

MINUTES OF THE REGULAR MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Tuesday, November 18, 2025
Held at Longview Council Chambers at 6:30 p.m.

PRESENT

Mayor Rose Klassen
Deputy Mayor Brenda McIntosh
Councilor John Wagenaar

Chief Administrative Officer Roy Tutschek

PUBLIC IN ATTENDANCE

15 public in attendance.

CALL TO ORDER

Mayor Klassen called the meeting to order at 6:31 p.m.

AGENDA

Resolution 177-25

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

CARRIED

DELEGATIONS

Dave Marshall presented Dave Marshall, on behalf Ratepayers Association - suggest and discuss working with council to provide a framework for conditions and permits for movie production companies working within the village.

Motel movie site was not restored to original look. It is an Eyesore. Recommend a sub-committee comprized of RatePayers Association and Council to plan to avoid similar in future, consider other Municipalites such as High River, Bylaws, protocols.

Mayor Klassen.

Council will need to discuss and will get back to you.

Thank yous exchanged.

CORRESPONDENCE FROM RESIDENT

None

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**MINUTES OF
PREVIOUS
MEETINGS**

Resolution 178-25

MOVED by Deputy Mayor McIntosh that Minutes of the Regular and Organizational Council meetings October 28, 2025, be adopted as presented.

By final adoption of the October 28, 2025, Council Organizational meeting minutes, Council confirms the therein stated identification of the Village of Longview Municipal Office address.

CARRIED

ACTION ITEMS

CAO presented Action Items.

REPORTS

CAO Report

CAO Tutschek presented the CAO report to November 14, 2025. AB Muni Convention last week in Calgary, AI session – significant savings on chemicals etc., Drayton Valley Water Treatment plant. Passed this information on to Foothills County water managers.

Pleased to Advise OHS Inspection concluded the Village of Longview is in compliance with OHS legislation. The Inspector stated the staff did a great job working with the OHS Inspector.

Council Reports

October 2025 Council reports were presented.

Mayor Rose Klassen Council Report, speaking on behalf members of Council:

From Oct 28, 2025 – Nov 14, 2025

1 Muni 101 training.

2 Councilor Wagenaar and Mayor Klassen attended the Remembrance Day event.

3 Council attended the AB Muni Convention November 12 – 14, 2025.

4 Council met with Darren Davidson, Regional Director with AB Transportation, meeting was productive, covered north side emergency exit, school zone has no times indicated, need flashing solar or battery lights to protect kids commuting the trailer court, south cross walks, re-paint the crosswalk, there has not been any discussion or plans for bypassing Longview/twinning the highway.



Mayor



CAO

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5 DVCOP signs all four entrances.

Resolution 179-25

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

**FINANCIAL
REPORTS**

October 2025 Bank Reconciliation.

October 2025 Accounts Payable Cheque Register.

October 2025 YTD Revenue and Expense report.

Deputy Mayor McIntosh asked for information about a number of cheques on the cheque listing and regarding paid off solar array plans for future costs.

Resolution 180-25

MOVED by Councilor Wagenaar that the October 2025 Financial Reports be accepted as presented.

CARRIED

QUESTION PERIOD

Deanna Sinton.

Appreciate if we could meet in the Community Hall.

Kathie Selbee.

Is there savings for solar array now that paid off?

CAO.

No reserve at present. Can consider at budget time.

Ivor McCorquindale.

Council should take up RatePayers Association offer to work on preventing future Motel/movie eyesore.

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Christina Weir.

Motel siding is a hazard.

Mayor Klassen.

Council needs to discuss and get back on this topic.

BYLAWS

**10.1 Fees and Fines
2026 Bylaw.**

Council discussed mileage rates. Council decision to go with the Fees and Fines Bylaw as presented in the Agenda package, \$0.545/km and timesheets to reflect same amount.

Resolution 181-25

MOVED by Mayor Klassen that **Bylaw 484-25, 2026 Fees and Fines Bylaw**, receive 1st Reading.

CARRIED

Resolution 182-25

MOVED by Councilor Wagenaar that **Bylaw 484-25, 2026 Fees and Fines Bylaw**, receive 2nd Reading.

CARRIED

Resolution 183-25

MOVED by Deputy Mayor McIntosh that **Bylaw 484-25, 2026 Fees and Fines Bylaw**, proceed to 3rd Reading.
CARRIED UNANIMOUSLY

Resolution 184-25

MOVED by Mayor Klassen that **Bylaw 484-25, 2026 Fees and Fines Bylaw**, receive 3rd and final Reading.

CARRIED



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BUSINESS

**11.1 RFD ATB
Signing Authorities
and Credit/Master
Card Policy dollar
limits.**

Resolution 185-25

MOVED by Councilor Wagenaar that the Village approve Rose Klassen, Brenda McIntosh, John Wagenaar and Roy Tutschek, to be signing authorities on the Village ATB bank account requiring two signatures on all cheques.

CARRIED

Resolution 186-25

MOVED by Mayor Klassen that the credit card limits be set as \$1500 for Mayor, \$500 for each Councillor, \$1500 Adm Assist, \$2000 Public Works, \$4000 CAO not to exceed \$10,000 total.

CARRIED

**11.6 Christmas
office hours
and CAO
Christmas
vacation.**

Resolution 187-25

MOVED by Deputy Mayor McIntosh that the following are approved:

- 1) Village staff paid days off in lieu of Christmas bonuses as per previous years: December 29, 30 and 31, 2025. Office closure: noon December 24, 2025 – January 2, 2026. The Municipal Clerk will continue to take payments (e-transfer) and monitor emails on a daily basis, Public Works lead will do garbage pickup on the 29th being the land fill is closed on the 26th.
- 2) CAO usage of remaining one week yet unused vacation and 2 days accumulated time in lieu during 2025 - CAO away from the Village Office December 15, 2025, through January 6, 2026. CAO will attend the Longview December 16, 2025 Regular Council meeting.

CAO will be available on phone and can come into the office during this period of vacation time if Village staff requests CAO help in the office.

CARRIED

CORRESPONDENCE

Q2 2025 RCMP report.

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ADJOURNMENT
Resolution 188-25

MOVED by Mayor Klassen to adjourn the meeting at 7:30 pm.
CARRIED

Mayor



CAO

