

AGENDA

REGULAR COUNCIL MEETING OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Tuesday, December 20, 2022
At Longview Council Chambers at 5:30 p.m.

1.0 CALL TO ORDER

2.0 AGENDA

3.0 DELEGATION

- 3.1 Kirk Davies – Solar project and PACE Project

4.0 CORRESPONDENCE FROM RESIDENTS

Correspondence to Council may be published in the agenda package. The correspondence may have the name of the person(s) that send the correspondence, as well as the comments and opinions of the submitter included for public interest.

5.0 MINUTES

- 5.1 Minutes of Council Meeting - November 15, 2022
- 5.2 Minutes of COW December 6, 2022
- 5.3 Minutes of Special Meeting Joint Assessment Review Board Appointments December 8, 2022

6.0 ACTION ITEM LIST

7.0 REPORTS

- 7.1 CAO Report November 2022
- 7.2 Public Works Report November 2022
- 7.3 Peace Officer Report November 2022
- 7.4 Council Reports November 2022

8.0 FINANCIAL REPORTING

- 8.1 Bank Reconciliation, November 2022
- 8.2 Accounts Payable Cheque Register November 2022
- 8.3 YTD Budget to Actual Revenue and Expenses November 2022

9.0 QUESTION PERIOD

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

10.0 BYLAWS

11.0 BUSINESS

- 11.1 Purchase new Meter Reading hardware, software
- 11.2 Auditors for 2022 audit

12.0 CORRESPONDENCE from STAKEHOLDERS

- 12.1 Announcement 2023 Subsidized Shelterbelt Program Launch for Towns
- 12.2 Marigold Report November 2022
- 12.3 Jean Rae meeting request between the FSD Board, Towns of Black Diamond, Turner Valley and Village of Longview councils

13.0 CLOSE MEETING

FOIP 18(1)(d), negotiation and staffing. Section 197(2) of the Municipal Government Act specifies that a council may close all or part of a meeting to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of FOIPP. No bylaw or resolution can be passed at an in-camera meeting except a resolution to revert to the council meeting in public or to recess.

14.0 ADJOURNMENT

Delegation to Dec 20, 2022 Council Meeting

- Clean Energy Improvement Program (CEIP) also know as PACE (see attachment 1, Bylaw)
- MCCAC extends the Electric Vehicles for Municipalities see (attachment 2)
- 20M solar farm at lagoon site, Crestview Group (see attachment 4 email) and PNE Canada Inc (see attachment 3 NDA) have shown interest in developing the lagoon site. These companies are looking at our project data bank from the feasibility study 2021.
- Longview micro-gen/net-zero solar project needs to be accessed for MCCAC and should be monitored annually. (see attached 5 ACE bill)

Kirk Davis

[View this email in your browser](#)



**Municipal
Climate Change
Action Centre**

Hi there,

As you may know, the Government of Canada has mandated all new light-duty cars and passenger trucks must be zero emission vehicles by 2035. That's basically 12 years away from today.

It's a long road ahead and it is going to be a whirlwind journey. To help us get there, the Zero Emission Vehicle Awareness Initiative is supporting an upcoming webinar series, delivered by the Action Centre and presented by Eco Canada.

This webinar series will explain all the basics (like how electric vehicles work) and dispel some myths (like how people think EVs won't soldier through a Canadian winter). We'll also highlight financial incentives, examine the charging landscape, compare provincial policies, and more.

Join Us for the First Webinar

My colleague Logan Hoyland will kick things off this Thursday, Dec. 15, 2022 with a quick Introduction to Zero Emission Vehicles.



ZEVAI Webinar #1: Introduction to Zero Emission Vehicles

Dec. 15, 2022

10:45 to 11:30 a.m. MT

Register for Free

Learn the difference between different types of electric vehicles, hydrogen fuel cell vehicles and traditional internal combustion engine vehicles. Understand what drives the cost savings behind zero emission vehicles and what the environmental benefits can be.

It will be a snappy half-hour webinar presentation, so we hope to see you online this Thursday!

Calvin Lechelt,
Program Manager

PS: If you are already looking into adding electric vehicles to your municipal fleet, you'll be happy to know the [Electric Vehicles for Municipalities](#) deadline has been extended to **March 31, 2023**.

[LinkedIn](#)

[Twitter](#)

[Facebook](#)

[YouTube](#)

[Website](#)

The approval and allocation of qualified funds will occur on a first come, first served basis based on program application approval dates.

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The **Municipal Climate Change Action Centre** is a partnership of:



RMA
RURAL MUNICIPALITIES
of ALBERTA



VILLAGE OF LONGVIEW

BYLAW 448-22 – CLEAN ENERGY IMPROVEMENT PROGRAM

WHEREAS Clean Energy Improvement Program (“CEIP”) is a financing program that facilitates the implementation of clean energy improvements to commercial and/or residential properties through the use of a local assessment mechanism to provide security for repayment of the loan.

AND WHEREAS Alberta Municipalities Services Corporation (“AMSC”) has developed a Property Assessed Clean Energy (“PACE”) program to support municipalities in Alberta in financing clean energy improvements.

AND WHEREAS The council of a municipality must pass a clean energy improvement tax bylaw to establish a clean energy improvement program pursuant to Section 390.3 of the *Municipal Government Act*, R.S.A. 2000, c. M-26 (“the Act”);

AND WHEREAS The Council of the Village of Longview has decided to enable financing for clean energy improvements for eligible properties in their municipality by using EEA’s CEIP program.

NOW, THEREFORE, THE COUNCIL OF THE VILLAGE OF LONGVIEW, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

1. The proper officers of the Village of Longview are hereby authorized to impose a clean energy improvement tax in respect of each clean energy improvement made to a property to raise revenue to pay the amount required to recover the costs of those clean energy improvements.
2. The clean energy improvement tax will be voluntarily levied against an individual property when there is a completed clean energy improvement agreement (“Agreement”) to do so between the municipality and the property owner.
3. The Agreement will set out:
 - a) The annual and total amount of the clean energy improvement tax to be paid by the property owner for the clean energy improvement(s).
 - b) The life of the clean energy improvement tax, to a maximum of either 20 years or the weighted average probable lifetime of the improvement, whichever is less.
 - c) The conditions required for the clean energy improvement tax to become payable.
 - d) That the clean energy improvement tax will be collectible at the same time and in the same manner as other municipal taxes.
4. A property owner of an eligible property within the Municipality can apply to AMSC to seek financing for a clean energy improvement to their property.

5. Participation in the program is limited to eligible properties, defined as a property located within the Municipality that is designated as commercial, industrial, farm land, non-profit, multi-unit residential (>5 units) or residential, but does not include designated industrial property.
6. For a clean energy improvement to be eligible, it must be an installation that is affixed to the eligible property which:
 - a) Will result in improved energy efficiency or the production of renewable energy.
 - b) Involves lighting upgrades; building heating, ventilation and air conditioning upgrades; variable speed drive upgrades on motors, fans or pumps; high efficiency chillers, boilers, furnaces or hot water heating system upgrades; combustion or burner upgrades; fuel switching from fossil fuel heating to high efficiency electric heating; heat recovery system upgrades; building envelope improvements; building automation systems;; renewable energy upgrades such as solar photovoltaic panels, solar thermal panels, geothermal systems, combined heat and power systems; or such other clean energy improvements as are approved and agreed in writing by the Municipality in the Agreement.
7. That for the purpose of the CEIP program, the sum of **\$\$\$ (\$???.00)** be borrowed by way of an overdraft facility from *Alberta Treasury Branch (ATB)* by the Municipality.
8. The borrowed amount will have a maximum rate of interest of five percent (5.0%), a maximum term of twenty (20) years amortization, and repayment terms including principal and interest (and any other fees if applicable).
9. The principal and interest owing under the borrowing will be paid using the proceeds from clean energy improvement tax (CEIP).

This Bylaw shall come into force and effect upon it receiving third reading by the Council.

READ A FIRST TIME IN COUNCIL THIS 21st day of June, 2022

READ A SECOND TIME THIS xxth day of xx, 2022

READ A THIRD AND FINAL TIME THIS xx^h day of xx, 2022



 Rose Klassen, Mayor



 Dale Harrison, Chief Administrative Officer

CONFIDENTIALITY AGREEMENT

This Confidentiality Agreement (“Agreement”) is entered into and made effective as of [Date], by and between PNE Canada, Inc. (“PNE”), a corporation duly organized and existing under the laws of the Province of New Brunswick, Canada, with its principal place of business at 44 Chipman Hill Ste. 1000, St. New Brunswick E2L 2A9 and [Company] (the “Buyer”), a [limited liability company/corporation] duly organized and existing under the laws of the [Province/Country], with its principal place of business at [Address].

(jointly referred to as “Parties” or individually as “Receiving Party” or “Disclosing Party”)

WHEREAS, the Parties have an interest in exploring a possible business transaction or relationship with regard to the development, construction and ownership of wind and/or solar power generating facilities in Canada (the “Proposed Transaction”).

WHEREAS, it may be necessary for the Parties to disclose Confidential Information to each other.

THEREFORE, in consideration of the mutual promises and covenants made herein, and with the intent to be legally bound hereby, the Parties agree as follows:

1. Confidential Information. "Confidential information" for the purposes of this Agreement shall mean any and all non-public, confidential or proprietary information of either Party, whether furnished before or after the date hereof, which is made available to the Receiving Party by or on behalf of the Disclosing Party, whether verbally, written, digitally or in any other form and whether or not such information is labeled or designated as non-public, confidential or proprietary. Confidential Information shall not include the following:
 - (a) information which is or becomes publicly available other than as a result of a violation of this Agreement;
 - (b) information which is or becomes available on a non-confidential basis from a source which is not known to the Receiving Party to be prohibited from disclosing such information pursuant to a legal, contractual or fiduciary obligation to the Disclosing Party; or
 - (c) information which the Receiving Party can demonstrate was

legally in its possession prior to disclosure by the Disclosing Party.

- (d) information which the Receiving Party can demonstrate was developed independently by those employees, affiliates, agents or contractors of the Receiving Party who or which did not have access to the Confidential Information.

2. Nondisclosure and Use of Confidential Information. Confidential Information shall be held in strict confidence by the Receiving Party and shall be used solely for the purpose of evaluating and, if applicable, implementing, the Proposed Transaction. Confidential Information shall not be disclosed to third parties in any manner whatsoever without the prior written consent of the Disclosing Party, except to those employees, affiliates, attorneys and advisors, potential debt or equity providers or investors of the Receiving Party (collectively, "Representatives") who need this information specifically for their role in assisting the Receiving Party in its evaluation of a Proposed Transaction, provided that such Representatives will be informed and obliged by the Receiving Party prior to disclosure that the information is confidential and has to be handled in accordance with the provisions of this Agreement. The Receiving Party shall be responsible and liable for the compliance by its Representatives with the terms and conditions of this Agreement and shall be responsible and liable for any breach of this Agreement by its Representatives.

3. Confidentiality of the Cooperation. Until a formal announcement or a press release concerning the cooperation of the Parties has been authorized by the management bodies of both Parties, the Parties agree to keep strictly confidential not only the fact that negotiations are taking place between the Parties but also the details of these negotiations.

4. Required Disclosure. In the event that the Receiving Party is requested or required (by oral questions, interrogatories, requests for information, or by applicable legal or regulatory authority or by any rule or regulation of any stock exchange market or by any administrative or government body) to disclose any Confidential Information, the Receiving Party shall promptly notify the Disclosing Party of such request or requirement, so that the Disclosing Party may seek an appropriate protective order and/or waive compliance with the terms of this Agreement, as applicable. In the event that a protective order or other remedy is not obtained by the time that the Receiving Party is required to disclose the Confidential Information, or the Disclosing Party did not waive compliance with the provisions hereof, the Receiving Party agrees to furnish only that portion of the Confidential Information that it reasonably determines, in consultation with its counsel, is legally required to be disclosed, and to exercise reasonable efforts to obtain assurance that confidential treatment will be accorded such Confidential Information after its disclosure.

5. Remedies. The Parties agree that monetary damages would not be a sufficient remedy for any breach of this Agreement, and that the Disclosing Party shall be entitled to injunctive or other equitable relief to remedy or prevent any breach or threatened breach of this Agreement. Such remedy shall not be the exclusive remedy for any breach of this Agreement, but shall be in addition to all other rights and remedies available at law or in equity. In the event of litigation or arbitration relating to this Agreement, if a court or arbitration panel of competent jurisdiction determines that the Receiving Party has breached this Agreement, such party shall be liable to the Disclosing Party for the amount of the reasonable legal fees incurred in connection with such litigation, including any appeal therefrom.

6. Return or Destruction. Upon request of the Disclosing Party and/or termination of this Agreement, all Confidential Information in the possession and/or control of the Receiving Party shall be returned to the Disclosing Party or destroyed, at the option of the Disclosing Party, provided that the Receiving Party shall be entitled to retain a copy of the Confidential Information solely for regulatory, legal, or corporate archival purposes and pursuant to its internal corporate record keeping policies, and subject to the duty of confidentiality under this Agreement .

7. No Joint Bidding. Neither the Buyer nor any of its Representatives will, without the prior written consent of PNE, (i) act as a broker for, or representative of, or as a joint bidder or co bidder with, any other person with respect to the Proposed Transaction or (ii) directly or indirectly, enter into any agreement, arrangement or understanding (whether written or oral), or engage in any contact or communications, with any other person regarding the Proposed Transaction (including, without limitation, the debt or equity financing thereof). The Buyer hereby represents and warrants that, prior to the execution of this Agreement, neither the Buyer nor any of its Representatives has taken any prohibited action referred to in the immediately preceding sentence.

8. No Other Agreement. Each Party shall be free to break off the negotiations between the Parties at any time without giving reasons, and it is understood that this Agreement is not intended to and does not obligate the Parties to enter into any further agreements or to proceed with any possible relationship or other transaction.

9. No License. The Disclosing Party shall remain owner of all rights (including, without limitation, all intellectual property rights) in the Confidential Information. No provision in this Agreement shall be interpreted expressly or by implication as the transfer of any rights or the grant of any licenses in relation to the Confidential Information.

10. Amendment. Any amendment to this Agreement must be in writing and signed by both Parties.

11. No Assignment. This Agreement may not be assigned, except with prior written consent of the non-assigning Party (which may be withheld at its sole discretion), and any attempted assignment without such content shall be null and void as to the non-assigning Party.

12. Representations and Warranties. The Disclosing Party makes no representation or warranty as to the accuracy or completeness of the Confidential Information. Neither the Disclosing Party, nor any of its directors, officers, employees or affiliates shall be subject to liability resulting from the use of the Confidential Information by the Receiving Party.

13. Non-Waiver. No waiver of any provision of this Agreement shall be deemed to be, nor shall constitute a waiver of any other provision whether or not similar, nor shall any waiver constitute a continuing waiver. No waiver shall be binding unless executed in writing by the Party making the waiver.

14. Choice of Law. Jurisdiction; Venue. This Agreement, and any claims, disputes or controversies arising from or related to this agreement, shall be governed by, and construed in accordance with, the laws of the province of New Brunswick (other than choice of law rules that would require the application of the laws of any other jurisdiction). Jurisdiction and venue with respect to a dispute arising under this Agreement shall lie in any appropriate superior or federal court situated in the province of New Brunswick.

15. Term. This Agreement and the obligations contained herein shall remain in effect for a period of three (3) years from the date of this Agreement.

16. Affiliate. "Affiliate" means any other person (natural person, corporation, limited liability company, partnership, firm, association, or any other entity whether acting in an individual, fiduciary or other capacity) that directly, or indirectly through one or more intermediaries, controls, is controlled by or is under common control with, the Party specified.

17. Notices. Any notices or requests that may be given or made pursuant to this Agreement must be in writing and delivered personally, by registered or certified mail, postage prepaid, by a recognized overnight delivery service or by facsimile, which shall be deemed received upon confirmation of receipt in legible form to the Parties.

18. Entire Agreement. This Agreement constitutes the full and entire agreement between the Parties regarding the confidentiality and use of Confidential Information.

19. Severability. If any current or future provisions of this Agreement should be or become wholly or partly invalid or wholly or partly unenforceable, this shall not affect the validity or enforceability of the remaining provisions of this Agreement. Instead of the invalid or unenforceable provision the Parties will agree to a reasonable replacement provision adopting the Parties' intentions, as far as legally possible. This applies similarly in case of a gap in this Agreement.

20. Counterparts. This Agreement may be signed in counterparts, each of which may be deemed an original, and all of which together constitute one and the same agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date first set forth above.

PNE Canada, Inc.

[Company]

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Thank you for the introduction Dave,

Kirk, as we continue to look at the Longview project and explore the possibilities of constructing this solar farm I will be in touch about arranging a site walk to understand the constraints of the land.

I imagine this would be closer to spring time as we wrap up our on going projects and continue to develop a plan.

Is there a good phone number I can reach you at or do you prefer email?

Thank you

Tye Balon
Renewables Technical Manager
Electrical Technologist

CVE Solar

tbalon@crestviewgroup.com

www.crestviewgroup.com

Main: 403-279-6661 x249

Fax - 403.279.6604

Cell - 403.464.9564

From: Dave Carscadden <davecarscadden@sppconsulting.ca>

Sent: November 18, 2022 10:20 AM

To: kirk@wildlifeshow.com

Cc: Tye Balon <tbalon@crestviewgroup.com>

Subject: Crestview Electric - potential site tour

Hi Kirk,

Hope you are having a nice day. I am introducing you to Tye Balon, from Crestview Electric. They are looking at the Longview Solar Project and reviewing the data room. I spoke with Tye yesterday and he may have some interest in walking the property. I mentioned that you live in the Village and would be able to give him a site tour.

Thank you,



Dave Carscadden

Founder

SPP Consulting

Ph: 403-497-6260

Em: davecarscadden@sppconsulting.ca

612-500 Country Hills Blvd NE, Suite 339
Calgary, Alberta, Canada T3K 5K3

200-1965 Broad St.
Regina, Saskatchewan, Canada S4P 1Y1

<https://www.sustainableprojectpartners.ca>





Your Energy Co-op

Village of Longview
 PO BOX 147
 LONGVIEW AB T0L 1H0

** Both electricity and natural gas prices have risen significantly in the province over the past several months, so please be aware of the current Fixed and Fusion rate options that are available to you **

ACE customers whose rates are expiring, please take the time to renew your rate by visiting <https://ace-enrol.albertautilitybilling.ca/ace-renewal/>. We also send email reminders when your rates are close to expiring – please check your spam or junk folders for notifications from us. If you do not choose a new rate once your current rate expires, your rate will default to the Variable rate. The expiry date of your current rate can be found on the detail pages of your bill.

Alberta Cooperative Energy is wholly owned and operated in Alberta, and we greatly appreciate your support!

Account number	01-01990
Statement date	January 27, 2022
Statement number	104305
Payment due date	February 7, 2022
Amount owing	\$ 4,052.70

Account summary:

Last statement - Dec 29, 2021	\$ 928.33
Payment received - Jan 07, 2022	(928.33)
Balance forward	0.00
New charges:	
Electricity charges	3,859.71
Natural gas charges	0.00
	3,859.71
GST # 79421 4528 RT0001	192.99
	4,052.70

Amount owing	\$ 4,052.70
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PO BOX 443 STN M
 Calgary AB T2P 2J1

Village of Longview
 PO BOX 147
 LONGVIEW AB T0L 1H0

Amount owing	\$ 4,052.70
Due date	February 7, 2022
Account number	01-01990

Amount of payment

Your Energy Co-op

Village of Longview

Account number 01-01990
 Statement date January 27, 2022
 Statement number 104305

Summary of Charges by Location

Location	Site ID	Commodity	From	To	Electricity usage (kWh)	Natural gas usage (GJ)	Retailer charges	Distributor charges	Total charges (before GST)
10 KANANASKIS DR LONGVIEW	0040266811003	Electricity	Dec 07	Jan 07	294.0		\$ 26.97	\$ 94.51	\$ 121.48
107A MORRISON RD LONGVIEW LOT 6 BLOCK PLAN	0040266752005	Electricity	Dec 07	Jan 06	1,389.0		\$ 116.21	\$ 220.77	\$ 336.98
128 MORRISON RD LONGVIEW	0040266806008	Electricity	Dec 07	Jan 06	1,989.0		\$ 165.10	\$ 204.15	\$ 369.25
20 KANANASKIS DR LONGVIEW	0040443819006	Electricity	Dec 16	Jan 15	996.0		\$ 84.18	\$ 163.49	\$ 247.67
450 LONGVIEW DR SE 20-18-2-W5 LOT 15 BLOCK 7 PLAN 1777JK LONGVIEW	0040000913834	Electricity	Dec 07	Jan 06	43.0		\$ 6.51	\$ 83.61	\$ 90.12
LONGVIEW	0040001227495	Electricity	Dec 07	Dec 31	51.6		\$ 7.20	\$ 15.63	\$ 22.83
LONGVIEW	0040249009116	Electricity	Dec 07	Dec 31	1,351.7		\$ 113.16	\$ 1,165.57	\$ 1,278.73
NE 17-18-2-W5 LONGVIEW	0040266765008	Electricity	Dec 21	Jan 15	3,195.0		\$ 263.38	\$ 490.43	\$ 753.81
NE 17-18-2-W5 LONGVIEW	0040266766000	Electricity	Dec 16	Jan 15	1,292.0		\$ 108.30	\$ 178.23	\$ 286.53
SE 20-18-2-W5 LOT 1 BLOCK 8 PLAN 1777JK LONGVIEW	0040001288984	Electricity	Dec 16	Jan 15	1,179.0		\$ 99.08	\$ 207.03	\$ 306.11
SW 29-18-2-W5	0040002386550	Electricity	Dec 15	Dec 31	2.0		\$ 6.66	\$ 39.54	\$ 46.20
Subtotal					11,782		\$ 996.75	\$ 2,862.96	\$ 3,859.71



ALBERTA CO-OPERATIVE ENERGY

Your Energy Co-op

General Inquiries
1-888-865-8750

info@ACEnergy.ca

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Village of Longview

10 KANANASKIS DR LONGVIEW

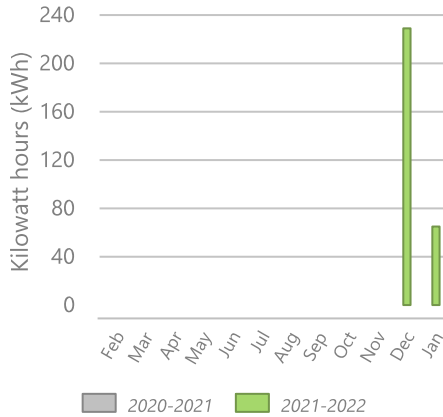
Meter number: 00000000001387950

Current measured usage and demand (if applicable)						(provided by FortisAlberta Inc.)			
Start meter reading (s)	End meter reading (s)	Conv. factor	Usage (kWh)	Meas. dmd.	Billed demand				
Dec 7/21	18520 E	Dec 31/21	18749 E	1	229.00	1.617 KW	3 KW		
Jan 1/22	18749 E	Jan 7/22	18814 A	1	65.00				

Electricity

Site ID: 0040266811003

Historical usage



Retailer charges - December 7 to January 7, 2022

\$ 26.97

Energy charge - Fixed price electricity charges (plan expiry Dec 6, 2024)

229 kWh × \$0.073/kWh =	16.72
65 kWh × \$0.073/kWh =	4.75
294 kWh × \$0.0085/kWh (energy management rate) =	2.50

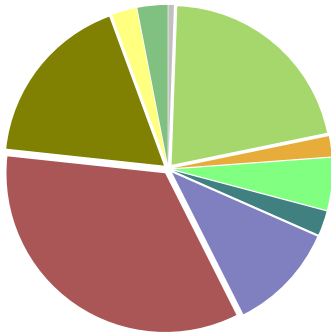
Billing administration fee 3.00

Distributor charges - December 7 to January 7, 2022

\$ 94.51

(distribution services provided by FortisAlberta Inc.)

Current Charges



- Balancing Pool Allocation
- Transmission Demand Charge
- Energy Management Rate Charge
- Distribution Fixed Charge
- Admin Fee
- Local Access Fee
- Distribution Demand Charge
- Fixed Usage Charges
- Transmission Variable Charges And Riders
- Distribution Variable Charges And Riders

Balancing pool consumer allocation	0.69
Utility Deferral Adjustment - Electricity	0.13
Local access fee (Longview)	13.32
Transmission charges	
Demand charge	25.72
Variable charges and rider(s)	3.08
Distribution charges	
Demand charge	41.41
Fixed charge	6.44
Variable charges and rider(s)	3.72

Total charges for this site (before GST)

\$ 121.48



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Your Energy Co-op

General Inquiries
1-888-865-8750

info@ACEnergy.ca

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Village of Longview

107A MORRISON RD LONGVIEW LOT 6 BLOCK PLAN

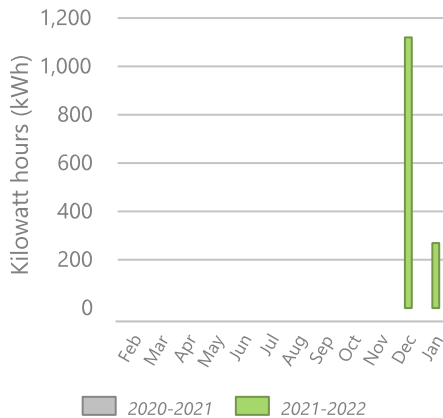
Meter number: 00000000001349976

Current measured usage and demand (if applicable)								(provided by FortisAlberta Inc.)	
Start meter reading (s)	End meter reading (s)	Conv. factor	Usage (kWh)	Meas. dmd.	Billed demand				
Dec 7/21	65474 E	Dec 31/21	66594 E	1	1120.00	7.711 KW	7.72 KW		
Jan 1/22	66594 E	Jan 6/22	66863 A	1	269.00				

Electricity

Site ID: 0040266752005

Historical usage



Retailer charges - December 7 to January 6, 2022

\$ 116.21

Energy charge - Fixed price electricity charges (plan expiry Dec 6, 2024)

1120 kWh × \$0.073/kWh =	81.76
269 kWh × \$0.073/kWh =	19.64
1389 kWh × \$0.0085/kWh (energy management rate) =	11.81

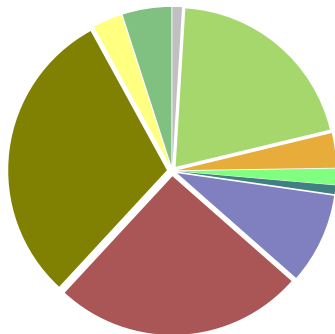
Billing administration fee 3.00

Distributor charges - December 7 to January 6, 2022

\$ 220.77

(distribution services provided by FortisAlberta Inc.)

Current Charges



- Balancing Pool Allocation
- Transmission Demand Charge
- Energy Management Rate Charge
- Distribution Fixed Charge
- Admin Fee
- Local Access Fee
- Distribution Demand Charge
- Fixed Usage Charges
- Transmission Variable Charges And Riders
- Distribution Variable Charges And Riders

Balancing pool consumer allocation	3.28
Utility Deferral Adjustment - Electricity	0.60
Local access fee (Longview)	30.96
Transmission charges	
Demand charge	68.16
Variable charges and rider(s)	10.12
Distribution charges	
Demand charge	85.42
Fixed charge	5.52
Variable charges and rider(s)	16.71

Total charges for this site (before GST)

\$ 336.98



ALBERTA CO-OPERATIVE ENERGY

Your Energy Co-op

General Inquiries
1-888-865-8750

info@ACEnergy.ca

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Village of Longview

128 MORRISON RD LONGVIEW

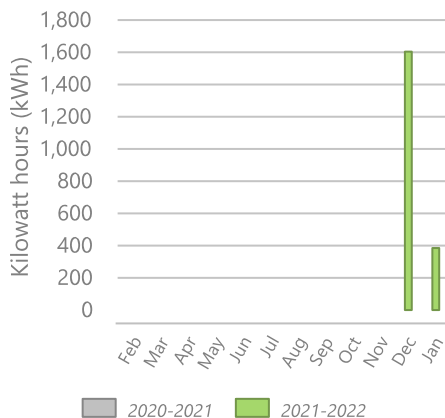
Meter number: 00000000001349973

Current measured usage and demand (if applicable)						(provided by FortisAlberta Inc.)			
Start meter reading (s)	End meter reading (s)	Conv. factor	Usage (kWh)	Meas. dmd.	Billed demand				
Dec 7/21	232019 E	Dec 31/21	233623 E	1	1604.00	6.763 KW	6.77 KW		
Jan 1/22	233623 E	Jan 6/22	234008 A	1	385.00				

Electricity

Site ID: 0040266806008

Historical usage



Retailer charges - December 7 to January 6, 2022 \$ 165.10

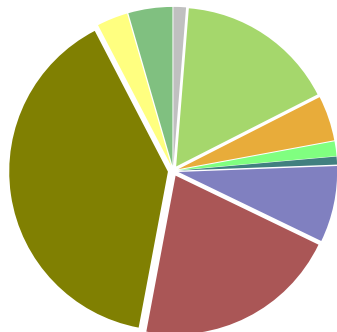
Energy charge - Fixed price electricity charges (plan expiry Dec 6, 2024)	
1604 kWh × \$0.073/kWh =	117.09
385 kWh × \$0.073/kWh =	28.11
1989 kWh × \$0.0085/kWh (energy management rate) =	16.90
Billing administration fee	3.00

Distributor charges - December 7 to January 6, 2022 \$ 204.15

(distribution services provided by FortisAlberta Inc.)

Balancing pool consumer allocation	4.69
Utility Deferral Adjustment - Electricity	0.86
Local access fee (Longview)	28.59
Transmission charges	
Demand charge	59.78
Variable charges and rider(s)	11.59
Distribution charges	
Demand charge	76.60
Fixed charge	5.52
Variable charges and rider(s)	16.52

Current Charges



- Balancing Pool Allocation
- Transmission Demand Charge
- Energy Management Rate Charge
- Distribution Fixed Charge
- Admin Fee
- Local Access Fee
- Distribution Demand Charge
- Fixed Usage Charges
- Transmission Variable Charges And Riders
- Distribution Variable Charges And Riders

Total charges for this site (before GST) \$ 369.25



ALBERTA CO-OPERATIVE ENERGY

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1-888-865-8750

info@ACEnergy.ca

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Statement Number 104305

Village of Longview

20 KANANASKIS DR LONGVIEW

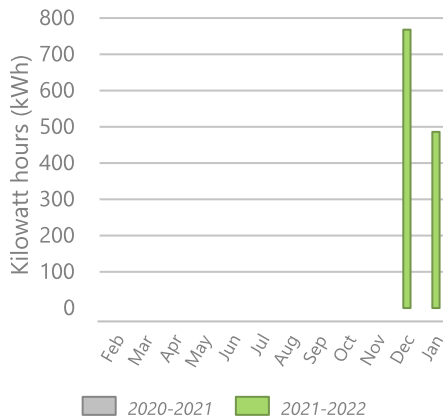
Meter number: 00000000001353842

Current measured usage and demand (if applicable)						(provided by FortisAlberta Inc.)			
Start meter reading (s)	End meter reading (s)	Conv. factor	Usage (kWh)	Meas. dmd.	Billed demand				
Dec 16/21	225 A	Dec 31/21	233 E	60	510.00	5.196 KW	5.2 KW		
Jan 1/22	233 E	Jan 15/22	241 A	60	486.00				

Electricity

Site ID: 0040443819006

Historical usage



Retailer charges - December 16 to January 15, 2022

\$ 84.18

Energy charge - Fixed price electricity charges (plan expiry Dec 6, 2024)

510 kWh × \$0.073/kWh =	37.23
486 kWh × \$0.073/kWh =	35.48
996 kWh × \$0.0085/kWh (energy management rate) =	8.47

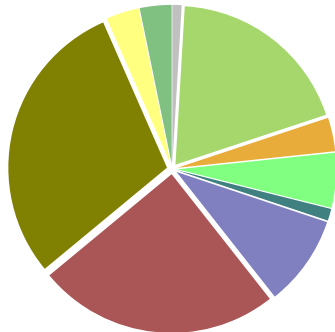
Billing administration fee 3.00

Distributor charges - December 16 to January 15, 2022

\$ 163.49

(distribution services provided by FortisAlberta Inc.)

Current Charges



- Balancing Pool Allocation
- Transmission Demand Charge
- Energy Management Rate Charge
- Distribution Fixed Charge
- Admin Fee
- Local Access Fee
- Distribution Demand Charge
- Fixed Usage Charges
- Transmission Variable Charges And Riders
- Distribution Variable Charges And Riders

Balancing pool consumer allocation	2.32
Utility Deferral Adjustment - Electricity	0.43
Local access fee (Longview)	22.88
Transmission charges	
Demand charge	46.90
Variable charges and rider(s)	8.32
Distribution charges	
Demand charge	60.87
Fixed charge	13.79
Variable charges and rider(s)	7.98

Total charges for this site (before GST)

\$ 247.67



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Village of Longview

450 LONGVIEW DR SE 20-18-2-W5 LOT 15 BLOCK 7 PLAN 1777JK LC

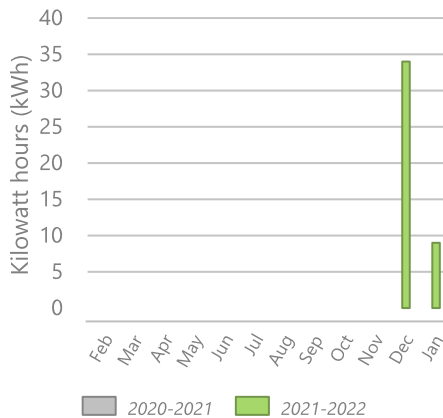
Meter number: 00000000001349968

Current measured usage and demand (if applicable)								(provided by FortisAlberta Inc.)	
Start meter reading (s)	End meter reading (s)	Conv. factor	Usage (kWh)	Meas. dmd.	Billed demand				
Dec 7/21	2214 E	Dec 31/21	2248 E	1	34.00	0.302 KW	3 KW		
Jan 1/22	2248 E	Jan 6/22	2257 A	1	9.00				

Electricity

Site ID: 0040000913834

Historical usage



Retailer charges - December 7 to January 6, 2022

\$ 6.51

Energy charge - Fixed price electricity charges (plan expiry Dec 6, 2024)

34 kWh × \$0.073/kWh =	2.48
9 kWh × \$0.073/kWh =	0.66
43 kWh × \$0.0085/kWh (energy management rate) =	0.37

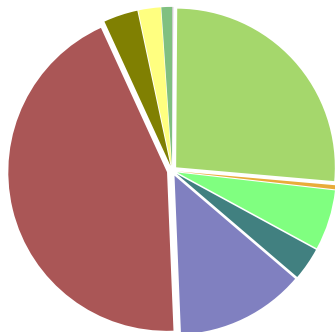
Billing administration fee 3.00

Distributor charges - December 7 to January 6, 2022

\$ 83.61

(distribution services provided by FortisAlberta Inc.)

Current Charges



- Balancing Pool Allocation
- Transmission Demand Charge
- Energy Management Rate Charge
- Distribution Fixed Charge
- Admin Fee
- Local Access Fee
- Distribution Demand Charge
- Fixed Usage Charges
- Transmission Variable Charges And Riders
- Distribution Variable Charges And Riders

Balancing pool consumer allocation	0.10
Utility Deferral Adjustment - Electricity	0.01
Local access fee (Longview)	11.80
Transmission charges	
Demand charge	23.68
Variable charges and rider(s)	2.05
Distribution charges	
Demand charge	39.48
Fixed charge	5.52
Variable charges and rider(s)	0.97

Total charges for this site (before GST)

\$ 90.12



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Village of Longview

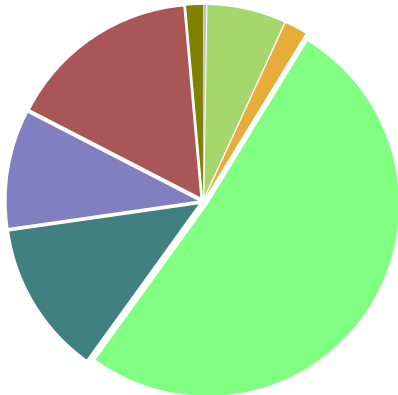
Electricity

Site ID: 0040001227495

Historical usage



Current Charges



- Balancing Pool Allocation
- Transmission Fixed Charge
- Energy Management Rate Charge
- Distribution Fixed Charge
- Admin Fee
- Local Access Fee
- Fixed Usage Charges
- Transmission Variable Charges And Riders

LONGVIEW

Current measured usage and demand (if applicable)					(provided by FortisAlberta Inc.)	
Start meter reading (s)	End meter reading (s)	Conv. factor	Usage (kWh)	Meas. dmd.	Billed demand	
Dec 7/21	Dec 31/21	0	51.56			

Retailer charges - December 7 to December 31, 2021 **\$ 7.20**

Energy charge - Fixed price electricity charges (plan expiry Dec 6, 2024)	
51.56 kWh × \$0.073/kWh =	3.76
51.56 kWh × \$0.0085/kWh (energy management rate) =	0.44
Billing administration fee	3.00

Distributor charges - December 7 to December 31, 2021 **\$ 15.63**

(distribution services provided by FortisAlberta Inc.)

Balancing pool consumer allocation	0.06
Utility Deferral Adjustment - Electricity	0.02
Local access fee (Longview)	2.31
Transmission charges	
Fixed charge	1.55
Variable charges and rider(s)	(0.33)
Distribution charges	
Fixed charge	12.02

Total charges for this site (before GST) **\$ 22.83**



ALBERTA CO-OPERATIVE ENERGY

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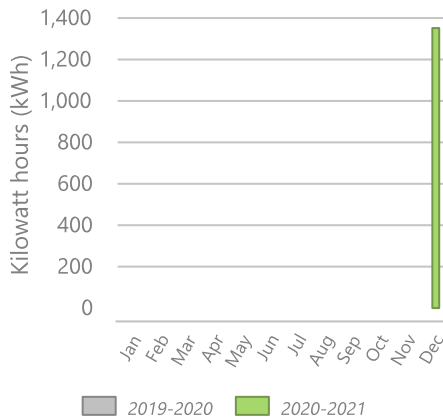
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Village of Longview

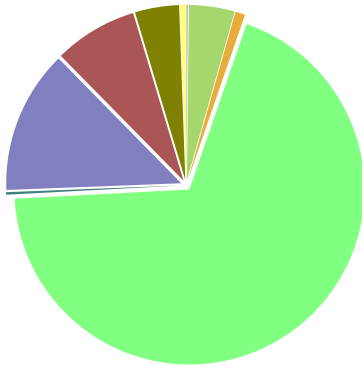
Electricity

Site ID: 0040249009116

Historical usage



Current Charges



- Balancing Pool Allocation
- Transmission Fixed Charge
- Energy Management Rate Charge
- Distribution Fixed Charge
- Admin Fee
- Local Access Fee
- Fixed Usage Charges
- Transmission Variable Charges And Riders
- Distribution Variable Charges And Riders

LONGVIEW

Current measured usage and demand (if applicable)					(provided by FortisAlberta Inc.)	
Start meter reading (s)	End meter reading (s)	Conv. factor	Usage (kWh)	Meas. dmd.	Billed demand	
Dec 7/21	Dec 31/21	0	1351.69			

Retailer charges - December 7 to December 31, 2021 **\$ 113.16**

Energy charge - Fixed price electricity charges (plan expiry Dec 6, 2024)	
1351.69 kWh × \$0.073/kWh =	98.67
1351.69 kWh × \$0.0085/kWh (energy management rate) =	11.49
Billing administration fee	3.00

Distributor charges - December 7 to December 31, 2021 **\$ 1,165.57**

(distribution services provided by FortisAlberta Inc.)

Balancing pool consumer allocation	2.18
Utility Deferral Adjustment - Electricity	0.58
Local access fee (Longview)	169.28
Transmission charges	
Fixed charge	54.05
Variable charges and rider(s)	52.12
Distribution charges	
Fixed charge	880.09
Variable charges and rider(s)	7.27

Total charges for this site (before GST) **\$ 1,278.73**



ALBERTA CO-OPERATIVE ENERGY

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Village of Longview

NE 17-18-2-W5 LONGVIEW

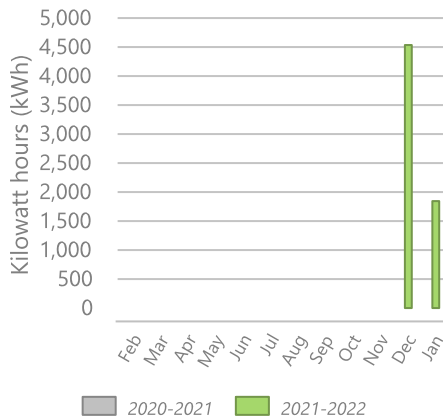
Meter number: 00000000001676623

Current measured usage and demand (if applicable)								(provided by FortisAlberta Inc.)		
Start meter reading (s)	End meter reading (s)	Conv. factor	Usage (kWh)	Meas. dmd.	Billed demand					
Dec 21/21	37012 A	Dec 31/21	38363 E	1	1351.00	23,522 KVA	23,522 KVA			
Jan 1/22	38363 E	Jan 15/22	40207 A	1	1844.00					

Electricity

Site ID: 0040266765008

Historical usage



Retailer charges - December 21 to January 15, 2022

\$ 263.38

Energy charge - Fixed price electricity charges (plan expiry Dec 6, 2024)

1351 kWh × \$0.073/kWh =	98.62
1844 kWh × \$0.073/kWh =	134.61
3195 kWh × \$0.0085/kWh (energy management rate) =	27.15

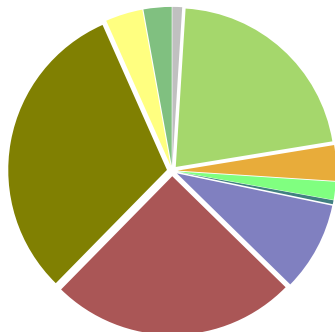
Billing administration fee 3.00

Distributor charges - December 21 to January 15, 2022

\$ 490.43

(distribution services provided by FortisAlberta Inc.)

Current Charges



- Balancing Pool Allocation
- Transmission Demand Charge
- Energy Management Rate Charge
- Distribution Fixed Charge
- Admin Fee
- Local Access Fee
- Distribution Demand Charge
- Fixed Usage Charges
- Transmission Variable Charges And Riders
- Distribution Variable Charges And Riders

Balancing pool consumer allocation	7.43
Utility Deferral Adjustment - Electricity	1.37
Local access fee (Longview)	68.27
Transmission charges	
Demand charge	161.28
Variable charges and rider(s)	28.56
Distribution charges	
Demand charge	188.24
Fixed charge	13.79
Variable charges and rider(s)	21.49

Total charges for this site (before GST)

\$ 753.81



ALBERTA CO-OPERATIVE ENERGY

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Village of Longview

NE 17-18-2-W5 LONGVIEW

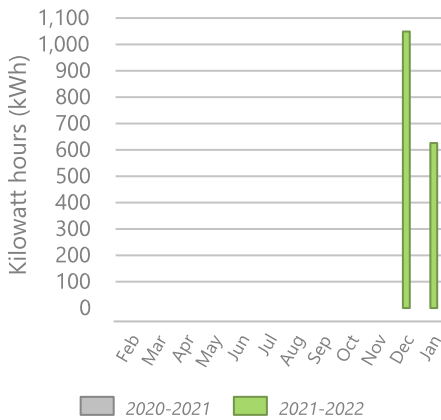
Meter number: 00000000001547211

Current measured usage and demand (if applicable)						(provided by FortisAlberta Inc.)			
Start meter reading (s)	End meter reading (s)	Conv. factor	Usage (kWh)	Meas. dmd.	Billed demand				
Dec 16/21	123108 A	Dec 31/21	123774 E	1	666.00	6.285 KVA	6.285 KVA		
Jan 1/22	123774 E	Jan 15/22	124400 A	1	626.00				

Electricity

Site ID: 0040266766000

Historical usage



Retailer charges - December 16 to January 15, 2022

\$ 108.30

Energy charge - Fixed price electricity charges (plan expiry Dec 6, 2024)

666 kWh × \$0.073/kWh =	48.62
626 kWh × \$0.073/kWh =	45.70
1292 kWh × \$0.0085/kWh (energy management rate) =	10.98

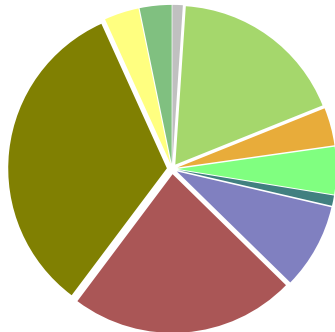
Billing administration fee 3.00

Distributor charges - December 16 to January 15, 2022

\$ 178.23

(distribution services provided by FortisAlberta Inc.)

Current Charges



- Balancing Pool Allocation
- Transmission Demand Charge
- Energy Management Rate Charge
- Distribution Fixed Charge
- Admin Fee
- Local Access Fee
- Distribution Demand Charge
- Fixed Usage Charges
- Transmission Variable Charges And Riders
- Distribution Variable Charges And Riders

Balancing pool consumer allocation	3.01
Utility Deferral Adjustment - Electricity	0.56
Local access fee (Longview)	24.88
Transmission charges	
Demand charge	51.09
Variable charges and rider(s)	10.11
Distribution charges	
Demand charge	65.53
Fixed charge	13.79
Variable charges and rider(s)	9.26

Total charges for this site (before GST)

\$ 286.53



ALBERTA CO-OPERATIVE ENERGY

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Village of Longview

SE 20-18-2-W5 LOT 1 BLOCK 8 PLAN 1777JK LONGVIEW

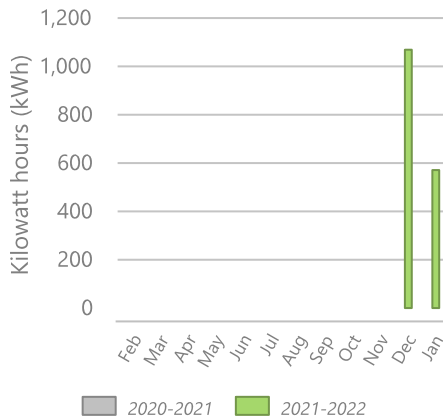
Meter number: 00000000001507408

Current measured usage and demand (if applicable)						(provided by FortisAlberta Inc.)			
Start meter reading (s)	End meter reading (s)	Conv. factor	Usage (kWh)	Meas. dmd.	Billed demand				
Dec 16/21	263287 A	Dec 31/21	263895 E	1	608.00	7.718 KVA	7.718 KVA		
Jan 1/22	263895 E	Jan 15/22	264466 A	1	571.00				

Electricity

Site ID: 0040001288984

Historical usage



Retailer charges - December 16 to January 15, 2022

\$ 99.08

Energy charge - Fixed price electricity charges (plan expiry Dec 6, 2024)

608 kWh × \$0.073/kWh =	44.38
571 kWh × \$0.073/kWh =	41.68
1179 kWh × \$0.0085/kWh (energy management rate) =	10.02

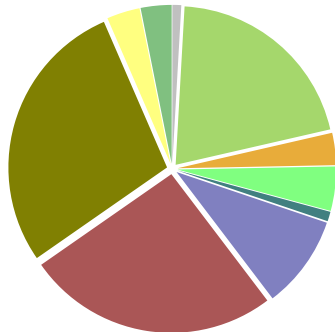
Billing administration fee 3.00

Distributor charges - December 16 to January 15, 2022

\$ 207.03

(distribution services provided by FortisAlberta Inc.)

Current Charges



- Balancing Pool Allocation
- Transmission Demand Charge
- Energy Management Rate Charge
- Distribution Fixed Charge
- Admin Fee
- Local Access Fee
- Distribution Demand Charge
- Fixed Usage Charges
- Transmission Variable Charges And Riders
- Distribution Variable Charges And Riders

Balancing pool consumer allocation	2.75
Utility Deferral Adjustment - Electricity	0.51
Local access fee (Longview)	28.96
Transmission charges	
Demand charge	62.68
Variable charges and rider(s)	10.32
Distribution charges	
Demand charge	78.42
Fixed charge	13.79
Variable charges and rider(s)	9.60

Total charges for this site (before GST)

\$ 306.11



ALBERTA CO-OPERATIVE ENERGY

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Village of Longview

SW 29-18-2-W5

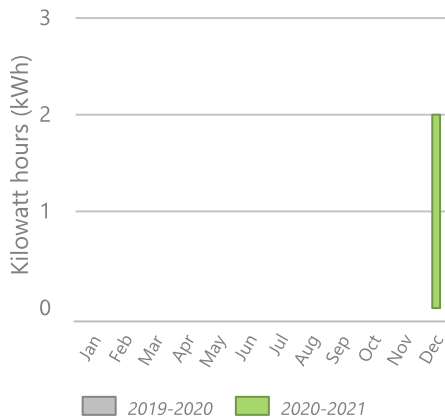
Meter number: 00000000002803456

Current measured usage and demand (if applicable) (provided by FortisAlberta Inc.)							
Start meter reading (s)	End meter reading (s)	Conv. factor	Usage (kWh)	Meas. dmd.	Billed demand		
Dec 15/21	0 E	Dec 21/21	1 A	1	1.00	0.133 KW	3 KW
Dec 22/21	1 A	Dec 22/21	1 E	1	0.00		
Dec 23/21	1 E	Dec 31/21	2 A	1	1.00		

Electricity

Site ID: 0040002386550

Historical usage



Retailer charges - December 15 to December 31, 2021 **\$ 6.66**

Energy charge - Fixed price electricity charges (plan expiry Nov 24, 2022)

1 kWh × \$0.073/kWh =	0.07
0 kWh × \$0.073/kWh =	0.00
1 kWh × \$0.073/kWh =	0.07
2 kWh × \$0.0085/kWh (energy management rate) =	0.02
Billing administration fee	6.50

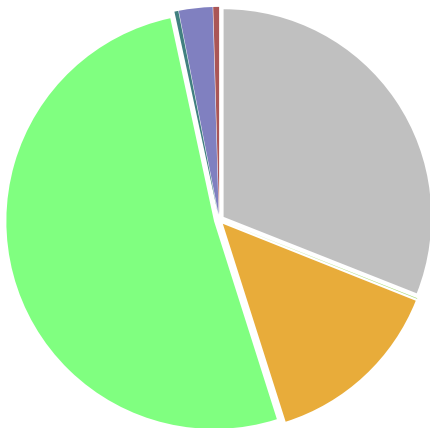
Distributor charges - December 15 to December 31, 2021 **\$ 39.54**

(distribution services provided by FortisAlberta Inc.)

Transmission charges	
Demand charge	14.32
Variable charges and rider(s)	1.21
Distribution charges	
Demand charge	23.80
Variable charges and rider(s)	0.21

Total charges for this site (before GST) **\$ 46.20**

Current Charges



- Transmission Demand Charge
- Energy Management Rate Charge
- Admin Fee
- Distribution Demand Charge
- Fixed Usage Charges
- Transmission Variable Charges And Riders
- Distribution Variable Charges And Riders

For changes to your account information or for inquiries about your bill call:

1-888-865-8750
billing@ACEnergy.ca

IN CASE OF EMERGENCY (such as gas leaks, gas odours, power outages):

AltaGas Utilities Inc.	1-866-222-2068
ATCO Electric Ltd.	1-800-668-5506
ATCO Gas & Pipelines	1-800-511-3447
City of Lethbridge	403-320-3940
City of Red Deer (weekday)	403-342-8274
City of Red Deer (after hours)	403-348-5700
ENMAX Power Corporation	310-2010
EPCOR Distribution & Transmission Inc.	780-412-4500
FortisAlberta Inc.	310-9473
Municipality of Crowsnest Pass	403-562-2021
Town of Fort Macleod	403-308-0735
Town of Ponoka	403-783-4431

DISTRIBUTION SERVICES (such as new lines):

AltaGas Utilities Inc.	1-866-222-2067
ATCO Electric Ltd.	1-800-668-2248
ATCO Gas & Pipelines	310-5678
City of Lethbridge	403-320-3111
City of Red Deer	403-348-5700
ENMAX Power Corporation	310-2010
EPCOR Distribution & Transmission Inc.	780-412-4000
FortisAlberta Inc.	310-9473
Municipality of Crowsnest Pass	403-562-8833
Town of Fort Macleod	403-553-4601
Town of Ponoka	403-782-0111

Payment options:

- Pre-authorized debit withdrawals
- Online or telephone banking
- Credit card (additional 2.5% charge)

Contact the office if you would like to explore different payment options

Payment terms:

1. A late payment charge of 2% (26.82% per annum) will apply on amounts outstanding after the due date.
2. A NSF charge will be assessed for dishonoured payments

DEFINITIONS

For additional information please visit ACE's website at <https://www.acenergy.ca/terms-conditions>

Retailer charges:

(a) Energy charge – the charge for your electricity or natural gas commodity at the energy rate you contracted with Alberta Cooperative Energy.

(b) Energy management rate – the charge for your electricity or natural gas commodity management.

(c) Billing administration fee – the charge for providing you billing and customer services.

Distributor charges:

(a) Distribution charges – the demand, fixed and variable charges (including rate riders) that your energy marketing firm is required to pay your electricity or natural gas distribution company to cover the costs of building and maintaining distribution systems, meter reading services and settlement services.

(b) Transmission charges – the demand, fixed and variable charges (including rate riders) that the distribution company is required to pay for transmission service to its distribution system.

(c) Local access fees (for electricity) and **municipal franchise fees** (for natural gas) – amount levied by municipalities for the use of municipal land upon which electric and natural gas distribution systems are located.

(d) Balancing pool consumer allocation – the Balancing Pool was established by the Government of Alberta in 1999 to manage certain assets, revenue and expenses arising from the transition to a deregulated electricity market. Based on its forecast the Balancing Pool determines an annualized amount that will be remitted to (collected from) electricity consumers over the year.

(e) Federal carbon tax – a federal tax charged based on the amount of natural gas used.

Site ID – the identification number that uniquely identifies your premises within the province.

Meter reading:

A – actual meter reading obtained by human or electronic means.

E – estimated meter reading for when an actual reading could not be obtained or when a reading was required for estimating usage between actual meter readings for distribution charge rate calculation purposes.

Conversion factor – factor required to convert meter measurements into usage.

Usage – total number of kilowatt hours (kWh) or gigajoules (GJ) used at the premises during a specified period of time as indicated by the meter's measurements.

Measured demand – maximum amount of energy used at a given instance (for electricity) or within a 24-hour period (for gas).

Billed demand – quantity of demand (whether based on measured demand, ratchet, rate minimum or contract demand) that the distribution demand charges are based on.

MINUTES OF THE REGULAR MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Tuesday, November 15, 2022
Held in Longview Council Chambers at 5:30 p.m.

PRESENT	Mayor Klassen Deputy Mayor Lyons Chief Administrative Officer Tutschek
REGRETS	Councillor Penner
PUBLIC IN ATTENDANCE	1 of public in attendance.
CALL TO ORDER	Mayor Klassen called the Meeting to order at 5:32 p.m.
AGENDA Resolution 242-22	MOVED by Deputy Mayor Lyons that the agenda be accepted as presented. CARRIED
DELEGATIONS	None.
CORRESPONDENCE FROM RESIDENT	None.
MINUTES OF PREVIOUS MEETINGS Resolution 243-22	MOVED by Mayor Klassen that Minutes Oct 18 Organizational, Oct 18 Regular Council Meeting, and Oct 31 Special Meeting, be adopted as presented. CARRIED
ACTION ITEMS	CAO presented Action Item List from the Oct 18, 2022 Regular Council Meeting.
REPORTS	
<i>CAO Report</i>	CAO Tutschek summarized the report submitted to Council.
<i>Public Works Report</i>	As presented from October 17 – 31, 2022.
<i>Peace Officer Report</i>	16 Tickets in October Expect Return \$2,322, Cost 4,544, Net \$ -2,222.
<i>Council Reports</i>	Mayor Klassen – <ul style="list-style-type: none">• Meetings – CAO interviews, Westwinds• Remembrance Day Service – School and Village• Library Meeting• FCSS member Deputy Mayor Lyons <ul style="list-style-type: none">• Meetings – CAO interviews, Recreation Board

MINUTES OF THE REGULAR MEETING
 OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
 In the Province of Alberta, held on Tuesday, November 15, 2022
 Held in Longview Council Chambers at 5:30 p.m.

- Food Bank and Youth Group bottle drive
- FRESC – November 24, 2022 upcoming meeting

Councillor Penner

- Meetings – CAO interviews
- LNYD Meeting
- EDC – Tourism Alberta Winter Festival grant, goals
- Longview School
- Emergency Management – George Teichroeb accepted DDEM position

Resolution 244-22

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

FINANCIAL REPORTS

Bank Reconciliation – Oct, 2022
 Accounts Payable Cheque Register – Oct, 2022
 Variance Report – YTD

Resolution 245-22

MOVED by Deputy Mayor Lyons that the Financial Reports be accepted as presented. **CARRIED**

QUESTION PERIOD

Ivor McCorquindale – concern, Recreation Board distribution of financial and other decision-making power.

BYLAWS

BUSINESS

11.1 RFD Christmas Office Hours

Resolution 246-22

MOVED by Deputy Mayor Lyons that the Village Office be closed for Christmas, December 24, 2022 through January 2, 2023, with paid days off being December 28, 29, 30 2022. **CARRIED**

11.2

CORRESPONDENCE

None.

CLOSED MEETING

Resolution 247-22

MOVED by Mayor Klassen to close meeting at 6:20 p.m. under FOIP 18(1)(d) negotiation and staffing. **CARRIED**

Resolution 248-22

MOVED by Deputy Mayor Lyons to come out of close meeting at 6:38 p.m. **CARRIED**

No residents waiting to re-enter meeting.

Resolution 249-22

Motion by Mayor Klassen that we continue discussions with Foothills County pertaining to the water, waste water agreement. **CARRIED**

MINUTES OF THE REGULAR MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Tuesday, November 15, 2022
Held in Longview Council Chambers at 5:30 p.m.

ADJOURNMENT
Resolution 250-22

MOVED by Mayor Klassen to adjourn the meeting at 6:44 p.m.
CARRIED

Mayor

CAO

UNAPPROVED

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Monday, December 6, 2022
held at the Longview Council Chambers at 5:30 p.m.

PRESENT	Mayor Klassen Deputy Mayor Lyons Councillor Penner
	CAO Roy Tutschek
PUBLIC IN ATTENDANCE	0 in gallery
CALL TO ORDER	Mayor Klassen called the meeting to order at 5:30 p.m.
AGENDA Resolution 242-22	MOVED by Deputy Mayor Lyons that the agenda be accepted as presented. CARRIED
DELEGATION	No delegation.
ITEM ACTION LIST Resolution 243-22	CAO went over Action Item List MOVED by Mayor Klassen 5:45 pm to accept Action Report. CARRIED
BUSINESS	
Future budget items	Headsup, prepare 2023 budget to accommodate new garden tractor, new digital sign, new water meter reading system.
911 next generation	911 is being phased out, next generation 911 – Telus requesting signoff new user pays cost recovery agreement.
Marigold insurance agreement	Marigold requesting insurance agreement adjustment.
Traffic Bylaw 148-23	Discuss Traffic Bylaw 148-23.
LGFF	Discuss Alberta Municipalities Funding Allocation
CLOSED MEETING Resolution 244-22	MOVED by Councillor Penner to close the meeting under FOIP 18(1)(c) Sale disposal of land. 7:00 p.m. CARRIED
Resolution 245-22	MOVED by Councillor Penner to come out closed meeting 7:26 p.m. CARRIED
	No one was waiting to join meeting.

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Monday, December 6, 2022
held at the Longview Council Chambers at 5:30 p.m.

ADJOURNMENT
Resolution 246-22

MOVED by Mayor Klassen to adjourn the meeting at 7:27 p.m.

CARRIED

Mayor

CAO

UNAPPROVED

MINUTES OF SPECIAL MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Thursday, December 8, 2022
held at the Longview Council Chambers at 4:00 p.m.

PRESENT

Mayor Klassen
Deputy Mayor Lyons
Councillor Penner

CAO Roy Tutschek

PUBLIC IN ATTENDANCE

0 in gallery

CALL TO ORDER

Mayor Klassen called the meeting to order at 4:06 p.m.

AGENDA
Resolution 247-22

MOVED by Mayor Klassen that the agenda be accepted as presented. **CARRIED**

DELEGATION

None

BUSINESS

Joint Assessment Review Board Appointments
Resolution 248-22

MOVED by Deputy Mayor Lyons moved that Council appoint the following members to the Joint Assessment Review Board, with terms to coincide with their training expiration dates as follows:

- BJ Ersson – December 31, 2024
- Dave Anderson – December 31, 2024
- Wayne Schultz – December 31, 2024
- Stephen Pick – December 31, 2023
- Anne Marie Mullane – December 31, 2023
- Don Larson – December 31, 2023

CARRIED

ADJOURNMENT
Resolution 249-22

MOVED by Mayor Klassen to adjourn the meeting at 4:10 p.m. **CARRIED**

Mayor

CAO



VILLAGE OF LONGVIEW

**WAIVER OF NOTICE OF A SPECIAL MEETING
OF COUNCIL**

CALLED UNDER AUTHORITY OF SECTION 194 OF THE MUNICIPAL
GOVERNMENT ACT

Dec. 8, 2022
~~July 13, 2022~~

We, the undersigned members of the council of the Village of Longview, hereby waive notice of a special meeting of council to be in the Council Chambers of the Village of Longview on December 08, 2022, commencing at 4:00 p.m. for the purpose of discussing and acting upon the following item:

Joint Assessment Review Board Appointments

Signed:

Name *Bhason* Date December 08, 2022

Name *James Taylor* Date December 08, 2022

Name *John* Date December 08, 2022

NO	ACTION DESCRIPTION	OWNER	DATE ASSIGNED	DATE DUE	STATUS
1	Annexation lagoon quarter	CAO	15-Feb		Sent letter of intent April 28. CAO, Council to meet with land owners, Foothills County, Municipal Affairs - Jan 2023
2	Meet with Road Closure impacted businesses	Council and CAO	06-Dec		In process of scheduling meetings with impacted businesses
3	MAP gap documents	CAO	06-Sep		Emailed work done to date to MA, requesting a contact person to follow up with. CAO will contact MA in January 2023 to follow up.
4	Reach Out to Eden Valley to discuss Truth & Reconciliation and Traditional lands	CAO	03-Oct		Oct 3, 2022, sent invitation letter to Band Council through Hopeton Loudon the CAO. New CAO has advised newly elected Chief Darcy Dixon of request to discuss best appropriate Treaty Lands acknowledgement. CAO is waiting some weeks while the community and newly Council handle the Water Treatment plant fire. CAO will Contact Eden Valley CEO to follow up
5	CAO sign new 911 agreement	CAO	Dec 6 2022		In progress, complicated agreement, most of responsibility vests in Foothills County
6	Sign Marigold revised insurance agreement	CAO	Dec 6 2022		In progress, Jan referred CAO to Ericka Smith
7	New Water/waste Services Agreement, Foothills County	CAO	31-Oct-22		CAO will contact FC CAO December 15, 2022 to follow up FC Council decision on request for lower transitional cost of new contract.



VILLAGE OF LONGVIEW
CAO REPORT TO COUNCIL

TO: Council
FROM: Roy Tutschek
SUBJECT: CAO Report
DATE: December 20, 2022

Development

- Conditional 14 day public notice, residential, new greenhouse

Networking, Economic development, liason other governments

- Contacted First Nations Council in Morley, passed message to newly elected Chief Darcy Dixon, Bears paw
- In process contacting grant writers, Margaret L., Grantmatch
- Contacted Foothills County CAO, Ryan P., water agreement

Office

- Obtained quote – new meter reading equipment
- Sign updates
- Increasing use of EFT payments
- Trying different cheque printing options
- Muni-ware license renewal

Finance

- Obtained auditor engagement letter
- Completed required FCSS grant reporting

Council

- Setting up meetings with Road Closure impacted businesses

Public Works

- Truck repair

Campground

- CCRF reporting completed November 30, 2022
- Dale Harrison is finalizing construction aspects

Protective Services

-

Community Hall

- Attended community Christmas party

Rec Board

Bylaws

- Obtained previous CAO requested Easement Access agreement

Nov 1
Daily routine, Move lawn equipment to storage and snow equipment to shop, Tidy-up shop.

Nov 2
Daily routine, Snow removal, Mount plow on 550.

Nov 3
Daily routine, Snow removal, In office/Admin, Remove plow from 550 and check over truck and dump trailer.

Nov 4
Daily routine, Garbage pick-up, Pick-up supplies in HR, Utility readings, Mount plow on 550.

Nov 5
Full service on Kubota

Nov 7
Daily routine, Snow removal.

Nov 8
Daily routine, Snow removal.

Nov 9
Daily routine, Snow removal, Move skid steer to shop check over, Check over truck and dump trailer.

Nov 10
Daily routine, Garbage pick-up, Tidy-up cold storage shed.

Nov 11
STAT

Nov 14
Daily routine, Service skid steer, Pick-up parts/supplies in BD.

Nov 15
Daily routine, Build ramp for campground equipment shed, Move REC Board snow blower to town, Push back snow pile from sidewalk at Hwy 541 and Morrison Rd, Scrape intersection access to Morrison Rd and front of village office.

Dodge 10 km

Ford 353 km

Skid steer 3 Hrs

Kubota 7 Hrs

JD 1 Hr

*Austin
Cannata*

Nov 16

Daily routine, Dig out steel doors at shop and drop of at camp kitchen building, Snow removal, In office/Addmin.

Nov 17

Daily routine, Check over Kubota and haul Kubota to HR for fuel leak repair and check over, Check over truck and dump trailer.

Nov 18

Daily routine, Garbage pick-up, Pick-up fuel in HR, Load chips for sanding intersections.

Nov 21

Daily routine, Sand intersections, Scrape Morrison Rd intersections.

Nov 22

Daily routine, In office/Addmin, Adjust plow angel on F550, Bank deposit and pick-up flat repair in BD.

Nov 23

Daily routine, Sand intersections, Scrape streets

Nov 24

Daily routine, In office addmin, Sand intersections, Snowremoval in front of camp kitchen, Haul gravel to Camp kitchen for back fill around building, Check over truck and dump trailer.

Nov 25

Daily routine, Garbage Pick-up, Pick-up rubber mats in HR for camp kitchen and unload.

Nov 28

Daily routine, Snow removal, Pick-up Kubota in HR.

Nov 29

Daily routine, In office/addmin, Check water service leak in trailer park, Place out Xmas lights to check over, Pick-up light-up garbage from campground, Supply Eden Valley with water at bulk water station.

Nov 30

Daily routine, Supply Eden valley with water, Check over/repair Christmas lights for light poles.

Dodge 57 Km

Ford 521 Km

Kubota 1 Hr

Skid steer 4 Hrs



Report to Council November 2022

Stats are compiled from the month of November 2022.

Tickets Issued	Face value	Highest speed(s) clocked	Other violations	Expected return
14	\$3,788		2 Court	\$2,273

March Shifts

Shifts on patrol in April – $16 \times 4 = 64$ hours cost = 4,544

revenue under expense of \$ (2,271)

Report to Council

Councillor Lisa Penner

From Nov 10 – Dec 14, 2022

General

- attended volunteer recruitment evening
- helped with Community Christmas dinner – thank you to Rose, June and Lisa T for organizing and all the volunteers for all your work for a successful dinner!

EDC

- Next meeting Jan 10, 2023 at the Community Hall at 6:30pm

Longview School

- Christmas concert Dec 20 at 5:30pm
- Jan 4/5/6 – Social media awareness session for students and adults at C Ian McLaren School
- Online swag store is open on the school website
- FSD – illness both in student body and teaching staff has been challenging
 - o Please go to FSD website for advocacy forms to send to your MLA's re many concerns in funding
 - o Public consultation is still open if you have any ideas regarding FSD – looking for input on Policy 14 – Flourishing Foothills Community a Place for All
- Next meeting Jan 26, 2023 at 6pm – Superintendent of Schools (Chris Fuzzessy) and Assistant Superintendent of Learning Services (Caroline Roberts) will be there to answer questions

Emergency Management

- Contacted by Stoney-Nakoda First Nation DEM re fire in Eden Valley
- CAO arranged for water to be provided

Municipal Planning and Commission

- no meeting to date

**VILLAGE OF LONGVIEW
BANK RECONCILIATION
November 30, 2022**

General Ledger ATB

Balance at	General account	\$971,302.41	
	RecBoard account	\$33,867.64	
	Light Up account	\$4,522.07	
	Memorial Garden account	\$7,450.52	
	Total Bank in GL		\$1,017,142.64
	charges outstanding in GL		
	deposit outstanding in GL	\$ 2,929.03	\$ 2,929.03
Adjusted Balance	November 30, 2022		<u>\$1,020,071.67</u>

ATB General Bank Account

Balance	November 30, 2022		<u>\$1,014,090.60</u>
Less:	Outstanding Cheques	(\$347.96)	
Plus:	Outstanding Deposit in Bank	\$6,329.03	
			\$5,981.07
Balance at	November 30, 2022		<u>\$1,020,071.67</u>
difference			\$0.00

Total on Deposit \$1,020,071.67

Less:	MSI Grant	\$107,227.61	
	CCBF Grant (FGTF)	\$1,301.00	
	New Horizon Grant	\$0.00	
	WTP instruments	(\$33,201.38)	AMWWP submitted for
2. see below	Solar Project - Net Zero	(\$103,227.41)	\$40,564.06 bill credits
	Campground Servicing	(\$247,153.27)	CCRF will be submitted for
	Covid Most Grant	\$4,580.09	for jersey berriers
1. see below	CSS Covid 19 (community)	\$1,273.62	
	Reserves	\$591,688.14	
	held for rec board	\$33,867.64	
	held for lightup	\$4,522.07	
	held for memorial garden	\$7,450.52	

Restricted Funds \$368,328.63
Balance for Operations \$651,743.04

- 1 CSS Covid 19 (community) will be spent over the next few years to pay for Telus hubs that can be used by residents. Cost app. \$188/m
- 2 Non grant portion of net zero project will be recouped over time with generation credits on our electrical bill. The total non grant portion was \$143,791.47
- 3 reserves include \$9637 FCSS surplus recovery



Village of Longview

Cheque Listing For Council

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20220323	2022-11-02	ACE, Alberta Co-Operative Energy	127278	PAYMENT RE NOV 7 STATEMENT	972.93	972.93
20220324	2022-11-02	AMSC Insurance Services Ltd.	1830-2022-11	PAYMENT NOV BENEFITS	736.31	736.31
20220325	2022-11-02	Beacom, Gar	20221019	PAYMENT SDAB BOARD COMPENSATION	90.00	90.00
20220326	2022-11-02	Brownlee LLP	534139	PAYMENT RIGHT OF WAY AGREEMENT	3,113.41	3,113.41
20220327	2022-11-02	Contain-A-Way Services	259329	PAYMENT OCT GARBAGE	184.20	184.20
20220328	2022-11-02	Derijk, John	20221019	PAYMENT SDAB BOARD COMPENSATION	90.00	90.00
20220329	2022-11-02	Fisher, Carl	20221019	PAYMENT SDAB BOARD COMPENSATION	90.00	90.00
20220330	2022-11-02	Great West Media	gwm226042	PAYMENT CAO EMPLOYMENT	236.38	236.38
20220331	2022-11-02	Harrison, Dale	20221031	PAYMENT LIGHTS AND PANELS FOR LIGHT	885.00	885.00
20220332	2022-11-02	Iron Mountain Canada Operations ULC	GZBS468	PAYMENT RE OCT 31 STATEMENT	145.65	145.65
20220333	2022-11-02	Longview Fas Gas	20221031	PAYMENT RE OCT 31 STATEMENT	666.54	666.54
20220334	2022-11-02	Matrix Solutions Inc.	269529	PAYMENT SEPT WATER TESTING	258.30	258.30
20220335	2022-11-02	Midoram Concrete Construction Ltd.	690	PAYMENT CAMP KITCHEN CONCRETE PAD	13,308.75	13,308.75
20220336	2022-11-02	Shawne Excavating & Trucking Ltd.	8448	PAYMENT PROGRESS 2 CAMPGRND	14,671.13	14,671.13
20220337	2022-11-02	Weber, Tom	20221019	PAYMENT SDAB BOARD COMPENSATION	90.00	90.00
20220338	2022-11-02	Wight, Neil	244643	PAYMENT CUT BOLTS FROM SNOW BLADE	94.50	94.50
20220339	2022-11-02	Wiley's Tree Services	277	PAYMENT TREE TRIMMING	1,050.00	1,050.00
20220340	2022-11-15	Alberta Urban Municipalities Association	2022kp-25	PAYMENT KINGS PRINTER RENEWAL 2022-	131.25	131.25
20220341	2022-11-15	ATB Financial Mastercard	20221104	PAYMENT MC TO NOV 4	2,595.99	2,595.99
20220342	2022-11-15	Caumartin, Justin	20221115	PAYMENT RE NOV 15 VOUCHER	65.00	65.00
20220343	2022-11-15	Eastlink	19118104 19154612	PAYMENT RE NOV 3 STATEMENT RE NOV 10 STATEMENT	103.90 162.70	266.60
20220344	2022-11-15	Fired Up Automotive	42952	PAYMENT TIRE REPAIR	33.69	33.69
20220345	2022-11-15	Folkard, June	20221115	PAYMENT VOUCHER NOV 15	65.00	65.00
20220346	2022-11-15	Foothills Regional Service Commission	00029876	PAYMENT OCT GARBAGE	552.00	552.00



Village of Longview

Cheque Listing For Council

2022-Dec-13
11:46:36AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20220347	2022-11-15	Harrison, Dale		PAYMENT		242.27
			20221110	LIGHT UP SOFTWARE	42.27	
			20221115	LIGHT UP EXTENSION CORDS	200.00	
20220348	2022-11-15	Majchrowski, Nicki		PAYMENT		650.00
			20221115	RE VOUCHER NOV 15	650.00	
20220349	2022-11-15	MPE Engineering Ltd		PAYMENT		1,258.22
			2530-018-00-09	CAMPGROUND SERVICING	1,258.22	
20220350	2022-11-15	Munisight Ltd.		PAYMENT		191.89
			inv4313645	NOV SOFTWARE SUPPORT	191.89	
20220351	2022-11-15	Rona Building Supply		PAYMENT		10,991.35
			37399/1	LIGHT UP SUPPLIES	67.49	
			593169/1	CAMP KITCHEN MATERIAL	5,410.11	
			599223/1	CAMP KITCHEN MATERIAL	5,202.95	
			604457/1	REPAIRS TO SHED AT CAMPGR	226.88	
			604605/1	CAMP KITCHEN	83.92	
20220352	2022-11-15	Teichroeb, Lisa		PAYMENT		1,000.00
			20221115	VILLAGE XMAS	1,000.00	
20220353	2022-11-15	Town of Black Diamond		PAYMENT		4,544.00
			20220361	OCT POLICIING	4,544.00	
20220354	2022-11-15	Tractorland (High River)		PAYMENT		125.38
			p0413602	KUBOTA OIL, FILTER, ETC	125.38	
20220355	2022-11-15	Tutschek, Roy		PAYMENT		84.15
			20221027	ABSTRACT AND RECORDS CHE	84.15	
20220356	2022-11-15	UFA		PAYMENT		73.88
			20221104	WIPER BLADES	73.88	
20220357	2022-11-24	McCann, Lisa Penner & Bruce		PAYMENT		300.90
			20220930	SEPT MILEAGE	300.90	
20220358	2022-11-24	Telus Communications		PAYMENT		280.23
			20221020	RE OCT 20 STATEMENT	280.23	
20220359	2022-11-24	Telus Mobility		PAYMENT		365.29
			20221114	RE NOV 14 STATEMENT	188.00	
			4545788217	RE OCT 27 STATEMENT	177.29	
20220360	2022-11-25	Alberta Municipal Services Corporation		PAYMENT		857.17
			22-1045671	RE NOV 7 STATEMENT	857.17	
20220361	2022-11-25	First Grade Construction Ltd.		PAYMENT		7,875.00
			186	CAMP KITCHEN	7,875.00	
20220362	2022-11-25	Wiley's Tree Services		PAYMENT		525.00
			281	BUCKET RENTAL	525.00	
20220363	2022-11-30	ACE, Alberta Co-Operative Energy		PAYMENT		1,545.55
			130009	RE NOV 28 STATEMENT	1,545.55	
20220364	2022-11-30	Harrison, Dale		PAYMENT		4,440.07
			20221130	KITCHEN/LIGHTUP INV TO DATE	4,440.07	
20220365	2022-11-30	Iron Mountain Canada Operations ULC		PAYMENT		149.61
			gzzw475	RE NOV 30 STATEMENT	149.61	
20220366	2022-11-30	McCarthy, Sean & Lorrie		PAYMENT		1,250.00
			3	CAMP KITCHEN	1,250.00	
20220367	2022-11-30	Rona Building Supply		PAYMENT		2,758.16
			37505/1	CAMP KITCHEN	204.75	
			604630/1	CAMP KITCHEN	357.02	
			604876/1	CAMP KITCHEN	128.21	
			605109/1	CAMP KITCHEN	60.65	
			606261/1	CAMP KITCHEN	1,707.96	
			606497/1	CAMP KITCHEN	180.05	



Village of Longview

Cheque Listing For Council

2022-Dec-13
11:46:36AM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20220367	2022-11-30	Rona Building Supply	607100/1 608051/1	CAMPKITCHEN CAMP KITCHEN	26.64 92.88	2,758.16
20220368	2022-11-30	Wight, Karen	20221125	PAYMENT MEM GARDEN XMAS FLOWERS	140.00	140.00

Total 80,040.75

*** End of Report ***



Village of Longview
For the Period Ending November 30, 2022

General Ledger	Description	2021 YTD Actual	November 2022 Actual	2022 YTD Actual	2022 Budget	2022 Budget Remaining \$	2022 Budget Remaining %
TOTAL General Revenue		(572,890.98)	(9,341.44)	(628,452.89)	(591,711.00)	36,741.89	(6.21)
TOTAL Legislative Revenue		(200.49)	(140.00)	(1,523.68)	0.00	1,523.68	0.00
TOTAL Administrative Revenue		(36,893.65)	(2,368.11)	(34,134.73)	(30,310.00)	3,824.73	(12.62)
TOTAL Protective Services Reve		(14,683.00)	(3,367.00)	(27,284.00)	(31,600.00)	(4,316.00)	13.66
TOTAL Emergency Services Reven		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL Public Works Revenue		(1,350.00)	0.00	(450.00)	(500.00)	(50.00)	10.00
TOTAL Roads & Street Lights Re		(14,624.33)	(3,278.37)	(15,726.43)	(19,200.00)	(3,473.57)	18.09
TOTAL Water Services Revenue		(102,515.31)	(17,669.69)	(104,453.93)	(147,750.00)	(43,296.07)	29.30
TOTAL Wastewater Services Reve		(80,260.91)	(3,235.97)	(75,626.19)	(84,194.00)	(8,567.81)	10.18
TOTAL Solid Waste Services Rev		(15,932.66)	(3,225.36)	(16,303.90)	(19,700.00)	(3,396.10)	17.24
TOTAL FCSS Revenue		(12,651.00)	0.00	(2,648.00)	(14,438.00)	(11,790.00)	81.66
TOTAL Plan & Dev Revenue		(22,327.89)	(385.20)	(20,049.60)	(128,000.00)	(107,950.40)	84.34
TOTAL Parks / Rec Revenue		(300.00)	0.00	0.00	(100.00)	(100.00)	100.00
TOTAL Camp Info Centre Revenue		(28,740.50)	0.00	(2,878.21)	(38,100.00)	(35,221.79)	92.45
TOTAL Community Hall Revenue		(532.50)	0.00	(7,449.75)	(15,000.00)	(7,550.25)	50.34
TOTAL REVENUE		(903,903.22)	(43,011.14)	(936,981.31)	(1,120,603.00)	(183,621.69)	16.39
TOTAL Rec Board Revenue		0.00	0.00	0.00	(12,500.00)	(12,500.00)	100.00
TOTAL Solar Revenue		0.00	(9,973.72)	(45,529.34)	(45,000.00)	529.34	(1.18)
TOTAL SUB-ACCOUNTS REVENUE		0.00	(9,973.72)	(45,529.34)	(57,500.00)	(11,970.66)	20.82



Village of Longview

For the Period Ending November 30, 2022

General Ledger	Description	2021 YTD Actual	November 2022 Actual	2022 YTD Actual	2022 Budget	2022 Budget Remaining \$	2022 Budget Remaining %
TOTAL	General Expenses	115,735.23	0.00	124,366.22	165,522.00	41,155.78	24.86
TOTAL	Legislative Expenses	13,862.32	1,621.31	19,089.92	30,150.00	11,060.08	36.68
TOTAL	Administration Expenses	248,079.33	19,190.48	220,863.56	257,951.00	37,087.44	14.38
TOTAL	Protective Services Expe	24,622.85	4,544.00	33,164.68	59,000.00	25,835.32	43.79
TOTAL	Emergency Services Expen	8,937.05	0.00	7,253.90	12,000.00	4,746.10	39.55
TOTAL	Public Works Expenses	80,100.90	9,111.21	87,563.31	90,048.00	2,484.69	2.76
TOTAL	Roads & Street Lights Ex	16,025.35	3,218.41	17,236.31	21,000.00	3,763.69	17.92
TOTAL	Water Services Expenses	136,565.29	3,622.27	133,056.18	163,254.00	30,197.82	18.50
TOTAL	Wastewater Services Expe	63,261.39	1,498.79	64,707.13	97,841.00	33,133.87	33.87
TOTAL	Solid Waste Expenses	5,455.93	727.43	5,998.40	7,400.00	1,401.60	18.94
TOTAL	FCSS Expenses	8,271.84	1,179.05	8,888.92	14,438.00	5,549.08	38.43
TOTAL	Planning and Development	4,855.52	3,325.15	23,275.18	119,500.00	96,224.82	80.52
TOTAL	Parks / Rec Expense	1,025.01	151.58	1,118.33	3,500.00	2,381.67	68.05
TOTAL	Campground Info Centre E	29,549.03	1,117.39	22,058.76	37,579.00	15,520.24	41.30
TOTAL	Community Hall Expenses	12,902.38	1,467.09	16,337.24	30,373.00	14,035.76	46.21
TOTAL	Library Expenses	7,815.13	672.32	7,140.16	6,548.00	(592.16)	(9.04)
TOTAL	EXPENSES	777,064.55	51,446.48	792,118.20	1,116,104.00	323,985.80	29.03
P	NET DEFICIT (Surplus)	(126,838.67)	(1,538.38)	(190,392.45)	(61,999.00)	128,393.45	(207.09)
TOTAL	Rec Board Expenses	7,093.39	0.00	6,218.32	8,500.00	2,281.68	26.84
TOTAL	Solar Project	0.00	0.00	117.53	45,000.00	44,882.47	99.74
NET SURPLUS (Deficit)	SUB-ACCO	7,093.39	0.00	6,335.85	53,500.00	47,164.15	88.16

*** End of Report ***



**VILLAGE OF LONGVIEW
FOR COUNCIL DISCUSSION**

Agenda Item #: 11.1

Date: December 20, 2022
Title: Purchase new meter reading hardware, software
Submitted by: Roy Tutschek, CAO

Background:

The current water meter reading hardware, software is out-of-date, poses an online security hazard and is becoming unstable to operate. Water meter reading is key to our operations and finances.

The new equipment uses the icloud, this facilitates remote use and is encouraged by our IT staff. Due to supply issues with microchips, the new handheld is expected to be 6 months before available.

Accu-Flo, is our current supplier, and we have been satisfied with support to date. Foothills County and a number of other Municipalities use Accu-flo.

The cost is in the \$16,000 range and there is now a \$2,500 annual service fee.

Interface with Muni-ware is available, our IT staff has been in contact.

The office staff do not have any concerns continuing with Accu-flo products. There are not many other choices.

Recommendation:

Motion, to purchase new meter reading equipment from Accu-Flo Meter Service Ltd. – Calgary, at approximate cost of \$16,000, with annual service fee of \$2,500.

Alternatives:

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

Implications:

*Policy, Statutory
Plans, Legislative:*

Financial: N/A

Communications: Notices posted at Council meetings

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

Quote : 129324

Sold To:
 LONGVIEW, VILLAGE OF
 BOX 147

 LONGVIEW, AB T0L 1H0
 CANADA

Ship To:
 LONGVIEW, VILLAGE OF
 128 MORRISON ROAD

 LONGVIEW, AB T0L 1H0
 CANADA
 Ship Contact:

Date	Ship Via	Terms	Purchase Order	Salesperson	Customer ID
December 13, 2022	LOOMIS (PPC)	NET 30 DAYS		JAMIE LEMIRE	LONGV01
Product Code / Product Name	Quantity	UOM	Price	Extension	
013980-001 NEPTUNE 360 AMR SET UP FEE	1.00	EA	500.00	500.00	
PLEASE CONTACT YOUR BILLING PROVIDER AND REQUEST V4 FILE FORMAT FOR NEPTUNE 360 COMPATIBILITY					
ACCU-FLO TECHNICAL SERVICES SHALL PROVIDE ASSISTANCE IDENTIFYING EQUIPMENT UPGRADE RECOMMENDATIONS & SUBJECT TO ADDITIONAL COSTS					
013812-005 360 TRAINING & SUPPORT BY ACCU-FLO	1.00	EA	2,000.00	2,000.00	
013980-102 NEPTUNE 360 AMR 251-1,000 ENDPOINTS	1.00	EA	2,500.00	2,500.00	
013302-100 R900 BELT CLIP TRANSCIEVER V3.0	1.00	EA	10,140.00	10,140.00	

Subtotal		15,140.00
GST		757.00
Total	CAD \$	<u>15,897.00</u>

Thank-You for this Opportunity.
 However, due to the continued inflationary supply chain pressures in the market place that are not within our control, this quotation is only valid for 7 days from this quote date.

Returns can only be made within 30 days of invoice date and goods must be unused (new) and in original packaging, freight prepaid to our Calgary location and will be subject to a 25% restocking fee.

Special Ordered, Imported or Non-Stock items are NON-RETURNABLE.



A PRODUCT SHEET OF NEPTUNE TECHNOLOGY GROUP

R900[®] Belt Clip Transceiver

Automate Measurement to Activate Operational Efficiency

As part of the Neptune[®] R900[®] System, the R900[®] Belt Clip Transceiver (R900 BCT) is your utility personnel's partner in mobile meter reading and in-field customer support and is now iOS compatible.

The R900 BCT's two-way communications to the R900[®] MIU eliminate meter access issues and speed up retrieval of valuable data logging information – up to 96 days of historical hourly consumption data from an individual account. In addition, its exceptional radio frequency (RF) throughput reduces meter reading time, especially in high-density environments. Field personnel can even read R900s while performing maintenance or other tasks when taking advantage of the R900 BCT's unattended operations mode. These automated features ensure you collect accurate data that can be turned into meaningful information – to help improve accuracy, identify hidden causes of loss, and optimize the efficiency of your operations.

Move Ahead with Backward Compatibility and Forward Innovation

The R900 BCT, as with the rest of the Neptune R900 System, works with past generations of equipment while remaining flexible to incorporate innovations as needed. The R900 BCT maintains support to read previous generations of R900 MIUs yet introduces powerful software-defined radio (SDR) technology to support the new advanced two-way features of the R900 System. Now, the R900 BCT is capable of reading electric, bubble-up ERT[®] devices and processing SCM or SCM+ message files that these ERT devices transmit. This gives utilities the freedom of equipping with just the R900 BCT to read both water and electric meters.

So, go ahead and phase in new features and equipment at your own pace with confidence that Neptune will support your future needs without leaving you with stranded assets.

Present Consumption Data in the Field for Proactive Customer Service

Simplified access to critical information means your utility can provide even more proactive customer service. Pairing the R900 BCT with a handheld device or a mobile device running Neptune software, your personnel can maximize their efficiency in the field, with the flexibility to perform impromptu service calls and address customer service issues on-site without a separate truck roll[!]. With the data literally in hand, they can share data logging graph information with homeowners. This on-the-spot, on-site presentation of how much water they used and when, helps head off customer complaints regarding high water bills, reduce delinquencies, and avoid write-offs.



KEY BENEFITS

Increases meter reading efficiency

- Increased RF throughput capabilities which reduce reading time in high-density R900 environments
- Two-way communications to R900 MIU which reduces time required to retrieve data logging information
- Unattended operations mode allows utility personnel to read R900s while performing other non-meter-reading-related job functions

No stranded assets

- Compatible with all generations of R900 MIUs
- Probe compatibility with Advantage and Pocket ProReader
- Connects via Bluetooth to Trimble Nomad or Trimble Ranger for meter reading
- Connects via Bluetooth to Android or iOS mobile devices for in-field customer support
- Software-defined radio technology enables the R900 BCT to be updated for compatibility with future products

KEY BENEFITS CONTINUED

Reads ERT devices

- Compatible with Itron electric ERT technology (bubble-up ERTs only)
- Processes SCM and SCM+ message format

Analyze data at the source with either a smart phone or tablet

- Test-read R900s in the field or before installation to obtain reading and E-CODER® flag events
- Retrieve 96 days of hourly interval data logging information
- View graph of data logging intervals in the field
- Share data logging graph information with homeowner to address high bill complaints

Specifications

Communication

- Bluetooth 2.1 or later and USB handheld software compatibility with N_SIGHT® version 4.7 or later

Power Supply

- Rechargeable lithium-ion battery pack – 5000 mAh capacity
- Field-replaceable, recommended replacement every 2 years

Memory

- 4GB SD card

Device Compatibility

- Trimble Nomad 900B/900LE/1050B/1050LE, Trimble Ranger 3, and Android/iOS mobile devices¹

Indicators

- Four LEDs identify Bluetooth communication, RF status, mode status, and battery status

Dimensions

- Height: 3.58" (9.1 cm)
- Width: 1.66" (4.22 cm)
- Length: 5.75" (14.6 cm)

Weight

- 1.1 lbs. (499g) including rechargeable battery

Temperature Range

- Operating: -4°F to +122°F (-20°C to +50°C)
- Storage: -40°F to +185°F (-40°C to +85°C)

Accessories

- Spare battery
- Spare battery charger
- Belt clip
- SD card
- 12V USB vehicle power cable

Warranty

- One-year comprehensive warranty
- Hardware maintenance contracts available

Receiver Channels: 50

Number of Simultaneous Channels: 8

Approvals

- FCC Class B
- IC

Mode Overview	Normal	Unattended Operations	USB Mass Storage
Bluetooth Pairing to Devices	Required	N/A	No. Used for firmware updates and transfer of data via USB from SD card to Neptune software
Trimble Nomad 900B/900LE/ 1050B/1050LE Compatible	Yes	N/A	
iOS App Compatible	Yes ¹	N/A	
Android App Compatible	Yes ¹	N/A	
R900 Compatible	Yes	Yes	
Advantage / Pocket ProReader Compatible	Yes	No	
Data Logging Compatible	Yes	No	
SD Card Data Storage	Yes	Yes	

¹Contact Neptune Customer Support for the latest device and operating system compatibilities.



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neptunetg.com

Neptune Technology Group
1600 Alabama Highway 229
Tallahassee, AL 36078
800-633-8754 f 334-283-7293

Neptune[®] 360[™] Data Management Platform

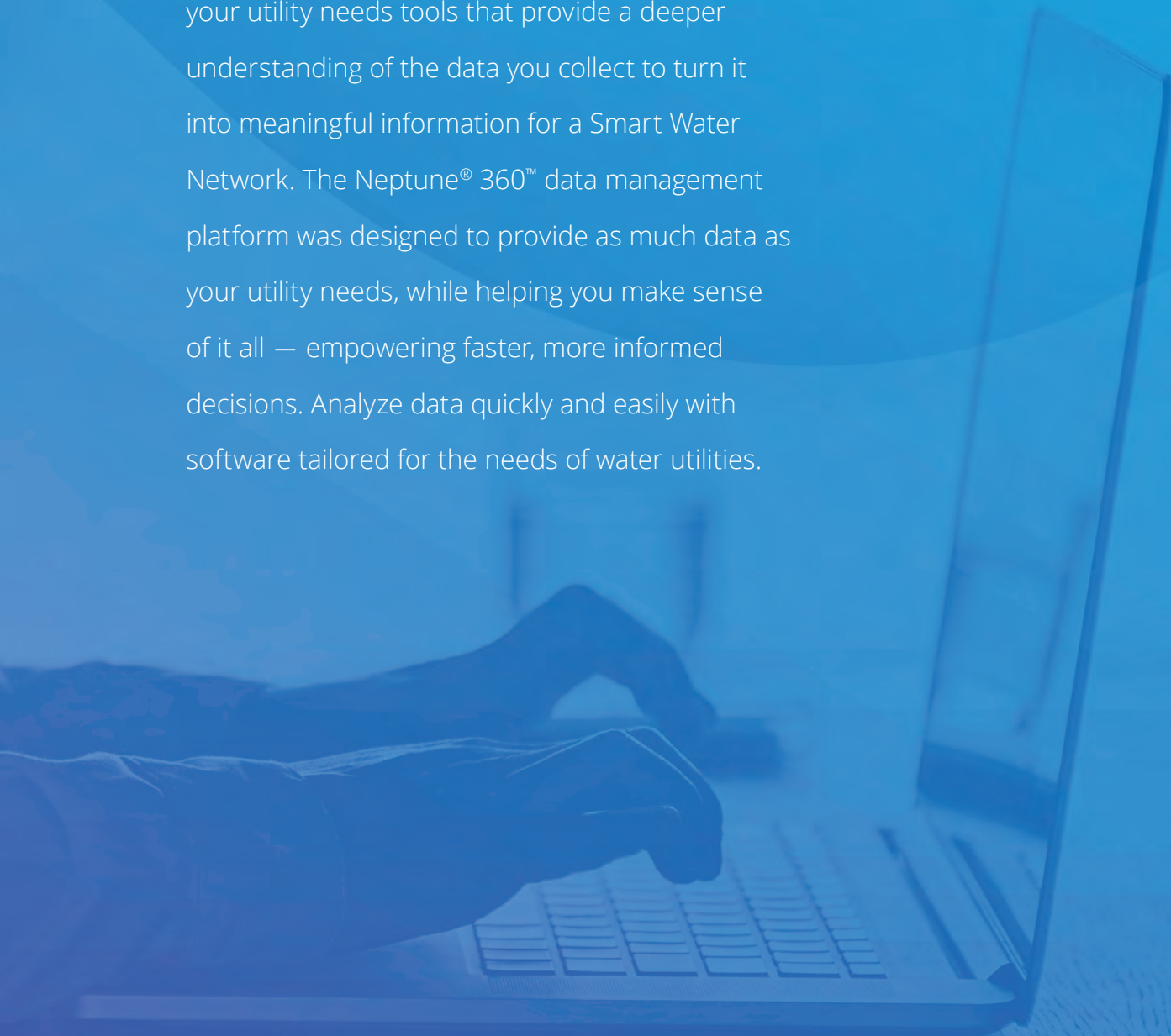
A Product of Neptune Technology Group





Turn Information into Action

Data is just data unless you can use it effectively. To go beyond basic meter reading and billing, your utility needs tools that provide a deeper understanding of the data you collect to turn it into meaningful information for a Smart Water Network. The Neptune® 360™ data management platform was designed to provide as much data as your utility needs, while helping you make sense of it all — empowering faster, more informed decisions. Analyze data quickly and easily with software tailored for the needs of water utilities.



Putting Your Data in View

Having the data is one thing, seeing the data and making sense of it is another. Neptune 360 delivers an intuitive, user-friendly design, making the data clear and easy to interpret. Examining your entire AMI network using system-wide Key Performance Indicators and geographical views assists with identifying areas of concern and finding ways to maximize operational efficiencies.

Quickly access a dashboard view of your largest water consumers, providing you with information needed to take action. Analysis of individual trends and usage patterns helps resolve customer service calls with confidence. Detailed reporting of consumption activity, potential leaks, and reverse flow will keep you ahead of issues that could impact your utility's revenue.



Lift Your IT Burden with a Cloud-Based Solution

Boost utility efficiency with Neptune 360 delivered as a service. No longer install servers or perform upgrades. All that is needed is an Internet browser. Just log on to access anywhere at any time.



A True Sense of Security

Ease your security concerns and stay focused on the business of water. Continuously-monitored Neptune 360 operates from a world-class data center, providing the highest level of security, redundancy, and disaster recovery services.

Share Information Across the Smart Water Network

Your management, maintenance, customer service, water quality, and other departments all need fast, easy access to information. Share and leverage actionable data captured by Neptune 360, empowering

collaboration and helping predict impacts on your utility. The platform seamlessly integrates meter data, event data, and alerts directly with third party work order systems, customer portals, hydraulic modeling applications, and other systems through Application Programming Interfaces (APIs).



An Application that Grows as You Grow

From mobile meter reading today, to moving to an AMI network tomorrow, the same software platform is utilized. Apply trend analysis in rate structure planning and usage initiatives. The modular-based platform makes it easy to turn on new features as your needs evolve, bringing you critical data to proactively plan for tomorrow.



Trust the Data

Data accuracy and dependability matter. By implementing the highest-level architecture, Neptune ensures data integrity with processes and tools to maintain quality from the meter to the platform as part of routine business operation.

NEPTUNE 360™

Analyze and share meaningful data with a platform that empowers utilities. Actionable insights help you achieve your goals and objectives.

METERS MATTER

Stream critical actionable data right into Neptune® 360™.



WALK-BY DATA

Sync collected data easily.



FUTURE PROOF AMI

Connect AMI network data.



MOBILE

Incorporate mobile data collection.



BRING YOUR OWN DEVICE

Eliminate specialized devices and communicate efficiently.



THIRD PARTY SOFTWARE

Link data with third party applications (such as CIS and ESRI).



CUSTOMER RELATIONSHIPS

Streamline utility data management and provide exceptional customer service.



+ ACT QUICKLY

+ PLAN FOR THE FUTURE

+ MANAGE GROWTH



Neptune® 360™ Benefits

- Neptune-managed system with no installation required
- Cloud-based solution in a world-class data center with the highest level of security and disaster recovery/redundancy
- 24/7 software system monitoring
- Retain data ownership in a system designed exclusively for water utilities
- Integrate and access Data Analytics across departments — helping your utility achieve goals and objectives
- Identify potential leaks, excessive consumption, and reverse flow to proactively resolve issues faster
- Migrate easily from mobile to fixed network
- Aid Non-Revenue Water reduction, conservation, and rate planning
- A single platform across devices that can be accessed anywhere at any time

Specifications

Neptune 360

- Google Chrome and Microsoft Edge web browsers supported
- When using touch screen monitors, Neptune recommends Microsoft Edge web browser for optimal viewing and performance

Neptune 360 Mobile

- Neptune 360 Mobile supports Android, iPhone, and iPad devices running the following operating systems:
 - Android: 5.1.X Lollipop, 6.0.X Marshmallow, 7.0.X Nougat, 7.1.X Nougat, 8.1.X Oreo
 - iOS: 10.3.1 and higher, 11

Bring Your Own Device to Field Operations

Save money and time with Neptune 360 Mobile — use your utility's existing Android or iOS cell phones or tablet devices to perform meter reading. Pair with an R900® Belt Clip Transceiver or MRX920™ Mobile Data Collector and expand your field device options when performing re-reads, reading monthly routes or even responding to high water bill complaints.



96

days of hourly
historical
consumption



Neptune 360 Mobile provides direct communication via wireless from the field without the need to bring your mobile device back into the office, yielding data on demand for more efficient customer service. Other application capabilities include RF Test, Off-Cycle Read, and Data Log to capture 96 days of hourly historical consumption — addressing customer issues faster.



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[#winyourday](https://twitter.com/winyourday)

Neptune Technology Group
1600 Alabama Highway 229
Tallahassee, AL 36078
800-633-8754 f 334-283-7293

Name	Contact	Phone	Email	Neptune 360	HandHeld	Billing System
Acadia, MD of	Jason Wallsmith	403-972-3808	cao@mdacadia.ab.ca		DAP	Excel
Acme, Village of	Colleen Herrera	403 546 3783	accounting@acme.ca	X	Trimble & BeltClip	Muniware
Alix, Village of	Michelle White	403-747-2495	cao@villageofalix.ca	X	Trimble & BeltClip	Muniware
Andrew, Village of	Pat Skoreko	780-365-3687	vandway@mcsnet.ca		Trimble & BeltClip	Muniware
Arrowwood, Village of	Christopher Northcott	403-534-3821	cao.arrowwood@gmail.com	X	BeltClip V3.0	Excel
Aquateck Water Services	Rod Schlacter	403-932-4507	rschlacter@aquatec-canadian.com		DAP	Excel
Aquatera (Grande Prairie)	Andrea Gallivan	780-538-0343	Aqallivan@Aquatera.ca	X	MRX 920	IM Softech
Athabasca, Town of	Terry Kosinski	780-689-8621	wp@athabasca.ca	X	MRX V4	Diamond
Athabasca, County of	Curtis Creaser	780-212-1787	utilities@athabascacounty.com	X	Trimble & BeltClip	Diamond
Banff, Town of	Kelly Gibson	403-762-1212			Trimble & BeltClip	Diamond
Barnwell, Village of	Wendy Bateman	403-223-4018	rachel.s@barnwell.ca	X	MRX V4	Muniware
Barrhead, Town of	Kathy Vickery	780-674-3301	town@barrhead.ca	X	BCTv3	M.I.G
Bashaw, Town of	Theresa Fuller	780-372-3911	tfuller@townofbashaw.ca	X	Trimble & BeltClip	Diamond
Bearspaw Aqua	Eric Faul	403-561-2285	h2opro@icloud.com			Excel
Beaumont, Town of	Kathy Lewin	780-929-4307	jason.angus@beaumont.ab.ca	X	BeltClip	Diamond
Big Lakes, M.D. of	Georgette Hopkins	780-523-5955	Ghopkins@BigLakesCounty.ca	X	MRX	Diamond
Big Valley, Town of	Sandra Schell	403-876-2269	cao@villageofbigvalley.ca	X	DAP	Vadim
Birchhills, County of	Dion Hynes	780-694-3793	dionh@birchhillscounty.com	X	Trimble & BeltClip	Diamond
Bittern Lake, Village of	Jill Tinson	780-672-7373	cao@villageofbitternlake.ca	X	BeltClip V3.0	M.I.G
Black Diamond, Town of	Tom Dougal	403-933-7599	bpw@town.blackdiamond.ab.ca	X	Trimble & BeltClip	Muniware
Black Mud Water CO-OP	Doug Hornbeck	780-955-7323	hwdhornbeck@gmail.com		DAP	Excel
Bonnyville, Town of	Helene Michaud	780-826-3496	util@town.bonnyville.ab.ca		MRX V4	Vadim
Bonnyville, M.D. of	Darren Turner	780-207-0288	dturner@md.bonnyville.ab.ca	X	Trimble & BeltClip	MuniSoft
Bow Island, Town of	Frank Blaszcak	403-545-2522	distribution@bowisland.com	X	Trimble & BeltClip	Muniware
Bowden, Town of	Jacqui Molyneux	403-224-3395	cfo@bowden.ca	X	Trimble & BeltClip	Muniware
Breton, Village of	Gail Postnikoff	780-621-8579	admin@breton.ca	X	Trimble & BeltClip	M.I.G
Bruderheim, Town of	Andrea Taylor	780-796-3731	andrea.taylor@bruderheim.ca	X	BeltClip V3.0	Muniware
Calmar, Town of	Darlene Parchoma	780-985-3604	Dparchoma@calmar.ca	X	BeltClip V3.0	Diamond
Camrose, City of	Randi Kalynka	780-672-5513	rkalynka@camrose.ca	X	MRX V4	Bellamy
Camrose, County of	Zach	780-672-4449	csmith@county.camrose.ab.ca		MRX & BeltClip	Bellamy
Carbon, Village of	Nikki Morgan	403-572-3244	office@villageofcarbon.com	X	Trimble & BeltClip	Muniware
Cardston, County of	Derrick McCarthy	403-653-4977	derek@cardstoncounty.com	X	MRX	Diamond
Cedar - Mobile Home Park	Tom Marr-Laing	403-348-5458	tom@innstor.ca			Excel
Chestermere, Town of	Renee Spuler	403-207-7075	rspuler@chestermere.ca	X	MRX	Muniware
Champion, Village of	Wendi Smith	403-897-3833	admin@villageofchampion.ca	X	BeltClip	Muniware
Chipman, Village of	Keiron Willis	780-363-3982	kwillis.chipmanab@mcsnet.ca		Trimble & BeltClip	Muniware
Clive, Village of	Carla Kenny	403-784-3366	admin@clive.ca	X	Trimble & BeltClip	Munisoft
Coalhurst, Town of	Kevin Lewis	403-381-3033	klewis@coalhurst.ca	X	BeltClip	TBA
Consort, Village of	Barb Kulyk	403-575-0642	cao@consort.ca	X	Trimble & BeltClip	Muniware
Cowley, Village of	Cindy Cornish	403-628-3808	vilocow@shaw.ca		DAP	Excel
Cremona, Town of	Aaron Gertzen	403-637-3762	cao@cremona.ca	X	BeltClip V3.0	M.I.G
Crossfield, Town of	Kathy Patey	403-946-5878	kathyp@crossfieldalberta.com		BeltClip V3.0	Muniware
Daysland, Town of	Linda Bourassa	780-374-3767	linda.bourassa@daysland.ca		DAP	Muniware
Delburne	Karen Fegan	403-749-3606	karen.fegan@delburne.ca	X	BeltClip V3.0	Vadim
Delia, Village of	Mark Nikota	403-364-3787	cao@delia.ca	X	DAP	Bellamy
Donalda, Village of	Kristi	403 883 2345	assistantcao@village.donaldal.ab.ca	X	MRX	Muniware
Donnelly, Village of	Rita Maure	780-925-3835	lb.vilofdon@serbemet.com		DAP	M.I.G.
Drumheller, Town of	Laura Christopherson	403-823-1340	lchristopherson@drumheller.ca	X	MRX	Vadim
Duchess, Village of	Kent Torkleson	403-376-0885			DAP	M.I.G
Eckville, Town of	Jack Ramsden	403-746-2171	jackramsden@eckville.com		Trimble & BeltClip	Diamond
Edberg, Village of	Courtney Wold	780-877-3999	vledberg@syban.net	X	BCTv3	Muniware
Edson, Town of	Darin Borysko	780 723-6461	darimb@edson.ca	X	MRX V4	Bellamy

Elkpoint, Town of	Lynn Proskiw	780-724-3810	pc@elkpoint.ca	X	Trimble & BeltClip	Muniware
Fairview, Town of	Gary Leatham	780-835-4026	utilities@fairview.ca	X	MRX	Diamond
Falher, Town of	Ernie Marchildon	780-837-2247	admin@falher.ca	X	DAP	M.I.G.
Ferintosh, Village of	Heather Leslie	780-877-3767	ferintosh@mailhub.ca		DAP	M.I.G.
Folding Mountain Condo Assoc.	Dale Rhyason	780-866-2188	drhason@moradnet.ca		DAP	Excel
Foothills, MD of	Leslie Fitzgerald	403-333-9119	leslie.fitzgerald@foothillscountyab.ca	X	MRX	Diamond
Forestburg, Village of	Craig Stenlund	780-385-0901	forestburg-water@eastlink.ca		Trimble & BeltClip	Muniware
Forty Mile No 8 (County of)	Stewart Payne	403-867-3530	stewart.payne@fortymile.ab.ca		DAP	Bellamy
Fox Creek, Town of	Lori Conkin	780-622-3896	finance@foxcreek.ca	X	DAP	Diamond
Gibbons, Town of	Denise Chartrand	780-923-2999	gibbonsparksandrec@gibbons.ca	X	MRX	Muniware
Glendon, Village of	Brian Mack		brianmack2012@gmail.com		DAP	N/A
Grande Prairie, County of	Nicholas Whitson	780-532-9722	nwhitson@countypg.ab.ca		Trimble & BeltClip	Serenic
Greenview, M.D. of	Carolyn Ferraby	780-827-3362	Carolyn.Ferraby@MDGreenview.ab.ca	X	BeltClip V3.0	Bellamy
Halkirk, Village of	Andrea	403-884-2464	halkirk@syban.net		DAP	TBA
Hardisty, Town of	Ivan Lesmeister	780-888-3623	ivan@hardisty.ca	X	BeltClip	Muniware
Henry Kroeger Regional Water	Garth Carl	403-854-3523	gwcarl@hkrwsc.org	X	MRX	In house
Heritage Pointe - Corix Utilities	Mike White	403-256-9192	mike.white@corix.com		MRX	Diamond
Heisler, Village of	Heidi Rohe	780-889-3774	administration@villageofheisler.ca		DAP	Muniware
High Level, Town of	Keith Straub	780-926-2201	kstraub@highlevel.ca		MRX	Diamond
High Prairie, Town of	Corrie Cropley	780-523-3388	utilities@highprairie.ca		DAP	Bellamy
Highway 14 Water Coop	Evan Clay	780-663-2019	Evan.Clay@hwy14water.ca	X	MRX	Excel
Irricana, Village of	Brenda Campbell	403-935-4672	bcampbell@irricana.com		Trimble & BeltClip	Muniware
Jasper Town Of	Vidal Michaud	780-852-6505	Vmichaud@town.jasper.ab.ca		Trimble & BeltClip	Bellamy
Kananaskis Country; Tourism	Jonathan Paczkowski	587 582 5559	jonpaczkowski@gov.ab.ca		BeltClip	None
Killam, Town of	Kimberly Borgel	780 385 3977	cao@town.killam.ab.ca		DAP	Muniware
Kneehill, County of	Al Kostroski	403-443-5541	al.kostroski@kneehillcounty.com	X	MRX	Diamond
Lacombe, City of	Chris Huston	403-782-1256	Chuston@lacombe.ca	X	MRX	Vadim
Lacombe, County of	Darren Dempsey	403-782-8959	ddempsey@lacombecounty.com	X	MRX	Diamond
Lac St. Anne, County of	Joe Duplessie	780-785-3411	jduplessie@lsac.ca	X	MRX	Diamond
Leduc, County of	Tammy Elzinga	780-955-3555	tammy@leduc-county.com		Trimble & BeltClip	N/A
Legal, Town of	Robert Proulx	780-961-3773	rproulx@legal.ca	X	BeltClip	Muniware
Lethbridge, City of	Doug Kaupp	403-320-3078	Doug.Kaupp@lethbridge.ca		MRX V1	Midas Metering
Lethbridge, County of	Craig Praskach	403-732-4722	cpraskach@letcounty.ca	X	Trimble & BeltClip	Bellamy
Linden, Village of	Lynda Vanderwoerd	403-546-3888	cao@linden.ca	X	BeltClip V3.0	Muniware
Lomand, Village of	Tracy Doram	403-792-3611		X	BeltClip V3.0	Muniware
Longview, Village of	Dale Harrison	403-558-3922	cao@village.longview.ab.ca		DAP	M.I.G.
Lougheed, Village of	Karen O'Connor	780 386-3970	cao@lougheed.ca		Trimble & BeltClip	Muniware
Magrath, Town of	Jessica Hehr	403-758-3212	jessica@magrath.ca	X	MRXv4	Muniware
Manning, Town of	Mandy Paulovich	780-836-3606	mpaulovich@manning.ca		Trimble & BeltClip	Bellamy
Mannville, Village of	Jennifer Hodel	780-763-3500	info@mannville.com	X	MRX V3	Townsuite/Procom
McLennan, Town of	Lorraine Willier	780-324-3065	cao@mcclennan.ca	X	BCTV3	Muniware
Medicine Hat, City of	Allen Pribyl	403-529-8127	allpri@medicinehat.ca			Cogsdale/Aquiliun
Millet, Town of	Joyce Vandertlee	780-387-4554	utilities@millet.ca		Trimble & BeltClip	Bellamy
Milo, Village of	Wendy Hingley	403-599-3883	cao@villageofmilo.ca	X	BeltClip V3.0	Munisoft
Mundare, Town of	Colin Zyla	780-764-3929	cao@mundare.ca	X	Trimble & BeltClip	M.I.G.
Munson, Village of	Lyle Caviezel	403-823-6987			DAP	Muniware
Nampa, Village of	Dianne Roshuk	780-322-3896	cao@nampa.ca		Trimble & BeltClip	Muniware
New Dayton	Shawn Hathaway	403-642-3635				Excel
New Norway, Village of	Anne Flynn	780-855-3915			DAP	Bellamy
Nothern Lights, County of	Ken McClenan	780-836-3348	mcclenank@countyofnorthernlights.com		MRX/BeltClip	Bellamy
North Springbank Water CO-OP	Bryce Johnson	403-247-1007	brycej@telus.net		MRX	None
Northern Sunrise County	Brent Schapanski	780-624-0013	bschapanski@northernsunrise.net		MRX	Diamond
Onoway, Town of	Penny Frizzell	780-967-5338	penny@onoway.ca	X	DAP	Muniware

Oyen, Town of	Marsha Moore	403-664-3511	accounting@townfoven.com	X	DAP	Munisoft
Parkland County	Tanner Simpson	780-968-8888	Tanner.Simpson@parklandcounty.com	X	BeltClip	Bellamy
Peace River, Town of	Dana Langer	780-624-3311	dlanger@peacerever.ca	X	MRX/BeltClip	Diamond
Picture Butte, Town of	Rhonda Trechka	403-732-4555	rhonda@picturebutte.ca		DAP	Muniware
Pincher Creek, Town of	Wendy Catonio	403-627-3156	utilities@pinchercreek.ca		MRX	Munisoft
Pincher Creek NO.9, M.D. of	Jason Wagenaar	403-627-3130	AdminGISIT@mdpincercreek.ab.ca	X	MRX	Bellamy
Ponoka, Town of	Chad Foisy	403-783-4431	chad.foisy@ponoka.ca	X	MRX/BeltClip	Diamond
Hawks Landing Service Co-op	Tereas Oram	403-608-4120	hawkslandingscl@gmail.com		MRX	Excel
Raymond, Town of	Blake Atwood	403-752-3322	blakeatwood@raymond.ca	X	MRX	Muniware
Redwood Meadows, Townsite of	Peggy Rupert	403-949 3563	prupert@redwoodmeadows.ab.ca		BeltClip	Diamond
Rimbey, Town of	Rick	403-843-2113	publicworks@rimbey.com	X	MRX V4	M.I.G
Rocky Mountain House, Town of	Sue Wood	403-845-2866	rockywt@telus.net	X	MRXv4 BCTv3	Diamond
Rockyview, County of	Aileen Hagel	403-230-1401	ahagel2@rockyview.ca			Diamond
Rockyview Water Co-op	George Grosariu		george@rywater.ca		MRX	Excel
Rycroft, Village of	Peter Thomas	780-765-3652	cao@rycroft.ca	X	BCTv3	Muniware
Saddle Hills, County of	Darren Lubeck	780-864-3760	dlubeck@saddlehills.ab.ca	X	MRX/BeltClip	Diamond
Sedgewick, Town of	Thelma Rogers	780-384-3504	county@flagstaff.ab.ca		DAP	Munisoft
Special Areas	Dick Belton	403-779-3733	Shelly.Laughlin@specialareas.ab.ca			In house
Spirit River, Town of	Dee Devau	780-864-5793	srwt@townofspirriver.ca	X	BeltClip V3.0	Muniware
Spruce Grove, City of	Amber Ouellette	780-962-7634	aouellette@sprucegrove.org	X	MRXv4	Diamond
Square Butte Ranch	Dave Morgan	403-561-8622	office@squarebutteranches.com	X	BCTv3	Metric Labs
St. Albert, City of	Ashley Campbell	780-459-1520	acampbell@stalbert.ca		Trimble & BeltClip	Tempest
St. Paul, Town of	Marc Pomerleau		mpomerleau@town.stpaul.ab.ca	X	BCTv3	Bellamy
Standard, Village of	Malcolm McKinnon	403-644-3968	cao@villageofstandard.ca		DAP	Munisoft
Starland, County of	Glen Riep	403-772-3793	gvr@starlandcounty.com	X	MRX	Bellamy
Stettler, County of	Randy Chmelnik		rchmelnik@stettlercounty.ca		MRX	Bellamy
Stettler, Town of	Greg Switenky	403-742-8305	gmcquay@stettler.net	X	BCTv3	Diamond
Stirling, Village of	Bev Moreland	403-756-3379	office@stirling.ca	X	BeltClip V3.0	Muniware
Sturgeon, County of	Jeff Yanew	780-938-8258	ivaneuw@sturgeoncounty.ca	X	BeltClip	N/A
Sylvan Lake, Town of	Monique Johnson	403-887-2800	mjohnson@sylvanlake.ca	X	MRX	Diamond
Taber, Town of	Brent Hamilton	403-331-9598	Brent.Hamilton@taber.ca	X	MRXv4 BCTv3	Diamond
Taber, M.D. of	Corry Moline	403-223-3541	Cmoline@mdtaber.ab.ca		MRX	Bellamy
Three Hills, Town of	Brian Davey	403-443-6032	water@threehills.ca	X	MRX	Vadim
Two Hills, Town of (looking after Derwent)	Avis Maranchuk	780-657-3395				Townsuite/Procom
Tofield, Town of	Kevin Iverson	780-662-3269	kiverson@tofieldalberta.ca	X	BCTv3	Bellamy
Turner Valley, Town of	Mary Martineau	403-933-5732	MaryMa@turnervalley.ca		Trimble & BeltClip	Diamond
University of AB	Evan Davies	780-492-5134			DAP	Excel
Vauxhaul, town of	Cris Burns	403-654-2174	cburns@town.vauxhall.ab.ca	X	BeltClip V3.0	Bellamy
Vilna, Village of	Erla Wagar	780-636-3620	vilna@mcsnet.ca	X	BCTv3	Munisoft
Vulcan, Town of	Stew Birch	403-485-2877	sbirch@townofvulcan.ca	X	BeltClip V3.0	Diamond
Wabamun, Village of	Lindsay Goebel	780-892-2699	admin@wabamun.ca		DAP	Muniware
Warburg, Village	Christine Pankewitz	780-848-2841	village@warburg.ca		Trimble & BeltClip	Diamond
Warner, village of	Lisa Carrol	403-642-3877	ADMIN@WARNER.COM		DAP	M.I.G.
Waskatnau, Village of	Bernice Macyk	780-358-2208	waskvillage@mcsnet.ca		DAP	Fluid Master
Water Mark Developments	Eric Faul	403-561-2285				Fluid Master
Westwind Trailer Court	Ron Weber	780-675-9563				Fluid Master
Wetaskiwin, county of	Robert Boyd	780-361-6236	rboyd@county10.ca	X	MRX	Bellamy
Wheatland, County of	Russell Drummond	403-333-6952	russ_drummond@wheatlandcounty.ca	X	MRX	Bellamy
Whitcourt Town of	Nick Sloomweg	780-778-4093	nicksloomweg@whitcourt.ca		BeltClip V3.0	Diamond
Wood Buffalo, Regional Municipality of	Denis Bruce	780-598-7094	Denis.Bruce@rmwb.ca		Trimble & BeltClip	Bellamy
Woodland County	Steve Hollett	780-778-8400	steve.hollett@woodlands.ab.ca		Trimble & BeltClip	Bellamy
Wolf Creek, Village of	Ryan Vold	403-783-6566	ryan@wilfcreek.com		DAP	None
Yellowhead, County of	Jennifer Lypkie	780-325-3782	jlypkie@yellowheadcounty.ab.ca	X	BCTv3	Diamond

Youngstown, Village of	Emma Garlock	403-779-3875	ytown@explorenet.com		DAP	Munisoft
Fishing Lake Metis Settlement	Lawrence Quinney	780-943-3120	raincardinal@hotmail.com		Trimble & BeltClip	Excel

NWT-NUNAVUT

Behchoko, Community Gov't	Galvin	867-392-6966	water@behchoko.ca	X	MRXv4	Fluid Manager
Fort Smith	Paul Kaeser	867-872-2381	pkaeser@fortsmith.ca		DAP	Vadim
Iqaluit, City of	Susan Avery	867-979-5653	S.Avery@city.iqaluit.nu.ca		DAP	Fluid Manager
Norman Wells	Hugo Pabke	867-587-3700	utilitiesmanager@normanwell.com		DAP	M.I.G
Rankin Inlet	Lexie Morling	867-645-8178			DAP	Fluid Manager
Uluksaktok, Hamlet of	Lena Egotak	867-396-8009			DAP	Fluid Manager



**VILLAGE OF LONGVIEW
FOR COUNCIL DISCUSSION**

Date:	December 20, 2022	Agenda Item #: 11.2
Title:	Auditors of 2022 audit	
Submitted by:	Roy Tutschek, CAO	

Background:

Need to confirm 2022 auditors. It is deemed best to continue with the current auditors in this time of CAO transition and given the staff have no concerns required different auditors. There will be no learning curve staying with current auditors.

Recommendation:

Motion, CAO to sign the audit engagement letter to contract audit services of Gregory Harriman and Associates LLP, for the 2022 Village of Longview audit.

Alternatives:

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

Implications:
*Policy, Statutory
Plans, Legislative:*

Financial: N/A

Communications: Notices posted at Council meetings

Attachments:

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



GREGORY
HARRIMAN
& ASSOCIATES LLP
CHARTERED PROFESSIONAL ACCOUNTANTS

December 5, 2022

To the Mayor and Members of Council:
Village of Longview

The purpose of this letter is to outline the nature of our involvement with the consolidated financial statements of the Village of Longview for the year ending December 31, 2022.

As agreed, we will audit the consolidated statement of financial position of the Village of Longview as at December 31, 2022 and the consolidated statements of operations and change in net financial assets (debt) and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information, and will submit an independent auditor's report on these financial statements. These consolidated financial statements are the responsibility of the Municipality's management. The nature of our report will be governed by our audit findings. We could be required to express a reservation of opinion should we become aware of material departures from Canadian public sector accounting standards during our examination. Specific limitations, which would be imposed on our work as auditor, would also lead us to express a reservation. We will bring to your attention the findings, which could require a reservation of opinion. Our audit report will take the following form:

INDEPENDENT AUDITOR'S REPORT

To the Members of Council of the
Village of Longview

Opinion

We have audited the consolidated financial statements of Village of Longview (the Municipality), which comprise the consolidated statement of financial position as at December 31, 2022, and the results of its operations, changes in its net financial assets and cash flows for the years then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Village of Longview as at December 31, 2022, the results of its operations, change in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are independent of the Municipality in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements
Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Municipality's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Municipality's financial reporting process.

Auditor's Responsibility for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omission, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Municipality's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Municipality to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence and communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

Report on Other Legal and Regulatory Requirements

- Debt Limit Regulation:
In accordance with Alberta Regulation 255/2000, we confirm that the municipality is in compliance with the Debt Limit Regulation. A detailed account of the Municipality's debt limit can be found in Note XX.
- Supplementary Accounting Principles and Standards Regulation:
In accordance with Alberta Regulation 313/2000, we confirm that the Municipality is in compliance with the Supplementary Accounting Principles and Standards Regulation and note the information required can be found in Note XX.

The form and content of our report may need to be amended in light of our audit findings.

As auditor of the organization, our responsibility is to express an opinion on these consolidated financial statements based on our audit. To form a basis for our opinion, we will conduct our audit in accordance with Canadian auditing standards. Those standards require that we comply with ethical standards and plan and perform an audit to obtain reasonable assurance about whether the consolidated financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. An audit also includes assessing the accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall consolidated financial statement presentation.

In accordance with Canadian auditing standards, we must obtain, as part of our engagement, a sufficient understanding of the Municipality's internal control to determine the nature, extent and timing of the audit procedures required. Such understanding is not intended to allow us to express an opinion on internal controls. In making our risk assessments, we consider internal control relevant to the entity's preparation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. We will, however, communicate to you in writing any significant internal control deficiencies that we may identify in the course of our audit. Due to the inherent limitations of an audit, together with the inherent limitations of internal control, there is an unavoidable risk that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with Canadian auditing standards.

We would like to point out that our involvement is not intended to prevent or detect frauds, errors or other irregularities. The application of procedures required by Canadian auditing standards does not exclude the possibility that an error, fraud or other irregularity will remain undetected and, therefore, the responsibility for prevention and detection of fraud and error remains with management. Of course, the audit procedures may reveal significant misstatements, of which we will inform you.

The Municipality's operations are controlled by management and preparing consolidated financial statements in accordance to Canadian public sector accounting standards is management's responsibility. This responsibility includes maintaining adequate accounting records, the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, designing and maintaining efficient internal control systems as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error, the prevention and detection of fraud and error, safeguarding the Municipality's assets, choosing and applying appropriate accounting practices, and the appropriate disclosure of financial information in the consolidated financial statements. During our audit, we will ask you to provide information and explanations and to give us access to any record, document, book account, source document and any additional information that we feel is necessary to perform our audit as well as unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

Subject to your review and approval, we will carry out such bookkeeping we find necessary prior to the preparation of the consolidated financial statements.

As part of our audit, a letter of representation will be requested from the management confirming:

- a) certain representations made orally during our audit that are not reflected in the Municipality's books of account or other records;
- b) certain other representations implicit in the books and records maintained by employees of the organization; and,
- c) that management is not aware of any illegal or possibly illegal acts;
[or, if there are any illegal or possibly illegal acts, "You have disclosed to us all facts related to illegal or possibly illegal acts."].

It is the Members of Council's responsibility to ensure that policies are in place for effective corporate governance and to ensure all unusual and material transactions during the year are approved.

We would ask you to inform us of the main intended purposes of the consolidated financial statements and especially inform us should the organization issue or distribute condensed financial statements or financial statement excerpts to certain users or publish an annual report. In such case, our name should not be used without our prior consent. Unless otherwise authorized by us, our independent auditor's report must accompany the published consolidated financial statements.

Additional Services

- a) For a fee and subject to your review and approval, we will be pleased to provide additional services, as permitted by the Chartered Professional Accountants of Alberta (CPA Alberta) Rules of Professional Conduct, upon request including:
 - (i) Review accounting methods and financial affairs and discuss with you/officers/directors such suggestions and recommendations as we consider appropriate;
 - (ii) Prepare the necessary federal and provincial income tax returns with supporting schedules, examine income tax assessments and advise on income tax matters as required; and,
 - (iii) Provide assistance with reviewing and responding to the Canada Revenue Agency, Alberta Treasury and other government agencies specific to audit and/or other type of review or enquiries.
- b) We are, of course, always prepared to render services beyond those outlined above, and we are at all times available for advice or other assistance regarding taxation, accounting, financial and other matters; and,
- c) We wish to point out that in an engagement of this type, control over and responsibility for the prevention and detection of defalcations or other irregularities or errors or omissions rests with you.

Independence

The Chartered Professional Accountants of Alberta (CPA Alberta) Rules of Professional Conduct require that we are independent when conducting this engagement. If matters should arise during the engagement that can reasonably be assumed to have impaired our independence and cannot be properly safeguarded by the appropriate procedures, we will need to withdraw from this engagement. Due to the range of clients that we serve, we may be in a position where we are providing services to clients whose interest may conflict with your own. Although we perform procedures that identify such conflicts, we cannot ensure that we will identify all existing or developing conflicts. We ask that you notify us of any existing or potential conflicts that you are aware of. Where unanticipated or unavoidable conflicts arise and the threat on our independence cannot be reduced to an acceptable level, we will be required to cease providing services and likely will not be able to complete the engagement. In such cases, we will not be responsible for any loss or damages that may result and we shall be entitled to receive compensation for services provided up to the date of withdrawal.

Privacy

Our business respects the privacy of your personal and/or financial information, that is, information that identifies you as an individual and your financial resources, or that is associated with such identifying information. By engaging our services, you agree to provide personal and/or financial information necessary for us to meet your service requests.

Before you provide us with any personal and/or financial information on behalf of others, you agree that you will have obtained consent for collecting, using and disclosing this information, according to privacy legislation.

We want you to know that we will not rent, sell or otherwise make your personal and/or financial information, including contact information, available to any third party without your consent. We use your information to complete your service requests, to inform you of changes in our business or service offerings, and to maintain our professional correspondence with you.

Any communication between our firm and your entity using e-mail or fax is authorized and considered an acceptable legal form of communication.

We follow rigorous privacy practices and we have a privacy policy that governs our use and handling of the information you provide to us. We invite you to contact our office if you would like additional information about these practices.

Ownership

We wish to inform you that all working papers, files, reports and work created or developed by us during the course of this engagement remain our property and are maintained in a secure environment. Except as indicated in the Chartered Professional Accountants of Alberta (CPA Alberta) Rules of Professional Conduct, or by any legal proceeding, we have no responsibility to share our working papers with you or with any other parties.

During the course of our work, we may provide, for your own use, certain software, spreadsheets and other intellectual property to assist with the provision of our services. Such software, spreadsheets and other intellectual property must not be copied, distributed or used for any other purpose. We also do not provide any warranties in relation to these items and will not be liable for any damage or loss incurred by you in connection with your use of them.

Management's Responsibilities

Our audit will be conducted on the basis that management and, where appropriate, those charged with governance acknowledge and understand that they are responsible for:

- a) The preparation and fair presentation of the financial statements in accordance with the Canadian public sector accounting standards;
- b) Such internal control as management determines is necessary for the prevention and detection of fraud and error; and,
- c) Providing us with:
 - (i) Complete financial records and related data;
 - (ii) Copies of all minutes of meetings of directors and committees of directors;
 - (iii) Information relating to any known or probable instances of non-compliance with legislative or regulatory requirements, including financial reporting requirements;
 - (iv) Information relating to any illegal or possibly illegal acts, and all facts related thereto;
 - (v) A listing of all related parties and related-party transactions and information relating to measurement and disclosure of transactions with those related parties;
 - (vi) An assessment of the reasonableness of significant assumptions underlying fair value measurements and disclosures in the financial statements;
 - (vii) Any plans or intentions that may affect the carrying value or classification of assets or liabilities;
 - (viii) An assessment of all areas of measurement uncertainty known to management that are required to be disclosed in accordance with MEASUREMENT UNCERTAINTY, Section 1508 of the CPA Canada Handbook – Accounting;

- (ix) Information relating to claims and possible claims, whether or not they have been discussed with the Village of Longview's legal counsel;
- (x) Information relating to other liabilities and contingent gains or losses, including those associated with guarantees, whether written or oral, under which the Village of Longview is contingently liable;
- (xi) Information on whether the Village of Longview has satisfactory title to assets, whether liens or encumbrances on assets exist, and whether assets are pledged as collateral;
- (xii) Information relating to compliance with aspects of contractual agreements that may affect the financial statements; and,
- (xiii) Information concerning subsequent events.

As part of our audit process:

- a) We will make inquiries of management about the representations contained in the financial statements. At the conclusion of the engagement, we will request from management and, where appropriate, those charged with governance written confirmation concerning those representations. If such representations are not provided in writing, management acknowledges and understands that we would be required to express negative assurance with a qualification or a denial of assurance in the independent auditor's report.

Preparation of Schedules

We understand that you will prepare certain schedules and locate specified documents for our use before our engagement is planned to commence.

This assistance will facilitate our work and could help to minimize our costs. Any failure to provide these working papers or documents on a timely basis may impede our services and require us to suspend our services or withdraw from the engagement.

Use and Distribution of Our Report

Our independent auditor's report on the financial statements has been issued solely for the use of the organization and those to whom our report is specifically addressed. We make no representations of any kind to any third party in respect of these financial statements, and we accept no responsibility for their use by any third party.

We ask that our name be used only with our consent and that any information to which we have attached a communication be issued with that communication, unless otherwise agreed to by us.

If you require our consent in this regard, management agrees to provide, on a timely basis, a draft of the other information for our review prior to the issuance of the independent auditor's report.

Reproduction of the Independent Auditor's Report

If reproduction or publication of the independent auditor's report (or reference to our report) is planned in an annual report or other document, including electronic filings or posting of the report on a website, a copy of the entire document must be submitted to us in sufficient time for our review before the publication or posting process begins.

Management is responsible for the accurate reproduction of the financial statements, the independent auditor's report and other related information contained in an annual report or other public document (electronic or paper-based). This includes any incorporation by reference to either full or summarized financial statements that we have reviewed.

File Inspections

In accordance with professional regulations (and by our firm's policy), our client files may periodically be reviewed by practice inspectors and by other engagement file reviewers to ensure that we are adhering to professional and our firm standards. File reviewers are required to maintain confidentiality of client information.

Governing Legislation

This engagement letter is subject to, and governed by, the laws of the Province of Alberta. The Province of Alberta will have exclusive jurisdiction in relation to any claim, dispute or difference concerning this engagement letter and any matter arising from it. Each party irrevocably waives any right it may have to object to any action being brought in those courts to claim that the action has been brought in an inappropriate forum or to claim that those courts do not have jurisdiction.

Fees

We base our fees on numerous factors, including time required at our regular rates for the type of services and personnel assigned, the difficulty and size of the assignment, the degree of skill required, time limitations imposed on us by others, the experience and ability of the personnel assigned, the nature of the project, the level of cooperation by the client's staff and the value of the service to the client.

Fees will be billed periodically as work progresses on this engagement. Furthermore, any disbursements will be added to the billing. The firm's standard payment terms require payment in full within 30 days of the date the account is rendered. Interest is charged at 1.5% per month (18% per annum) on overdue accounts. The clients agree to pay all fees and any interest that may become payable.

We retain the copyright and all intellectual property rights in any original materials provided to you. **Please note:** All documentation prepared by the firm including working papers, tax returns, accounting entries including supporting computations remain the property of the firm until all fees are paid in full. Access to working papers and other materials prepared by the firm for the clients and third parties will not be granted until fees are paid in full.

Continuance of Service

If either the clients or our firm terminate the engagement with written notice, the clients shall pay for time and expenses incurred by our firm up to the termination, as well as all reasonable time and costs incurred to terminate services. Our firm shall not be responsible for any loss, costs, or damages resulting from such termination.

Note that our firm will not be liable for failures or delays in performance that arise from factors beyond our control, including the untimely performance of the client's obligations as set out in this engagement letter.

We will be pleased to provide additional services, as permitted by the Chartered Professional Accountants of Alberta (CPA Alberta) Rules of Professional Conduct, upon request.

Dispute Resolution

You agree that:

- a) Any dispute that may arise regarding the meaning, performance or enforcement of this engagement will, prior to resorting to litigation, be submitted to mediation; and,
- b) You will engage in the mediation process in good faith once a written request to mediate has been given by any party to the engagement.

Any mediation initiated as a result of this engagement shall be administered within the Province of Alberta by ADR Institute of Alberta, according to its mediation rules, and any ensuing litigation shall be conducted within such province, according to provincial law. The results of any such mediation shall be binding only upon agreement of each party to be bound. The costs of any mediation proceeding shall be shared equally by the participating parties.

Indemnity

The clients hereby agree to indemnify, defend (by counsel retained and instructed by us) and hold harmless our firm (and its partners, agents or employees) from and against any and all losses, costs (including solicitors' fees), damages, expenses, claims, demands or liabilities arising out of (or in consequence of):

- a) The breach by the organization, or its directors, officers, agents, employees or those that it is responsible for, of any of the representations or covenants made by the clients herein, including, without restricting the generality of the foregoing, the misuse of, or the unauthorized dissemination of, our engagement report or the financial statements in reference to which the engagement report is issued, or any other work product made available to you by our firm.

Costs of Responding to Government or Legal Processes

In the event we are required to respond to a subpoena, court order, government agency or other legal process for the production of documents and/or testimony relative to information we obtained and/or prepared during the course of this engagement, you agree to compensate us at our normal hourly rates for the time we expend in connection with such response and to reimburse us for all of our out-of-pocket costs (including applicable GST) incurred.

Limitation of Liability

Gregory, Harriman & Associates LLP is a registered limited liability partnership ("LLP") established under the laws of the Province of Alberta. While Gregory, Harriman & Associates LLP is a partnership, its partners have a degree of limited liability. A partner is not personally liable for any debts, obligations or liabilities of the LLP that arise from a negligent act or omission by another partner or any person under that other partner's direct supervision or control. The legislation relating to LLP's does not, however, reduce or limit the liability of the firm. The firm's insurance exceeds the mandatory professional indemnity insurance requirements established by the relevant professional bodies. Subject to the other provisions hereof, all partners of the LLP remain personally liable for their own actions and/or actions of those they directly supervise or control.

- a) Subject to the limits set out below in paragraphs (b) and (c), Gregory, Harriman & Associates LLP's liability shall be several and not joint and several, solidary or in solidum, even if Gregory, Harriman & Associates LLP shall only be liable for its proportionate share of the total liability based on degree of fault;
- b) Under no circumstances shall Gregory, Harriman & Associates LLP be liable for damages in respect of any incidental, punitive, special, indirect or consequential loss, even if Gregory, Harriman & Associates LLP has been advised of the possibility of such damages including but not limited to loss of profits, loss of revenues, failure to realize expected savings, loss of data, loss of business opportunity, or similar losses of any kind; and,
- c) Gregory, Harriman & Associates LLP's total liability for all claims, losses, liabilities and damages in connection with the performance of the services, regardless of the form of the claims, losses, liabilities or damages, shall not exceed an amount equal to the three times the fees paid to Gregory, Harriman & Associates LLP for this current engagement. This clause shall not limit Gregory, Harriman & Associates LLP liability for death, personal injury or property damage caused by the negligent act or omissions of Gregory, Harriman & Associates LLP and its partners, or staff, or for loss or damage caused by their fraud or willful misconduct.

This engagement letter includes the relevant terms that will govern the engagement for which it has been prepared. The terms of this letter supersede any prior oral or written representations or commitments by or between the parties. Any material changes or additions to the terms set forth in this letter will only become effective if evidenced by a written amendment to this letter, signed by all of the parties.

If you have any questions about the contents of this letter, please raise them with us. If the services outlined are in accordance with your requirements, and if the above terms are acceptable to you, please sign the copy of this letter in the space provided and return it to us.

We very much appreciate the opportunity to be of service to you.

Yours truly,



Erin Gregory, CPA, CA
Gregory, Harriman & Associates LLP
Chartered Professional Accountants

The undersigned agree to the terms of the engagement set forth above.

Village of Longview

Per: _____
Signature

Title

Please print name

Per: _____
Signature

Title

Please print name

BANK CONFIRMATION

(Areas to be completed by client are marked §, while those to be completed by the financial institutions are marked †)

<p>FINANCIAL INSTITUTION (Name, branch and full mailing address) § ATB Financial 122 Centre Avenue W. PO Box 147 Black Diamond, Alberta T0L 0H0</p> <p>Branch Transit #07239</p> <p>CONFIRMATION DATE § December 31, 2022 (All information to be provided as of this date) (See Bank Confirmation Completion Instructions)</p>	<p>CLIENT (Legal name) § Village of Longview PO Box 147 Longview, Alberta T0L 1H0</p> <p>The financial institution is authorized to provide the details requested herein to the below-noted firm of accountants</p> <p>§ X Client's authorized signature _____</p> <p>Please supply copy of the most recent credit facility agreement (initial if required) § X</p>
--	--

1. LOANS AND OTHER DIRECT AND CONTINGENT LIABILITIES (If balances are nil, please state)

NATURE OF LIABILITY/ CONTINGENT LIABILITY †	INTEREST (Note rate per contract) RATE † DATE PAID TO †	DUE DATE †	DATE OF CREDIT FACILITY AGREEMENT †	AMOUNT AND CURRENCY OUTSTANDING †
Please add all loans/investments/ accounts not listed				

ADDITIONAL CREDIT FACILITY AGREEMENT(S)

Note the date(s) of any credit facility agreement(s) not drawn upon and not referenced above †

2. DEPOSITS/OVERDRAFTS

TYPE OF ACCOUNT §	ACCOUNT NUMBER §	INTEREST RATE §	ISSUE DATE (If applicable) §	MATURITY DATE (If applicable) §	AMOUNT AND CURRENCY (Brackets if Overdraft) †
MUSH Operating Account	0000905153800				
MUSH Operating Account	0000905212700				
Please list all accounts not listed					

EXCEPTIONS AND COMMENTS
(See Bank Confirmation Completion Instructions) †

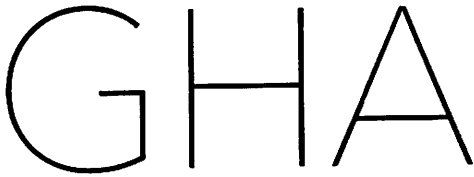
STATEMENT OF PROCEDURES PERFORMED BY FINANCIAL INSTITUTION †
The above information was completed in accordance with the Bank Confirmation Completion Instructions.

Authorized signature of financial institution _____	BRANCH CONTACT - Name and telephone number _____
Please forward this form directly to our chartered accountant.	

Name: Gregory, Harriman & Associates LLP
Address: 104, 331 – 3rd Avenue
Strathmore, Alberta T1P 1T5
Telephone: (403) 934-3176
Fax: (403) 934-3182
Email: mailbox@gh-a.com

NOTE !!!

Sign & mail to your bank after December 31st



GREGORY
HARRIMAN
& ASSOCIATES LLP
CHARTERED PROFESSIONAL ACCOUNTANTS

December 5, 2022

To the Members of Council of the
Village of Longview
Box 147
Longview, Alberta
T0L 1H0

RE: Auditor Independence With Respect to the Village of Longview

We have been engaged to audit the consolidated financial statements of the Village of Longview for the year ended December 31, 2022.

Canadian auditing standards (CAS) require that we communicate at least annually with you regarding all relationships between the Village of Longview and our firm that, in our professional judgment, may reasonably be thought to bear on our independence. In determining which relationships to report, these standards require us to consider relevant rules and related interpretations prescribed by the appropriate provincial institute/order and applicable legislation, covering such matters as:

- holding a financial interest, either directly or indirectly, in a client;
- holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client;
- personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client;
- economic dependence on a client; and,
- provision of services in addition to the audit engagement.

We have prepared the following comments to facilitate our discussion with you regarding independence matters.

We are not aware of any relationships between the Village of Longview and us that, in our professional judgment, may reasonably be thought to bear on our independence to date.

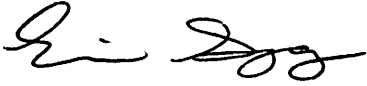
Our fees for this engagement will be based on the complexity of the issues and the time required for the individuals who will be performing the services. Any non-audit services will be based on complexity of issues and the time required for the individual performing the service to address.

CAS requires that we confirm our independence to the Council Members in the context of, the Chartered Professional Accountants of Alberta (CPA Alberta) Rules of Professional Conduct. Accordingly, we hereby confirm that we are independent with respect to the Village of Longview within the meaning of the CPA Alberta Rules of Professional Conduct as of December 5, 2022.

This report is intended solely for the use of the Council Members, management and others within the Village of Longview and should not be used for any other purpose.

We look forward to discussing with you the matters addressed in this letter.

Yours truly,

A handwritten signature in black ink, appearing to read "Erin Gregory". The signature is fluid and cursive, with a large initial "E" and a long, sweeping tail.

Erin Gregory, CPA, CA
Gregory, Harriman & Associates LLP
Chartered Professional Accountants



HELP International Shelterbelt Program

Tree Production, Research and Training Center
P.O. Box 181, Weyburn, SK, Canada S4H 2J9
Tel: (306) 842-2433 Cell: (306) 861-0814
Fax: (306) 848-0902 Email: helpint@sasktel.net



2023 Subsidized Shelterbelt Program Launch

November 21, 2022

I am proud to announce the launch of HELP's 2023 Subsidized Shelterbelt Program

The program is open to any urban or rural municipality, local or regional park, farm, acreage owner, or other private or public landowner or community group for any purpose in tree planting including but not limited to:

- Shelterbelts, Stream Margin Forest Buffers, Wildlife Habitat Plantings
- Parks
- Street Boulevards
- Tree distributions by municipalities, non-for-profits or companies to the public
- Phytoremediation applications including but not limited to:
 - salinity control around lagoons
 - tree caps for decommissioned landfill for leachate control
 - forest filters on flood plains below landfills
 - effluent irrigation woodlots and much more

Great News About HELP Current Crop of Tree Seedlings

In response to supply chain concerns during Covid HELP embarked on a new strategy of over-producing tree stock and holding over more green house produced tree seedlings into their second year prior to sale. This ensures hardier stock than ever and means that for many varieties you are getting two year old seedlings for the price of one year olds.

New Sapling Production

In addition to 1,000,000 seedlings of diverse poplar, willow, evergreen and shrub varieties, HELP now has saplings available in one liter to one gallon pots including: Tristis Poplar, Okanese Poplar, Prairie Sky Poplar and the majestic North West Poplar (up to 7 feet potted saplings) in addition to Laurel Leaf Willow, Golden Willow as well as three year old Scot's Pine.

Three ways to order:

- On Line: www.help-shelterbelts.com and click on 'store'
- Mail in paper order with cheque payment
- By phone to 306-861-0814

Keeping Tree Price Low

HELP continues to keep its tree prices lowest in Canada of any private or non-subsidized social enterprise. Our patented tree production system and HELP volunteers are key in keeping tree pricing low. In addition to low cost seedlings, our charity provides early bird discounts up to 6 %, plus 5% bonus trees over top of what you order and an additional 10% (payable in large generic willow) for pick up customers. So potentially 21 percent in bonuses and/or discounts.

HELP also provides free trees exclusively for habitat plantings (to Saskatchewan residents only) in collaboration with Game Bird Trust and Shand Greenhouse. These are only available for Saskatchewan pick up customers and can only be provided at the time of pick up. No pre-ordering is available for these free habitat trees.

Uber-like Tree Deliveries

HELP pays pick up customers to carry and hand over shipping customer trees at or within 50 km of shipping customer destination. This allows trees to be delivered same day and allows full leaf trees to be transported in open container.

Our research unit continues production of longer root willows to enhance drought resistance.

Shelterbelt Planting Assistance

In addition to free website and telephone advice on shelterbelt planning, on a contract basis provides leading edge field assistance in shelterbelt planting, plastic film mulching with funnels at each tree, and turf grass installation. HELP also installs drip irrigation on a contract basis across the three Prairie Provinces.

HRD News

I am proud to announce that, in addition to our volunteers, HELP International has added eight full time professional technicians possessing PhDs, MAs and B.Sc.s. These fine workers will help lead important research and meet rising demand for trees and tree planting services across the prairies.

In response to ever increasing demand for trees, HELP is increasing its tree stock with each passing year. `

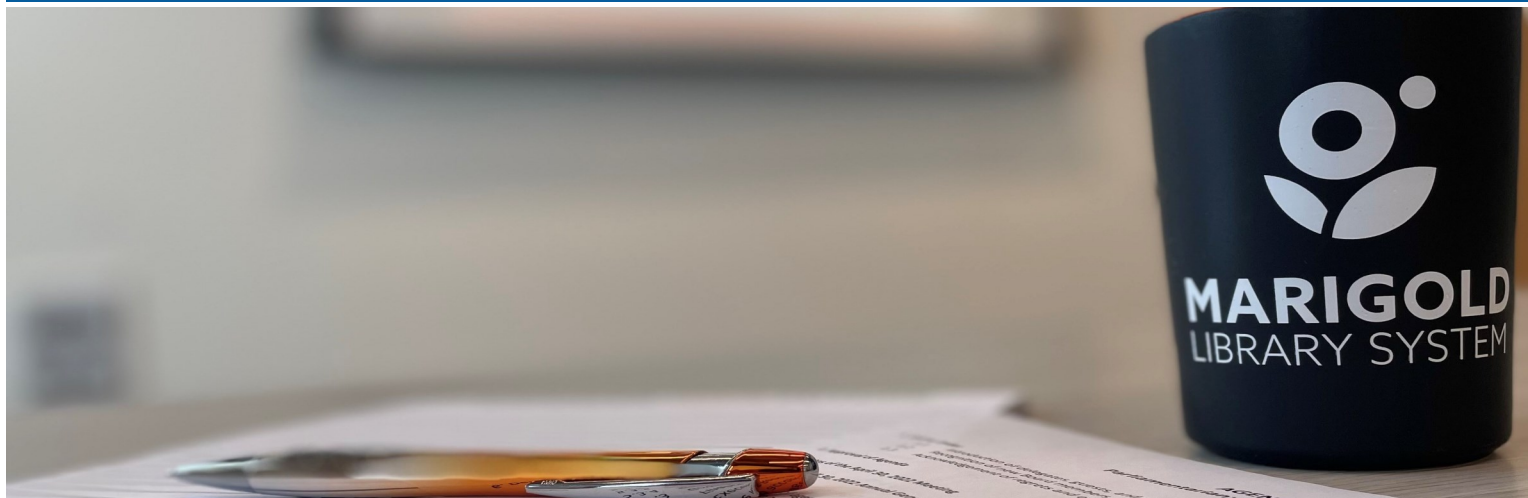
HELP is extremely thankful to all Towns, RMs, and Prairie residents who continue to collaborate with us in vital tree planting. This is an activity that increases the quality of life on the prairies for everyone.

Rodney Sidloski, CEO
HELP International



MARIGOLD REPORT

To Councils and Special Areas Board



MARIGOLD BOARD MEETING HIGHLIGHTS:

November 26, 2022

The Marigold Library System Board met Saturday, November 26 via Zoom. New Board members were recognized: Kelly Burgess – Village of Empress

FINANCIAL STATEMENTS

Marigold unaudited Financial Statements to October 31, 2022 were accepted for information. Marigold Library System is in a positive financial position. Expenditures are on track including IT equipment and materials.

Draft Operating Budget 2023-2025

The draft budgets for operating and capital/projects budgets were presented and approved for information. In January, the final budget will be presented to Marigold Board for approval, based on year-end

actual expenditures and official populations from Municipal Affairs.

Marigold's Draft Operating Budget for 2023 is \$5,784,820, which is 3% higher to account for an projected increase to population numbers.

Marigold is the third largest library system in Alberta, based on service population, after Calgary and Edmonton. With a larger service population, costs are higher, and many expenses are calculated on a per capita basis. There are increased costs for utilities, fuel and IT contracts.

eResource subscriptions and eBook pricing are impacted by U.S. dollar exchange rates. Salaries account for 38% of the total budget. Savings have been found in website development, internet costs and promotional materials.

HQ Building Sale: 710 2 Street, Strathmore

Here are details on the listing of our old headquarters building and property in Strathmore: <https://www.realtor.ca/real-estate/25017701/710-2-street-strathmore>

Key initiatives in 2023 include:

The development of Marigold's 2023-2025 Plan of Service will be completed early next year.

The IT department is working on a network storage replacement project, which will add additional network hardware and enhance the storage space for virtualized servers and appliances.

Marigold continues to work with the Langdon Library Society and Rocky View County on the opening of the new Langdon Community Library in early 2023.



Wishing everyone a wonderful, happy and healthy holiday season! All the best from Marigold Headquarters for a bright 2023.

- Lynne Price, CEO (right) and Laura Taylor, Chief Operating Officer (left)



POLICY APPROVAL & DECISION

Policies reviewed and approved by the Marigold Board:

Finance Policy - Finance
Information Technology (IT) Services Policy – Standards & Services

The Board also reviewed the Library Services for Indigenous Persons Operational Policy (Public Library Services Branch)

Capital and project expenditures for 2023 are based on available funds after estimated operating costs have been subtracted from revenue projections. Two service vehicles need to be replaced.

FREEDOM TO READ WEEK

February 19-February 25, 2023: Vice Chair Maxine Booker proclaimed Freedom to Read Week in Marigold. Communications & Engagement Manager Jessie Bach spoke about the importance of being able to choose what you want to read and how intellectual freedom is challenged when any resource is restricted. Canadian libraries have an essential role in promoting freedom to read and intellectual freedom. Member libraries, councils and residents are encouraged to celebrate Freedom to Read Week from February 19– February 25. The proclamation will be sent to local library boards and councils early in January. More at: freedomtoread.ca

HQ STAFF PRESENTATIONS TO MARIGOLD BOARD:

IT Update:

IT Manager Richard Kenig reported on several long-term projects related to hardware and server upgrades, network architecture and infrastructure, and general cyber security. Service continues to expand for hybrid workers, including expanding cloud storage capacities and providing more user training and onboarding with available tools (e.g. Teams, Onedrive, Sharepoint).

The IT department continues to support several libraries on upcoming moves or builds: Rumsey, Morrin, the new Langdon Community Library, and Airdrie Public Library as they progress through the building of their new facility.

Upcoming Board Meetings

Saturday, January 28, 2023: Virtual Teams Meeting, 9:30 am.

Saturday, April 22, 2023: 9:30 am in Strathmore at the Marigold Library System & Western Irrigation District Community Room

Trustee Orientation: February 11, 2023

Virtual Teams Meeting, 9:30 am.

Unit B 1000 Pine Street
Strathmore, AB T1P 1C1
Phone: 403-934-5334
1-855-934-5334



MARIGOLD
LIBRARY SYSTEM

Jean Rae <raej@fsd38.ab.ca>

To:

- Verna Staples <VernaS@town.blackdiamond.ab.ca>;
- Lisa Brown <lisab@turnervalley.ca>;
- Dale Harrison;
- Roy Tutschek

Wed 12/7/2022 3:11 PM

Hello,

I am endeavouring to set up a meeting between the FSD Board, Towns of Black Diamond, Turner Valley and Village of Longview councils and would appreciate if you could check the following dates from 9am-10am to meet at our offices in High River.

Please respond to 'all' and hopefully we can find a date that works for everyone.

Very much appreciated,

Jean Rae, Executive Assistant

Tuesday, March 14, 2023

Or

Thursday, March 16, 2023