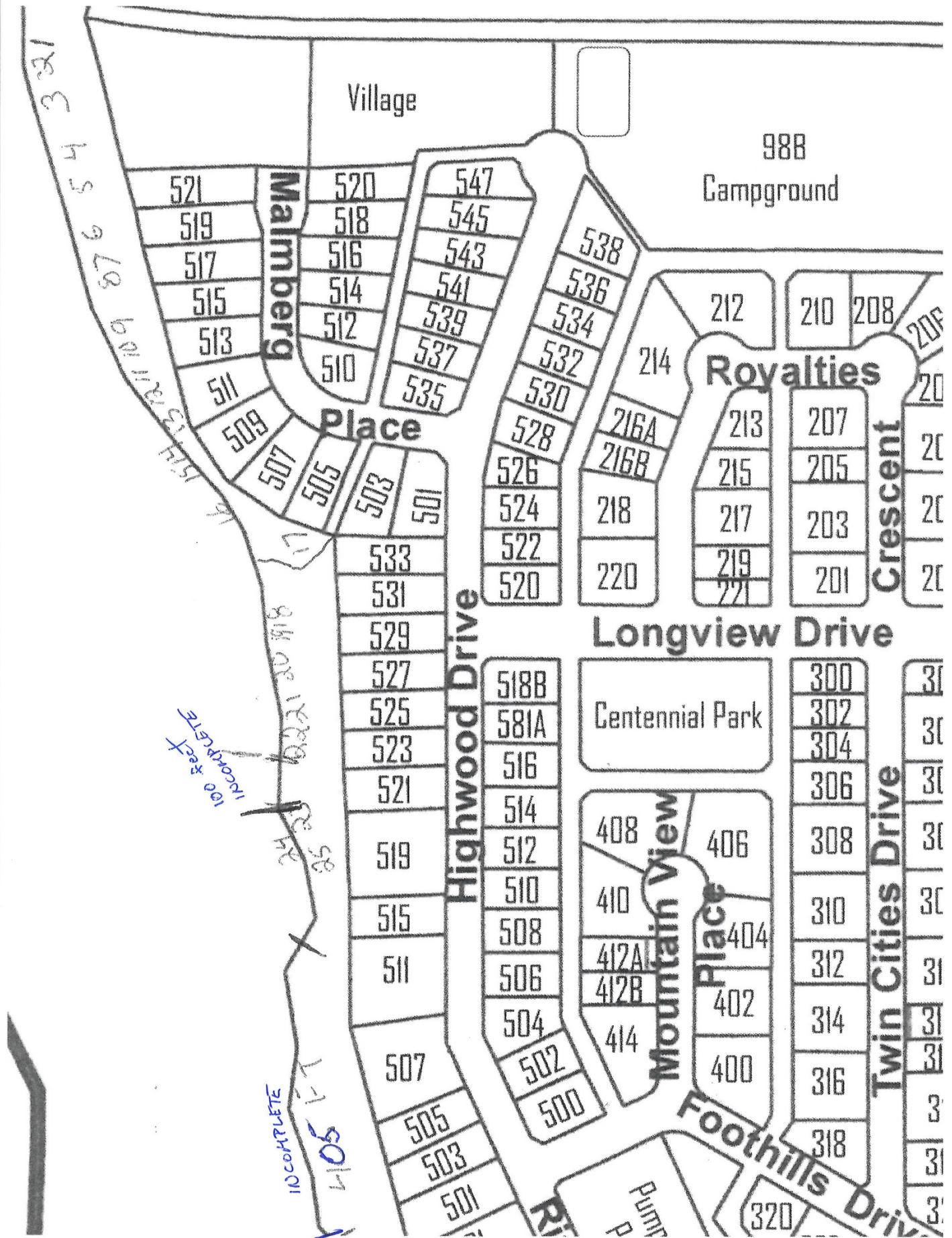
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# Map of Pathway cracks



Projected Costs for remainder of  
Little New York Trail

<b>Item Required</b>	<b>UNIT Cost</b>	<b># Required</b>	<b>TOTAL Price</b>	
SOLUV - 5 gallon pail	\$500.00	60	\$30,000.00	
Glow stones 3-8 mm in Pounds	\$42.00	24	\$1,008.00	
Glow stones 8-15 mm in Pounds	\$42.00	10	\$420.00	
Glow stones 1-3 mm in Pounds	\$54.00	8	\$432.00	
7mm washed gravel-4 truck loads	\$500.00	4	\$2,000.00	\$33,860.00
Historical/Flora/Fauna Signage	\$4,000.00	5	\$20,000.00	
Paris Equipment in ground bench	\$1,500.00	2	\$3,000.00	
In ground Bear proof Garbage	\$2,000.00	2	\$4,000.00	
Volunteer comfort(food/refreshments)	\$50.00	20	\$1,000.00	
Insurance	\$1,000.00		\$1,000.00	
<b>TOTAL</b>			\$ 62,860.00	
Amount we have to contribute to materials			\$ 5,000.00	
<b>Total Required to finish</b>			<b>\$57,860.00</b>	
Less Cost of historical signs and ancillary Equipment			\$ 27,000.00	
Total to finish minus ancillary equipment and historical signage			\$ 30,860.00	

December 14th, 2020  
Box 41  
518a Highwood Drive  
Longview, Alberta.  
T0L 1H0



Phone: 403-558-2158  
E-mail:  
longviewarcsociety@gmail.com

Dear Mayor Wight , Deputy Mayor Kirk and Councillor Weir;

Well 2020 has delivered all of us all quite an eye opener with the arrival of Covid. It has affected almost every aspect of our lives thus far and the funding and granting arena have changed drastically. Despite applying to many funders this year everyone has come up with a no. That would solely be based on the fact that most granting streams I applied to had redefined their parameters and all projects had to include a Covid related factor. As the trail is almost complete with roughly 400 plus feet of the top coat being required at the south end, the project did not conform to any of the granting streams nor do I think it will in 2021. We did submit a funding request to TC Energy last February 2020 but have heard nothing at all from them and in light of the pipeline cancellation we think it is a no go as well. We have submitted a request to the Coop Community Spaces again as we were turned down last June. We will not hear anything on that grant until sometime in June. I know our volunteers are eager to finish the trail but funds are definitely the issue. As my health has declined drastically I cannot see myself applying for any further grants on this project. Since 2011 we (A R C) have applied for many grants and to this point have put roughly \$750,000.00 worth of infrastructure into Longview with no monetary contributions from the village itself despite the many rumours to the contrary which have never been refuted in any public forum by council. This includes half of the cost of the Christmas lights mounted on the street lights on Cowboy Trail, the junior and senior playground in Centennial Park, the exercise equipment in Centennial park, the ancillary equipment in Centennial park, The CFEP grant to pave the rink, all of the skatepark equipment, half the cost of the benches at the Memorial gardens, the benches and garbage cans on the ridge and all of the glow in the dark Little New York Trail thus far. I do not put much faith in being approved for either of the above mentioned grants so I am asking council to consider contributing at least the cost of the remaining resin. We still have some funds with 3000 being reserved for signage acknowledging the funders and telling the story of the volunteers journey to build it. This leaves us with \$5000 left for resin. We have estimated we need a total of \$62,860.00 to complete the trail with the top coat of resin, the historical signage , the benches and bear proof garbage cans, food for the volunteers and insurance. We will have 5000 left after paying for the funders and volunteer acknowledgment sign to put towards the material costs. This does not include any cost for a bridge, as the dip was dug down by the CAO and has nothing to do with

our original plan for a tiny decorative wooden bridge. (I have pictures of the original depth and the depth the CAO had [REDACTED] dig it down to. This was in 2017 when the Mayor was on an extended trip across Canada. I informed the CAO and [REDACTED] that I was having nothing further to do with it as it would no longer be compliant with Environment at its new depth. I also informed Deputy Mayor Kirk about our concerns in 2018)

If council agrees to fund the remainder of the trail we would need a total donation of \$57,860.00. If you would just like to fund the materials to complete the trail minus the Historical signs and all the ancillary equipment we would ask for a donation of \$30,860.00. I would say that is a small price to contribute for all of the infrastructure the Village has gained from our projects as listed above! Thank you for time and consideration of this matter. I will include a projected materials cost spreadsheet. I would like this request included on the agenda under correspondence from residents please.

Sincerely,

Michele Geistlinger

Chairman

Longview A R C Society

Together We Can Do Anything!!