

AGENDA
REGULAR COUNCIL MEETING OF THE VILLAGE OF LONGVIEW
 In the Province of Alberta, held on Tuesday October 28, 2025
 At Longview Council Chambers at 6:15 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 September 16, 2025.

6.0 ACTION ITEM LIST

6.1 CAO Report on Action items – October 2025.

7.0 REPORTS

7.1 Diamond Valley – September 2025 Policing Report.

7.2 CAO Report, October 2025.

7.3 Council Reports – N/A, first meeting of new Council.

7.4 Foothills County September 2025 Water Management Report.

8.0 FINANCIAL REPORTING

8.1 September 2025 Bank Reconciliation.

8.2 September 2025 Accounts Payable Cheque Register.

8.3 September 2025 YTD Budget versus 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

11.0 BUSINESS

11.1 RCMP greeting, Commander Don Racette.

11.2 Meeting date with Vice President Villages and Summer Villages - Alberta Municipalities.

11.3 November 12-14, 2025, AB Muni convention – Calgary.

11.4 RFD Library Board member appointments – revised motion - add 3 year term date.

11.5 RFD FCSS agreement 3-year renewal, 2026-2028.

- 11.6 RFD Community Christmas Party.
- 11.7 Strategic planning.
- 11.8 RFD motion to provide 90-day extension to New Council onboarding requirements. Recommended by VP Villages and Summer Villages.
- 11.9 Emergency Management Training required for Council – within 90 days of new Council term.

12.0 CORRESPONDENCE

13.0 ADJOURNMENT

MINUTES OF THE REGULAR MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Tuesday, September 16, 2025
Held at the Longview Community Hall at 5:30 p.m.

PRESENT

Mayor Lisa Penner
Deputy Mayor Rose Klassen
Councilor Aaron Lyons

Chief Administrative Officer Roy Tutschek

Meeting was relocated to the Council Chambers to accommodate another meeting being held at the Community Hall.

PUBLIC IN ATTENDANCE

3 public in attendance.

CALL TO ORDER

Mayor Penner called the meeting to order at 5:30 p.m.

AGENDA

Resolution 151-25

MOVED by Deputy Mayor Klassen that the agenda be accepted as Amended, move 11.4 Post Office contract, to Closed meeting, discussion of Post Office Contract, **FOIP 16(1), 24(1)(c)**.
CARRIED

DELEGATIONS

NONE.

CORRESPONDENCE FROM RESIDENT

NONE.

MINUTES OF PREVIOUS MEETINGS

Resolution 152-25

MOVED by Councilor Lyons that the Minutes of the Regular Council meeting June 17, 2025, Special Council Meeting June 13, 2025, re: Public Hearing April 29, 2025, Council follow up - MPS report, Special Council Meeting July 10, 2025, be adopted as presented.
CARRIED

ACTION ITEMS

CAO presented July – September 2025 Action Items.

REPORTS

Policing Report

June, July and August 2025 Policing Report from Diamond Valley Policing.

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CAO Report	CAO Tutschek presented the September 2025 CAO report.
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Council Reports	July - August 2025 Council reports were presented.
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Report to Council

Mayor Lisa Penner

From July – August 2025

- DVCOP meeting
- LNYD
- July 2 FCSS zoom meetings
- July 10, 2025, Special Council meeting

Deputy Mayor Rose Klassen

From July – August 2025

- DVCOP meeting
- LNYD
- July 2 FCSS zoom meetings
- July 10, 2025, Special Council meeting

Councilor Lyons

From July – August 2025

- July 10, 2025, Special Council Meeting.
- LNYD participation.

Resolution 153-25	
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**FINANCIAL
REPORTS**

MOVED by Mayor Penner that the July – August 2025 Council reports be accepted as presented.

CARRIED

June - August 2025 Bank Reconciliation.

June – August 2025 Accounts Payable Cheque Register.

June - August 2025 YTD Revenue and Expense report.

Resolution 154-25

MOVED by Councilor Lyons that the June - August 2025 Financial Reports be accepted as presented.

CARRIED

QUESTION PERIOD

Kirk Davis.

Did Ranahan respond yet regarding Community Hall being used as disaster relief center?

CAO.

No response yet.

BUSINESS

**11.1 Confirm
Advance Poll
October 14, 2025.**

Council confirmed October 14, 2025, as Advance Poll Day for the Village of Longview.

**11.2 RFD - Library
Board member
appointments.**

MOVED by Mayor Penner, that Council approves the requested Library Board members:

Chair	Erika Smith
Board Member 1	Kerri Gallup

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Board Member 2	Pat Williams
Board Member 3	Sylvia Binkley
Board Member 4	Maggie McKerracher
Board Member 5	Marie Hummel
Board Member 6	Rose Klassen

Resolution 155-25

**11.3 RFD LUL
contribution
request.**

MOVED by Mayor Penner, \$1000 be donated to the Light Up Longview Mural.

CARRIED

Resolution 156-25

11.4 RFD DVCOP.

MOVED by Councilor Lyons, \$500 per annum be contributed to Longview DVCOP to support additional operational expenses. Look at coding as emergency services expense as opposed to donation.

MOVED by Mayor Penner, DVCOP has been given permission to use the Longview Logo in their publications.

Resolution 157-25

CARRIED

Note: Admin will handle DVCOP signage.

Also, there will be a Longview DVCOP co-Vice President.

**11.5 Post Office Rent
decrease request.**

Moved to Closed meeting discussion.

**11.6 RFD Village
Council –
opportunity to join
Foothills County
SDAB.**

MOVED by Deputy Mayor Klassen, that Council is in favor of joining the Foothills SDAB.

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Resolution 158-25	CARRIED
11.7 RFD Longview and Area Recreation Committee member applications.	To be discussed in Closed meeting.
	Recess: 6:52 p.m. - 7:03 p.m.
CLOSED MEETING.	MOVED by Mayor Penner to go into closed meeting at 7:03 p.m., FOIP 1(e), 17(4), 24(1) Evaluations – Longview and Area Recreation Committee members. CARRIED
Resolution 159-25	MOVED by Mayor Penner to come out of closed meeting at 8:15 p.m. CARRIED
Resolution 160-25	No residents are waiting to re-enter the meeting.
	MOVED by Mayor Penner to table new Post Office contract with recommendations from this Council to new Council. CARRIED
Resolution 161-25	Mayor Penner. Consider decreasing rent is asking ratepayers to cover the costs, Village residents use a fraction of the mailboxes versus County, Eden Valley and Utilities and other costs (provided) compared to value of having a post office. Contract is outdated, we have given some recommendations to administration since current Postmaster does not have signed contract. Next steps amend contract, discuss with Postmaster – work with Post Master obtain funds from County, Eden Valley. Hesitant to make a decision right now. Councilor Lyons. Table this till next Council so these issues can be looked at. If obtain MD, Eden Valley funding maybe can look at keep post office open longer, residents, County, Eden Valley,

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Longview can get their mail at reasonable time after work. Post Office workers responsible for open closing.

Mayor Penner. Never liked the idea costs come out of pocket.

MOVED by Councilor Lyons Council accepts applications as Longview and Area Recreation Committee new members as follows:

Ken Rogers,
John Richmond,
David Wight,
Fay Beal.

Resolution 162-25

CARRIED

CAO: Send copy of Bylaw and obtain signed Code of Conduct.
First meeting after New Council Organization
Congratulations!
Provide Council Procedures.

CORRESPONDENCE

RCMP report April – June 2025.

Mayor Penner: New Council Organization meeting: add newly elected Council Liaison to Sheep River Regional Utility Corporation (SSRUC).

Deputy Mayor Klassen: New Council Organization Meeting: update Council liaison name.

Council: Best wishes to the incoming Village of Longview Council.

Councilor Lyons: thank you to Council.

Deputy Mayor Klassen: we fulfilled all our plans.

Mayor Penner: it has been an honor serving the Village of Longview.

ADJOURNMENT

MOVED by Mayor Penner to adjourn the meeting at 8:28 p.m.
CARRIED

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Resolution 163-25

Mayor

CAO

NO	ACTION DESCRIPTION	OWNER	DATE ASSIGNED	DATE DUE	STATUS
1	Annexation lagoon quarter	CAO/Council	February 15, 2022	Ongoing	Active status delayed due to high volume commercial developments and elections process.
2	Update/Amend Land Use Bylaw	CAO	July 15, 2023	15-Dec-25	CAO working on LUB amendments (other than the April 29, 2025 proposed Land Use Bylaw amendment). Priority now is Municipal Election.



Mayor & Council
c/o CAO. Roy Tutschek,
Village of Longview
128 Morrison Road
Longview AB T0L 1H0

October 1, 2025

RE: Longview September Municipal Enforcement Monthly Report

Dear Mayor and Council,

September marked the transition into autumn, with shorter days and a reduction in overall traffic activity compared to the busy summer months. Officers issued 46 violation tickets during the month, resulting in fines totaling \$14,460. In addition, 11 written warnings were issued for minor traffic concerns, with an emphasis on education and voluntary compliance.

Court proceedings remained steady, with four traffic-related trials heard in September. These matters primarily involved excessive speeding and distracted driving. Officers ensured disclosure packages were prepared in full and attended court to support efficient case resolution. Several new trial dates have been scheduled for the coming months.

Operationally, officers maintained a strong presence in the Longview school zone during school start and dismissal times. A zero-tolerance approach to school zone speeding was applied, resulting in several drivers being charged.

Positive Action Tickets (PAT) continued to be distributed to local youth demonstrating safe and respectful behaviors, such as proper helmet use while biking, safe pedestrian crossing, and positive community engagement. These tickets remain redeemable for a treat courtesy of Diamond Valley Dairy Queen, and feedback from both parents and schools has been very positive.

With the cooler and much quieter months approaching, our team will be working with Village administration and Council to review and update municipal bylaws that require attention, ensuring they reflect both the evolving needs of the community and industry best practices.

Residents are reminded that enforcement concerns may be reported through our 24/7 Complaint Line at 403-933-0334.

Sincerely,

A handwritten signature in black ink, appearing to read "Matt Hogan".

Sgt. Matt Hogan
Manager of Municipal Enforcement



Operations Overview

Calls for Service

- Total Calls for Service:
 - Emergency Calls: 0
 - Non-Emergency Calls: 1

Patrol Activities

- Total Patrol Hours: 86
- Total Patrol Shifts: 33

Investigative Activities

- Total Cases Opened: 1

Traffic and Road Safety

- Warnings Issued: 11
- Tickets Issued: 46

Bylaw Enforcement

- Complaints Received: 1
- Warnings Issued: 0
- Tickets Issued: 0

Community Engagement and Education

- Positive Action Tickets issued to Village Youth
- Diamond Valley Citizens on Patrol Village Launch Planning

Court and Ticket Disclosure

- Total Hours Spent in Court/ E-Disclosure: 7

Village of Longview Peace Officer Contracted Services Report

Traffic Ticket Issuance Summary

Month	# Patrol 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	32	86.67	86	\$ 27,724.00	\$16,634.40	65	1	9	7	0	0	2	0	0	0	2	\$8,667.00	\$7,967.40	
February	32	86.67	48	\$ 15,111.00	\$9,066.60	40	1	6	1	0	0	0	0	0	0	0	\$8,667.00	\$399.60	
March	42	86.67	54	\$ 14,600.00	\$8,760.00	34	1	17	0	0	0	2	0	0	0	0	\$8,667.00	\$93.00	
April	44	86.67	54	\$ 14,777.00	\$8,866.20	29	0	18	2	0	0	4	1	0	0	0	\$8,667.00	\$199.20	
May	38	86.67	46	\$ 14,995.00	\$8,997.00	26	7	7	0	0	0	4	1	0	0	0	\$8,667.00	\$330.00	
June	40	86.67	43	\$ 11,071.00	\$6,642.60	22	7	9	1	0	0	3	0	1	0	0	\$8,667.00	-\$2,024.40	
July	41	86.67	40	\$ 14,737.00	\$8,842.20	20	4	4	0	0	2	8	0	0	0	2	\$8,667.00	\$175.20	
August	38	86.67	53	\$ 14,769.00	\$8,861.40	37	3	4	1	0	0	7	0	0	0	1	\$8,667.00	\$194.40	
September	33	86.67	46	\$ 14,460.00	\$8,676.00	29	5	5	0	0	0	7	0	0	0	0	\$8,667.00	\$9.00	
October	0	0	0	\$ -	\$0.00	0	0	0	0	0	0	0	0	0	0	0	\$0.00	\$0.00	
November	0	0	0	\$ -	\$0.00	0	0	0	0	0	0	0	0	0	0	0	\$0.00	\$0.00	
December	0	0	0	\$ -	\$0.00	0	0	0	0	0	0	0	0	0	0	0	\$0.00	\$0.00	
	340	780	470	\$142,244.00	\$85,346.40	302	29	79	12	0	2	37	2	1	0	5	\$78,003.00	\$7,343.40	

- 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



**VILLAGE OF LONGVIEW
CAO REPORT TO COUNCIL**

TO: Council
FROM: Roy Tutschek
SUBJECT: CAO Report
DATE: October 23, 2025

1. Land developments ongoing.
2. Working with admin staff on OHS Inspection directives.
3. FRIAA Wildfire Hazard Risk Assessment project – Consultant Village of Longview work in progress.
4. In contact with Village auditor.
5. Following up on Campground Sani dump upgrade.
6. Worked on 2025 Municipal Election process.
7. Westview Place water sewer line replacement follow up with MPE.

Longview Monthly Report

Month: September

3910.52m3

Normal Work performed Under contract:

Work performed at Longview in addition to standard rounds during Sept (Sun, Mon, Tues and Thurs)

- Monthly facility inspection

-Weekly housekeeping, sweep, mop, bathroom. Increased disinfection in lab due to mice.

-Pest control due to flies and mice, typical for this time of year. Mouse traps and fly strips installed and checked.

Additional Work Completed:

- continued Acti-Zym treatments for Lagoon.
- Schedule 4 testing & THMS
- GME problems

**VILLAGE OF LONGVIEW
BANK RECONCILIATION
September 30, 2025**

General Ledger ATB

Balance at	General account	\$2,127,474.33	
	CCBF account		
	Recreation account	\$30,797.18	
	Light Up account	\$0.00	
	Memorial Garden account	\$5,479.26	
	Total Bank in GL		\$2,163,750.77
	charges outstanding in GL		
	deposit outstanding in GL	\$ 315.50	\$ 315.50
Adjusted Balance	September 30, 2025		<u>\$2,164,066.27</u>

ATB General Bank Account

	General account	\$2,166,112.67	
	CCBF account		
Balance	September 30, 2025		<u>\$2,166,112.67</u>
Less:	Outstanding Cheques	(\$2,046.40)	
Plus:	Outstanding Deposit in Bank		(\$2,046.40)
Balance at	September 30, 2025		<u>\$2,164,066.27</u>
difference			\$0.00

	Total on Deposit		<u>\$2,164,066.27</u>
Less:	MSI Grant	\$123,130.96	
	CCBF Grant	\$267,302.00	
	FGTF Grant	\$1,301.00	

			bill credits	
1. see below	Solar Project - Net Zero	\$0.00	\$6,435.94	2025
			\$48,213.87	2024
			\$41,354.32	2023
			\$47,787.34	2022
	Westview Place Project	(\$34,875.74)		
2. see below	Reserves	\$1,000,779.83		
	held for recreation	\$30,797.18		
	held for memorial garden	\$5,479.26		
	Restricted Funds		<u>\$1,393,914.49</u>	
	Balance for Operations		<u>\$770,151.78</u>	

1 Non grant portion of net zero project was recouped over time with generation credits on our electrical bill. The total non grant portion was \$143,791.47



Village of Longview

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Cheque Listing For Council

2025-Oct-14
10:59:25AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice	Cheque
Cheque #	Date				Amount	Amount
933	2025-09-09	AMSC Insurance Services Ltd.	1830-2025-09	SEPT PREMIUM	1,378.63	1,378.63
934	2025-09-09	ATB Financial Mastercard	20250905	RE SEPT 5 STATEMENT	1,392.16	1,392.16
935	2025-09-09	Beal, James	20250805	FIX POSTS AND RAIL(INFO BOO	252.00	252.00
936	2025-09-09	Caumartin, Justin	20250915	SEPT 15 VOUCHER	65.00	65.00
937	2025-09-09	Contain-A-Way Services	341139	AUGUST GARBAGE	237.50	237.50
938	2025-09-09	Eastlink	24121039	RE SEPT 3 STATEMENT	124.90	124.90
939	2025-09-09	FCSS Association of Alberta	2148	FEE FROM SEPT 25-SEPT 26	114.00	114.00
940	2025-09-09	Foothills Regional Service Commission	00032740	AUGUST GARBAGE	526.00	526.00
941	2025-09-09	Government of Alberta, Land Titles	20250831	AUGUST LAND TITLES	40.00	40.00
942	2025-09-09	Hoddinott Forest Management Inc.	128	GIS AND WILDFIRE ANALYSIS	3,675.00	3,675.00
943	2025-09-09	Iron Mountain Canada Operations ULC	KRNY387	RE AUG 31 STATEMENT	348.10	348.10
944	2025-09-09	Longview Library	20250831	VILLAGE CONTRIBUTION TO LIB	2,000.00	2,000.00
945	2025-09-09	Majchrowski, Nicki	20250915	RE SEPT 15 VOUCHER	650.00	650.00
946	2025-09-09	Nucleus	250844	SEPT 25-SEPT 26 CONTRACT	299.25	299.25
947	2025-09-09	Superior Safety Codes Inc	21932	JULY PERMIT FEES	206.39	206.39
948	2025-09-09	Telus Mobility	4645788251	RE AUGUST 27 STATEMENT	131.48	131.48
949	2025-09-09	Town of Diamond Valley	2025543	AUGUST CONTRACTED SERVICE	8,666.67	8,666.67
950	2025-09-24	ACE, Alberta Co-Operative Energy	242564 248652 254195	RE JULY 3 STATEMENT RE AUGUST 7 STATEMENT RE SEPT 7 STATEMENT	(4,817.11) 3,525.23 3,459.88	2,168.00
951	2025-09-24	Alberta Municipal Services Corporation	25-1061475	RE SEPT 8 STATEMENT	456.66	456.66
952	2025-09-24	Brown, Sharon	20250828	GOODS FOR RESALE INFO BOO	74.21	74.21
953	2025-09-24	Christ the Redeemer Catholic School Division	00469 00489	JULY AUG REQUISITION SEPT 2025 REQUISITION	970.79 485.40	1,456.19
954	2025-09-24	Diamond Valley Citizens on Patrol	20250923	ANNUAL SUPPORT	500.00	500.00
955	2025-09-24	E.S.Williams & Associates Inc.	331810	WINDOWS UPGRADE	2,372.21	2,372.21
956	2025-09-24	Eastlink	24148225	E SEPT 10 STATEMENT	179.50	179.50
957	2025-09-24	Klassen, Rose	20250924	WESTWINDS MEET IN HIGH RIVE	41.30	41.30
958	2025-09-24	Light Up Longview	20250923	FOR SEACAN MURAL	1,000.00	1,000.00
959	2025-09-24	MPE Engineering Ltd	2530-001-06-01 2530-020-00-09	SQUIRE HOMES CONDOS WESTVIEW PLACE W&S	2,779.35 10,041.78	12,821.13
960	2025-09-24	Telus Communications	20250920	RE SEPT 20 STATEMENT	281.73	281.73
961	2025-09-24	Telus Mobility	20250917	RE SEPT 17 STATEMENT	53.50	53.50
962	2025-09-24	Wight, Kathie	20250924	TO ANSWER PHONES	200.00	200.00

Total 41,711.51

*** End of Report ***



Village of Longview

YTD Council Summary

General Ledger	Description	2024 YTD Actual	September 2025 Actual	2025 YTD Actual	2025 Budget	2025 Budget Remaining \$	2025 Budget Remaining %
TOTAL General Revenue		(700,076.48)	(16,955.94)	(711,848.30)	(755,827.00)	(43,978.70)	5.82
TOTAL Legislative Revenue		0.00	0.00	(4,068.00)	0.00	4,068.00	0.00
TOTAL Administrative Revenue		(10,330.92)	(350.00)	(11,496.52)	(45,900.00)	(34,403.48)	74.95
TOTAL Protective Services Reve		(15,241.11)	(5,016.00)	(37,234.50)	(70,600.00)	(33,365.50)	47.26
TOTAL Emergency Services Reven		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL Public Works Revenue		0.00	0.00	0.00	(300.00)	(300.00)	100.00
TOTAL Roads & Street Lights Re		(13,534.76)	(3,410.00)	(13,681.06)	(20,360.00)	(6,678.94)	32.80
TOTAL Water Services Revenue		(88,996.63)	(20,111.79)	(96,807.63)	(152,650.00)	(55,842.37)	36.58
TOTAL Wastewater Services Reve		(66,925.33)	(10,501.13)	(73,925.02)	(84,000.00)	(10,074.98)	11.99
TOTAL Solid Waste Services Rev		(13,688.16)	(3,375.50)	(13,712.50)	(20,200.00)	(6,487.50)	32.12
TOTAL FCCSS Revenue		(8,078.16)	0.00	(10,272.27)	(16,190.00)	(5,917.73)	36.55
TOTAL Plan & Dev Revenue		(11,917.30)	0.00	(62,757.35)	(237,500.00)	(174,742.65)	73.58
TOTAL Parks / Rec Revenue		(200.00)	0.00	0.00	(105.00)	(105.00)	100.00
TOTAL Camp Info Centre Revenue		(43,907.20)	(6,008.50)	(52,370.73)	(41,925.00)	10,445.73	(24.92)
TOTAL Community Hall Revenue		(2,755.00)	(150.00)	(4,265.00)	(4,000.00)	265.00	(6.63)
TOTAL REVENUE		(975,651.05)	(65,878.86)	(1,092,438.88)	(1,449,557.00)	(357,118.12)	24.64
TOTAL Rec Board Revenue		(18,695.00)	0.00	0.00	(4,500.00)	(4,500.00)	100.00
TOTAL Solar Revenue		(32,336.83)	(24,198.92)	(33,613.66)	(40,000.00)	(6,386.32)	15.97
TOTAL SUB-ACCOUNTS REVENUE		(51,031.83)	(24,198.92)	(33,613.66)	(44,500.00)	(10,886.32)	24.46



Village of Longview

YTD Council Summary

General Ledger	Description	2024 YTD Actual	September 2025 Actual	2025 YTD Actual	2025 Budget	2025 Budget Remaining \$	2025 Budget Remaining %
TOTAL General Expenses		107,964.02	66,205.73	185,842.47	238,204.00	52,361.53	21.98
TOTAL Legislative Expenses		18,826.31	2,802.98	11,826.57	29,350.00	17,523.43	59.71
TOTAL Administration Expenses		225,264.41	28,517.58	249,750.69	341,688.00	91,937.31	26.91
TOTAL Protective Services Expe		6,448.00	500.00	61,166.69	104,000.00	42,833.31	41.19
TOTAL Emergency Services Expen		2,140.19	0.00	3,547.21	10,000.00	6,452.79	64.53
TOTAL Public Works Expenses		70,147.44	7,191.86	81,593.56	108,000.00	26,406.44	24.45
TOTAL Roads & Street Lights Ex		15,172.98	5,615.82	15,025.79	22,600.00	7,574.21	33.51
TOTAL Water Services Expenses		77,615.38	7,676.17	100,692.10	220,400.00	119,707.90	54.31
TOTAL Wastewater Services Expe		66,800.74	1,053.61	69,883.78	115,150.00	45,266.22	39.31
TOTAL Solid Waste Expenses		5,418.27	752.19	5,527.52	8,500.00	2,972.48	34.97
TOTAL FCCSS Expenses		10,352.00	114.00	9,962.00	13,732.00	3,770.00	27.45
TOTAL Planning and Development		107,755.77	2,843.56	141,006.70	157,065.00	16,058.30	10.22
TOTAL Parks / Rec Expense		2,709.03	189.14	852.96	1,300.00	447.04	34.39
TOTAL Campground Info Centre E		35,583.92	12,668.91	45,839.95	46,483.00	643.05	1.38
TOTAL Community Hall Expenses		16,787.36	2,067.05	24,166.49	20,525.00	(3,641.49)	(17.74)
TOTAL Library Expenses		4,554.31	3,076.39	6,565.39	8,060.00	1,494.61	18.54
TOTAL EXPENSES		773,540.13	141,274.99	1,013,249.87	1,445,057.00	431,807.13	29.88
P NET DEFICIT (Surplus)		(253,142.75)	51,197.21	(112,802.69)	(49,000.00)	63,802.69	(130.21)
TOTAL Rec Board Expenses		11,521.85	0.00	0.00	4,500.00	4,500.00	100.00
TOTAL Solar Project		0.00	0.00	2,500.00	40,000.00	37,500.00	93.75
NET SURPLUS (Deficit) SUB-ACCO		11,521.85	0.00	2,500.00	44,500.00	42,000.00	94.38

*** End of Report ***



**VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION**

Date:	October 28, 2025	Agenda Item #:	11.4
Title:	Library Board Member Appointments – Revised motion wording		
Submitted by:	Roy Tutschek, CAO		

Recommendation:	MOVED by _____ that _____.		
Alternatives:	2. Defeat above motion. 3. That discussion be tabled _____ (for further information or future date).		

Background:	Request Council to revise previous Council motion to read as follows: MOVED by _____ that the Village appoint the following people to a three-year term ending October 24, 2028 on the Longview Library Board; Erika Smith, Kerri Gallup, Pat Williams, Sylvia Binkley, Maggie McKerracher, Marie Hummel and Rose Klassen.		
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Implications: <i>Policy, Statutory Plans, Legislative:</i>			
<i>Financial:</i>	N/A		

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



**VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION**

Date:	October 28, 2025	Agenda Item #: 11.5
Title:	FCSS Renewal Agreement	
Submitted by:	Roy Tutschek, CAO	

Recommendation:	MOVED by _____ that _____.
Alternatives:	2. Defeat above motion. 3. That discussion be tabled _____ <i>(for further information or future date).</i>

Background:	Request Council decision on FCSS Renewal Agreement.
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Implications: <i>Policy, Statutory Plans, Legislative:</i>	
<i>Financial:</i>	N/A

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

THIS AGREEMENT is effective **January 1, 2026**.

BETWEEN:

HIS MAJESTY THE KING IN RIGHT OF ALBERTA
as represented by the Minister of Assisted Living and Social Services
(the “Minister”)

~ and ~

VILLAGE OF LONGVIEW
created pursuant to the laws of Alberta
(the “Municipality”)

WHEREAS the Municipality has applied for a grant to be used for the purposes of FCSS Services;

WHEREAS the Minister agrees to provide Funding for said purpose under the Provincial Program and subject to the terms and conditions of this Agreement;

WHEREAS the FCSS Act and the Grants Regulation authorizes such a grant being made;

WHEREAS the Municipality is prepared to perform and enter into certain undertakings relative to the payment of the grant;

NOW THEREFORE the parties agree as follows:

1. DEFINITIONS:

(a) “Agreement” means this document and the attached Schedule A, Schedule B, Schedule C, and Appendix 1 to Schedule C, and including any amendments made in writing by the parties;

(b) “Effective Date” means the date first noted above;

(c) “FCSS Act” means the *Family and Community Support Services Act* (Alberta), as amended from time to time;

(d) “FCSS Framework” means the FCSS Accountability Framework, as amended by the Minister from time to time, a copy of which can be found at <https://open.alberta.ca/publications/family-and-community-support-services-accountability-framework>.

(e) “FCSS Program Policies” means the collective policies, as implemented and amended from time to time, by the Minister relating to the Provincial Program and any funding provided pursuant to that program;

- (f) “FCSS Regulation” means the Family and Community Support Services Regulation (Alberta), as amended from time to time;
- (g) “FCSS Services” means the activities to be performed by the Municipality as described in Schedule A for the purposes of establishing, administering and operating a local family and community support services program as set out in the FCSS Act, FCSS Regulation, the FCSS Framework, and the FCSS Program Policies;
- (h) “FCSS Services’ total cost” means **\$38,535.00** and is comprised of the Funding provided by the Minister under this Agreement and the Municipality’s Contribution as set out in Clause 6 of this Agreement;
- (i) “Funding” means the grant monies to be contributed by the Minister pursuant to this Agreement and any interest earned thereon;
- (j) “Grants Regulation” means the Ministerial Grants Regulation A.R. 215/2022, as amended from time to time;
- (k) “Municipality’s Contribution” is the Municipality’s financial contribution towards the FCSS Services as set out in Clause 6 of this Agreement;
- (l) “Provincial Program” means the Provincial Family and Community Support Services Program administered by the Minister and delivered in accordance with the FCSS Act, FCSS Regulation, and FCSS Framework;
- (m) “Provincial Prevention Priorities” means key social issues affecting Albertans as listed in the FCSS Framework and identified in Schedule A;
- (n) “Provincial Prevention Strategies” means strategies, as listed in the FCSS Framework and identified in Schedule A, that guide the development and delivery of preventative services to meet the needs of a local community;
- (o) “Surplus” means the amount by which payments made by the Minister exceed the Municipality’s expenditures to perform the FCSS Services, as determined by the Minister, in consultation with the Municipality;
- (p) "Term" means the period from **January 1, 2026 to December 31, 2028**.

2. RESPONSIBILITIES OF THE MUNICIPALITY:

- (a) The Municipality shall perform the FCSS Services as described in Schedule A and in accordance with the FCSS Act, FCSS Regulation, FCSS Program Policies, and the FCSS Framework.
- (b) The Municipality shall perform FCSS Services in alignment with the FCSS Framework.
- (c) The Municipality may transfer to another municipality all or part of the Funding received pursuant to this Agreement as described in the FCSS Program Policies.

- (d) The Municipality shall comply with all applicable laws in its performance of the FCSS Services.
- (e) The Municipality shall not make any public announcement or issue any press release regarding the entering into this Agreement or the Minister's provision of the Funding, except in consultation with and upon receiving the approval of the Minister as to the contents of the announcement or press release, such approval shall not be unreasonably withheld.
- (f) The Municipality warrants that it has entered into an agreement with other municipalities to jointly establish, administer, and operate the FCSS Services and that the Municipality has the authority to enter into this Agreement on the behalf of the other municipalities.
- (g) The Municipality warrants that the Funding will be allocated among itself and the other municipalities as follows:

Municipality	Funding Allocation (year 1)	Funding Allocation (year 2)	Funding Allocation (year 3)	Total Funding Allocation (for entire term)
VILLAGE OF LONGVIEW	\$10,276.00	\$10,276.00	\$10,276.00	\$30,828.00

3. TERM:

This Agreement shall be effective for the Term.

4. REPRESENTATIVES:

- (a) The Minister designates the **Executive Director of Civil Society and Community Initiatives** to be the Minister's representative to maintain a continuing liaison with the Municipality in matters relating to this Agreement.
- (b) The Municipality designates the **CAO** to be the Municipality's representative to maintain a continuing liaison with the Minister in matters relating to this Agreement.
- (c) In the event there is a change in either party's representative, notice should be provided to the other party pursuant to Clause 15.

5. FUNDING:

- (a) The Minister will provide Funding to the Municipality in the amount of no more than **\$30,828.00**, subject to:
- i. the appropriation of funds by the Legislature sufficient to provide the Funding under this

Agreement, the sufficiency of which shall be determined in the sole discretion of the Minister; and

ii. early termination of this Agreement,

and that there will be no additional funding from the Minister in the case of cost overruns.

(b) The maximum Funding set out in Clause 5(a) will be allocated as follows:

i. **\$10,276.00** for the first year of the Term (**2026-01-01** to **2026-12-31**)

ii. **\$10,276.00** for the second year of the Term (**2027-01-01** to **2027-12-31**)

iii. **\$10,276.00** for the third year of the Term (**2028-01-01** to **2028-12-31**)

(c) The Municipality shall immediately notify the Minister of any overpayment of the Funding and shall repay the amount of any overpayment, unless directed otherwise in writing by the Minister. Any amount of overpayment not repaid to the Minister shall be considered a debt due to the Minister. The Minister may in the Minister's sole discretion cease to make payments under this Agreement or any other agreement made between the Municipality and the Minister if an overpayment is not repaid forthwith.

(d) The Funding shall be released to the Municipality in accordance with Schedule B.

(e) Notwithstanding Schedule B, the Minister may withhold any Funding during the Term of this Agreement:

i. upon failure of the Municipality to provide any reports required by this Agreement or any Schedule to this Agreement; or

ii. upon the Municipality's non-compliance with any term or condition of this Agreement.

(f) Notwithstanding Clause 5(a), (b), and (d) of this Agreement, the total amount of Funding or any scheduled payment of Funding during the Term may be adjusted (including an increase or decrease) in the sole discretion of the Minister.

(g) If the total amount of Funding or any scheduled payment of Funding is to be adjusted pursuant to Clause 5(f):

i. the Minister shall provide the Municipality sixty (60) days' written notice of any proposed adjustment;

ii. upon receipt of the Minister's notice to adjust Funding or adjust a scheduled payment of Funding, the Municipality shall have thirty (30) days to either accept the adjustment or terminate this Agreement, which decision shall be communicated to the Minister in writing pursuant to Clause 15;

- iii. if the Municipality chooses to accept the adjustment, the Municipality and the Minister may mutually agree to amend the Services under this Agreement and shall amend the Agreement accordingly;
- iv. if the Municipality chooses to terminate this Agreement, termination shall be effective thirty (30) days after the date of the notice of termination by the Municipality.

6. THE MUNICIPALITY'S CONTRIBUTION

- (a) In accordance with section 3 of the FCSS Act and section 5(b) of the FCSS Regulation, the Municipality shall provide a financial contribution of no less than twenty percent (20%) of the FCSS Services' total cost. The Municipality shall also demonstrate a financial contribution of at least twenty percent (20%) towards the FCSS Services' annual costs.
- (b) In accordance with Clause 6(a), the Municipality's Contribution for the Term is allocated as follows:
 - i. **\$2,569.00** for the first year of the Term (**2026-01-01** to **2026-12-31**)
 - ii. **\$2,569.00** for the second year of the Term (**2027-01-01** to **2027-12-31**)
 - iii. **\$2,569.00** for the third year of the Term (**2028-01-01** to **2028-12-31**)
- (c) In the event the total amount of Funding is increased or decreased either during the Term or by any amendment to this Agreement, the Municipality's Contribution may change accordingly, and the Municipality must provide written notice the Minister of any changes to the Municipality's Contribution pursuant to Clause 15.

7. USE OF GRANT FUNDING:

- (a) The Municipality covenants and agrees that it is and will be, in relation to the Funding, bound by the provisions of this Agreement, the FCSS Act, FCSS Regulation, and the Grants Regulation.
- (b) The Municipality agrees that the Funding shall be used only for the purposes described in Schedule A and the expenditures and costs associated with the purposes as further described in the FCSS Regulation and FCSS Program Policies, and the Municipality shall not use the Funding for any other purpose without the prior written consent of the Minister.
- (c) The Minister reserves the right to disallow and recover from the Municipality the amount of any expenditure of the Funding that is contrary to the terms and conditions of this Agreement.

8. PUBLICATION, DISSEMINATION AND RELEASE OF INFORMATION:

- (a) The Municipality has the requisite authority to collect and disclose all information contained in any reports and other records submitted to the Minister under this Agreement.
- (b) The Municipality acknowledges that this Agreement, including the name of the Municipality, and the

terms and conditions of the Grant under this Agreement, may be subject to disclosure pursuant to the Access to Information Act (Alberta) (“ATIA Act”), as amended from time to time. The Municipality further acknowledges that the ATIA Act applies to information obtained, related, generated, collected or provided to the Minister under this Agreement, including all reports and other records submitted to the Minister by the Municipality, and that any information in the custody or under the control of the Minister may be disclosed.

(c) Subject to any applicable laws, the Municipality shall allow the Minister access to or provide copies to the Minister of any data or information acquired, collected or produced under this Agreement.

9. FCSS SERVICES REPORTING REQUIREMENTS:

(a) The Municipality shall provide the Minister with a detailed annual report as described in Schedule C within one hundred twenty (120) days after the end of each year of the Term.

(b) The Minister may at any time during the Term of this Agreement request any additional information or ad hoc reports required, in the sole discretion of the Minister, to inform the Minister about the FCSS Services and the Municipality shall comply forthwith.

(c) The Minister shall have the right and ability to use, publish, or distribute reporting as the Minister determines appropriate, subject to any applicable laws.

(d) In the event the total amount of Funding is increased either during the Term or by any amendment to this Agreement, any reporting, financial or otherwise may change accordingly.

10. ACCOUNTING:

The Municipality shall:

(a) deposit and maintain the Funding in a separate bank account used only for the Funding or in the same bank account as other monies provided that the Funding is kept separate from other monies in the books of account, such that the Funding can be accounted for;

(b) maintain adequate financial records relating to the Funding. It shall keep proper books, accounts and records of the cost of the materials, services or resources funded under this Agreement, in accordance with Canadian generally accepted accounting principles, and have them available at all times during the Term of this Agreement and for a period of six (6) years after the termination or expiry of this Agreement; and

(c) during the Term and for six (6) years after the termination or expiry of this Agreement, produce on demand to any representative of the Minister or the Auditor General of Alberta any of the financial records referred to in Clause 10(b) and shall permit such representative to examine and audit these books, accounts and records and take copies and extracts of them.

11. SURPLUS DURING THE TERM AND ON EXPIRY OR TERMINATION:

(a) If the Minister determines there is a Surplus during any year of the Term or at any time following the expiry or termination of this Agreement, the Minister, in the Minister's sole discretion, may:

- i. demand repayment of all or part of the Surplus by the Municipality to the Government of Alberta within ninety (90) days of the demand or the expiry or termination of this Agreement;
- ii. adjust the total amount of Funding by withholding payment of any portion of Funding equal to the Surplus amount, or by setting-off the Surplus amount against any future scheduled payments of Funding in the Term;
- iii. authorize the Municipality to retain the Surplus and redistribute the Surplus amount across the remaining year(s) of the Term; or
- iv. apply the Surplus to any payment made by the Minister pursuant to a further grant agreement with the Municipality for the same or similar purpose.

(b) The Municipality acknowledges that the parties may need to amend this Agreement or enter into a new agreement or amend an existing agreement if the Minister determines that there is a Surplus during the Term or at any time following the expiry or termination of this Agreement in accordance with Clause 11(a).

12. GENERAL PROVISIONS:

(a) The parties agree that Schedule A, Schedule B, Schedule C and any appendices to these Schedules form part of the Agreement, but in the event of a conflict between a provision in a Schedule or any appendices and a provision in the body of the Agreement, the provision in the body of the Agreement shall govern.

(b) The Municipality shall indemnify and hold harmless the Minister, the Minister's employees, contractors, agents or volunteers from any and all claims, demands, actions and costs whatsoever that may arise, directly or indirectly, out of any act or omission of the Municipality or its employees, contractors, agents or volunteers with respect to carrying out the purposes of this Agreement. Such indemnification shall survive the termination of this Agreement.

(c) The Minister shall not be liable for any personal or bodily injury or property damage that may be suffered or sustained by the Municipality, its employees, contractors, agents or volunteers in carrying out this Agreement.

(d) The Municipality shall, at its own expense and without limiting its liabilities herein, insure its operations under a contract of general liability insurance, in accordance with Alberta's *Insurance Act*, in an amount not less than \$2,000,000.00 inclusive per occurrence, insuring against bodily injury, personal injury and property damage, including loss of use thereof.

(e) This Agreement may be amended when such amendments are reduced to writing and signed by each of the parties hereto, but not otherwise.

(f) The Municipality is an independent entity and any persons engaged by the Municipality to provide goods and services in carrying out this Agreement are employees, agents, or contractors of the Municipality and not of the Minister.

(g) The Municipality may not assign this Agreement or any part of it.

(h) Despite any other provision of this Agreement, those clauses which by their nature continue after the conclusion or termination of this Agreement shall continue after such conclusion or termination, including: Clauses 7(c), 8, 9(b), 9(c), 10, 11, 12(b), 12(c) and 12(d).

(i) This Agreement is binding upon the parties and their successors.

(j) The parties agree that this Agreement will be governed and interpreted in accordance with the laws of the Province of Alberta and the parties irrevocably attorn to the exclusive jurisdiction of the courts in Alberta.

(k) This Agreement contains the entire agreement of the parties concerning the subject matter of this Agreement and except as expressed in this Agreement, there are no other understandings or agreements, verbal or otherwise, that exist between the parties.

(l) If any provision of this Agreement is determined to be invalid or unenforceable in whole or in part, such invalidity or unenforceability shall attach only to such provision and everything else in this Agreement shall continue in full force and effect, provided however that this Agreement is not materially altered.

13. BREACH OF AGREEMENT:

Where the Minister, in the Minister's sole discretion, determines that the Municipality has failed to fulfill any term or condition of this Agreement, the Minister may do any one or more of the following:

- (a) terminate this Agreement immediately;
- (b) withhold payment of all or any portion of the funding under subsequent grant agreements; and
- (c) demand repayment of all or any portion of the Funding and the Municipality shall repay forthwith, all or part of the Funding to the Government of Alberta.

14. TERMINATION OF AGREEMENT:

This Agreement may be terminated:

- (a) at any time by mutual written agreement of the parties; or
- (b) at any time by either party without cause or reason with ninety (90) days written notice to the other party. Upon the Municipality's receipt of a notice of termination from the Minister, the Municipality shall not make or commit any further expenditure of the Funding without the prior written consent of the Minister.

15. NOTICES:

(a) All notices required or permitted to be given or submitted by one party to the other under this Agreement shall be deemed given or submitted to the other party if in writing and either personally delivered to the office of the addressee or sent by registered mail, postage prepaid, or sent by email to the address provided below:

For the Minister:

*Executive Director, Civil Society and Community Initiatives [CSCI]
9942 108 Street, Edmonton, Alberta, T5K 2J5
SCSS.FCSSAdmin@gov.ab.ca*

For the Municipality:

CAO
Box 147, Longview, Alberta T0L 1H0
cao@village.longview.ab.ca

(b) The address of either party may be changed by notice in writing to the other party.

(c) Notice personally served or sent by email shall be deemed received when actually delivered between 8:15 am to 4:30 pm in Alberta from Monday through Friday excluding holidays observed by the Minister (a "business day") or if not delivered on a business day on the next following business day, and

- i. in the case of notice by email, when actually delivered as indicated by the email delivery receipt or other reasonable forms of confirmation of delivery; or
- ii. in the case of notice sent by prepaid registered mail, on the fourth business day following mailing in any post office in Canada, except in the case of postal disruption, then any notice shall be given by email or personally served.

16. ELECTRONIC SIGNING

The Parties may execute this Agreement with the use of electronic signatures so long as:

- (a) the electronic signatures are verified by the use of an Alberta approved electronic signature platform;
- (b) the electronic signatures are authenticated to confirm the identity of the signing party; and
- (c) the electronic signatures as applied are in adherence with Alberta's Electronic Transactions Act, SA 2001, c E-5.5.

THIS SPACE IS INTENTIONALLY LEFT BLANK

17. COUNTERPART:

This Agreement may be executed in counterparts, in which case (i) the counterparts together shall constitute one agreement, and (ii) communication of execution by emailed PDF shall constitute good delivery.

IN WITNESS WHEREOF, notwithstanding the dates of signature below, the parties have made this Agreement to be effective as of the day, month and year first above written.

HIS MAJESTY THE KING IN RIGHT OF ALBERTA

as represented by the Minister of Assisted Living and Social Services

Executive Director, CSCI

Date

VILLAGE OF LONGVIEW

Signature of Authorized Official
Roy Tutschek

CAO

Date

SCHEDULE A

DESCRIPTION OF FCSS SERVICES

**Grant Agreement Between
His Majesty the King in Right of Alberta
as represented by the Minister of Assisted Living and Social Services and
VILLAGE OF LONGVIEW**

Term of Agreement: from **January 1, 2026** to **December 31, 2028**

Description of FCSS Services

1. Purpose of Funding

Funding is intended to provide for the establishment, administration and operation of a family and community support services program in accordance with the FCSS Act, FCSS Regulation, FCSS Program Policies, and the FCSS Framework.

- Services must be of a preventive nature that enhances the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity.
- Under the FCSS Framework, prevention is defined as a proactive process that strengthens the protective factors of individuals, families, and communities to promote well-being, reduce vulnerabilities, enhance quality of life, and empowers them to meet the challenges of life.

2. Description of Grant Activities

2.1 For the purposes of this Agreement, the Municipality shall perform FCSS Services that meet the following minimum requirements:

- comply with the requirements set out in the FCSS Act and FCSS Regulation, in particular the responsibilities set out in section 2 of the FCSS Regulation (described in more detail at 2.2 below);
- comply with the requirements set out in the FCSS Act and FCSS Regulation, in particular the service requirements set out in section 2.1 of the FCSS Regulation (described in more detail at 2.3 below);
- perform FCSS Services in accordance with the FCSS Framework, in particular the Provincial Prevention Priorities and Provincial Prevention Strategies (described in more detail at 2.4 below);
- perform FCSS Services in accordance with the FCSS Program Policies (as defined in this Agreement);
- ensure FCSS Services are of a preventive nature, aligning with the definition of prevention as found in the FCSS Framework.

2.2 Responsibilities of the Municipality

The responsibilities of the Municipality are as set out section 2 of the FCSS Regulation and include:

- promote and facilitate the development of stronger communities;
- promote public participation in planning, delivering and governing the program and services provided under the program;
- promote and facilitate the involvement of volunteers;
- promote efficient and effective use of resources; and,
- promote and facilitate co-operation and co-ordination with allied service agencies operating within the municipality.

2.3 Service requirements of the Municipality

- The service requirements of the Municipality are as set out in section 2.1(1)(b) of the FCSS Regulation and include:
 - help people to develop independence, strengthen coping skills and become more resistant to crisis;
 - help people to develop an awareness of social needs;
 - help people to develop interpersonal and group skills which enhance constructive relationships among people;
 - help people and communities to assume responsibility for decisions and actions which affect them;
 - provide supports that help sustain people as active participants in the community.
- The Municipality must not include the services set out in section 2.1(2) of the FCSS Regulation. These services include:
 - provide primarily for the recreational needs or leisure time pursuits of individuals,
 - subject to subsection 2.1(3) of the FCSS Regulation, offer direct assistance, including money, food, clothing or shelter, to sustain an individual or family,
 - be primarily rehabilitative in nature, or
 - duplicate services that are ordinarily provided by a government or government agency.

2.4 FCSS Framework

The Municipality shall perform FCSS Services in alignment with the FCSS Framework, in particular:

- the following Provincial Prevention Priorities:
 - Homelessness and housing insecurity
 - Mental health and addictions
 - Employment
 - Family and sexual violence across the lifespan
 - Aging well in community
- the following Provincial Prevention Strategies:
 - Promote and encourage active engagement in the community
 - Foster a sense of belonging

- Promote social inclusion
- Develop and maintain healthy relationships
- Enhance access to social supports
- Develop and strengthen skills that build resilience

SCHEDULE B
FUNDING SCHEDULE
 Grant Agreement Between
 His Majesty the King in Right of Alberta
 as represented by the Minister of Assisted Living and Social Services
 and
VILLAGE OF LONGVIEW

Funding shall be paid to the Municipality in accordance with the following table:

Year of Term	Release Date	Funding Amount
Year 1 (from 2026-01-01 to 2026-12-31)	2026-01-01	\$2,569.00
	2026-04-01	\$2,569.00
	2026-07-01	\$2,569.00
	2026-10-01	\$2,569.00
Year 2 (from 2027-01-01 to 2027-12-31)	2027-01-01	\$2,569.00
	2027-04-01	\$2,569.00
	2027-07-01	\$2,569.00
	2027-10-01	\$2,569.00
Year 3 (from 2028-01-01 to 2028-12-31)	2028-01-01	\$2,569.00
	2028-04-01	\$2,569.00
	2028-07-01	\$2,569.00
	2028-10-01	\$2,569.00

SCHEDULE C
REPORTING REQUIREMENTS

Grant Agreement Between
His Majesty the King in Right of Alberta
as represented by the Minister of Assisted Living and Social Services
and
VILLAGE OF LONGVIEW

1. Report Form – All reports must contain the information and be in a format specified by or acceptable to the Minister.
2. Annual Reporting - In accordance with Clause 9 of this Agreement, the Municipality shall provide the Minister with a detailed annual report which contains the following:
 - i. An audited financial statement for each year of the Term that complies with sections 6, 6.1 and 6.2 of the FCSS Regulation, outlined below, and any requirements as set out in the FCSS Program Policies.

Under the FCSS Regulation, an audited financial statement shall include:

- If the Municipality receives Funding of \$250,000 or less (section 6 of the FCSS Regulation applies):
 1. the revenues and expenditures shown in the Schedule to the FCSS Regulation; and,
 2. Municipality's certification containing all of the items found in section 6(b) of the FCSS Regulation (review section 6(b) of the FCSS Regulation for further details of the items to be included in the Municipality's certificate).
- If the Municipality receives Funding of more than \$250,000 but less than \$500,000 (section 6.1 of the FCSS Regulation applies):
 1. the revenues and expenditures shown in the Schedule to the FCSS Regulation;
 2. Municipality's certification containing all of the items found in section 6(b) of the FCSS Regulation; and
 3. a review engagement report, prepared in accordance with the standards of the Chartered Professional Accountants of Canada for review engagement reports.
- If a Municipality received Funding of \$500,000 or more (section 6.2 of the FSCC Regulation applies):
 1. the revenues and expenditures shown in the Schedule to the FCSS Regulation;
 2. Municipality's certification containing all of the items found in section 6(b) of the FCSS Regulation.

3. an auditor's report, prepared in accordance with the standards of the Chartered Professional Accountants of Canada for auditors' reports.
- ii. Non-identifying data and information as identified by the Minister. Such data shall be relevant to the key performance measures as identified by the Minister in the FCSS Framework and in accordance with any applicable FCSS Program Policies.
 - This information must include the information listed in the Reporting Framework Checklist attached as Appendix 1 to Schedule C.
3. The Municipality shall submit all annual reporting using the FCSS Portal: <https://goaproduct.service-now.com/fcss>

Note: The Municipality should review section 11(b) of the FCSS Regulation, which, among other things, allows the Minister to withhold funding under any new agreement in the event that the above audited financial statements are not submitted to the Minister within 120 days of the end of the Municipality's fiscal year.

APPENDIX 1 TO SCHEDULE C

REPORTING CHECKLIST

1. Overview Information

- Report of all revenues and funding sources related to FCSS-funded activities
- Indication of whether a needs assessment has been conducted to inform programming
- Report of the number of partnerships
- Identification of the activity types the local FCSS program is delivering (Programming, Community Events, Information and Referrals, Community Development and Capacity Building)

2. Programming Information

- Descriptive activity name
- Identification of service delivery type (direct or indirect)
- Funding breakdown per program
- Activity categorization
- Identification of level of prevention (primary or secondary)
- Participation counts (record of each engagement; not unique participants)
- Identification of target age group (select up to 2)
- Identification of target community group (select up to 2)
- Prevention strategies (select one or more)
- Prevention priorities (select one)
- Survey data (for at least one program)
- Impact narrative (optional)

3. Community Events

Community events are typically one-time events that are open to the broader community. Required reporting components include:

- Descriptive activity name
- Identification of service delivery type (direct or indirect)
- Funding breakdown per event
- Activity categorization
- Identification of level of prevention (primary or secondary)
- Attendee counts
- Identification of target age group (select up to 2)
- Identification of target community group (select up to 2)
- Prevention strategies (select one or more)
- Prevention priorities (select one)
- Survey data (optional)
- Impact narrative (optional)

4. Information and Referrals

- Descriptive activity name
- Identification of service delivery type (direct or indirect)
- Funding breakdown per activity

- Activity categorization
- Count of total referral interactions
- Impact narrative (optional)

5. Community Development & Capacity Building

- Descriptive activity name
- Identification of service delivery type (direct or indirect)
- Funding breakdown per activity
- Activity categorization
- Identification of level of prevention (primary or secondary)
- Prevention strategies (select one or more)
- Prevention priorities (select one)
- Survey data (optional)
- Impact narrative (optional)

6. Direct Assistance (Emergencies Only)

- Descriptive activity name
- Identification of service delivery type (direct or indirect)
- Funding breakdown per activity
- Activity categorization
- Impact narrative (optional)



**VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION**

Date:	October 28, 2025	Agenda Item #:	11.6
Title:	Community Christmas Party – 2025		
Submitted by:	Roy Tutschek, CAO		

Recommendation:	MOVED by _____ that _____.
Alternatives:	2. Defeat above motion. 3. That discussion be tabled _____ <i>(for further information or future date).</i>

Background:	Request Council to make decisions regarding 2025 Community Christmas Party, 1) Lisa and Bruce Penner have offer to lead carrying out the event, Also, 2) Need decision regarding: traditionally the village Christmas dinner is held on the first Sunday of December. The Longview and Area Seniors' Club has booked their Christmas bus light tour night on that same Sunday. It is a large group of people going on the bus tour that would typically attend and enjoy the dinner. Council will need to make a decision to change the date or not.
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Implications:	
<i>Policy, Statutory Plans, Legislative:</i>	
<i>Financial:</i>	N/A

Communications: Council Agendas
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Attachments: Is the documentation severed by FOIP: NO 1. none
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**VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION**

Date:	October 28, 2025	Agenda Item #:	11.8
Title:	90 Day Extension – New Council onboarding requirements		
Submitted by:	Roy Tutschek, CAO		

Recommendation:	MOVED by _____ that _____.		
Alternatives:	2. Defeat above motion. 3. That discussion be tabled _____ (for further information or future date).		

Background:	VP Villages South has discussed with Municipal Affairs leadership the new Council onboarding process and recommends Villages motion as per below, to as per MGA section 201.1(2) : A council may by resolution extend the time for orientation training under subsection (1)(b) by up to 90 days. This is to provide the Village of Longview coverage in case any questions arise later after Munis 101 training, or paperwork goes missing. Motion: Moved by _____, That Council approve extending the time allowed for completion of the new mandated training under the MGA to 90 days, per MGA section 201.1(2).
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Implications: <i>Policy, Statutory Plans, Legislative:</i>	
<i>Financial:</i>	N/A

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

**VILLAGE OF LONGVIEW
BYLAW 482-25- EMERGENCY MANAGEMENT**

AMENDED BYLAW 443-22 and 371-15. REVISED IN NEW SECTION 6d) TO APPOINT DIRECTOR OF EMERGENCY MANAGEMENT OTHER THAN A MEMBER OF COUNCIL AND UPDATED POWERS OF THE MUNICIPAL EMERGENCY MANAGEMENT AGENCY AND CLARIFIED PURPOSES THE EMERGENCY MANAGEMENT COMMITTEE, CONFIRMED THAT DIRECTOR OF EMERGENCY MANAGEMENT NEEDS TO BE APPOINTED

TRAINING AND EXERCISE

21.

- a) All members of the Council must, within ninety (90) days of taking an official oath, complete:
 - i) Incident Command System 100 level training.
 - ii) the AEMA Municipal Elected Officials course.
 - iii) any other courses prescribed by the Managing Director of the Alberta Emergency Management Agency.