

AGENDA
REGULAR COUNCIL MEETING OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Tuesday December 16, 2025
At Longview Council Chambers at 6:30 p.m.

1.0 CALL TO ORDER

2.0 AGENDA

3.0 DELEGATION

3.1 Lisa Penner – Community Hall renovation – update on progress.

4.0 CORRESPONDENCE FROM RESIDENTS

Correspondence to Council may be published in the agenda package. The correspondence may have the name of the person(s) that send the correspondence, as well as the comments and opinions of the submitter included for public interest.

4.1 Letter from Peter MacKenzie. Council Meetings location.

5.0 MINUTES

5.1 Minutes of November 18, 2025, Regular Council meeting, November 27, 2025, Special 2026 Interim Budget Council meeting and December 4, 2025, Special 2026 Interim Budget Council meeting.

6.0 ACTION ITEM LIST

6.1 CAO Report on Action items – December 2025.

7.0 REPORTS

7.1 Diamond Valley – November 2025 Policing Report.

7.2 CAO Report, December 2025.

7.3 Council Reports November 2025

7.4 Foothills County November 2025 Water Management Report.

8.0 FINANCIAL REPORTING

8.1 November 2025 Bank Reconciliation.

8.2 November 2025 Accounts Payable Cheque Register.

8.3 November 2025 YTD Budget versus Actual Revenue and Expenses.

9.0 QUESTION PERIOD

An opportunity for the public to ask a question about something on the current agenda.

10.0 BYLAWS

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

11.0 BUSINESS

11.1 Renew MPS as Village of Longview subdivision authority.

12.0 CORRESPONDENCE

13.0 **CLOSED MEETING, ATIA section 19(1),(a),(c), commercial third-party business interests, section 29(1),(a),(b), Advice from officials re: policies, bylaws, section 1, (g), 20(2)(d), 20(4)(d), evaluation Deputy Director of Emergency Management application.**

14.0 ADJOURNMENT

Dec 7, 2025

Dear Council ,

As it has been a while since the community hall project was started, we would like the opportunity to update you on its progress. We are requesting an opportunity to present a delegation at your next regular Council meeting on Dec 16, 2025.

While the CAO remains as the head of this project, an Interim Longview Community Hall Renovation Project Committee has been created that currently has 4 volunteers. In connection with this project, we have an engineer who has been with the project from the beginning. A grant writer has been sourced to help find and apply for funding. The grant writer is also willing to help the committee write letters to source sponsorship funding. It is important to note that these two professionals believe in this project and are willing to do the work pro-bono.

The Longview & Area Seniors Association continues to have a Memorandum of Understanding with the Village. This MOU allows for access to funding that can only be received through non-profits. This way the village can source out grants that are available to municipalities and the Seniors group can source grants available to non-profits.

The interim Committee is asking for Council approval to host an open house. This open house would detail the project – identifying the internal hall problems in a clear visual way for the community to understand. We would also be looking to recruit volunteers to sit on the committee and those with skills that can help move the project forward.

Pending your approval, we would like to hold this open house on Wednesday Jan 28, 2026 from 7pm-9pm and Saturday Jan 31, 2026 2pm-4pm. We would like to provide as much opportunity to allow as many interested residents as possible to come and learn why this project is so important for our community.

Sincerely,

Kirk Davis

Interim - Longview Community Hall Renovation Project Committee Chair

From: Pete MacKenzie

To: Village of Longview Council and CAO;

I am sending this email as a follow up from last night's meeting.

It was established a while ago that public council meetings would be held in the community hall because it's easier access for all people wanting to participate in public meetings yet last night's meeting was in the chambers. What changed? The excuse the mayor gave was 'we only had four attend last month'. Huh?

As I said last night we are in colder weather and flu season and germs can float around yet there were about 20 people crammed into about 170 square foot room. That doesn't include the large table. Each person should have approximately 15 square feet. Not to mention fire codes. Did you even notice both doors were obstructed with people sitting in chairs? How can someone easily escape if there is an emergency? Where are the EXIT signs from chambers?

It was disgusting to see Longview residents sitting on the floor because there were no more chairs! And also have the backs of councilors to the residents. Totally disrespectful

The mayor should have immediately called to move the meeting to the community hall last night when she saw everyone pile into the chambers. Shame on her!

I want this letter to be included in the December council meeting correspondence and discussed.

Please confirm that this letter will be included in the December council meeting correspondence and discussed

Pete Mackenzie

MINUTES OF THE REGULAR MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
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PRESENT

Mayor Rose Klassen
Deputy Mayor Brenda McIntosh
Councillor John Wagenaar

Chief Administrative Officer Roy Tutschek

PUBLIC IN ATTENDANCE

15 public in attendance.

CALL TO ORDER

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

AGENDA

Resolution 177-25

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

CARRIED

DELEGATIONS

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

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

Mayor Klassen.

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

Thank yous exchanged.

CORRESPONDENCE FROM RESIDENT

None

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**MINUTES OF
PREVIOUS
MEETINGS**

Resolution 178-25

MOVED by Deputy Mayor McIntosh that Minutes of the Regular and Organizational Council meetings October 28, 2025, be adopted as presented.
By final adoption of the October 28, 2025, Council Organizational meeting minutes, Council confirms the therein stated identification of the Village of Longview Municipal Office address.

CARRIED

ACTION ITEMS

CAO presented Action Items.

REPORTS

CAO Report

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

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

Council Reports

October 2025 Council reports were presented.

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

From Oct 28, 2025 – Nov 14, 2025

1 Muni 101 training.

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

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

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

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5 DVCOP signs all four entrances.

Resolution 179-25

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

**FINANCIAL
REPORTS**

October 2025 Bank Reconciliation.

October 2025 Accounts Payable Cheque Register.

October 2025 YTD Revenue and Expense report.

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

Resolution 180-25

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

CARRIED

QUESTION PERIOD

Deanna Sinton.

Appreciate if we could meet in the Community Hall.

Kathie Selbee.

Is there savings for solar array now that paid off?

CAO.

No reserve at present. Can consider at budget time.

Ivor McCorquindale.

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

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Christina Weir.

Motel siding is a hazard.

Mayor Klassen.

Council needs to discuss and get back on this topic.

BYLAWS

**10.1 Fees and Fines
2026 Bylaw.**

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

Resolution 181-25

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

CARRIED

Resolution 182-25

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

CARRIED

Resolution 183-25

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

CARRIED UNANIMOUSLY

Resolution 184-25

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

CARRIED

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BUSINESS

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

Resolution 185-25

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

CARRIED

Resolution 186-25

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

CARRIED

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

Resolution 187-25

MOVED by Deputy Mayor McIntosh that the following are approved:

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

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

CARRIED

CORRESPONDENCE

Q2 2025 RCMP report.

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ADJOURNMENT
Resolution 188-25

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

Mayor

CAO

MINUTES OF THE SPECIAL INTERIM BUDGET MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Thursday, November 27, 2025
Held in the Longview Community Hall at 6:30 p.m.

PRESENT

Mayor Klassen
Deputy Mayor McIntosh
Councilor Wagenaar

Chief Administrative Officer Roy Tutschek

PUBLIC IN ATTENDANCE

No public in attendance.

CALL TO ORDER

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

AGENDA

Resolution 189-25

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

CARRIED

2026 Interim Budget preliminary discussion

Council discussed the draft 2026 Interim Budget.

Recess: 8:10 p.m. – 8.17 p.m.

CLOSED MEETING

Resolution 190-25

MOVED by Mayor Klassen to go into a closed meeting at 8:17 p.m., ATIA section 19(1),(a),(c), commercial third-party business interests, section 29(1),(a),(b), Advice from officials re: policies, bylaws.

CARRIED

COME OUT OF THE CLOSED MEETING

Resolution 191-25

MOVED by Mayor Klassen to come out of closed meeting at 8:39 p.m.

CARRIED

No residents waiting to re-enter the meeting.

MINUTES OF THE SPECIAL INTERIM BUDGET MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
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Held in the Longview Community Hall at 6:30 p.m.

Mayor Klassen directed on behalf of Council, that regarding, **ATIA** section 19(1),(a),(c), commercial third-party business interests, CAO is directed to reach out obtain more information from Legal services

And

regarding, **ATIA** section 29(1),(a),(b), Advice from officials re: policies, bylaws, given the hazard snowy weather conditions, these matters will be further followed up in next Closed Council meeting, 6:30 pm, December 3, 2025 Special Interim Budget Council meeting continued, Council Chambers.

ADJOURNMENT
Resolution 192-25

MOVED by Mayor Klassen to adjourn the meeting at 8:41 p.m.
CARRIED

Mayor

CAO

MINUTES OF THE SPECIAL INTERIM BUDGET MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Thursday, December 4, 2025
Held in Council Chambers at 6:30 p.m.

PRESENT

Mayor Klassen
Deputy Mayor McIntosh
Councilor Wagenaar

Chief Administrative Officer Roy Tutschek

PUBLIC IN ATTENDANCE

No public in attendance.

CALL TO ORDER

Mayor Klassen called the meeting to order at 6:42 p.m.

AGENDA

Resolution 193-25

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

CARRIED

2026 Interim Budget preliminary discussion

Council discussed the draft 2026 Interim Budget.

Resolution 194-25

MOVED by Councilor Wagenaar that Council approves the 2026 Interim Operating and Capital Budgets based on the 2025 budget.

CARRIED

CLOSED MEETING

Resolution 195-25

MOVED by Mayor Klassen to go into a closed meeting at 7:40 p.m., ATIA section 19(1),(a),(c), commercial third-party business interests, section 29(1),(a),(b), Advice from Officials re: policies, bylaws.

CARRIED

COME OUT OF THE CLOSED MEETING

Resolution 196-25

MOVED by Mayor Klassen to come out of closed meeting at 9:50 p.m.

CARRIED

No residents waiting to re-enter the meeting.

MINUTES OF THE SPECIAL INTERIM BUDGET MEETING
OF THE COUNCIL OF THE VILLAGE OF LONGVIEW
In the Province of Alberta, held on Thursday, December 4, 2025
Held in Council Chambers at 6:30 p.m.

Resolution 197-25

MOVED by Mayor Klassen that the CAO follow up with a resident with regard to location of Council meetings.
CARRIED

Resolution 198-25

MOVED by Mayor Klassen that the CAO reach out to the RatePayers Association to clarify what is the intention of a Committee and having a Council member attending.
CARRIED

Resolution 199-25

MOVED by Councilor Wagenaar that the CAO follow up with legal regarding commercial third-party business interests.
CARRIED

ADJOURNMENT
Resolution 200-25

MOVED by Mayor Klassen to adjourn the meeting at 9:52 p.m.
CARRIED

Mayor

CAO

NO	ACTION DESCRIPTION	OWNER	DATE ASSIGNED	DATE DUE	STATUS
1	Annexation lagoon quarter	CAO/Council	February 15, 2022	Ongoing	Active status delayed due to high volume commercial developments and elections process.
2	Update/Amend Land Use Bylaw	CAO	July 15, 2023	15-Dec-25	CAO working on LUB amendments (other than the April 29, 2025 proposed Land Use Bylaw amendment). Priority now is Municipal Election.



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

December 1, 2025

RE: **Longview November Municipal Enforcement Monthly Report**

Dear Mayor and Council,

Throughout November, several significant snow events contributed to a substantial reduction in overall traffic activity within the Village. Shorter daylight hours and the transition into the off-season also resulted in decreased visitor traffic compared to the summer months. Traffic volumes are anticipated to increase again in December as the ski hills in British Columbia begin their winter operations.

Our Community Peace Officers issued 31 violation tickets, resulting in total fines of \$7,958.00. Additionally, 6 written warnings were issued for minor traffic or bylaw-related concerns. Officers continued to respond to community complaints, addressing matters through education and enforcement where appropriate.

Court proceedings remained active during November, with 7 traffic-related matters heard. These cases predominantly involved speeding and documentation offences. Officers ensured that disclosure materials were completed and attended court as required. Several new trial dates have been set for early 2026.

During the month of December, a dedicated regional traffic enforcement weekend will take place leading up to the Christmas holidays. This coordinated initiative will involve all nine regional Peace Officer agencies, along with the RCMP and Alberta Sheriffs. During Diamond Valley's assigned portion of the operation, residents can expect a noticeable increase in law enforcement presence within the Village as officers focus on high-visibility traffic enforcement and road-safety initiatives.

Residents are reminded that enforcement concerns can be reported through our 24/7 Complaint Line at **403-933-0334**.

As this is our final report until January, Diamond Valley Municipal Enforcement would like to take the opportunity to wish everyone a safe and enjoyable holiday season.

Sincerely,

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

Sgt. Matt Hogan
Manager of Municipal Enforcement



Operations Overview

Calls for Service

- Total Calls for Service:
 - Emergency Calls: 0
 - Non-Emergency Calls: 1

Patrol Activities

- Total Patrol Hours: 86
- Total Patrol Shifts: 35

Investigative Activities

- Total Cases Opened: 1

Traffic and Road Safety

- Warnings Issued: 7
- Tickets Issued: 31

Bylaw Enforcement

- Complaints Received: 1
- Warnings Issued: 0
- Tickets Issued: 0

Community Engagement and Education

- 2025 Candy Cane Stop -Planning
- Supporting Longview/Diamond Valley Citizens on Patrol

Court and Ticket Disclosure

- Total Hours Spent in Court/ E-Disclosure: 5



2025 Village of Longview Municipal Enforcement Services Report

Month	Patrol Shifts	Hours	Tickets Issued	Total Face Value of Tickets	Village 60% Potential Revenue Portion	Ticket Category											Monthly Diamond Valley Contract Total	Village Potential Net Profit
						1	2	3	4	5	6	7	8	9	10	11		
January	32	86.67	86	\$ 27,724.00	\$16,634.40	65	1	9	7	0	0	2	0	0	0	2	\$8,667.00	\$7,967.40
February	32	86.67	48	\$ 15,111.00	\$9,066.60	40	1	6	1	0	0	0	0	0	0	0	\$8,667.00	\$399.60
March	42	86.67	54	\$ 14,600.00	\$8,760.00	34	1	17	0	0	0	2	0	0	0	0	\$8,667.00	\$93.00
April	44	86.67	54	\$ 14,777.00	\$8,866.20	29	0	18	2	0	0	4	1	0	0	0	\$8,667.00	\$199.20
May	38	86.67	46	\$ 14,995.00	\$8,997.00	26	7	7	0	0	0	4	1	0	0	0	\$8,667.00	\$330.00
June	40	86.67	43	\$ 11,071.00	\$6,642.60	22	7	9	1	0	0	3	0	1	0	0	\$8,667.00	-\$2,024.40
July	41	86.67	40	\$ 14,737.00	\$8,842.20	20	4	4	0	0	2	8	0	0	0	2	\$8,667.00	\$175.20
August	38	86.67	53	\$ 14,769.00	\$8,861.40	37	3	4	1	0	0	7	0	0	0	1	\$8,667.00	\$194.40
September	33	86.67	46	\$ 14,460.00	\$8,676.00	29	5	5	0	0	0	7	0	0	0	0	\$8,667.00	\$9.00
October	33	86.67	48	\$ 16,086.00	\$9,651.60	33	1	5	0	0	1	5	1	0	0	2	\$8,667.00	\$984.60
November	35	86.67	31	\$ 7,958.00	\$4,774.80	18	2	4	0	0	0	5	0	0	0	2	\$8,667.00	-\$3,892.20
December	0	0	0	\$ -	\$0.00	0	0	0	0	0	0	0	0	0	0	0	\$0.00	\$0.00
	408	953.4	549	\$166,288.00	\$99,772.80	353	32	88	12	0	3	47	3	1	0	9	\$95,337.00	\$4,435.80

Ticket Category	
1	115 (2) (P) Speeding
2	115.1 (1) (B) Cellphone while operating
3	52(1) (A) Operate/Drive MV W/O registration
4	57 Fail To Obey Traffic Control Device
5	Mandatory Court Summons
6	54 (1) (A) No Insurance
7	Other
8	53 (1) (A) Improper Display of Plate
9	15 (A) (A) Cross Double Line
10	53 (1) (B) Improper Use Plate
11	51 (A) Operate MV W/O Licence

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

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

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



**VILLAGE OF LONGVIEW
CAO REPORT TO COUNCIL**

TO: Council
FROM: Roy Tutschek
SUBJECT: CAO Report
DATE: December 11, 2025

1. Land developments ongoing.
2. 2026 Interim Budget.
3. Following up on Campground Sani dump upgrade.
4. Planning to meet with Post Master regarding rental contract.

Report to Council

Mayor Rose Klassen

November 19 - December 15, 2025

November 19

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

November 27

- Rec Committee Meeting

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

Next meeting December 18

- Special Budget Meeting

December 4

- Special Budget Meeting

December 6

- Village of Longview Light Up

December 14

- FCSS Village Christmas Dinner

Longview Monthly Report

Month: Oct/ Nov

Oct Flow- 3001m3

Nov Flow- 2953m3

Normal Work performed Under contract:

Work performed at Longview in addition to standard rounds during Sept (Sun, Mon, Tues and Thurs)

- Monthly facility inspection

-Weekly housekeeping, sweep, mop, bathroom. Increased disinfection in lab due to mice.

-Pest control due to flies and mice, typical for this time of year. Mouse traps and fly strips installed and checked.

Additional Work Completed:

- continued Acti-Zym treatments for Lagoon.
- Schedule 4 testing & THMS

**VILLAGE OF LONGVIEW
BANK RECONCILIATION
November 30, 2025**

General Ledger ATB

Balance at	General account	\$1,691,185.19	
	CCBF account	\$273,857.07	
	Recreation account	\$30,797.18	
	Light Up account	\$0.00	
	Memorial Garden account	\$5,382.97	
	Total Bank in GL		\$2,001,222.41
	charges outstanding in GL		
	deposit outstanding in GL	\$ 7,393.30	\$ 7,393.30
Adjusted Balance	November 30, 2025		<u>\$2,008,615.71</u>

ATB General Bank Account

	General account	\$1,744,135.53	
	CCBF account	\$273,857.07	
Balance	November 30, 2025		<u>\$2,017,992.60</u>
Less:	Outstanding Cheques	(\$9,376.89)	
Plus:	Outstanding Deposit in Bank		(\$9,376.89)
Balance at difference	November 30, 2025		<u>\$2,008,615.71</u>
			<u>\$0.00</u>

	Total on Deposit		<u>\$2,008,615.71</u>
Less:	MSI Grant	\$123,130.96	
	CCBF Grant	\$273,857.07	
	LGFF Grant	\$5,302.44	
	FGTF Grant	\$1,301.00	

			bill credits	
1. see below	Solar Project - Net Zero	\$0.00	\$6,435.94	2025
			\$48,213.87	2024
			\$41,354.32	2023
			\$47,787.34	2022
	Westview Place Project	\$0.00		
2. see below	Reserves	\$993,299.83		
	held for recreation	\$30,797.18		
	held for memorial garden	\$5,382.97		
	Restricted Funds		<u>\$1,433,071.45</u>	
	Balance for Operations		<u>\$575,544.26</u>	

1 Non grant portion of net zero project was recouped over time with generation credits on our electrical bill. The total non grant portion was \$143,791.47



Village of Longview

YTD Council Summary

General Ledger	Description	2024 YTD Actual	November 2025 Actual	2025 YTD Actual	2025 Budget	2025 Budget Remaining \$	2025 Budget Remaining %
TOTAL	General Revenue	(723,397.61)	(10,343.97)	(727,815.07)	(755,827.00)	(28,011.93)	3.71
TOTAL	Legislative Revenue	(150.00)	0.00	(4,068.00)	0.00	4,068.00	0.00
TOTAL	Administrative Revenue	(43,175.92)	1,037.26	(42,779.26)	(45,900.00)	(3,120.74)	6.80
TOTAL	Protective Services Revenue	(15,794.46)	(4,026.00)	(45,281.50)	(70,600.00)	(25,318.50)	35.86
TOTAL	Emergency Services Revenue	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL	Public Works Revenue	0.00	0.00	0.00	(300.00)	(300.00)	100.00
TOTAL	Roads & Street Lights Revenue	(16,934.87)	(3,410.74)	(17,091.80)	(20,360.00)	(3,268.20)	16.05
TOTAL	Water Services Revenue	(109,726.74)	(18,759.96)	(118,606.00)	(152,650.00)	(34,044.00)	22.30
TOTAL	Wastewater Services Revenue	(77,058.65)	(3,293.57)	(77,218.59)	(84,000.00)	(6,781.41)	8.07
TOTAL	Solid Waste Services Revenue	(17,095.87)	(3,376.22)	(17,170.72)	(20,200.00)	(3,029.28)	15.00
TOTAL	FCSS Revenue	(10,846.24)	(1,487.26)	(14,327.61)	(16,190.00)	(1,862.39)	11.50
TOTAL	Plan & Dev Revenue	(12,667.30)	1,110.80	(102,941.35)	(237,500.00)	(134,558.65)	56.66
TOTAL	Parks / Rec Revenue	(200.00)	0.00	0.00	(105.00)	(105.00)	100.00
TOTAL	Camp Info Centre Revenue	(52,222.20)	(4,800.00)	(62,440.08)	(41,925.00)	20,515.08	(48.93)
TOTAL	Community Hall Revenue	(28,785.00)	0.00	(4,265.00)	(4,000.00)	265.00	(6.63)
TOTAL	REVENUE	(1,108,054.86)	(47,349.66)	(1,234,004.98)	(1,449,557.00)	(215,552.02)	14.87
TOTAL	Rec Board Revenue	(18,695.00)	0.00	0.00	(4,500.00)	(4,500.00)	100.00
TOTAL	Solar Revenue	(42,796.01)	(4,981.79)	(44,340.64)	(40,000.00)	4,340.64	(10.85)
TOTAL	SUB-ACCOUNTS REVENUE	(61,491.01)	(4,981.79)	(44,340.64)	(44,500.00)	(159.36)	0.36



Village of Longview

YTD Council Summary

General Ledger	Description	2024 YTD Actual	November 2025 Actual	2025 YTD Actual	2025 Budget	2025 Budget Remaining \$	2025 Budget Remaining %
TOTAL General Expenses		164,149.90	0.00	185,842.47	238,204.00	52,361.53	21.98
TOTAL Legislative Expenses		21,744.37	2,740.50	18,092.90	29,350.00	11,257.10	38.35
TOTAL Administration Expenses		279,792.63	21,323.74	304,208.04	341,688.00	37,479.96	10.97
TOTAL Protective Services Expe		6,448.00	8,666.67	78,500.03	104,000.00	25,499.97	24.52
TOTAL Emergency Services Expen		3,084.85	0.00	4,417.26	10,000.00	5,582.74	55.83
TOTAL Public Works Expenses		83,431.94	7,493.91	96,117.07	108,000.00	11,882.93	11.00
TOTAL Roads & Street Lights Ex		18,799.19	1,939.08	20,714.73	22,600.00	1,885.27	8.34
TOTAL Water Services Expenses		116,752.19	(1,104.22)	131,923.07	220,400.00	88,476.93	40.14
TOTAL Wastewater Services Expe		73,663.42	4,020.35	79,154.13	115,150.00	35,995.87	31.26
TOTAL Solid Waste Expenses		6,713.25	785.19	6,942.90	8,500.00	1,557.10	18.32
TOTAL FCSS Expenses		10,409.98	0.00	11,531.60	13,732.00	2,200.40	16.02
TOTAL Planning and Development /		116,332.78	1,020.71	142,145.49	157,065.00	14,919.51	9.50
TOTAL Parks / Rec Expense		2,880.79	250.00	1,102.96	1,300.00	197.04	15.16
TOTAL Campground Info Centre E		45,277.68	2,052.67	52,599.91	46,483.00	(6,116.91)	(13.16)
TOTAL Community Hall Expenses		20,756.14	874.09	25,979.60	20,525.00	(5,454.60)	(26.58)
TOTAL Library Expenses		5,295.86	349.04	7,248.26	8,060.00	811.74	10.07
TOTAL EXPENSES		975,532.97	50,411.73	1,166,520.42	1,445,057.00	278,536.58	19.28
P NET DEFICIT (Surplus)		(194,012.90)	(1,919.72)	(111,825.20)	(49,000.00)	62,825.20	(128.21)
TOTAL Rec Board Expenses		11,571.85	0.00	0.00	4,500.00	4,500.00	100.00
TOTAL Solar Project		0.00	0.00	2,500.00	40,000.00	37,500.00	93.75
NET SURPLUS (Deficit) SUB-ACCO		11,571.85	0.00	2,500.00	44,500.00	42,000.00	94.38

*** End of Report ***



Village of Longview

Cheque Listing For Council

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
995	2025-11-18	ABC Waste Potties Ltd.	44868	SEPT RENTAL AND PICKUP	262.50	262.50
996	2025-11-18	ACE, Alberta Co-Operative Energy	101990-10	RE NOV 8 STATEMENT	2,215.76	2,215.76
997	2025-11-18	Alberta Municipal Data Sharing Partner	2025-612a	2025 MEMBERSHIP DUES	35.00	35.00
998	2025-11-18	AMSC Insurance Services Ltd.	1830-2025-11	NOVEMBER PREMIUMS	1,378.63	1,378.63
999	2025-11-18	ATB Financial Mastercard	202511047	RE NOV 7 STATEMENT	1,083.44	1,083.44
1000	2025-11-18	Brownlee LLP	585444	SALE OF 2210287	74.93	74.93
1001	2025-11-18	Caumartin, Justin	20251115	NOV 15 VOUCHER	65.00	65.00
1002	2025-11-18	Contain-A-Way Services	346492	OCTOBER GARBAGE	237.50	237.50
1003 1003	2025-11-18	E.S.Williams & Associates Inc.	334905 335334	IT SUPPORT VM BACKUP LICENSE	917.96 42.00	959.96
1004	2025-11-18	Eastlink	24442659	RE NOV 10 STATEMENT	169.00	169.00
1005	2025-11-18	Foothills Regional Service Commission	00032940	OCTOBER GARBAGE	559.00	559.00
1006 1006	2025-11-18	Fountain Tire (High River) Ltd.	0087580 0087581	TIRES ON F550 TIRE REPAIR SERVICE CALL	953.86 281.35	1,235.21
1007	2025-11-18	Highwood Printing Inc.	1123	EXTRA BALLOTS	147.00	147.00
1008	2025-11-18	Iron Mountain Canada Operations ULC	KVCX629	RE OCT 31 STATEMENT	353.23	353.23
1009	2025-11-18	Majchrowski, Nicki	20251115	NOVEMBER VOUCHER	650.00	650.00
1010 1010	2025-11-18	MPE Engineering Ltd	2530-001-06-02 2530-020-00-11	MALMBERG PLACE DEVELOPME WESTVIEW PLACE W&S	420.00 31,487.95	31,907.95
1011	2025-11-18	Selbee, Kathie	20251118	GARAGE ADD ON DEPOSIT REF	1,000.00	1,000.00
1012	2025-11-18	Shawne Excavating & Trucking Ltd.	9687	WESTVIEW PLACE WATER REPA	11,239.21	11,239.21
1013	2025-11-18	Sunbelt Rentals	79095561-0001	FENCING AROUND PILE OF STEI	971.26	971.26
1014	2025-11-18	Superior Safety Codes Inc	22083	SEPT PERMIT FEES	100.49	100.49
1015	2025-11-18	Telus Mobility	4645788253	RE OCT 27 STATEMENT	143.94	143.94
1016	2025-11-18	Town of Diamond Valley	2025657	OCT ENFORCEMENT	8,666.67	8,666.67
1017	2025-11-18	UG Excavating Ltd.	400-03102025a	150 MORRISON RD CURB STOP	8,925.00	8,925.00
1018	2025-11-18	Wight, Kathie	20251031	ICS 300 TRAINING	510.00	510.00
1019 1019	2025-11-26	Alberta Municipal Services Corporation	20251007 25-1062403	RE OCT 7 STATEMENT NOV 7 STATEMENT	464.22 724.67	1,188.89
1020	2025-11-26	Aspen Brook Homes	20251126	DEVEKIOPMENT DEPOSIT REFU	1,000.00	1,000.00
1021	2025-11-26	CK Fire and Safety Solutions Inc.	25481	FIRE EXTINGUISHER REPAIRS	315.00	315.00
1022	2025-11-26	Government of Alberta, King's Printer	E217275	MUNI GOVT ACT (4 COPIES)	210.00	210.00
1023	2025-11-26	Klassen, Rose	20251125	MILEAGE TO CONVENTION	86.00	86.00
1024	2025-11-26	Shawne Excavating & Trucking Ltd.	9751	GRADE & SHAPE ALLEYS	7,927.50	7,927.50
1025	2025-11-26	Telus Communications	20251120	RE NOV 20 STATEMENT	282.97	282.97
1026	2025-11-26	Telus Mobility	20251117	RE NOV 17 STATEMENT	53.50	53.50

Total 83,954.54

*** End of Report ***

VILLAGE OF LONGVIEW

BYLAW 485-25 ESTABLISH SUBDIVISION AUTHORITY

BEING A BYLAW OF THE VILLAGE OF LONGVIEW, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE SUBDIVISION AUTHORITY OF THE VILLAGE OF LONGVIEW.

WHEREAS pursuant to Part 17 of the *Municipal Government Act*, RSA 2000, c. M-26, the purpose of Part 17 is to provide a means whereby plans and related matters may be prepared and adopted to achieve orderly, economical, and beneficial development, use of land and patterns of human settlement;

AND WHEREAS pursuant to section 623 of the *Municipal Government Act*, RSA 2000, c. M-26, council must by bylaw establish a subdivision authority to exercise subdivision powers and duties on behalf of the municipality;

AND WHEREAS pursuant to the *Municipal Government Act*, RSA 2000, c. M-26, a subdivision authority may include one or more of all members of council, a designated officer, a municipal planning commission, and any other person or organization;

NOW THEREFORE the Council of The Village of Longview, duly assembled, enacts as follows:

1. Short Title

1.1. This Bylaw shall be known as the "Subdivision Authority Bylaw".

2. Definitions

In this Bylaw:

2.1. "Act" means the *Municipal Government Act*, RSA 2000, c. M-26, as amended or replaced.

2.2. "Council" means the Council of The Village of Longview.

2.3. "Land Use Bylaw" means The Village of Longview Bylaw, as amended.

2.4. "Land and Property Rights Tribunal" means the tribunal established pursuant to section 488 of the Act, as amended or replaced.

2.5. "Subdivision and Development Appeal Board" means the Board established to hear subdivision and development appeals pursuant to section 627 of the Act as amended or replaced.

2.6. "Subdivision Authority" means the Subdivision Authority established pursuant to this Bylaw.

3. Establishment of Subdivision Authority

- 3.1. The Subdivision Authority of The Village of Longview is hereby established.
- 3.2. The Subdivision Authority shall consist of one person or organization appointed by resolution of Council.
- 3.3. If the appointed person or organization is unable or unwilling to exercise subdivision powers and duties on behalf of The Village of Longview, Council shall appoint another person or organization by resolution.
- 3.4. Council may remove the person or organization from the position of Subdivision Authority by resolution at any time.

4. Term of Office

- 4.1. Subject to Section 3.4 of this Bylaw, the Subdivision Authority shall be appointed by Council for a term of up to five years and may be reappointed upon the expiry of the term.

5. Fees

- 5.1. The fees to be charged by the Subdivision Authority in connection with any steps involved in the subdivision of land shall be set by Council by resolution.

6. Powers and Duties

- 6.1. The Subdivision Authority is authorized to exercise subdivision powers and duties on behalf of The Village of Longview in accordance with the Act, its regulations, and the Land Use Bylaw.
- 6.2. The Subdivision Authority may delegate any of its responsibilities, except the authority to refuse or approve subdivisions, with or without conditions, to another person or organization.
- 6.3. The Subdivision Authority is not required to hold a hearing in considering an application for subdivision.
- 6.4. The Subdivision Authority shall maintain a record of all applications it receives and all decisions it makes, copies of which shall be available to the Chief Administrative Officer of The Village of Longview and Council upon request.
- 6.5. The Subdivision Authority may make rules as are necessary for the conduct of its business that are consistent with the Act, its regulations, this Bylaw, the Land Use Bylaw, and any other The Village of Longview bylaws.
- 6.6. The Subdivision Authority shall have the authority to sign subdivision decisions.
- 6.7. The Subdivision Authority may, with the written consent of the applicant, communicate electronically with the applicant in accordance with the Act.
- 6.8. The Subdivision Authority may extend the time for endorsement of subdivision plans and the time for registration of subdivision plans in accordance with the

Act for an additional one-year period. No additional time extensions shall be allowed.

6.19. The Subdivision Authority has the authority to agree that any or all of the land that is to be taken as environmental reserve is instead to be the subject of an environmental reserve easement for the protection and enhancement of the environment in accordance with the Act.

7. Repeal

7.1. This bylaw repeals and replaces all previous Subdivision Authority bylaws adopted by the Village of Longview.

**READ A FIRST TIME THIS _____ DAY OF _____,
2025.**

Mayor

Chief Administrative Officer

**READ A SECOND TIME THIS _____ DAY OF
_____, 2025.**

Mayor

Chief Administrative Officer

READ A THIRD TIME AND PASSED THIS ____ DAY OF _____, 2025.

Mayor

Chief Administrative Officer



VILLAGE OF LONGVIEW
REQUEST FOR COUNCIL DECISION

Agenda Item #: 11.1

Date: December 16, 2025
Title: Renew Subdivision Authority
Submitted by: Roy Tutschek, Village CAO

Recommendation: **MOVED** by _____ that Council _____.

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

Background: Recommend that Village of Longview Council carry out a motion to renew Municipal Planning Services (MPS) as the Municipal Subdivision Authority for a 4-year term. We started with one year term. MPS has track record, ensures complex Subdivision requests comply with MGA and LUB processes and are carried out efficiently.

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

Communications: Notices posted at Council meetings

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