

AGENDA

SPECIAL MEETING OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Tuesday, September 6, 2022
At Longview Council Chambers at 6:00 p.m.

1.0 CALL TO ORDER

2.0 AGENDA

3.0 PUBLIC HEARING MDP

- 3.1 Municipal Development Plan - amendment

4.0 CAO APPOINTMENT BYLAW & RESOLUTIONS

- 4.1 Bylaw 454-22 Appoint CAO – Dimitri
- 4.2 Bylaw 450-22 Development Officer
- 4.3 Bylaw 451-22 Bylaw Enforcement Officer
- 4.4 Signing Authority
- 4.5 Credit Card Policy Revised

5.0 BUSINESS

- 5.1 MAP Municipal Accountability Program Report

6.0 MAP BYLAWS

- 6.1 Bylaw 449-22 Bylaw Create CAO position
- 6.2 Bylaw 452-22 LUB Amendment 1st Reading
- 6.3 Bylaw 453 22 Bylaw Fees and Fines
- 6.4 Bylaw 455-22 Appoint Assessor as Designated Officer
- 6.5 Bylaw 407-22 Borrowing CC Bylaw

7.0 CORRESPONDENCE

- 7.1 July 19 Compliant Motorcycles
- 7.2 Aug 31 Compliant Motorcycles

8.0 CLOSE MEETING

FOIP 18(1)(e) Law Enforcement matter, legal 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.

9.0 ADJOURNMENT



VILLAGE OF LONGVIEW
MUNICIPAL DEVELOPMENT
PLAN
2022

Approved by Council 2022

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PART A

BACKGROUND

- Public Input and Involvement
- Function of the Municipal Development Plan
- Guide to the Plan
- Setting
- Population Development

1.0 MUNICIPAL DEVELOPMENT PLAN

1.1 BACKGROUND

In 1995, the Province of Alberta replaced the Alberta Planning Act with the Municipal Government Act, 1995. Under this new Act, municipalities under the population of 3500 may develop a Municipal Development Plan (~~MOP~~MDP). It was decided by the Village Council to develop such a Plan based on the development potential and strategic location of the Village. A grant was received from the Province for the development of the Municipal Development Plan.

The MDP establishes policies that will guide municipal decision-making when dealing with land-use, development, growth patterns, infrastructure, economic and environmental issues within the Village of Longview.

The preparation of the MDP was guided by the Municipal Government Act, which contains the legislative framework to establish a Municipal Development Plan.

In particular, attention was paid to Section 632(3)(a) of the Act. This Part, entitled "A Municipal Development Plan", outlines the policies that "must" be included in the MDP and policies that "may" be included. Generally, the MDP must make provisions for future land use, future growth patterns, municipal services and infrastructure dealing with adjacent municipalities. The MDP must also contain land use policies for lands adjacent to sour gas facilities and for municipal and school reserves. The policies that "may" be included generally address issues of coordinating municipal programs relating to financial and physical resources, including social and economic development.

~~The MOP was commissioned by Council after a grant was received from the Province. The Engineering Consultant who has considerable experience in the municipal areas of planning and development aided in getting the grant from the Province and will be doing the study.~~

In 2020, the province changed the MGA and required all municipalities to have a Municipal Development Plan. The Village used the previous version of the MDP to satisfy the requirement of the Statutory plan. With discussion and the initiation of an annexation it was decided to update the MDP to include these future lands.

1.2 PUBLIC INPUT AND INVOLVEMENT

~~The Municipal Development Plan finished in 2003 was used as a base to update the MDP. A formal public hearing was held prior to the MDP being adopted by bylaw. The MDP has been organized to be as user friendly as possible.~~

~~The Village of Longview maintained a high level of public involvement throughout the planning process. Initially, there was an interview with the Mayor about the Municipal Development Plan in the Western Wheel. A Strategic Land Use Plan finished in 1999 was used to complete the MDP. The Strategic Land Use Plan had extensive public involvement. Once a draft MDP was developed an open house was held in Longview at the Longview Hall. A formal public hearing was held prior to the MDP being adopted by bylaw. The MDP has been organized to be as user friendly as possible.~~

1.3 FUNCTION OF THE MUNICIPAL DEVELOPMENT PLAN

The purpose of this ~~MOPMDP~~ is to provide guidelines and policy direction for the future growth and development of the Village of Longview. The ~~MOPMDP~~ is used in conjunction

with the Inter-municipal Development Plan (IDP), the Land Use Bylaw and other documents adopted by Council for the planning and management of land use. In this system, the ~~MOPMDP~~ stipulates the general direction of future development and provides land use policies regarding development, while the Land Use Bylaw regulates or controls development and land use on a specific basis. It should be recognized, however, that the ~~MOPMDP~~ also presents goals, objectives and policies that affect areas other than land use or land development. As such, it serves as the principal long-range planning tool for the Village.

The ~~MOPMDP~~ and the Land Use Bylaw fit into the larger hierarchy of statutory planning documents under The Municipal Government Act. The main planning document at the municipal level is the Municipal Development Plan. Policies within the ~~MOPMDP~~ provide direction for preparation of Land Use Bylaws (LUB), Intermunicipal Development Plans (IDP), Area Structure Plans (ASP) and Area Redevelopment Plans (ARP).

1.4 GUIDE TO THE PLAN

This Plan has been divided into five separate Parts with numbered Sections and Policies. The Parts are arranged in a hierarchy, in which each subsequent Part must conform to the applicable policies relevant to the prior Parts. For instance,

a person must first apply their project to the policies in the Land Use Strategies found in Part E. Depending on the project, policies found in Part A, B, C and D would then also be applied. The italicized font throughout the document represents further clarification of the policies and are intended to be read as part of the policy. Furthermore, the appendices section of the Plan contains all relevant mapping and glossary information.

The policies contained in the various Parts of this Plan are not to be read or interpreted in isolation. Depending upon the situation, policies from all applicable Parts in the document will apply.

2.0 SETTING

The Village of Longview is situated in the foothills region of the Rocky Mountains in southwestern Alberta. Agriculture, oil and gas, and tourism are the mainstays of the economy. The area lies along Highway 22 officially known as the Cowboy Trail. Good road connections and proximity to the Rocky Mountains and Kananaskis Country have made Longview a regional tourist destination.

In recent years there has been slow but increasing pressure on the community for residential and commercial development.

2.1 POPULATION DEVELOPMENT

The Village of Longview population taken from the Statistics Canada census in ~~1996-2016~~ shows the population to be 3073. We know through growth the population at the time of writing this report is approximately 330.

~~Subdivision development~~ Residential construction in the last couple of years has increased the population at an increasing rate with promise for the future. This construction has created a need for moved developed lots.

PART B

GOALS AND OBJECTIVES

- General
- Goals and Objectives for the Village of Longview

RESIDENTS OF LONGVIEW GOVERNMENT

- > General

NATURAL ENVIRONMENT

- > General

TRANSPORTATION AND UTILITIES

- > General

SERVICES

- Emergency Services
- Community Services

SUBDIVISION AND DEVELOPMENT

- > General

3.0 GOALS AND OBJECTIVES

3.1 GENERAL

The Village of Longview must deal with a broad range of interests such as environmental protection and tourism, recreational, residential, commercial and light industrial development.

To assist with decision-making within the Village as a whole, a set of goals and objectives have been adopted by Council, to establish the general direction for the future development in the Village of Longview.

3.2 GOALS AND OBJECTIVES FOR THE VILLAGE OF LONGVIEW ("THE VILLAGE")

- 1) To address the needs and aspirations of the residents of the Village through public participation and to keep them involved in the planning and decision-making process.
- 2) To make public facility and service expenditure decisions based on maintaining a sound long-term financial position for the Village.
- 3) To maintain an attractive social and physical environment for people living and working in the Village.
- 4) To strike an appropriate balance in the Village amongst agriculture, industry, tourism, development and the natural environment.
- 5) To ensure that the growth and development of the municipal facilities and support services are efficient and adequate to support the population and business growth in the Village.
- 6) To cooperate with our neighbour the ~~MD of Foothills~~ Foothills County and other governments; municipal, provincial and federal to ensure that a coordinated approach is used in developing and protecting the Village.
- 7) To coordinate land use planning in the urban fringe areas so as to reduce the potential for urban-rural conflicts.
- 8) To provide and maintain cost effective services and infrastructure necessary to the Village.
- 9) To ensure that transportation routes within the Village are developed and maintained in an efficient, effective and safe manner.
- 10) To encourage the growth in light industrial and the commercial sectors and thereby strengthening the local economy, broadening employment opportunities and providing goods and services to the community.

4.0 RESIDENTS OF LONGVIEW

- 4.1 The overall sentiments of the residents of the Village should be recognized and their concerns met whenever possible.
- 4.2 Residents will be encouraged to participate in municipal decisions regarding subdivision and development proposals through their attendance at public hearings, committee meetings and written submissions.

5.0 GOVERNMENT

5.1 GENERAL

- 5.1.1 Cooperation with Federal, Provincial and other municipal governments is necessary to ensure that a cooperative approach is used in developing or protecting the Village of Longview.
- 5.1.2 Council will require an annual financial review and management plan, forecasting three years in advance, that identifies specific projects in:
 - i) transportation and utilities;
 - ii) emergency services;
 - iii) recreation and tourism; and
 - iv) other needs as identified by Council.

Council ~~will~~ has established reserve funds and allocate money to those funds as part of its budgeting process, for those projects identified in its annual financial review.

- 5.1.3 No budget will be adopted in which annual expenditures exceed annual revenues. However, in the event that the Village does make expenditures due to emergencies or unforeseen circumstances, any resulting deficit will be incorporated and be made up in the following years budget.
- 5.1.4 Council may draw upon its general capital reserve to pay for major capital projects such as roadway or sewer system upgrades, but only where that expenditure is amortized over a multi-year period and the fund subsequently repaid to the Village of Longview.

6.0 NATURAL ENVIRONMENT

6.1 GENERAL

- 6.1.1 The Village will endeavour to maintain a balance amongst residential, commercial and light industrial and any other land use development issues while preserving the natural beauty of the landscape and protecting wildlife, vegetation and landforms.
- 6.1.2 Any development adjacent to watercourses that has a possibility of contaminating or polluting water will not be allowed, unless adequate mitigating measures are taken to avoid contamination or pollution.
- 6.1.3 Any major development or subdivision that is located near a watercourse may require an environmental impact assessment prior to the consideration of a subdivision or a development.
- 6.1.3 The alteration of a natural floodway is prohibited by raising the level of the land with fill, for the purpose of creating developable land for uses not normally compatible with the natural function of the floodplain is prohibited.

This allows the Highwood River to function in a natural manner in times of high water and flooding.
- 6.1.4 The protection or stabilization of riverbanks through the use of methods acceptable to the Village of Longview, Alberta Environment and any other affected agency will be permitted.
- 6.1.5 The natural flood control properties on the 1:100 year flood plain, as outlined in the Highwood River Flood Risk Map will be maintained.

7.0 TRANSPORTATION AND UTILITIES

7.1 GENERAL

- 7.1.1 Transportation and utilities will be developed and maintained in an efficient manner by the Village.
- 7.1.2 Any population or business growth that occurs in Longview should be matched with an equal growth in facilities and support services,
- 7.1.3 All costs associated with the dedication of right-of ways, road construction and intersection improvements for roadways as required by

the Village of Longview or Alberta Transportation relative to a development will be borne by the developer in accordance with Council policy.

- 7.1.4 With respect to the subdivision and development of land, Council will give consideration to the preparation and adoption of appropriate mechanisms for the purposes of upgrading municipal roadways and utilities.

These mechanisms should be in place to upgrade existing infrastructure, as it may be overtaxed through subdivision or development in some instances.

- 7.1.5 Whenever appropriate, the Village of Longview will circulate development proposals to providers of utility services and transportation facilities for their information and evaluation.
- 7.1.6 The Village will strive to ensure that the transportation system is safe, efficient and suitable for the intended use.
- 7.1.7 To ensure proper access, all properties will have direct access onto a public roadway. However, where existing roadways are inadequate to serve a proposed development, the Village may allow access by easement.
- 7.1.8 Roadways providing access into development areas will be dedicated public roads dedicated to the Village of Longview standards.
- 7.1.9 The developer is required to enter into an agreement that specifies the responsibilities for the construction standards, maintenance and liability of any creation or reconstruction of roads, water and sewer system and any other infrastructure resulting from the proposed development as being borne by the developer. This agreement will hold until such a time as the new road, water and sewer system and any other infrastructure is accepted by the Village of Longview.
- 7.1.10 In new subdivisions sidewalks should be provided on at least one side of the roadway.
- 7.1.11 Decisions on utility right-of-way locations should be coordinated between the respective agencies and the Village.

Various utility companies maintain rights of way through the Village of Longview. While some of these are private firms, all provide public services.

- 7.1.12 Land that can be served by an existing sewer system should be reserved for uses requiring a sewer system.
- 7.1.13 Septic tank and ~~the~~ septic fields, holding tanks and organic wastewater treatment systems will not be allowed within the corporate limits of the Village.
- 7.1.14 The Village of Longview will develop a waste management strategic plan to evaluate its future waste disposal needs, in terms of sewage, sanitary and solid waste, in accordance with the annual financial review and management plan as set out in policy 5.1.2 of the this Municipal Development Plan.
- 7.1.15 The Village supports joint municipal initiatives to address the immediate and long term waste disposal needs of the region.

8.0 SERVICES

8.1 EMERGENCY SERVICES

- 8.1.1 The Village of Longview will work with other communities on a regional basis or locally to provide emergency services.
- 8.1.2 The level of emergency services will be managed to be constant with the three year financial review and management plan outlined in 5.1.2 of the ~~MOPMDP~~, to ensure adequate service at a reasonable cost.
- 8.1.3 Fire prevention and fire hazards should be monitored by Council on a regular basis, to determine the adequacy of the service and regulations and to determine potential problems.

8.2 COMMUNITY SERVICES

- 8.2.1 The Village of Longview will provide locally or regionally administration, water and sewer, roads, solid waste, fire, recreation and parks and tourism.

9.0 SUBDIVISION AND DEVELOPMENT

9.1 GENERAL

- 9.1.1 The policies in this plan will resolve possible land use conflicts that may arise among the multiple land uses and activities where possible. The Village of Longview must maintain a balance between human development and the natural environment.
- 9.1.2 Any future development should be aesthetically pleasing; in that its design does not conflict with developments that are currently in place, but blends in or increases the aesthetic appeal of the overall environment. Existing developments will be encouraged to maintain or increase their current aesthetic appeal.
- 9.1.3 The proponent of a privately initiated development requiring significant improvements to municipal infrastructure or services will be financially responsible for the following:

All to be done to municipal standards.

- i) All studies and testing required to justify that the proposed development is suitable on the subject land;
- ii) Any new road development or upgrades as a result of the development;
- iii) The installation, upgrade or expansion of either municipal water or sewer systems required by the development;
- iv) The connections of all access-ways (including, but not limited to, roads, lanes, pedestrian pathways and trails) and municipal infrastructure to the development from public property;
- v) Fees for the review and processing of the application;
- vi) Assessment and mitigation of social and economic factors.

9.1.4 Financial responsibility for any over-sizing of improvements for roadwork, water or sewer systems, municipal infrastructure or access ways will be determined by a development agreement between the developer and the Village of Longview in accordance with the Municipal Government Act.

9.1.5 The Village of Longview may require that a development proponent assess the impact of the proposed development on the natural environment and propose measures for mitigating or reducing such

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impacts. Note that the Village of Longview, through its Council may deny some development in order to preserve the natural environment.

- 9.1.6 Visual quality controls may be considered to preserve scenic vistas and integrate development with the natural landscape.
- 9.1.7 Where applicable (see Part E) Land Use Strategies, a western motif, at least on the front of buildings, will be encouraged.
- 9.1.8 At the time of subdivision, the full 10% of municipal and school reserve allowed by the Municipal Government Act may be dedicated. In making its decision on the allocation of that reserve dedication (either land, cash-in-lieu or deferment), the subdivision authority will take into account the following:
 - i) any agreement between the Village of Longview and a school division.
 - ii) recommendations from other agencies, particularly school divisions; and
 - iii) any guidance or policy regarding open spaces or recreational facilities adopted by Council.
- 9.1.9 At the time of subdivision, the subdivision authority will base its decision about environmental reserve on the following:
 - i) any recommendations from other agencies, in particular Alberta Environment; and
 - ii) any guidance or policy regarding environmental reserve that has been adopted by Council.
 - iii) The Municipal Government Act and regs.
- 9.1.10 In some instances, before subdivision or development of land is allowed, the Village of Longview may require that the proponent of the subdivision or development prepare an Area Structure Plan (ASP) at the expense of the proponent. The ASP will include the following:

An ASP is generally required for large parcels of land on which little or no development has taken place, this plan will provide direction for the Village of Longview to guide how subdivision and development of these lands might occur.

- i) site suitability;

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- ii) environmental consideration and impact;
- iii) types of proposed uses;
- iv) density of population and intensity of use;
- v) impact of adjacent uses;
- vi) location of utilities;
- vii) water and sewer servicing;
- viii) fire protection;
- ix) internal road development;
- x) highway access;
- xi) development phasing; and
- xii) any other matters deemed necessary by Council.

9.1.11 To ensure uniform standards of development, municipal road standards established by the Village of Longview must be adhered to, particularly with regards to the following:

This list is not all inclusive, and may be expanded to include other criteria deemed necessary by the Village of Longview.

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- i) widths for roadway rights-of-way; ii) surface treatment for construction;
- iii) engineering standards; iv) intersection design;
- v) access to private properties;
- vi) signage;
- vii) line assignments in roadways; and
- viii) maintenance.

9.1.12 All developments will conform to applicable provincial and federal legislation. In particular:

- i) All developments must conform to its well and pipeline setback requirements as referred to in the ~~7~~ Transportation and Utilities section of this document.

9.1.13 Development standards established by the Village of Longview with respect to conventional forms of development and subdivision will also apply to bareland condominiums, particularly with respect to water, sewer and roadway development.

In order to ensure that the Village of Longview is not burdened by the low standard of infrastructure if the condominium corporation ceases to exist, and Council comes under pressure to take on the responsibilities for that infrastructure, a common standard of construction throughout the community is necessary.

9.1.14 Bed and Breakfast facilities, as an accessory use within private residences, will be permitted as a home occupation, subject to the requirements of the local health unit and the Land Use Bylaw.

Bed and breakfast operations have become an alternative form of accommodation for travellers.

PART C

RECREATION AND TOURISM

- General

INDUSTRIAL SECTOR

- General

10.0 RECREATION AND TOURISM

10.1 GENERAL

- 10.1.1 The expansion of existing recreational developments and the development of new facilities will be considered.
- 10.1.2 The Village of Longview will support community-based tourism. Community-based tourism is defined as community facilities built and operated by community groups that serve the local community first but that might also serve visitors to the area.
- 10.1.3 The impact of recreation and tourism developments on the environment and on the Village should be limited.
- 10.1.4 Depending on the development's size or likely impact, the expansion of existing tourism or recreation facilities, or the development of new facilities, may require an Area Structure Plan (ASP) in accordance with the applicable policies of this plan.
- 10.1.5 Any recreational development should be of a scale and density where the impact of its proposed facilities, and the maximum amount of people that it can accommodate, can be effectively limited to the area designated for its development.
- 10.1.6 Development of an integrated trail and open space network throughout private and public developments will be encouraged.

11.0 INDUSTRIAL SECTOR

11.1 GENERAL

- 11.1.1 Development and continuation of resource extraction, processing industries and other industrial developments will be supported provided that such industries comply with applicable Provincial or Federal legislation.
- 11.1.2 Diversification and expansion of the industrial base will be supported while considering adjacent land uses and the natural environment.
- 11.1.3 New industrial developments, or expansion of existing facilities will require a plan assessing the impacts and providing mitigation measures regarding the following areas:

The plan must be to the Village of Longview 's satisfaction and comply with the applicable legislation at the time of development.

- i) transportation network;
- ii) residential, agricultural and recreational uses in the area;
- iii) environmental concerns, natural environment of the site and surrounding area; and
- iv) social and economic considerations.

11.1.4 A full Environmental Impact Assessment in accordance with Federal or Provincial requirements may be required.

11.1.5 Runoff from industrial sites will be controlled in accordance with existing Provincial legislation. The industry will conform to all Provincial air and water quality standards and guidelines.

This is to prevent contamination of any waterway or airway and to prevent a hazard to the Village.

PART D

**RELATIONSHIP TO THE FoothILLS COUNTY NO. 31 AND OTHER
JURISDICTIONS**

- General
- Inter-municipal Development Plan

12.0 RELATIONSHIP TO THE ~~MUNICIPAL DISTRICT OF~~
~~FOOTHILLS~~FOOTHILLS COUNTY NO. 31

12.1 GENERAL

12.1.1 The exchange of information and cooperative decision- making on matters that affect the Village of Longview will be encouraged.

12.1.2 The Village of Longview will participate with other levels of government as required to facilitate development.

12.2 INTER-MUNICIPAL DEVELOPMENT PLAN

12.2.1 The Village of Longview and the ~~Municipal District of Foothills~~FOOTHILLS County No. 31 has jointly developed a planning document called the ~~Municipal District of Foothills~~FOOTHILLS CountyFOOTHILLS County No. 31. Village of Longview, Inter-municipal Development Plan (See Appendix 2).

12.2.2 Planning issues that require input from the ~~Municipal District of~~FOOTHILLSFOOTHILLS CountyFOOTHILLS County No. 31 and the Village of Longview will refer to the jointly developed Inter-municipal Development Plan.

PART E

LAND USE STRATEGIES

- RE Residential – Single Detached Estate
- RR1 Residential – Restricted Residential
- R1 Residential – Single Detached
- R-MF Residential – Multi-Family
- R-MHP Residential – Manufactured Home Park
- CB – Central Business
- CBR – Central Business restricted
- C-HWY – Highway Commercial
- G-1 - General Industrial
- P - Public-Quasi Public
- UR - Urban Reserve

13.0 LAND USE DISTRICTS

13.1 RE RESIDENTIAL – SINGLE DETACHED ESTATE

13.1.1 Development will be accommodated on large lots allowing for single-detached housing.

13.1.2 Other developments compatible with low density residential development may be allowed.

13.2 R1 RESIDENTIAL – SINGLE DETACHED

13.2.1 Development will accommodate residential development in the form of single-detached housing.

13.3 RR1 RESIDENTIAL – RESTRICTED RESIDENTIAL

13.3.1 Development will be accommodated moderately low-density residential development will be allowed.

13.4 R-MF RESIDENTIAL – MULTI-FAMILY

13.4.1 Development will accommodate semi-detached and duplex houses.

13.4.2 Other developments compatible with low density residential development will be allowed.

13.5 R-MHP RESIDENTIAL – MANUFACTURED HOME PARK

13.5.1 Development will accommodate manufactured home parks.

13.6 CB – CENTRAL BUSINESS

13.6.1 Development will provide for the sale of goods and services.

13.6.2 Development will maintain storefront retail development on the ground floor frontage adjoining the sidewalk.

13.6.3 Other commercial and residential uses away from the ground floor frontage will be considered.

13.6.4 A western motif, at least on the front of the buildings, will be encouraged.

13.7 CBR – CENTRAL BUSINESS RESTRICTED

13.8.1 Development will provide for a variety of commercial developments that produce a minimum of wastewater.

13.8.2 A western motif, at least on the front of buildings, will be encouraged.

13.8 G-1 - GENERAL INDUSTRIAL

13.8.1 Development will maintain an area for light and medium industrial and commercial uses.

13.8.2 Non-industrial uses will be considered if they are compatible with, beneficial or generally acceptable to a light industrial business environment.

13.8.3 A western motif at least on the front of the building will be encouraged if the development is on or near Morrison Road (Hwy. 22).

13.9 P - PUBLIC-QUASI PUBLIC

13.9.1 Development will provide for parks along with complementary facilities and features.

13.9.2 Active and passive public recreation and leisure will be encouraged.

13.9.3 Development will provide for schools, community services, intensive public service and institutional uses.

13.10 UR - URBAN RESERVE

13.10.1 These lands will be left undeveloped or developed to low intensity uses to ensure their orderly transformation to a more intensive development.

13.10.2 Development will be allowed that does not prejudice the possibility of conveniently and economically subdividing and developing the area in the future to a more intensive use.

PART F

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FUTURE LAND USE FOR ANNEXATION

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- West Side Lagoon Quarter
- West Side Trailer Park Quarter
- North and East Side Land
- South of Key Drive

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14.0 FUTURE USE FOR ANNEXATION LAND

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14.1 WEST SIDE LAGOON LAND

14.01.1 The Quarter Section that is currently owned by the Village SW 29-18-2 W5 has limited opportunity for construction of any buildings due to the set-back restriction from the wastewater Lagoons. It is ideal for livestock grazing, solar projects, possible greenhouse or wastewater related energy production.

14.2 WEST SIDE TRAILER PARK LAND

14.02.1 The Quarter Section that currently has Little New York Estates Mobile Home Park NE 20-18-2 W5 has limited opportunity for commercial or residential development due to the number of oil & gas structures and the setbacks required from each. The exception would be a narrow strip along the north side of Hwy 541 which could be developed into commercial or industrial land. The balance of the quarter could be used for livestock grazing, a nature park, or possible golf course.

14.3 NORTH & EAST SIDE

14.03.1 The future development of residential land in the Village is to the north and east of the current boundaries. This land should be highlighted and protected in any future Inter-Municipal Development Agreements with Foothills County.

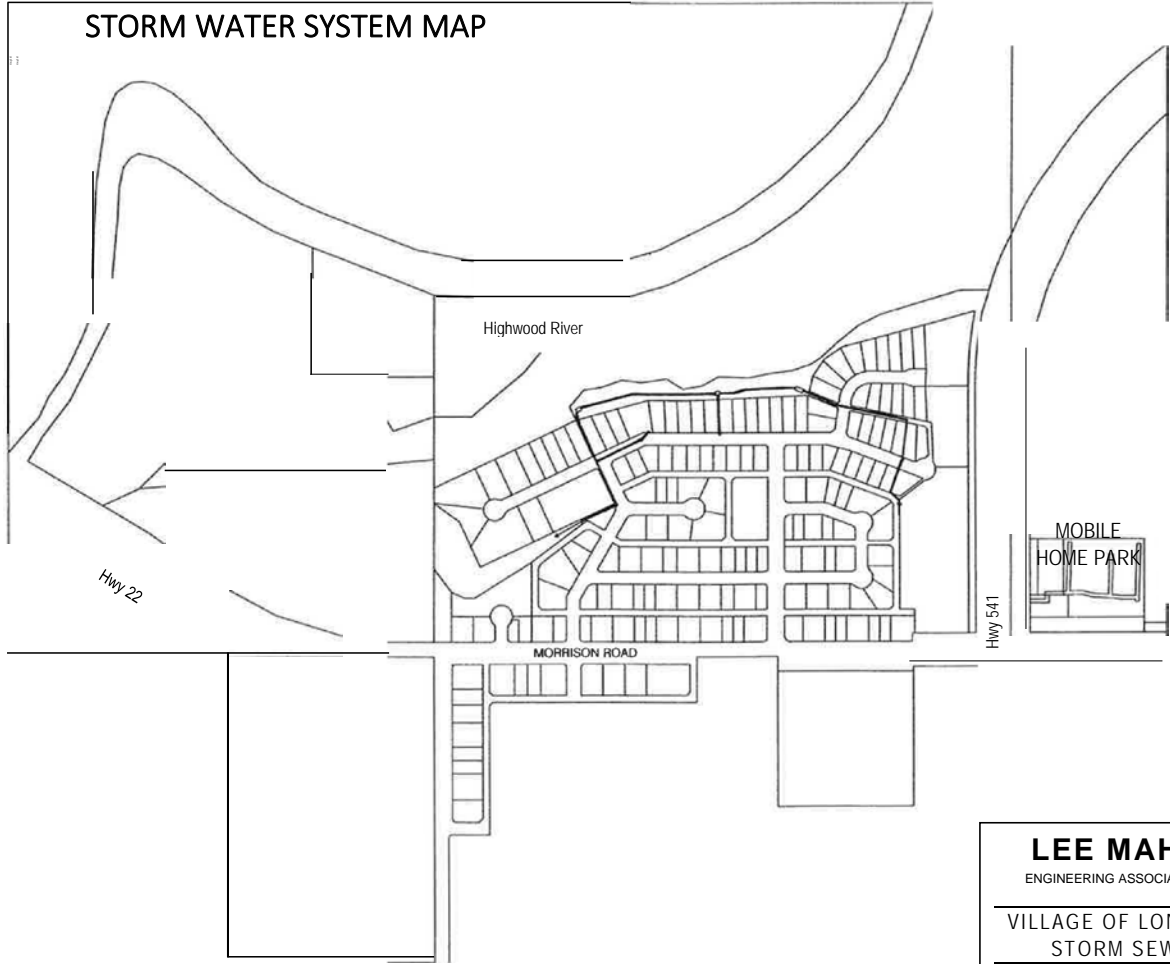
14.03.2 The land closest to the school should be zoned for residential development. The strip of land closest to Hwy should be zoned Hwy Commercial. The southern portion serviced by the Foothills Drive extension east should be zone commercial or industrial.

14.4 SOUTH OF KEY DRIVE

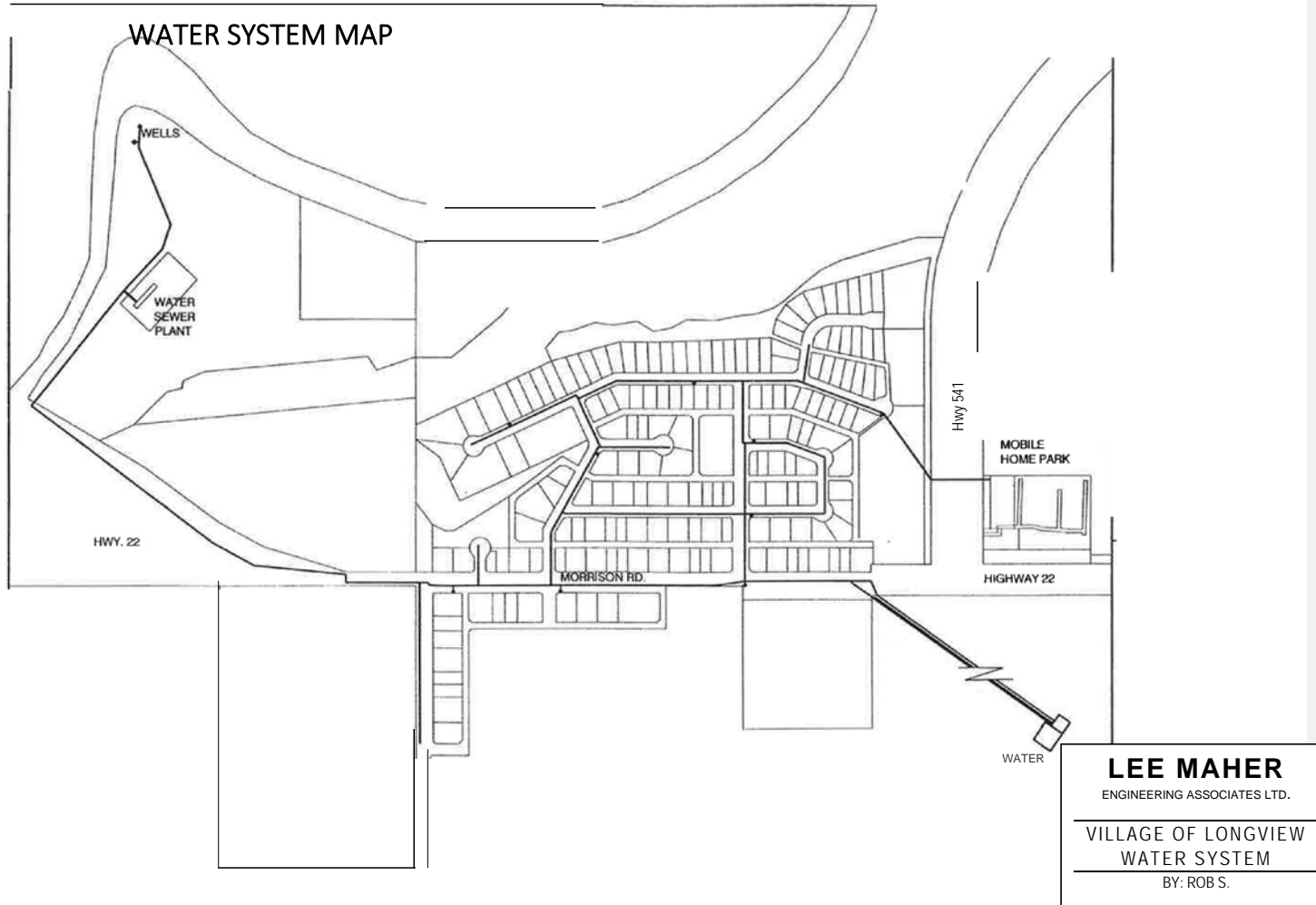
14.04.1 The first lots on the north side of the property south of key drive should be reserved for commercial or industrial use, or possibly the whole of the parcel. This would preserve land for future industrial development.

APPENDIX 1

- Map of Village Storm Water System
- Map of Village Water system

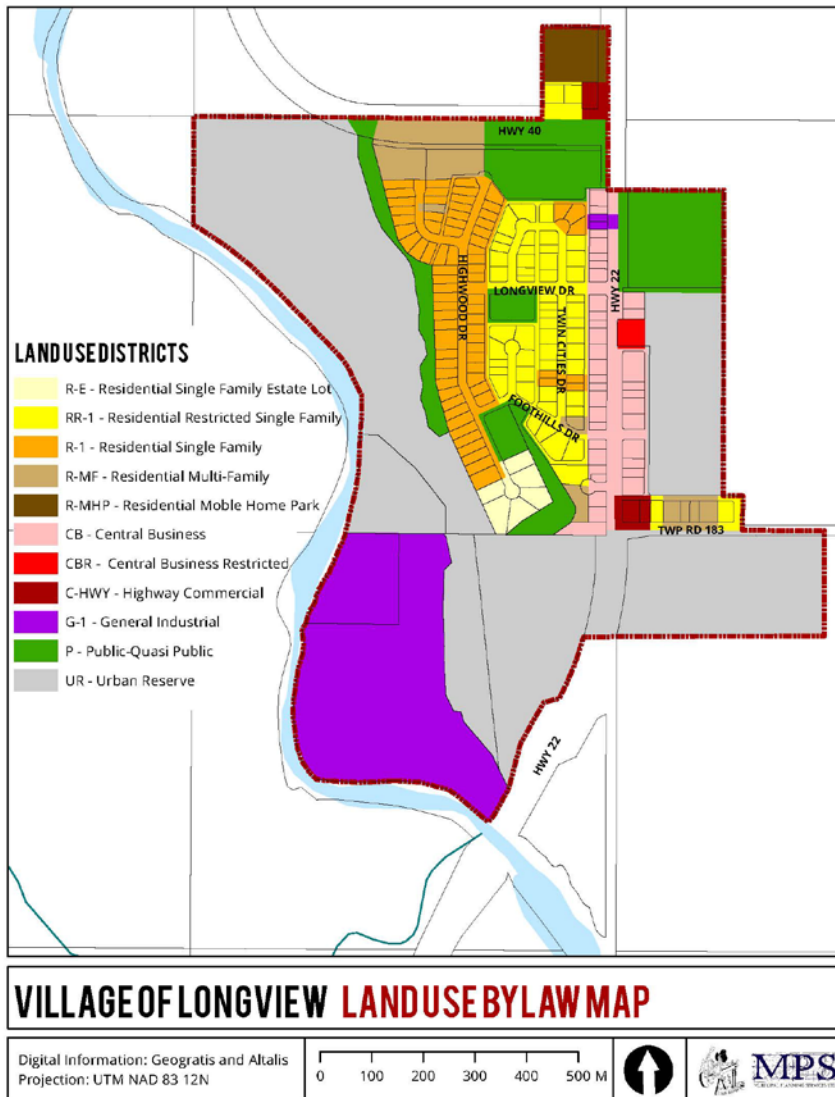


LEE MAHER
ENGINEERING ASSOCIATES LTD.
VILLAGE OF LONGVIEW
STORM SEWER
BY: ROB S.



APPENDIX 2

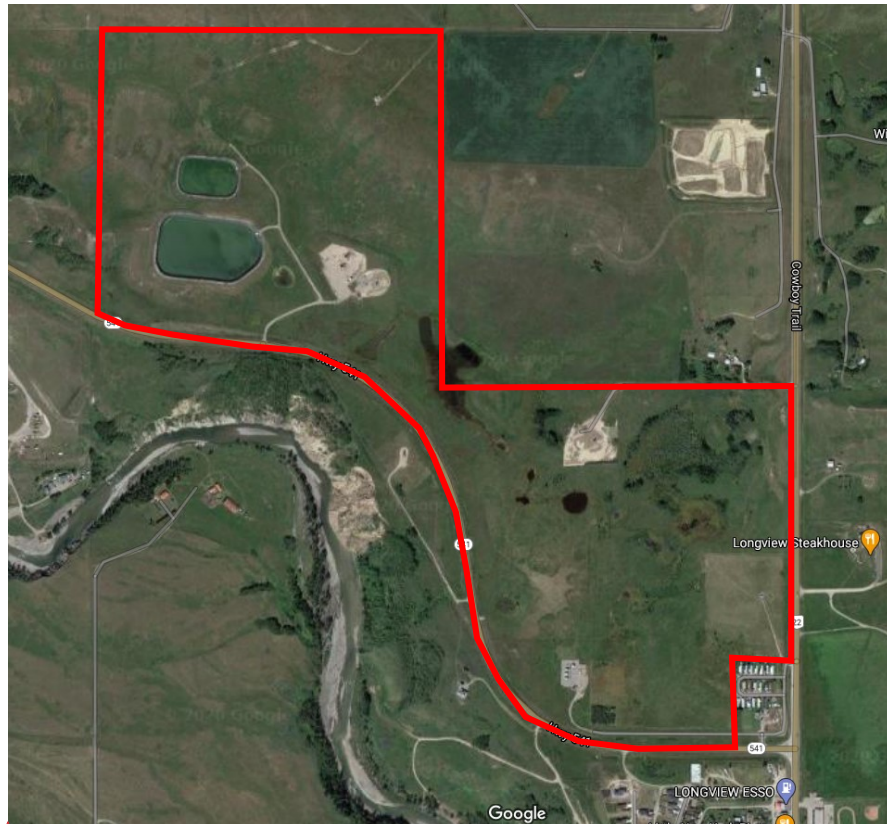
LAND USE DISTRICT MAP



APPENDIX 3

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WEST SIDE ANNEXATION MAP



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EAST SIDE ANNEXATION & SOUTH OF KEY DRIVE



Imagery ©2021 CNES / Airbus, Maxar Technologies, S. Alberta MO's and Counties, Map data ©2021 100 m

Measure distance
Total area: 98,393.15 m² (1,059,095.00 ft²)
Total distance: 1.61 km (1.00 mi)

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Council Approval

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

UPON MOTION DULY MADE AND CARRIED a 1st Reading this 6th day of June, 2022 A.D.

PUBLIC HEARING Date: September 6, 2022

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PUBLIC HEARING Date _____

UPON MOTION DULY MADE AND CARRIED, a 2nd Reading this __ day of _____ 2022 A.D.

UPON MOTION DULY MADE AND CARRIED, READ a 3rd Reading this __ day of _____, 2022

VILLAGE OF LONGVIEW

BYLAW 449-22 – CAO APPOINTMENT

BEING A BYLAW OF THE VILLAGE OF LONGVIEW IN THE PROVINCE OF ALBERTA TO APPOINT A CHIEF ADMINISTRATIVE OFFICER.

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

1. Dimitri Dimopoulos be and is hereby appointed Chief Administrative Officer for the Village of Longview, effective September 1, 2022.
2. That the duties of the Chief Administrative Officer shall be in accordance with the Municipal Government Act of Alberta.

BYLAW 394-17 is hereby rescinded.

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

READ a first and second time this 23rd day of August, 2022 A.D.

UPON MOTION DULY MADE AND UNANIMOUSLY CARRIED, Council of the Village of Longview will proceed to 3rd Reading

UPON MOTION DULY MADE AND CARRIED, READ a third time this 23rd day of August, 2022

MAYOR

CHIEF ADMINISTRATIVE OFFICER

VILLAGE OF LONGVIEW

BYLAW 450-22 DEVELOPMENT OFFICER APPOINTMENT

BEING A BYLAW OF THE VILLAGE OF LONGVIEW IN THE PROVINCE OF ALBERTA TO APPOINT A DEVELOPMENT OFFICER.

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

1. Dimitri Domipoulos, be and is hereby appointed Development Officer for the Village of Longview, effective September 1st, 2022.
2. That the duties of the Development Officer shall be in accordance with the Municipal Government Act of Alberta.
3. All prior Development Officer Appointments are hereby rescinded.

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

READ a first and second time this 23rd day of August, 2022 A.D.

UPON MOTION DULY MADE AND UNANIMOUSLY CARRIED, Council of the Village of Longview will proceed to 3rd Reading

UPON MOTION DULY MADE AND CARRIED, READ a third time this 23rd day of August, 2022

MAYOR

CHIEF ADMINISTRATIVE OFFICER

VILLAGE OF LONGVIEW

BYLAW 451-22 BYLAW ENFORCEMENT OFFICER APPOINTMENT

BEING A BYLAW OF THE VILLAGE OF LONGVIEW IN THE PROVINCE OF ALBERTA TO APPOINT THE CAO AS THE BYLAW ENFDORCEMENT OFFICER OFFICER.

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

1. Dimitri Domipoulos, be and is hereby appointed Bylaw Enforcement Officer for the Village of Longview, effective September 1st, 2022.
2. That the duties of the Bylaw Enforcement Officer shall be in accordance with the Municipal Government Act of Alberta. 545(1) Order to remedy Contraventions
3. The position of Bylaw Enforcement can be held by several people at the same time.
4. Educating the public about regulatory rules.
5. Conducting inspections to ensure that rules are being followed.
6. Mediating between members of the public.
7. Leveraging voluntary compliance with the rules where possible.
8. Seeking formal consequences for bylaw contraventions where compliance is not forthcoming or harm has been done to the community.
9. **MGA 555(2)** Bylaw enforcement officers must take the official oath prescribed by the *Oaths of Office Act* before starting their duties.

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

READ a first and second time this 23rd day of August, 2022 A.D.

UPON MOTION DULY MADE AND UNANIMOUSLY CARRIED, Council of the Village of Longview will proceed to 3rd Reading

UPON MOTION DULY MADE AND CARRIED, READ a third time this 23rd day of August, 2022

MAYOR

CHIEF ADMINISTRATIVE OFFICER



FIND YOUR TRUE WEST

Box 147, Longview
Alberta, T0L 1H0
403-558-3922
Info@village.longview.ab.ca

August 23th 2022

To The Manager
Alberta Treasury Branch Black Diamond Branch

Subject: Bank Account Signatory(s)

Ref: Village of Longview Bank Account(s)

At the August 23, 2022 Special Council Meeting, the Village of Longview passed a resolution to authorize signatories who would operate our account in your branch. Please find below the list of authorized signatories, which will be effective from September 1, 2022

No.	Name	Title
1	Dimitri Dimopoulos	Chief Administrative Officer (CAO)
2	Rose Klassen	Mayor
3	Aaron Lyons	Deputy Mayor
4	Lisa Penner	Councillor

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

The CAO is authorized to receive information regarding the account(s) of the Village of Longview and will be the ATB Online Administrator.

Thanking You

For Village of Longview,

_____ CAO

_____ Mayor

_____ Deputy Mayor

_____ Councillor





Village of Longview Policy

Credit Card Use Policy

Policy Number: **12-2021-02**

Approved: November 26, 2021 Resolution 217-21 Approved Credit Card Use

Amended:

Purpose: To establish a credit limits and consistent practice of Credit Card use for Council and staff.

Policy: Village of Longview Credit Cards shall be issued to:
The Mayor with a credit limit of \$1,500
Each member of Council with a credit limit of \$500
The Administrative Assistant with a limit of \$1,500
Public Works with a limit of \$2,000
The Chief Administrative Officer (CAO) with a credit limit of \$4,000

Cardholder Responsibilities:

- a) The Village of Longview credit card is to be used only for purchase of goods or services for official use of the Village of Longview. The Credit Card may not be used for cash advances or personal use.
- b) The person using the credit card must submit receipts, documents detailing the goods or services purchased, cost, date of the purchase and the official business explanation thereof.
- c) The above said receipts must be submitted to the office in a timely manner to reconcile against monthly credit cards statements.
- d) The person issued the credit card is responsible for its protection and custody and shall immediately notify the Village office if the card is lost or stolen.
- e) Employees must immediately surrender the card upon termination of employment. The Village reserves the right to withhold final payroll payments until the card is surrendered.
- f) Council will surrender the card immediately upon ceasing to be on the Village of Longview Council.
- g) Anyone found to have inappropriately used the credit card will be required to reimburse the Village of Longview for all costs associated with such improper use through direct payment or payroll deduction.
- h) Any employee found guilty of illegal or unauthorized use of a municipal credit card may be subject to penalties under the law and/or disciplinary action by the Village of Longview up to and including termination.



Village of Longview Policy

Control Procedures:

1. The total combined authorized credit limit of all credit cards issued by the Village of Longview shall not exceed \$10,000.

Mayor

CAO



Village of Longview Policy

Credit Cardholder Agreement

Requirements for the use of a Municipal Credit Card:

1. The credit card is to be used only to make purchases at the request of and for the legitimate business benefit of the Village of Longview.
2. The credit card must be used in accordance with the provisions of the Credit Card Use Policy established by the Village of Longview, as attached hereto.

Violations of these requirements may result in the revocation of use privileges. Employees found to have inappropriately used the credit card will be required to reimburse the Village of Longview for all costs associated with such improper use through direct payment or payroll deduction. Disciplinary action(s) may be taken per the Villages Personnel Policies, up to and including termination. The Village of Longview will investigate and commence, in appropriate cases, criminal prosecution against any employee found to have misused the credit card or who violates the provisions of the cardholder agreement.

Credit Card Account Number _____

Received by _____

Name (Please Print)

I acknowledge receipt of the attached Credit Card Policy and agree to abide by said Policy.

Signature _____

Date _____

Credit Card Returned

Authorized Signature _____

Date _____

MAP Legislative Gaps

Page		
9	Designate Municipal Office	At Organizational Meeting
11	Conduct annual CAO evaluation	
16	Closed meeting	pay more attention to minutes
26	Establish CAO position	Bylaw 449-22 CAO Responsibilities
27	Policing requisition - FRESC	policing is a requisition
28	Composite Assess Review Board bylaw	Bylaw 440-21 Joint Assessment Review Board
29	Bylaw Enforcement Officer Bylaw	Bylaw 451-22 Bylaw Enforcement Officer
31	Revised Borrowing Bylaw	Bylaw 407-22 Borrowing CC
39	Designate Financial institution	
44	3 year operating & 5 year capital plan	
45	Assessor Bylaw	Bylaw 455-22
48	Assessment notice content	
49	Tax Notice content	
50	Certify date of tax notice mailing	done for 2022
51	Tax Arrears list	
53	Municipal Development Plan	Bylaw 447-22 - 1st reading
57	SDAB - Subdivision Appeal	Agreement 2019
58	list & publish policies related to planning decisions	
63	Dispose of election material properly	
64	Candidate campaign disclosure statements	
65	Emergency structure, training	

VILLAGE OF LONGVIEW

BYLAW 449-22 – ESTABLISHING CAO POSITION

A BYLAW OF THE VILLAGE OF LONGVIEW, IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF ESTABLISHING AND DEFINING THE POWERS AND DUTIES OF THE CHIEF ADMINISTRATIVE OFFICER IN ACCORDANCE WITH SECTION 205 OF THE MUNICIPAL GOVERNMENT ACT, R.S.A. 2000, C. M-26.

WHEREAS the section 205 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26 requires that every Council establish, by Bylaw, the position of Chief Administrative Officer and appoint a person to carry out the powers, duties and functions of such position;

NOW THEREFORE, the Municipal council of the Village of Longview, in the province of Alberta, duly assembled enacts as follows:

Chief Administrative Officer Bylaw

1. This Bylaw may be referred to as the “CAO Bylaw.”

Purpose of this Bylaw

2. The purpose of this bylaw is to establish the position of Chief Administrative Officer and appoint a person to carry out the powers, duties and functions of the position of Chief Administrative Officer and as defined by this bylaw.

Definitions

3. In this Bylaw:
 - a) “Act” means the Municipal Government Act R.S.A. 2000, c. M-26 as may be amended from time to time;
 - b) “Municipality” means the municipal corporation of the Village of Longview;
 - c) “Village” means the Village of Longview;
 - d) “Council” means the municipal Council of the Village of Longview;
 - e) “Administration” means the general operation of the municipality, including personnel, financial and other related resources as permitted by the Act;
 - f) “Chief Administrative Officer” or “CAO” means the individual appointed by Council to the position of Chief Administrative Officer as per the Municipal Government Act;
 - g) “Acting Chief Administrative Officer” means an individual appointed by the Chief Administrative Officer to act in their absence as required;

Office

4. The position of Chief Administrative Officer is hereby created and the person appointed to that position shall have the title “Chief Administrative Officer”.

Appointment

5. (1) Council shall, by resolution, appoint an individual to the position of Chief Administrative Officer.
(2) Council shall establish the terms and conditions of the appointment of the Chief Administrative Officer including:
 - a) the term of the appointment;
 - b) the salary and benefits to be paid or provided to the Chief Administrative Officer, which may be varied from time to time by Council; and

VILLAGE OF LONGVIEW

BYLAW 449-22 – ESTABLISHING CAO POSITION

- c) shall review the performance of the CAO and will review the annual salary and benefits provided to the CAO in accordance with the terms and conditions of the CAO's employment agreement.

Accountability

- 6. (1) The Chief Administrative Officer shall be accountable to Council for the exercise of all the powers, duties and functions delegated to the Chief Administrative Officer by the Act, this Bylaw, any other enactment, any other bylaw, and any resolutions, policies or procedures adopted by Council from time to time whether such powers, duties and functions are exercised by the CAO personally, or by someone to whom the CAO has delegated that power, duty or function.
- (2) The Chief Administrative Officer shall carry out his or her powers, duties and functions in compliance with:
 - a) the Act;
 - b) this Bylaw;
 - c) any other enactment;
 - d) any other bylaw, resolution, policy or procedure passed or adopted by Council; or
 - e) any contract binding on the Municipality.

General

- 7. (1) Except for the purposes of general inquiry, Council and its members will deal with and control the Village's Administrative services through the Chief Administrative Officer and will not give directions to any employee or contractor of the Village either publicly or privately.
- (2) The CAO's signature, and the signatures of any other Village employees to whom Council or the CAO delegates signing authority may be printed, lithographed or otherwise reproduced.

Administration

- 8. (1) The Chief Administrative Officer is the principal administrative link between the Administration and Council. In accordance with the ACT, the CAO:
 - a) Is the administrative head of the Village;
 - b) Ensures that the policies and programs of the Village are implemented;
 - c) Advises and informs Council on the operation and affairs of the Village;
 - d) Performs the duties and functions and exercises the powers assigned to a CAO by the Act and other enactments or assigned or delegated by Council; and
 - e) Has all the powers, duties and functions given to a designated officer under the Act or any other statute or enactment except the powers, duties and functions expressly given to the Village Assessor pursuant to the Assessor Bylaw.
- (2) The Chief Administrative Officer shall also review Council agendas and provide administrative recommendations to Council.
- (3) The Chief Administrative Officer shall, subject to the directions and approval of Council, negotiate all collective agreements with Municipal employees including the Longview Police Association.

VILLAGE OF LONGVIEW

BYLAW 449-22 – ESTABLISHING CAO POSITION

Authority of the Chief Administrative Officer

9. The Chief Administrative Officer is authorized to:
- a) Appoint an Acting CAO to act during absences of the CAO;
 - b) Coordinate, direct, supervise and review the performance of the Administration;
 - c) Establish the structure of the Administration;
 - d) Establish and implement all policies procedures, standards and guidelines for all matters within the powers of the CAO;
 - e) Advise, inform and make recommendations to Council about:
 - i) the operations of the Village and where information is provided to a councilor the information will be provided to all other councilors;
 - ii) the financial condition of the Village; and
 - iii) Council policies, procedures and programs as may be necessary or desirable to carry out the powers, duties and functions of the Village;
 - f) Attend all meetings of Council and meetings of such Boards, Authorities and other bodies as required by Council;
 - g) Ensure all minutes, bylaws and records of the Village are stored in a secure location;
 - h) Ensure that minutes of council meetings are completed in English and without comment and include the names of all councilors present;
 - i) Conduct audits, investigations and studies of the Administration, as the CAO deems necessary, subject to the direction of Council;
 - j) Subject to any applicable legislation and any contract of agreement binding on the Village:
 - i) hire, appoint, transfer or promote any Village employee;
 - ii) evaluate, discipline, suspend, demote, or remove any Village employee;
 - iii) ensure members of the staff is familiar with the duties and responsibilities of the CAO, Council processes and procedures, issues being addressed by Council and issues of concern to the Village;
 - iv) determine salaries, benefits, hours of work and other working conditions subject to Council direction.
 - k) Provide corporate leadership in ensuring that all Village policies and programs are efficiently coordinated, are delivered in a responsive and effective manner, and reflect the overall strategic priorities of the Village as defined by Council;
 - l) Prepare and submit to Council such reports and recommendations as may be required by Council; and
 - m) Respond to inquiries and requests for information on behalf of the Village, including stating the Village's position, subject to any Council approved policy, procedure, standard or guideline, or as otherwise directed by Council.

Financial Powers and Functions

10. (1) The Chief Administrative Officer is authorized to:
- a) prepare and submit operating and capital budgets as directed by Council;
 - b) keep accurate records of the financial affairs of the Village and provide financial reports to Council at a frequency determined by Council;
 - c) Ensure authorized expenditures are paid in accordance with section 248 of the Act and the approved operating and capital budgets for the Village;
 - d) Ensure that revenues for the Village are collected and controlled and receipts issued in a

VILLAGE OF LONGVIEW

BYLAW 449-22 – ESTABLISHING CAO POSITION

- manner directed by Council;
- e) in cases of emergency as determined by the CAO and in the absence of a local state of emergency being declared, expend monies for the emergency that are not in an approved budget, up to a maximum of \$50,000 and subsequently report to Council on those expenditures;
 - f) establish fees, charges rates and tariffs, except as otherwise established by Council policy or bylaw;
 - g) approve over expenditures within the operating and capital budgets subject to the limits imposed by Council Policy. The CAO shall ensure financial practices comply and are executed in accordance with Council policy;
 - h) notwithstanding 10. (d) at no time may the CAO authorize cumulative operating and capital expenditures in excess of the approved total operating and capital budgets;
 - i) ensure money held by the Village are deposited with a financial institution or invested in compliance with section 250 of the Act and Council policy;
 - j) pay any amounts which the Village is legally required to pay pursuant to an order or Judgment of a Court, board or other tribunal of competent jurisdiction, relating to an action, claim or demand against the Village;
 - k) except as otherwise instructed by Council, and without limitation, instruct legal counsel to provide legal services to the Village and Council and retain, instruct and pay for the services of legal counsel;
 - l) approve the:
 - i) settlement of all insured actions, claims or demands against the Village; and
 - ii) settlement of all insured actions, claims or demands by the Village.
 - m) Enter into any agreements necessary to provide insurance coverage for the Village.
- (2) The Chief Administrative Officer is authorized to approve and enter into all agreements and contracts involving:
- a) funding agreements with the Province of Alberta for the provision of the family and community support services program in accordance with approved budget amounts and the *Family and Community Support Services Act* and the *Family and Community Support Services Regulations*;
 - b) provincial and federal grant funding;
 - c) agreements and contracts incidental to the development and subdivision of land within the Village of Longview pursuant to Part 17 of the Act and complete any and all documents required for or incidental to such development or subdivision; and
 - d) The extension of the time for endorsement of subdivision plans and for registration of subdivision plans in accordance with section 657 of the Act.

Other Powers and Duties

11. (1) The Chief Administrative Officer is authorized to:
- a) Consolidate an amending bylaw with the bylaw which it amends in accordance with section 69 of the Act;
 - b) Alter the citation and title of a bylaw and the numbering and arrangement of its provisions, and to add, change or delete a note, heading, title, marginal note, diagram or example of a bylaw;
 - c) Correct clerical, grammatical and typographical errors;

VILLAGE OF LONGVIEW

BYLAW 449-22 – ESTABLISHING CAO POSITION

- d) Designate any highway as one which is closed temporarily in whole or in part to traffic, as authorized by section 25 of the ACT, or any other enactment and cause such highway to be marked;
 - e) Ensure tax and assessment rolls are prepared in accordance with Parts 9 and 10 of the Act;
 - f) Ensure public auctions to recover taxes are carried out in accordance with Part 10 of the Act;
 - g) Ensure the safe protection of the Village's corporate seal;
 - h) Register on behalf of the Village and pursuant to any statute or enactment, all forms of intellectual property, including without limitations, Trademarks, official marks, copyright, industrial designs and patents; and
 - i) Grant an application for a leave of absence without pay to an employee seeking to be nominated as a candidate in a municipal election, pursuant to the *Local Authorities Act*.
- (2) The Chief Administrative Officer shall provide administrative support to the Sub-division and Development Appeal Board of the Municipality.
- (3) The Chief Administrative Officer shall ensure that Council is advised in writing of its legislative responsibilities under the Act.

Delegation by Chief Administrative Officer

12. As provided for in section 209 of the Act, the Chief Administrative Officer is authorized to delegate (and to authorize further delegations of) any powers, duties and functions assigned to the CAO by Council under the Act, and under this or any other bylaw to a designated officer or an employee of the Village.

Delegation of Other Authority

13. The matters assigned to the Chief Administrative Officer by this Bylaw are in addition to any other duties assigned or to a delegation of authority made by Council to the CAO or to any other Village employee.

FOIPP Head

14. The Chief Administrative Officer is the Head of the Municipality for the purposes of the Freedom of Information and Protection of Privacy Act, R. S. A. 2000 c. F-25.

Indemnification

15. The Municipality shall indemnify the Chief Administrative Officer provided that the Chief Administrative Officer was acting in good faith to carry out the powers, duties and functions given to the Chief Administrative Officer by this Bylaw, the Act, any other enactment, any other bylaw, resolution, policy or procedure.

Interpretation

16. Any reference in this Bylaw to the Act, any other enactment, any other bylaw, resolution, policy or procedure shall include all amendments thereto, all regulations and orders thereunder and any successor thereto.

Conflict

17. In the event that the provisions of this bylaw conflict with any other bylaw, this bylaw shall govern

VILLAGE OF LONGVIEW

BYLAW 449-22 – ESTABLISHING CAO POSITION

Severability

18. It is the intention of Council that, if any provision of this bylaw be declared invalid by a Court of competent jurisdiction, all other provisions of this bylaw shall remain valid and enforceable.

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

READ a first and second time this ___ day of September, 2022 A.D.

UPON MOTION DULY MADE AND UNANIMOUSLY CARRIED, Council of the Village of Longview will proceed to 3rd Reading

UPON MOTION DULY MADE AND CARRIED, READ a third time this ___ day of September, 2022

MAYOR

CHIEF ADMINISTRATIVE OFFICER

VILLAGE OF LONGVIEW

Bylaw No. 407-22 Borrowing (Credit Cards)

Being a Bylaw of the Village of Longview, in the Province of Alberta, to authorize the municipality to incur indebtedness as a credit card holder.

WHEREAS: Pursuant to the Municipal Government Act, R.S.A. 2000, c. M-26 and amendments thereto, Council has decided to proceed with a bylaw pursuant to Section 256 to authorize the financing and interim borrowing of certain funds of money for operational expenditures.

PURSUANT TO AND UNDER AUTHORITY OF THE MUNICIPAL COUNCIL OF THE VILLAGE OF LONGVIEW, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. That the Corporation borrow from Alberta Treasury Branches or other financial institution up to the principal sum of ten-thousand (\$10,000) repayable upon demand at a rate of interest per annum from time to time established by the financial institution **to maximum of 12% APR**. Interest will be calculated daily and due and payable monthly on the last day of each and every month.
2. The source of money to be used to repay any principal and interest owing under this borrowing will come from general municipal taxation. The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
3. The indebtedness shall be contracted on the credit and security of the Municipality.
4. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the *Municipal Government Act*.
5. The proper officers of the Municipalities are hereby authorized to apply for credit card borrowing and to arrange the amount, terms and conditions of the loan and securities with the financial institution.
6. This bylaw comes into force on the date it is passed

READ A FIRST, SECOND, AND WITH UNANIMOUS CONSENT, READ A THIRD TIME AND FINALLY PASSED THIS 6TH DAY OF SEPTEMBER, 2022

Mayor

Chief Administrative Officer

VILLAGE OF LONGVIEW

BYLAW 455 APPOINT ASSESSOR AS DESIGNATED OFFICER

WHEREAS, pursuant to section 284 and 289 of the *Municipal Government Act*, R.S.A. 2000, Chapter M- 26 as amended, provides that a municipality may establish one or more designated officer positions to carry out the powers, duties and functions of a designated officer under the *Municipal Government Act* or any other enactment or bylaw;

AND WHEREAS, section 210 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26 as amended, outlines the appointment of Designated Officers;

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

1. This Bylaw shall be cited as the “Assessor Bylaw”.

2. **DEFINITIONS**

- a) “Assessor” means a person, body corporate or commission, appointed by a municipality to the position of Assessor as defined in Section 284(d) of the *Municipal Government Act*.
- b) “Council” means Council of the Village of Longview
- c) "Designated Officer" shall mean a Designated Officer within the meaning of the *Municipal Government Act*.

3. **ESTABLISHMENT**

The following Designated Officer position is established:

- a) Assessor; to carry out the powers, duties, and responsibilities of an assessor as required by the *Municipal Government Act*.

4. **APPOINTMENT**

- a) That Christopher Snelgrove, AMAA of Benchmark Assessment Consultants Inc. be appointed as a Designated Officer of the Village of Longview.
- b) That Christopher Snelgrove, AMAA, as Designated Officer, carry out the duties of Assessor as outlined under Parts 9, 10, 11 and 12 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26 as amended.
- c) That Christopher Snelgrove, AMAA of Benchmark Assessment Consultants Inc.. and his staff be deemed to be an Independent Contractor and not an employee of the Village of Longview.

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

READ a first and second time this ____ day of September, 2022 A.D.

UPON MOTION DULY MADE AND UNANIMOUSLY CARRIED, Council of the Village of Longview will proceed to 3rd Reading

VILLAGE OF LONGVIEW

BYLAW 455 APPOINT ASSESSOR AS DESIGNATED OFFICER

UPON MOTION DULY MADE AND CARRIED, READ a third time this ____ day of
September, 2022

MAYOR

CHIEF ADMINISTRATIVE OFFICER



**VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION**

Date:	Sept 6, 2022	Agenda Item #: 3.2
Title:	LUB Amendments	
Submitted by:	Dale Harrison, CAO	

Recommendation:	MOVED by _____ that the give 1 st reading to LUB amendment, then advertising and hold a Public Hearing in October
Alternatives:	<ol style="list-style-type: none"> 2. Defeat above motion. 3. That discussion be tabled _____ (for further information or future date).

Background:	<p>Recent review of the current Land Use Bylaw has revealed a couple of amendments that will update and clarify some sections. Suggested amendments:</p> <p><u>Page 70 Item 3</u>) refers to a specific amount but should say “fine amounts are from the current Master Rates and Fees Bylaw.”</p> <p><u>Page 82 Table</u> Restaurants, Taverns, Bars = 1 automobile space or 2 motorcycle spaces/4 persons based on occupancy limits Churches = 1 space per 6 persons based on occupancy limits</p> <p>Examples from City of Red Deer LUB. People do not generally arrive 6 in a vehicle</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 50%;">USES</th> <th style="width: 50%;">PARKING SPACES</th> </tr> </thead> <tbody> <tr> <td>Places of Worship</td> <td>1.0 per 6.0 persons, based on maximum occupancy</td> </tr> <tr> <td>Drinking Establishment</td> <td>1.0 per 4.0 seats</td> </tr> <tr> <td>Funeral Homes</td> <td>1.0 per 5.0 seats</td> </tr> <tr> <td>Hotels, Motels and Hostels</td> <td>1.0 per guest room</td> </tr> <tr> <td>Restaurants</td> <td>1.0 per 4.0 seats</td> </tr> </tbody> </table> <p style="text-align: center; margin-top: 10px;"><u>Page 83 Item 12</u>) Parking Dimensions (add motorcycle parking) W 1.25 M (4 ft) Depth 6.1 M (20 ft)</p>	USES	PARKING SPACES	Places of Worship	1.0 per 6.0 persons, based on maximum occupancy	Drinking Establishment	1.0 per 4.0 seats	Funeral Homes	1.0 per 5.0 seats	Hotels, Motels and Hostels	1.0 per guest room	Restaurants	1.0 per 4.0 seats
USES	PARKING SPACES												
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Funeral Homes	1.0 per 5.0 seats												
Hotels, Motels and Hostels	1.0 per guest room												
Restaurants	1.0 per 4.0 seats												

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

BYLAW ~~416-18~~ 416452-1822

**A BYLAW OF THE VILLAGE OF LONGVIEW
IN THE PROVINCE OF ALBERTA
TO AMEND LAND USE BYLAW**

**A BYLAW OF THE VILLAGE OF LONGVIEW IN THE PROVINCE OF ALBERTA TO AMEND
LAND USE BYLAW 400-17.**

WHEREAS pursuant to the provisions of the *Municipal Government Act (MGA)*, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto, Council may pass a Bylaw for the purpose of amending Land Use Bylaw 400-17 within the Village of Longview; and

WHEREAS Council deems it desirable to amend Land Use Bylaw 400-17; and

WHEREAS notice of the intention of Council to pass a bylaw has been given in accordance with Section 606 of the *Municipal Government Act*.

NOW THEREFORE the Council of the Village of Longview enacts that Land Use Bylaw 400-17 be amended as follows:

NEW DEFINITIONS

- ~~1. Part 1 Number 4 Interpretation. [Definitions] is amended by adding the following new definitions in alphabetical order:~~

~~“cannabis” means cannabis plant, fresh cannabis, dried cannabis, cannabis oil and cannabis plant seeds and any other substance defined in the *Cannabis Act* (Canada) and its regulations and any amendments and includes edible products that contain cannabis.~~

~~“cannabis accessory” means a thing that is commonly used in the consumption or production of cannabis. A cannabis accessory includes, but is not limited to, rolling papers, or wraps, holders, pipes, water pipes, bongs vaporizers that is represented to be used in the consumption of cannabis~~

~~“cannabis counselling” means a service where counselling on cannabis is provided by persons who are not medical professionals.~~

~~“cannabis consumption establishment” means a use where the primary purpose is the sale of cannabis to the public, for consumption within the premise that is authorized by provincial or federal legislation. This use does not include cannabis production and distribution facilities or retail cannabis stores.~~

~~“cannabis production and distribution facility” means a development where any of the~~

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~~following activities occur, excepting personal use exemptions as defined in the *Act to Control and Regulate Cannabis* and its regulations, and any amendments or substitutions thereof:~~

- ~~a. the processing of cannabis;~~
- ~~b. the making, testing, manufacturing, assembling, or in any way altering the chemical or physical properties of semi finished or finished goods and products related to cannabis;~~
- ~~c. the storage, warehousing, and/or transportation of cannabis; and~~
- ~~d. the distribution and wholesale of materials, goods and products to retail cannabis stores.~~

~~This use does not include a retail cannabis store or a cannabis consumption establishment.~~

~~“**garden centre**” means a development providing for the retail sale of bedding, household and ornamental plants, and associated merchandise, and may include display gardens. This use does not include on-site outdoor cultivation or propagation of plants. This use does not include retail cannabis stores or cannabis production and distribution facilities.~~

~~“**provincial health care facility**” means an approved hospital as defined in the *Hospitals Act*, RSA 2000, c. H-12.~~

~~“**retail cannabis store**” means a retail store, licensed by the Province of Alberta to sell cannabis and cannabis accessories. Offices and instructional classes accessory to the principal use may be permitted. This use does not include cannabis production and distribution facilities or cannabis consumption establishments.~~

~~“**school**” means a structured learning environment through which an education program is offered to a student by:~~

- ~~a. a board;~~
- ~~b. an operator of a private school;~~
- ~~c. an early childhood services program private operator;~~
- ~~d. a parent giving a home education program; or~~
- ~~e. the Minister of Alberta Education.~~

~~“**warehouse**” means a development used for the indoor storage of materials, products, goods or merchandise and where areas of the site are used for the movement of transportation trucks on and off and within the parcel. Limited product display, retail sales and offices accessory to the principal use may be permitted in this use class provided the cumulative area of the accessory uses does not exceed 15% of the gross floor area. This use does not include cannabis production and distribution facilities or retail cannabis stores.~~

AMENDED DEFINITIONS

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2. Section 2.0.0. [Definitions] is amended by deleting the existing definition for "Child Care Facilities" and adding the following new definition in its place:

~~"child care facility" means the use of a building or portion thereof for the provision of care, maintenance, instruction or supervision of seven or more children under the age of 13 years, by persons other than one related by blood or marriage, for periods not exceeding 24 consecutive hours and includes all day care centers, early childhood services, nurseries and after school or baby sitting programs which meet this definition. A license is required under the *Child Care Licensing Act* to operate a child care program.~~

3. Section 2.0.0. [Definitions] is amended by deleting the existing definition for "Convenience Store" and adding the following new definition in its place:

~~"convenience store" means a retail store in which articles for sale comprise a limited range of primarily food items such as milk, bread, soft drinks, ice cream, canned and bottled goods, snacks and candy, and meat. To complement such items, articles for sale may include the limited sale of magazines, books and records, housewares, toiletries, stationary and tobacco products. This use class does not include retail cannabis stores.~~

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4. Section 2.0.0. [Definitions] is amended by deleting the existing definition for "Home Occupation" and adding the following new definition in its place:

~~"home occupation" means a commercial use within a residential building which is incidental and subordinate to the principal residential use of the building and meets the special requirements of this Bylaw. This use does not include automotive related uses, cannabis consumption establishments, cannabis production and distribution facilities, kennels, or retail cannabis stores.~~

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5. Section 2.0.0. [Definitions] is amended by deleting the existing definition for "Industrial Use" and adding the following new definition in its place:

~~"industrial use" means a use which may involve one or more of the following activities:~~

- ~~a. the processing of raw or finished materials;~~
- ~~b. the manufacturing or assembly of goods, projects or equipment;~~
- ~~c. the cleaning, servicing, repairing or testing of materials, goods and equipment normally associated with industrial or commercial businesses or the cleaning, servicing and repair of goods and equipment associated with household use, where such operations have impacts that would typically make them incompatible in non-industrial land use districts;~~
- ~~d. the storage or trans shipping of materials, goods and equipment;~~
- ~~e. the distribution and sale of materials, goods and equipment to institutions or industrial and commercial businesses for their direct use or to general retail stores or other sales use classes defined in this Bylaw for resale to individual customers;~~
- ~~f. dismantling and separating into parts of any article, machinery or vehicle;~~

- ~~g. repairing and servicing of vehicles, machinery and buildings;~~
- ~~h. equipment rental; or~~
- ~~i. the training of personnel in general industrial operations.~~

~~This use does not include cannabis production and distribution facilities or retail cannabis stores.~~

6. ~~Section 2.0.0. [Definitions] is amended by deleting the existing definition for “Manufacturing Plant” and adding the following new definition in its place:~~

~~“**manufacturing plant**” means a development engaged in secondary processing, assembly and packaging where no excessive atmospheric emissions, vibrations and noise are produced, and the use does not create an excessive load on municipal utilities. Limited product display, retail sales, offices and instructional classes accessory to the principal use may be permitted in this use class. The use does not include a cannabis production and distribution facilities.~~

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7. ~~Section 2.0.0. [Definitions] is amended by deleting the existing definition for “Personal Service Shops” and adding the following new definition in its place:~~

~~“**personal service shop**” means a use which provides services to individuals, including but not limited to barber shops, beauty parlors, cannabis counselling, dressmakers, dry cleaning, laundromats mats, shoe repair, and tailoring. This use does not include retail cannabis stores.~~

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8. ~~Section 2.0.0. [Definitions] is amended by deleting the existing definition for “Retail Store” and adding the following new definition in its place:~~

~~“**retail store**” means a use where goods, wares or merchandise are stored, offered or kept for sale or rental and includes storage on or about the store premises of limited quantities of such goods, wares, or merchandise sufficient only to service such store but does not include any retail outlet otherwise listed or defined in this Bylaw. This use includes, but is not limited to, second hand shops, liquidation stores, food stores, drug stores, clothing stores, sporting goods stores, and other similar uses. This use does not include retail cannabis stores.~~

DECISION PROCESS

9. ~~Deleting Section 5.2.0 [Variances] and replacing it with the following:~~

~~5.2.0 Variances~~

- ~~5.2.1 Unless a specific provision of this Bylaw provides otherwise, the Development Authority may allow a variance as a condition of a development permit if:~~

- a. ~~the development does not unduly interfere with the amenities of the neighborhood or materially interfere with or affect the use, enjoyment or value of neighboring properties;~~
- b. ~~the development conforms with the use prescribed for that land or building in the Land Use Bylaw;~~
- c. ~~the variance is a result of an error in the siting of a building or structure, and the rectifying of the error would create unnecessary hardship to the property owner;~~
- d. ~~the variance is expressed to be a condition of development permit approval and is specifically mentioned in public notices of the Development Permit approval;~~
- e. ~~the variance would not cause hardship to bring the subject building(s) or structures(s) into compliance with the requirements of the Safety Codes Act, the Alberta Building Code and the Alberta Fire Code; and~~
- f. ~~that notice is given as per Section 5.3.0.~~

~~5.2.2 The Development Officer may allow a minor variance of up to 10% or less without advertising, posting or notification to the adjacent/affected landowners to any or all of the following requirements when considering development permit applications and request for compliance certificates where in the Development Authority's discretion, such variance does not unduly interfere with the amenities of the neighborhood or materially interfere with or affect the use, enjoyment or value of neighboring properties:~~

- a. ~~the front yard setback;~~
- b. ~~the side yard setback;~~
- c. ~~the rear yard setback; and~~
- d. ~~the height of building requirement.~~

~~Variations greater than 10% are to be reviewed by the Municipal Planning Commission and may be allowed in accordance with Section 5.2.1.~~

~~5.2.3 The Development Officer may issue a Compliance Certificate, granting a variance to a maximum of 10% in accordance with Section 5.2.2 provided that:~~

- a. ~~the terms and conditions of any permit relating to the land and development have been met to the satisfaction of the Development Officer;~~
- b. ~~the development does not unduly interfere with the amenities of the neighborhood or materially interfere with or affect the use, enjoyment or value of neighboring properties;~~
- c. ~~the development conforms with the use prescribed for that land or building in the Land Use Bylaw; and~~
- d. ~~that notice is given as per Section 5.3.0.~~

~~5.2.4 In all commercial and industrial districts the parking and loading requirements for a site may be varied by the Development Officer where the potential amount of parking and loading on the site has been maximized to the satisfaction of the Development Authority.~~

~~5.2.5 The Development Authority may not vary the separation distances set out in Section 11.19.1.~~

LAND-USE DISTRICTS

~~10. Section 21.2.2 [Central Business (CB) District] is amended by adding "retail cannabis store" as a discretionary use.~~

~~11. Section 22.2.2 [Highway Commercial (C-HWY) District] is amended by adding "garden centre" and "retail cannabis store" as discretionary uses.~~

~~12. Section 24.2.1 [Light Industrial (M-1) District] is amended by adding "garden centre" and "warehouse" as permitted uses.~~

~~13. Section 24.2.2 [Light Industrial (M-1) District] is amended by adding "cannabis production and distribution facility" and "retail cannabis store" as discretionary uses.~~

~~14. Section 25.2.1 [General Industrial (M-2) District] is amended by adding "garden centre" and "warehouse" as permitted uses.~~

~~15. Section 25.2.2 [General Industrial (M-2) District] is amended by adding "cannabis production and distribution facility" and "retail cannabis store" as discretionary uses.~~

GENERAL LAND USE REGULATIONS

~~1. Section 14 Part 9.02.0-3 [General VIOLATION TICKETS Land Use Regulations and Provisions] is amended by removing "of one hundred (\$100 per 1st Offence and two hundred (\$200.00 dollars for second and subsequent offences." the amounts of ticket adding "refer to the current Master Rates and Fees Bylaw" adding the following:~~

~~2. Part 11 23.6).add "c. restaurants, taverns, bars and churches shall be calculated on maximum occupancy permitted by Fire Department."~~

~~3. Part 11 23.6). Table revise
Restaurant, Taverns, Bars 1 space / 4 persons~~

~~Churches 1 space / 6 persons calculated on
occupancy limits of main meeting room~~

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4. Part 11 23.12). Table add row for

Motorcycles	Width Stall 1.25 M (4 ft) 90 degree
	Width of Aisle 3.5 M (11.5 ft)
	Depth of Stall 6.1 M (20 ft)

46-

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~~11.18.0 Child Care Facilities~~

~~11.18.1 In considering whether a Child Care Facility would be suitable for the location proposed, the Development Authority shall take into consideration:~~

- ~~a. the design and intensity of the facility being proposed relative to the density of the district;~~
- ~~b. potential vehicle and pedestrian traffic generation;~~
- ~~c. proximity to parks or other open space areas;~~
- ~~d. the site's relationship to surround uses;~~
- ~~e. buffering between surrounding uses if required;~~
- ~~f. the availability of the site to accommodate an outdoor play area, if required;~~
- ~~g. the distance from a retail cannabis store; and~~
- ~~h. the location of the facility within a building in accordance with the *Alberta Building Code*.~~

~~11.18.2 In making its decision, the Development Authority having regard to provincial regulations and all other relevant factors, shall establish the maximum number of children and employees (including paid employees and volunteers) allowed on site at any time and the type of facility the approval is for — day care, out of school or preschools.~~

~~11.19.0 Cannabis Related Uses~~

~~11.19.1 Retail Cannabis Store~~

- ~~a. is a location where the sale of cannabis can only occur where it has been approved through a development permit for a use where it is specifically allowed in the use definition and rules;~~
- ~~b. a copy of the retail cannabis licence issued by the Alberta Gaming, Liquor and Cannabis Commission shall be provided as a condition of development permit approval prior to occupancy;~~
- ~~c. may not have any part of an exterior wall that is located within 100 metres of:
 - ~~i. a parcel that contains a school;~~
 - ~~ii. a parcel that is designated as school reserve or municipal and school reserve under the *Municipal Government Act*, or~~
 - ~~iii. a parcel that contains a provincial health care facility.~~~~
- ~~d. the premises must operate separately from other businesses;~~
- ~~e. the maximum operating hours shall be 10:00 a.m. to 12:00 a.m.~~

~~(midnight) daily, excluding those dates of closure mandated by the Province of Alberta;~~

- ~~f. the public entrance and exit to the premises must be direct to the outdoors and customer access to the premises is limited to a store front that is visible from the street;~~
- ~~g. advertising inside the premises shall not be visible from the outside;~~
- ~~h. no outside storage of cannabis goods, materials or supplies shall be allowed on the site;~~
- ~~i. is subject to the parking and loading requirements as set out in Section 29.1.0; and~~
- ~~j. is subject to the sign control requirements as set out in Section 30.0.0.~~
- ~~k. the Development Authority shall take into consideration the distance from a child care facility~~

~~11.19.2 Cannabis Production and Distribution Facility~~

- ~~a. is a location where the production and distribution of cannabis can only occur where it has been approved through a development permit for a use where it is specifically allowed in the use definition and rules;~~
- ~~b. must possess a licence for all activities associated with cannabis growing, processing, packaging, testing, destruction, or storage as issued by Health Canada;~~
- ~~c. all the processes and functions associated with the use shall be fully enclosed within a stand-alone building;~~
- ~~d. must have equipment designed and intended to remove odours from the air where it is discharged from the facility as part of the ventilation system; and must be maintained in good operating condition at all times;~~
- ~~e. may have an ancillary building or structure used for security purposes located on the parcel containing the use;~~
- ~~f. garbage containers and waste material shall be contained within the building;~~
- ~~g. is where the development authority may require, as a condition of a development permit, a Public Utility, Water and Waste Management Plan, completed by a qualified professional, that may include details on:
 - ~~i. the incineration of waste products and air borne emission, including smell;~~
 - ~~ii. the quality and characteristics of liquid and waste material discharged by the facility;~~
 - ~~iii. the method and location of collection and disposal of liquid and waste material;~~
 - ~~iv. the mitigation of over strength sewage loading; and~~~~

- v. ~~water conservation methods employed.~~
- h. ~~is subject to the parking and loading requirements as set out in Section 29.1.0; and~~
- i. ~~is subject to the sign control requirements as set out in Section 30.0.0.~~

17. ~~Deleting Section 20.5.0 [Dwelling Accommodation] and replacing it with the following:-~~

~~20.5.0 Mixed Use Residential / Commercial~~

- ~~20.5.1 Residential development shall not to be located below the second storey.~~
- ~~20.5.2 Residential development shall have direct access to the outside street level.~~
- ~~20.5.3 A residential use shall not be located on the same floor as a commercial use.~~
- ~~20.5.4 A retail cannabis store shall not be located in a mixed use residential / commercial development.~~

PARKING / LOADING

18. ~~Section 29.1.0 [Table 1: Parking Requirements] shall be amended by adding/or replacing the following in alphabetical order:~~

- ~~Child Care Facility ————— 1 space / employee/volunteer~~
- ~~Cannabis Production and Distribution Facility ————— 1 space / 37 m² (398.28 ft²)~~
- ~~Retail Cannabis Store ————— 1 space / 56 m² (602.80 ft²)~~

19. ~~Section 29.1.0 [Table 2: Loading Requirements] shall be amended by adding the following in alphabetical order:~~

- ~~Cannabis Production and Distribution Facility ————— 1 space / 1,858 m² (20,000 ft²).
Minimum of one (1) space.~~
- ~~Retail Cannabis Store ————— 1 space per business~~

20. ~~Section 29.1.0 [Parking Loading Facilities] shall be amended by adding the following:~~

~~29.1.12 Retail Cannabis Stores shall have its own loading area separate from any other business.~~

~~29.1.13 Cannabis Production and Distribution Facilities shall have all loading stalls and decks located inside a building.~~

SIGNAGE

21. Section 30.0.0 [Signage Control] shall be amended by adding the following:

~~30.0.11 In considering a development application for a sign, the Development Authority shall:~~

- ~~a. have due regard to the amenities of the district in which the sign is located and the design of the proposed sign and ensure that the sign does not conflict with the general character of the surrounding streetscape or the architecture of nearby buildings; and~~
- ~~b. not permit a sign to be erected which promotes intolerance, hate or ridicule of any race, religion or other segment of society.~~

~~30.0.12 A Retail Cannabis Store operator may erect up to two (2) signs for the sole purpose of business identification on the same parcel as the premises.~~

~~30.0.13 Only permanent signs related to a Retail Cannabis Store shall be permitted.~~

~~30.0.14 Use of temporary signs related to a Retail Cannabis Store shall be prohibited.~~

~~22. This Bylaw shall come into full force and effect upon the third and final reading, and Bylaw 03-869 and any amendments thereto are hereby amended upon this Bylaw coming into effect.~~

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MAYOR

CHIEF ADMINISTRATIVE OFFICER

READ A SECOND TIME this ___ day of _____, 2022 day of _____, 2018

MAYOR

CHIEF ADMINISTRATIVE OFFICER

READ A THIRD AND FINAL TIME this ___ day of _____, 2022 this ___ day of _____, 2018

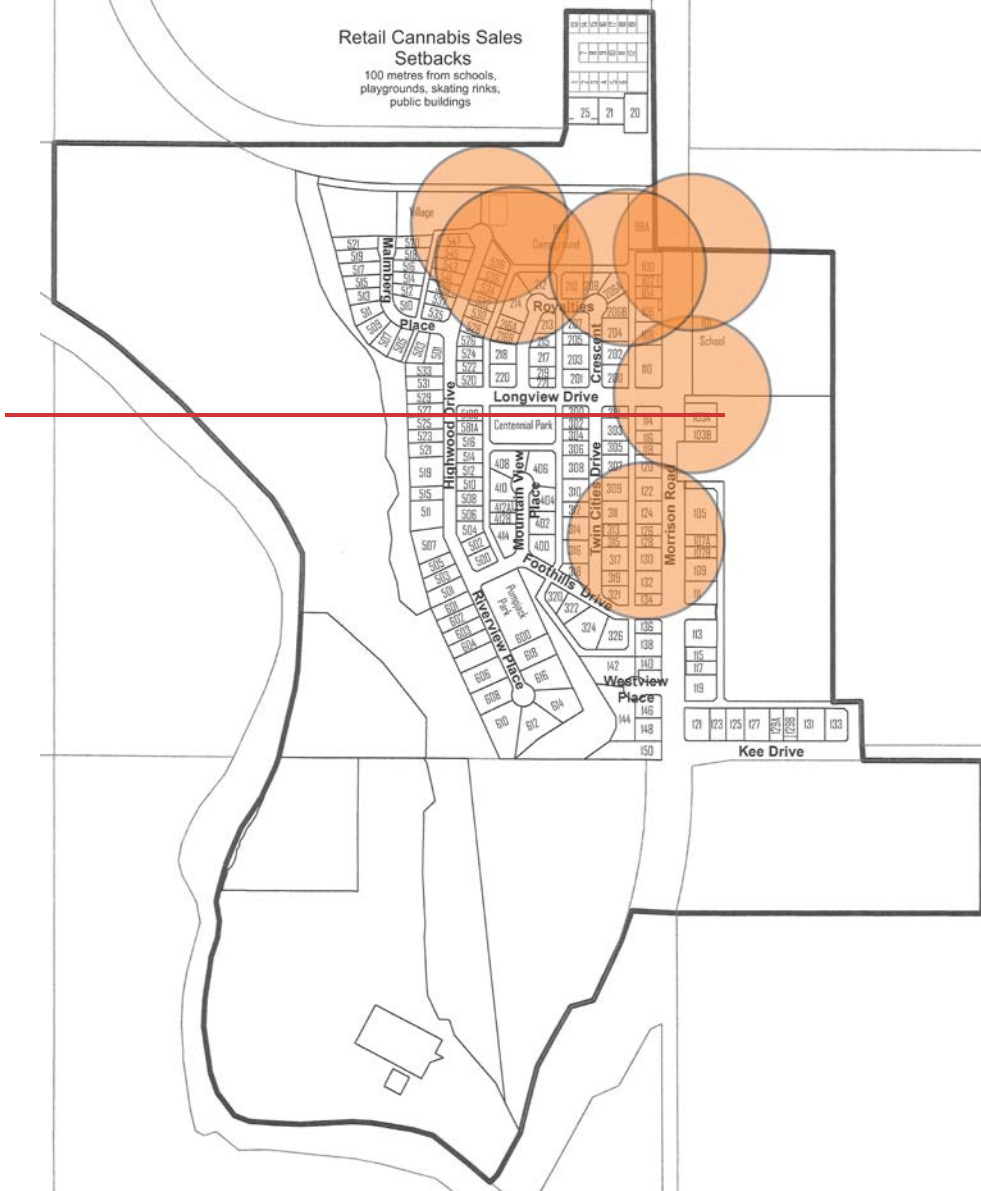
MAYOR

CHIEF ADMINISTRATIVE OFFICER

ADDENDIX A

**Retail Cannabis Sales
Setbacks**
100 metres from schools,
playgrounds, skating rinks,
public buildings

25	21	20
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**BYLAW 453-22
2023 FEES and FINES BYLAW**

A BYLAW OF THE VILLAGE OF LONGVIEW IN THE PROVINCE OF ALBERTA TO ESTABLISH THE FEES AND FINES FOR VARIOUS BYLAWS.

WHEREAS pursuant to the Municipal Government Act, R.S.A. 2000, Chapter M-26, and amendments thereto, providing for the establishment of Rates and Fees for Goods and Services as Delivered in the Municipality; and

WHEREAS it is desirable to have such Rates and Fees be included in one Bylaw for benefit of amendment on an annual basis and/or as required;

NOW THEREFORE, the Council of the Village of Longview, in the Province of Alberta, establishes the following rates and fees for goods and services as delivered in the Municipality and, enacts as follows:

TITLE AND PURPOSE

- 1) This Bylaw may be cited as "Fees and Fines Bylaw"

REVOKE PREVIOUS RATES AND FEES

- 2) All previous rates for Goods and Services as Delivered to the Municipality and as noted in this bylaw will be revoked and replaced by the following rates for Goods and Services in Schedule "A" attached.
- 3) All previous rates for Goods and Services as Delivered to the Municipality and NOT noted in this bylaw, shall be deemed not changed or adjusted by Council and shall remain intact for those Good and Services as Delivered to the Municipality.
- 4) In October of each year, Council shall review and amend the various Rates and Fees levied for Goods and Services delivered to the Municipality, and shall maintain these various Rates and Fees in Schedule "A" attached.

REVOKE FEES SCHEDULES A to H IN HIGHWAY BYLAW 148-83

- 5) Revoke Schedules A to H and any fees mention in the Highways Bylaw 148 from 1983 and replaced by the following rates for Goods and Services in Schedule "A" attached.

EFFECT

- 6) This bylaw shall come into force and effect on the third and final reading.

READ A FIRST TIME this ____ day of September, 2022

Mayor

Chief Administrative Officer

READ A SECOND TIME this 15th day of December, 2020

Mayor

Chief Administrative Officer

READ A THIRD AND FINAL TIME this 15th day of December, 2020

Mayor

Chief Administrative Officer

DRAFT

Schedule "A"
RATES AND FEES SCHEDULE

ASSESSMENT AND TAXATION

Assessment and Review Board:

Assessment Complaint Filing Fee \$ 50

Tax Information:

Tax Certificate \$ 50

ADMINISTRATIVE SERVICES

Photocopying.....\$0.25 /page

Colour Copies.....\$0.50 /page

Faxing.....\$1.00 /page

TENT RENTALS

Ratepayer Rental.....\$100 day

BUSINESS LICENSES:

Home Occupation – without employees..... \$25

Home Occupation – with employees \$50

Commercial.....	Ratepayer	Non-Ratepayer
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Annual	\$100	\$200
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Half year after June 30	\$50	\$100
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Monthly	\$37.50	\$75
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Vendor or temporary (1 week)..... \$25

Contractors Site License: \$750

(includes all sub-trades/ subcontractors on job site)

Business license to cover supplier and contractors \$500

Market \$75

Fine for Operating without a Business License not less than \$50 not more than \$500

Late Penalty (4 weeks)	50% of renewal fee
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Late Penalty (8 weeks)	(50% + 50%) 100% of renewal fee
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DOG LICENSING

	Prior to Jan 31	After Jan 31
Each Dog / Residence Neutered/Spayed up to 3 dogs.....	\$ 20	\$40

Unneutered/UnSpayed	\$ 40	\$80
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UTILITY CHARGES

Metered Water Service Rates

The following water service charge shall be levied and collected bi-monthly from all residences, commercial and industrial buildings, community service enterprises, schools or any other building connected to the Village of Longview water works system:

Fixed Charge:	\$79.25, plus
Usage Rate 20.01 to 40 m ³ :	\$1.30/ m ³
Usage Rate 40.01 to 60 m ³ :	\$1.43/ m ³
Usage Rate 60.01 to 80 m ³ :	\$1.52/ m ³
Usage Rate 80.01 to 100 m ³ :	\$1.63/ m ³
Any amount greater than 100 m ³	\$1.74/ m ³
Replacement of Water Meter (damaged by occupant)	\$600.00
Refusal to install or replace water meter will result in a billing of 3x the fixed rate charge until meter is replaced.	Bylaw 431-20 Water Meter Installation

Sewer Service Rates

The following sewer service charge shall be levied and collected bi-monthly from all residences, commercial and industrial buildings, schools or any other building connected to the Village of Longview sewer system:

Fixed Charge: up to 20 m ³ Residential.....	\$15.25, plus
Fixed Charge: up to 20 m ³ Commercial	\$17.25, plus
Usage Rate greater than 20 m ³ :	0.56/ m ³
Residential accounts shall only be charges on 80% of water consumed for any quantity over and above 20 m ³	
Sewer Lagoon Local Improvement Annual:	\$242.18

All commercial food establishments in the Village of Longview will be required to install a grease capture device in order to qualify for the standard sewage rate. Should a commercial food establishment be found to not have properly emptied or maintained their grease capture device, that establishment will be responsible for a fine of not less than \$5,000 Bylaw 340-11a

Garbage Collection and Disposal Rates:

Commercial and industrial buildings are required to arrange for private removal and disposal. The following rates shall be levied and collected bi-monthly from all residences.

Fixed charge per Residential Garbage Service	\$21.50
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Utility Account Fees

Street Light Fee	\$ 20
Connection and/or Disconnection – During Business Hours	\$ 50
Connection and/or Disconnection – After Business Hours	\$100

WATER AND SEWER CONNECTION SERVICES:	Bylaw 399-17
Water and Sewer Connection (user pay) or	cost plus \$5000
Water Meter (New)	\$600
Temporary Water Service.....	\$150

PLANNING & DEVELOPMENT

1. DEVELOPMENT PERMITS:

CHANGE IN USE:

Permitted Use:	\$50
Discretionary Uses	\$270
Existing structure or bay use change, intensification of use permits, interior or exterior renovation permits (includes Sign with Change of Use)	

RESIDENTIAL:

Single Family Dwellings:	\$500
Semi-Detached Dwellings:	\$600
Multi Family Dwellings: plus \$30 for each unit	\$600
Residential Renovation – Major	\$250
Minor Renovations	\$50

COMMERCIAL AND INDUSTRIAL

NEW CONSTRUCTION: (less than 2500 sq. ft.)	\$600
For each additional 1000 sq. ft. or portion thereof (Includes additions over 250 sq. ft.)	50

ACCESSORY BUILDINGS

• Decks (over 2 feet in height) and balconies	\$50
• Garden Shed and SeaCan over 100 sq ft	\$50
• Garages	\$100
• additions greater than 250 sq. feet	\$100

SIGNS:

(Signage not included with Change of Use Permit or New Construction)	\$50
Free standing Signs	\$100

RELAXATIONS OR VARIANCE OF A BYLAW PROVISION:

(Applied as a surcharge to application fee)	\$100
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EXCAVATION, STOCK PILING, GRADING:

(Activities separate from Subdivision or Development where a development agreement has been signed)	\$200
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RELOCATION OF HOUSE

(Plus performance security deposit \$5,000)	\$500
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DEMOLITION:

(Plus performance security deposit)	\$100
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2. CERTIFICATE OF COMPLIANCE:

\$50

3. LAND USE BYLAW AND STATUTORY PLAN (MDP & ASP) AMENDMENT:

\$600

(fee for each document to be amended and includes advertising)
Preparation of Area Structure Plan (terms of reference and budget)
(engineering fees invoiced at cost)

4. MUNICIPAL PLANNING COMMISSION SPECIAL MEETING FEE	\$600
5. SUBDIVISION APPEAL: - Fees for Committee members, advertising, etc.	\$1,200
6. ENCROACHMENT or RIGHT-OF-WAY AGREEMENTS:	
Preparation of encroachment agreements or amendments to utility right of way agreements (includes registration)	\$200
Preparation of servicing agreements for development permits (includes registration)	\$300
Preparation of a development agreement for subdivision registration or servicing construction	\$2500
7. DEVELOPMENT APPEALS:	\$1200
(Refunded if appeal is withdrawn prior to notice)	
8. PERFORMANCE SECURITY DEPOSIT:	
(Performance Security must be in the form of cash cheque, certified cheque or letter of credit as per Land Use Bylaw. The Performance Security is to be collected on all construction that involves a change in use or occupancy and considered forfeited if occupied prior to authorization to do so by the Safety Codes Officer.)	
Dwellings (single family)	\$1000
Residential exterior renovations and additions and accessory buildings over 250 sq. ft., and balconies	\$500
Industrial and Commercial intensification of use (Exterior renovations, landscaping, parking, screening)	\$1500
Multi - Family, Industrial and Commercial (new construction)	\$2500
Move in Buildings or Move out Buildings (to cover any damage to streets, sidewalks, curbs)	\$5000
Building demolition using cartage and heavy equipment (to cover any damage to streets, sidewalks, curbs)	\$5000
9. SUBDIVISION PROCESSING:	
Application Fee:	\$1000
for two (2) lots or less and boundary adjustments. (Real Property Report Required)	
per lot for third and subsequent lots.	\$100
Endorsement Fee:	
for instruments registering two (2) lots or less;	\$150
per lot for three (3) or more lots	\$50
Outline Plans:	\$1000 plus \$75/ha

Fees are non-refundable once circulation has commenced, and if a site inspection or research has been undertaken, expenses will be deducted from the fee. Municipal Reserve (MR), Environmental Reserve (ER) and Public Utility (PUL) lots are exempt. Consultant, Solicitor and other professional fees required to prepare special documents will be invoiced at cost. Engineering drawing reviews invoiced at cost.

RECREATION

Campground

Full Service Sites Nightly Fee	\$45
Weekly Fee.....	\$220
Monthly Fee.....	\$750
Electricity Only.....	\$35
Weekly Fee.....	\$180
Monthly Fee.....	\$650.00
Tents\$.....	\$20

After Sept 30th (electric heaters) additional \$5 per day per site.....\$40/50

REMUNERATION FOR ELECTED OFFICIALS & STAFF

The rate of remuneration for the performance of regular and usual duties of Elected Officials as identified shall be as follows:

- Council/Special Meeting \$45.00 per meeting under 2 hours
- Up to 4 hours \$90.00 per meeting
- Conventions, conferences, seminars, public hearings \$150.00 per day (any meeting over four (4) hours)

ELECTED AND APPOINTED MUNICIPAL OFFICIALS AND EMPLOYEES

- Accommodation (no receipt required) \$50.00 per day
- Accommodation (receipt required) \$200.00 per day

MEALS (no receipt required)

- Breakfast \$15.00
- Lunch \$20.00
- Dinner \$36.00
- Gratuities 15%
- To a maximum of \$81.00

KILOMETRE RATE FOR TRAVEL

Use Provincial Rates

.60 per kilometre up to 5,000
.54 per kilometer over 5,001

BYLAW FINES

Section 5 - Enforcement Part 13 of Municipal Government Act

5.0 In addition to any penalty which may be imposed under this Bylaw, the Village may seek a court order granting relief in the nature of an injunction or any other order necessary to enforce compliance (including pursuant to Part 13 of the Municipal Government Act).

SMOKING AND VAPING VIOLATION

Bylaw 414-18

SECTION	OFFENCE	MINIMUM PENALTY	SPECIFIED PENALTY
3.1	Smoking or vaping of tobacco or cannabis in any public place	\$150.00	\$300.00
3.2	Permit smoking or vaping of tobacco or cannabis in any public place	\$250.00	\$500.00
3.3	Smoking or vaping of tobacco or cannabis with minor in motor vehicle in public place	\$250.00	\$500.00

SOLID WASTE VIOLATION

Bylaw 413-18

	PENALTY IN DOLLARS
First Offence	\$125.00
Second Offence	\$250.00

COMMUNITY STANDARDS VIOLATION

Bylaw 405-17

Violation Fines under this Bylaw	First Offence	\$250.00
	Second Offence	\$500.00
	Third & Subsequent Offences	\$1,000.00

FAIL TO COMPLY WITH REMEDIAL ORDER

First Offence	\$500.00
Second Offence	\$1,000.00
Third & Subsequent Offences \$	1,500.00

WATER USE & CONSERVATION VIOLATION

Bylaw 404-17

LEVEL	1 ST OFFENCE	2 ND OFFENCE	3 RD OFFENCE
1	N/A	N/A	N/A
2	\$ 100.00	\$ 250.00	\$ 800.00
3	\$ 250.00	\$ 800.00	\$1,500.00

TAMPERING WITH A WATER METER

A fine of \$1,000 plus if meter is damaged an additional \$600 to be paid before water services are reconnected.

PARKING & HIGHWAY FINES

	Specified Schedule Penalties		
10.06	Operating vehicles	(a)	50.00
	Rights & Duties of Pedestrians	(b)	75.00
	Cyclists & Horse Drawn vehicles	(c)	75.00
	Parking	(d)	100.00
	Special Classes of Vehicles	(e)	150.00
	Rules for Parades and Processions	(f)	500.00
	Use of Streets and Public Places	(g)	1000.00

EARLY PAYMENT DISCOUNTS

Where payment of the penalty for a traffic ticket issued for breach of any section of the traffic bylaw is received within seven days (7) days of the date of service of the traffic tag, by a person authorized by the Village of Longview, to receive such payment the penalty shall be reduced by Ten Percent (10%) and such reduced payments shall be accepted in lieu of prosecution.

received within eight days (8) days and prior to (15) fifteen days of the date of service of the traffic tag, by a person authorized by the Village of Longview, to receive such payment the penalty specified in paragraph 10.06 shall be reduced by Five Percent (5%) and such reduced payments shall be accepted in lieu of prosecution.

If at any time after the expiration of the fifteenth (15) days from service of the traffic tag, and up to but excluding the three days prior to the return date on any summons issued, a person tenders payment for a traffic tag issued for breach of any section of this bylaw, the person authorized to receive such payment, shall accept payment of the appropriate penalty and such payment shall be accepted in lieu of prosecution.

If the person on whom such traffic tag is served fails to pay the required sum within the times herein before limited the provisions of this section for acceptance of payment in lieu of prosecution do not apply.

Where any person has made payment pursuant to the provisions of this part and is prosecuted for the offence in respect of which payment has been made, such payment shall be refunded.

From: Longview Home
Sent: July 19, 2022 9:29 PM
To: June Folkard <JFolkard@village.longview.ab.ca>
Subject: Motorcycles

Just wondering what if anything is being done about the very loud and speedy motorcycles that come through here.

Should have enforcement out here on the weekends. Maybe another license and registration check. Why can 200 motorcycles line up the street every nice weekend. I'm sure the bar is over capacity.

This has gotten totally out of control .

Thank you

Sent from my iPhone

From: Jason McKean
Sent: August 31, 2022 10:30 AM
Subject: Motorcycles

Good morning,

I know this is a thorn in the side of the residents of Longview and to the council, but if someone doesn't do something about the motorcycles doing burnouts and speeding out of town, someone is going to get killed. There are a lot of people walking around town during the summer and cross the highway to go to the school grounds to play in the parks, walk their dogs and just generally enjoy the day. Last night, 3 motorcycles left the bar and they were doing 100 kph by the time they were in front of the Blue Sky Motel and the noise was absolutely unbelievable. We were sitting on the front porch and I could hear Peggy sitting beside me. We couldn't continue our conversation until those 3 ***holes got over the hill. If the council is unwilling to bring a peace officer full time to protect the citizens and the guests that come here, perhaps someone should be focusing on other means to control the speeders and dirt bags that come here. It has us seriously thinking Longview is no longer the peaceful place we came to 14 years ago. And don't try to give me any of you're normal garbage back talk about how they bring money into the economy, because they only spend it at the bar.

Concerned and pissed off citizens,