

**AGENDA**  
REGULAR COUNCIL MEETING OF THE VILLAGE OF LONGVIEW  
In the Province of Alberta, held on Tuesday March 19, 2024  
In Longview Council Chambers at 5:30 p.m.

1.0 **CALL TO ORDER**

2.0 **AGENDA**

3.0 **DELEGATION**

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 the Regular Council Meeting February 20, 2024 and the Special Council meeting February 28, 2024.

6.0 **ACTION ITEM LIST**

- 6.1 CAO Report of Action items.

7.0 **REPORTS**

- 7.1 CAO Report, to March 14, 2024.
- 7.2 February 2024 PO Report.
- 7.3 Council Reports, February 2024.

8.0 **FINANCIAL REPORTING**

- 8.1 February 2024 Bank Reconciliation.
- 8.2 February 2024 Accounts Payable Cheque Register.
- 8.3 February 2024 YTD Budget to Actual Revenue and Expenses.

9.0 **QUESTION PERIOD**

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

10.0 **BYLAWS**

- 10.1 Bylaw 427-20 FCSS Advisory Board

11.0 **BUSINESS**

- 11.1 Schedule date for Council to meet to plan the public engagement - obtain resident feedback regarding: draft Animal Control Bylaw 469-23 and Morrison Rd. businesses Right of Way Lands next steps.
- 11.2 OHS donation request.
- 11.3 Light Up Longview requests.
- 11.4 Community Hall Feasibility Study update – Ivor McCorquindale.

**12.0 CORRESPONDENCE from STAKEHOLDERS and CAO supplementary information**

**13.0 CLOSE MEETING**

13.1 **FOIP** section 16(2), Tax Liability. A representative from SRA Construction Ltd will be in attendance.

13.2 **FOIP** section (24), Council deliberations – EDC, investigation of issues follow-up.

*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 FOIP. 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**

MINUTES OF THE REGULAR MEETING  
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW  
In the Province of Alberta, held on Tuesday, February 20, 2024  
Held in Longview Council Chambers at 5:30 p.m.

**PRESENT**

Mayor Lyons  
Councillor Klassen

Deputy Mayor Penner -excused due to illness.

**PUBLIC IN ATTENDANCE**

Chief Administrative Officer Roy Tutschek

8 public in attendance.

**CALL TO ORDER**

Mayor Lyons called the Meeting to order at 5:30 p.m.

**AGENDA**

Resolution 015-24

**MOVED** by Councillor Klassen that the agenda be accepted as amended, that the SRA representative is not available, therefore that closed meeting agenda item will not take place at this meeting.

**CARRIED**

**DELEGATIONS**

**None.**

**CORRESPONDENCE FROM RESIDENT**

**None.**

**MINUTES OF PREVIOUS MEETINGS**

Resolution 016-24

**MOVED** by Councillor Klassen that Minutes of the Regular Council meeting January 16, 2024 be accepted as amended, meeting location changed Community Hall. 30 residents attended.

**CARRIED**

**ACTION ITEMS**

CAO presented Action Items.

**REPORTS**

*CAO Report*

CAO Tutschek presented the CAO report.

*Peace Officer Report*

January 2024 accumulative PO report.

*Council Reports*

January 2024 Council reports were presented.

**MINUTES OF THE REGULAR MEETING  
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**Reports to Council**

**Mayor Lyons Council Report for the February 20, 2024 Regular Council meeting**

Resolution 017-24

Jan 19<sup>th</sup>

- Council had a meeting to go over CAO evaluation

Jan 23<sup>rd</sup>

Rec Board meeting that also had council and CAO attend. Organizational meeting was held, Delilah as chair, Alex as vice chair, Ken as treasurer and to find a secretary.

- Was asked to get the rink gut to have the lights turned out by 11:00 at night.
- New snowblower was bought for \$2098.95
- Insurance for the Rec Board was asked to council Roy to send out the info to them
- Rec Board asked for a apology letter over the camp kitchen (this has now been worked on)
- Talk about construction of more horseshoe pits, I told them I would find out more info as another committee was inquiring and to see what stage we are at.
- Asked if there can be wifi at the camp kitchen
- Would like to do the kit fest at LNYD again this year
- Council and Rec Board went over camp kitchen user policy
- Rec Board would like to know if there is any projects that council has in mind for the Rec Board to take on
- Next meeting planned for March 18<sup>th</sup> Village Office 7:00

Jan 24<sup>th</sup>

FRESC Meeting

- FRESC had a guest speaker MLA Martin Long, talking about AHS, there's a restructuring of health care, 45 new recommendations, There's a new EMS Committee being established. They're coming up with new strategies for more health care personal
- NG911 is working well and staff has adapted well, still in testing phase

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- Next meeting in April

Jan 26<sup>th</sup>

- quick meet with DV Mayor to see if there is anything that we can do regarding the Peace Officer Program

Jan 31<sup>st</sup>

- Council conducted a CAO evaluation with the CAO

Feb 2<sup>nd</sup>

- Council retreat at the Village Community Hall

Feb 3<sup>rd</sup>

- Attended the Youth Groups Kub car race at the community hall

**Deputy Mayor Lisa Penner**

From Jan 12, 2024 – Feb 14, 2024

**General**

- Attended Council meeting: Jan 16 Regular meeting
- Worked with Council on CAO annual review, met with CAO for annual review
- Attended Rec Board meeting to discuss cookhouse

**EDC**

- met on Feb 13
- Chair – Sean McCarthy resigned. Thank you Sean for all your time and dedication to EDC.
- New positions - Chair: Dave Marshall, Vice-Chair & Secretary: Ashely Grady
- Kirk Davis submitted his letter of resignation. Thank you Kirk for your passion, leadership and dedication to EDC.

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- New member application was received and agreed to submit it to Council
- Questions from the gallery discussed concern over how EDC, Council Liaison and Council could move the hall project forward without reading the details of the final grant.
- Councillor Klassen added, in the absence of Deputy Mayor Penner, that the Village Council had discussed the grant at the November 21, 2023 Regular Council meeting, and all three of Mayor and Council stated at that Regular Council meeting that the EDC Committee was still in the process of reviewing the grant and therefore it was never presented to Council.
- Trust from the community with EDC and Council has eroded over the years and these actions do not strengthen that trust. Concern about funding opportunities that lead to small communities becoming bankrupt.<sup>11</sup>
- Focus to be on putting together recommendations for Council re Land Use Bylaw – 2 subcommittees:
  1. Residential focus – lead by Ashely with Kathie Selbee & Marj Bird
    - look at lot sizes, how to densify population and other
  2. Commercial focus – lead by Dave
    - look at how to improve support for business sector, create a design guideline for along the highway and other
  - both sub committees looking for rate-payer input
  - committee member recruitment to happen
  - next meeting March 12, 2024 at 6pm (time change) in Council chambers

**Longview School**

- Kindergarten Open House (Jan 31/24) please reach out to the school anytime
- School Council – Casino fundraiser – April 22-23 – looking for volunteers
- Foothills School Division: <https://foothillsschooldivision.ca>
- Foothills School Division App is out!

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- bussing boundaries not to be looked at this year-will be a part of the 5year operational plan discussion
- Next meeting March 21, 2024 at 6pm in the school. Childcare is provided. All welcome

**Municipal Planning and Commission**

-no meetings

**Sheep River Regional Utility Corporation**

- next meeting Feb 15, 2024

Councilor Rose, on behalf of Deputy Mayor Penner and Mayor Lyons: The Council expressed thanks to Sean McCarthy and Kirk Davis for time and efforts on EDC.

**For February 20, 2024 Regular Council Meeting  
Councilor Klassen**

January 23

Recreation Board

-campground cookhouse

January 31

CAO evaluation

February 1

-FCSS application form 2024

-Applications have been sent out. Hard copies available in village office

February 2

Council retreat

February 3

Youth Group Kub Cars

February 6

Library

- Highway cleanup May 4th

- discussed being a board/voting member

- not a committee of council

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

**FINANCIAL REPORTS**

January 2024 Bank Reconciliation.

January 2024 Accounts Payable Cheque Register.

January 2024 YTD Revenue and Expense report.

Resolution 018-24

**MOVED** by that Mayor Lyons that the January, 2024 Financial Reports be accepted as presented. **CARRIED**

**QUESTION PERIOD**

Kathie Selbee. How is it going with Zoom for Council Meetings?

Roy Tutschek. IT support looked at options - the recommended to expensive for our needs. We are looking at Jetsi. Assessment is in progress.

Technology at this point does not look to be a problem. It will be a Council decision.

Kathie Selbee. Suggest that the Recreation Board look at a Gazebo by the horseshoe pits as a potential new project. CAO has done locates. It would be good for people to be able to have shade and take in the beautiful view to the west, play horseshoes?

Mayor Lyons. There have been Recreation Board discussions about horseshoe pits. LNYDs has similar interests. Maybe both working together would be an option.

CAO has not received a conclusion. Appears the Horseshoe courts could fit lot size however the CAO advised the cautions with regard to Crescent Point active pipeline beneath, to not go below 1 foot depth with pegs.

CAO is awaiting providing any further helps, for example if both want to work together.

**BYLAWS**

**None.**



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**BUSINESS**

**11.1 Insurance waiver request continued.**

Resolution 019-24

**MOVED** by Mayor Lyons that the Village of Longview cover low insurance risk events (eg. Planning meetings) of committees using the Community Hall with estimated annual insurance premium cost of approximately \$1,500.

**CARRIED**

**11.2 RFD resident request for publishing unadopted Regular Council meeting minutes.**

Resolution 020-24

**MOVED** by Mayor Lyons that Village of Longview Council meeting minutes will continue to be published only after adopted at the subsequent Regular Council meeting.

**CARRIED**

**11.3 RFD National Police Federation request for more RCMP funding.**

Resolution 021-24

**MOVED** by Councilor Klassen, that the CAO be directed to issue a letter of support requested by the National Police Federation for more RCMP funding.

**CARRIED**

**11.4 EDC Potential new projects list.**

Council reviewed the EDC potential new projects list. In the absence of the Deputy Mayor this is and fyi item.

**11.5 RFD Marigold Library Funding.**

Resolution 022-24

**MOVED** by Mayor Lyons, that the Village continue Marigold library funding.

**CARRIED**

**11.6 RFD Crescent Point Resources Partnership request consent – asset sale.**

Resolution 023-24

**MOVED** by Councilor Klassen that the Village will sign the Crescent Point asset sale agreement subject to water testing continued in the future.

**CARRIED**

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**11.7 RFD Light Up Longview request to keep some lights up on trees till next Christmas.**

Resolution 024-24

**MOVED** by Councilor Klassen that Light Up Longview be directed to every year take down all Light Up Longview lights from the Village of Longview trees.

**CARRIED**

**11.8 FOIP update.**

Resolution 025-24

Council reviewed the FOIP application to Committee of Council appointments summary prepared by the CAO and concluded the Village of Longview Council is entitled per FOIP to carry out Committee of Council appointment evaluations in a Closed Council meeting.

**11.9 RFD EDC new member request.**

Resolution 026-24

**MOVED** by Councilor Klassen to discuss the EDC new member appointment request in the later, Closed meeting portion of this.

**CARRIED**

**11.10 RFD Community Hall Upgrade.**

Resolution 027-24

**MOVED** by Mayor Lyons that the Village of Longview Council approves the Community Hall upgrade study in order to determine the required repair costs.

**CARRIED**

**CORRESPONDENCE**

12.1 Marigold Library Notes to Council.

12.2 Sheep River Notice of AGM.

12.3 RCMP Report.

Recess 6:38

Reconvene 6:54

**CLOSED MEETING**

Resolution 028-24

**MOVED** by Mayor Lyons to go into closed meeting at 6:54 pm under FOIP section 24, Council Deliberations - discussion of the EDC new member appointment request.

FOIP section 16(2), Tax Liability – this discussion did not take place, because the SRA representative was unable to attend.

**CARRIED**

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Resolution 029-24 **MOVED** by Mayor Lyons to come out of closed meeting at 7: 32 pm. **CARRIED**

No residents waiting to re-enter the meeting.

Resolution 030-24 **MOVED** by Mayor Lyons that this Closed meeting discussion of the EDC new member request be tabled. **CARRIED**

**ADJOURNMENT**  
Resolution 031-24 **MOVED** by Mayor Lyons to adjourn the meeting at 7:34 p.m. **CARRIED**

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Mayor

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CAO

MINUTES OF THE SPECIAL MEETING  
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW  
In the Province of Alberta, held on Tuesday, February 28, 2024  
Held in Longview Council Chambers at 5:30 p.m.

**PRESENT**

Mayor Lyons  
Deputy Mayor Penner  
Councilor Klassen

Chief Administrative Officer Roy Tutschek

**PUBLIC IN ATTENDANCE**

no public in attendance.

**CALL TO ORDER**

Mayor Lyons called the Meeting to order at 5:30 p.m.

**AGENDA**

Resolution 032-24

**MOVED** by Deputy Mayor Penner that the agenda be accepted as presented.

**CLOSED MEETING**

Resolution 033-24

**MOVED** by Councilor Klassen to close the meeting at 5:32 pm under FOIP Section 16(1), Negotiations, Peace Officer discussions and FOIP Section 24(1) Council Deliberations, EDC.

**CARRIED**

**Come out of Closed Meeting**

Resolution 034-24

**MOVED** by Deputy Mayor Penner to come out of the closed meeting at 7:25 pm.

**CARRIED**

No residents waiting to re-enter the meeting.

Resolution 035-24

**MOVED** by Deputy Mayor Penner that CAO research Peace Officer Program, set up a meeting with the Solicitor General and key stakeholders and continue to look for other options. In the meantime, the RCMP will be providing enforcement services to the Village of Longview to the extent their budget and servicing priorities with multiple communities allow.

**CARRIED**

Resolution 036-24

**MOVED** by Mayor Lyons that until further notice, EDC is suspended from any further meetings while Mayor and Council investigate EDC related issues.

**CARRIED**

MINUTES OF THE SPECIAL MEETING  
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**ADJOURNMENT**  
Resolution 037-24

**MOVED** by Councilor Klassen to adjourn the meeting at 8:13  
p.m.

**CARRIED**

UNAPPROVED

MINUTES OF THE SPECIAL MEETING  
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Mayor

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CAO

UNAPPROVED

NO	ACTION DESCRIPTION	OWNER	DATE ASSIGNED	DATE DUE	STATUS
1	Annexation lagoon quarter	CAO/Council	February 15, 2022	Ongoing	CAO working on annexation next steps. Will be discussing with Foothills County staff.
2	Meet with Road Closure impacted businesses	Council and CAO	December 6, 2022	Q1 2024	Next step is public engagement first quarter 2024. Gather resident input to ROW Morrison Rd next steps. Setting up planning meetings for Public Engagement.
3	Revisit Village website, revise, update	CAO	February 1, 2023	Q2 2024	CAO in process of some website updates.
4	Village of Longview, Recreation Board Bylaws	Council	January 1, 2023	30-Jun-24	Working Foothills County on new revised Recreation Board Bylaw.

5	River Bank Erosion	CAO	May 1, 2023	Ongoing	October 5, 2023, CAO requested the MLA to follow up request for another river bank erosion Environmental Assessment. In process of following up March 12, 2024.
6	Update/Amend Land Use Bylaw	CAO	July 15, 2023	15-Dec-25	CAO planning to start update of Land Use Bylaw in January 2025
7	Grazing Lease	CAO	September 1, 2023	Jan-24	Grazing lease bid tender planned to post 3rd week of March 2024.
8	Diamond Vallew will not be able to continue PO contract beyond February 2024	CAO/Council	December 1, 2023	Feb-24	CAO and Council working on next steps. Have been in contact with MLA and RCMP.
9	Public Engagement - Bylaws, Morrison Rd Businesses Right of Ways	CAO/Council	January 16, 2024	Apr-24	Setting up dates for Public Engagement detail planning.





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VILLAGE OF LONGVIEW  
CAO REPORT TO COUNCIL

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TO: Council  
FROM: Roy Tutschek  
SUBJECT: CAO Report  
DATE: March 14, 2024

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1. Working on next steps Peace Officer services next steps.
2. Development Permit follow ups.
3. CCRF Cookhouse funding – follow ups continuing with Recreation Board.
4. Working on Recreation Board insurance, cookhouse operation upcoming year.
5. Following up on zoom Council meetings – will resume shortly.
6. Website updates continued.
7. Working on staff performance evaluations.
8. Working on Public engagement, new bylaws, Businesses Right of Ways next steps.
9. Working on Annexation next steps.
10. Grazing Lease tender planned to put out for bid in March 2024.
11. Assisting Council with EDC next steps.
12. Will resume working on 2024 Interim Budget shortly.

# Village of Longview Peace Officer Contracted Services Report

## Traffic Ticket Issuance Summary

Month	# Shifts	Total # hours	# Tickets Issued	Total Amount of Tickets Issued	Village of Longview 60% Revenue portion	Ticket category											CPO Monthly Invoice Total	Village of longview Net Profit	Highest Recorded Speed
						1	2	3	4	5	6	7	8	9	10	11			
January	18	56	3	\$589.00	\$353.40	2	0	0	1	0	0	0	0	0	0	0	\$3,976.00	-\$3,622.60	127/100km/hr
February	15	32	10	\$2,545.00	\$1,527.00	6	0	3	1	0	0	0	0	0	0	0	\$2,272.00	-\$745.00	84/50km/hr
March																			
April																			
May																			
June																			
July																			
August																			
September																			
October																			
November																			
111																			
	<b>33</b>	<b>88</b>	<b>13</b>	<b>\$3,134.00</b>	<b>\$1,880.40</b>	<b>8</b>	<b>0</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$6,248.00</b>	<b>-\$4,367.60</b>	

- 1 115 (2) (P) Speeding
- 2 115.1 (1) (B) Cellphone while operating
- 3 52(1) (A) Operate/Drive MV W/O registration
- 4 57 Fail To Obey Traffic Control Device
- 5 Mandatory Court Summons
- 6 54 (1) (A) No Insurance
- 7 Other
- 8 53 (1) (A) Improper Display of Plate
- 9 15 (A) (A) Cross Double Line
- 10 53 (1) (B) Improper Use Plate
- 11 51 (A) Operate MV W/O Licence

## **Report to Council**

Deputy Mayor Lisa Penner

From Feb 15, 2024 – March 13, 2024

### **General**

- Talked with RCMP Commander Racette re NPF funding request letter to Premier
- Missed Feb 20 Regular meeting – due to illness
- Received communication from business owner – passed to CAO
- Attended Feb 28 Special Council meeting
- Started FOIP online training
- Attended AB Municipalities webinar – March 1 re Provincial Budget
- Met with AB Municipalities Director of Villages South – Deborah Reid-Mickler

### **EDC**

- Meeting on March 12 was rescheduled for March 14
- All EDC meetings have been suspended as of Feb 28, 2024

### **Longview School**

- Next meeting March 21, 2024 at 6pm in the school. Childcare is provided. All welcome

### **Municipal Planning and Commission**

- no meetings

### **Sheep River Regional Utility Corporation**

- meeting Feb 22 2024 – unable to attend due to illness
- next meeting April 25, 2024

## **Council Report**

February 15 - March 13  
Councillor Rose Klassen

Regular Council meeting February 20  
Special Council Meeting February 28

### Westwinds

Received a \$2 million donation that is to be used to build affordable apartments for AISH recipients in Okotoks.

### FCSS

Received all outcomes reporting from all the groups  
All programming offered was well received and appreciated by all who participated

### Library

Unable to attend due to health

Met with Alberta Municipal Director - Deborah Reid-Mickler March 6

**VILLAGE OF LONGVIEW  
BANK RECONCILIATION  
February 29, 2024**

**General Ledger ATB**

Balance at	General account	\$1,592,542.43		
	RecBoard account	\$34,924.03		
	Light Up account	\$6,761.67		
	Memorial Garden account	\$6,520.58		
	Total Bank in GL			\$1,640,748.71
	charges outstanding in GL			
	deposit outstanding in GL	\$ 559.00	\$ 559.00	
<b>Adjusted Balance</b>	<b>February 29, 2024</b>			<u><u>\$1,641,307.71</u></u>

**ATB General Bank Account**

Balance	February 29, 2024			<u>\$1,647,177.00</u>
Less:	Outstanding Cheques	(\$5,869.29)		
Plus:	Outstanding Deposit in Bank	\$0.00		
				<u>(\$5,869.29)</u>
<b>Balance at</b>	<b>February 29, 2024</b>			<u><u>\$1,641,307.71</u></u>
<b>difference</b>				<u><u>\$0.00</u></u>

	<b>Total on Deposit</b>			<u><u>\$1,641,307.71</u></u>
Less:	MSI Grant	\$384,589.30		
	CCBF Grant (FGTF)	\$1,301.00		

			bill credits	
1. see below	Solar Project - Net Zero	(\$53,330.85)	\$1,318.96	2024
			\$41,354.32	2023
			\$47,787.34	2022
	Campground Servicing Extras	\$0.00		
2. see below	Reserves	\$705,889.70		
	held for rec board	\$34,924.03		
	held for lightup	\$6,761.67		
	held for memorial garden	\$6,520.58		
	<b>Restricted Funds</b>			<u><u>\$1,086,655.43</u></u>
	<b>Balance for Operations</b>			<u><u>\$554,652.28</u></u>

1 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

2 reserves include \$1487 FCSS surplus recovery



# Village of Longview

## Cheque Listing For Council

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
396	2024-02-06	AMSC Insurance Services Ltd.	1830-2024-02	PAYMENT FEB PREMIUM	1,393.68	1,393.68
397	2024-02-06	Association of Alberta Municipalities	rg202401-241	PAYMENT 2024 MEMBERSHIP FEES	1,231.57	1,231.57
398	2024-02-06	Contain-A-Way Services	293160	PAYMENT JAN GARBAGE	218.86	218.86
399	2024-02-06	Foothills County	ivc0000033256 ivc0000033270	PAYMENT OCT DEC FIRE COST SHARE 4TH QTR WATER COSTS	2,282.11 26,069.85	28,351.96
400	2024-02-06	Foothills Regional Service Commission	00031122	PAYMENT JAN GARBAGE	386.00	386.00
401	2024-02-06	Government of Alberta, Land Titles	20240131	PAYMENT JAN 31 STATEMENT	10.00	10.00
402	2024-02-06	Marigold Library System	11196976	PAYMENT 80% 2024 INSTALLMENT LEVY	1,463.04	1,463.04
403	2024-02-13	ATB Financial Mastercard	20240206	PAYMENT RE FEB 6 STATEMENT	1,541.93	1,541.93
404	2024-02-13	Caumartin, Justin	20240215	PAYMENT RE FEB 15 VOUCHER	65.00	65.00
405	2024-02-13	Eastlink	21305485	PAYMENT RE FEB 10 STATEMENT	167.95	167.95
406	2024-02-13	Folkard, June	20240215	PAYMENT RE FEB 15 VOUCHER	65.00	65.00
407	2024-02-13	Majchrowski, Nicki	20240215	PAYMENT RE FEB 15 VOUCHER	650.00	650.00
408	2024-02-13	MPE Engineering Ltd	2530-019-00-02	PAYMENT MVP WATER & SEWER REPLACE	14,226.45	14,226.45
409	2024-02-13	Tutschek, Roy	20240131	PAYMENT RE JAN TIME SHEET	82.60	82.60
410	2024-02-27	ACE, Alberta Co-Operative Energy	173922	PAYMENT RE FEB 27 STATEMENT	5,048.72	5,048.72
411	2024-02-27	Alberta Municipal Services Corporation	24-1051891	PAYMENT RE FEB 7 STATEMENT	1,928.15	1,928.15
412	2024-02-27	E.S.Williams & Associates Inc.	303379	PAYMENT TECH SUPPORT JAN 23 (METER	25.99	25.99
413	2024-02-27	Iron Mountain Canada Operations ULC	jgxb888	PAYMENT RE FEB 29 STATEMENT	276.24	276.24
414	2024-02-27	Longview Fas Gas	20240131	PAYMENT JAN FUEL COSTS	107.04	107.04
415	2024-02-27	Ramtech Environmental Products	5189-f715	PAYMENT WTP SERVICE	1,419.02	1,419.02
416	2024-02-27	Telus Communications	20240220	PAYMENT RE FEB 20 STATEMENT	289.96	289.96
417	2024-02-27	Town of Diamond Valley	2024191	PAYMENT JAN PEACE OFFICER	3,976.00	3,976.00

**Total 62,925.16**

\*\*\* End of Report \*\*\*



# Village of Longview

## YTD Council Summary February

General Ledger	Description	2023 YTD Actual	February 2024 Actual	2024 YTD Actual	2024 Budget	2024 Budget Remaining \$	2024 Budget Remaining %
TOTAL	General Revenue	(24,605.62)	(14,608.15)	(36,657.24)	0.00	36,657.24	0.00
TOTAL	Legislative Revenue	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	Administrative Revenue	(3,715.32)	(4,555.00)	(5,607.92)	0.00	5,607.92	0.00
TOTAL	Protective Services Revenue	(5,583.00)	(2,706.00)	(9,733.11)	0.00	9,733.11	0.00
TOTAL	Emergency Services Revenue	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	Public Works Revenue	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	Roads & Street Lights Revenue	0.00	(19.43)	(19.43)	0.00	19.43	0.00
TOTAL	Water Services Revenue	(38,456.56)	(5,464.62)	(10,263.65)	0.00	10,263.65	0.00
TOTAL	Wastewater Services Revenue	0.00	(17.80)	(17.80)	0.00	17.80	0.00
TOTAL	Solid Waste Services Revenue	(24.00)	(51.00)	(51.00)	0.00	51.00	0.00
TOTAL	FCSS Revenue	(2,457.50)	0.00	0.00	0.00	0.00	0.00
TOTAL	Plan & Dev Revenue	(488.20)	0.00	(523.20)	0.00	523.20	0.00
TOTAL	Parks / Rec Revenue	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	Camp Info Centre Revenue	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	Community Hall Revenue	0.00	0.00	(255.00)	0.00	255.00	0.00
TOTAL	REVENUE	(75,330.20)	(27,422.00)	(63,128.35)	0.00	63,128.35	0.00
TOTAL	Rec Board Revenue	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	Solar Revenue	(1,388.93)	(650.44)	(1,318.96)	0.00	1,318.96	0.00
TOTAL	SUB-ACCOUNTS REVENUE	(1,388.93)	(650.44)	(1,318.96)	0.00	1,318.96	0.00



# Village of Longview

## YTD Council Summary February

General Ledger	Description	2023 YTD Actual	February 2024 Actual	2024 YTD Actual	2024 Budget	2024 Budget Remaining \$	2024 Budget Remaining %
TOTAL General Expenses		6,388.89	6,852.00	6,852.00	0.00	(6,852.00)	0.00
TOTAL Legislative Expenses		2,571.88	1,299.12	2,599.68	0.00	(2,599.68)	0.00
TOTAL Administration Expenses		39,361.90	19,243.33	41,261.39	0.00	(41,261.39)	0.00
TOTAL Protective Services Expe		3,976.00	3,976.00	3,976.00	0.00	(3,976.00)	0.00
TOTAL Emergency Services Expen		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL Public Works Expenses		11,896.93	6,467.31	12,654.49	0.00	(12,654.49)	0.00
TOTAL Roads & Street Lights Ex		3,440.35	1,900.16	3,650.48	0.00	(3,650.48)	0.00
TOTAL Water Services Expenses		3,287.63	3,461.02	4,785.29	0.00	(4,785.29)	0.00
TOTAL Wastewater Services Expe		1,881.56	845.16	1,477.79	0.00	(1,477.79)	0.00
TOTAL Solid Waste Expenses		537.22	594.44	594.44	0.00	(594.44)	0.00
TOTAL FCSS Expenses		358.10	0.00	0.00	0.00	0.00	0.00
TOTAL Planning and Development		60.00	0.00	0.00	0.00	0.00	0.00
TOTAL Parks / Rec Expense		210.91	94.04	186.93	0.00	(186.93)	0.00
TOTAL Campground Info Centre E		1,046.33	926.72	2,577.07	0.00	(2,577.07)	0.00
TOTAL Community Hall Expenses		1,449.49	861.70	1,537.22	0.00	(1,537.22)	0.00
TOTAL Library Expenses		2,223.00	1,768.28	1,988.85	0.00	(1,988.85)	0.00
TOTAL EXPENSES		78,690.19	48,289.28	84,141.63	0.00	(84,141.63)	0.00
P NET DEFICIT (Surplus)		1,971.06	20,216.84	19,694.32	0.00	(19,694.32)	0.00
TOTAL Rec Board Expenses		4,043.61	0.00	0.00	0.00	0.00	0.00
TOTAL Solar Project		0.00	0.00	0.00	0.00	0.00	0.00
NET SURPLUS (Deficit) SUB-ACCO		4,043.61	0.00	0.00	0.00	0.00	0.00

\*\*\* End of Report \*\*\*



**BYLAW 427-20**

**A BYLAW OF THE VILLAGE OF LONGVIEW  
IN THE PROVINCE OF ALBERTA  
FAMILY & COMMUNITY SUPPORT SERVICES ADVISORY BOARD BYLAW**

**A BYLAW OF THE VILLAGE OF LONGVIEW IN THE PROVINCE OF ALBERTA TO ESTABLISH THE FAMILY & COMMUNITY SUPPORT SERVICES ADVISORY BOARD FOR THE VILLAGE OF LONGVIEW AND TO SET FORTH THE DUTIES AND RESPONSIBILITIES THEREOF.**

**WHEREAS** the Council of the Village of Longview recognizes the value and benefit of preventative social services which enhance the quality of life for Village residents; and

**WHEREAS** pursuant to the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended, the Village Council of the Village of Longview, in the province of Alberta has entered into an agreement with the Minister of Human Services for the establishment, administration and operation of a Family and Community Support Services Program; and

**WHEREAS** Council has deemed it desirable to establish a board to be known as the "Family & Community Support Services Advisory Board" and this Board shall be responsible and accountable to Council;

**NOW THEREFORE**, the Council of the Village of Longview, in the Province of Alberta, duly assembled and under the powers conferred upon it by the authority of the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended, enacts as follows:

**PART 1 TITLE AND PURPOSE**

- 1.1 This Bylaw may be cited as "Family & Community Support Services Advisory Board Bylaw"
- 1.2 The purpose of Family & Community Support Services (FCSS) Board is:
  - a) To ensure the FCSS program operates within the approved budget.
  - b) To administer the FCSS Community Grant Program in accordance with the Alberta Provincial FCSS Act and Regulation.

**PART 2 DEFINITIONS**

- Board: shall mean Family & Community Support Services Advisory Board.
- Citizen-at-Large: shall mean any person who is a resident in the Village of Longview.
- Council: shall mean the Village Council of the Village of Longview.

FCSS:	shall mean Family & Community Support Services.
Member:	shall mean a member of the Board as appointed by Council.
Village:	shall mean the Village of Longview.
Co-ordinator:	shall mean the person appointed to liaise with the FCSS provincial organization, update and revised funding applications as required, review funding applications to ensure completeness, compliance and accuracy prior to presenting to funding committee for decisions. They shall coordinate the funding decision meeting, inform Council of the disbursements for approval, receive and review the Outcomes and prepare and submit Outcomes report to provincial FCSS. Ensure advisory members are knowledgeable as to funding considerations and new or updated policy and procedures.

### **PART3            COMPOSITION OF BOARD**

- 3.1 The FCSS Advisory Board shall consist of five (5) members, all of whom shall be appointed by resolution of Council as follows:
  - a) One (1) member of Council
  - b) Four (4) Citizens-at-Large to serve terms of two (2) years (staggered appointments so that as much as possible, there is a mix of experienced members as well as new members.)
- 3.2 Whenever possible and practical, members of the Board shall be appointed to represent the different age groups and interests of the Village.
- 3.3 No Citizen-at-Large member of the Board shall serve more than two (2) consecutive terms on the Board unless approved by Council.
- 3.4 Any member may resign from the Board by sending written notice to Council at least thirty (30) days prior to the date of resignation.
- 3.5 At the first meeting of the Board following the Annual Organizational Meeting of Council in each year, the Board shall appoint a Chair and Vice-Chair.
- 3.6 There shall also be appointed by Council a councillor who shall attend meetings and report back to Council.
- 3.7 There shall also be appointed by Council a co-ordinator who shall assist and advise the Board. The coordinator shall undertake the administrative duties of the Board, including but not limited to, notifying members of meetings, preparing agendas, preparing minutes, maintaining records and facilitating the actions of the Board.
- 3.8 The coordinator and members of the Board shall serve without remuneration.



## **PART4 MEETINGS**

The Board shall hold at least two (2) regular meetings each year at a time and place designated by the Board.

- 4.1 The co-ordinator may call a special meeting at any time or by request of any three (3) members of the Board.
- 4.2 A majority of the Board constitutes a quorum of the Board.
- 4.3 All Board members shall be required to vote on any matter before the Board unless a conflict of interest is declared.
- 4.4 In the event of a tie vote, the resolution shall be deemed defeated.

## **PART 5 DUTIES AND RESPONSIBILITIES OF THE BOARD**

5.1 The Board shall:

- a) Submit annually to Council for approval a program plan and budget for Provincial FCSS Grant monies and municipal contributions and administer the applications as approved.
- b) Advise and make recommendations to Council on the allocation of grants and funds in accordance with the Alberta Provincial FCSS Act and Regulation to eligible non-profit organizations providing preventative social programs and services.
- c) Promote a co-operative spirit though out the Village to encourage the sharing of all available resources towards the provision of preventative social services opportunities for everyone in the Village.
- d) Monitor and review operating policies and procedures and make recommendations to Council regarding the creation and implementation of bylaws, policies and procedures relating to preventative social services matters.
- e) Advise and make recommendations to Council regarding the completion of a Community Social Needs Assessment outlining development of FCSS programs and resources.
- f) Work together with Council annually to set priorities for services and projects that fall within the mandate of FCSS.
- g) Support Council and/or designate in preparing an Annual Report to Council for the preceding year based upon the Financial Statement for the year.
- h) Not operate any bank accounts independent of the Village.
- i) The Chief Administrative Officer or a designated officer shall act as Banking Agent and provide accounting services for the purpose of financial administration of the Family & Community Support Services projects and programs.



**PART 6 DUTIES AND RESPONSIBILITIES OF THE CHAIR**

6.1 The Chair shall:

- a) Preside at meetings of the Board.
- b) Represent the Family & Community Support Services Advisory Board as required.
- c) Prepare agenda with FCSS Program Administration.
- d) Keep good control of the meeting and encourage person(s) wishing to speak to keep their presentation to the point and refrain from restating points that may have been made by previous speakers.
- e) Provide leadership to the Board and ensure that the Board adheres to its bylaws and policies.
- f) Signing of documents, including all minutes, as required.

**PART 7 DUTIES AND RESPONSIBILITIES OF THE VICE-CHAIR**

7.1 The Vice-Chair shall:

- a) Preside at the meetings of the Board and assume the role of Chair in the absence of the Co-ordinator.
- b) Familiarize themselves with the duties of the Chair and keep informed on key issues.

**PART 8 ENFORCEMENT**

8.1 This bylaw shall come into force and effect on the third and final reading.

8.2 Bylaw 418-18 is hereby rescinded.

**READ A FIRST & SECOND TIME** this 19<sup>th</sup> day of May, 2020

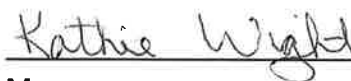
  
\_\_\_\_\_

Mayor

  
\_\_\_\_\_

Chief Administrative Officer

**PROCEED TO THIRD READING** this 19<sup>th</sup> day of May, 2020 Carried Unanimously

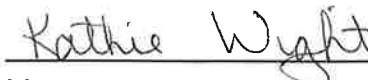
  
\_\_\_\_\_

Mayor

  
\_\_\_\_\_

Chief Administrative Officer

**READ A THIRD AND FINAL TIME** this 19<sup>th</sup> day of May, 2020

  
\_\_\_\_\_

Mayor

  
\_\_\_\_\_

Chief Administrative Officer



VILLAGE OF LONGVIEW  
REQUEST FOR COUNCIL DECISION

**Agenda Item #: 11.2**

**Date:** March 12 2024

**Title:** Light up Longview

**Submitted by:** Kirk Davis

**Recommendation:** MOVED by \_\_\_\_\_ that \_\_\_\_\_.

**Alternatives:** 2. Defeat above motion.

3. That discussion be tabled \_\_\_\_\_ (*for further information or future date*).

**Background:** Light up Longview (LuL) would like to keep the posts at the campground up year round and maybe add more at convent locatioNs for the LuL donors signs. Also keep the micro-lights in place at the front fence at the office and the south & north chain link fence at the campground. A location in the Village to place a sea can or trailer for LuL equipments.

1

**Implications:**

*Policy, Statutory*

*Plans, Legislative:*

*Financial:* N/A

**Communications:** Notices posted at Council meetings

:

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

1. none



VILLAGE OF LONGVIEW  
REQUEST FOR COUNCIL DECISION

**Agenda Item #:** 11.3

**Date:** March 12, 2024

**Title:** Oilfields High School Handball Donation request

**Submitted by:** Lisa Penner

**Recommendation:** MOVED by \_\_\_\_\_ that Council donate \$\_\_\_\_\_ to Oilfields High School for the ASAA Tier II Girls & Boys Alberta High School Provincial Team Handball Championship

**Alternatives:**

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

**Background:** As can be read in the attached letter from the Athletic Director of Oilfields High School (OHS) – Leigh Bretzlaff.

The Provincial Team Handball Championship will be May 10-11, 2024. They are anticipating 600 visitors over these 2 days.

There is a significant cost to hosting Provincial sports championships including the hiring of certified officials, banners for the teams to take away, team lanyards and patches for all players and coaches as memorabilia and more.

The requested donation is for \$300.00

**Implications:**

*Policy, Statutory  
Plans, Legislative:*

*Financial:* N/A

**Communications:** Notices posted at Council meetings

:

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

1. none



**Oilfields High School**  
Box 430, 511 3<sup>rd</sup> Street SW  
Black Diamond, AB T0L 0H0  
Phone: 403 938 4973 Fax: 403 933 4988  
[Oilfields.fsd38.ab.ca](mailto:Oilfields.fsd38.ab.ca)  
**Mr. Chet Musgrove - Principal**  
**Mr. Mike Horembala – Vice Principal**

Dear Longview Council,

I am writing to request funds to help the Oilfields Senior Girls & Boys Team Handball teams host the 2024 Tier II Girls & Boys Alberta High School Provincial Team Handball Championship.

Oilfields High School has been a dynamic part of the Turner Valley and Black Diamond Communities since 1963. Despite several renovations and reconfigurations, it stands today as a formidable force in academics and athletics for community children and teens from communities in both small towns as well as Longview and Millarville. Oilfields High School is truly a great place for students to prepare for tomorrow.

In the fall of 2023, our high school and athletic program was awarded the bid to host the Alberta School Athletic Association (ASAA) Tier II Girls & Boys Alberta High School Provincial Team Handball Championship for May 10<sup>th</sup> to 11<sup>th</sup>, 2024. During this event, we will be playing host to roughly 220 players, coaches, members of the sporting community, as well as parents, siblings, relatives, and others from across this province. Using Oilfields High School in Black Diamond for this event, we are anticipating up to 600 visitors and spectators to our small community during these 2 days.

As the host of the 2024 Tier II Girls & Boys Alberta High School Provincial Team Handball Championship, Oilfields High School provides a number of things to make this event something special and different. We provide live streaming of each volleyball game, fun “goodie bags” for the team players, lanyards and individual ID tags, event programs, hospitality room, and many other items. We need your help. Oilfields High School Team Handball teams are asking for monetary donations for this provincial championship to assist with offsetting some of the costs associated with hosting an event such as this. **We are looking for \$300 to help with this endeavor. A tax receipt will be provided by FOOTHILLS SCHOOL DIVISION for any donation over \$20. If you are considering donating please make cheques payable to FOOTHILLS SCHOOL DIVISION.**

Thank you for considering donating money to the Senior Boys & Girls Team Handball Provincials. In return for your sponsorship of this event your logo will be in our online program. as well as our sponsorship board during the event.

If you are able to help out with the Senior Girls & Boys Team Handball Provincials please contact Leigh Bretzlaff – Athletic Director, via email at [bretzlaffl@fsd38.ab.ca](mailto:bretzlaffl@fsd38.ab.ca) or by phone at (403) 510 – 8814.

Thanks for your consideration.

Sincerely,

On behalf of the SR Girls & Boys Team Handball Teams Organizing Committee