

AGENDA
REGULAR COUNCIL MEETING OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Tuesday January 20, 2026
At the Longview Community Hall at 6:30 p.m.

1.0 CALL TO ORDER

2.0 AGENDA

3.0 DELEGATION

3.1 Ashley Grady – Hen Bylaw considerations.

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.

4.1 Letter from the President of The Longview Ratepayers Association regarding 2025 Village of Longview Council convention expenses.

5.0 MINUTES

5.1 Minutes of December 16, 2025, Regular Council meeting, Special Council meeting with AB Transport Discussion, January 15, 2026.

11:45 am Tuesday, January 13, 2026, Council attended (at the Village office), a confidential Administrative focused discussion, CAO with Diamond Valley Bylaw Officers regarding, Bylaw enforcement.

There were no decisions or resolutions made. Applicable sections, ATIA/FOIP, 29(1), Advice from officials.

6.0 ACTION ITEM LIST

6.1 CAO Report on Action items – January 2026.

7.0 REPORTS

7.1 Diamond Valley – December 2025 Policing Report.

7.2 CAO Report, December 2025.

7.3 Council Reports December 2025

7.4 Foothills County December 2025 Water Management Report.

8.0 FINANCIAL REPORTING

8.1 December 2025 Bank Reconciliation.

8.2 December 2025 Accounts Payable Cheque Register.

8.3 December 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 RFD Recreation Board Contribution to Longview Senior's Club.
- 11.2 RFD Complaints Process.

12.0 **CORRESPONDENCE**

13.0 **CLOSED MEETING, ATIA section 19(1),(a),(c), commercial third-party business interests, section 29(1),(a),(b), Advice from officials re: policies, bylaws.**

14.0 **ADJOURNMENT**

VILLAGE OF LONGVIEW RATEPAYERS ASSOCIATION

January 12, 2026

Attention: Village of Longview council and CAO

Good day all,

At our last Ratepayer's Association meeting there was a long discussion about the increasing costs budgeted for conventions:

2020 - \$2,700

2021 - \$3000 (\$1913 actual)

2022 - \$2000 (\$1851 actual)

2023 - \$2500 (\$2893 actual)

2024 - \$5000 (\$3830 actual)

2025 - \$9000 (TBD)

The general consensus of the attendees was that the costs are getting far too high and the value gained from these costs are not being made apparent to the taxpayers. To put the costs into perspective, they amount to approximately \$90 per household. If \$90 per household were spent in the City of Calgary, their budget allocation would be \$49,500,000. It has been suggested that council should look at the cost benefit and return to the pre 2023 annual costs of under \$2,000 per year. That should be enough money for online education and occasional attendance of not more than one councilor per convention. It was also suggested that travel and accommodation costs be reduced whenever possible by only attending in person to events within day driving distance. It was suggested that the councilors could take turns attending conferences and reporting any new findings on return.

If possible, we would appreciate if this was taken to consideration prior to this year's budget deliberations.

Thanks,
Dave Marshall,
President, VLRA

MINUTES OF THE REGULAR MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Tuesday, December 16, 2025
Held at the Longview Community Hall at 6:30 p.m.

PRESENT

Mayor Rose Klassen
Deputy Mayor Brenda McIntosh
Councillor John Wagenaar

Chief Administrative Officer Roy Tutschek

PUBLIC IN ATTENDANCE

13 public in attendance.

CALL TO ORDER

Mayor Klassen called the meeting to order at 6:40 p.m.

AGENDA

Resolution 201-25

MOVED by Councillor Wagenaar that the agenda as amended, Kirk Davis will present delegation also amended later in meeting, BUSINESS, 11.2 community hall renovation information session open house dates.

CARRIED

DELEGATIONS

Kirk Davis updated regarding the Community Hall renovation project and requested approval of a community information session and invite to participate, open house.

CORRESPONDENCE FROM RESIDENT

Letter from Peter MacKenzie regarding Council meeting locations - Mayor Klassen advised that this was followed up by CAO.

MINUTES OF PREVIOUS MEETINGS

Resolution 202-25

MOVED by Deputy Mayor McIntosh that Minutes of November 18, 2025, Regular Council meeting, November 27, 2025, Special 2026 Interim Budget Council meeting and December 4, 2025, Special 2026 Interim Budget Council meeting, be adopted as presented.

CARRIED

ACTION ITEMS

CAO presented Action Items.

MINUTES OF THE REGULAR MEETING
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REPORTS

CAO Report

CAO Tutschek presented the December 2025 CAO report.

Council Reports

Mayor Rose Klassen Council Report.

November 19 - December 15, 2025

November 19

- FRIAA (Forest Resource Improvement Association of Alberta)
- Received risk assessment

November 27

- Special Budget Meeting

December 4

- Special Budget Meeting

- Rec Committee Meeting

Reaching out to County residents to ask if they would like to be on committee

Next meeting December 18

December 6

- Village of Longview Light Up

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December 14

-FCSS Village Christmas Dinner.

Deputy Mayor McIntosh Council Report.

November 19 - December 15, 2025

-adding, Westwinds Orientation meeting, November 20th and
Committee meeting November 25th 2025.

-10 a.m., January 18, 2026, Sheep River Regional Utility Corp.
meeting.

Councilor Wagenaar Council Report.

November 19 - December 15, 2025

-December 6, 2025, Light Up Longview.

-Council meetings, November 27, December 4, 2025.

-Community Christmas Party, December 14, 2025.

-School Board -next meeting in January 2026.

Resolution 203-25

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

**FINANCIAL
REPORTS**

November 2025 Bank Reconciliation.

November 2025 Accounts Payable Cheque Register.

November 2025 YTD Revenue and Expense report.

Questions were asked on some cheques and some of the balances
on the summary and the change to the grant balance on the
reconciliation.

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Resolution 204-25 **MOVED** by Mayor Klassen that the November 2025 Financial Reports be accepted as presented. **CARRIED**

QUESTION PERIOD

Ivor McCorquindale. Financial Revenue Expense. Have goals been met or not? Any categories that are over?

CAO. 2025 November year-to-date net showing positive amount.

Land Development some larger balances that will be followed up during 2026 audit.

Yes, details posted in the December 16, 2025 Regular Council meeting website agenda posting.

BYLAWS

10.1 Subdivision Authority renewal and motion Subdivision Authority is Municipal Planning Services (MPS).

Resolution 205-25

MOVED by Councilor Wagenaar that **Bylaw 485-25, being a bylaw of the Village of Longview, in the Province of Alberta, to establish the Subdivision Authority of the Village of Longview,** receive 1st Reading.

CARRIED

Resolution 206-25

MOVED by Mayor Klassen that **Bylaw 485-25, being a bylaw of the Village of Longview, in the Province of Alberta, to establish the Subdivision Authority of the Village of Longview,** receive 2nd Reading.

CARRIED

Resolution 207-25

MOVED by Deputy Mayor McIntosh that **Bylaw 485-25, being a bylaw of the Village of Longview, in the Province of Alberta, to establish the Subdivision Authority of the Village of Longview,** proceed to 3rd Reading.
CARRIED UNANIMOUSLY

MINUTES OF THE REGULAR MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
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Held at the Longview Community Hall at 6:30 p.m.

MOVED by Mayor Klassen that **Bylaw 485-25, being a bylaw of the Village of Longview, in the Province of Alberta, to establish the Subdivision Authority of the Village of Longview**, receive 3rd and final Reading.

CARRIED

Resolution 208-25

BUSINESS

11.1 Renew MPS as Village of Longview subdivision authority.

Resolution 209-25

MOVED by Mayor Klassen that the Village of Longview Council approves Municipal Planning Services (MPS) as the Municipal Subdivision Authority for a 4-year term.

CARRIED

11.2 Community Hall open house dates.

MOVED by Deputy Mayor McIntosh that Council approves Community Hall Information Session Open House dates, January 28, 2025, 7 – 9 p.m. and 2 – 4 p.m. January 31, 2026, at the Community Hall.

CARRIED

Resolution 210-25

None.

CORRESPONDENCE

Recess 7:22 – 7:31 p.m.

CLOSED MEETING

MOVED by Mayor Klassen to go into a closed meeting at 7:31 p.m., **CLOSED MEETING, ATIA section 19(1),(a),(c), commercial third-party business interests, section 29(1),(a),(b), Advice from officials re: policies, bylaws, section 1, (g), 20(2)(d), 20(4)(d), evaluation Deputy Director of Emergency Management application.**
CARRIED

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OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
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Resolution 211-25

**COME OUT OF THE
CLOSED MEETING**

Resolution 212-25

MOVED by Mayor Klassen to come out of closed meeting at 9:16 p.m.

CARRIED

No residents waiting to re-enter the meeting.

Mayor Klassen: CAO directed to follow up with Legal Services regarding Commerical third party business interests.

Mayor Klassen: CAO directed to advise the Longview Ratepayers Association to have their committee policy regarding movies on Village property (not private property) be submitted to the CAO.

MOVED by Councilor Wagenaar that after lengthy advisement and searching Council is pleased to appoint Lisa Penner as Deputy Director of Emergency Management.

CARRIED

Resolution 213-25

Mayor Klassen, CAO to follow up with further conversation with the Post Office.

ADJOURNMENT

Resolution 214-25

MOVED by Mayor Klassen to adjourn the meeting at 9:19 pm.

CARRIED

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Mayor

CAO

UNAPPROVED

MINUTES OF THE SPECIAL MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
Discussion with AB Transportation regarding Highway 541 Access
In the Province of Alberta, held on Thursday, January 15, 2026
Held at the Village office at 11:30 a.m.

PRESENT

Mayor Klassen
Deputy Mayor McIntosh – Mayor Klassen announced that Deputy Mayor McIntosh is attending the Council meeting via electronic means.
Councillor Wagenaar

Chief Administrative Officer Roy Tutschek

PUBLIC IN ATTENDANCE

No public in attendance.

CALL TO ORDER

Mayor Klassen called the meeting to order at 11:32 a.m.

AGENDA

Resolution 001-26

MOVED by Councillor Wagenaar that the agenda be accepted as presented.

CARRIED

BUSINESS

Council had a discussion with AB Transportation Representative regarding Highway 541 access.

ADJOURNMENT

Resolution 002-26

MOVED by Mayor Klassen to adjourn the meeting at 11:58 a.m.

CARRIED

Mayor

CAO

NO	ACTION DESCRIPTION	OWNER	DATE ASSIGNED	DATE DUE	STATUS
1	Annexation lagoon quarter	CAO/Council	February 15, 2022	Ongoing	CAO has been in contact with LPRT and County Land Planning lead. Further discussions to follow.
2	Update/Amend Land Use Bylaw	CAO	July 15, 2023	Q3 2026	CAO working on LUB amendments (other than the April 29, 2025 proposed Land Use Bylaw amendment). Discussions have restarted with CAO and Municipal Planners.



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

January 6, 2026

RE: **Longview 2025 Year-End Municipal Enforcement Highlights**

Dear Mayor and Council,

The 2025 enforcement year marked a full and consistent operational period for Municipal Enforcement services within the Village of Longview. Throughout the year, officers maintained a regular patrol presence while responding to community concerns, seasonal traffic fluctuations, and partnered enforcement initiatives.

Annual Enforcement Activity Overview

Over the course of the year, officers completed **438 patrol shifts**, totaling **1,040 enforcement hours** within the Village. This proactive presence resulted in **589 violation tickets issued**, with a total face value of **\$180,893.00**. The Village's estimated **60% revenue portion** from these tickets is **\$108,535.80**, prior to court outcomes and adjustments.

Financial Context

The annual Municipal Enforcement contract cost for Longview totaled **\$104,004.00**. Based on ticket face value alone, this resulted in an estimated **net positive position of \$4,531.80** for the year. It is important to note that ticket values reported reflect face value at the time of issuance and may be reduced, withdrawn, or delayed through the judicial process.

Enforcement Trends

Traffic safety remained the primary focus of enforcement activity. The most common violations addressed included speeding, vehicle documentation offences (registration, insurance, and licensing), and improper plate display. These enforcement efforts align with community safety priorities and reflect a focus on driver behaviour most closely linked to collision risk.

Enforcement activity fluctuated seasonally, with higher volumes observed during spring, summer, and early fall months, and reduced activity during winter due to weather conditions and lower traffic volumes. Despite these fluctuations, officer presence and response to complaints remained consistent throughout the year.

Court Activity

Court proceedings occurred steadily throughout the year, with officers completing disclosure packages, attending scheduled appearances, and preparing files for trial. Several matters remain active and are scheduled into early 2026, meaning additional revenue outcomes may still be realized.



Conclusion

Overall, 2025 demonstrated a stable and effective enforcement presence within the Village of Longview. Municipal Enforcement continues to provide value through proactive traffic enforcement, community responsiveness, and regional cooperation.

Municipal Enforcement looks forward to continuing to build on these efforts in 2026, with a continued focus on traffic safety, visibility, and community engagement.

Sincerely,

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

Sgt. Matt Hogan
Manager of Municipal Enforcement



2025 Village of Longview Municipal Enforcement Services Report

Month	Patrol Shifts	Hours	Tickets Issued	Total Face Value of Tickets	Village 60% Potential Revenue Portion	Ticket Category											Monthly Diamond Valley Contract Total	Village Potential Net Profit
						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	33	86.67	48	\$ 16,086.00	\$9,651.60	33	1	5	0	0	1	5	1	0	0	2	\$8,667.00	\$984.60
November	35	86.67	31	\$ 7,958.00	\$4,774.80	18	2	4	0	0	0	5	0	0	0	2	\$8,667.00	-\$3,892.20
December	30	86.67	40	\$ 14,605.00	\$8,763.00	31	2	4	0	0	1	2	0	0	0	0	\$8,667.00	\$96.00
	438	1040	589	\$180,893.00	\$108,535.80	384	34	92	12	0	4	49	3	1	0	9	\$104,004.00	\$4,531.80

Ticket Category	
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

Term	Definition	Formula
Total Face Value of Tickets	Total dollar value of all tickets issued in the month	Sum of all ticket amounts
Village 60% Potential Revenue Portion	Village's share of ticket revenue	Total Face Value – Province 40%
Monthly Diamond Valley Contract Total	Fixed monthly cost for enforcement	Flat fee (usually \$8,667)
Village Potential Net Profit	Village revenue minus contract cost	(Village 60% Potential Revenue Portion) – Monthly Contract Cost

*Reported data is at face value of tickets issued; during the judicial process tickets may be reduced, withdrawn, or quashed.

**It may take up to 3 years to receive income from tickets issued. Non-payment of a ticket has the potential to delay registry services.



**VILLAGE OF LONGVIEW
CAO REPORT TO COUNCIL**

TO: Council
FROM: Roy Tutschek
SUBJECT: CAO Report
DATE: January 14, 2026

1. Land developments ongoing.

2025 saw increase professional consulting fees, legal, engineering and Planning. There have been 3 significant commercial developments (multi million dollars range) in the Village of Longview in the last year plus, such very large commercial development increases have not been experienced in the Village in many years. Such multiple, large commercial developments bring the necessity of more external professional consulting expertise than the regular, much smaller new residential construction land developments.

Subdivisions and LUB rezonings have been involved. These larger Development processes are more complicated and require professional external expertise to best protect the interests of the Village of Longview. These Agreements involve more stakeholders and longer time periods, more Legislative rules to comply with.

Cost recovery of these professional fees is planned through Development Agreements (more detailed land development controls than Development permits - these Development Agreements are private contractual in nature and therefore to comply with FOIP/ATIA, cannot be disclosed to the public.)

Development Agreement execution / cost recovery – timing is - at the end of the commercial development process.

It should be noted, in efforts to keep development costs as low as possible, planners in several other Municipalities have been and will be contacted First, before reaching out to Municipal Planning Consultants.

We wish for the success of Commercial land developments however, to be prudent, realistic and careful,

The process does always consider, that in the event projects do not go as planned or anticipated, there may be need to seek cost recovery, if possible, through Legislative Property Tax rulings that address non-payments by Commercial development property holders. Again, this cost recovery recourse is never the wish of Village of Longview leadership, however, will be considered if necessary.

There have also been some land development enforcements (private, confidential) that have required professional fees to carryout/execute.

2. In contact with the Auditors regarding 2026 audit.
3. Follow up contacts re: Campground Sani dump upgrade.
4. Post Office rental contract next steps continue.

5. Review Bylaw Complaints process.
6. Reviewing Grazing Lease compliance.
7. Wildfire risk, hazard assessment – have been working with Consultant who has been paid through the government Grants. Final report close to completion.

Report to Council for Tuesday January 20th

Attended SRRUC meeting on Dec 18th via teams as they have their meetings at 10 am. Was an organizational meeting and regular meeting. Since it was the first meeting with the new members was general introductions and presentation of prior minutes and some current reports.

AGM and next meeting will be January 27th at 6 pm instead of 10am due to scheduling issue. I will be able to attend in person and get further understanding of the workings of it. After that meetings will occur every two months.

Attended Ratepayer's Association meeting on January 7th. Delegations to be presented to council over next few months in regards to concerns with consulting fee costs and dealing with movie filming, if any, in the future.

Brenda

Longview Monthly Report

Month: Dec

Dec Flow- 3000m3

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.
- Filter #2 turb analyzer maintenance.

**VILLAGE OF LONGVIEW
BANK RECONCILIATION
December 31, 2025**

General Ledger ATB

Balance at	General account	\$1,627,928.29	
	CCBF account	\$272,183.34	
	Recreation account	\$30,797.18	
	Light Up account	\$0.00	
	Memorial Garden account	\$6,556.34	
	Total Bank in GL		\$1,937,465.15
	charges outstanding in GL	-\$210.00	
	deposit outstanding in GL		\$ (210.00)
Adjusted Balance	December 31, 2025		<u>\$1,937,255.15</u>

ATB General Bank Account

	General account	\$1,672,600.18	
	CCBF account	\$273,087.34	
Balance	December 31, 2025		<u>\$1,945,687.52</u>
Less:	Outstanding Cheques	(\$9,209.34)	
Plus:	Outstanding Deposit in Bank	\$776.97	
			<u>(\$8,432.37)</u>
Balance at difference	December 31, 2025		<u>\$1,937,255.15</u>
			<u>\$0.00</u>

	Total on Deposit		<u>\$1,937,255.15</u>
Less:	MSI Grant	\$128,740.80	
	CCBF Grant (with interest)	\$272,183.34	
	LGFF Grant	\$0.00	
	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	\$0.00		
2. see below	Reserves	\$993,299.83		
	held for recreation	\$30,797.18		
	held for memorial garden	\$6,556.34		
	Restricted Funds		<u>\$1,432,878.49</u>	
	Balance for Operations		<u>\$504,376.66</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

Cheque Listing For Council

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
1027	2025-12-03	AMSC Insurance Services Ltd.	1830-2025-12	DECEMBER PREMIUM	1,378.63	1,378.63
1028	2025-12-03	Beal, Fay	20251125	FCSS XMAS GIFS	580.84	580.84
1029	2025-12-03	Caumartin, Justin	20251215	DEC 15 VOUCHER	65.00	65.00
1030	2025-12-03	Foothills Regional Service Commission	00033038	NOVEMBER GARBAGE	448.00	448.00
1031	2025-12-03	Great West Media	GWM586064	REMEMBERANCE DAY AD	53.55	53.55
1032	2025-12-03	Iron Mountain Canada Operations ULC	KWMH037	RE NOV 30 STATEMENT	361.09	361.09
1033 1033	2025-12-03	Longview Fas Gas	20250831 20250930	AUGUST FUEL SEPTEMBER FUEL	80.01 193.02	273.03
1034	2025-12-03	Majchrowski, Nicki	20251215	DEC 15 VOUCHER	650.00	650.00
1035	2025-12-03	Superior Safety Codes Inc	22119	OCTOBER PERMIT FEES	255.18	255.18
1036	2025-12-03	Telus Mobility	4645788254	RE NOV 27 STATEMENT	151.27	151.27
1037	2025-12-03	Town of Diamond Valley	2025724	NOVEMBER CPO SERVICES	8,666.67	8,666.67
1038	2025-12-10	Alberta Municipal Services Corporation	25-1062877	RE DEC 5 STATEMENT	962.80	962.80
1039	2025-12-10	ATB Financial Mastercard	20251208	RE DEC 8 STATEMENT	3,334.15	3,334.15
1040	2025-12-10	Eastlink	24562286	RE DEC 3 STATEMENT	5.75	5.75
1041	2025-12-10	McIntosh, Brenda	20251210	WESTWINDS MILEAGE	54.50	54.50
1042	2025-12-10	MPE Engineering Ltd	2530-020-00-12	WESTVIEW PLACE	6,997.64	6,997.64
1043	2025-12-10	Sunbelt Rentals	79095561-0002	FENCE TO DEC 4	120.75	120.75
1044	2025-12-16	Christ the Redeemer Catholic School Division	00509	Q4 TAX REQUISITION	1,180.43	1,180.43
1045	2025-12-16	Contain-A-Way Services	60667	NOVEMBER GARBAGE	237.50	237.50
1046 1046	2025-12-16	E.S.Williams & Associates Inc.	336191 337076	CSP LICENSE ADD NEW E-MAILS	42.00 162.75	204.75
1047	2025-12-16	Eastlink	24589094	RE DEC 10 STATEMENT	169.00	169.00
1048	2025-12-16	Penner, Lisa	20251216	XMAS DINNER	1,518.67	1,518.67
1049	2025-12-16	Westwinds Communities	VLV12012025	2025 MUNICIPAL REQUISITION	7,339.00	7,339.00
1050	2025-12-16	Wight, Karen	20251216	PLANTERS FOR GARDEN	126.63	126.63
1051	2025-12-18	Double J Plumbing & Heating Ltd.	2828	SEWER BACKUP AT 312 TWIN CI	2,656.19	2,656.19

Total 37,791.02

*** End of Report ***



Village of Longview

YTD Council Summary

General Ledger	Description	2024 YTD Actual	December 2025 Actual	2025 YTD Actual	2025 Budget	2025 Budget Remaining \$	2025 Budget Remaining %
	TOTAL General Revenue	(729,797.33)	(5,733.32)	(733,548.39)	(755,827.00)	(22,278.61)	2.95
	TOTAL Legislative Revenue	0.00	4,068.00	0.00	0.00	0.00	0.00
	TOTAL Administrative Revenue	(45,625.92)	(2,500.00)	(45,279.26)	(45,900.00)	(620.74)	1.35
	TOTAL Protective Services Reve	(10,221.85)	(4,268.00)	(49,549.50)	(70,600.00)	(21,050.50)	29.82
	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	(20,367.23)	(3,411.10)	(20,502.90)	(20,360.00)	142.90	(0.70)
	TOTAL Water Services Revenue	(126,962.05)	(16,905.51)	(135,511.51)	(152,650.00)	(17,138.49)	11.23
	TOTAL Wastewater Services Reve	(32,408.82)	(3,062.70)	(80,281.29)	(84,000.00)	(3,718.71)	4.43
	TOTAL Solid Waste Services Rev	(20,513.23)	(3,462.58)	(20,633.30)	(20,200.00)	433.30	(2.15)
	TOTAL FCSS Revenue	(10,846.24)	0.00	(14,327.61)	(16,190.00)	(1,862.39)	11.50
	TOTAL Plan & Dev Revenue	(13,389.00)	(9,881.61)	(112,822.96)	(237,500.00)	(124,677.04)	52.50
	TOTAL Parks / Rec Revenue	(200.00)	0.00	0.00	(105.00)	(105.00)	100.00
	TOTAL Camp Info Centre Revenue	(53,022.20)	(3,100.00)	(65,540.08)	(41,925.00)	23,615.08	(56.33)
	TOTAL Community Hall Revenue	(3,985.00)	0.00	(4,265.00)	(4,000.00)	265.00	(6.63)
	TOTAL REVENUE	(1,067,338.87)	(48,256.82)	(1,282,261.80)	(1,449,557.00)	(167,295.20)	11.54
	TOTAL Rec Board Revenue	0.00	0.00	0.00	(4,500.00)	(4,500.00)	100.00
	TOTAL Solar Revenue	(48,213.87)	0.00	(44,340.64)	(40,000.00)	4,340.64	(10.85)
	TOTAL SUB-ACCOUNTS REVENUE	(48,213.87)	0.00	(44,340.64)	(44,500.00)	(159.36)	0.36



Village of Longview

YTD Council Summary

General Ledger	Description	2024 YTD Actual	December 2025 Actual	2025 YTD Actual	2025 Budget	2025 Budget Remaining \$	2025 Budget Remaining %
TOTAL	General Expenses	209,587.35	52,360.22	238,202.69	238,204.00	1.31	0.00
TOTAL	Legislative Expenses	20,486.12	(458.05)	17,634.85	29,350.00	11,715.15	39.92
TOTAL	Administration Expenses	306,481.20	22,667.64	326,875.68	341,688.00	14,812.32	4.34
TOTAL	Protective Services Expe	6,448.00	17,650.82	96,150.85	104,000.00	7,849.15	7.55
TOTAL	Emergency Services Expen	9,040.71	0.00	4,417.26	10,000.00	5,582.74	55.83
TOTAL	Public Works Expenses	92,994.37	9,896.42	106,013.49	108,000.00	1,986.51	1.84
TOTAL	Roads & Street Lights Ex	23,246.46	0.00	20,714.73	22,600.00	1,885.27	8.34
TOTAL	Water Services Expenses	140,320.41	952.85	132,875.92	220,400.00	87,524.08	39.71
TOTAL	Wastewater Services Expe	106,912.44	26,335.93	105,490.06	115,150.00	9,659.94	8.39
TOTAL	Solid Waste Expenses	8,067.23	1,331.93	8,274.83	8,500.00	225.17	2.65
TOTAL	FCSS Expenses	13,131.89	4,042.82	15,574.42	13,732.00	(1,842.42)	(13.42)
TOTAL	Planning and Development	103,792.21	11,101.24	153,246.73	157,065.00	3,818.27	2.43
TOTAL	Parks / Rec Expense	3,053.75	0.00	1,102.96	1,300.00	197.04	15.16
TOTAL	Campground Info Centre E	49,624.23	1,044.32	53,644.23	46,483.00	(7,161.23)	(15.41)
TOTAL	Community Hall Expenses	22,445.29	461.18	26,440.78	20,525.00	(5,915.78)	(28.82)
TOTAL	Library Expenses	7,928.62	52.60	7,300.86	8,060.00	759.14	9.42
TOTAL	EXPENSES	1,123,560.28	147,439.92	1,313,960.34	1,445,057.00	131,096.66	9.07
P	NET DEFICIT (Surplus)	8,007.54	99,183.10	(12,642.10)	(49,000.00)	(36,357.90)	74.20
TOTAL	Rec Board Expenses	0.00	500.00	500.00	4,500.00	4,000.00	88.89
TOTAL	Solar Project	0.00	0.00	2,500.00	40,000.00	37,500.00	93.75
NET	SURPLUS (Deficit) SUB-ACCO	0.00	500.00	3,000.00	44,500.00	41,500.00	93.26

*** End of Report ***



VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION

Agenda Item #: 11.1

Date: January 20, 2026

Title: Recreation Board – Sponsor Senior’s Club Christmas connection, Light Tour,
Submitted by: Roy Tutschek, Village CAO

Recommendation: **MOVED** by _____ that Council approves \$1,750 Recreation Board sponsorship of the Longview Senior’s Club Christmas Connection Light Tour.

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

Background: 1. Per meeting December 18, 2025, The Longview and Area Recreation Board request’s Council approval to sponsor the Longview Senior’s Club Christmas Connection Light Tour.

Implications:
Policy,
Statutory Plans,
Legislative:
Financial: N/A

Communications: Notices posted at Council meetings

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

Sponsorship Request Form
LONGVIEW AND DISTRICT RECREATION BOARD

Section 1: Organization Information

Organization/Company Name	Longview & Area Seniors' Association
Contact Name	Ivor McCorquindale
Contact E-mail	[REDACTED]
Contact Phone	[REDACTED]

Is your company a nonprofit or registered charity?	Yes/No	YES
Registration number (if applicable)	AB Societies Act # 5019202091	

Section 2: General Project info for project looking for funding

Project Name	Seniors' Christmas Buffet & Light Tour	
Sponsorship Ask	\$1750.00	
If approved what date would funds need to be given?	October 2025	
Brief Explanation of Project	This event is an annual outing for seniors to Calgary to provide a Buffet Supper and tour of Christmas Light Displays. The funds would be used to provide a 45 seat bus for transportation to Calgary from Longview.	

Section 3: Project Finances

What is the cost of this project?	Total cost: \$3,500.00	
Are you being funded by other means?	Yes/ No	YES
Please list funding Organizations if possible.	Longview FCSS Grant \$1750 (not confirmed at this date)	

Section 5: LDRB Involvement

Has your organization been funded by the LDRB in the past?

YES

Section 6: legal

I, Ivor McCorquindale confirm that all information included in this document is true to the best of my knowledge. I will make sure that in the event of approval all benefits to the LDRB are given as listed in this document.

Signature Ivor McCorquindale

Date 21st May, 2025



VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION

Agenda Item #: 11.2

Date: January 20, 2026
Title: Complaints Process
Submitted by: Roy Tutschek, Village CAO

Recommendation: **MOVED** by _____ that Council adopts the Complaints Process presented. There will be no extra Contracted Policing cost incurred in implementing this.

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

Background: Council and CAO discussed with Diamond Valley Policing Officers, Bylaw enforcement matters regarding the Village of Longview.

It is recommended the Village adopt a process similar to that in Diamond Valley. There will be no extra Contracted Policing cost incurred in implementing this.

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

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DRAFT

MUNICIPAL ENFORCEMENT COMPLAINT REPORTING FOR THE VILLAGE OF LONGVIEW

1. PROCEDURE STATEMENT

To ensure that Contracted Municipal Enforcement Officers have the correct information, received directly from an identifiable witness that can be contacted for further information, the Village of Longview provides a clear process for the submission of public complaints, using multiple options for contacting Officers.

1.1. Legislative Requirements

This administrative policy is subject to any specific provision of the Municipal Government Act, RSA 2000, Chapter M-26, as amended from time to time, or other relevant legislation or agreements.

2. PURPOSE

- 2.1. To provide Council and Municipal Staff a clear and delineated procedure to address public complaints efficiently and effectively through direct communication with Municipal Enforcement.

3. DEFINITIONS

- 3.1. **Administration** means the operations and employees of the Village, under the direction of the CAO.

- 3.2. **Administrative Directive** means a direction, which may include a procedure, for Administration to perform a task or set of duties. An Administrative Directive and any related procedures are established by the authority of the CAO.
- 3.3. **CAO or Chief Administrative Officer** means the person appointed by the Council of the The Village of Longview to carry out the powers, duties and functions of the Chief Administrative Officer, in accordance with the *Municipal Government Act*, or their authorized delegate.
- 3.4. **Complaint** means a formal expression of dissatisfaction or concern submitted by a citizen or town staff member regarding issues such as public nuisances, bylaw violations, environmental concerns, traffic and parking issues, or animal control. These require investigation and possible enforcement action to ensure community standards and safety are maintained.
- 3.5. **Council Policy** means a direction or course of action authorized by Council, which primarily governs the actions of Council or Councilors, but may also direct Administration. Procedures related to Council Policy will be provided to Council for review but are established by authority of the CAO.
- 3.6. **Village** means the incorporated municipality of the Village of Longview.

4 COUNCIL MEMBER RESPONSIBILITY

- 4.1. Council members shall not accept complaints directly from members of the public for issues falling under the jurisdiction of Municipal Enforcement.
- 4.2. Council members must direct members of the public to contact Municipal Enforcement directly through approved methods accessible to the public, such as the 24/7 complaint line or through other approved methods.
- 4.3. If a member of Council identifies their own concern that falls within the jurisdiction of Municipal Enforcement, they must follow the same reporting options in place for a member of the public.

5 VILLAGE STAFF RESPONSIBILITY

- 5.1.** Staff members shall not accept complaints directly from members of the public for issues falling under the jurisdiction of Municipal Enforcement.
- 5.2. Staff members must direct members of the public to contact Municipal Enforcement directly through approved methods accessible to the public, such as the 24/7 complaint line or through other approved methods.
- 5.3. If a Staff member identifies their own concern that falls within the jurisdiction of Municipal Enforcement, they must follow the same reporting options in place for a member of the public.

6. APPROVED METHODS OF CONTACT:

- 6.1.** The town shall maintain and publicize approved methods for the public to contact Municipal Enforcement regarding complaints or concerns.
- 6.2. These methods may include:
 - a.** dedicated phone line
 - b.** online reporting form
 - c.** officer observed or
 - d.** referral from external agency