

AGENDA
REGULAR MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Tuesday, February 21, 2017 at
Village of Longview Community Hall Commencing at 7:00 p.m.

1.0 CALL TO ORDER

2.0 AGENDA

3.0 BYLAWS

- 3.1 Bylaw 394-17 – CAO Appointment
- 3.2 Bylaw 395-17 – Land Use Bylaw Amendment
- 3.3 Bylaw 389-16 – Council Composition Bylaw

4.0 PUBLIC DISCUSSION

5.0 DELEGATIONS

- 5.1 Kirk Davis – Update on Solar Farm
A request to attend a Council meeting or have a topic discussed at a Council meeting must be received by the Village of Longview administration no later than 3:00 p.m. on a business day at least five (5) days immediately preceding the meeting at which it is to be presented.

6.0 MINUTES

- 6.1 Regular Meeting Jan 17, 17

7.0 REPORTS

- 7.2 CAO Report
- 7.3 Peace Officer Report
- 7.3 Council Reports

8.0 FINANCIAL REPORTING

- 8.1 Bank Reconciliation
- 8.2 Accounts Payable Cheque Register – Jan 1-31, 2017
- 8.3 Statement of Revenue & Expenses

9.0 BUSINESS

- 9.1 Director and Deputy Director Emergency Management
- 9.2 Infrastructure Management Plan

10.0 LOCAL CORRESPONDENCE

- 10.1 Longview & Area Seniors' Club – Request For Funding

11.0 CORRESPONDENCE

- 11.1 Alberta Municipal Affairs – Petition
- 11.2 Fortis Alberta – LED Streetlight Conversion Program Update
- 11.3 Alberta Municipal Affairs – Submissions Annual Ministers Awards for Municipal Excellence

12.0 IN-CAMERA

12.1

Section 197(2) of the Municipal Government Act specifies that a council may close all or part of a meeting to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of FOIPP. The exceptions include matters where disclosures could be harmful to personal privacy, individual or public safety, law enforcement, intergovernmental relations, or economic or other interests. No bylaw or resolution can be passed at an in-camera meeting except a resolution to revert to the council meeting in public or to recess.

13.0 ADJOURNMENT



**VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION**

Agenda Item #: 3.1

Date: February 7, 2017
Title: Bylaw 394-17 – CAO Appointment
Submitted by: Dale Harrison, CAO

Recommendation:

1. MOVED by _____ that Council give first reading to Bylaw 394-17 being a Bylaw of the Village of Longview in the Province of Alberta to appoint a Chief Administrative Officer.

MOVED by _____ that Council give second reading to Bylaw 394-17 being a Bylaw of the Village of Longview in the Province of Alberta to appoint a Chief Administrative Officer.

MOVED by _____ that Council give three readings to Bylaw 394-17 being a Bylaw of the Village of Longview in the Province of Alberta to appoint a Chief Administrative Officer at this meeting.

MOVED by _____ that Council give third and final reading to Bylaw 394-17 being a Bylaw of the Village of Longview in the Province of Alberta to appoint a Chief Administrative Officer.

Background: N/A

Implications:
Policy, Statutory MGA RSA 2000 Chapter M-26 S205
Plans, Legislative:

Financial: N/A

Communications: Notify Municipal Affairs

Attachments: Is the documentation severed by FOIP: **NO**
1. Bylaw 394-17



**VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION**

Agenda Item #: 9.3

Date: February 21, 2017
Title: Bylaw 395-17 – Land Use Bylaw Amendment
Submitted by: Logan Cox – Interim-Development Officer

Recommendation:

1. MOVED by _____ that Bylaw 395-17 being a Bylaw of the Village of Longview in the Province of Alberta to amend Land Use Bylaw 184 be given first reading.

MOVED by _____ that Bylaw 395-17 being a Bylaw of the Village of Longview in the Province of Alberta to amend Land Use Bylaw 184 be given second reading.

MOVED by _____ that Bylaw 395-17 being a Bylaw of the Village of Longview in the Province of Alberta to amend Land Use Bylaw 184 be given three readings at this meeting.

MOVED by _____ that Bylaw 395-17 being a Bylaw of the Village of Longview in the Province of Alberta to amend Land Use Bylaw 184 be given third and final reading.

2. Give first reading to the bylaw with conditions.
3. Defeat above motion.
4. That discussion be tabled _____ *(for further information or future date).*

Background: The application is for a Site Specific Amendment to allow for a 1.23 meter setback along the west boundary of the subject parcels. This application is a result of Revised Board Order D01/2016 of the Intermunicipal Development Appeal Board. In that order, pre-release condition number 3 requires a relaxation of setbacks to the existing structure.

Implications:
*Policy, Statutory
Plans, Legislative:*

LAND USE BYLAW:

- 18.4.3 A non-conforming use of part of a building may be extended throughout the building, but the building, whether or not it is a non-conforming building, may not be enlarged or added to and no structural alterations may be made to it or in it.
- 18.4.8 When a building is a non-conforming building solely by reason of its encroachment into a required front, side, or rear yard, or inadequate parking, the designated officer, at their discretion, may

allow an extension of, or an addition to, the building, if such extension or such addition will not in itself constitute an encroachment into any required yard, and if such extension or addition complies with the provisions of this By-law.

24.5.4

Rear Yard:

a) Commercial: 6m (19.68 ft.)

Financial:

N/A

Communications: As per MGA requirements

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

1. Development Officer Report
2. Bylaw 395-17



LONGVIEW AGENDA SUMMARY

February 21st, 2017

LANDOWNER: Moffitt Developments Inc.

APPLICANT: Ann Moffitt

LEGAL DESCRIPTION: Plan 1013179, Block 5, Lots 30 & 31

PROPOSAL: Site Specific Amendment to allow for a 1.23 meter setback along the west property line on Plan 1013179, Block 5, Lots 30 & 31

DEVELOPMENT OFFICER: Logan Cox

LOCATION:

The subject property is located on the west side of Morrison Road (Highway 22), north of Longview Drive, across from the School.

PROPOSAL:

The application is for a Site Specific Amendment to allow for a 1.23 meter setback along the west boundary of the subject parcels as a permitted use. This application is a result of Revised Board Order D01/2016 of the Intermunicipal Development Appeal Board. In that order, pre-release condition number 3 requires a relaxation of setbacks to the existing structure.

The Village on Longview Land Use Bylaw does not have a provision to allow for a variance of the setback and therefore the application for a site specific amendment to alter the setback along the West boundary was required. If Council chooses to support the application the new rear yard setback for the subject parcels would be 1.23 meters.

LAND USE BYLAW:

- 18.4.3 A non-conforming use of part of a building may be extended throughout the building, but the building, whether or not it is a non-conforming building, may not be enlarged or added to and no structural alterations may be made to it or in it.
- 18.4.8 When a building is a non-conforming building solely by reason of its encroachment into a required front, side, or rear yard, or inadequate parking, the designated officer, at their discretion, may allow an extension of, or an addition to, the building, if such extension or such addition will not in itself constitute an encroachment into any required yard, and if such extension or addition complies with the provisions of this By-law.
- 25.5.4 Rear Yard:
a) Commercial: 6m (19.68 ft.)

CIRCULATION:

- Posted on Subject Parcel
- Posted on Village of Longview Website
- Posted on Bulletin Board at Village of Longview Office

OPTIONS FOR CONSIDERATION:

Council may choose to grant first, second and third readings to the application for a site specific amendment to the Central Business District Land Use Rules on Plan 1013179, Block 5, Lots 30 & 31 in order to allow for a 1.23 meter setback to the west property line as a permitted use.

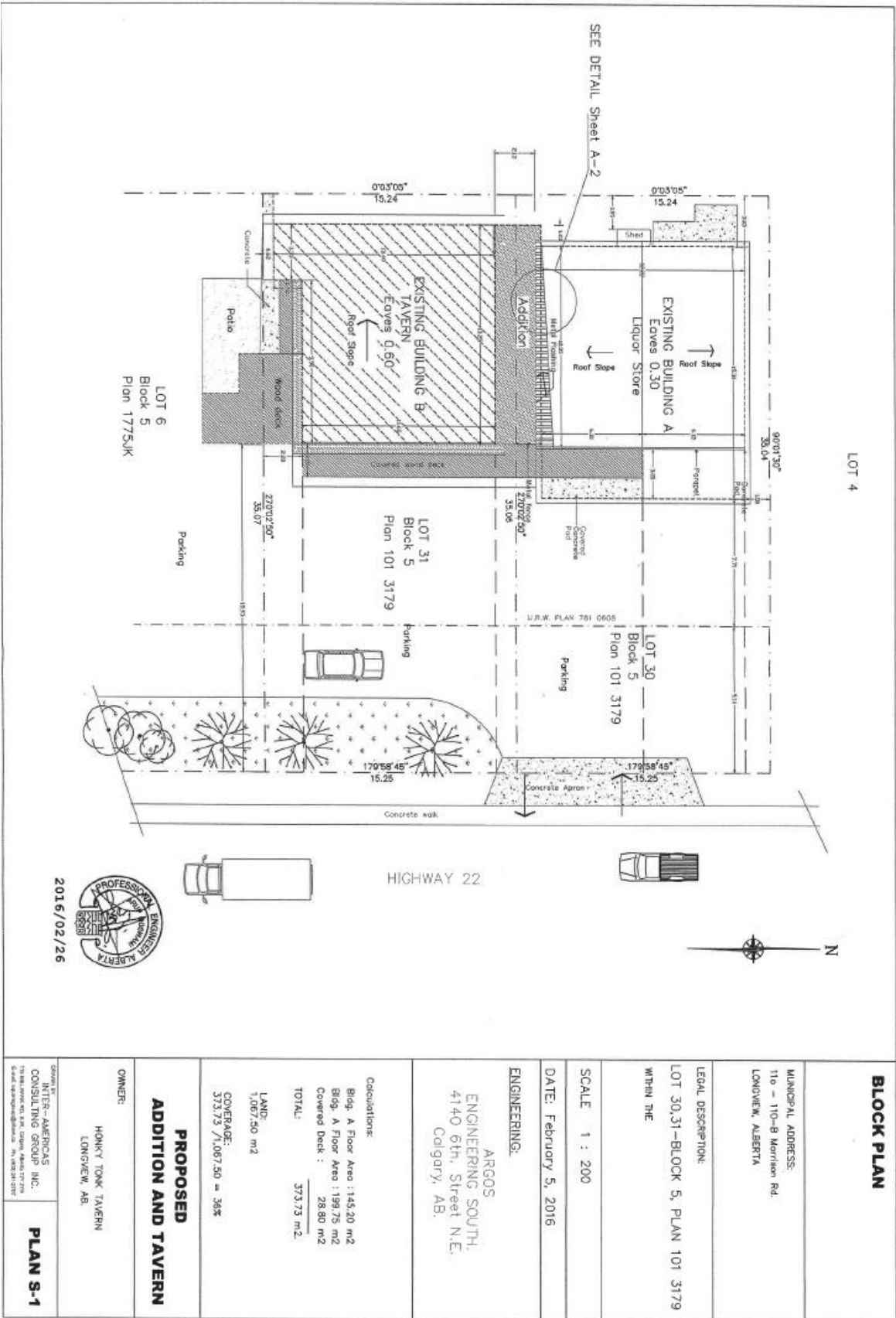
ENCLOSURES:

- Location Map Site Plan Ortho Photo Board Order

LOCATION MAP



SITE PLAN



BLOCK PLAN

MUNICIPAL ADDRESS:
110 - 110-B Morrison Rd.
LONGVIEW, ALBERTA

LEGAL DESCRIPTION:
LOT 30,31-BLOCK 5, PLAN 101 3179
WITHIN THE

SCALE 1 : 200

DATE: February 5, 2016

ENGINEERING:

ARGOS
ENGINEERING SOUTH,
4140 6th, Street N.E.
Calgary, AB.

Calculations:

Bldg. A Floor Area : 145.20 m²
Bldg. A Floor Area : 199.75 m²
Covered Deck : 28.80 m²
TOTAL : 373.75 m²

LAND: 1,067.50 m²
COVERAGE: 373.75 / 1,067.50 = 36%

PROPOSED ADDITION AND TAVERN

OWNER:
HONKY TONK TAVERN
LONGVIEW, AB.

Drawn by:
INTER-AMERICAS
CONSULTING GROUP INC.
1700 18th Avenue NE, Unit C100, Calgary, Alberta T2E 2W8
Tel: 403.243.8888 Fax: 403.243.2012

PLAN S-1



Subject Parcels

INTERMUNICIPAL SUBDIVISION & DEVELOPMENT APPEAL BOARD

D01/2016

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HEARING DATE: DECEMBER 9, 2016

Revised

APPELLANTS: JOSH AND LISA MIKKELSEN

**APPLICANTS: MOFFIT DEVELOPMENTS LTD./ANN MOFFIT – AGENTS CODY KOHUT
AND VICKY MCGONIGAL**

**APPEAL AGAINST: DEVELOPMENT PERMIT 2016-10-01 – RESTAURANT, ADULT ONLY
DRINKING ESTABLISHMENT AND LIQUOR STORE**

**SUBJECT PROPERTY: VILLAGE OF LONGVIEW, PLAN 1013179; BLOCK 5, LOTS 30 AND
31 (THE "PROPERTY")**

**BEFORE: CHAIRMAN, M. SWAIN; BOARD MEMBERS D. BATTENSBY AND G. CANNON;
AND RECORDING SECRETARY, S. BARRETT.**

DECISION

Having been satisfied that notice of this hearing was provided in accordance with the Municipal Government Act, R.S.A. 2000, Chapter M-26;

And upon having read the materials provided, and upon having heard the representations from the Appellants, the Applicant, the Development Authority for the Village of Longview, and other affected and interested parties with respect to the appeal filed by the Appellants in accordance with Section 685 of the Municipal Government Act against the approval of Development Permit 2016-10-01 by the Development Authority on October 25, 2016 for a restaurant, adult only drinking establishment and liquor store.

The *Intermunicipal* Subdivision and Development Appeal Board for the Village of Longview (the "Board") has decided to:

Deny the appeal and uphold the Development Authorities decision to issue Development Permit 2016-10-01 for a restaurant, adult only drinking establishment and liquor store, subject to the following Conditions and for the reasons attached to this Board Order:

PRE-RELEASE CONDITIONS: (Conditions must be complied with prior to Development Permit being signed and released. This permit will be considered null and void if the pre-release conditions are not met by June 30, 2017)

1. The landowners are to consolidate the two parcels with Land Titles and proof of the consolidation is to be presented to the Development Authority prior to the release of this Development Permit;
2. The applicant is required to submit Professional Engineer's stamped design for kitchen hood fan, make up air unit and fire suppression to the satisfaction of the Development Officer;
3. The applicants are to obtain a Development Permit for a Relaxation of Setbacks to the laneway on the west side of the property to the satisfaction of the Development Officer;

INTERMUNICIPAL SUBDIVISION & DEVELOPMENT APPEAL BOARD

D01/2016

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4. The applicants are to obtain Development Permit for the existing signage along Highway 22, or remove the existing non-approved signage to the satisfaction of the Development Officer;
5. The applicants are to submit a parking plan that conforms to the Village of Longview Land Use Bylaw and conforms to the provided dimensions of the Engineered Drawings completed by ARGOS Engineering South, signed and stamped by Arup Goswami and dated 2016/02/26;
6. The applicants are to obtain a Roadside Development Permit or a waiver of such a requirement from Alberta Transportation prior to the release of this Development Permit;
7. The applicants are required to obtain an applicable Building Permit, and any necessary safety codes permit(s) for the proposed change of use and additions to the structure on both lots. Once the Building Permit and any applicable safety codes permit(s) are approved they must be submitted to the Development Officer prior to the release of the Development Permit.

ADDITIONAL CONDITIONS:

1. The building shall not be used as a living residence at any time, this includes overnight accommodation;
2. All roof vents and/or flashing that are visible from the street are to be painted to match roof colour;
3. All garbage and grease receptacles must be deposited in animal and weather proof containers and be situated wholly within the titled lot at all times;
4. It is the applicant's responsibility to comply with all requirements of Alberta Health Services. The applicant is to contact the District Health Inspector to review design plans and operating requirements. Proof of such is to be provided to the Development Officer;
5. It is the applicant's responsibility to comply with all requirements of Alberta Gaming and Liquor Commission. Proof of such is to be provided to the Development Officer;
6. Washroom/bathroom facilities shall be provided as per the requirements of Alberta Health Services and Alberta Building and Safety Codes. Revisions to interior layout shall be permitted as per the requirements of these agencies;
7. Hours of operation for the patrons, other than the owners of the parcel, shall be as follows:
 - 8:00 – 00:00 for the restaurant Monday through Sunday
 - 17:00 – 00:00 for the adult only drinking establishment Monday through Friday and 08:00 – 00:00 Saturday and Sunday
 - 8:00 – 22:00 for the liquor store Monday through Sunday
8. It is the applicant's responsibility to ensure all internal laneways, designated parking areas, loading areas, and approaches are free of debris, and shall maintain unobstructed access for the purpose of emergency services at all times;
9. The applicants are to implement screening of the facility from neighbouring residential parcels and are to maintain that screening as required under Section 24.7.1 of the Village of Longview Land Use Bylaw;
10. The applicants are responsible to ensure the establishment and maintenance of all landscaping and screening features, including the replacement of deceased vegetation;
11. It is the landowners responsibility to ensure compliance with any requirements provided by the registered documents that are filed under title to the land;
12. The issuance of a development permit from the Municipality does not relieve the landowner of the responsibility of complying with all other relevant municipal bylaws and

requirements, nor excuse violation of any provincial or federal regulation or act which may affect use of the land;

13. The applicant shall be responsible for payment of any professional costs including legal fees that may be incurred by the Village with respect to the development approved on this permit.

CARRIED

FINDINGS OF FACT

- [1] The subject properties are existing Central Business District Lots located at 110A and 110B Morrison Road in Longview, AB. Existing facilities on the two properties include a liquor store and an existing family restaurant.
- [2] On October 25, 2016 the Development Authority for the Village of Longview issued Development Permit 2016-10-01 for a restaurant, adult only drinking establishment and liquor store.
- [3] The applicants had applied to join the two buildings, add a walk in cooler, and create three separate establishments being the licensed restaurant, the adult only tavern and the liquor store. The adult only drinking establishment will be accessed through an entrance within the existing licensed family restaurant.
- [4] An appeal was received from Josh and Lisa Mikkelsen on November 15, 2016 against the approval.

ISSUES

I. Location and resulting disturbances or conflicts

- [5] The Appellant stated that the location of the proposed adult only drinking establishment is inappropriate due to the proximity to the local school and to the private dwellings located across the alleyway at the rear of the building.
 - (a) The school and community playground is located directly across the road from the subject property. The presence of a drinking establishment is not appropriate in such close proximity to school aged children.
 - (b) The drinking establishment will have a negative effect on surrounding property values.
 - (c) Noise from the existing licenced family restaurant is currently detectable from the nearby homes and will likely increase due to the proposed use and extended hours of operation.
- [6] The Applicant submitted that the Village of Longview is a small community, and it is difficult to create any degree of separation from residential, commercial and community service use.
 - (a) A letter from the Foothills School Division that was received as a result of Circulations to the approved Development Permit stated that while they are not formally appealing the change to include 'drinking establishment', they requested that any actions by the Village to lessen the impact on the school and its



VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION

Date:	January 31, 2017	Agenda Item #:	3.3
Title:	Bylaw 389-16 Council Composition Bylaw		
Submitted by:	Leslie Fitzgerald, CAO		

Recommendation:	Dependent on the results of the February 7 th Open House Council may choose between the following resolutions:
	<ol style="list-style-type: none">1. MOVED by _____ that as Council wishes to give second reading to Bylaw 389-16 Administration is hereby directed to advertise the bylaw pursuant to Section 606.2 of the Municipal Government Act.2. MOVED by _____ that as Council does not wish to give second reading to Bylaw 389-16 Administration is hereby directed to not advertise the bylaw pursuant to Section 606.2 of the Municipal Government Act.
or	<ol style="list-style-type: none">2. Defeat above motion. <i>(If Council does not want to pass the bylaw, a member makes the above motion, and then Councillors vote against the motion.)</i>3. That discussion be tabled _____ <i>(for further information or future date).</i>

Background:	<p>Important Dates:</p> <table border="1"><thead><tr><th>Action</th><th>Last Date possible</th></tr></thead><tbody><tr><td>Open House</td><td>February 7, 2017</td></tr><tr><td>Send advertisement to Western Wheel</td><td>March 31, 2017</td></tr><tr><td>1st Advertisement</td><td>April 5, 2017</td></tr><tr><td>2nd Advertisement</td><td>April 12, 2017</td></tr><tr><td>Pass Bylaw 389-16 (2nd & 3rd readings)</td><td>April 17, 2017 – special meeting</td></tr><tr><td>General Election</td><td>October 16, 2017</td></tr></tbody></table>	Action	Last Date possible	Open House	February 7, 2017	Send advertisement to Western Wheel	March 31, 2017	1 st Advertisement	April 5, 2017	2 nd Advertisement	April 12, 2017	Pass Bylaw 389-16 (2 nd & 3 rd readings)	April 17, 2017 – special meeting	General Election	October 16, 2017
Action	Last Date possible														
Open House	February 7, 2017														
Send advertisement to Western Wheel	March 31, 2017														
1 st Advertisement	April 5, 2017														
2 nd Advertisement	April 12, 2017														
Pass Bylaw 389-16 (2 nd & 3 rd readings)	April 17, 2017 – special meeting														
General Election	October 16, 2017														
	<p>Relevant Legislation: MGA S144.1 – “...passed at least 180 days before the general election” – The General Election is October 16, 2017.</p> <p>Interpretation Act S22.3 – “...the days on which the event happens shall be excluded.” Therefore we must count 182 days back from October 16, 2017. The last date possible to pass the Bylaw is April 17, 2017.</p> <p>MGA S144.3 “...bylaw...must be advertised.”</p> <p>MGA S606.2a&b – “Notice...published once a week for 2 consecutive weeks in at least one newspaper..., or “mailed or delivered to every residence...”.</p> <p>MGA S606.3 – “...advertised...before second reading.” The last possible date to run the first advertisement in the Western Wheel is April 5, 2017.</p>														

Draft Advertisement

**PUBLIC NOTICE TO RESIDENTS OF THE VILLAGE OF LONGVIEW,
PROVINCE OF ALBERTA**

TAKE NOTICE that the Council of the Village of Longview, in the Province of Alberta, has given first reading to Bylaw 389-16 which will, upon final passing and approval, will increase the number of members of Council to five; and create the position of Mayor.

All persons interested are hereby notified and required to govern themselves accordingly.

DATED at the Village of Longview, in the Province of Alberta, this ____ day of _____, 2017.

Village of Longview

Per:

Chief Administrative Officer

Attachments:

1.

Bylaw 389-16

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

MINUTES OF THE REGULAR MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Tuesday January 17 2017 in
Longview Community Hall commencing at 7:00 p.m.

PRESENT

Mayor Kathie Wight
Deputy Mayor Carole MacLeod
Councillor Cliff Ayrey
Interim Chief Administrative Officer Leslie Fitzgerald
Interim Assistant Chief Administrative Officer Johanna Kortenschyl-Allan

CALL TO ORDER

Mayor Wight called the meeting to order at 7:01 p.m.

AGENDA

Resolution 002-17

MOVED by Councillor Ayrey that the agenda be adopted as presented.

CARRIED

DELEGATIONS

Fire Chief Jim Smith

Fire Chief Jim Smith presented his annual report on the MD Fire Department and, specifically, the Longview Fire station. Longview received 106 calls out of the total 1284 calls for the entire department, making Longview the fourth busiest station in the MD. A new Fire Engine, a 2016 Rosenbauer, will be delivered to Longview Fire Hall on Saturday January 21, 2017. This is the largest and newest engine in the department. The Fire Department will be expanding the Fire Smart program in 2017.

Rick Smith – Economic
Development
Committee

Rick Smith gave a report on the progress of the Economic Development Committee. Working with Travel Alberta, the Committee surveyed 210 people, 91 residents and 109 visitors on Longview's image. Based on the work done to date and the results of the surveys, the Committee recommends that Longview's brand should be "Western". If approved by Council, the Committee will work on developing the "Western" brand.

Resolution 003-17

MOVED by Deputy Mayor MacLeod that the Village of Longview adopt the brand identifier "Western" as recommended by the Economic Development Committee.

CARRIED

**CORRESPONDENCE
FROM RESIDENTS**

Councillor Ayrey reported that the from the Longview Youth Group letter requesting funding will be forwarded to the Recreation Board for funding consideration.

PUBLIC DISCUSSION

There was public discussion on the pros and cons of the annual controlled burn of the gully. Administration will discuss options with Fire Chief Smith and report back to Council.

MINUTES

Resolution 004-17

MOVED by Deputy Mayor MacLeod that the Minutes of the Regular Meeting of December 31, 2016 and the Minutes of the Committee of the Whole Meeting of January 13, 2017 be adopted as presented.

CARRIED

REPORTS

CAO Report

Interim CAO Fitzgerald summarized the report previously submitted to Council.

Peace Officer Report

Interim CAO Fitzgerald summarized the Peace Officer November and December reports as previously submitted to Council.

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Council Reports

Councillor Ayrey reported that the FCSS applications are expected to be in by February 13, 2017. He will work with Administration to advertise the need for volunteers for both FCSS and the Rec Board. He will also request assistance from the MD for Rec Board volunteers as it is a joint board.

Deputy Mayor MacLeod reported that LNYD has some new members, but also is in need of more volunteers. Tickets for the LNYD Sweetheart dance fundraiser will be available soon. The Deputy Director of Emergency Management position is still vacant. The Committee will wait until January 31, 2017 for applications.

Mayor Wight reported that the Library is hosting a colouring workshop. Two first aid kits are now in the Community Hall; one upstairs with the defibrillator and the second downstairs in a cupboard. The open house on the bylaw to increase the number of council members was attended by 23 people; 17 people preferred Council remain at 3 members. Council will hold a second open house in February.

Resolution 005-17

MOVED by Councillor Ayrey that the reports be accepted as presented.

**FINANCIAL
REPORTS**

Resolution 006-17

MOVED by Councillor Ayrey that the Bank Reconciliation as of December 31, 2016 be accepted as presented.

CARRIED

Resolution 007-17

MOVED by Deputy Mayor MacLeod that the Budget Variance Report - Operating and the Budget Variance Report – Capital as of December 31, 2016 be accepted as presented.

CARRIED

Resolution 008-17

MOVED by Mayor Wight that Council acknowledge receipt of the letter from Gregory Harriman & Associates LLP regarding Auditor Independence with Respect to the Village of Longview.

CARRIED

Resolution 009-17

MOVED by Deputy Mayor MacLeod that Council acknowledge receipt of the report regarding the services to be provided by Gregory, Harriman & Associates LLP for the 2016 audit; and that the Mayor and Interim Chief Administrative Officer be authorized to sign the acknowledgement.

CARRIED

**BUSINESS
Snow Removal
Policy**

Resolution 010-17

MOVED by Councillor Ayrey that the Snow Removal Policy be adopted as presented.

CARRIED

MINUTES OF THE REGULAR MEETING
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**Patrol Vehicle
Purchase**
Resolution 011-17

MOVED by Deputy Mayor MacLeod that Administration is authorized to apply to the Municipal Sustainability Initiative for \$55,000 to purchase and equip a replacement patrol vehicle; and that Administration is authorized to order a 2017 Dodge Ram SSV 1500 as per the provided quote; and that Administration is directed to ensure that the vehicle is properly outfitted as a patrol vehicle pursuant to the Peace Officer Act and Solicitor General regulations.

CARRIED

CORRESPONDENCE
Resolution 012-17

MOVED by Councillor Ayrey that the correspondence be acknowledged as presented.

CARRIED

ADJOURNMENT

Mayor Wight adjourned the meeting at 8:30 p.m.

Mayor

Chief Administrative Officer



**VILLAGE OF LONGVIEW
CAO REPORT TO COUNCIL**

TO: Council
FROM: Dale Harrison, MBA
SUBJECT: Regular Council Meeting Report
DATE: February 17, 2017

Toured Village Infrastructure with PW Operator Caumartin

Becoming familiar with Village Computer Filing Systems and Office Procedures

Infrastructure Management Plan:
Reviewed

Development:
Two in office inquiries about Development Permits – 1 residential, 1 commercial renovation.

Disaster Recovery Program:
Reviewed documentation prepared by Interim CAO.

Financial:
Reviewed the Variance Report for January. Will start to get into the Accounting System and budget prep after Feb 21.

Longview Waterworks System – Approval to Operate:
MPE Engineering to apply for the new approval.

Water Treatment Plant Upgrade Project - Phase 2:
Awaiting update on status from Alberta Environment

FCSS:
ACAO Kortenschyl-Allan mentioned deadline for application is coming up soon. Attempted to contact Chris on Friday for an update on status on 2017 Application for Funding.

MRF GIS Cloud Project:
Will arrange a demo of the software of later March once audit, and budget is complete and dust settles.

Action List:

Council is welcome to recommend additions to the list.

Future Projects / Tasks:

MRF GIS Cloud Project start – demo of mapping scheduled Mid March	
FCSS Funding Application	
2016 Audit	6-8 March
IT inventory and hand-over preparation	Before 28Feb17
Infrastructure Management Plan finalization	31Mar17
Land Use Bylaw Update	
2017 Budget	30Apr17
General Election – Foothills School Division Agreement	01May17
MSI grant reporting	01May17
GTF grant reporting	01May17
Waterworks System Approval	01Jun17
Disaster Recovery Program Final Reporting	To be determined
Policy Manual Update	
Council Elections –	Aug-Oct
Candidate Info Package,	
Returning Officer,	
Ballots,	
Polling, Count, Reporting	

**VILLAGE OF LONGVIEW
BANK RECONCILIATION
January 31, 2017**

General Ledger

Balance at	December 31, 2016	<u>\$1,094,843.76</u>
Plus:	Revenue	\$39,919.35
Less:	Expenses	(\$71,914.63)
Balance at	January 31, 2017	<u>\$1,062,848.48</u>

RBC General Bank Account

Balance		<u>\$1,064,656.64</u>
Less:	Outstanding Cheques Moneris	(\$1,808.16)
Plus:	Outstanding Deposit	
Balance at	January 31, 2017	<u>\$1,062,848.48</u>

Other Accounts

RBC Recreation Committee Account	\$1,600.45
RBC GIC - Development Deposit	\$59,254.42
RBC Operating Line of Credit	\$0.00
ING Savings Account	\$0.00

Total Cash on Deposit as of	January 31, 2017	<u>\$1,123,703.35</u>
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8.2

**2017 Village of Longview
Accounts Payable Cheque List**

From: 2017/01/01 To: 2017/01/31

Vendor Name	Purpose	Cheque	Date	Amount
AMSC Insurance Services...	Benefits	8263	2017/01/05	\$299.26
Contain-A-Way Services	Waste bin	8264	2017/01/05	\$143.36
Guardian Office Solutions	Cleaning contract	8265	2017/01/05	\$325.00
SecurTek	Alarm system	8266	2017/01/05	\$427.77
Telus Communications	2016	8267	2017/01/05	\$469.38
Wiebe, Judy	Stamps	8268	2017/01/05	\$189.84
Wight, Kathie	Meetings/mileage	8269	2017/01/05	\$1492.67
Alberta One-Call Corporation		8270	2017/01/12	\$18.90
Canada Municipal Jobs Inc.	CAO ad	8271	2017/01/12	\$147.00
Christ the Redeemer...		8272	2017/01/12	\$3209.00
Executive Mat Service Ltd.	Entrance mat	8273	2017/01/12	\$47.87
Foothills Regional Service...	Waste disposal	8274	2017/01/12	\$407.00
Longview Fas Gas		8275	2017/01/12	\$420.25
Rona Building Supply	Supplies	8276	2017/01/12	\$76.73
Shawne Excavating &...	Belmoufid res.	8277	2017/01/12	\$6579.47
Telus Mobility	Cell phones	8278	2017/01/12	\$290.25
Alberta Municipal Services...	Utilities	8279	2017/01/19	\$4970.39
AMSC	Tirecraft - tire repair	8280	2017/01/19	\$73.56
AUMA	CAO posting	8281	2017/01/19	\$315.00
Eastlink	Internet	8282	2017/01/19	\$83.95
Iron Mountain Canada...	Shredding	8283	2017/01/19	\$89.68
M.D. of Foothills	Contract	8284	2017/01/19	\$36098.79
MacLeod, Carole	Meetings, mileage	8285	2017/01/19	\$220.28
McGonigle, Vicky	CLGM workshop	8286	2017/01/19	\$993.24
Mikkelsen, Dayna	Hall cleaning	8287	2017/01/19	\$112.00
MLT Aikins	Legal fees	8288	2017/01/19	\$624.75
Royal Bank Visa	Supplies	8289	2017/01/19	\$23.06
Telus Communications	Controls	8290	2017/01/19	\$422.49
Ayrey, Cliff	Meetings	8291	2017/01/26	\$690.00
Beer, Bruce	Software upgrade	8292	2017/01/26	\$485.00
Digitex Canada Inc.		8293	2017/01/26	\$174.69
Folkard, June	PO cell	8294	2017/01/26	\$189.41
Martin & Levesque Inc.	Uniform	8295	2017/01/26	\$187.74
Matrix Solutions Inc.	Water testing	8296	2017/01/26	\$332.59
			34 cheques for	60630.37

General	2017 Interim Budget		2016 Actual		2017 Actual		Total Number of Trx Posted		Last Trx Post Date		2017 Budget		2017	
												Minus Actual	Percent	
												Variance	Variance	
Summary														
Total General Revenue	\$	(511,588.00)	\$	(500,347.58)	\$	(2,227.16)	\$	1			\$	(509,360.84)	0%	0%
Total Legislative Revenue	\$	-	\$	(2,172.16)	\$	-	\$	0			\$	-	100%	100%
Total Administration Revenue	\$	(26,326.70)	\$	(34,206.70)	\$	(1,166.26)	\$	13			\$	(25,159.74)	4%	4%
Total Protective Services Revenue	\$	(41,482.00)	\$	(26,135.00)	\$	(635.00)	\$	33			\$	(40,847.00)	2%	2%
Total Emergency Services Revenue	\$	-	\$	-	\$	-	\$	0			\$	-	100%	100%
Total Common Services Revenue	\$	-	\$	-	\$	-	\$	0			\$	-	100%	100%
Total Roads & Sidewalks Revenue	\$	(13,757.00)	\$	(13,539.43)	\$	4.20	\$	0			\$	(13,761.20)	0%	0%
Total Utility Service Revenue	\$	(214,626.00)	\$	(207,297.64)	\$	(532.58)	\$	5			\$	(214,093.42)	0%	0%
Total Planning & Development Revenue	\$	(6,338.00)	\$	(5,902.00)	\$	(150.00)	\$	3			\$	(6,188.00)	2%	2%
Total Community Services Revenue	\$	(62,852.00)	\$	(53,415.71)	\$	(210.00)	\$	2			\$	(62,642.00)	0%	0%
Revenue	\$	(875,969.00)	\$	(843,016.22)	\$	(4,916.80)	\$				\$	(872,052.20)		
Total General Expenditures	\$	136,698.00	\$	105,451.81	\$	-	\$	2			\$	136,698.00	0%	0%
Total Legislative Expenditures	\$	21,670.00	\$	18,551.48	\$	-	\$	2			\$	21,670.00	0%	0%
Total Administration Expenditures	\$	270,707.00	\$	243,436.91	\$	3,938.74	\$	14			\$	266,768.26	1%	1%
Total Protective Services Expenditures	\$	76,968.00	\$	71,912.79	\$	2,203.90	\$	7			\$	74,764.10	3%	3%
Total Emergency Services Expenditures	\$	250.00	\$	295.31	\$	-	\$	0			\$	250.00	0%	0%
Total Common Services Expenditures	\$	59,466.00	\$	67,032.60	\$	1,968.17	\$	6			\$	57,497.83	3%	3%
Total Roads & Sidewalks Expenditures	\$	17,395.00	\$	14,927.24	\$	-	\$	0			\$	17,395.00	0%	0%
Total Utility Service Expenditures	\$	219,873.00	\$	159,424.95	\$	85.61	\$	35			\$	219,787.39	0%	0%
Total Planning & Development Expenditures	\$	2,126.00	\$	3,794.57	\$	-	\$	0			\$	2,126.00	0%	0%
Total Community Services Expenditures	\$	71,787.00	\$	68,740.02	\$	49.00	\$	1			\$	71,738.00	0%	0%
Expenditures	\$	876,940.00	\$	753,567.68	\$	8,245.42	\$				\$	868,694.58		
Net General	\$	(374,890.00)	\$	(394,895.77)	\$	(2,227.16)	\$	3			\$	(372,662.84)	1%	1%
Net Legislative	\$	21,670.00	\$	16,379.32	\$	-	\$	2			\$	21,670.00	0%	0%
Net Administration	\$	244,381.00	\$	209,230.21	\$	2,772.48	\$	27			\$	241,608.52	1%	1%
Net Protective Services	\$	35,486.00	\$	45,777.79	\$	1,568.90	\$	40			\$	33,917.10	4%	4%
Net Emergency Services	\$	250.00	\$	295.31	\$	-	\$	0			\$	250.00	0%	0%
Net Common Services	\$	59,466.00	\$	67,032.60	\$	1,968.17	\$	6			\$	57,497.83	3%	3%
Net Roads & Sidewalks	\$	3,638.00	\$	1,387.81	\$	4.20	\$	0			\$	3,633.80	0%	0%
Net Utility Service	\$	5,247.00	\$	(47,872.69)	\$	(446.97)	\$	40			\$	5,693.97	0%	0%
Net Planning & Development	\$	(4,212.00)	\$	(2,107.43)	\$	(150.00)	\$	3			\$	(4,062.00)	4%	4%
Net Community Services	\$	8,935.00	\$	15,324.31	\$	(161.00)	\$	3			\$	9,096.00	-2%	-2%
Total Annual Amortization Expenditures	\$	-	\$	-	\$	-	\$	0			\$	-	100%	100%
Net Deficit (Surplus)	\$	(29.00)	\$	(89,448.54)	\$	3,328.62	\$				\$	(3,357.62)		
Revenue from Balance Sheet	\$		\$	(843,016.22)	\$	(4,916.80)	\$				\$			
Expenditure from Balance Sheet	\$		\$	753,567.68	\$	8,245.42	\$				\$			
Net Deficit (Surplus)	\$		\$	(89,448.54)	\$	3,328.62	\$				\$			
Checksum Difference	\$		\$	(0.00)	\$	(0.00)	\$				\$			





**VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION**

Agenda Item #: 9.1

Date: February 6, 2017
Title: Director and Deputy Director Emergency Management
Submitted by: Leslie Fitzgerald, Interim CAO

Recommendation:

1. MOVED by _____ that Council appoint Carole MacLeod to the position of Director of Emergency Management.

MOVED by _____ that Council appoint George Teichroeb to the position of Deputy Director of Emergency Management.

Alternatives: 3. Defeat above motion.

4. That discussion be tabled _____ *(for further information or future date)*.

Background:

There was an error in the October 18, 2016 Organizational minutes. The Minutes have Carole MacLeod appointed as Deputy Director Emergency Management, instead of Director.

The position of Deputy Director is vacant. Pursuant to Bylaw 371-15 Municipal Emergency Management Agency, the Deputy Director shall be appointed by Council.

Implications:

Policy, Statutory Bylaw 371-15
Plans, Legislative:

Financial: Honorarium included in operating budget

Communications: n/a

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

1. No attachment



'Draft' Report for:

VILLAGE OF LONGVIEW

INFRASTRUCTURE MANAGEMENT PLAN 2016

Date: September 19, 2016
Project #: 2530-013-00

Proud of Our Past... Building the Future

www.mpe.ca

Suite 320, 6715 - 8 Street NE
Calgary, AB T2E 7H7
Phone: 403-250-1362
1-800-351-0929
Fax: 403-250-1518



Village of Longview
Box 147
Longview, Alberta
T0L 1H0

September 19, 2016
File: N:\2530\013\00\R01-1.0

Attention: Vicky McGonigle
Chief Administrative Officer

Dear Ms. McGonigle:

Re: Village of Longview
Infrastructure Management Plan

MPE Engineering Ltd. is pleased to provide you the draft report for the Village of Longview Infrastructure Management Plan. The report contains our findings and recommendations for the Village's municipal infrastructure based on the work undertaken as part of this study.

We wish to thank you for the opportunity to work with the Village on this valuable project and look forward to assisting you with any future needs that you may have.

If you require further information, please contact the undersigned at (403) 219-6466.

Yours truly,

MPE ENGINEERING LTD.

A handwritten signature in blue ink that reads "Sarah Fratpietro".

Sarah Fratpietro, P.Eng.
Project Manager

SF/sf
Encl.

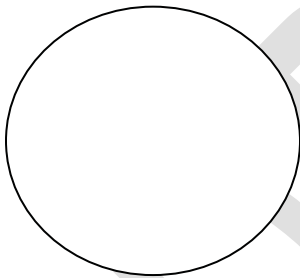
CORPORATE AUTHORIZATION

This report has been prepared by MPE Engineering Ltd. under authorization of the Village of Longview. The material in this report represents the best judgment of MPE Engineering Ltd. given the available information. Any use that a third party makes of this report, or reliance on or decisions made based upon it is the responsibility of the third party. MPE Engineering Ltd. accepts no responsibility for damages, if any, suffered by a third party as a result of decisions made or actions taken based upon this report.

Should any questions arise regarding content of this report, please contact the undersigned.

MPE ENGINEERING LTD.

Professional Stamp



Sarah Fratpietro, P.Eng.

Professional Seal

Corporate Permit

EXECUTIVE SUMMARY

An Infrastructure Master Plan (IMP) is a very useful tool that can be used by municipalities to deal with infrastructure that is nearing the end of its life, may not be able to meet increasing demands, or does not meet current regulatory standards. The Village of Longview (Village) retained MPE Engineering Ltd. (MPE) to undertake an IMP based on MPE's April 15, 2016 proposal. The IMP will allow Village administration and Council to be pro-active in its decision-making role for maintenance of existing infrastructure, as well as expansion of infrastructure as necessary to accommodate new developments. This update enables the Village to prioritize capital expenditures and provides a solid basis for funding applications.

This IMP provides a review and assessment of the major infrastructure elements:

- Sanitary sewage collection system and treatment,
- Water supply, treatment, storage and distribution,
- Storm drainage,
- Road network.

As well as the major infrastructure elements, this IMP updated the population projections for the Village for the next 25 years, and provides a recommended Capital Plan for the Village.

Population Projections

The current population of the Village is 322. The annual growth rate over the past 25 years is an average of 0.7%. For purposes of this Study, an annual growth rate of 1.0% is utilized. The following table summarizes the projected population for the Village over the next 25 years.

Population Projections

Year	Population
2016	322
2021	339
2026	356
2031	374
2036	393
2041	414

Water System

The water supply system consists of two groundwater wells, raw water pipeline, a water treatment plant (WTP), two buried potable water reservoirs and distribution piping throughout the Village. The raw water supply, potable water storage reservoirs and water distribution system have sufficient capacity for the projected 25-year population. However, much of the water infrastructure is asbestos cement (AC) pipe over 50 years old and is reaching the end of its life expectancy. The AC water mains should be replaced. Two hydrants are recommended to be added to provide adequate coverage for the Village. It is also recommended that the water system be computer modelled, and calibrated with results of a hydrant flow testing program. This will assist with proper engineering for future development and to identify potential problems with the existing distribution system.

The WTP requires an upgrade to have a second filter to meet the Alberta Environment and Parks (AEP) requirements. The design for a building expansion and this filter upgrade is complete (WTP Phase 2 Upgrades project) and is anticipated to be constructed in 2017. This upgrade will also include grading around the WTP building to prevent the flooding of the building in the spring, and the repair of the leak under the WTP in the floor drains.

Wastewater System

The wastewater facilities include a gravity collection system, lift station, forcemain and wastewater stabilization pond. The wastewater collection system appears to be adequately sized for the current population and the projected 25-year population. Much of the collection system piping system, however, is clay tile (CT) pipe over 50 years old, and is experiencing a high volume of infiltration and inflow (I/I). A long-term refurbishment and upgrade program should be implemented. Video inspections, manhole inspections and an assessment of the collection system were undertaken to identify specific problem areas.

The lift station, forcemain and waste stabilization ponds were built in 2011 and are adequately sized to handle the projected 25-year population projection.

Stormwater System

In general, drainage in the Village of Longview flows from northeast to southeast. Drainage is conveyed by a combination of curb and gutter on the sides of some of the streets, grass ditches and culverts in a few areas to keep larger flows off the roads, and a number of catch basins and storm pipes underneath paved roads. Based on conversations with Village Public Works and Administration, the existing system is working well and there has not been any flooding reported.

Road Network

The road system consists of mostly paved roads. The roads are in varying states of condition, but are generally functional with some problem areas. The existing road network was inspected and priority for upgrades are identified. The required road work should be completed in conjunction with water and wastewater replacement projects in order to make the most efficient use of funds.

Capital Plan

A complete listing of the recommended capital projects and associated priority is included in *Table 9.1 Capital Plan* in *Section 9.0* of this report, which can be used as a quick reference by the Village. It provides a coordinated schedule of capital projects for all infrastructure types, so financial resources can be used efficiently. This list is intended to be a 'living' document, which is to be updated as new information arises and capital funding allows. A summary of the integrated list is reproduced below for convenience.

The Capital Plan identifies and prioritizes the required infrastructure improvements along with their respective costs. The Listing shows the total infrastructure commitment by the Village amounts to just over \$8.22 Million, of which a portion may be offset with provincial grants and funding and the remainder will need to be funded through taxation or utility rates.

Table 9.1: Capital Plan

Priority	Infrastructure Project	Class 'D' Cost Estimate	Estimated Timeline
1	WTP Phase 2 Upgrades: Building Expansion and Addition of Filtration Unit	\$1,771,000	2017
2	Phase 1 Water/Wastewater Pipeline Replacement (Twin Cities Dr., Mountain View Pl., Foothills Dr.)	\$1,040,000	2018
3	Phase 2 Water/Wastewater Pipeline Replacement (Highwood Dr.)	\$1,140,000	2020
4	Phase 3 Water/Wastewater Pipeline Replacement (Morrison Dr. [south of Foothills Dr.], Kee Dr.)	\$1,480,000	2022
5	Phase 4 Water/Wastewater Pipeline Replacement [Morrison Dr. (north of Foothills Dr.)]	\$1,620,000	2028
6	Phase 5 Water/Wastewater Pipeline Replacement (Royalties Cr., Longview Dr.)	\$ 950,000	2024
7	Phase 6 Water/Wastewater Pipeline Replacement (Trailer Park and Highway 541 Crossing)	\$ 620,000	2026
	TOTAL	\$8,621,000	

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1.0 INTRODUCTION

1.1 Overview

The Village of Longview authorized MPE Engineering Ltd. (MPE) to undertake an Infrastructure Management Plan in June 2016 based on MPE's April 15, 2016 proposal. This report will be an update to the 2006 Infrastructure Study completed by MPE in 2006. An Infrastructure Management Plan (IMP) is a useful tool that can be used by municipalities to deal with infrastructure that is nearing the end of its life, may not be able to meet increasing demands or does not meet current regulatory standards.

The IMP evaluates the infrastructure currently owned and maintained by the Village, and summarizes the present states and capacities of the community's water, wastewater, stormwater and road systems. The IMP identifies and recommends specific infrastructure upgrades and rehabilitation required to meet current standards and future demands and also provides suggested prioritization, timelines, and order of magnitude cost estimates for the proposed work.

The prioritized capital works program provided by this Study will assist the Village with assessment of long-term budget requirements and provides a solid basis for funding applications.

The IMP should be formally updated every five to ten years to monitor progress, update capital budget projections, assess developing infrastructure issues and to incorporate new information.

1.2 Study Scope

The following lists the major tasks completed in this project:

- Review historical population statistics and provide updated Village population projections.
- Evaluate and confirm water and wastewater flow rates for the Village using historical demands.
- Visual inspection and condition evaluation of the Village's road network.

- Carry out two field inspections of ten wastewater manholes at strategic locations to measure wastewater depths during a dry weather day and during a wet weather event.
- Evaluate measured wastewater depths in manholes to identify and compare sections of sewer main that have a significant increase in wastewater flow during the storm event (indicating inflow & infiltration (I/I)).
- Coordinate with Thuro Inc. to carry out video inspections of the wastewater collection system and review of the inspection report and videos.
- Provide wastewater pipe condition rating for each segment of pipe based on defects identified in the videos, or any I/I locations.
- Prepare infrastructure system maps using record drawings, survey, LIDAR and field-gathered information.
- Review existing water, wastewater and storm system information and indicate what needs to be upgraded to meet future growth and Alberta Environment and Parks Standards and Guidelines.
- Provide order of magnitude capital cost estimates for recommended infrastructure upgrades.
- Prepare suggested capital plan to address recommended infrastructure upgrades.

1.3 Assessment Process

MPE used GIS (Geographic Information System) applications to collate data about the inventory and condition of existing infrastructure and to integrate this information with required upgrade work and cost estimates associated with that work.

The water, wastewater, stormwater and roads systems assessments are based on information gathered from:

- Record drawings.
- GIS data base (water, wastewater and roads).
- LIDAR topographic information.
- Site visits.
- Discussions with Village Staff and the Operator.
- Historic water plant and wastewater lift station flow records.

- Previous construction experience in the Village.
- Wastewater video inspection of the wastewater collection system.

Using the aforementioned information sources, MPE developed condition ratings for the road, water and wastewater infrastructure systems. The condition ratings factored in the present condition and importance of the components for each infrastructure system to determine an overall priority assessment.

DRAFT

2.0 BACKGROUND

The Village of Longview was established in the 1960s. Small-scale residential developments occurred around 1969 on Riverview Place around 1975 along Highwood Drive. The trailer park on the north side of Longview was developed sometime between 30 and 50 years ago. The Malmberg Subdivision started construction in 2001, with the third phase completed in 2008.

The wastewater collection system, the water distribution system and a potable water reservoir were built in the mid 1960s. The water supply was from a pump house on the Highwood River until it was replaced by the well system in 1981, along with the construction of an additional water storage reservoir. The water treatment plant was constructed in 1996 adjacent to the mechanical wastewater treatment plant (WWTP). The sanitary wastewater treatment system was a lagoon until 1981, when it was replaced by a mechanical WWTP, and in 2011 the current wastewater lagoon northwest of the Village was built and the mechanical WWTP decommissioned. The storm collection mains were constructed in 1985, both in the Village and to the North System along Highway 541.

2.1 Infrastructure History

Since the preparation of the Infrastructure Study by MPE in 2006, a number of projects have proceeded to upgrade the Village's Infrastructure:

- The mechanical wastewater treatment plant was decommissioned and a lift station and wastewater lagoon was constructed in 2011.
- The water treatment plant (WTP) was upgraded to have a UV system and dechlorination tank (for backwash to waste) installed outside in 2013.
- The raw water wells were extended and a berm installed in 2015 to protect against flood events.
- Design for WTP Upgrades to extend the building and add a redundant filter train is complete, with construction planned in 2017.

2.2 Previous Projects

The IMP references the work done in the following previous projects:

- 2006 Infrastructure Study (MPE).
- 2008 Water Treatment System Study (MPE).
- 2009 Wastewater Treatment Study (MPE).
- 2010 Wastewater Stabilization Pond Study (MPE).
- 2012 Record drawings for Wastewater Stabilization Pond and Facilities (MPE).
- 2013 Record drawings for Water Treatment Plant Upgrades – UV System (MPE).
- 2014 Approval drawings for Water Treatment Plant Upgrades – Additional Filtration Train (MPE).

DRAFT

3.0 POPULATION PROJECTIONS

For infrastructure planning purposes such as determining water demands and wastewater flow, an understanding of current and future serviced population is required. Population projections used in this study make reference to census information obtained from Statistics Canada and Alberta Municipal Affairs. From this information and from discussions with Village administration, the following was concluded:

1. The current serviced population is approximately 322 people.
2. Historically, Longview has experienced low growth. The overall increase from 271 in 1991 to an estimated 322 in 2016 represents 0.7% annual growth rate over the past 25 years. Over the last five years the population increased from 314 to 322, which represents 0.5% annual growth rate.
3. The 2006 Infrastructure Study had assumed a very aggressive growth as summarized below. These growth rates were based on the premise that a 104-unit subdivision would be built on the east side of Longview by 2016. However, this subdivision was not built and the annual growth rate in Longview has remained steady at around 0.5% since 2006.

<u>Time Period</u>	<u>Annual Growth Rate</u>
2006 - 2011	8.5%
2011 - 2016	6.4%
2016 - +	2.0%

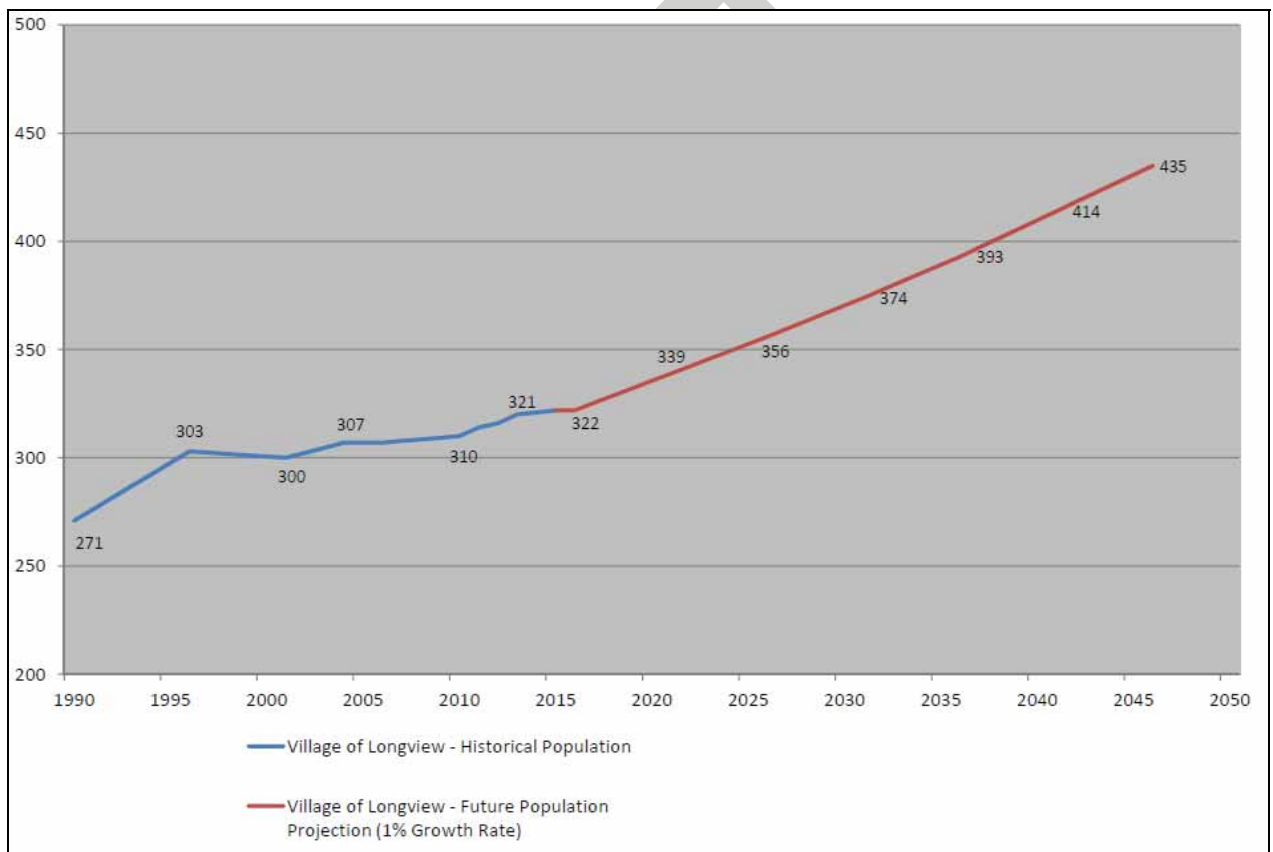
4. For purposes of this study, a growth rate of 1.0% will be utilized.

Table 3.1 and *Graph 3.1* provide a summary of the Village's population trends for the last 25 years and projected populations over the next 30 years.

Table 3.1: Population Summary – Village of Longview 1996 to 2046

Year	1991	1996	2001	2006	2011	2016	Projected to 2026	Projected to 2036	Projected to 2046
Population	271	303	300	307	314	322	356	393	435
Annual Growth from Previous	-	2.2%	-0.2%	0.5%	0.5%	0.5%	1.0%	1.0%	1.0%

Graph 3.1: Historical and Projected Population



4.0 WATER SYSTEM ASSESSMENT

The following water system assessment is based on information gathered from record drawings, site visits and interviews with the Village of Longview Administration and Water Treatment Plant Operator.

The water supply system consists of two groundwater wells, raw water pipeline, a water treatment plant, UV system, a 67 m³ clear well, two transfer pumps, a 243 m³ buried concrete reservoir, a 756 m³ buried concrete reservoir, distribution piping throughout the Village and one truck fill located at the Fire Hall. Components vary in age from recent installation to original installation in 1965. The existing water infrastructure is shown in *Figure 1.1* in *Appendix A*.

4.1 Water Demands

The Village's water consumption records between 2012 and 2015 are reviewed in order to determine historical consumptive use (CU). The 4-year CU is calculated as 339 liters per capita per day (l/c/d). *Table 4.1* shows the highest CU rate over this 4-year period was in 2014 at an average of 358 l/c/d. A per-capita CU of 340 L/c/d is adopted for this study.

The *2006 Infrastructure Study* found the average historical CU between 2002 and 2005 to be 560 L/c/d, and used this value for projecting water demands in the study. This decrease of 220 l/c/d in CU may be due to the capping and abandonment of the water main from the old decommissioned Pump House in October 2010. This abandoned water main was approximately 550 m long, 100mm diameter, and was a dead end line with no users on it. The line was capped after it was discovered that a valve was leaking at the old Pump House.

The historical annual average day demand (ADD) is 110 m³/day. *Graph 4.1* illustrates the historical ADD graphically. Water use is higher in the summer, ranging up to a maximum day demand of 393 m³/day. This increase in water use in the summer is likely due to watering of lawns and flower gardens.

The historical maximum day demand (MDD) is also shown on **Table 4.1**. The MDD factor was calculated to be 3.0, and this is the value that will be used for THE purpose of this study. The Peak Hour Demand (PHD) is assumed to be 2x MDD and is an industry standard design factor.

The bulk water demand from the truckfill is an average of 400 m³/year (based on information provided by the Village). This value is not included in the daily average per capita water consumption. However, when establishing design flows, the truckfill flows are taken into account.

Table 4.1: Historical Water Consumptive Use

Year	Annual Water Demand	Average Day Demand (ADD)	Maximum Day Demand (MDD)	Bulk Water Use	Consumptive Use Without Bulk Water	Population	Average per Capita Consumptive Use
	(m ³)	(m ³ /day)	(m ³ /day)	(m ³)	(m ³)		(L/c/d)
2012	37,961	104	245	400	37,561	316	323
2013	39,834	109	366	400	39,434	320	338
2014	42,394	116	334	400	41,994	321	358
2015	40,068	110	393	400	39,668	322	338
Average	40,068	110	334	400	39,664		339

Graph 4.1: Historical Consumptive Use

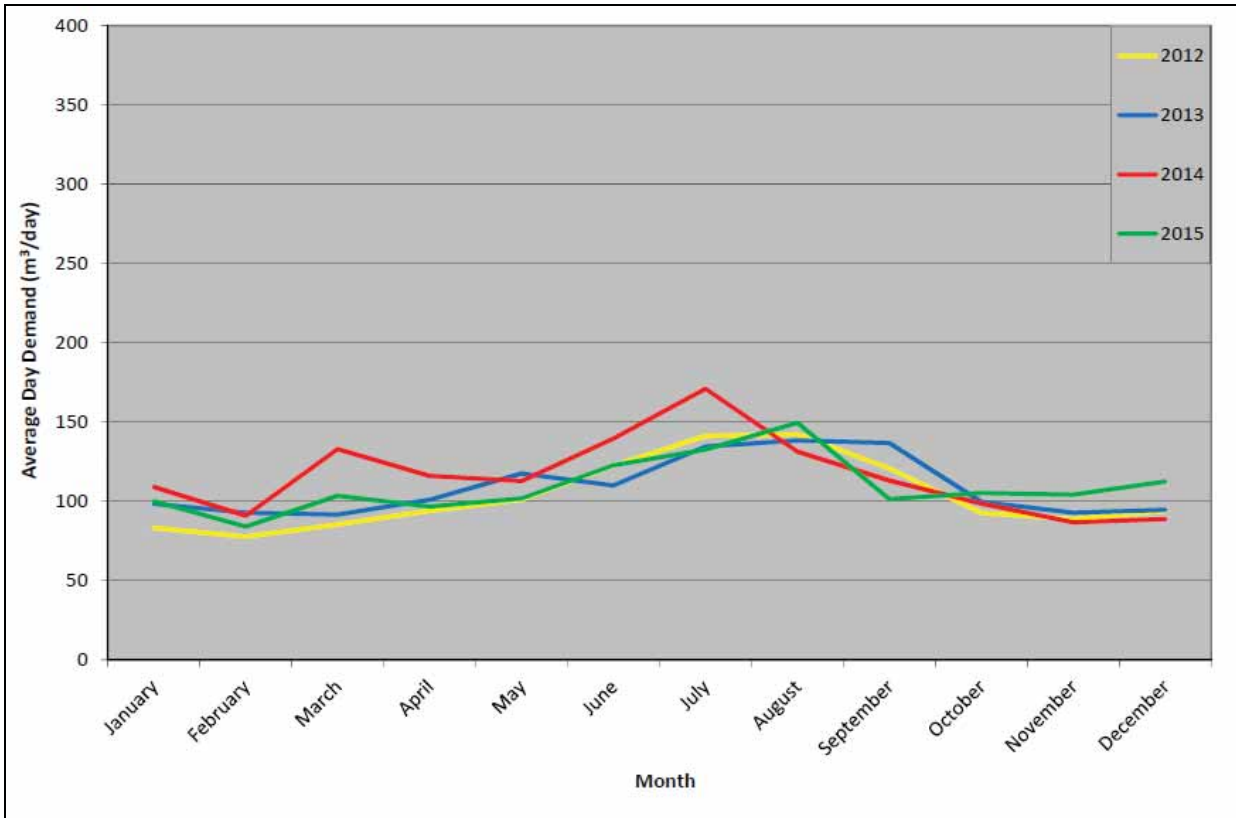


Table 4.2 shows the projected water demand for a design period of 25 years. The projected flows are based on the CU of 340 l/c/d and an average truckfill demand of 400 m³/year.

Table 4.2: Projections of Water Demands

Year		5 year	10 year	15 year	20 year	25 year
	2016	2021	2026	2031	2036	2041
Population	322	339	356	374	393	413
Annual Water Demand (m ³)	40,360	42,470	44,580	46,813	49,171	51,653
Average Day Demand (m ³ /day)	111	116	122	128	135	142
Max Day Demand (m ³ /day)	332	349	366	385	404	425
Max Day Flow Rate (L/s)	3.8	4.0	4.2	4.5	4.7	4.9
Peak Hour Demand (L/s)	7.7	8.1	8.5	8.9	9.4	9.8

4.2 Raw Water Supply

The raw water supply for the Village is obtained from two groundwater production wells. In 1982 eight wells were originally drilled, and the wells now known as Well #1 and #2 had the highest production rates. These two were the only wells that were developed and now used for the Village water supply. They are located alongside the Highwood River south of the Village. There is also an observation well that is to be used for the water level readings. The locations of the wells are illustrated in *Drawing 1.1* in *Appendix A*.

In 2013, the Village suffered significant flood damage along the Highwood River near the Village's water supply wells. The flood water overflowed the north river bank where the Village's water supply wells are located, eroded the area around the wells and deposited flood debris all around the wells. In 2015 the Village had the area around the wells raised with armored banks and the wells extended in order to protect the wells in future flood events.

Well #1 is the Village's primary water source. Its pump has a capacity of approximately 8.8 L/s however, it is licensed to take a maximum of 8.5 L/s. The flow rate from Well #1 pump is typically kept at approximately 8.0 L/s. There is approximately 20 m of 150mm PVC water line from Well #1 to the tee that connects Well #2. From this part it is approximately 200 m of 200mm PVC pipe to the Water Treatment Plant.

Well #2 is a source of emergency water supply only according to the AEP diversion license. It is licensed to divert up to 247 m³ per day at a maximum rate of 7.4 L/s. The pump installed has a capacity of 4.7 L/s. A condition of the license is that Well #2 be used no more than 7 days in any calendar month without approval.

The maximum flow rate that each well can produce is unknown; there were no hydrogeological studies available to confirm design flow rates. The production wells are considered "ground water under the direct influence" (GWUDI) of surface water. Therefore, based on AEP design guidelines, the raw water must be filtered and disinfected before entering the distribution system.

Table 4.3 below lists the details of the Alberta Environment (AEP) well license held by the Village and compares the licensed volumes to the existing pump capacity and the projected water demands from **Table 4.2**.

Table 4.3: Raw Water Diversion Rates

Raw Water Diversion	Population	Annual Diversion m ³	Diversion Rate*	
			L/s	m ³ /day
Current Licensed Raw Water Diversion	-	100,014	8.5	734.4
Existing Well #1 Pump Capacity	-	277,400	8.8	760
2016	322	40,360	4.2	365
2021 Projection (5-year)	339	42,470	4.4	384
2026 Projection (10-year)	356	44,580	4.7	403
2031 Projection (15-year)	374	46,813	4.9	423
2036 Projection (20-year)	393	49,171	5.1	445
2041 Projection (25-year)	413	51,653	5.4	467

*Diversion Rate is based on 110% the projected MDD.

AEP design guidelines state that the raw water supply (diversion rate) is to be designed for at least 110% of the projected MDD. The diversion rates required at the various projected populations are shown in the table above. Based on the current CU, the current annual licensed diversion of 100,014 m³ will be adequate to up a population of approximately 800. This corresponds to the 91-year population projection (2107) at the 1% growth rate assumed for this study.

4.3 Water Treatment and Distribution

Figure 1.1 in *Appendix A* shows the general location of the water treatment plant and distribution facilities. As per AEP design guidelines the raw water is filtered and disinfected at the water treatment plant (WTP) prior to distribution. A chlorine contact time (CT) clearwell is provided at the treatment plant. From this clearwell the two submersible transfer pumps pump treated water to the community and to the two potable water reservoirs located northeast of the Village. Backwash water supply (water used in the cleaning of the WTP filters) is provided via the Village distribution system.

4.3.1 Treatment

The WTP was constructed in 1996, and upgraded to have a UV system in 2013. Filtration of the raw water is achieved with a BCA Model DF-140 Direct Filtration Plant. The treatment process is a completely automatic, gravity flow operation incorporating: a flash mixer, two-stage variable speed mechanical flocculator and dual-media filter with an inverted sand-anthracite bed.

The raw water pumped from the groundwater well into the DF treatment train is continuously metered at which point it is injected with coagulant, mixed, settled in a flocculation basin and then filtered. Post filtration, the treated water is directed from the treatment train to one of two UV units. Downstream of the UV units, sodium hypochlorite is added as the filtered water is discharged into a 67 m³ treated water reservoir (Clearwell) beneath the floor of the plant. The Clearwell is baffled (concrete baffle) to provide optimal chlorine contact time.

From the Clearwell water is pumped, using one of two transfer pumps, to the distribution system and two remote Potable Water Reservoirs (PWRs) located uphill to the northeast of the Village. The PWRs are buried concrete reservoirs with volumes of 243 m³ and 756 m³ each. The high elevation of this reservoir ensures adequate pressure is maintained throughout the distribution network. The PWRs gravity feed the community. When the transfer pumps are pumping to the PWR, water also feeds the community. The PWR supply line is connected to the community distribution system.

The existing plant has a capacity of 8.8 L/s (760 m³/day). This capacity is sufficient to well beyond the 25-year maximum day flow projection.

The *AEP Standards for Municipal Waterworks* state that for plants with capacity greater than 150 m³/day, a minimum of two filters shall be provided, each capable of independent operation and backwash. Each filter should have a hydraulic capacity not less than 150% of design filtration rate. The plant will need to be upgraded to have two filters to meet the AEP requirements. The design for a building expansion and this filter upgrade is complete (WTP Phase 2 Upgrades project) and is anticipated to be constructed in 2017.

The water treatment facility meets the maximum 5.5 log reduction of *Giardia* and *Cryptosporidium*, and 4-log reduction of viruses required to meet the AEP requirements. *Table 4.4* below provides a summary of the log inactivation credits for the WTP.

Table 4.4: WTP Log Removal

Treatment Process	Viruses	Giardia	Crypto
Direct Filtration	1.0	2.5	2.5
UV Disinfection	-	3.0	3.0
Chlorine Disinfection	3.0	-	-
Required Log Removal	4.0	5.5	5.5

The wastewater from the WTP is collected in a holding tank on the north side of the building. This holding tank was installed in 2011 when the old mechanical WWTP was decommissioned. The Village has indicated that this holding tank leaks groundwater into the tank in the spring, and results in significant additional hauling fees due to the frequent emptying of the tank. The interior of this tank was sealed in June 2015 by Mountain Waterproofing. It was indicated at the time by Mountain Waterproofing that while they were in the tank there was water continuously coming in through the wastewater pipe to the tank. Also, a video inspection in 2012 indicated that there was a leak somewhere under the WTP in the floor drains. It is recommended that the floor drains be re-videoed to confirm the location of the leak and have it repaired.

The WTP building is in a low spot and experiences flooding in the spring. It takes the Village Public Works staff half a day to sand bag and pump out the area. The WTP Phase 2 Upgrades project includes surface grading in this area to prevent future flooding. This work is anticipated to be completed in 2017.

4.3.2 Potable Water Storage

Longview has two potable water storage reservoirs. They are:

- A 243 m³ buried concrete reservoir that was constructed in 1965, and
- A 756 m³ buried concrete reservoir that was constructed in 1981.

Total storage volume is 1,009 m³. The *AEP Guidelines for Municipal Waterworks* states the minimum storage volume requirement is:

$$S = A + B + (\text{the greater of C or D})$$

Where S = Total Storage Requirement

A = Fire storage requirement

B = Equalization storage (25% of Max Day)

C = Emergency storage (15% of Avg Day)

D = Disinfection contact time storage

Using the above equation, the existing combined storage is suitable for a population of over 1,100 people. Based on the population projection these reservoirs will meet storage requirements for the next 125 years.

The minimum fire storage volume of 655 m³ (91 L/s for 2.0 hrs) is adopted, based on Fire Underwriters Survey (FUS) requirements. This is the same fire storage volume used for the 2006 Infrastructure Study.

4.3.3 Water Distribution

The transfer pumps are two 7 ½ hp submersible pumps, each rated at 8.8 L/s (116 lgpm). They pump treated water from the clearwell to the potable water reservoirs. The reservoirs then gravity feed the community. When the transfer pumps pump to the reservoirs water also feeds the community. The reservoir(s) supply line is connected to the community distribution system.

The water distribution lines vary from 100mm to 200mm in diameter. They are constructed of asbestos cement (AC) in the original construction pre 1981, and PVC in the areas constructed since 1981. No major problems have been experienced with the mains in regards to breaks or freezing. However, in October 2010 the water system was drained dry due to a leaking valve in the old decommissioned Pump House. The Village capped and abandoned this old water main at Highway 22 that was approximately 550 m long, 100mm diameter, and was a dead end line with no users on it.

There is a location of potential concern where the two mains from the potable water reservoirs tie to a single 150mm diameter main to the Village. The concern is that this pipe diameter is too small and may restrict flow to the community. Computer modeling of the water distribution system can determine where any problem areas might be.

4.3.4 Fire Protection

The design standard for hydrant spacing from the City of Calgary is often referenced for waterworks engineering design in the southern Alberta region. The City of Calgary standard for allowable hydrant spacing is 300 meters for low density residential and 150 meters from the back of the house at the end of a cul-de-sac. For institutional, commercial, industrial and high density residential areas, the maximum allowable spacing is 150 meters and 75 meters from the end of a cul-de-sac. These spacing requirements are more stringent than the Fire Underwriters Survey (FUS); a comparison of hydrant coverage requirements is listed in *Table 4.5*.

Table 4.5: Maximum Hydrant Spacing

Development Type	City of Calgary ¹	Fire Underwriters Survey (FUS)
Low Density/Single Family Residential	300 metres	360 metres
High Density/Commercial, Industrial, Institutional and Multi-family Residential	150 metres	180 metres

¹Distance between hydrants (hydrant spacing) shall be measured along the roadway or as the hose lies.

One additional hydrant is required along the commercial area on Morrison Road, and one on the east end of Kee Drive to meet both the City of Calgary and FUS minimum hydrant spacing. See *Figure 1.2* for hydrant coverage details.

AEP guidelines and the FUS state that water mains designed to carry fire flows should have a minimum inside diameter of 150 mm and as shown in this report, all the Village's hydrants meet this criterion. However, there is a hydrant recommended to be installed at the east end of Kee Dr. on a dead end 100 mm water main. This water main should be upgraded to 150mm when the hydrant is installed.

5.0 WASTEWATER SYSTEM ASSESSMENT

The following wastewater system assessment is based on information gathered from record drawings, site visits, and interviews with Longview Administration and the Lift Station Operator. The wastewater facilities include a gravity collection system, lift station, forcemain, and wastewater stabilization pond. The location of the wastewater facilities are shown on *Figure 1.3* and *Figure 1.4* in *Appendix A*.

5.1 Existing Flows

Wastewater flows are measured at the Village's lift station. *Table 5.1* summarizes the flows from 2012 to 2015. The 4-year average wastewater generation has been calculated as 489 l/c/d. *Graph 5.1* illustrates graphically the historical average day wastewater generation. *Graph 5.2* illustrates the historical average water use versus the historical average wastewater generation. Industry standards show average wastewater rates should be approximately 90% of water demands. Based on *Graph 5.2* the wastewater rates generally are higher than the water use rates. This suggests infiltration of groundwater/surface runoff into the wastewater system. During the last four years the average per capita sanitary wastewater generation is 143% of per capita water demands.

The *2006 Infrastructure Study* found the average historical wastewater generation between 2002 and 2005 to be 645 L/c/d. This decrease of 156 l/c/d in wastewater generation is most likely due to the wastewater collection system repairs that were done in spring of 2009 resulting from the recommendations of the *2009 Village of Longview Wastewater Treatment Study*. These repairs included:

- Disconnection of a storm catch basin cross connection by Alberta Transportation on the corner of Kee Drive and Morrison Road.
- Repairs to leaky manholes.
- Disconnection of house sump pumps from wastewater collection system.

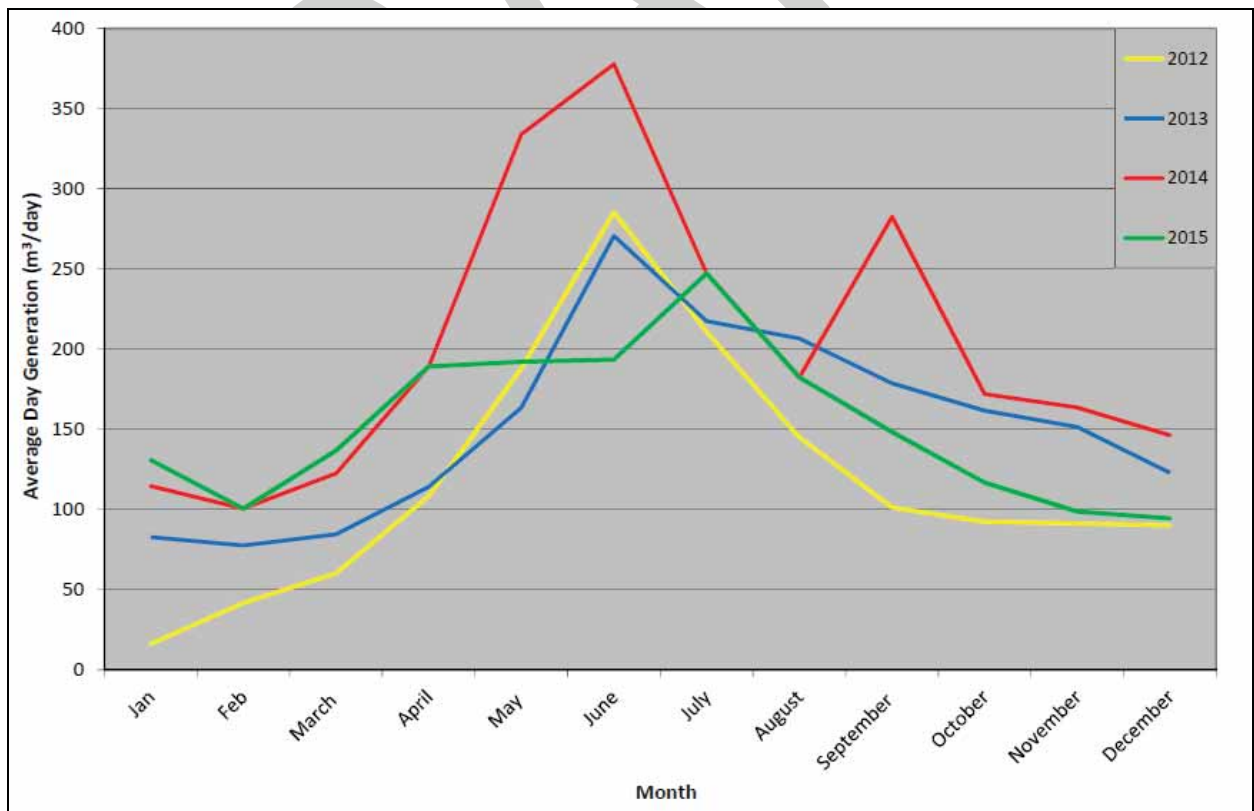
The 2009 study also indicated there was significant infiltration and inflow (I/I) entering the collection system in the wastewater main in the low lying coulee to the old mechanical WWTP.

This wastewater main was abandoned in 2011 when the lift station was installed, and would no longer be contributing to the I/I.

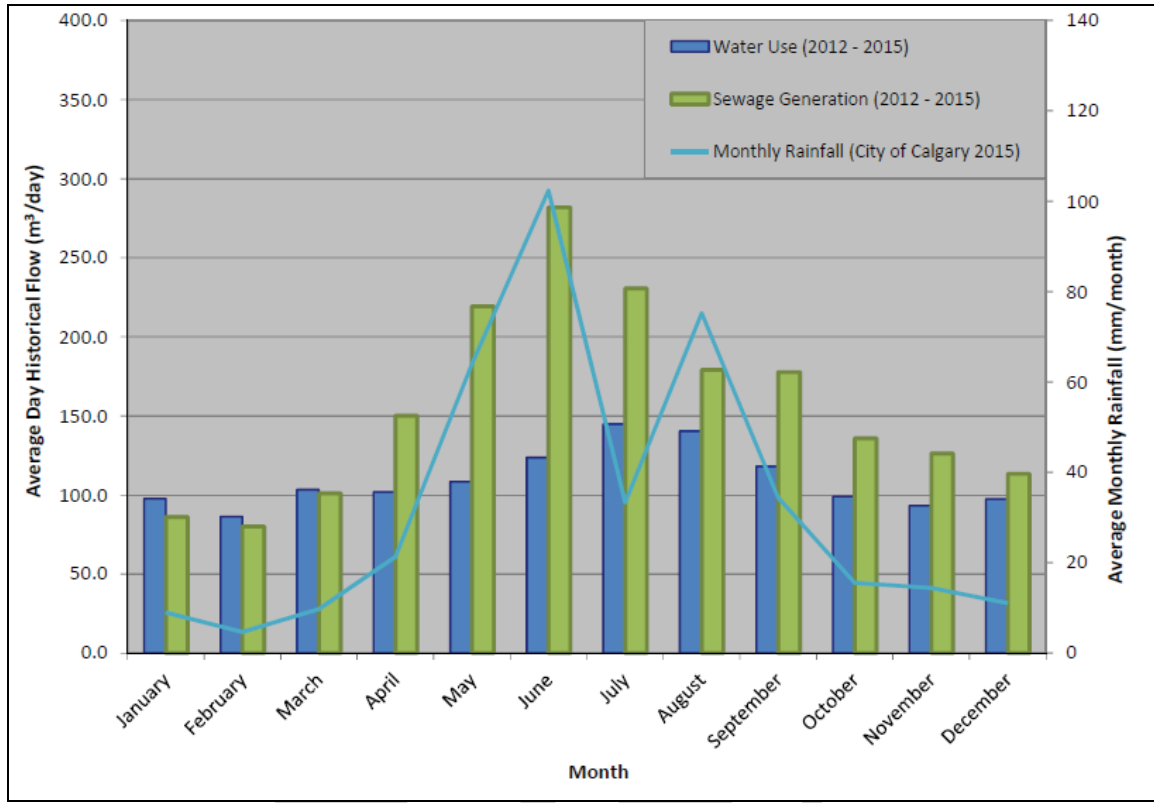
Table 5.1: Historical Wastewater Flows

Year	Annual Wastewater Generation	Average Day Flow	Population	Per Capita Avg.	Percent of Avg. Per Capita Wastewater Generation
	(m ³)	(m ³ /day)		(l/c/d)	%
2012	43,527	119	316	377	117%
2013	55,629	152	320	476	141%
2014	73,909	202	321	631	176%
2015	55,635	152	322	473	140%
Average	57,175	156		489	143%

Graph 5.1: Historical Wastewater Generation



Graph 5.2: Average Water Use vs. Average Wastewater Generation



5.2 Infiltration and Inflow (I/I)

Groundwater and storm runoff water that enters a wastewater collection system is categorized infiltration and inflow (I&I). Infiltration is generally the groundwater that enters a collection system via defective pipes, pipe joints, connections, or manhole walls. Inflow is generally by the surface water entering a collection system through a direct stormwater runoff connection or pumped flows from sump pumps. Inflow can result in a more immediate increase in wastewater flow rates. Possible sources of inflow are roof leaders, manhole covers, cross connections from storm drains, and discharge of sump pumps from basements.

The four-year historical average daily flow includes all wet weather days (and I/I) and therefore is not an accurate representation of the actual average per capita day flow. The average wet weather and average dry weather flows from the lift station are analyzed to quantify the amount of I&I into the collection system. The wet weather months are assumed to be the five

months of May to September. The dry weather months are assumed to be the four months from November to February.

Table 5.2 summarizes the historical average day dry weather flows for each year.

Table 5.2 - Dry Weather Average per Capita per Day Wastewater Generation

Year	Average Dry Weather Day Flow (m ³)	Population	Average Per Capita Dry Weather Day Wastewater Flow (L/c/d)	Average Wet Weather Day Flow (m ³)
2012	60	316	189	186
2013	109	320	340	207
2014	131	321	409	285
2015	106	322	330	193
Average	101		317	218

The overall (2012-2015) average day flow for the dry months of November to February was 101 m³/day, and the wet months of May to September was 218 m³/day. The difference of 117 m³/day is a reasonable estimate of the average daily wet weather I/I. This equates to a total annual volume of approximately 17,791 m³ of I/I over the five-month wet weather season.

The alternative method to estimate average daily wet weather I&I is to review the potable water flows compared to the wastewater flows. Typically, wastewater flows are estimated at 90% of water use, or 99 m³/day. This method is likely more accurate as it will capture more of the infiltration over the course of the year than the previous method. The average wastewater flow over the last four years is 156 m³/day. Therefore, the average day I&I is the difference between the 90% of average water use and the average wastewater flows, or 57 m³/day. This equates to a total annual volume of approximately 20,805 m³ of I/I. For purposes of this study, a total I&I flow of 20,805 m³/year to the wastewater collection system will be used.

5.3 Projected Wastewater Flows

The projected wastewater generation is determined using a per person wastewater generation of 317 L/c/day, plus an annual I/I flow of 57 m³/day (20,805 m³/year). This is the average flow per capita per day during the dry months when the I/I is minimal, and average I/I over the last four years. It is assumed that any future collection system that is constructed within the Village will be a “tight” system with no I/I flow. The projected peak day flow is based on the average day flow multiplied by Harmon’s Peaking Factor plus the existing I/I in summer months of 117 m³/day. **Table 5.3** shows the projected sanitary wastewater generation for the next 25 years.

Table 5.3: Projections of Wastewater Generation

Year	2016	2021	2026	2031	2036	2041
	Population	322	338	356	374	393
Average Day Wastewater Generation (m³/day)	102	107	113	119	125	131
Average I/I Flow (m³/day)	57	57	57	57	57	57
Average Day Wastewater Flow (m³/day)	159	164	170	176	182	188
Annual Wastewater Flow (m³)	58,062	59,962	61,960	64,059	66,266	64,059
Peak Day Flow (m³/day)	532	552	573	595	618	643

5.4 Wastewater Collection System

Wastewater from Longview is collected in two main branches. One branch is from the west at Highwood Drive and the other along the east at Morrison Road. These two trunks join at the southern end of the Village at the wastewater lift station. The wastewater is pumped from the lift station to the wastewater stabilization ponds to through a 2.6 km long, 250mm diameter HDPE DR11 forcemain.

Approximately half of the collection mains in the Village are of 200mm Vitrified Clay Tile (CT) pipe. Experience has shown after a certain age typically there has been numerous problems such as cracking, joint separation, deterioration, roots infiltration, mineral build up, and grade

disturbance. The newer developments (20 yrs old and newer) are generally made up of 200mm PVC pipes and, knowing the performance and lifespan of PVC, industry expectation are these mains to be in generally good condition.

No specific wastewater system modeling was done for this study to review existing pipeline capacities. However, a cursory review of existing main sizes, slopes and layout indicated that the mains have sufficient capacity to accommodate the system demand. The Village has not indicated any issues with the capacity of the collection system.

It was noted by the Village in 2014 that the manhole behind 142 Westview Place (MH 52) had a strong odour emanating from it, especially in the spring. During the construction of this gravity main, the section of HDPE pipe prior to this manhole (from MH 51) was directionally drilled due to the close proximity to the garage. It was noted at the time of pipe inspection that there was a dip in this section of pipe. The Village was notified, and it was recommended that this section of pipe would need to be flushed on a yearly basis with a minimum flushing velocity of 1 m/s (flow rate of 30 L/s). The Village did carry out this flushing, however it did not get rid of the odour. To resolve this the Village installed a Parson Odoreater Manhole Insert in this manhole (MH52). A Parson Insert fits right into the manhole beneath the lid, and has a canister containing activated carbon to eliminate the odours. The carbon needs to be replaced every 6-12 months.

The Village has indicated that they are concerned with excessive I/I entering the wastewater collection system, and the review of historical wastewater flows confirmed that there is significant I/I in the system. The wastewater collection system was video inspected and manhole inspections were carried out in July 2016. The inspections were completed in order to determine the wastewater pipeline conditions and to determine how and where the I/I is occurring. Results from the video inspections and manhole inspections are summarized below.

5.4.1 Video Inspections and Assessment

Thuro Inc. was awarded the contract to undertake a video inspection of the wastewater collection mains. The approximate 3.5 km of collection system was video inspected the week of July 25 to the 29, with Thuro submitting its findings to MPE on August 17, 2016.

The process for video inspecting the pipe was:

- Flushing of the main,
- Closed-circuit television (CCTV) Video Inspection and onsite assessment,
- Preparing and submitting a Video Inspection Report.

A complete copy of Thuro's report with DVDs is provided separately.

Using the inspection results, an assessment of the sections of the wastewater collection system is undertaken. The assessment of inspection results is based on criteria adapted from the City of Edmonton *"Sewer Condition Rating Manual"* (1991) which provides a reliable and effective methodology to rank, assess and prioritize individual segments of sewer pipeline systems based on their condition as determined by inspection.

The inspection videos are reviewed and a "Condition Rating" is assigned to each segment of pipe.

5.4.1.1 Condition Rating

There are two main categories that make up a condition rating to break down the defects of a pipe:

- 1) Structural and,
- 2) Service.

5.4.1.2 Structural Condition Rating

The structural condition ratings are made up of eight different sub-categories that identify various defects that can occur in the pipe sections. Each type of defect is given a severity rating of light, moderate or severe. These structural condition rating sub-categories include:

- 1) Displaced joints: *pipe sections are together, but a severe deflection has occurred.*
- 2) Open joints: *pipe sections are separate and open to the environment.*
- 3) Cracking: *fracture lines visible around the circumference and/or length of a pipe.*
- 4) Fractures: *cracks visibly open along the length and/or circumference of the pipe.*
- 5) Holes: *caused by an impact or a solid object pressing on the outer pipe wall.*
- 6) Deformations: *egging caused by trench wall failure.*
- 7) Collapsed Pipe: *excessive deformation, piping has collapsed in on itself*
- 8) Sagging: *generally located between the pipe joints.*

These defects are all rated with a weighted score with the exception of sagging, which is rated on the length of the sagged section, and holes, which are based on the specific hole circumference.

5.4.1.3 Service Condition Rating

The service condition ratings are made up of five different sub-categories that break down the various obstructions that can occur within the segments of pipe. These are also broken down into light, moderate or severe. These service condition rating sub-categories include:

- 1) Debris: *Soil, rocks, sand, grease, roots, etc. attached to the pipe.*
- 2) Protruding services: *service connection extending too far into main.*
- 3) Roots: *from water seeking tree species.*
- 4) Encrustation: *typically dissolved salts deposited on pipe walls or grease.*
- 5) Infiltration: *groundwater entering the pipe through defects (joints, fractures, etc.).*

5.4.1.4 Overall Pipe Condition Rating

After the defects are evaluated for each segment of pipe, the condition rating is then broken down into three scores within each of the Structural condition and Service condition categories. These three scores are:

- Total Score which represents the sum of all the defects along the segment of pipe.
- Mean Score which represents the average of the defect scores.
- Peak Score which represents the worst conditions within the segments of pipe.

These scores are used to calculate a physical condition rating of the pipe for both the structural and service categories. These scores are calculated as follows:

$$\text{Total Score} = \Sigma (\text{Defect scores})$$

$$\text{Mean Score} = \frac{\Sigma (\text{Defect score})}{\text{Total Pipe Link Length}}$$

$$\text{Peak Score} = \text{Maximum (worse) Rating within the specific pipe run}$$

The highest condition rating outcome between the Structural and Service conditions is then used to create an overall condition rating for the whole segment of pipe ranking from 1-5, with 1 being the best physical condition and 5 being the worst.

5.4.1.5 Condition Rating Recommendations

Each wastewater pipe segment is assigned a condition rating. The recommendations for each condition rating are shown in *Table 5.4*.

Table 5.4: Wastewater Rating Recommendation

Rating	Recommendation
1 - Good	Pipe is in good condition, no maintenance required.
2	Light sagging (10%), no maintenance required.
3 - Fair	Light to moderate sagging (10-20%), moderate encrustation, minor pipe defects, : flush and video every one to two years.
4	Moderate sagging, infiltration encrustation, minor blockages. Recommend removal and replacement of mains.
5 - Poor	Heavy sagging, infiltration, pipe cracking, holes, grease blockages, H ₂ S erosion; recommend removal and replacement of mains.

The condition rating system is applied to quantify the defects. See *Figure 2.2* for a detailed map showing sewer pipe condition rating.

5.4.1.6 Wastewater Pipe Assessment Results

Approximately 3.5 km of sanitary sewer, consisting of a variety of pipe materials was videoed, assessed and ranked. The majority of piping within the Village is clay tile pipe which is labeled as "CT". Most sections of CT pipe are in fair to poor condition.

There are three sections or pipe rated as Poor. The sections are shown in red on *Figure 2.2* and are labeled as SP 132, 139 and 156. These sections can be found under the streets of Morrison Road, Twin Cities Drive and Little New York Estates. The reason these sections are classified as poor is due to the presence of multiple crack, fractures, high infiltration and pipe sagging.



Photo 5.1: Severe Cracking and Fractures near service connection along SP 139

As stated previously, the piping between MH 51 and MH 52 was directionally drilled to avoid a nearby garage. It was noted that there was a dip in the line during construction. Unfortunately this dip could not be corrected due to proximity to a garage, and because of the sag the newly installed piping is assigned a "Fair" rating.

The highest areas of infiltration are seen throughout the concrete piping for Highwood Drive and Riverview Place. From the video inspection, I&I can be seen at several locations where the service pipe connects to the main line. At four locations where the service pipe connects to the main line, a rag is being used as a gasket. Two of these locations are along SP 124, one is along SP 125 and the other is along SP 127. Other sources of I&I were seen along Twin Cities Drive and Morrison Road.



Photo 5.2: Ragged wrapped around service pipe along SP 125

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The detailed breakdown of the condition rating for each pipe inspected can be found in *Table 5.5*.

Table 5.5: Wastewater Pipeline Condition Summary

Street	From Manhole	To Manhole	Pipe Section Number	Material	Diameter (mm)	Length (m)	Condition Rating
Kee Drive	17	16	SP107	CT	200	90.7	2
	16	15	SP108	CT	200	121.6	1
Morrison Road	22A	22	SP131	PVC	150	26.2	1
	22	21	SP132	CT	200	91.8	5
	21	20	SP133	PVC	200	118.9	3
	20	19	SP134	CT	200	112.1	3
	19	18	SP135	CT	200	122.1	3
	14	15	SP109	CT	200	78.7	2
	18	14	SP136	CT	200	100.3	4
Westview Place	14	51	SP110	CT/PVC	200	42.4	4
Between Westview Place and Lift Station	52	51	SP101	HDPE	200	44.8	4
	52	53	SP102	PVC/HDPE	200	64.3	3
	53	54	SP103	PVC	200	11.5	1
	54	55	SP105	PVC	200	38.3	1
	55	56	SP167	PVC	200	16.9	2
	56	LS	SP171	PVC	200	2.9	1
	39	56	SP166	PVC	200	70.2	2
Riverview Place	40	39	SP104	PVC	200	69.6	2
	38	39	SP127	CON	200	73.6	4
Highwood Drive	32	33	SP115	CT/CON	200	67.3	4
	33	34	SP116	CON	200	66.20	3
	34	35	SP118	CON	200	90.00	3
	35	36	SP124	CON	200	89.2	3
	36	37	SP125	CON	200	90.9	4
	37	38	SP126	CON	200	85.0	4
Between Westview Place and Lift Station	32	45	SP158	PVC	200	84.6	2
	48	45	SP157	PVC	200	110.1	3
Little New York Estates	48	49	SP112	PVC	200	72.9	3
	48	50	SP114	PVC	200	50.7	4
	46	50	SP113	PVC	150	47.0	3
Little New York Estates	47	46	SP156	PVC	150	35.2	5
Longview Drive	31	35	SP123	PVC	200	97.0	1
	31	27	SP137	CT	200	96.7	3

Street	From Manhole	To Manhole	Pipe Section Number	Material	Diameter (mm)	Length (m)	Condition Rating
Royalties Crescent	31	30	SP122	CT	200	66.5	4
	29	30	SP121	CT	200	57.5	3
	29	28	SP120	CT	200	77.0	2
	28	27	SP119	CT	200	120.0	3
Twin Cities Drive	27	26	SP138	CT	200	83.9	3
	26	25	SP139	CT	200	63.1	5
	25	24	SP140	CT	200	121.5	3
Foothills Drive	24	23	SP143	CT	200	32.0	4
	23	18	SP144	CT/PVC	200	65.1	3
	42	24	SP142	CT/PVC	200	113.0	4
Mountain View Place	42	43	SP141	CT	200	97.5	4
Malmberg Place	58	57	SP154	PVC	200	91.2	1
	57	44	SP155	PVC	200	28.0	1
	44	34	SP117	PVC	200	68.5	2

Table 5.6 shows an overall summary of the overall condition ratings for all the wastewater pipelines inspected.

Table 5.6: Overall Condition Summary

Rating	Total Length (meters)	Percentage
1 - Good	417	12.0%
2	556	16.1%
3 - Fair	1437	41.5%
4	864	24.9%
5 - Poor	190	5.5%
Total	3,464	100%

5.4.2 Manhole Inspections and Assessment

Ten manholes were inspected on various streets throughout the Village. The manholes are generally in fair to poor condition. Many of them have a build-up of debris, have no benching and have unstable ladders. The manholes should be inspected on a regular basis, flushed and any faulty ladders repaired. Inspection forms for each of the ten manholes is included in *Appendix C*.

This inspection included an assessment on the amount of inflow and infiltration in the sanitary system. As stated in *Section 5.0*, wastewater volumes appear to be much higher than water demands over the last five years. This is a good indication that ground and surface water are entering into the wastewater collection system. Each of the ten manholes were inspected on two separate days and the depth of flow in the manhole was recorded. One inspection took place just after a large storm event on July 28, 2016 and the other took place during a dry day on August 9, 2016. The intention is to compare the wet weather flow with the dry weather flow. The difference in flow is the estimated I&I within the system. Table 5.4 shows the difference in depth for each of the manholes.

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Table 5.7: Wastewater Flow Depth

MH Number	August 9, 2016 Dry Depth (cm)	July 28, 2016 Wet Depth (cm)
46	1	1.5
34	1.5	2.5
38	2	4
31	.5	1
27	1.5	3
24	1.5	1
18	1.5	3
14	2.5	4
39	3.5	6
36	1.5	1.5

Eight of the ten manholes saw an increase in flow depth when measurements were taken just after a storm event. The depth along with sanitary piping slope was used to calculate a dry and wet weather flow. The difference between these flows is believed to be caused by I&I. It is estimated that the total I&I in the Village during a storm event is 6.19 L/s. From the difference in flows along with the sanitary video inspection, the highest sources of I&I are believed to be caused by piping along Highwood Drive, Riverview Place, Twin Cities Drive and Morrison Road.

5.4.3 Wastewater Pipeline Repair Methods

In order to address the wastewater collection system defects identified from the inspections, two practical methods have been determined for replacing or repairing the segments of pipe that are affected.

- Open-cut Trenching – the traditional method of pipe installation and replacement.
- Trenchless method in which the pipe segment is re-lined with a cured-in-place pipe insert.

For the wastewater upgrade projects estimated and included in the *Capital Plan*, the method of work that has been assumed is “Open-cut Trenching”, as this work would be done in conjunction with water or stormwater main replacement and road reconstruction.

The “Trenchless Method” would be applicable to those situations where only the wastewater main and neither of the water or stormwater mains need replacement, and the roadway surface is in sufficiently good condition to not need refurbishment. The method could be used to provide a targeted repair to a compromised wastewater main.

The advantages and disadvantages for each method are further described below.

5.4.3.1 Open-Cut Trenching

Advantages:

- Allows continuous excavation, laying, and backfilling operations.
- Cost-effective because minor breakdowns do not cause delays to all activities.
- Conditions of the pipe, e.g. collapsed pipe, do not preclude using open-cut.
- Location and installation of valves, fittings, and services is facilitated because the open trench provides easy access to the work.
- Problem areas can be identified and adjustments can be made.
- Suitable for most ground conditions if there is sufficient right-of-way.

Disadvantages:

- Cost for mobilization and demobilization of equipment.
- Closing off the road and detouring traffic due to surface disturbance.
- Re-routing existing wastewater flow to allow continuous service.
- Locates of utilities that are in the area are required including existing water, storm, gas and telecommunications.
- Slope stability of the open trench must be considered.
- Removing and proper disposal of existing pipe is required, with special attention to asbestos concrete material.
- Proper bedding material and compaction is required for new pipe placement.
- Resurfacing of the area is required, including paving, sod and concrete.
- May encounter hazards like contaminated soil which would require removal and replacement with clean backfill.

5.4.3.2 Cured in Place Pipe Re-Lining Using In-situ Liner

In this construction method, a jointless in-situ form tube composed of flexible needled fabric liner material impregnated with polyester or epoxy resin is placed as a liner into the pipe segment requiring re-lining from manhole to manhole by either pulling into place or by an inversion method using air or water. The liner is cured by an application of hot water when in place. Once the liner has cured, the ends are cut and the laterals and services are then opened using robotic methods to restore the active connections.

Advantages:

- Little to no excavation is required.
- Minimal surface and public disturbance.
- Speed of construction.
- Mobilization and demobilization costs are cheaper.

Disadvantages:

- Requires bypass of existing flow.
- Cannot repair sagging or collapsed pipes.
- Minor breakdowns can cause major delays.
- Would need to open cut anyway if valves, fittings, or services needed to be replaced.

5.4.3.3 Wastewater Pipeline Repair Costs

The proposed construction schedule and costs for replacing wastewater collection mains are included in the *Capital Plan* as applicable.

The proposed wastewater pipeline system upgrades were assessed in terms of cost required to complete them. Using the open-cut method, total costs for wastewater main replacement or new construction is roughly \$700 - \$800 per lineal meter of pipe installed in residential roads, and \$1,000 - \$1,100 in Highways, including contingency and engineering. For information purposes, the cost for wastewater main re-lining of a 200 mm diameter main using cured-in-place in-situ formed concrete lining is roughly \$500 per lineal meter of pipe relined.

Since the wastewater services are generally of about the same age as the wastewater mains, it would be advisable in many cases to replace them fully, so the Village may have to factor in the additional cost of complete service replacement in their project budgeting.

5.5 Wastewater Lift Station

The lift station consists of a wetwell, flow meter vault, and a separate generator building. The wetwell is a 2.5 m x 3.0 m x 7.7 m deep precast concrete wetwell, which houses a 5 HP grinder, and three 23 HP submersible pumps. The three pumps are constant speed. The pumps can interchangeably act as two duty pumps and an emergency pump. Wetwell discharge is metered via a flowmeter located in the flow meter vault. An emergency bypass connection is located in the flow meter vault. Electrical and controls for the wetwell and flowmeter vault equipment are housed in a generator building on site. Backup power is provided by an 80kW natural gas powered generator located in the building.

Wastewater is pumped from the lift station, through a 250 mm diameter HDPE DR 11 forcemain for 2.6 km to the wastewater stabilization ponds. Wastewater is pumped at a flow of 23.0 L/s with one pump running, at 33.5 L/s with two pumps running, and at 39.5 L/s with three pumps running. With two pumps running, and one backup, the peak day capacity of the lift station is 2,894 m³/day. This capacity is sufficient to well beyond the 25-year peak day flow projection.

There was an occurrence of sewage backup into basements during the extreme rainfall event in 2013. Power was lost to the lift station, and the natural gas generator kicked-in to provide emergency power to the lift station. The generator operated for a short period of time until a low oxygen sensor was triggered in the generator and the generator shut down. The lift station attempted to call out an alarm; however, the telephone lines at the lift station were also down. As a result, the Operator did not receive the alarm. The wastewater back flowed into the gravity collection system, and various properties near the lift station experienced wastewater back-ups. To prevent this from happening again, an alarm beacon was installed on the exterior of the Lift Station building to provide a visual alarm in case the Lift Station wastewater reaches a high level elevation.

5.6 Wastewater Stabilization Ponds

The wastewater stabilization ponds (lagoon) are located approximately 1.5 km northwest of the Village in SW29-18-2-5. The lagoon has one facultative cell with a volume of 13,320 m³, for 60 days of storage of wastewater, and a storage cell with a volume of 81,030 m³, for 365 days of storage. Wastewater enters the facultative cell via a concrete manhole inlet structure. Wastewater transfers from the facultative to storage cell via a concrete manhole transfer structure, complete with weir.

The storage cell of the lagoon is emptied once per year, over a period of time not to exceed three weeks. The effluent is drained into the Highwood River through a 300 mm HDPE DR 11 outfall pipe to the existing storm system.

The following table summarizes the capacity of the lagoon:

Table: 5.8: Lagoon Capacity

	Facultative Cell	Storage Cell
Total Volume (m ³)	13,320	81,030
Maximum Water Depth	1.5 m	3.0 m
Minimum Retention Period	60 days	12 months
Design Flow	222 m ³ /day (81, 030 m ³ /year)	

There are no electric controls for any of the lagoon structures. Plug valves are operated manually to isolate the facultative or storage cell, or allow for effluent discharge. The plug valve at the outlet structure can be throttled to adjust effluent flow to the Highwood River. A plug valve is also located on the outlet pipe, three meters upstream of MH 57 on the south side of Highway 541, at the tie in to the existing storm main, and can be throttled for the same purpose.

Based on the projected wastewater design flows, the lagoon has sufficient capacity to service a population of 514, which is the 46-year population projection.

Although the lagoon was not inspected for this report, no concerns have been raised regarding the lagoon condition, capacity, or possible leakage of wastewater.

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6.0 STORMWATER SYSTEM ASSESSMENT

In general, drainage in the Village of Longview flows from northeast to southeast. Drainage is conveyed by a combination of curb and gutter on the sides of some of the streets, grass ditches and culverts in a few areas to keep larger flows off the roads, and a number of catch basins and storm pipes underneath paved roads. *Figure 1.5* and *Figure 1.6* illustrate the existing drainage paths and catchment areas in and around the Village.

There are two previous issues the Village has had with the stormwater system over the last few years, which have since been resolved. These are the sink holes on the stormwater main that conveys stormwater to the Highwood River, south of Highway 541, and the washing out of the storm outfall to the Highwood River during the 2013 floods.

The sink holes were along the existing storm line down the hill to the Highwood River outfall and were inspected by MPE in November 2014. The source of the sink holes appeared to be from the stormwater from the south ditch of Highway 541. The majority of the stormwater appeared to be not entering the inlet pipe but rather flowed under the concrete inlet structure. The flow within this storm main appeared to be much less than what was observed to be coming down the ditch. This water was likely running along the outside of this stormwater main and washing away the bedding/soil around the storm main, which caused air pockets/gaps and lead to the sink holes. The sink holes were filled-in in January 2015. The issue of the stormwater undermining the inlet structure should be discussed with Alberta Transportation, as this inlet structure is within the Secondary Highway right-of-way and drains water from the south highway ditch.

Erosion sediment deposition from the 2013 flood event impacted the Village's existing outfall structure, located in SE 20-18-2 W5M, affecting drainage to the river. The accumulated sediment was cleaned out from the outfall channel in the spring of 2014. There was also erosion at the end of the outfall channel, where the water from the outfall flows into the Highwood River. In 2015, riprap was added to the existing gabion mat from the outfall structure to the river to protect it from erosion during future high flows in the Highwood River.

6.1 Drainage Within the Village

Storm drainage consists of two systems that are used to handle the flow for a variety of storm events within the Village. The first system is the minor system, which consists of the storm sewer piping system and the catch basins in the roads. This system is designed to carry the flow from a typical one in 5-year storm event. The major system is designed to handle the water from a one in 100-year storm event and consists of the overland drainage.

The storm system within the Village consists of both minor and major storm systems. The minor storm system consists of several storm sewers that range in size from 914mm x 1470mm arch culverts to 375mm ultra-rib that are strategically placed throughout the Village. This "Village Storm System" is designed to carry the storm water flow to the storm outfall in the south, which discharges into a ravine and eventually makes its way to the Highwood River. The major storm system within the Village consists mainly of curb and gutters and some ditches on the sides of the roads.

There was a section of drainage swale, approximately 320m long, on the west side of Village that consisted of a PVC pipe halved lengthwise and inlaid in the ground. This PVC swale was removed and replaced with a grass swale in 2014 due to safety concerns.

6.2 Drainage from Outside the Boundary

Drainage from surrounding lands flows from the northeast into the Village. *Figure 1.6* shows the catchment areas surrounding the Village. Some of these catchment areas have been divided into sub-catchment areas to distinguish the sources. In general, the surface runoff from outside the Village drain around or through portions of the Village to a separate storm system than the "Village Storm System".

The storm water from the northeast within Catchment Area A is from a large drainage area. Sub-catchment Area A1 drains to the culverts on the north side of Highway 541, sub-catchment Areas A2 and A3 drains to the culverts on the east side of Highway 22. The culverts all eventually drain to the ditch on the south side of Highway 541 to approximately 425m west of

Highway 22. A buried storm sewer carries the flow from the end of the ditch to an outfall structure located at the Highwood River.

The storm water from the Catchment Area B flows to the southeast corner of the Village to a double catch basin. This drains to the ditch on the east side of Highway 22. The surface runoff flows along the Highway 22 ditch and into the Highwood River.

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7.0 ROAD SYSTEM ASSESSMENT

The road network within the Village generally consists of asphalt paved roads typically with concrete curb and gutter, monolithic sidewalk/curb and gutter or separate sidewalk/curb and gutter.

A visual site survey of the roads was undertaken by MPE in August 2016. The inspection includes all roads throughout the Village. Morrison Road, Kananaskis Road (Highway 551) and Kee Drive were not included in this inspection as these roads are considered highways and fall under provincial jurisdiction. A condition rating is assigned to each section of road. The condition rating is based on the visual appearance and defects. The condition ratings give a general indication of work required to bring each road to an established standard. These ratings can be used to prioritize repairs.

7.1 Roadway Condition

As previously mentioned, a visual site survey of all the roads within the Village was undertaken. The work involved visual inspections only; no detailed testing or sampling has been completed as part of this Study. The inspection forms for each section of road that was inspected are included in *Appendix D*.

The inspection results from the visual site survey were used to determine the "Roadway Condition" rating value for each section of the roadway. Each type of defect is given a severity rating from light to severe. These asphalt paving defects include:

- 1) Transverse Cracks: *cracks that are perpendicular to the pavement's centerline.*
- 2) Longitudinal Cracks: *cracks that are parallel with pavement centerline.*
- 3) Alligator Cracks: *interconnected cracks forming a series of small blocks.*
- 4) Shrinkage Cracks: *interconnected cracks that divide pavement into large rectangular pieces.*
- 5) Rutting: *channeled depressions in the wheel-tracks.*

- 6) Corrugations: *ripples across asphalt pavement surface.*
- 7) Raveling: *the separation of aggregate particles in a pavement surface.*
- 8) Shoving/Pushing: *the formation of ripples across the pavement.*
- 9) Potholes: *bowl shaped depressions in the pavements surface.*
- 10) Excess Asphalt: *when asphalt overlaps and spills onto curb and gutter.*
- 11) Polished Aggregate: *when aggregate extends above the asphalt binder.*
- 12) Deficient Drainage: *ponding water seen on asphalt surface.*
- 13) Overall Riding Quality: *a measure quality when driving over the pavement surface.*

Each defect is assigned a value from 1 to 10. 1 being the best physical condition and 10 being the worst. These scores are weighted depending on the severity of the defect and then tallied to provide a score out of 99. The following table outlines the recommendations for each condition rating.

Table 7.1: Road Rating Recommendation

Rating	Recommendation
96-99: Good	Roadway is in good condition, no resurfacing required
90-95	Minimal cracking, no resurfacing required
85-89: Fair	Light to moderate cracking, isolated rutting,
72-84	Moderate cracking, potholes throughout roadway, rutting seen in multiple locations, polished aggregate, resurfacing recommended within 10 to 15 yrs
68-71: Poor	Roadway is poor, severe cracking, multiple potholes, rutting, pushing and shoving seen throughout roadway. Resurfacing recommended within the next five years.

Table 7.2 summarizes the condition rating for each road that was inspected. *Figure 2.3* in *Appendix A* illustrates the condition ratings for each road on a map.

Table 7.2: Condition Ratings

Street	From	To	Condition Rating
Highwood Drive	North End of Highwood Drive	Intersection of Highwood Drive and Malmberg Place	70
Highwood Drive	Intersection of Highwood Drive and Malmberg Place	Intersection of Highwood Drive and Longview Drive	83
Highwood Drive	Intersection of Highwood Drive and Longview Drive	Intersection of Highwood Drive and Riverview Place	88
Riverview Place	Intersection of Highwood Drive and Riverview Place	End of Riverview Place Cul-de-sac	95
Malmberg Place	End of Malmberg Place Cul-de-sac	Intersection of Highwood Drive and Malmberg Place	89
Longview Drive	Intersection of Highwood Drive and Longview Drive	Intersection of Longview Drive and Royalties Crescent	85
Longview Drive	Intersection of Longview Drive and Royalties Crescent	Intersection of Royalties Crescent and Morrison Road	94
Royalties Crescent	Throughout Roadway	Throughout Roadway	78
Twin Cities Drive	Throughout Roadway	Throughout Roadway	68
Mountain View Place	Throughout Roadway	Throughout Roadway	71
Foothills Drive	Throughout Roadway	Throughout Roadway	93
Westview Place	Throughout Roadway	Throughout Roadway	84
School Access Parking Lot	Throughout Roadway	Throughout Roadway	91

Table 7.3 shows the road condition summary for all roads in Longview excluding highways that fall under provincial jurisdiction.

Table 7.3: Road Condition Summary

Rating	Total Approximate Length (metres)	Percentage
96-99: Good	0	0%
90-95	813	36%
85-89: Fair	521	23%
72-84	414	18%
68-71: Poor	509	23%
Total	2,257	100%

7.1.1 Road Upgrade Standards

In this Study, it is assumed that the Village prefers to maintain its system of mostly paved roads by overlaying the existing asphalt if required and rebuilding the road structure if the road is sufficiently degraded to make this necessary or if water/wastewater replacements are required. In other words, no major change such as converting all existing paved roads to gravel surfaces or upgrading gravel roads to a paved standard is contemplated.

The following assumptions have been made to calculate the quantities and costs of road maintenance and upgrading:

- Rebuilds of residential paved road structure include:
 - 300 mm thick sub-base (pit-run) gravel.
 - 50 mm thick base (crushed) gravel.
 - 90 mm thick asphalt paving.
 - Road coring excavation sufficient to install the above structure.
- Rebuilds of Highway road structure include:
 - 350 mm thick sub-base (pit-run) gravel.
 - 150 mm thick base (crushed) gravel.
 - 120 mm thick asphalt paving with 50mm overlay.
 - Road coring excavation sufficient to install the above structure.

The above assumptions are for estimating purposes only, and have been used to determine quantities to which typical unit rates have been applied. Each section of road would require proper geotechnical soils investigation and engineering analysis to confirm the actual design.

7.2 Concrete Surface Works

As mentioned previously, the roads in the Village typically have the following concrete surface installations associated with them:

- Curb and gutter low profile.
- Separate sidewalk usually with the curb and gutter.
- Monolithic sidewalk with curb and gutter.

The majority of the curbs and sidewalks throughout the Village appear to be in good condition. At this time the replacement of the concrete surface works are considered low priority.

8.0 RECOMMENDATIONS

The following are recommendations based on this Study:

Water System

1. Addition of Direct Filtration Treatment Unit: To meet the *AEP Standards* the WTP will require dual filtration. The design for this WTP Upgrades Phase 2 project is complete and is anticipated to be built in 2017.
2. Repair of WTP Holding Tank: A video inspection should be completed of the floor drains below the WTP floor to determine the source of leaking water in to the holding tank. This could be done by the Contractor who undertakes the WTP Upgrades Phase 2 in 2017.
3. Grading around WTP: The surface grading around the WTP building is a part of the WTP Upgrades Phase 2 project and is anticipated to be complete in 2017.
4. Hydrant Flow Testing: This assists in assessing water main condition as well as providing invaluable information for determining fire flow capability. An added benefit is flushing of sediments from lines. This operation can be performed by third-party or by the Village's Public Works staff (with rented equipment) if budgets allow.
5. Water System Modeling: Computer modeling of the water system, calibrated using the results of the hydrant flow testing, is essential to proper engineering design of future development and to identify potential problems with the existing distribution system.
6. Addition of Hydrants: One additional hydrant should be installed along Morrison Road, and another at the east end of Kee Drive to provide adequate coverage as identified on the hydrant map (*Figure 1.2*).
7. Replacement of Water Mains: For planning purposes, it is assumed that all asbestos cement pipes are medium/high priority (condition rating of 4) to be replaced, especially if the sewer main in the same road is replaced and the road paved. It is assumed that the PVC lines are low priority for replacement. The condition ratings for the water mains are shown on *Figure 2.1*. The 100mm diameter water main in Kee Drive is given a high priority for replacement with a 150mm water main, as 150mm is the minimum diameter water main to feed a fire hydrant.

Wastewater System

1. Collection Mains: All lines with a condition rating of sub-standard (4 or 5) are a high priority to be replaced, particularly before any paving program. Isolated wastewater main(s) requiring refurbishment located in areas where no water main work is required or where it is desirable to preserve the existing road surface (such as in Morrison Rd.) the Village should consider relining using cure-in-place in-situ formed lining. The wastewater collection system condition ratings are shown on *Figure 2.2*.
2. Wastewater Manhole Maintenance: All manholes should be cleaned out on a regular basis, broken ladders repaired and Parson manhole inserts placed in all manholes. The Parson manhole inserts are made of high-density polyethylene and are effective in reducing or preventing surface water inflow to the collection system through the manhole lid.
3. Flushing of Wastewater Mains: The wastewater collection system should be flushed each year. This is especially critical in the pipe section between MH51 and MH52 behind Westview Place. The HDPE pipe in this section has a significant sag that cannot be corrected due to proximity to a garage.
4. Lift Stations and Forcemains: No immediate upgrades required.
5. Wastewater Stabilization Ponds (Lagoon): No immediate upgrades required.

Stormwater System

1. Storm Water Management Master Plan: It is recommended the Village undertake a *Storm Water Management Plan* (SWM plan) for the entire Village to assist in planning future storm water infrastructure. The SWM Plan would assess the effectiveness of both the minor and major systems and recommend improvements.
2. Highway 561 Catch Basin Repairs: The repair of the stormwater undermining the inlet structure should be discussed with Alberta Transportation, as this inlet structure is within the Secondary Highway right-of-way and drains water from the south highway ditch.

Road System

1. High Priority Upgrades: The roads with condition ratings between 68 – 71 are in poor condition and should be upgraded within the next 5 years. Road condition ratings are shown on *Figure 2.3*.
2. Medium Priority Upgrades: The roads with a condition rating of 72 – 89 are in fair to poor condition. These roads should be upgraded within the next 5 – 15 years.
3. Low Priority Upgrades: These are the road sections that are in reasonably good condition (ratings between 90-99). The condition of these roads should be monitored but there is no expected maintenance within the next 15 years.

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9.0 CAPITAL PLAN

Table 9.1 outlines the recommended capital plan for the next 15-years for the infrastructure upgrades identified in this report. This plan is a useful tool for the Village to reference on an ongoing basis. It is also intended for use as a discussion tool when prioritizing projects and for forecasting annual and upcoming expenditures. The capital plan is intended to be a “living” document that is updated regularly as situations change and projects are completed.

The infrastructure projects for the water/wastewater pipeline replacements are based on the separate risk assessments of the road, wastewater and water systems. An overall importance rating for each road/replacement project was calculated, with higher weighting precedence given first to wastewater, then road, then water system upgrades. The suggested replacement projects and combined risk rating are also illustrated in *Figure 2.4*.

The following costs include contingencies and Engineering; they do not include G.S.T. All costs are in 2016 dollars. For construction after 2016 we recommend considering an inflation rate of 3% per year. Detailed cost estimates can be found in *Appendix E*.

Table 9.1: Capital Plan

Priority	Infrastructure Project	Class 'D' Cost Estimate	Estimated Timeline
1	WTP Phase 2 Upgrades: Building Expansion and Addition of Filtration Unit	\$1,771,000	2017
2	Phase 1 Water/Wastewater Pipeline Replacement (Twin Cities Dr., Mountain View Pl., Foothills Dr.)	\$1,040,000	2018
3	Phase 2 Water/Wastewater Pipeline Replacement (Highwood Dr.)	\$1,140,000	2020
4	Phase 3 Water/Wastewater Pipeline Replacement [Morrison Dr. (south of Foothills Dr.), Kee Dr.]	\$1,480,000	2022
5	Phase 4 Water/Wastewater Pipeline Replacement [Morrison Dr. (north of Foothills Dr.)]	\$1,620,000	2028
6	Phase 5 Water/Wastewater Pipeline Replacement (Royalties Cr., Longview Dr.)	\$ 950,000	2024
7	Phase 6 Water/Wastewater Pipeline Replacement (Trailer Park and Highway 541 Crossing)	\$ 620,000	2026
TOTAL		\$8,621,000	



**VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION**

Agenda Item #: 9.2

Date: February 7, 2017
Title: Infrastructure Management Plan
Submitted by: Leslie Fitzgerald, Interim CAO

Recommendation:

1. MOVED by _____ that Council adopt the Infrastructure Management Plan 2016 as prepared by MPE Engineering Ltd.

Alternatives: 2. MOVED by _____ that Council adopt the Infrastructure Management Plan 2016 with the following amendments:

3. MOVED by _____ that discussion be tabled until _____ *(for further information or future date)*.

Background: Council recently received their copies of the draft Infrastructure Management Plan 2016 as prepared by MPE Engineering.

S. Fratpietro, P.Eng., MPE Engineering Ltd., is available to meet with Council and the new CAO to review the plan.

Implications:

Policy, Statutory Plans, Legislative: Replaces 2006 Infrastructure Study

Financial: Permits more effective Capital Budget Planning

Communications: n/a

Attachments: Is the documentation severed by FOIP: **NO**
1. None – Council has already received draft plan



Village of Longview
PO Box 147
Longview, AB T0L 1H0

January 30, 2017

Dear Mayor Wight & Council,

We wanted to take a moment to thank the Village of Longview for your support in 2016. Last year support from our communities helped us contribute \$181,000 back into Health & Wellness Initiatives throughout the Foothills. Please see the attached "Where Did Your Donations Go" sheet.

For 2017-2018 the Sheep River Health Trust has committed to 2 capital projects.

1. The remodel of the Tub Room at Oilfield's General Hospital
2. The remodel of the Urgent Care at the Okotoks Health & Wellness Centre

We have 3 key events that we are seeking your support for.

- **Together We Can Make A Difference Radiothon**
 - Held in April (April 13, 2017)
 - Hosted by The Eagle 100.9FM at Sobeys Okotoks.
 - 14 Hours of broadcasting
 - ***Focus is on remodel of the Tub Room at Oilfields General Hospital***
 - 2017 is our 4th year
 - Raised \$55,167.60 in 2016
- **Golf 4 Wellness Golf Tournament**
 - Held the 2nd Thursday in July (July 13, 2017)
 - Hosted at Turner Valley Golf Course
 - Themed event that attracts between 120 – 144 Golfers
 - ***Focus is on Senior based Initiatives***
 - 2017 is our 14th year
 - Raised \$40,000 in 2016

2016-2018 Health Champions



11Cimarron Common
Okotoks, Alberta T1S 2E9
Office: (403) 995-5400 Fax: (403) 995-2663
www.sheepriverhealthtrust.ca



- **Ave of Trees & Annual Photos with Santa**

- Held from 3rd week of November to 2nd week in December
- Hosted at the Okotoks Recreation Centre
- Had 39 fully decorated Christmas Trees on display (On average 2000 people visit/day)
- Donated 16 trees to local families in need
- Provided Santa Photos to 400 Families
- 2017 is our 6th year
- Raised \$35,000 in 2016

We understand that the money you have available for sponsorship is limited. In order to provide you with clarity on how we would like to see you support the Sheep River Health Trust going forward we have outlined our request for the entire 2017 event season and how we will promote you at each of our events.

If you have any questions or would like to have a more detailed presentation on what the Sheep River Health Trust does we would be happy to provide your Council with a presentation. Thank you so much for all of your support in the past and we hope we can continue to count on you for the future. If you wish to discuss further, please don't hesitate to get in touch with me. I can be reached at (403) 995-5400.

Yours sincerely,

Andrea Mitchell
Executive Director

2016-2018 Health Champions





Sheep River HEALTH TRUST

VILLAGE OF LONGVIEW FUNDING REQUEST

2017 Support Request: \$500.00

<i>Event</i>	<i>Monetary Support</i>	<i>Non-Monetary Support</i>
Together We Make A Difference Radiothon	\$500.00	Mayor (or designate) does a pre-recorded interview highlighting importance/need of School Meal Programs in your community (Longview School is a current recipient of funding)
Golf 4 Wellness	\$0.00	Sharing of event on your Facebook Page
Avenue of Trees / Photos With Santa	\$0.00	Sharing of event on your Facebook Page

Recognition & Rationale: The Village of Longview would be recognized as a sponsor on donor boards, programs, on air and in the Thank You ads. Event specific recognition would be:

1. "Together we Make A Difference" Radiothon April 13, 2017 – This year we are requesting that all of our Municipalities support this event. We are targeting money from this event to 2 capital projects.
 - a. The Tub Room Remodel at Oilfield's General Hospital.
 - b. Remodel of Urgent Care at the Okotoks Health & Wellness Centre.

These initiatives have a significant impact on our communities. We would like to have the Mayor (or designate) come do the cheque presentation, encourage residents to call in & chat with our on-air personalities for a segment regarding the importance of the Hospital & Sheep River Health Trust to your community.

2016 Support:

<i>Event</i>	<i>Support Level</i>	<i>Monetary Support</i>	<i>Non-Monetary Support</i>
Avenue of Trees / Photos With Santa	-		

2016-2018 Health Champions



Where did **your Donations** go?



Community Care Programs

\$41,000

Spiritual Care Chaplain at
Oilfields General Hospital

Literacy for Life
"Books for Babies"

Lemonade Day -
Okotoks & Black Diamond



Children & Youth **\$29,000**

KidSport "10-10-10" Program

School Meal Program
12 Schools in the Foothills feeding
over 5,000 breakfasts & lunches each year

Post-secondary Science Studies
Bursaries for High School Students

It Takes a Village
"Baby Sleep Safe" Program

Families **\$16,600**

Family Friendly upgrades to
Public Health Rooms

Healthy Moms & Healthy Babies
"Family Nutrition Program"

Foothills SNAPS
"Happiness 101"

Seniors **\$26,500**

Focusing on Rising Sun Long Term Care

HOME Project
Sensory Equipment for Dementia Patients

Upgrade of the
Palliative Care Room

Adult Day Program—Okotoks

Medical Equipment **\$12,500**

Bariatric Commode

Phlebotomy Cart

Teaching & Education Equipment

CO2 Monitor

Pediatric Scales



Scifit StepOne
Recumbent with
Wheelchair
platform

Ongoing Capital Projects

\$55,000

Tub Room Renovation at
Oilfields General Hospital

Urgent Care Renovations at
Okotoks Health & Wellness Centre





**VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION**

Date:	Feb 17, 1027	Agenda Item #: 9.3
Title:	Sheep River Health Trust - Request for Funding	
Submitted by:	Dale Harrison, CAO	

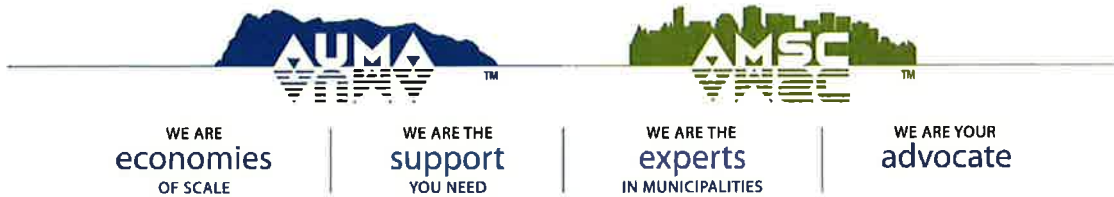
Recommendation:	1. MOVED by _____ that Council contribute \$500 in support of the Health Trust's objectives. Request that Mayor or designate _____ attend the radiothon to present cheque in person. Also request Mayor or designate _____ to pre-record an interview highlighting importance of School Meal Programs.
Alternatives:	2. Defeat above motion.
	3. That discussion be tabled _____ <i>(for further information or future date).</i>

Background:

Implications: <i>Policy, Statutory Plans, Legislative:</i>	
<i>Financial:</i>	\$500.00 FCSS funded in previous year
Operating: _____	Capital: _____
Budget Available: _____	Budget Available: _____
Unbudgeted: _____	Unbudgeted: _____
Source of Funds: _____	Source of Funds: _____

Communications:

Attachments:	Is the documentation severed by FOIP: NO
1.	Letter from Sheep River Health Trust



February 3, 2017

Longview, Village of
Box 147
Longview AB T0L 1H0

Dear Regular Member:

RE: 2017 Annual Membership

Enclosed is your membership invoice for 2017. As we understand the financial pressures that municipalities are facing, we have been diligent in not increasing the current fee structure. For reference, the invoice is based on September 2016 population data provided by Municipal Affairs.

Through your membership fees, the AUMA is able to provide timely and comprehensive policy, advocacy and program solutions to meet the diverse needs of cities, towns, villages, summer villages and specialized municipalities across our province. Our solutions span economic, environmental, social and governance matters and include free toolkits, webinars and newsletters, other education and training, and advocacy to various orders of government and organizations on municipal opportunities.

Your membership also provides access to a number of key events such as the annual Convention and Tradeshow and semi-annual Mayors' Caucuses. Taking place in Calgary from November 22 to 24, the 2017 Convention will bring together over 1,200 municipal, provincial and federal elected officials, senior administrators, business leaders and other key stakeholders to share best practices, attend education sessions, network and collaborate on important municipal opportunities. In keeping the financial needs of our members' top of mind, we have committed to reducing the registration cost of the 2017 Convention, allowing more municipalities the ability to attend. As well, there will continue to be a very modest registration fee for the Spring Mayors' Caucus, taking place on March 7 and 8, as well as the June Mayors' Caucus, where important policy and advocacy activities occur. For more information about these events, and to register for the upcoming Spring Mayors' Caucus, visit www.auma.ca.

Your AUMA membership ensures that you can access a wide variety of our competitively priced insurance, employee benefits, pension plans, utilities and procurement programs that are tailored to the needs of municipalities. Members who purchase two or more core services are eligible to receive a rebate. To learn more about these programs and the rebate, please contact our team at clientdevelopment@uma.ca.

.../2

Your membership also provides access to Casual Legal Services where you can receive general guidance to assist you in avoiding potential legal problems, and act as a risk mitigation tool available to any elected or appointed officials. As well, you can use our recruitment service and post your municipality's employment opportunities to gain exposure to an audience of experienced municipal professionals.

We encourage you to share this information with your Council so they can appreciate the many benefits afforded by your membership.

Please contact our Client Development team at 310-AUMA or clientdevelopment@auma.ca with any inquiries.

Yours truly,

A handwritten signature in cursive script that reads "Sue Bohaichuk".

Sue Bohaichuk, FCPA, FCMA; ICD.D
AUMA CEO

Enclosures



Alberta Urban Municipalities Association

300, 8616 - 51 Ave, Edmonton, Alberta T6E 6E6
 Tel: (780) 433-4431
 Toll Free: 1-800-661-2862
 Fax: (866) 652-2985
 e-mail: accounting@auma.ca
www.auma.ca

INVOICE

Village of Longview
 Box 147
 Longview, AB
 TOL 1H0

Date: January 16, 2017
 Invoice #: 20170242
 Account #: 2510A

AUMA Membership Basic Fee		\$	820.00
Per Capita Fee -Based on population	1 to 3,500 @ \$0.823	\$	252.66
307	3,501 to 10,000 @ \$0.9034	\$	0.00
==>	10,001 to 20,000 @ \$0.6826	\$	0.00
==>	20,001 to 30,000 @ \$0.4226	\$	0.00
==>	30,001 to 600,000 @ \$0.2810	\$	0.00
==>	600,001 and over @ \$0.1406	\$	0.00

Sub-total \$ **1,072.66**

GST @ 5.00 % (GST # R106694623) **53.63**

Total \$ **1,126.29**

Terms: Net 30 Days - Interest on overdue accounts will be charged at 1.5% per month (19.56% per annum)

We accept Visa and MasterCard payments (up to \$2,500.00) on our website at www.auma.ca

----- Keep upper portion for your records - Please return lower portion with your payment -----

Please Remit Payment to:

ALBERTA URBAN MUNICIPALITIES ASSOCIATION (AUMA)
 300, 8616 - 51 Avenue
 Edmonton, Alberta T6E 6E6

For inquiries email: accounting@auma.ca

Remittance Section:

Village of Longview
 Statement Date: January 16, 2017
 Account #: 2510A
 Invoice Number: 20170242
 Total Due: \$1,126.29
 Total Paid: _____

27 January 2017

Village of Longview
PO Box 147
Longview AB T0L 1H0

Re: Schedule C Confirmation for Marigold Library System

Dear Mayor Wight,

This letter confirms that the per capita levy rates listed in Schedule C have been approved for 2017 and 2018. Schedule C is an amendment that is the last page of the Marigold Agreement. Schedule C for 2017 and 2018 has been attached for information. **No further action on Schedule C for 2017 and 2018 is required.**

According to the Marigold Agreement, Marigold required 60% of its member municipalities to sign this document for the levy rates to be approved. Also, the municipalities that signed had to represent a minimum of 60% of Marigold's total service area population. This was achieved when 43 out of 44 municipalities signed Schedule C, and these municipalities represented 93.63% of the population.

The invoice for 2017 will be sent in early February, and will take into account 2016 population for your municipality as reported by Municipal Affairs.

If you would like a copy of the complete Marigold Agreement for your files, please let Nora Ott, Marigold's Administrative Assistant, know. (nora@marigold.ab.ca)

Thank you for your continued support of Marigold Library System. Marigold Board members and staff members are pleased to be able to deliver cost-effective public library service to the residents of your municipality and to support the library board members and library staff in your vicinity.

Regards,



Michelle Toombs, CEO
Marigold Library System
michelle@marigold.ab.ca
1-855-934-5334, ext. 224

Enclosure



Schedule C

Attached to and part of the Agreement by and between the Parties comprising the Marigold Library System.

Part I For those municipalities without library boards

The contributions to the Marigold Library System by counties, municipal districts, special areas, improvement districts or any other municipality without a library board shall be as follows for the period stated:

- 2017 ~ \$9.81 per capita paid to the Marigold Library System
- 2018 ~ \$10.26 per capita paid to the Marigold Library System

Part II For those municipalities with library boards

The contributions to the Marigold Library System by municipalities having municipal library boards shall be as follows for the period stated:

- 2017 ~ \$5.94 per capita to be paid directly to Marigold Library System
- 2018 ~ \$6.06 per capita to be paid directly to Marigold Library System

Part III For municipal library boards

The contributions to the Marigold Library System by municipal library boards shall be as follows for the period stated:

- 2017 ~ \$4.50 per capita to be paid directly to Marigold Library System
- 2018 ~ \$4.50 per capita to be paid directly to Marigold Library System

COPY FOR YOUR RECORDS – NO FURTHER ACTION REQUIRED

IN WITNESS THEREOF the undersigned being one of the Parties set out in Schedule A to this Agreement has duly executed this Agreement.

Name of the Party to this Agreement

Municipal Authority

Municipal library board

Signed, sealed and delivered the

_____ day of _____, 20____

in the presence of:

Witness

Village of Longview
Box 147
Longview, AB T0L 1H0

February 1, 2017

Re: Municipal Levy for Marigold Library System

Enclosed is the invoice for the municipal levy to support public library services and resources provided to your library through the Marigold Library System. The invoiced amount for municipalities with library boards for 2017 has been applied to 2016 population figures as published by Alberta Municipal Affairs.


The 2016 population is multiplied by \$5.94 which is the per capita rate in Schedule C of the Marigold Agreement. This agreement was signed by the signing officer of your municipality.

We thank you for your ongoing support. Marigold Library System's mission is to cultivate a collaborative library community to support a range of responsive, quality library services. This can best be achieved by pooling resources and working together to provide resources, technology and services.

If you have questions or comments, please do not hesitate to contact me. I would also welcome the opportunity to attend one of your Council meetings and/or library board meetings, to present information about Marigold Library System services and to answer questions.

Thanks again for your support of the Marigold Library System.

Regards,



Michelle Toombs, CEO
403 934-5334, ext. 224
1 855 934-5334 ext. 224 (toll free)
michelle@marigold.ab.ca

cc: Marigold Board Member
cc: Chair of Local Library Board



INVOICE

Invoice No.: 11194162
Date: Feb 01, 2017
Page: 1

RECEIVED FEB 0 6 2017

710 2nd Street
Strathmore, AB T1P 1K4
Canada
Tel: (403) 934-5334

Sold to:
Village of Longview
Box 147
Longview, AB T0L 1H0

Business No.: 10766 8568 RT0001

Quantity	Description	Base Price	Disc %	Unit Price	Amount
307	2017 Levy	5.94		5.94	1,823.58
				Total Amount	1,823.58



**VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION**

Date:	Feb 17, 1027	Agenda Item #: 10.1
Title:	Longview & Area Seniors' Club Request for Funding	
Submitted by:	Dale Harrison, CAO	

Recommendation:	1. MOVED by _____ that Council contribute \$250 in support of the Seniors' Strawberry Tea.
Alternatives:	2. Defeat above motion.
	3. That discussion be tabled _____ <i>(for further information or future date).</i>

Background:

Implications: <i>Policy, Statutory Plans, Legislative:</i>
<i>Financial:</i> \$250.00

Operating: _____	Capital: _____
Budget Available: _____	Budget Available: _____
Unbudgeted: _____	Unbudgeted: _____
Source of Funds: _____	Source of Funds: _____

Communications:

Attachments:	Is the documentation severed by FOIP: NO
1.	Letter from Longview and Area Seniors' Club



Longview and Area Seniors' Club

P O Box 172, Longview, AB, T0L 1H0

(587) 226-8118, (403) 558-3600, (403)558-2458

longviewseniors@gmail.com

February 2, 2017

VILLAGE OF LONGVIEW

BOX 147, LONGVIEW

ALBERTA, T0L 1H0

Dear Friends at the Village of Longview,

On behalf of the Longview and Area Seniors' Club I am writing to let you know that we have decided to host the annual Seniors' Strawberry Tea again. On the afternoon of Wednesday, June 7th, 2017 we would like to honour our senior citizens during Seniors' Week.

Since it has been the practice in the past for the Village of Longview to donate \$250.00 annually for this event we would like to ask if it would be possible for L&ASC to receive this amount in 2017 in order to purchase the refreshments.

We sincerely appreciate the support you have given to us since the formation of our seniors' club and ask that you will give due consideration to our request.

Yours Sincerely,

Andrea Kidd

(Secretary, Longview & Area Seniors' Club)



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Lesser Slave Lake*

RECEIVED JAN 24 2017

AR88225

JAN 18 2017

Her Worship Kathleen Wight
Mayor
Village of Longview
PO Box 147
Longview AB T0L 1H0

Dear Mayor Wight and Council,

I am writing to follow up on the petition that was submitted requesting an inquiry into the affairs of the Village of Longview. The person appointed to carry out the duties of Chief Administrative Officer has reported that the petition is sufficient.

Section 572(1)(a)(ii) of the *Municipal Government Act (MGA)* states that a petition requesting an inquiry must be signed by electors of the municipality numbering at least 20 per cent of the municipality's electors to be sufficient. The *MGA* requires petitioners to be excluded if they do not meet specific criteria.

At the time the petition was received, the population of the village was 307; therefore, 61 signatures were required for the petition to be sufficient. The petition received contained 100 signatures. Seventeen signatures had to be excluded, which resulted in 83 signatures remaining on the petition.

Prior to a final decision in response to the petition, ministry staff will conduct a preliminary review into the concerns and issues that led to the petitioners' request. The purpose of this process is to determine the underlying reason for the request and to ensure an appropriate response is taken.

The review will include interviews with councillors, administrative staff, and the petition representative. The preliminary review is intended to provide context for my decision in responding to the petition from village electors. It is not intended to be a verification process and cannot result in the issuance of directives. No written submissions or documents will be received during the preliminary review.

.../2

Her Worship Kathleen Wight

- 2 -

This is a voluntary process and you have the choice to participate or not. However, I encourage your full co-operation and participation in order to help me make an informed decision on the request. Once I have reviewed the background provided through the preliminary review, I will advise you of my decision.

Ministry staff will be contacting the village office as well as you to initiate this process.

Sincerely,

A handwritten signature in cursive script, appearing to read "Danielle Larivee".

Hon. Danielle Larivee
Minister of Municipal Affairs



Merlin MacNaughton
Supervisor, Stakeholder
Relations Manager
Customer Relations

FortisAlberta Inc.
1600 10 Street SE
High River, Alberta
403-652-5420 Direct Line
403-816-7864 Cellular
403-652-4519 Fax
Merlin.MacNaughton@fortisalberta.com
www.FortisAlberta.com

February 15, 2017

Village of Longview
Attention: Leslie Fitzgerald - Chief Administrative Officer
PO Box 147
Longview AB
T0L 1H0

RE: LED STREETLIGHT CONVERSION PROGRAM UPDATE

Dear Ms. Fitzgerald:

This letter is providing notice to you that FortisAlberta Inc. ("FortisAlberta") has filed its 2017 LED Lighting Conversion – Maintenance Multiplier Filing application with the Alberta Utilities Commission ("AUC") on February 7, 2017. This application is requesting approval to continue the use of the Maintenance Multiplier tariff mechanism for an additional 130 municipalities that have signed up for this LED streetlight conversion program. Of significance is the revised Maintenance Multiplier that is proposed to decrease from 1.10 to 1.09 pending approval from the AUC.

If approved, those communities who have had their HPS streetlights converted to LED in 2016 and are currently being billed the Maintenance Multiplier of 1.10, would see a reduction of the Maintenance Multiplier to 1.09 going forward from the date of the AUC approval. This would reduce the distribution charges by \$0.20/month /fixture.

For those municipalities that are interested in viewing FortisAlberta's application or in registering as an observer or participant in the AUC Proceeding #22381 have until February 21, 2017 to register with the AUC. More information about how to register with the AUC can be found here http://www.auc.ab.ca/applications/filing-an-application/Documents/Quicktip2-Participate_in_a_proceeding.pdf.

Please let me know if you have any further questions or concerns.

Sincerely,

Merlin MacNaughton
Supervisor, Stakeholder Relations Manager
Customer Relations



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

AR88547

Her Worship Kathleen Wight
Mayor
Village of Longview
PO Box 147
Longview AB T0L 1H0

Dear Mayor Wight,

I am pleased to invite the Village of Longview to provide submissions for the 16th Annual Minister's Awards for Municipal Excellence, which formally recognizes excellence in local government practices and promotes knowledge sharing among municipalities. These awards offer an opportunity to recognize the truly great work being done by local governments in Alberta.

An independent review committee, comprised of representatives from various municipal associations, will recommend award recipients in five categories and one award for outstanding achievement.

Innovation – Recognizes a leading practice embodying the first use of an idea in a municipal context in Alberta.

Safe Communities – Recognizes a leading practice that promotes or improves public safety in municipalities.

Partnership – Recognizes a leading municipal practice involving consultation, co-ordination, and co-operation with other municipalities, jurisdictions, or organizations.

Smaller Municipalities – Recognizes the innovative practices developed by communities with less than 3,000 residents.

Larger Municipalities – recognizes the creative practices developed by municipalities with a population over 500,000.

Outstanding Achievement – Recognizes a municipality or municipal partnership that has helped to inspire action and change that has benefited local government practices in Alberta. This award, recommended by the review committee, recognizes the best submission from the other categories.

....2

Her Worship Kathleen Wight

-2-

Submission forms and additional details can be found on the Municipal Excellence Network website at www.municipalaffairs.gov.ab.ca/mc_municipal_excellence.cfm. The submission deadline is **March 31, 2017**.

I encourage you to share your success stories, and I look forward to celebrating these successes with your communities and your neighbours.

If you have any questions regarding the Minister's Awards for Municipal Excellence or the Municipal Excellence Network, please direct them to the Municipal Excellence Team, at 780-427-2225 or menet@gov.ab.ca.

Sincerely,

A handwritten signature in blue ink that reads "Shaye Anderson". The signature is written in a cursive, flowing style.

Hon. Shaye Anderson
Minister of Municipal Affairs