

AGENDA

SPECIAL COUNCIL MEETING OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Tuesday, October 3, 2023
At Longview Council Chambers at 5:30 p.m.

1.0 CALL TO ORDER

2.0 AGENDA

3.0 MINUTES

3.1 September 19, 2023, Regular Council meeting Minutes.

4.0 BYLAWS

4.1 413-18 Waste Bylaw amendment. Consider amend to garbage put out for pickup no earlier than Friday mornings.

5.0 BUSINESS

5.1 Community Hall Policy update.

5.2 Cookhouse Policy.

5.3 Electron Controller move to inside Cookhouse.

6.0 ADJOURNMENT

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PRESENT	Mayor Klassen Deputy Mayor Lyons Councillor Penner Chief Administrative Officer Roy Tutschek
PUBLIC IN ATTENDANCE	3 public in attendance.
CALL TO ORDER	Mayor Klassen called the Meeting to order at 5:30 p.m.
AGENDA Resolution 157-23	MOVED by Councilor Penner that the agenda be accepted as amended. Add: New Business 11.12 - Diamond Valley Chamber Commerce small business promotional campaign. CARRIED
DELEGATIONS	Longview Heritage Committee updates, by Marj Bird. The Village of Longview Council requires a project plan including a site plan.
CORRESPONDENCE FROM RESIDENT	See New Business 11.5.
MINUTES OF PREVIOUS MEETINGS Resolution 158-23	MOVED by Mayor Klassen that Minutes of the COW and Special meetings September 5, 2023 be accepted as amended. One amendment: in the Special Council meeting minutes, point 4.3, add: Cookhouse Policy will also be emailed to the Recreation Board. CARRIED
ACTION ITEMS	CAO presented Action Items.
REPORTS	
<i>CAO Report</i>	CAO Tutschek presented the CAO report.
<i>Public Works Report</i>	June, July, August 2023 Public Works reports were presented.
<i>Peace Officer Report</i>	August 2023 accumulative PO reports were presented.
<i>Council Reports</i>	Council reports were presented.

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Reports to Council

Mayor Rose Klassen Council Report

May 18 – June 15, 2023

May 18

- EOEP Council's Role in Strategic Planning – Setting the Course
- Met with Commander Don from Diamond Valley RCMP
- Budget Meeting

May 20

- Council Village Clean-up Day. Big Thank you to the volunteers that joined us and Clayton from Badlands for donating burgers for our lunch.

May 26

- FCSS Committee reviewed and made recommendations for funding

May 31

- Tour of Village Office, Park and Skatepark with 2 students that wrote to council from the grade 5/6 social studies class

June 1

- Intermunicipal Dinner hosted by Mayor Tanya Thorn for all of council and CAO

June 6

- Councillor Lisa and I attended Longview School grade 5/6 social studies class and spoke about municipal governance

June 7

- Attended Bearspaw Chief and Council/ TC Energy Blessing Ceremony

June 16

- Worked on Hall and cookhouse policy with CAO Roy

Councillor Lisa Penner Council Report

From June 15, 2023 – Sept 13, 2023

General

- attended all Council meeting: June 20 –Regular Council meeting
June 29 –Special Council meeting

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meeting July 6 – Special Council

meeting July 11 – Special Council

meeting Aug 8 – Special Council

Council meeting Sept 5 – COW & Special

- LNYD Parade – July 15 – a fantastic event. Congratulations to the LNYD team!
- Facilitated communication between residents & administration

EDC

- First meeting Sept 12 @ 6:30pm
- Meetings to be the second Tuesday of every month in Council Chambers
- Work was done with EDC member Kirk Davis to prepare a presentation of the potential aggregated solar panel project to surrounding municipalities
- Resignation of Christina Wier received Aug 29 – Thank you for all of your time, energy and passion!
- Goals & Objectives to be reviewed at next meeting
- Connecting with local businesses to get their input for Village improvements – ongoing
- Concern raised about the gravel on the streets – will village be having street cleaners come through?
- Project idea presented – work with Foothills Land Trust and residents with property along the river to create a Conservation land use designation – undetermined if EDC will pursue
- Idea suggested – potential EDC training – was done when EDC first started – Lisa to see if this is still available at AM Conference at end of month

Longview School

- Next meeting Sept 21 @ 6:00pm
- All meeting to run the second last Thursday of every month

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Emergency Management

- A potential community resident has come forward interested in the DEM position

Municipal Planning and Commission

- learned more about what the role of MPC is and how it works with Council
- Attended meetings on June 20, June 29, July 11 and Aug 1

Deputy Mayor Lyons Council Report.

- Recreation Board meeting was not held due to lack of quorum.
- No FRESC meeting.
- Resolution 159-23 -Other activities were the same as the other members of Council.

MOVED by Deputy Mayor Lyons that the Council reports be accepted as presented. **CARRIED**

FINANCIAL REPORTS

June, July, August 2023 Bank Reconciliation.
June, July, August 2023 Accounts Payable Cheque Register.
August 2023 YTD Revenue and Expense report.

Resolution 160-23 **MOVED** by Deputy Mayor that the August 2023 Financial Reports be accepted as presented.
CARRIED

QUESTION PERIOD

None.

BYLAWS

None.

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NEW BUSINESS

11.1 Discussion of Recreation Board Bylaws.

CAO to send the latest version (September 19, 2023) Village of Longview draft bylaws to the Recreation Board.

11.2 Light Up request to put electron controller inside cookhouse, continued.

CAO to follow up further questions for possible alternate location of electron Controller.

11.3 RFD redo big sign at the campground.

CAO follow up main entrance campground sign repair with Public Works.

11.4 Cookhouse policy discussion.

Deputy Mayor Lyons will forward final Cookhouse Policy draft to the Recreation Board. Will suggest a joint meeting with Village Council October 11 or 12 or 13, 2023.

11.5 Resident request for Trail repair.

Council is taking next steps to address resident comments on Trail status going forward.

11.6 Light Up Longview request for financial assistance.

Resolution 161-23

MOVED by Councillor Penner that financial assistance of \$300 will be provided to the Light Up Longview committee.

CARRIED

11.7 Mural – confirm criteria for business inclusion.

Council discussion and confirmed additional business to be added to the mural and that the Mural title will remain as is.

11.8 Discussion of Council CAO annual evaluation – date, process?

Council discussed that the performance review will be after the one-year anniversary, after October 31, 2023. Will use same forms as last year.

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11.9 RFD Truth & Reconciliation Policy.

Resolution 162-23

MOVED by Deputy Mayor Lyons that Council support the admin staff in participating in Truth and Reconciliation Day, each particular time taken to be approved by CAO.

CARRIED

11.10 LNYD request permission to construct two more horseshoe courts.

With regard to the request to construct two more horseshoe courts, the CAO was directed to follow up with LNYD committee: provide Council with project plan that provides site plan, property lines, who will construct and budget.

11.11 Community Hall Policy final draft.

Councillor Penner will complete compilation of the new Community Hall Policy including recent September 19, 2023 Council discussion updates. For reconfirmation/approval at an upcoming Council meeting.

11.11 Diamond Valley Chamber Commerce Small Business Campaign.

Admin to publish on website and bulletin board the Diamond Valley Chamber of Commerce Small Business campaign weblinks. Councillor Penner will advise local businesses.

CORRESPONDENCE

Library Board member resignation update.

CLOSED MEETING

No Closed meeting.

ADJOURNMENT

Resolution 163-23

MOVED by Mayor Deputy Lyons to adjourn the meeting at 8:45 p.m.

CARRIED

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Mayor

CAO



UNAPPROVED

**VILLAGE OF LONGVIEW
BYLAW NUMBER 413-18**

**BEING A BYLAW OF THE VILLAGE OF LONGVIEW TO REGULATE AND MANAGE
WASTE**

WHEREAS the Municipal Government Act S.A. 2000, c. M-26 provides that Council may pass bylaws for municipal purposes respecting the safety, health and welfare of people, the protection of people and premises, nuisances, services provided by or on behalf of the municipality, and the enforcement of bylaws; and

WHEREAS it is desirable to regulate and control the storage, collection and disposal of waste within the Village of Longview;

NOW THEREFORE, the Council of the Village of Longview, in the Province of Alberta, duly assembled enacts as follows:

1. This Bylaw may be cited as the "Waste Bylaw".

DEFINITIONS:

2. In this Bylaw the term:

- (a) "alley" means a street or lane intended primarily for access to the rear yard of adjacent premises;
- (b) "animal waste" means all forms of waste from animals or the treatment of animals except animal carcasses or parts;
- (c) "apartment" means a residence that is in a building of more than four self-contained suites, but excludes a condominium;
- (d) "biomedical waste" means medical waste that requires proper handling and disposal because of environmental, aesthetic, and health and safety concerns as well as risks to human health and includes:
 - (i) human anatomical waste;
 - (ii) infectious human waste;
 - (iii) infectious animal waste;
 - (iv) microbiological waste;
 - (v) blood and body fluid waste; and
 - (vi) medical sharps, such as needles, syringes, blades, or other clinical or laboratory materials capable of causing punctures or cuts;
- (e) "Chief Administrative Officer" means the person appointed by Council of the Village as its chief administrative officer, or his/her designate;
- (f) "collection" means picking up and gathering waste and includes its transportation to a disposal site and "collect" has a corresponding meaning;
- (g) "collector" means a person employed to collect waste;

10/11 

- (h) "commercial premises" means any premises that are not a residential dwelling, and includes any premises that are exempt from municipal assessment or taxation;
- (i) "designated officer" means a Village employee, who has the powers, duties, or functions of a designated officer pursuant to the Municipal Government Act, S.A. 2000, c. M-26.1;
- (j) "disposal site" means any premises designated by the Chief Administrative Officer for the disposal of waste or any other premises which is approved by Alberta Environment for the disposal of waste;
- (k) "garbage stand" means a structure designed to hold waste containers and may be either attached to a building or fence or stand-alone;
- (l) "general medical waste" means non-hazardous medical waste and includes soiled dressings, sponges, surgery drapes, lavage tubes, casts, catheters, disposable pads, disposable gloves, specimen containers, lab coats and aprons, tubings, filters, towels and disposable sheets, but excludes biomedical wastes;
- (m) "hazardous waste" means waste generated from any premises and has one or more hazardous properties as described in the Alberta Environmental Protection and Enhancement Act, Waste Control Regulation (Alta. Reg. 192/96), Schedule 1;
- (n) "industrial waste" means waste generated by commercial or industrial activities that presents health, safety or environmental concerns, and includes but is not limited to lime, sulphur, asbestos, contaminated soils, empty chemical containers and drums, carbon, acids, caustics, sludge, and industrial sump water, but excludes hazardous waste and biomedical waste;
- (o) "litter receptacle" mean a receptacle intended for public use for the collection of litter
- (p) "owner" includes the person shown as the owner on the Land Title for a property, the occupant of a premises, the lessee or tenant of a premises, the Condominium Board of condominium property, and a property management company which holds itself out as the person responsible for the maintenance of a premises;
- (q) "plastic garbage bag" means a sturdy plastic bag specifically marketed to store waste for collection, and excludes plastic bags that are intended for other purposes;
- (r) "residential dwelling" means:
 - (i) single family homes;
 - (ii) premises intended for residential use, and consisting of fewer than five self-contained suites; and
 - (iii) a condominium, but excludes an apartment.
- (s) "Village" means the municipal corporation of the Village of Longview or the area located within the boundaries of the Village, as the context requires;

- (t) "unit of waste" means a waste container and may include a "plastic garbage bag" up to 660mm x 914 mm (26 inches by 36 inches).
- (u) "waste" means anything that is discarded and includes animal, dry, industrial, general medical, or yard waste, but excludes hazardous waste and biomedical waste;
- (v) "waste container" means a container designed to store waste for collection and includes a tight fitting lid; and
- (w) "yard waste" means waste from gardening or horticultural activities and includes grass, leaves, plants, tree and hedge clipping, and sod.

AUTHORITY OF CHIEF ADMINISTRATIVE OFFICER

3. The Chief Administrative Officer is authorized to:
- (a) approve set specifications for waste containers and plastic garbage bags;
 - (b) specify the quantities and types of waste eligible for collection;
 - (c) designate Village premises to be used as a Village disposal site and/or Village Recycling Depot;
 - (d) determine the time and frequency of waste collection;
 - (e) make and execute agreements on behalf of the Village for collection and disposal services;
 - (f) grant approvals and permissions as set out in this Bylaw.

GENERAL RULES

4. The owner of any premises shall store waste on the premises from which it is generated, unless it is stored on other premises with the consent of the owner and occupant of those other premises.
5. No person shall deposit waste in a waste container without the consent of:
- (a) the owner of the container or bin;
 - (b) the owner of the property where the container or bin is located; and
 - (c) the occupant of the property where the container or bin is located.
6. Unless the owner has written approval from the Chief Administrative Officer to set waste containers out for collection in a Specific location, an owner must ensure that waste containers are:

- (a) located immediately adjacent to a street or alley;
 - (b) at a central location where the collector will have easy, direct and safe access to the waste container;
 - (c) if intended for front street collection:
 - (i) if there is no sidewalk, on the occupant side of the curb;
 - (ii) if there is a sidewalk joined to the curb, on the occupants premises, adjacent to the sidewalk, or
 - (iii) if there is a separate sidewalk with a boulevard, on the boulevard adjacent to the curb; and
 - (d) if there is a walkway or stairway adjacent to the street or alley, at the bottom of the walkway or stairway.
7. If there is a fence between waste that has been set out for collection and a street or alley, the owner must ensure there is an opening in the fence:
- (a) at least 0.2 metres wider than all the waste containers; and
 - (b) at least 0.4 metres higher than the highest waste container,
- such that the collector can easily and safely access the waste containers and plastic garbage bags.
8. An owner shall ensure that waste stored or set out for collection on or adjacent to that owner's premises do not:
- (a) create offensive odours; or
 - (b) become untidy.
9. An owner shall ensure that all waste is set out for collection and not permitted to accumulate on the premises.
10. An owner shall ensure that waste stored or set out for collection on or adjacent to that owner's premises is contained in a plastic garbage bag contained in an approved garbage container.

RESTRICTIONS ON WASTE

11. Except for waste which is placed in receptacles required and in a manner complying with the provisions of this Bylaw and in a location designated or allowed by the Bylaw, no person in charge or responsible for any land or building in the Village shall allow waste of any kind to accumulate:
- (a) outside of a building or inside of a portion of the building to which the public or part of the public has access, or

- (b) on any land or other premises whether or not there is a building or other structure erected thereon.
12. Except as otherwise provided in sections 12, 13, 14, 15 and 16, an owner shall ensure that the following types of waste are not set out for collection from his premises:
- (a) industrial or hazardous waste;
 - (b) biomedical waste;
 - (c) general medical waste;
 - (d) sharp objects such as glass, nails, knives, metal, or wood splinters;
 - (e) animal waste, dead animals or animal parts;
 - (f) sawdust and powdered materials;
 - (g) automobile waste including automobile parts, tires, and batteries;
 - (h) building materials and furniture;
 - (i) individual items that are larger than 1.25 metres (4 feet) in any dimension or items that weigh more than 12 kilograms (25 pounds);
 - (j) liquids; and
 - (k) waste that is unsafe for the collector to access or handle.
13. A person may set sharp objects out for collection if the sharp objects are contained in a puncture resistant, non-breakable container with a tight fitting lid before they are set out for collection.
14. A person may set general medical waste, animal waste, sawdust and powdered materials out for collection if it is packaged in securely tied, double plastic garbage bags.

YARD WASTE

15. An owner shall ensure that all yard waste is to be taken to the compost and tree trimming area by the public works yard.

RESIDENTIAL WASTE

16. Owners of residential dwellings, with more than one self-contained suite must ensure there is a single waste storage location for the residential dwelling which is directly accessible from a street or alley.
17. No owner of a residential dwelling shall set out for collection any waste that is not generated from their residential dwelling.

18. There shall be no more than two (2) units of waste per week collected by the Village from each residential dwelling, unless the additional unit has an "excess collection" sticker affixed to the unit of waste and the unit complies with the definition of a unit of waste.
19. Except as provided in section 20, the owner of a residential dwelling must ensure that waste generated at his residential dwelling is set out for collection in a waste container.
20. Where waste is placed in a receptacle other than a waste container, the receptacle is deemed to be waste and may be collected as such.
21. An owner of a residential dwelling shall ensure that waste containers used at their residential dwelling:
 - (a) are constructed of sturdy, water-tight material;
 - (b) are maintained in good condition;
 - (c) have fixed rigid handles and a smooth rim;
 - (d) have properly fitting lids that are kept closed except when the containers are loaded or unloaded;
 - (e) do not have lids attached to the container by chain, rope or wire; and
22. An owner may use a waste container with a volume larger than 100 litres if waste is packaged in plastic garbage bags and the bags can be easily removed without lifting the waste container.
23. An owner must ensure that residential waste containers used at his premises are filled so that:
 - (a) the cover of the container fits properly;
 - (b) the contents of the container must be placed in a plastic garbage bag that can be easily removed from the container; and
24. An owner must ensure that plastic garbage bags used at his premises:
 - (a) are water-tight and securely tied;
 - (b) are capable of holding their contents without breaking; and
 - (c) the total weight of a bag and contents does not exceed 12 kilograms (25 lbs).
25. An owner must ensure that waste from his residential dwelling is set out for collection:
 - (a) no later than 7:00 a.m. on the day of collection;
 - (b) no earlier than 9:00 p.m. on the day before collection; and
 - (c) the empty waste container(s) be returned to the owners property not later than

9:00 P.M. the day of collection.

COMMERCIAL WASTE

26. Owners of commercial buildings and residential dwellings with more than two units must provide for their own garbage pickup and disposal.

RECYCLING

27. Recycling services are currently not offered by the Village, but there if a person is interested, there is a company that will pickup recycling for a fee. Contact the Village office for more information.

ENFORCEMENT

28. Where the Village Peace Officer, believes a person has contravened any provision of this Bylaw, he may:
- (a) issue to the person an order in accordance with the Municipal Government Act, R.S.A. 2000, c. M-26 to remedy the infraction;
 - (b) issue to the person, a violation ticket in accordance with the Provincial Offences Procedures Act, R.S.A. 2000, c. P-34; or
 - (c) do both (a) and (b) above.
29. If the person of whom an order has been issued pursuant to Section 38(a) fails to comply with the order within the time specified in the order:
- (a) that person commits an offence under this section and a Bylaw Enforcement Officer may issue a violation ticket pursuant to the Provincial Offences Procedures Act, R.S.A. 2000, c. P-34; and
 - (b) The Village may take whatever steps are necessary to remedy the breach of the bylaw and the cost of doing so becomes a debt owing to the Village by the person to whom the order was issued in accordance with the Municipal Government Act, R.S.A. 2000, c. M-26.
30. Any person who contravenes a provision of this bylaw is guilty of an offence and is liable:
- (a) for a first offence to a fine of not less than \$100.00; and
 - (b) for a second offence of the same provision within a twenty -four month period to a fine of not less than \$300.00.
31. The specified penalty for a first offence, is the amount shown in Schedule A in respect of that offence.

KW



32. Where, on a prosecution of an offence pursuant to this Bylaw, a person believes a written approval or permission of the Chief Administrative Officer provides that person with a defence, the owner of proving that approval or permission was given rests with the person relying on the permission or approval.
33. The levying and payment of any fine or the imprisonment for any period provided in the Bylaw shall not relieve a person from the necessity of paying any fees, charges or costs for which he is liable under the provisions of this Bylaw.
34. Nothing in this Bylaw relieves a person from complying with any federal or Provincial law or regulation, other bylaw or any requirements of any lawful permit, order, consent or other direction.
35. Where this Bylaw refers to another Act, Regulation or agency, it includes reference to any Act, Regulation or agency that may be substituted therefore.


SEVERABILITY PROVISION

36. Should any provision of this Bylaw be invalid, then that provision shall be severed and the remaining Bylaw shall be maintained.

EFFECTIVE DATE AND REPEAL OF BYLAWS

37. Bylaw 302-07 and all amendments thereto are hereby repealed.
38. This Bylaw shall come into force on the day it is passed.

READ A FIRST TIME this 16th Day of October, A.D., 2018




MAYOR



CAO

READ A SECOND AND THIRD TIME this 16th Day of October, A.D., 2018



MAYOR



CAO

Schedule "A"

<u>Section</u>		<u>Amount of Specified Penalty in Dollars</u>
4.	Storing waste on other's premises	250.00
5.	Waste deposited without consent	250.00
6.	Improperly locating waste containers	125.00
7.	Waste inaccessible because of fence	125.00
8.	Allowing offensive odours or untidy waste	125.00
9.	Allow waste to accumulate	250.00
12.	Setting out restricted waste for collection	250.00
11,15.	Improper packaging of yard waste	125.00
16.	Fail to provide single waste storage location	125.00
17.	Set out waste not generated on premises	250.00
19.	Fail to set out waste in plastic garbage bag	125.00
21.	Use improper waste containers	125.00
23.	Improperly fill waste containers	125.00
24.	Improperly filled plastic garbage bags	125.00
25.	Set out waste at wrong time	125.00
38.	Improper disposal of recyclable goods	125.00



Longview Campground Cookhouse Policy - DRAFT

History: The Cookhouse is a building built in 2022 located in the Longview Tales 'N Trails Campground. The building of this cookhouse was a joint venture with the Village of Longview and the Longview and District Recreational Board. Longview campground is a gathering place for locals and travellers that enjoy the camping experience, the local skate park, ice rink, the annual Christmas lights display. The desire for this cookhouse was to create a safe, warm space for people to gather that is protected from the weather that encourages community and togetherness.

1.0 Building Capacity:

Non-fixed tables and seating = 49 people

Standing only = 128

Dining, beverage, cafeteria = 43

2.0 Cookhouse to be stocked with:

- Broom & dustpan
- Garbage bin with bags
- Cloths
- Wire brush to clean top of stove
- Fire extinguisher – checked per regulations
- User Do's & Don'ts Poster (laminated and hung in cookhouse)
- Emergency Contact numbers
- Standing jug of water to put wood stove out (?)
- Poster explaining how to properly extinguish a wood stove fire

3.0 Insurance:

As this building is on Village of Longview property it will be covered by the municipalities General Liability with values of \$274,000 for the building and \$7,000 for contents

-for clarification I would like to include how/or not if people injure themselves in the cookhouse if the municipality is liable or has insurance for this?

4.0 Users:

- Open to all
- Hours 10am-9pm
 - Summer (May – September): 7 days a week
 - Winter (October-February): Thursday – Sunday
 - Closed March-April – no ice rink, no camping, muddy, give chance for grass to grow, give monthly volunteers a break

– to be opened and locked by ___?___ (my suggestion would be a rotating person responsible for opening/locking/cleaning – perhaps monthly between Rec Board members and Village Public Works/Council)

- No alcohol permitted (Peace Officers would have to include in their patrol of Longview – is this possible? Extra cost to village?)
- No dogs allowed inside the building (unsure how this would be monitored)
- Tables must remain in the building
- Users responsible for cleaning before leaving – sweep, put all garbage in provided receptacles, wipe tables, clean up spills

5.0 Wood Stove:

- Users to provide their own wood – to be chopped outside
- Sign to remind how to put out a fire safely
- Users to cook on stove at own risk

6.0 Use of Wall outlets

- Small appliances only (ex crockpots, coffee maker, small stereos)

7.0 Rental Option – to ensure the cookhouse is available at a specific time for a specific group of people

- What are insurance requirements/implications for this type of a situation?

Damage Deposit of \$50.00 required at time of booking. To be refunded after event inspection performed by ___?___.

- \$50 : 4hours use
- \$100: full day use

If renters wish to have alcohol then an liquor license is to be required.

Rental fees collected to be split between Rec Board and Village of Longview to cover administration and facilitation costs of the cookhouse.

- Booking to be done through Rec Board or Village office? Administration time?

8.0 Costs to Facilitate the Cookhouse – how does the Rec Board and VoL want to collaborate?

1. Supplying items listed under “Cookhouse to be Stocked With”
2. Time and Energy of monthly volunteer
3. Time of Public Works/Office for incidentals and or taking bookings
4. Electricity of cookhouse
5. Maintenance and upkeep of building – while the building is new there will come a time for repairs
6. Insurance for building and contents

WELCOME TO THE LONGVIEW CAMPGROUND COOKHOUSE!

PLEASE BE RESPECTFUL OF THIS SPACE

This is a communal space. Please share with others that may be there at the same time as you.

HOURS

10am-9pm

- Summer (May – September): 7 days a week
- Winter (October-February): Thursday – Sunday

Building Capacity: 45 people (I chose this as a balance between the capacity numbers listed in the policy)

In Case of Emergency: call 9-1-1

In case of Non-Emergency call:

1. RCMP Non-Emergency: 403-933-4262
2. Longview & District Recreational Board : ?name+number
3. Village of Longview Office/or CAO/or Public Works/ or Councillor?

DO's & DON'TS

- NO alcohol permitted
- NO dogs/pets/animals allowed in the building
- Tables must remain in the building
- Small appliances can be used in wall outlets (ie crockpot/coffee maker/small stereo)
- Users to provide their own wood for the wood stove – please chop all wood outside of the building

Before you leave – PLEASE

- Clean the stove-top
- Place all garbage in bins provided
- Wipe tables
- Sweep floors
- Ensure fire in wood stove is completely out
- Close and lock all windows
- Turn lights out and close door

We hope you enjoy this space!

Longview & District Recreational Board AND Village of Longview
REC BOARD EMAIL? info@village.longview.ab.ca