

MINUTES OF THE SPECIAL MEETING  
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW  
In the Province of Alberta, held on Tuesday, August 8, 2023  
Held in Longview Council Chambers at 5:30 p.m.

**PRESENT**

Mayor Klassen  
Deputy Mayor Lyons  
Councillor Penner

**PUBLIC IN ATTENDANCE**

Chief Administrative Officer, Roy Tutschek  
4 public in attendance.

**CALL TO ORDER**

Mayor Klassen called the Meeting to order at 5:30 p.m.

**AGENDA**

Resolution 146-23

**MOVED** by Councillor Penner that the agenda be accepted as amended, add Question Period after New Business.

**CARRIED**

**MINUTES OF PREVIOUS MEETINGS**

Resolution 147-23

**MOVED** by Deputy Mayor Lyons that Minutes of the July 11, 2023 Special Council meetings be accepted as presented. July 6, 2023 Special Council meeting minutes were approved at the July 11, 2023 Special Council meeting.

**CARRIED**

**NEW BUSINESS**

**4.1 Community Garden next steps.**

Council discussed the Community Garden and included discussion with the Longview Heritage Committee (LHC) representatives during Question Period, see summary and next steps below.

Resolution 148-23

**MOVED** by Mayor Klassen that the Longview Heritage Committee is not a Committee Council.

**CARRIED**

**QUESTION PERIOD**

The Council expressed appreciation for the passion of representatives of the Heritage Committee and are pleased to be working together cooperatively. The Council is trying to consider the best interests and feelings/passions of all Village of Longview residents no matter pro or con side of the proposed Community Garden, looking to a future Open House as one way to include all residents.

The Council clarified that despite feedbacks from some community members that the Community Garden is already fully approved, in fact, currently, the status is that the MPC has through motion carried

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previously, given support and approval in principle only. Final approval by Council is required before any financial spending or committing third parties by LHC.

Development Officer will send official, Village of Longview letter of support to the LHC, which can also be used also for grant purposes.

Project plan to include the intention of LHC to request Crescent Point to cut and pull out underground non-active pipelines, with belief this will not attract developers once cleaned up because banks will still require phase two, costly, environmental assessment.



It was indicated the soil test requested is free of charge and just an extra layer of protection for all the Village and LHC.

The representatives of LHC in the gallery, including LHC key contacts so far to the CAO – Kathie Selbee and Michele Geistlinger, gave verbal agreement to the following next steps leading up to final Council approval.

1. There will be one or two only, key contacts of the LHC to the CAO, to be indicated in the upcoming Community Garden Business Plan.
2. The CAO is waiting to hear back from the Village insurance agent regarding the agreement that the LHC will not be a committee of Council, will operate separately, however for GST efficiencies, the Village will hold LHC monies.
3. A Community Garden Business Plan is required. It will among other things indicate:
  1. LHC committee structure and member names. Who are the one or two key contacts?
  2. The Purpose of the Community Garden. It was stated that there will be no marketing for sale of Garden produce, will not seek to make a profit or be a business. Also, the plot fees are not intended as revenue for the LHC, rather as a deposit for the keys only and further if there were any residual monies accumulated, they would be donated back in some way.
  3. Projected financials, grants, costs etc.
  4. How to access the Garden?
  5. Who maintains the Garden?
  6. Purpose of signage and where to be located.
  7. Garden watering access and process.
  8. How will structures be built – contractors, volunteers? Local workers should be used. Insurance coverage for workers/contractors needs to be detailed and confirmed.

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9. Confirmation that the LHC and representatives thereof, have the responsibility to take initiative to keep the CAO (on behalf of Council) informed at all times of the LHC going on and LHC plans and in advance request for approval of the CAO for any desired commitments of third parties or money/financial spends or commitments that do or might involve the Village.
10. There will be a written, legally reviewed agreement ('Agreement') with the Village that includes immediate transfer of all grant monies obtained through use of ARC, to the LHC, not the Village.
11. The Agreement will include clauses confirming the 1.4 acres can be required to be changed in use from Community Garden to residential or other suitably Council or Development Officer approved uses if a development offer presents itself.
12. The agreement will include the understanding of who needs to take out what type of insurance.
13. The Agreement will state there will be no financial obligation or inkind contribution required from the Village. LHC has sufficient inkind resources to satisfy grants contemplated. AB One Call was free of charge.
14. The project plan to will include description of any required rezoning process and timing. (Requirement for 2 consecutive weeks before Public Hearing. Add a few days for day of the Public Hearing so for example if hypothetically, Public Hearing was Aug 8, 2023, July 24 and July 31 newspaper advertizement. Mail out required to all adjacent property holders.). Council requested Development Officer to see if can have one zoning/districting that works for both a Community Garden or Residential development.
15. The finalization and signatures of Council and LHC representatives on the Agreement will be considered to be final approval by Council of the LHC Community Garden.
16. The approval process steps required are:
  1. Project/Business Plan presented to CAO/Council by the LHC.
  2. Council and CAO review, work together with LHC to finalize, Council is able to then decide if able to approve the Business Plan.
  3. Council carries out an Open house with three weeks notice, the finalized Business Plan is presented/available at the Open House. It was suggested to possibly have a 'yes/no' in favor of the Community Garden as proposed in the Business Plan, question card at the Open House.

 Mayor  CAO

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4. Council/CAO takes Open House feedbacks and working together with the LHC finalizes the Agreement, any required Business Plan updates and makes final decision on requested approval of the LHC Community Garden.

**ADJOURNMENT**  
Resolution 149-23

**MOVED** by Councillor Penner to adjourn the meeting at 7:04 p.m.

**CARRIED**

  
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Mayor

  
\_\_\_\_\_  
CAO