



Village of Marwayne

Agenda

Regular Village Council Meeting
Monday, February 8, 2021 @ 7:00 PM
Horton Agencies Board Room/Zoom Video Conferencing

	Page
1 CALL TO ORDER	
2 ADOPTION OF AGENDA	
2.1 February 8th, 2021 Regular Village Council Meeting Agenda	
Be it resolved that the February 8th, 2021 Regular Village Council Meeting Agenda be approved as presented.	
3 ADOPTION OF MINUTES	
3.1 January 25th, 2021 Regular Village Council Meeting Minutes	4 - 8
Be it resolved that the January 25th, 2021 Regular Village Council Meeting Minutes be approved as presented.	
4 DELEGATIONS/PUBLIC HEARING	
5 KEY STRATEGY: ADDRESSING SERVICE NEEDS	
5.1 Public Works Foreman Report	9
Be it resolved that the Public Works Foreman Report be received as information.	
5.2 Regional Water Operator Report	10
Be it resolved that the Regional Water Operator Report be received as information.	
6 KEY STRATEGY: SAFE & CARING COMMUNITY	
6.1 Agreements with the Marwayne Agricultural Society	11 - 30
Be it resolved that the Agreements with the Marwayne Agricultural be received as information.	
6.2 RCMP Update	31 - 39
Be it resolved that the Kitscoty RCMP Update be received as information.	
7 KEY STRATEGY: PLANNING FOR GROWTH & CHANGE	

7.1	Fire Hall Addition Update	40 - 45
	Be it resolved that the Fire Hall Addition Update be received as information.	
8	KEY STRATEGY: PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE	
8.1	Professional Development Policy HR 06	46 - 54
	Be it resolved that the Professional Development Policy HR 06 be approved as presented.	
9	ADMINISTRATIVE REPORTS	
9.1	Councillor Reports	
	Be it resolved that the following Councillor Reports be received as information:	
	<ul style="list-style-type: none"> • Vermilion River Regional Waste Management Services Commission Meeting Minutes 	
9.2	Chief Administrative Officer Report	55 - 56
	Be it resolved that the Chief Administrative Officer Report be received as information.	
10	FINANCIAL	
10.1	Cheque Distribution Report	57
	Be it resolved that the Accounts Payable Invoices being over \$5,000.00 but within budget be approved and authorized to be paid as presented. Be it further resolved that the Accounts Payable Invoices being less than \$5,000.00 but within budget be received as information.	
10.2	Monthly Utility Bill Report	58
	Be it resolved that the January 2021 Monthly Utility Bill Report be received as information.	
10.3	2021 Vermilion River Regional Waste Services Commission Budget	59 - 66
	Be it resolved that the Vermilion River Regional Waste Management Services Commission budget and yearly requisition in the amount of \$68 482 be approved as presented.	
11	CORRESPONDENCE	
11.1	Alberta Police Interim Advisory Board Report on Municipal Policing Priorities	67 - 95
	Be it resolved that the Alberta Police Interim Advisory Board Report on	

Municipal Policing Priorities be received as information.

11.2 Alberta Central East Water Corporation Financial Statements 96 - 115

Be it resolved that the Alberta Central East Water Corporation Financial Statements be received as information.

11.3 Federation of Canadian Municipalities Asset Management Grant Program Letter 116

Be it resolved that the Letter from the Federation of Canadian Municipalities be received as information.

12 CONFIDENTIAL

13 SETTING OF THE NEXT MEETING

13.1 February 22nd, 2021 at the Horton Agencies Boardroom and via Zoom Video Conferencing

14 ADJOURNMENT



Village of Marwayne
Box 113, 210 2nd Ave N
Marwayne, AB T0B 2X0

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Minutes of the Regular Meeting of the Council of the Village of Marwayne
In the Province of Alberta, held on Monday January 25th, 2021
Commencing at 7:00 PM at the Horton Agencies Boardroom and via Zoom
Video Conferencing

PRESENT

Mayor Cheryle Eikeland
Deputy Mayor Chris Neureuter
Councillors Rod McDonald, Tara Lawrence and Ashley Rainey
Chief Administrative Officer Shannon Harrower

1. CALL TO ORDER

Mayor C. Eikeland called the January 25th, 2021 Village of Marwayne Council Meeting to order at 7:08 p.m.

2. ADOPTION OF AGENDA

January 25th, 2021 Regular Council Meeting Agenda

2021-01-13

Moved By Councillor A. Rainey

Be it resolved that the January 25th, 2021 Regular Village of Marwayne Council Meeting Agenda be approved with the following additions as presented:

- Marwayne Fire Hall Addition
- Tower adjacent to Marwayne Fire Hall

CARRIED

3. ADOPTION OF MINUTES

January 11th, 2021 Regular Council Meeting Minutes

2021-01-14

Moved By Councillor R. McDonald

Be it resolved that the January 11th, 2021 Village of Marwayne Council Meeting Minutes be approved as amended.

CARRIED

4. KEY STRATEGY: SAFE AND CARING COMMUNITY

Census Advertisement

2021-01-15

Moved By Councillor A. Rainey

Be it resolved that the Village of Marwayne support the 2021 Census and encourage all residents to complete their Census questionnaire online at www.census.gc.ca as accurate and complete Census data supports programs and services that benefit our community.

CARRIED



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Fireworks Bylaw 489-10

2021-01-16

Moved By Deputy Mayor C. Neureuter

Be it resolved that the Fireworks Bylaw 489-10 be received as information.

CARRIED

5. KEY STRATEGY: PLANNING FOR GROWTH & CHANGE

Capital Plan

2021-01-17

Moved By Councillor T. Lawrence

Be it resolved that the Capital Plan be approved as presented.

CARRIED

Fire Hall Addition

2021-01-18

Moved By Councillor R. McDonald

Be it resolved that the Village of Marwayne send a letter to the County of Vermilion River requesting a contribution towards the Marwayne Fire Hall Addition.

CARRIED

6. KEY STRATEGY: PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE

Media Relations Policy HR 50

2021-01-19

Moved By Councillor A. Rainey

Be it resolved that the Media Relations Policy HR 50 be approved as presented.

CARRIED

FOIP Policy HR 51

2021-01-20

Moved By Deputy Mayor C. Neureuter

Be it resolved that the Freedom of Information and Protection of Privacy Policy HR 51 be rescinded.

CARRIED

Personnel Files HR 24

2021-01-21

Moved By Councillor T. Lawrence

Be it resolved that the Personnel Files Policy HR 24 be rescinded.

CARRIED



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Confidentiality Policy HR 42

2021-01-22

Moved By Councillor R. McDonald

Be it resolved that the Confidentiality Policy HR 42 be rescinded.

CARRIED

7. ADMINISTRATIVE REPORTS

Councillor Reports

2021-01-23

Moved By Councillor A. Rainey

Be it resolved that the following Councillor Reports be received as information:

- Vermilion River Regional Alliance (VRRRA) Annual General Meeting Update
- Pioneer Lodge Meeting Update
- Go East of Edmonton Annual General Meeting Update
- Alberta HUB Meeting Update
- Lloydminster Regional Housing Meeting Update

CARRIED

Chief Administrative Officer Report

2021-01-24

Moved By Councillor A. Rainey

Be it resolved that the Chief Administrative Officer Report be received as information.

CARRIED

8. FINANCIAL

Cheque Distribution Report

2021-01-25

Moved By Deputy Mayor C. Neureuter

Be it resolved that the Accounts Payable Invoices being over \$5,000 but within budget be approved and authorized to be paid as presented. Be it further resolved that the Accounts Payable Invoices being less than \$5000 but within budget be received as information.

CARRIED

Bank Reconciliation Reports

2021-01-26

Moved By Councillor R. McDonald

Be it resolved that the November and December 2020 Bank Reconciliation Reports be received as information.

CARRIED



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9. CORRESPONDENCE

Marwayne Agricultural Society Newsletter and Letter from the Treasury Board and Finance

2021-01-27

Moved By Deputy Mayor C. Neureuter

Be it resolved that the Marwayne Agricultural Society Newsletter and the Letter from the Treasury Board and Finance be received as information.

CARRIED

10. CLOSED SESSION

2021-01-28

Moved By Deputy Mayor C. Neureuter

Be it resolved that the Village of Marwayne move to a closed session under FOIP Section 17 (1) at 8:06 p.m. with all members in attendance.

CARRIED

Chief Administrative Officer Performance Evaluation and Property Sale

2021-01-29

Moved By Councillor T. Lawrence

Be it resolved that the Village of Marwayne revert to an open session under at 8:39 p.m. with all members in attendance.

CARRIED

2021-01-30

Moved By Deputy Mayor C. Neureuter

Be it resolved that the Village of Marwayne enter into an agreement for the payment of tax arrears for the property located at Lot 3, Block 4, Plan 1179ET.

CARRIED

2021-01-31

Moved By Councillor R. McDonald

Be it resolved that the Village of Marwayne approve the Chief Administrative Officer contract as presented.

CARRIED

11. NEXT MEETING(S)

February 8th and 22nd, 2020 at the Horton Agencies Boardroom and via Zoom Video Conferencing



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12. ADJOURNMENT

Being that the January 25th, 2021 Council Meeting agenda matters for the Village of Marwayne have concluded, the meeting adjourned at 8:43 p.m.

Approved this 8th day of February 2021.

Cheryle Eikeland, Mayor

Shannon Harrower, CAO

DRAFT



JANUARY 2021 PUBLIC WORKS FOREMAN REPORT

Task	Completed (Yes/No) & Date	Notes
Check & Grade Back Alleys	Yes	
Shovel Municipal Sidewalks (After Each Snow)	Yes	
Toilet Notices to Prevent Water Line Freezes	done	
Sanding (As Needed)	Yes	
"Dipping" Water Wells (Pumping & Non Pumping)	OK	
Lagoon Inspection & Rotation	OK	
Visual Street Sign Inspections & HWY 897 Signs (Noted in Writing in your Book)	ALL TIME	
Remove Christmas Lights and Repair (If Necessary)		
Hazard Assessment & Risk Management (Follow up from month prior)	OK	
Check Fire Extinguishers (1 Office, 3 Shop, Vehicles, 2 Water Treatment Plant, 1 Fire Hall, 1 Lift Station, 2 Well House & 1 Clinic)	good.	
Check First Aid Kit for Sticker (Office, Shop, Vehicles and Water Treatment Plant)	good	

Submitted by: W. J. [Signature]

Date: 3 Feb 2021



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Regional Operator report

January 2021

Common information:

We continue to use caution and monitor AEP recommendations regarding social distancing and covid 19.

Continue working through the materials for Level II wastewater treatment prep course. Iron leak sensors back on line. Will investigate as time permits.

Monthly reports up to date and preparing for annuals.

Ground mic and contact mic equipment from Hetek has arrived.

Outstanding items:

Decommissioning work on wells and plants is ongoing. Still a few outstanding items in both places.

Review Drinking water safety plans. Dewberry complete.

Review SOP's. Dewberry complete.

Marwayne lift station pump.

Annual reports.

Marwayne:

Will submit decommission plan complete to AEP.

Data for December 2020 was electronically submitted on AEP site.

Zoom meeting with the supplier of the new pump for the West lift station. They will repair and warranty.

Still getting some communication alarms from lift station. Not a big problem yet but could get worse.

Consumption is much lower but still a bit high. Lowest flow is about 45 lpm.

Ground mic and leak detection equipment is here just waiting on some instructions and documentation.

Bi Systems have ordered parts for genset installation and lift station communications. Will start in February 2021.

Water temperature tests showing some below freezing.

Have line locator for finding CC on 1st street East.

Will have to draw up a plant improvement plan for AEP.

THIS AGREEMENT made the _____ day of _____, 2021.

BETWEEN

THE VILLAGE OF MARWAYNE

(hereinafter referred to as the "Landlord")

AND

THE MARWAYNE AGRICULTURAL SOCIETY

(hereinafter referred to as the "Tenant")

WHEREAS The Landlord is the registered owner of the lands and buildings; and
The Landlord and the Tenant desire to enter into an agreement of the lands and buildings for the governance, management and operation of the indoor arena and curling rink complex located on the property legally described as Lot 6, Block 3, Plan 56 HW in the Village of Marwayne in the Province of Alberta.

DEFINITIONS

1. Under this agreement, the terms set forth below have the following meaning:

Commencement Date means the 1st day of February, 2021.

Completion Date means the 1st day of March, 2027.

Development means the leased lands and buildings.

Equipment means all equipment used in the operations of the Development including, but not limited to, all janitorial equipment, snow removal equipment, tools and specialized equipment required in the operation of the Development, together with all replacements, substitutions and accessories.

Facility means the indoor arena and curling rink complex, including all equipment and related improvements.

Hazardous Substances means toxic, hazardous, dangerous or potentially dangerous substances of any kind whatsoever including, and not restricting the generality of the foregoing, urea formaldehyde, asbestos, PCB transformers and those elements, materials, substances or compounds which are regulated by federal, provincial, or local statutes, law ordinance, code, rule, regulation order or decree.

Lands means the lands on which the indoor arena and curling rink are located in the Village of Marwayne in the Province of Alberta.

Landlord and Tenant referenced herein shall include the singular and plural, or the masculine, feminine or neutral gender where the context or the Parties hereto so require.

Review Date means November of each year within the term of this agreement.

Total Destruction shall mean such damage or destruction that, in the opinion of an independent engineer, the Development cannot be rebuilt or repaired within a (12) twelve-month period from the time of such destruction or damage.

CONDITION OF LANDS

2. The Landlord shall provide, and the Tenant shall accept, the Development in as-is, where-is, condition.
3. Without limiting the foregoing, the Tenant agrees:
 - I. That there exists no promise or collateral agreement by the Landlord to alter, remodel, decorate or improve the lands or any property neighbouring or surrounding the lands;
 - II. That no warranties or representations whatsoever respecting the lands (including, without restriction, the condition or quality of the lands, or its suitability for the purposes and use intended by the Tenant) have been made by the Landlord or its agents or employees; and
 - III. That the Tenant has examined the lands and as at the date of this agreement the lands are in satisfactory condition and ready for occupancy.

PERMITTED USE

4. The Tenant shall occupy the Development for the operation of its business on the premises in an efficient, businesslike and courteous manner. The Tenant shall not store or permit to be stored in, or upon the Development, any dangerous material or explosives. The Tenant further agrees that it will not do anything or permit

anything to be done or any business or occupation to be carried out on, in, or upon the Development which may result in a nuisance by reason of alteration, or additions to the Development that may be rendered uninsurable, or which may substantially increase the premiums for insurance.

5. The Tenant agrees not to bring on the Development any stock, merchandise, fixtures or other equipment by reason of which the insurance premium of the Development may be increased by reason of such additional hazard introduced by the Tenant.

RENT

6. The minimum rent payable by the Tenant to the Landlord for the Term of this Agreement shall be the sum of ONE (\$1.00) DOLLAR per year for the facilities, payable in advance on the first day of each year for the duration of this agreement.
7. The Landlord and the Tenant agree that for all purposes that the Landlord shall not be responsible for any costs, charges, expenses or outlay of any nature whatsoever arising from or relating to the lands and facilities, or any impositions, costs and expenses of this Agreement. All such costs shall be the responsibility of the Tenant to pay promptly when due. To the extent that any such costs are paid by the Landlord, the Tenant shall reimburse the Landlord immediately upon demand.
8. In addition to the payment of rent, the Tenant shall be responsible for the payment of all servicing costs incurred in the construction of any and all services upon or within the Lands for the purposes of providing such services to the Facility.
9. The Landlord agrees to provide the following municipal services on the lands:
 - I. Grass mowing and whipper snipping;
 - II. Water and sewer at no additional charge;
 - III. Fire lane snow removal; and
 - IV. Parking lot snow removal based on the Landlords priority system.
10. The Tenant agrees to provide the following services and reimbursements on the lands:
 - I. Snow removal on the sidewalks;
 - II. Weed control; and
 - III. Cost of ice melt for the sidewalks.

TAXES

11. Subject to any exemption under the *Municipal Government Act*, the Tenant shall pay all real estate taxes, assessment, rates and charges and any other government impositions, general or special, ordinary or extraordinary, foreseen or unforeseen, of every kind, including assessments for local or public improvements

and school taxes which may at any time during the Term be imposed, assessed or levied, in respect to the Development.

QUIET ENJOYMENT

12. Subject to the terms, covenants and conditions contained in this agreement, the Landlord agrees that the Tenant shall and may peaceably possess and enjoy the lands for the term of this agreement without any interruption or disturbance from the Landlord or any other person lawfully claiming by, from or under the Landlord.

GOVERNANCE

13. The Tenant shall manage and operate the Development in a manner consistent with the permitted uses in a safe, efficient and good manner. The Development shall at all times be in compliance with all applicable laws and be adequately supervised.
14. The Tenant shall, without limiting the generality of the foregoing:
 - I. Supply all the necessary equipment and personnel reasonably required with respect to the management, operation and maintenance of the Development;
 - II. Undertake all activities and provide all services reasonably required for the efficient management, operation and maintenance of the Development;
 - III. Promptly pay when due any and all charges, impositions, costs and expenses of any kind relating to the Development and the maintenance, operation, cleaning repair and replacement of all structures and improvements located thereon including, without restriction, all costs related to cleaning the interior and exterior portion of the Development, window cleaning, garbage disposal, repairing damaged components of the Development and the equipment, heating, ventilation and air-conditioning systems servicing the Development, provision of hot and cold water, and provision of electricity;
 - IV. Throughout the term of this agreement, continuously use the Development solely for its permitted use and shall not use or permit the use of the Development for any other business or purpose;
 - V. Not cause or permit any Hazardous Substances (other than normal cleaning or other products as reasonably required) to be used with respect to the maintenance and operation of the Development and in the performance of the Tenant's normal operations.
15. The Landlord and the Tenant agree to meet annually in November of each year to review the terms and conditions of this agreement. At this meeting, the following materials shall be reviewed and discussed by the Landlord and the Tenant:

- I. Most recent Audited Financial Statement;
- II. The Marwayne Agricultural Society Business Plan or Strategic Plan;
- III. The Marwayne Agricultural Society Operating Budget for the coming year;
- IV. The most current projected multi-year Capital Budget for the Development which will specifically identify any exclusive, or joint capital responsibilities within the said Development; and
- V. A copy of the insurance certificate currently in force.

INSURANCE AND INDEMNITY

16. The Tenant shall obtain and be in possession of at all times, the following insurance coverage, satisfactory to the Landlord, for the Development (a copy of which must be provided to the Landlord annually):
 - I. Comprehensive General Liability insurance against, amongst other things, claims for personal injury, death, property damage, or third party or public liability claims arising from any one accident or occurrence upon, in or about the Development (as well as the balance of the Development, to the extent that the Tenant's activities occur thereon) of and from any cause to an amount of not less than FIVE MILLION (\$5,000,000) DOLLARS (or from time to time such greater amounts as are sufficient, as determined from time to time by the Landlord acting reasonably, to afford equivalent protection against all such claims) in respect of any one accident or occurrence.
 - II. Where applicable, broad form comprehensive boiler and machinery insurance on a blanket repair and replacement basis with limits for each accident in an amount not less than the full replacement costs of all property owned by the Tenant and located in or upon the Development.
 - III. The Tenant will, indemnify and save harmless the Landlord and their Directors, Council, Officers, employees and agents, from and against all actions, claims, demands, suits, proceedings, damages, costs (without restricting the generality of the foregoing, legal costs on a solicitor/client basis) and any further associated expenses by or against the Tenant and the Landlord and its Directors, Council, Officers and Agents, by reason of or arising out of, or in any way related to the facility by the Tenant, its Agents, Employees, invitees or contractors except where the action, claim, demand, cost or expense was caused by intentional acts or gross negligence of the Tenant.
 - IV. This indemnity shall specifically exclude any and all such claims, costs and expenses or portions thereof arising from the negligence of the party to be indemnified, or those for whose actions the party to be indemnified is legally responsible for. This indemnity shall survive the expiry or sooner termination of this agreement.

ALCOHOL

17. In consideration of prudent risk management practices to indemnify and save harmless the Landlord from and against all liability, claims, actions, losses, cost and damages arising out of rental agreements actions or omissions, the Landlord thereby demands:
 - I. That the Tenant obtain all necessary permits, licenses and insurance for any and all functions, including those functions being held by a third party that has an agreement in writing with the Tenant permitting the event to be hosted at the Development. Where the function will be having alcoholic beverages, the Tenant must purchase a "Host Liquor Liability" policy from a licensed agency or broker for no less than TWO MILLION (\$2,000,000) DOLLARS and name the Landlord as an "additional insured" under such policy.

FIXTURES

18. The Tenant shall have the right to place, install or erect in the Development such fixtures and equipment as shall be deemed necessary for the proper conduct of the Tenant, and except as otherwise provided herein such fixtures and equipment shall remain the property of the Tenant. Any damage caused to said equipment shall be repaired by the Tenant at their own expense.
19. The Tenant shall have the right to install such leasehold improvements or renovate the area required for the Tenants improvements. All such improvements shall remain the property of the Tenant during the term of this agreement but shall on the expiration of the agreement or its renewed term, become the property of the Landlord. Any damage caused to the Development by the erection of such improvements shall be repaired by the Tenant at their own expense.
20. The Tenant reserves all rights, titles and interests in the Development and equipment, including interior partitions, without the approval and consent in writing of the Landlord, which consent shall not be unreasonably withheld. All such alterations, additions or improvements made by the Tenant with the consent of the Landlord, including light fixtures, shall be and remain the property of the Landlord on the expiration of this agreement.
21. The Tenant shall not inscribe, paint, place or affix any exterior sign, advertisement or notice on the Development without the prior approval and consent in writing of the Landlord; such consent shall not be unreasonably withheld.

REPAIR

22. The Tenant shall, during the term of this agreement, at its own cost and expense, make all repairs to the Development as deemed necessary to maintain the same condition in which they currently are in. Damage caused by structural defect,

fire, lightning, explosion, and tempest are exempt. The Tenant's covenants respecting repairs shall apply to repairs relating to ordinary maintenance to the plumbing, heating, electrical and/or drains of, upon, or in connection with the Development occupied by the Tenant.

23. Subject to the conditions otherwise contained in this agreement, the Landlord shall be responsible only for repairs necessary by reason of structural defect or repairs necessitated by damage caused by fire, lightning, explosion or tempest. The Tenant shall give the Landlord prompt notice of any defects required to be repaired by the Landlord at the annual review meeting.
24. In the event the Development, or any part thereof, shall at any time during the term, be damaged or destroyed by reason of structural defect or weakness, fire, lightning, explosion, or tempest, so as to render the same unfit for the purposes of the Tenant, this agreement shall not be terminated or suspended until the Development has been repaired or rebuilt and made fit for the purposes of the Tenant.
25. In the event of Total Destruction, the Landlord or the Tenant may, within (3) three months after such destruction, give notice in writing to the other terminating this agreement. In the event the Development is capable of being occupied by the Tenant, the Landlord shall within a reasonable time repair and restore the Development to its former condition, and this agreement shall remain in full force and effect.
26. In the event the Tenant fails to complete repairs as per this agreement, the Landlord shall have the right to enter upon the Development for the purposes of making such repairs at the cost of the Tenant, and the Tenant shall pay to the Landlord the costs thereof. In the event the Tenant fails to pay on demand, the Landlord may add the repair costs to the rent and the sum will be due and payable immediately. Failure to remit payment by the Tenant may result in termination of this agreement.
27. The Landlord shall not be liable to the Tenant for any damage to the property at any time in the Development resulting from steam, waterworks, water, rain, or snow which may leak unto, issue, or flow from any part of the Development.
28. The Tenant shall comply promptly with statutes, by-laws, rules and regulations or other ordinances of any federal, provincial, municipal or other lawful authority having jurisdiction over the Development which may be applicable with the Tenant or the use and occupation of the Development by the Tenant. It is expressly understood that this includes the Workers' Compensation Act, Occupational Health, Fire Code and Safety Act, Occupiers' Liability Act or any other statute that imposes liability upon the owners or occupiers of land or in relation to the operation of a worksite.
29. The Landlord shall have reasonable access during business hours to the Development for the purpose of examining or exhibiting the same, or to make

such repairs as may be necessary, and the Landlord reserves the right to enter upon the Development at any time for the purpose of repairing, maintaining or servicing.

DAMAGES

30. The Landlord shall not be liable for any damages to any person or property at any time in or upon the Development resulting from the negligence, default, or misfeasance of the Tenant.

LIENS

31. The Tenant shall not at any time during the Term of this agreement suffer or permit any builder's lien or other similar lien, whether for labour, services and/or material, to stand charged or registered against the Development or said buildings in connection with the work contracted for by the Tenant or any agent, servant, or employee of the Tenant.
32. The Landlord shall have the right to contest the validity of or the amount claimed under or in respect of any charge or lien, but upon the final determination of such contest, the Landlord may pay and satisfy any judgements or decrees rendered, with all proper costs, charges and expenses to be charged to the Tenant. These amounts shall become due and payable by the Tenant to the Landlord upon demand by the Landlord. This covenant shall not apply to any lien arising through work contracted by the Landlord.

DEFAULT

33. In the event of default by the Tenant in the performance of any covenant or agreement contained herein, whether expressed or implied, and if such default shall continue for a period of fifteen (15) day's after notice in writing has been given by the Landlord to the Tenant, the Landlord may declare this agreement terminated and may re-enter and take possession of the Development.
34. The Landlord shall have the right to distrain for expenses paid by the landlord when the Tenant fails to pay expenses, or for any monies hereby recoverable, by distraint upon the good and chattels of the Tenant, wherever situate, and upon any other premises to which the same may have been removed and whatever the same may be found within the province in which the Development is situate.

ASSIGNMENT AND SUBLETTING

35. The Tenant is permitted to sublet the Development to any other committee of the Tenant, community organizations or any persons or corporations as long as there are no conditions breached with the liability insurance. It being understood and agreed that the privilege given to the Tenant to sublet shall not be used to

circumvent the prohibition against a general assignment of this Operating Agreement.

36. The Tenant agrees not to transfer their interest or sub-lease the whole or any part of the Development without the consent of the Landlord in writing.

ARBITRATION

37. In the event of any dispute between the Landlord and the Tenant relating to matters contained in this agreement, such dispute shall be submitted for the determination to a Board as provided for in the *Arbitration Act* and any amendments made thereto.

GENERAL

38. This agreement shall constitute the entire agreement between the Parties, and no representation, warranties or promises have been made by the Landlord or the Tenant save and except those as contained herein.
39. No remedy contained under this agreement, conferred upon or reserved to the Landlord is intended to be exclusive of any other remedy or by law provided.
40. In the event any provision of this agreement is contrary to any existing or future statute, ordinance, regulation or by-law, neither the validity nor the effectiveness of this agreement shall be affected.
41. This agreement is intended to ensure the benefit of and be binding upon the Landlord and the Tenant's successors and assignees, and upon the Landlord and the Tenant's permitted successors and assignees.
42. Upon execution of this Master Operating Agreement the following agreements are terminated:
 - I. The Arena and Curling Rink Lease of May 31, 1998.
43. All correspondence shall be directed to the Landlord at:
 - I. Box 113, 210 2nd Avenue South, Marwayne, AB, T0B 2X0
 - II. Attention: Chief Administrative Officer
44. All correspondence shall be directed to the Tenant at:
 - I. Box 507, Marwayne, AB, T0B 2X0
 - II. Attention: Agricultural Society President

IN WITNESS WHEREOF the duly authorized officers of the Landlord have executed this agreement and affixed the corporate seal the day and year first written above.

VILLAGE OF MARWAYNE

PER: _____

PER: _____

IN WITNESS WHEREOF the duly authorized Officers of the Tenant have hereunto executed this agreement on behalf of the Tenant the day and year first written above.

MARWAYNE AGRICULTURE SOCIETY

PER: _____

PER: _____

THIS AGREEMENT made the ____ day of _____, 2021.

BETWEEN

THE VILLAGE OF MARWAYNE

(hereinafter referred to as the "Tenant")

AND

THE MARWAYNE AGRICULTURAL SOCIETY

(hereinafter referred to as the "Landlord")

WHEREAS The Landlord is the registered owner of the lands and buildings; and
The Landlord and the Tenant desire to enter into an agreement of the lands and buildings for the governance, management and operation of the Village of Marwayne administration office which occupies a portion of the community hall located at 210 2nd Avenue South in the Village of Marwayne in the Province of Alberta.

DEFINITIONS

1. Under this agreement, the terms set forth below have the following meaning:

Commencement Date means the 1st day of February, 2021.

Completion Date means the 1st day of March, 2027.

Development means the portion of the lands and buildings leased by the Village of Marwayne.

Equipment means all equipment used in the operations of the Development including, but not limited to, all janitorial equipment, snow removal equipment, tools and specialized equipment required in the operation of the Development, together with all replacements, substitutions and accessories.

Facility means the portion of the community hall being leased by the Village of Marwayne for their administration office, including all equipment and related improvements.

Hazardous Substances means toxic, hazardous, dangerous or potentially dangerous substances of any kind whatsoever including, and not restricting the generality of the foregoing, urea formaldehyde, asbestos, PCB transformers and those elements, materials, substances or compounds which are regulated by federal, provincial, or local statutes, law ordinance, code, rule, regulation order or decree.

Lands means the lands on which the community hall is located in the Village of Marwayne in the Province of Alberta.

Landlord and Tenant referenced herein shall include the singular and plural, or the masculine, feminine or neutral gender where the context or the Parties hereto so require.

Review Date means November of each year within the term of this agreement.

Total Destruction shall mean such damage or destruction that, in the opinion of an independent engineer, the Development cannot be rebuilt or repaired within a (12) twelve-month period from the time of such destruction or damage.

CONDITION OF LANDS

2. The Landlord shall provide, and the Tenant shall accept, the Development in as-is, where-is, condition.
3. Without limiting the foregoing, the Tenant agrees:
 - I. That there exists no promise or collateral agreement by the Landlord to alter, remodel, decorate or improve the lands or any property neighbouring or surrounding the lands;
 - II. That no warranties or representations whatsoever respecting the lands (including, without restriction, the condition or quality of the lands, or its suitability for the purposes and use intended by the Tenant) have been made by the Landlord or its agents or employees; and
 - III. That the Tenant has examined the lands and as at the date of this agreement the lands are in satisfactory condition and ready for occupancy.

PERMITTED USE

4. The Tenant shall occupy the Development for the operation of its business on the premises in an efficient, businesslike and courteous manner. The Tenant shall not store or permit to be stored in, or upon the Development, any dangerous material or explosives. The Tenant further agrees that it will not do anything or permit anything to be done or any business or occupation to be carried out on, in, or upon the Development which may result in a nuisance by reason of alteration, or additions to the Development that may be rendered uninsurable, or which may substantially increase the premiums for insurance.
5. The Tenant agrees not to bring on the Development any stock, merchandise, fixtures or other equipment by reason of which the insurance premium of the Development may be increased by reason of such additional hazard introduced by the Tenant.

RENT

6. The minimum rent payable by the Tenant to the Landlord for the Term of this Agreement shall be the sum of SIX THOUSAND (\$6000.00) DOLLARS per year for the facility, payable in advance on the first day of each year for the duration of this agreement.
7. The Landlord and the Tenant agree that for all purposes that the Landlord shall be responsible for any costs, charges, expenses or outlay of any nature whatsoever arising from or relating to the lands and facility, or any impositions, costs and expenses of this Agreement. All such costs shall be the responsibility of the Landlord to pay promptly when due. To the extent that any such costs are paid by the Tenant, the Landlord shall reimburse the Tenant immediately upon demand.
8. In addition to the payment of rent, the Landlord shall be responsible for the payment of all servicing costs incurred in the construction of any and all services upon or within the Lands for the purposes of providing such services to the Facility.
9. The Landlord agrees to provide the following services and reimbursements on the lands:
 - I. Weed control;
 - II. Cost of ice melt for the sidewalks; and
 - III. Water and sewer at no additional charge;
10. The Tenant agrees to provide the following municipal services on the lands:
 - I. Coordinate bookings for the chamber of commerce and the Landlord, as the case may be;
 - II. Permit the Landlord to utilize the Tenants photocopier, printer and fax machine;

- III. Provide the Landlord with envelopes and paper for the conduct of their administrative assistants duties, as the case may be;
- IV. Grass mowing and whipper snipping;
- V. Fire lane snow removal;
- VI. Parking lot snow removal based on the Tenants priority system; and
- VII. Sidewalk snow removal, adjacent to the entrance of the Tenant's office space.

TAXES

11. Subject to any exemption under the *Municipal Government Act*, the Landlord shall pay all real estate taxes, assessment, rates and charges and any other government impositions, general or special, ordinary or extraordinary, foreseen or unforeseen, of every kind, including assessments for local or public improvements and school taxes which may at any time during the Term be imposed, assessed or levied, in respect to the Development.

QUIET ENJOYMENT

12. Subject to the terms, covenants and conditions contained in this agreement, the Landlord agrees that the Tenant shall and may peaceably possess and enjoy the lands for the term of this agreement without any interruption or disturbance from the Landlord or any other person lawfully claiming by, from or under the Landlord.

GOVERNANCE

13. The Tenant shall manage and operate the Development in a manner consistent with the permitted uses in a safe, efficient and good manner. The Development shall at all times be in compliance with all applicable laws and be adequately supervised.
14. The Tenant shall, without limiting the generality of the foregoing:
 - I. Supply all the necessary equipment and personnel reasonably required with respect to the management, operation and maintenance of the Development;
 - II. Undertake all activities and provide all services reasonably required for the efficient management, operation and maintenance of the Development;
 - III. Throughout the term of this agreement, continuously use the Development solely for its permitted use and shall not use or permit the use of the Development for any other business or purpose;
 - IV. Not cause or permit any Hazardous Substances (other than normal cleaning or other products as reasonably required) to be used with respect to the maintenance and operation of the Development and in the performance of the Tenant's normal operations.

15. The Landlord shall, without limiting the generality of the foregoing:
 - I. Promptly pay when due any and all charges, impositions, costs and expenses of any kind relating to the Development and the maintenance, operation, cleaning repair and replacement of all structures and improvements located thereon including, without restriction, all costs related to cleaning the exterior portion of the Development, window cleaning, repairing damaged components of the Development and the equipment, heating, ventilation and air-conditioning systems servicing the Development, provision of hot and cold water, and provision of electricity.
16. The Landlord and the Tenant agree to meet annually in November of each year to review the terms and conditions of this agreement. At this meeting, the following materials shall be reviewed and discussed by the Landlord and the Tenant:
 - I. Most recent Audited Financial Statement;
 - II. The Marwayne Agricultural Society Business Plan or Strategic Plan;
 - III. The Marwayne Agricultural Society Operating Budget for the coming year;
 - IV. The most current projected multi-year Capital Budget for the Development which will specifically identify any exclusive, or joint capital responsibilities within the said Development; and
 - V. A copy of the insurance certificate currently in force.

INSURANCE AND INDEMINITY

17. The Tenant shall obtain and be in possession of at all times, the following insurance coverage, satisfactory to the Landlord, for the Development (a copy of which must be provided to the Landlord annually):
 - I. Comprehensive General Liability insurance against, amongst other things, claims for personal injury, death, property damage, or third party or public liability claims arising from any one accident or occurrence upon, in or about the Development (as well as the balance of the Development, to the extent that the Tenant's activities occur thereon) of and from any cause to an amount of not less than FIVE MILLION (\$5,000,000) DOLLARS (or from time to time such greater amounts as are sufficient, as determined from time to time by the Landlord acting reasonably, to afford equivalent protection against all such claims) in respect of any one accident or occurrence.
 - II. Where applicable, broad form comprehensive boiler and machinery insurance on a blanket repair and replacement basis with limits for each accident in an amount not less than the full replacement costs of all property owned by the Tenant and located in or upon the Development.
 - III. The Tenant will, indemnify and save harmless the Landlord and their Directors, Council, Officers, employees and agents, from and against all

actions, claims, demands, suits, proceedings, damages, costs (without restricting the generality of the foregoing, legal costs on a solicitor/client basis) and any further associated expenses by or against the Tenant and the Landlord and its Directors, Council, Officers and Agents, by reason of or arising out of, or in any way related to the facility by the Tenant, its Agents, Employees, invitees or contractors except where the action, claim, demand, cost or expense was caused by intentional acts or gross negligence of the Tenant.

- IV. This indemnity shall specifically exclude any and all such claims, costs and expenses or portions thereof arising from the negligence of the party to be indemnified, or those for whose actions the party to be indemnified is legally responsible for. This indemnity shall survive the expiry or sooner termination of this agreement.

ALCOHOL

18. In consideration of prudent risk management practices to indemnify and save harmless the Landlord from and against all liability, claims, actions, losses, cost and damages arising out of rental agreements actions or omissions, the Landlord thereby demands:
 - I. That the Tenant obtain all necessary permits, licenses and insurance for any and all functions, including those functions being held by a third party that has an agreement in writing with the Tenant permitting the event to be hosted at the Development. Where the function will be having alcoholic beverages, the Tenant must purchase a "Host Liquor Liability" policy from a licensed agency or broker for no less than TWO MILLION (\$2,000,000) DOLLARS and name the Landlord as an "additional insured" under such policy.

FIXTURES

19. The Tenant shall have the right to place, install or erect in the Development such fixtures and equipment as shall be deemed necessary for the proper conduct of the Tenant, and except as otherwise provided herein such fixtures and equipment shall remain the property of the Tenant. Any damage caused to said equipment shall be repaired by the Tenant at their own expense.
20. The Tenant shall have the right to install such leasehold improvements or renovate the area required for the Tenants improvements. All such improvements shall remain the property of the Tenant during the term of this agreement but shall on the expiration of the agreement or its renewed term, become the property of the Landlord. Any damage caused to the Development by the erection of such improvements shall be repaired by the Tenant at their own expense.

21. The Tenant reserves all rights, titles and interests in the Development and equipment, including interior partitions, without the approval and consent in writing of the Landlord, which consent shall not be unreasonably withheld. All such alterations, additions or improvements made by the Tenant with the consent of the Landlord, including light fixtures, shall be and remain the property of the Landlord on the expiration of this agreement.
22. The Tenant shall not inscribe, paint, place or affix any exterior sign, advertisement or notice on the Development without the prior approval and consent in writing of the Landlord; such consent shall not be unreasonably withheld.

REPAIR

23. The Tenant shall, during the term of this agreement, at its own cost and expense, make all repairs to the Development as deemed necessary to maintain the same condition in which they currently are in. Damage caused by structural defect, fire, lightning, explosion, and tempest are exempt. The Tenant's covenants respecting repairs shall apply to repairs relating to ordinary maintenance to the plumbing, heating, electrical and/or drains of, upon, or in connection with the Development occupied by the Tenant.
24. Subject to the conditions otherwise contained in this agreement, the Landlord shall be responsible only for repairs necessary by reason of structural defect or repairs necessitated by damage caused by fire, lightning, explosion or tempest. The Tenant shall give the Landlord prompt notice of any defects required to be repaired by the Landlord at the annual review meeting.
25. In the event the Development, or any part thereof, shall at any time during the term, be damaged or destroyed by reason of structural defect or weakness, fire, lightning, explosion, or tempest, so as to render the same unfit for the purposes of the Tenant, this agreement shall not be terminated or suspended until the Development has been repaired or rebuilt and made fit for the purposes of the Tenant.
26. In the event of Total Destruction, the Landlord or the Tenant may, within (3) three months after such destruction, give notice in writing to the other terminating this agreement. In the event the Development is capable of being occupied by the Tenant, the Landlord shall within a reasonable time repair and restore the Development to its former condition, and this agreement shall remain in full force and effect.
27. In the event the Tenant fails to complete repairs as per this agreement, the Landlord shall have the right to enter upon the Development for the purposes of making such repairs at the cost of the Tenant, and the Tenant shall pay to the Landlord the costs thereof. In the event the Tenant fails to pay on demand, the Landlord may add the repair costs to the rent and the sum will be due and

payable immediately. Failure to remit payment by the Tenant may result in termination of this agreement.

28. The Tenant shall not be liable to the Landlord for any damage to the property at any time in the Development resulting from steam, waterworks, water, rain, or snow which may leak unto, issue, or flow from any part of the Development.
29. The Tenant shall comply promptly with statutes, by-laws, rules and regulations or other ordinances of any federal, provincial, municipal or other lawful authority having jurisdiction over the Development which may be applicable with the Tenant or the use and occupation of the Development by the Tenant. It is expressly understood that this includes the Workers' Compensation Act, Occupational Health, Fire Code and Safety Act, Occupiers' Liability Act or any other statute that imposes liability upon the owners or occupiers of land or in relation to the operation of a worksite.
30. The Landlord shall have reasonable access during business hours to the Development for the purpose of examining or exhibiting the same, or to make such repairs as may be necessary, and the Landlord reserves the right to enter upon the Development at any time for the purpose of repairing, maintaining or servicing.

DAMAGES

31. The Tenant shall not be liable for any damages to any person or property at any time in or upon the Development resulting from the negligence, default, or misfeasance of the Landlord and vice versa.

LIENS

32. The Tenant shall not at any time during the Term of this agreement suffer or permit any builder's lien or other similar lien, whether for labour, services and/or material, to stand charged or registered against the Development or said buildings in connection with the work contracted for by the Tenant or any agent, servant, or employee of the Tenant.
33. The Landlord shall have the right to contest the validity of or the amount claimed under or in respect of any charge or lien, but upon the final determination of such contest, the Landlord may pay and satisfy any judgements or decrees rendered, with all proper costs, charges and expenses to be charged to the Tenant. These amounts shall become due and payable by the Tenant to the Landlord upon demand by the Landlord. This covenant shall not apply to any lien arising through work contracted by the Landlord.

DEFAULT

34. In the event of default by the Tenant in the performance of any covenant or agreement contained herein, whether expressed or implied, and if such default

shall continue for a period of fifteen (15) day's after notice in writing has been given by the Landlord to the Tenant, the Landlord may declare this agreement terminated and may re-enter and take possession of the Development.

35. The Landlord shall have the right to distrain for expenses paid by the Landlord when the Tenant fails to pay expenses, or for any monies hereby recoverable, by distraint upon the good and chattels of the Tenant, wherever situate, and upon any other premises to which the same may have been removed and whatever the same may be found within the province in which the Development is situate.

ASSIGNMENT AND SUBLETTING

36. The Tenant is permitted to sublet the Development to any other committee of the Tenant, community organizations or any persons or corporations as long as there are no conditions breached with the liability insurance. It being understood and agreed that the privilege given to the Tenant to sublet shall not be used to circumvent the prohibition against a general assignment of this Operating Agreement.
37. The Tenant agrees not to transfer their interest or sub-lease the whole or any part of the Development without the consent of the Landlord in writing.

ARBITRATION

38. In the event of any dispute between the Landlord and the Tenant relating to matters contained in this agreement, such dispute shall be submitted for the determination to a Board as provided for in the *Arbitration Act* and any amendments made thereto.

GENERAL

39. This agreement shall constitute the entire agreement between the Parties, and no representation, warranties or promises have been made by the Landlord or the Tenant save and except those as contained herein.
40. No remedy contained under this agreement, conferred upon or reserved to the Landlord is intended to be exclusive of any other remedy or by law provided.
41. In the event any provision of this agreement is contrary to any existing or future statute, ordinance, regulation or by-law, neither the validity nor the effectiveness of this agreement shall be affected.
42. This agreement is intended to ensure the benefit of and be binding upon the Landlord and the Tenant's successors and assignees, and upon the Landlord and the Tenant's permitted successors and assignees.
43. All correspondence shall be directed to the Tenant at:
 - I. Box 113, 210 2nd Avenue South, Marwayne, AB, T0B 2X0
 - II. Attention: Chief Administrative Officer
44. All correspondence shall be directed to the Landlord at:

- I. Box 507, Marwayne, AB, T0B 2X0
- II. Attention: Agricultural Society President

IN WITNESS WHEREOF the duly authorized officers of the Landlord have executed this agreement and affixed the corporate seal the day and year first written above.

VILLAGE OF MARWAYNE

PER: _____

PER: _____

IN WITNESS WHEREOF the duly authorized Officers of the Tenant have hereunto executed this agreement on behalf of the Tenant the day and year first written above.

MARWAYNE AGRICULTURE SOCIETY

PER: _____

PER: _____

RCMP-GRC



ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

Kitscoty RCMP

Update to Council - Marwayne

Sgt. Corey Buckingham

February 1, 2021



Royal Canadian Mounted Police Gendarmerie royale du Canada


Canada



Human Resources Update


- 8 regular member positions
- 2 PSE positions
- Hard vacancies: 0
- Soft vacancies: 0
- Members on modified duties: 1






Statistics

As at January 1, 2021



Royal Canadian Mounted Police Gendarmerie royale du Canada





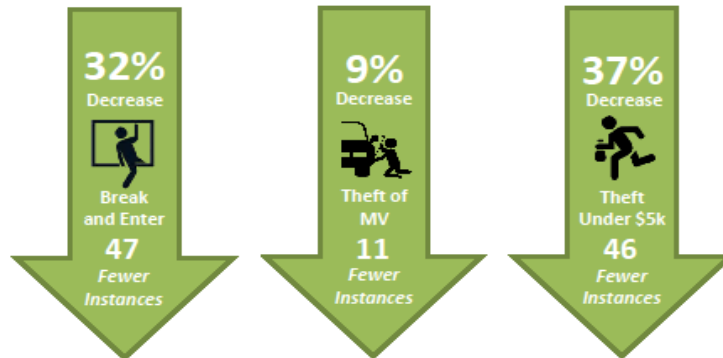
Kitscoty Provincial Crime Gauge

2020 vs. 2019
January to December

Criminal Code Offences



Select Property Crime




NOTE: If in both 2019 and 2020 a category had fewer than 20 offences, a percent change is not shown. All numbers without a '%' beside them represent counts.




Category	2017	2018	2019	2020
Persons Crimes	13	12	9	8
Property Crimes	102	45	39	44
Other Criminal Code	12	20	5	3
Drugs	1	0	2	0
Motor Vehicle Collisions	N/A	8	1	1
Provincial Traffic	N/A	14	8	12
Criminal Code Traffic	3	3	3	1






Detachment Performance Plan

Quarter 3 Update (April 1, 2020 to December 31, 2020)



Royal Canadian Mounted Police Gendarmerie royale du Canada





Community Engagement

Target	From	Target	Progress to date
Track formal public consultations	2	2	0



Crime Reduction (Property Crime)

Target	From	Target	Progress to date
Reduce select property crimes by 7% from 2019 totals	405	377	144
Increase clearance rates for select property crimes to 26%		26	10.10
Enhance visibility through vehicle stops	50	75	109



Royal Canadian Mounted Police Gendarmerie royale du Canada



RCMP-GRC



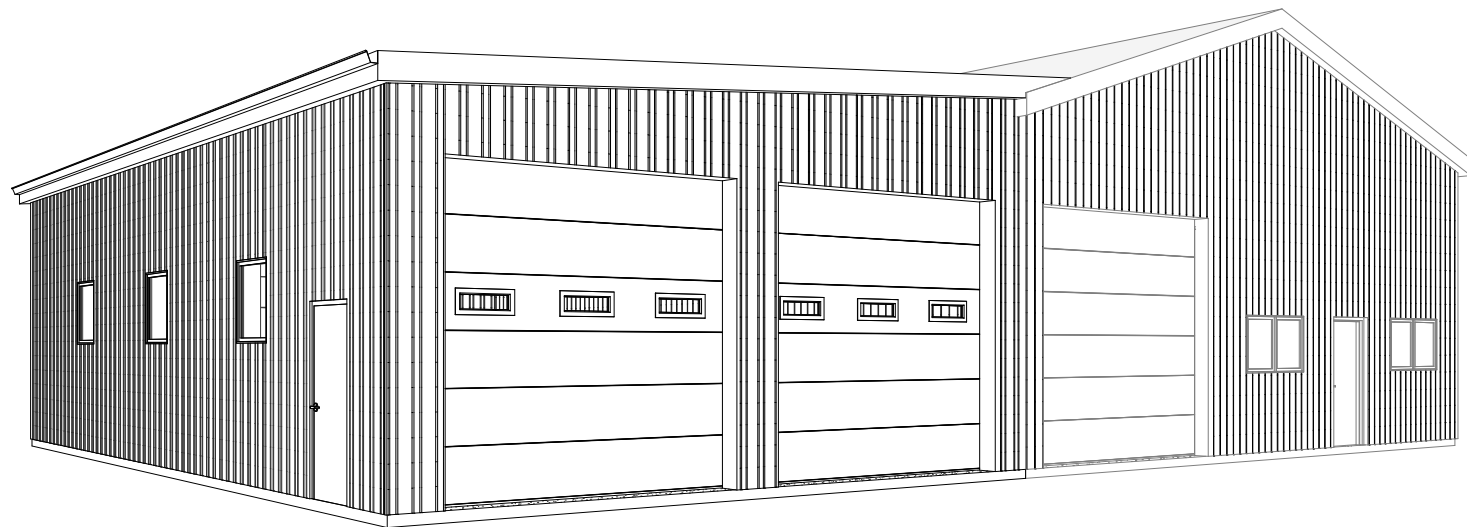
ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

Questions and discussion



Royal Canadian Mounted Police Gendarmerie royale du Canada

Canada



Drawing Index

- A000 Title Sheet
- A001 Legends & Schedules
- A101 Main Floor Plan
- A201 Elevations
- A301 Section
- A801 Specifications
- A802 Specifications


- S101 Foundation Plan

**Issued for Review
December 15, 2020**

Consultants:

Prime Consultant:
UCG Universal Consulting Group Ltd. Lloydminster, AB
 PH. (780) 875-7550 FAX (780) 875-7862
 Email: ucgplans@telus.net

Structural Consultant:
WEM Engineering Ltd. Edmonton, AB
 Wemphy Hanafi, MSc., P.E., P.Eng.
 PH. (780) 808-9079
 Email: wemphyh@gmail.com

		
UCG UNIVERSAL CONSULTING GROUP LTD. 1000 UNIVERSITY AVENUE, SUITE 100, LLOYDMINSTER, AB T5M 1C8 TEL: (780) 875-7550 FAX: (780) 875-7862 WWW.UCGCONSULTING.COM		
ENGINEER		
Revision Schedule		
Revision Date	Revision Number	Revision Description
PROJECT Marwayne Fire Hall Addition	DRAWING Title Sheet	
CLIENT Tar-Row Construction	SCALE: DATE: Issue Date FILE: CREN2018-1206	
DRAWN: EER		
CHECKED: KWJ		
DWG No		A000
CONTAINED HEREIN IS THE PROPERTY OF UCG UNIVERSAL CONSULTING GROUP LTD. NO PART OF THIS DOCUMENT IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT THE WRITTEN PERMISSION OF UCG UNIVERSAL CONSULTING GROUP LTD.		

Symbol Legend

101 Door Tag

1 / A101 Section Callout

W1 Wall Tag

Name Elevation Level Indicator

1 / A101 Detail Callout

Room name Room Tag & Number

1 / A101 View Reference

? Keynote Tag

1 / A101 Exterior Elevation Tag

A101 Interior Elevation Tag

CW-1 Curtain Wall Tag

BL-1 Borrowed Light Tag

W1 Window Tag

SF-1 Storefront Tag

GB-1 Glass Block Tag

Section/Detail Number

Sheet Number

Elevation Number

Sheet Number

View Number

View Name

Referencing Sheet Number

Ceiling Legend

2x4' Suspended Ceiling (Armstrong Fluoresce Square Lay-In 15/16")

2x2' Suspended Ceiling (Armstrong Fluoresce Square Lay-In 15/16")

Gypsum Board Ceiling

2x4' Recessed Light Fixture - See Electrical

1x4' Recessed Light Fixture - See Electrical

2x2' Recessed Light Fixture - See Electrical

1x4' Surface Mount Light Fixture - See Electrical

Supply Air Diffuser - See Mechanical

Return Air Grill - See Mechanical

Supply Air Diffuser - See Mechanical

Ceiling Fan

Return Air Grill - See Mechanical

Supply Air Grill - See Mechanical

Recessed Light - See Electrical

Wall Schedule

W1

EXTERIOR WALLS

NEW EXTERIOR WALL ASSEMBLY

EXTERIOR METAL WALL CLADDING (MATCH EXISTING)

1" XPS INSULATION (FOAMULAR 250 OR EQUAL)

1" 2" GRTS @ 48" o.c.

BLUESKIN VP120

1/2" PLYWOOD SHEATHING

2x8 SPF STUDS @ 16" o.c.

R28 BATT INSULATION

1"x4" STRAPPING @ 48" o.c.

METAL LINER PANEL

Building Code/By-Law Info

Building Use & Classification

- One Storey
- Facing Two Streets
- Group F2, Meeting 3.2.2.78 of the 2019 National Building Code, Alberta Edition
- Building is Not Sprinklered
- Combustible/Non-Combustible Allowed

Legal Description

- Lots 7-9, Blk 6, Plan 1846EO
- 103 Railway Ave S, Alberta

Building Area

- Existing - 297.94m² [3,207ft²]
- New - 140m² [1,507ft²]
- Total - 437.94m² [4,714ft²]

Building Height

- Existing Ridge Height: 7.08m [23'-2 5/8"]
- New Roof Height: 5.4m [17'-9 7/8"]

Fire Ratings, Etc Required

- 45min FRR (Fire Resistance Rating) Fire Separation on Floor Assembly if of Combustible Construction.
- 45min FRR (Fire Resistance Rating) Fire Separation on Load Bearing Walls, Arches, Columns & Beams if of Combustible Construction.
- Fire Alarm System is not Req'd
- Standpipe & Hose System is not Req'd

Building Construction

Exterior Walls

- Metal Cladding on Existing Walls.
- Metal Cladding on Wood Stud Walls.

Floor

- Finished Flooring on Slab on Grade.

Roof

- Metal Roof Cladding on Engineered Wood Trusses

Limiting Distance Calculation

- F2 Classification (South Wall)

- Limiting Distance - 7.62m
- Wall Length - 21.95m
- Wall Height - 5.3m
- Wall Area - 117.1m²

- Area of Unprotected Openings

Calculated from Table: +/- 22%

- Construction of Exposing Building Face as per NCB 2005 3.2.3.7.

- 2hr Rating Required on South Exterior Wall
- Combustible/Non-Combustible Construction Allowed
- Non-Combustible Cladding Required

- F3 Classification (North Wall - GL 5x-7x)

- Limiting Distance - 9.14m
- Wall Length - 10.67m
- Wall Height - 5.0m
- Wall Area - 53.65m²

- Area of Unprotected Openings

Calculated from Table: +/- 100%

- Construction of Exposing Building Face as per NCB 2005 3.2.3.7.

- 45min Rating Required on North Exterior Wall
- Combustible/Non-Combustible Construction Allowed
- Combustible Cladding Allowed

- D Classification (North Wall - GL 5x-7x)

- Limiting Distance - 9.14m
- Wall Length - 18.6m
- Wall Height - 3.81m
- Wall Area - 70.8m²

- Area of Unprotected Openings

Calculated from Table: +/- 84%

- Construction of Exposing Building Face as per NCB 2005 3.2.3.7.

- 45min Rating Required on North Exterior Wall
- Combustible/Non-Combustible Construction Allowed
- Combustible Cladding Allowed

Door Schedule

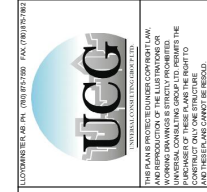
Mark	From Room: Name	To Room: Name	Door Data				Hardware	Frame Data				Fire Rating	Comments
			Door Type	Door Finish	Dimensions			Frame Type	Jamb Width	Wall Thickness	Frame Finish		
					Width	Height							
103a	New Firehall Addition	Exterior			12' - 0"	12' - 0"							
103b	New Firehall Addition	Exterior			12' - 0"	12' - 0"							
103c	New Firehall Addition	Exterior			10' - 0"	10' - 0"							
103d	New Firehall Addition	Exterior			3' - 0"	7' - 0"		0' - 5 3/4"	0' - 11"				
103e	New Firehall Addition	Exterior			3' - 0"	7' - 0"		0' - 5 3/4"	0' - 11"				
103f	Existing Firehall	New Firehall Addition			3' - 0"	7' - 0"		0' - 5 3/4"	0' - 9 1/2"				

Door Hardware Schedule

- KEYED INTERCONNECTED LOCKSET
DOUBLE LOCKING
SCHLAGE S200 - LEVER HANDLE MATCH LEVON
625 FINISH
CLOSER
CHAIN CHECK
NRP HINGES (1 1/2 PAIR)
THRESHOLD
WEATHER STRIPPING
DOOR SWEEP
- 3" HEAVY DUTY HARDWARE
OPERA-MH ELECTRIC OPENER
3 BUTTON OPERATOR
c/w REMOTE OPERATOR (PROVIDE 2 PER DOOR)
- IVES 8302-6 PULL
IVES 8200 PUSH PLATE
CLOSER
BB HINGES (1 1/2 PAIR)

NOTE:

- PROVIDE ULC RATED/LABELLED HARDWARE TO ALL RATED DOORS AS PER DOOR SCHEDULE
- PROVIDE WALL STOPS FOR DOORS AS REQ'D



U.C.G. ENGINEER

Revision Schedule		
Revision Date	Revision Number	Revision Description

PROJECT: Marwayne Fire Hall Addition

DRAWING: Legends & Schedules

CLIENT: Tar-Row Construction

SCALE: As indicated

DATE: Issue Date

FILE: CREN2018-1208

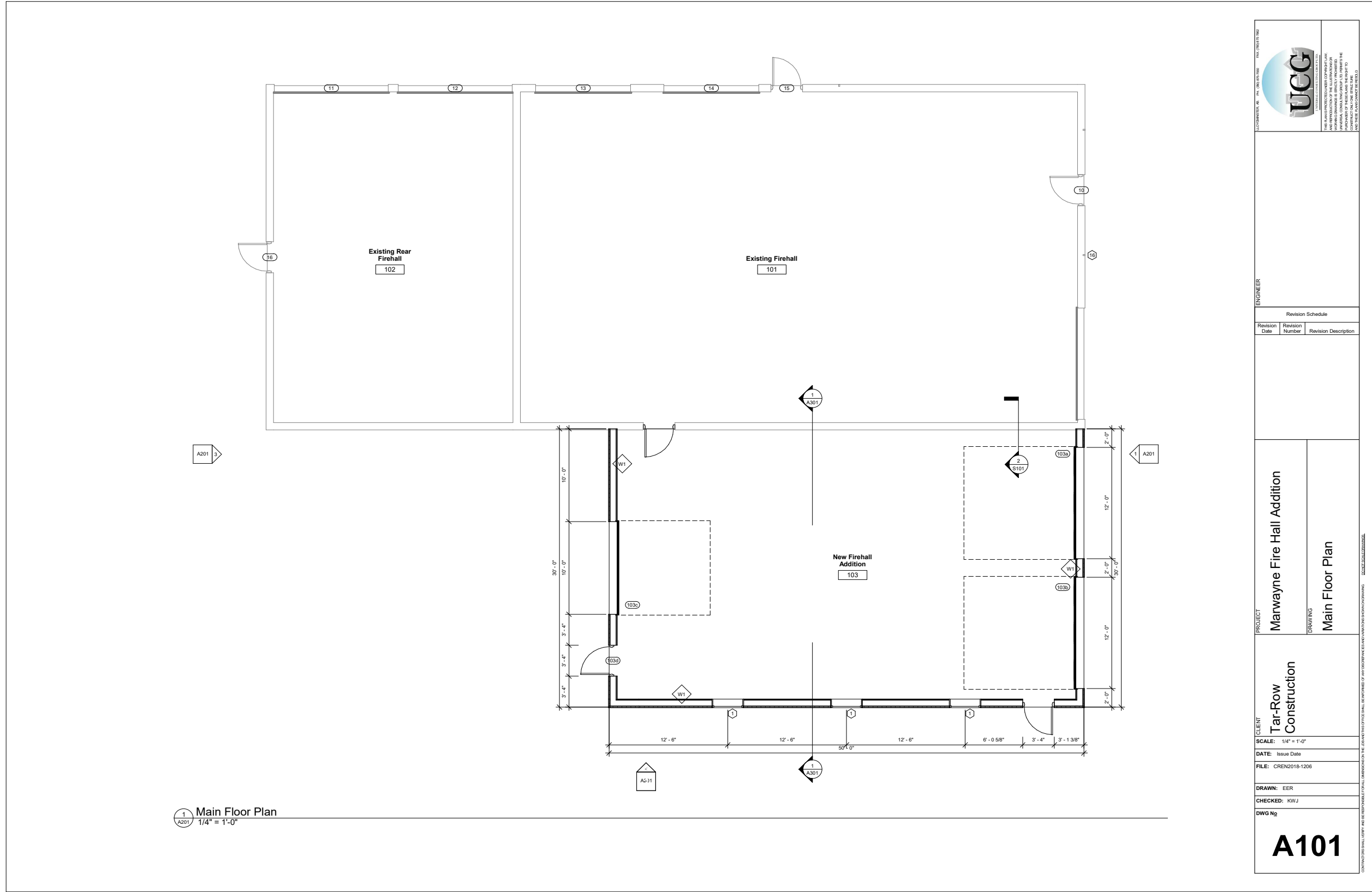
DRAWN: Author

CHECKED: Checker

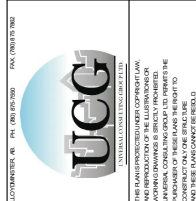
DWG No: A001

A001

CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS ON THE JOB AND THE OFFICE SHALL BE INFORMED OF ANY DISCREPANCIES AND VARIATIONS BEFORE SCALE IS FURNISHED.



1 Main Floor Plan
A201 1/4" = 1'-0"



ENGINEER
 Revision Schedule

Revision Date	Revision Number	Revision Description

PROJECT
Marwayne Fire Hall Addition
 DRAWING
Main Floor Plan

CLIENT
Tar-Row Construction
 SCALE: 1/4" = 1'-0"
 DATE: Issue Date
 FILE: CREN2016-1206
 DRAWN: EER
 CHECKED: KWJ
 DWG No:

A101

CONTINUED ON NEXT SHEET. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED. SEE EXISTING DRAWINGS FOR DETAILS.

1 North-East Elevation
1/4" = 1'-0"

2 South-East Elevation
1/4" = 1'-0"

3 South-West Elevation
1/4" = 1'-0"

UCC
UNIVERSITY COMMUNITY COLLEGE
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Revision Schedule		
Revision Date	Revision Number	Revision Description

PROJECT
Marwayne Fire Hall Addition

DRAWING
Elevations

CLIENT
Tar-Row Construction

SCALE: 1/4" = 1'-0"

DATE: Issue Date

FILE: CREN2018-1206

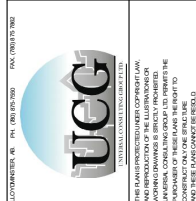
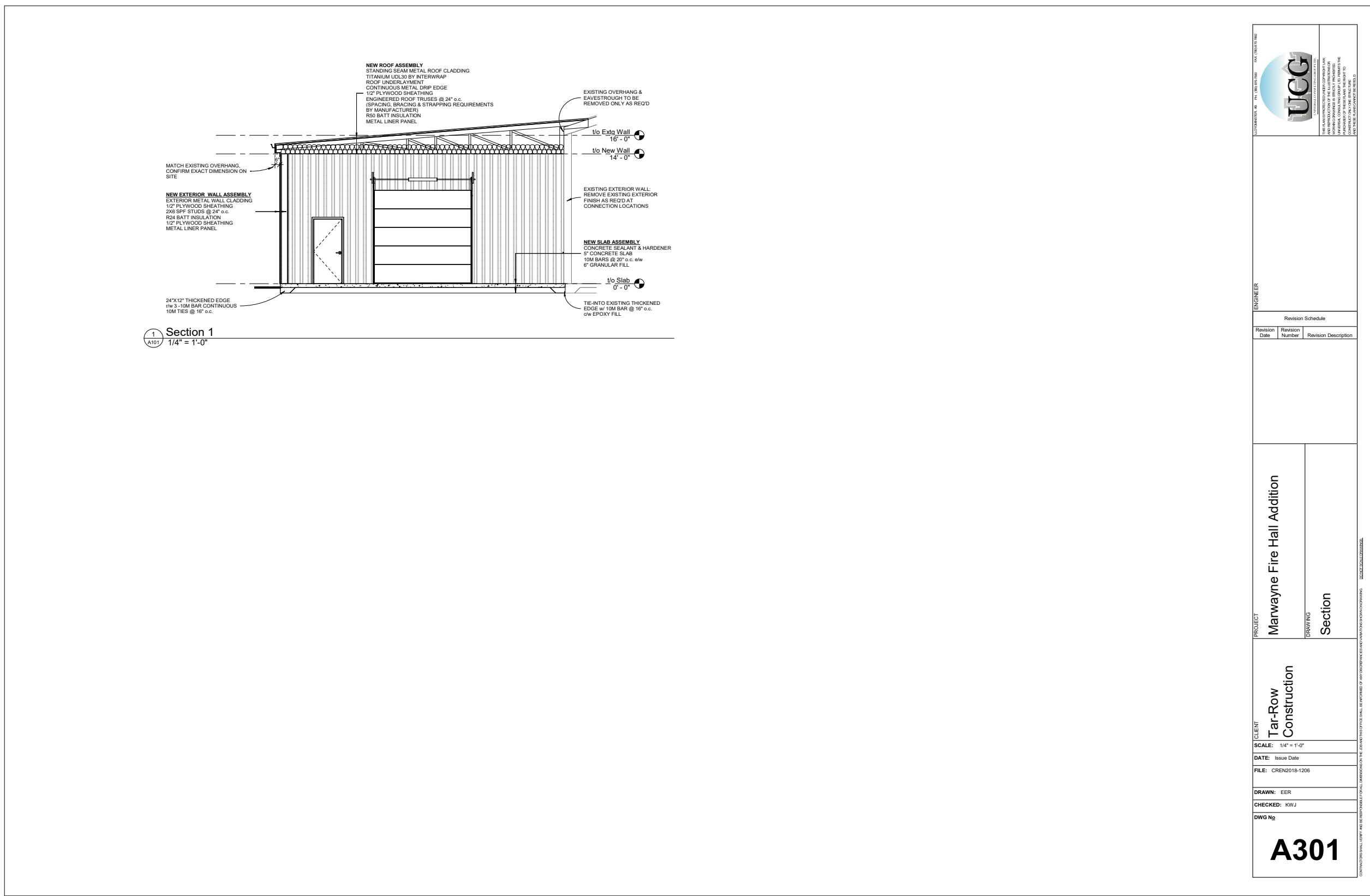
DRAWN: EER

CHECKED: KWJ

DWG No:

A201

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 WORKSCHEDULES ARE STRICTLY ENFORCED
 THE NUMBER OF HOURS ARE 40 PER WEEK
 THE WORKING HOURS ARE 8:00 AM TO 5:00 PM
 THE WORKING DAYS ARE MONDAY THROUGH FRIDAY

Revision Schedule		
Revision Date	Revision Number	Revision Description

CLIENT
 Tar-Row Construction

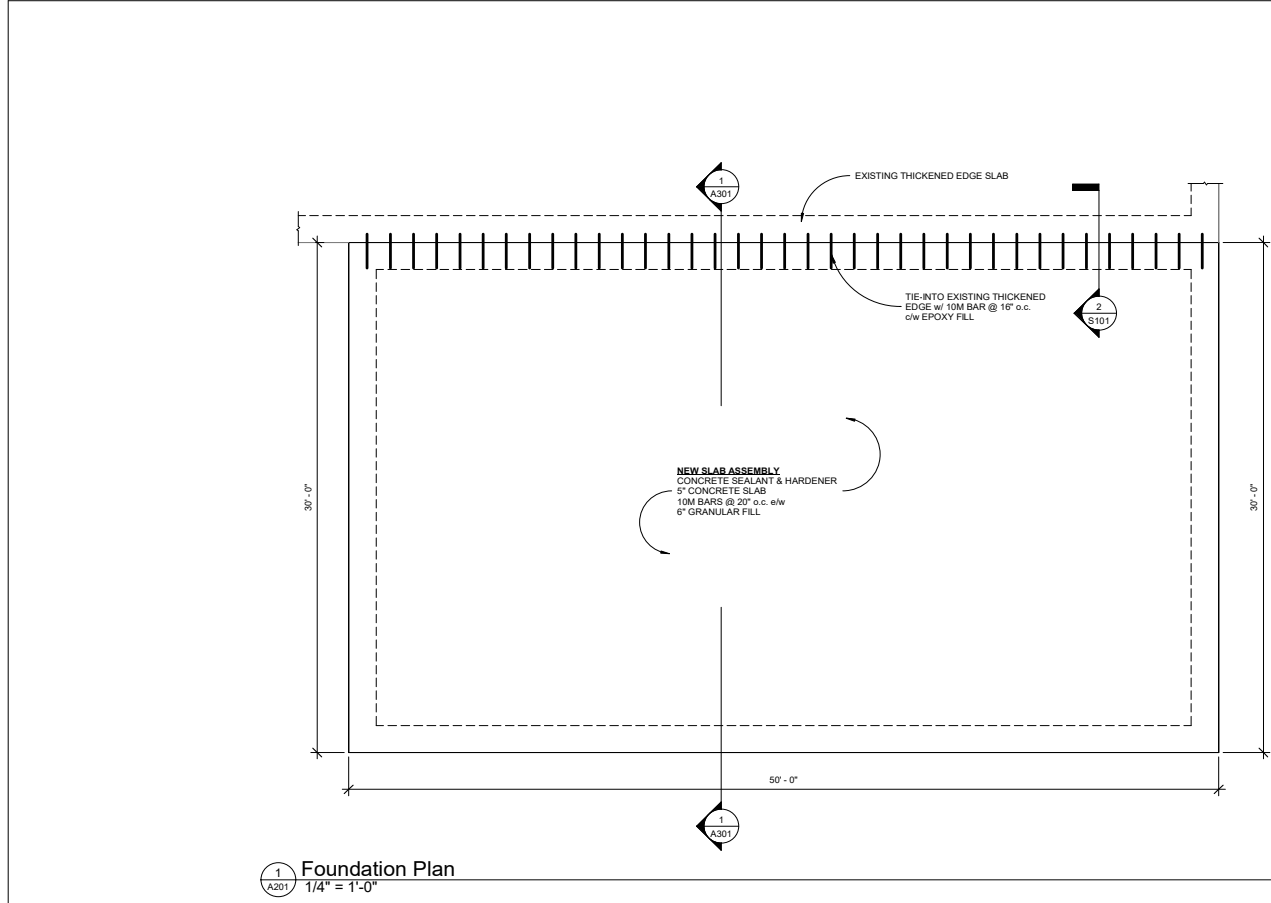
PROJECT
 Marwayne Fire Hall Addition

DRAWING
 Section

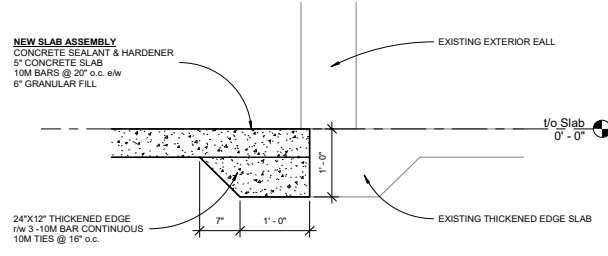
SCALE: 1/4" = 1'-0"
DATE: Issue Date
FILE: CREN2018-1206
DRAWN: EER
CHECKED: KWJ
DWG No:

A301


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1
A201
Foundation Plan
1/4" = 1'-0"



2
A101
Section 2
1" = 1'-0"

		ENGINEER Revision Schedule	
PROJECT Marwayne Fire Hall Addition		REVISION Foundation Plan	
CLIENT Tar-Row Construction		SCALE: As indicated	
DATE: Issue Date		FILE: CREN2018-1206	
DRAWN: EER		CHECKED: KWJ	
DWG No <h1>S101</h1>		CONTINUED SHEETS LISTED AT THE BOTTOM OF THIS SHEET. THIS SHEET IS TO BE USED IN CONJUNCTION WITH THE DRAWING IT IS PART OF. THE USER OF THIS SHEET IS RESPONSIBLE FOR VERIFYING THE INFORMATION CONTAINED HEREIN.	

<p>Policy No. HR 06 Issue No. 2 Adopted motion : 2006-11-06 Amended: 2018/8/13 To be reviewed: 2022</p>	<p style="text-align: center;">Village of Marwayne Employee Training and Development Policy</p>
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Policy: The Village of Marwayne will promote a climate within the organization, which recognizes the importance of staff training and professional development.

1. Objectives: The objectives of this policy are to, through the Performance Review process:

- (a) ensure the continued growth in skills and abilities of municipal employees so as to ensure that the employees are capable of initiating and utilizing the most appropriate modern practices and techniques in the conduct of municipal business
- (b) provide a consistent and equitable method of meeting the training, development and professional needs of employees in accordance with municipal requirements

2. Responsibility:

2.1 The CAO will:

- (a) ensure that proper records are established and kept up to date with respect to participation in training/education activities;
- (b) monitor the effectiveness of training, education, and professional development programs;
- (c) ensure that employees who participate in training or educational-related programs which will benefit the municipal organization are provided with appropriate recognition.
- (d) budget recommendation to Council to ensure, if possible, that sufficient funds are included in the budget so as to ensure that municipal employees within their respective departments can take advantage of various training opportunities which will benefit the municipal organization;
- (e) ensure that programs provide employees with the necessary skills to meet current and future job demands;

2.2 Employees will: be responsible for initiating participation in training and development programs. The Village will make every effort to assist employees in obtaining appropriate training and professional development.

All employees will:

- (a) make productive use of the staff training and development opportunities available;
- (b) take personal responsibility and initiative for their professional development;
- (c) complete an evaluation report on any training/development activity and forward it to the CAO, or in the case of the CAO to Council.

3.0 Procedures

For all training and development activities, applicants will be selected on the basis of identified municipal and individual needs, assuming candidates meet program standards and requirements.

The skills and knowledge that will be needed for the future success of the Village will become apparent as each year's strategic plan is drafted. Where individual skills, knowledge or development of competencies are needed to achieve our strategic objectives, these should form part of the Performance Review process.

- 3.1 Municipal employees may either:
- (a) be requested to participate in training courses, or
 - (b) request to participate in training courses with or without the assistance of the municipality.

3.2 Application

All employees who are applying for, or are requested to participate in, training and development courses where funding by the Municipality or where time off from the workplace is required, will complete the Application for Training (Appendix A). Detailed descriptions of course context and requirements should be attached to the application. If an individual needs to learn in order to achieve a strategic objective or policy, this needs to be identified so it can be demonstrated what contribution learning makes towards overall organizational success.

3.3 Criteria for Approval

Approval for participation (where financial assistance or time off is being requested of the municipality) must be obtained prior to enrolment in the program. Approval and authorization for assistance will be granted in accordance with the following criteria:

Guidelines for funding:

- Application for tuition funding must be submitted prior to commencement of the course.
- Funding levels are noted under Categories of Training (section 3.4).
- An employee who fails to complete and attain a passing grade in a course that has been previously funded by the municipality will be granted 12 months to complete the course at their own expense. If the employee fails to successfully complete the course at that time, he/she will be required to refund the total cost of tuition via payroll deduction.
- Funding is subject to budget.

3.4 Categories of Training:

- 3.4.1. Government required Continuing Education Units (CEU's), Correspondence Courses, Certificate Programs and other courses that are required by the municipality:

The municipality will pay 100% of the books and tuition. Local institutions will be used, where possible.

3.4.2 Workshops, Training Courses, Seminars and Conference;
The municipality will pay up to 100% of enrolment expenses.

3.5 Approval:

CAO will approve training and development. Except in the case of the CAO, Council will approve.

3.6 Travel Expenses for Approved Training and Development Programs:

3.6.1 For out of town courses, workshops, seminars and conferences, approved under 3.4.1 and 3.4.2 travel expenses will be reimbursed at 100% in accordance with the Travel Policy.

3.6.2 For out of town courses, workshops, seminars and conferences, approved under 3.4.3 travel expenses may be reimbursed up to 100% in accordance with the Travel Policy.

3.7 Time off Work:

3.7.1 For workshops, training course, seminars and conferences under 3.4.1 and 3.4.2 that require attendance during the regular scheduled shift, the employee shall be paid his/her regular rate of pay for the hours spent on training to a maximum of his/her regular daily hours of work.

3.7.2 For correspondence courses etc the employee will not be paid his/her regular rate of pay. Study is to be on their time.

3.7.3 An employee who is required to attend a workshop, training course, seminar or conference which necessitates travel outside of the Village of Marwayne shall be paid at his/her regular rate of pay for the actual hours spent in travel provided such travel time is outside of his/her regular daily or weekly hours of work.

3.7.4 Time off to attend a training course, seminar or conference shall be reported on an employee's time sheet and paid as approved by the CAO.

3.8 Evaluation Reports – Courses, Seminars, Conferences

Employees who receive any financial assistance from the municipality for attendance at courses, workshops, seminars and conferences are required to complete an evaluation form report on the course, workshops, seminar, or conference attended. These reports are to be submitted to the CAO, and in the case of the CAO submitted to Council, for comment and review. Dependent upon program content, employees may be required to make a presentation to fellow employees. Following review, all reports will be placed in human resource files for future reference.

4.0 Report to Council

The CAO will submit a training evaluation to Council annually.

Appendix A

**Village of Marwayne
Application for Training and Development**

NAME:	POSITION:
DEPARTMENT:	DATE OF HIRE:
Name of Training Program:	
Location/Institution:	
Description of Training Program: (attach course program/description where applicable)	
Dates:	From: To:
Cost of Program: State why this course/program will be beneficial to both yourself and the Municipality:	
Learning Objective(s) is:	
Date:	Employee Signature:
Request approved: Denied:	_____
Reason:	If the Municipality provides, or has provided, me with financial assistance against tuition, or other costs of training, I understand that my eligibility for such assistance is predicated upon my successful completion and attainment of a passing grade in the above program/training course. Failure to meet these requirements will render me ineligible for such assistance and any advanced amount will be reimbursed to the Municipality by me through regular weekly deductions from my pay.
CAO and/or Council:	Date:



POLICY – HR 06 PROFESSIONAL DEVELOPMENT

APPROVAL DATE:	2006-11-06	CROSS-REFERENCE:	
RESPONSIBILITY:	Administration		
APPROVER:	Council	APPENDICES:	
REVISION DATE (s):	2018-8-13	REVIEW DATE:	2026

POLICY STATEMENT

To ensure that the Employees of the Village of Marwayne are provided with the necessary education, skills and training to carry out the day-to-day responsibilities of their position.

BACKGROUND

Employees who endeavour to undergo and successfully complete professional development opportunities may be eligible for career advancement opportunities and/or wage increases, as the case may be. All certifications, conferences, online or in-person courses contribute to an Employees professional development and are for the overall benefit of the organization.

Through the conduct of annual performance evaluations, the Chief Administrative Officer may approve and/or suggest potential professional development opportunities so as to promote skill development amongst the Village of Marwayne’s employees.



OBJECTIVE

To promote a culture within the organization which recognizes the importance of professional growth and skill development.

DEFINITIONS

CAO is the Chief Administrative Officer for the Village of Marwayne in the Province of Alberta.

Council is the elected officials for the Village of Marwayne in the Province of Alberta.

Employee is a full-time permanent Employee of the Village of Marwayne in the Province of Alberta.

Employer is the Village of Marwayne in the Province of Alberta.

Professional Development is any training, program, conference, seminar, course or activity which serves to provide an Employee with the skills and abilities required to adequately perform the duties of their current or future position.

Village is the Village of Marwayne in the Province of Alberta.

GUIDING PRINCIPLES

This policy applies to all Village of Marwayne Employees and is subject to the terms set forth below:

- The CAO shall, through the conduct of annual performance evaluations:
 - Ensure that Employee files are up to date as it pertains to their professional development;
 - Monitor the benefit and effectiveness of any professional development taken;
 - Recognize the achievements of Employees who took advantage of professional development opportunities; and
 - Provide recommendations as to the professional development opportunities available to Employees as a means of ensuring they are able to meet both the current and future demands of their position.
- Employees shall, during their annual performance evaluation:



- Advise the CAO of professional development opportunities that are of interest to them during the upcoming fiscal year; and
 - Complete the request for professional development form attached hereto as Schedule A.
- If an Employee's request for professional development is approved by the CAO, the Employee must:
 - Make productive use of the professional development opportunity awarded to them;
 - Take personal responsibility and initiative for their professional development; and
 - Complete a written report on the professional development upon completion and provide the report to the CAO within two (2) weeks. Reports must be completed regardless of whether the Employee completed the professional development successfully or unsuccessfully.
- Professional development shall be requested by the Employee or recommended by the CAO, as the case may be, in order to meet the strategic goals and objectives of the Village. All professional development is subject to funding as per the annual budget approved and set by Council.
- The CAO must approve all requests for professional development prior to enrollment in cases where time off from work or financial assistance is required.
- Employee's who fail to successfully complete their professional development opportunity are granted twelve (12) months to attempt the professional development opportunity for a second time at their own expense.
- Employee's who are not successful in their professional development, and who choose not to re-attempt within the twelve (12) month period following their initial attempt, must reimburse the Village of Marwayne for the full cost of the professional development.
- The Village shall remit payment or reimburse Employees, as the case may be, as follows:
 - 100% for tuition and textbooks;
 - 100% for enrollment;
 - Subsistence and travel in accordance with Policy HR 07;



- Regular rate of pay for professional development completed during regular working hours; and
- Regular rate of pay for travel outside of normal working hours.
- Employees taking courses through an accredited institution are not eligible to be paid their regular rate of pay. All correspondence courses must be completed on the Employee's personal time.
- Employee's must report all professional development on their timesheet for approval by the CAO.
- The CAO must report to Council annually on all professional development taken by Employees of the Village.
- The CAO's professional development is as per their employment agreement.

ROLES & RESPONSIBILITIES

ROLE/TASK	TITLE (s) OF PERSON RESPONSIBLE
HANDLING INQUIRIES & COMMUNICATING POLICY	Chief Administrative Officer
MONITORING REVIEWS AND REVISIONS	Administrative Assistant



SCHEDULE A

Employee Name	
Position & Department	
Date of Request	

Program/Course Name	
Institution/Offered By	
Date(s) of Program/Course	
Description of Program/Course	
Objective of Program/Course	

I hereby acknowledge that the financial contribution towards my professional development is contingent on the successful completion of the program and/or course I have requested. I understand that my eligibility for financial assistance is predicated upon the achievement of the professional development program and/or course I have applied for. I understand that failure to successfully complete the program and/or course will render me ineligible for financial assistance should I not endeavour to re-attempt the program and/or course at my own expense within twelve (12) months. I agree to fully reimburse the municipality for all advanced payments should I fail to successfully re-attempt the program and/or course within twelve (12) months through monthly deductions of my wage.

Employee Signature: _____

Received On: _____

Reviewed By: _____

Approved/Denied & Reason: _____



CHIEF ADMINISTRATIVE OFFICER REPORT

MEETING DATE: FEBRUARY 8TH, 2021

SAFE & CARING COMMUNITY

- **Meeting with Agricultural Society**
 - Administration met with Yolanda and Joanne from the Marwayne Agricultural Society to discuss our long-standing agreements for the multiplex, curling rink and arena. Administration subsequently completed a re-draft of the agreements and the final proofs were sent back to the Ag Society for review.
 - The agreements encompassed most of the same terms and conditions apart from a few changes related to snow removal as previously discussed and a reduction in our annual lease fee from \$7000 to \$6000 to account for grounds maintenance, photocopier use, stationary items, etc. The option to invoice was also presented as opposed to a flat rate reduction however the flat rate fee seemed to be agreeable.
 - Todd Hames has requested to provide input on the draft agreements at the next Ag society meeting scheduled for Tuesday February 9th and therefore they will be brought back to Council for consideration and/or approval at the end of February following any other requests for amendments.

- **Alberta Community Partnership Grant**
 - Submitted the grant application for 2021 and upon review from Municipal Affairs, was advised that preference is being given to health and safety initiatives amidst the pandemic and ICF and IDP development given the impending 2021 deadline. As such, Municipal Affairs recommended that the Village revise our application for the full \$200 000, as opposed to the \$110 000 original project budget and expand our scope to encompass the development of a storm water management plan and any further studies that may be required following the initial review of the project by the consultants. Funding can be re-applied for in 2021 with decisions to be made by year end, or in early 2022.
 - If successful in obtaining grant funding for this project, the Village will have a great idea as to what our next steps involve to develop the lands and the costs associated with commercial/industrial development.

PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE

- **AUMA Virtual Conference on Policing**
 - Administration attended the first part of the AUMA conference on policing. It proved to be very informative with part two scheduled for the middle of February. The AUMA took our questions, polls and provided guest speaker presentations to answer many of the pre-conference questions submitted related to municipal policing priorities. Overall, it was a great session.

PLANNING FOR GROWTH & CHANGE

- **Fire Hall Addition**
 - Administration requested an update quote for the fire hall addition project. Costs should be received by next week from Tar Rowe Construction and will be brought forward to Council for consideration and/or approval.

ADDRESSING SERVICE NEEDS

- **ATCO pole relocation**
 - ATCO has relocated the pole successfully for the walking trail project to move forward.
 - Requests for proposals are due this month and will be brought forward to Council for review and consideration.

VILLAGE OF MARWAYNE

Cheque Register-Summary-Bank



AP5090

Page : 1

Date : Feb 05, 2021

Time : 11:50 am

Supplier : 10 To XYLCA
Cheque Dt. : 05-Feb-2021 To 05-Feb-2021
Bank : 01 - ATB To 99 - Penny Clearing

Seq : Cheque No. **Status :** All
Medium : M=Manual C=Computer E=EFT-PA

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
3571	05-Feb-2021	10016	Workers Compensation Board	Issued	15	C	5,820.94
3572	05-Feb-2021	10032	Receiver General For Canada	Issued	16	C	6,872.77
3573	05-Feb-2021	AISL	AMSC Insurance Services Ltd	Issued	16	C	1,549.38
3574	05-Feb-2021	10012	Parkland Industries- Race Trac Gas	Issued	17	C	804.15
3575	05-Feb-2021	10113	TELUS	Issued	17	C	345.60
3576	05-Feb-2021	ACE	ACE	Issued	17	C	13,027.40
3577	05-Feb-2021	KENNS	Kennedy, Shannon	Issued	17	C	90.00
3578	05-Feb-2021	MARKE	The Marketer	Issued	17	C	420.00
3579	05-Feb-2021	SHAHAR	Harrower, Shannon	Issued	17	C	191.85
3580	05-Feb-2021	TM	TELUS	Issued	17	C	82.97
3581	05-Feb-2021	WAGL	Wainwright Assessment Group Ltd	Issued	17	C	695.10

Total Computer Paid :	29,900.16	Total EFT PAP :	0.00	Total Paid :	29,900.16
Total Manually Paid :	0.00	Total EFT File :	0.00		

11 Total No. Of Cheque(s) ...

VILLAGE OF MARWAYNE
Billing Register Report Detailed



UB4110 Page : 28
 Date : Feb 01, 2021 Time : 10:49 am

Report Options

Customer Selection : All

Calculation Type : All

Batch Number

From : [2021020101]
 To : [2021020101]

Include Billing Transaction From Transaction Maintenance : No
 Srv. End Date On/Before : 01-Feb-2021 Final Bills Only : No

Cat	Srv	Service Description	Count	Total Discount	Total Units	Total Amt	Total Cons.	Avg. Cons.
01	ONOFF	Water On/Off	1		1.00	35.00		
01	WBULK	Bulk Water	5		5.00	314.03	18.10	3.62
01	WCOM	Commercial Water	23		23.00	1,931.40	216.00	9.39
01	WIND	Industrial Water	1		1.00	65.00		
01	WINS	Institutional Water	3		3.00	709.60	124.00	41.33
01	WLF	Water Line Fee	269		269.00			
01	WMUN	Municipal Properties	2		2.00		3.00	1.50
01	WPUB	Public Building Water	8		8.00	373.95	13.00	1.63
01	WRES	Residential Water	235		235.00	18,218.75	2,125.00	9.04
02	SCOM	Commercial Sewer	23		23.00	460.00		
02	SINS	Institutional Sewer	3		3.00	225.00		
02	SPUB	Public Building Sewer	8		8.00	160.00		
02	SRES	Residential Sewer	235		235.00	4,700.00		
03	GINS	Institutional Garbage	3		3.00	33.00		
03	GRES	Residential Garbage	235		235.00	6,227.50		
Book 000 Totals :			1054		1,054.00	33,453.23	2,499.10	
Totals			1054		1,054.00	33,453.23	2,499.10	

VERMILION RIVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

2021 OPERATING BUDGET				2021	2020	2019
ADMINISTRATION EXPENDITURES						
Directors	Expenses					
(per diems for	(Chge back to	Verm	3,000			
meetings)	Municipalities)	Dewberry	0			
		Cty	7,750			
		PV	3,000			
		Kits	2,750			
		Mar	2,500			
	Dir Expenses	Sub-total		19,000	21,750	21,750
	Fees			3,500	3,000	3,000
C.A.O.	Wages			37,625	37,625	37,065
	Expenses			10,000	10,000	10,000
	Benefits			10,000	10,000	8,983
	WCB			3,000	3,500	3,500
	Telephone			5,000	5,000	5,000
	Postage			700	850	850
	Supplies			5,000	5,000	5,000
	Advertising			3,000	3,000	3,000
	Audit			11,000	11,000	11,000
	Insurance			20,000	20,000	20,000
	Legal			0	0	0
	Misc			3,000	3,000	3,000
	Mmbrshps			0	0	0
	Shared Sub-Total			111,825	111,975	110,398
TOTAL ADMIN EXPENSES		(incl. Dir Exp above)		130,825	133,725	132,148
REVENUES						
	Fr. Surplus			0	0	0
	Fr. Req.			130,825	133,725	132,148
TOTAL ADMIN REVENUES						
		POPULATION (2018 Figures)				
Req.	County	8,267	58.3%	72,954	71,946	71,037
	Vermilion	4,150	29.3%	35,732	35,851	35,396
	Kitscoty	976	6.9%	10,448	10,108	10,001
	Marwayne	606	4.3%	7,280	7,224	7,158
	Dewberry	0	0.0%	0	4,200	4,180
	P.V.	179	1.3%	4,412	4,395	4,376
TOTAL REQUISITIONS		14,178	100.0%	130,825	133,725	132,148
DISTRIBUTION BY POPULATION						
	County	8,453	58.8%	72,954	71,946	71,037

AGENDA ITEM #10.3

	Vermilion		4,150	28.9%	35,732	35,851	35,396
	Kitscoty		976	6.8%	10,448	10,108	10,001
	Marwayne		606	4.2%	7,280	7,224	7,158
	Dewberry		0	0.0%	0	4,200	4,180
	P.V.		179	1.2%	4,412	4,395	4,376
TOTAL			14,364	100.0%	130,825	133,725	132,148
TRANSFER SITE EXPENDITURES							
PVTS							
	Supervision				10,486	10,486	10,331
	Expenses	Utilities			700	700	700
		Phone			360	360	360
		Gravel			300	500	250
		Site			5,500	5,500	4,500
		Haul			2,000	2,000	2,000
		Misc.			315	315	315
		Freon			1,000	1,000	1,000
		Haz Waste			2,000	2,000	1,000
		Transfers			12,000	12,000	12,000
		Op Reserve			2,000	2,000	2,000
	Total Exp				26,175	26,375	24,125
Sub-Total PVTS					36,661	36,801	34,456
					-0.4%	6.8%	-2.5%
KTS							
	Wages/Ben				21,945	21,945	20,980
	Expenses	Utilities			900	900	900
		Phone			360	360	360
		Gravel			5,500	5,500	5,500
		Site			8,000	8,000	7,000
		Haul			6,000	6,000	8,000
		Misc			1,500	1,500	1,500
		Freon			4,000	4,000	5,000
		Haz Waste			4,000	4,000	1,000
		Transfers			30,000	30,000	31,000
		Op Reserve			3,000	3,000	3,000
	Total Exp.				63,260	63,260	63,260
Sub-Total KTS					85,205	85,205	84,240
					0.0%	1.1%	-4.0%
MTS							
	Wages/Ben				11,475	11,475	11,305
	Expenses	Utilities			750	750	750
		Phone			360	360	360
		Gravel			2,000	2,000	2,000
		Site			5,500	5,500	4,500
		Haul			3,000	3,000	3,000
		Misc.			1,000	1,000	1,000
		Freon			3,000	3,000	3,000
		Haz Waste			2,500	2,000	2,000
		Transfers			14,000	14,000	15,000

AGENDA ITEM #10.3

		Op Reserve		2,000	2,000	2,000
	Total Exp.			34,110	33,610	33,610
Sub-Total MTS				45,585	45,085	44,915
				1.1%	0.4%	-11.7%
DTS	Supervision			10,660	10,660	10,502
	Expenses	Utilities		700	700	700
		Phone		360	360	360
		Gravel		2,000	2,000	2,000
		Site		5,500	5,500	5,500
		Haul		3,000	2,000	2,000
		Misc.		1,000	1,000	1,000
		Freon		2,500	2,500	2,500
		Haz Waste		2,000	2,000	2,000
		Transfers		14,000	13,000	13,000
		Op Reserve		2,000	2,000	2,000
	Total Exp.			33,060	32,060	31,060
Sub-Total DTS				43,720	42,720	41,562
				2.3%	2.8%	-3.5%
TLTS	Wages/Ben			6,178	6,178	6,087
	Expenses	Utilities		450	450	450
		Phone		360	360	360
		Gravel		1,000	2,000	2,000
		Site		5,500	7,000	6,000
		Haul		1,000	1,000	1,000
		Misc.		500	500	500
		Freon		800	800	800
		Transfers		4,000	4,000	3,500
		Op Reserve		500	500	500
	Total Exp.			14,110	16,610	15,110
Sub-Total TLTS				20,288	22,788	21,197
				-11.0%	7.5%	1.4%
PrTS	Wages/Ben			9,700	6,425	6,087
	Expenses	Utilities		500	500	600
		Phone		360	360	360
		Gravel		1,000	1,000	1,000
		Site		6,500	5,500	4,500
		Haul		2,500	2,500	2,500
		Misc.		400	400	400
		Freon		1,000	1,000	800
		Transfers		8,000	8,000	6,000
		Op Reserve		500	500	500
	Total Exp.			20,760	19,760	16,660
Sub-Total PrTS				30,460	26,185	22,747
				16.3%	15.1%	4.6%
ECTS	Wages			6,178	6,178	6,087
	Espenses	Utilities		500	500	500
		Phone		360	360	360

AGENDA ITEM #10.3

		Misc		300	500	500
		Transfers		1,300	1,500	1,500
	Total Exp			8,638	9,038	8,947
Sub-Total ECTS				-4.4%	1.0%	-2.3%
VTS	Contract			236,540	230,900	225,142
	Expenses	Gas		3,000	2,000	2,000
		Elec.		3,000	5,000	5,000
		Phone		4,500	5,500	5,500
		Water & Sewer		2,000	2,000	2,000
		Main. (Bldgs & Site)		12,000	12,000	12,000
		Gravel & Grading		3,500	3,500	3,500
		Misc.		2,000	2,000	2,000
		Supp		1,500	1,500	1,500
		Freon		12,000	12,000	11,000
		Haz Waste/Paint		4,000	4,000	4,000
		Oil		1,000	1,000	1,000
		Operational Reserve		5,000	5,000	5,000
	Total Exp.			53,500	55,500	54,500
Sub-Total VTS				290,040	286,400	279,642
				1.3%	2.4%	1.0%
TOTAL TR STN. EXP.						
				560,597	554,222	545,915
Total Satellite Site Exp				1.2%	1.6%	-0.7%
				270,557	267,822	268,965
VTS BY TONNAGE ESTIMATE						
	Vermilion			2,400 mT	2,400 mT	2,500 mT
	Contractors			500 mT	500 mT	500 mT
	County			3,700 mT	3,700 mT	3,700 mT
			County	53.9%	48.3%	49.0%
		(6,600 mT)	Kitscoty	3.5%	3.5%	3.5%
			Marwayne	2.5%	2.5%	2.5%
			Dewberry	0.0%	1.0%	1.0%
			P.V.	0.8%	0.8%	0.8%
	Other Tsfir Stn.	By Agree.	Cty/PV	75/25	75/25	75/25
			Cty/Kits	75/25	75/25	75/25
			Cty/Mar	66.6/33.4	66.6/33.4	66.6/33.4
			Cty/Dew	0	66.6/33.4	66.6/33.4
Requisition	2021 BUDGET			2019 BUDGET		
County	VTS	SAT TRSF SITES	TOTAL	VTS	Other	TOTAL
Town	141,540	224,865	366,405	138,331	207,994	346,325
Contractors	105,575	0	105,575	104,250	0	104,250
Kitscoty	23,203	0	23,203	22,053	0	22,053
Marwayne	10,151	21,301	31,453	10,024	21,301	31,325
Dewberry	7,251	15,225	22,476	7,160	15,058	22,218
P.V.	0	0	0	2,864	14,268	17,132
TOTALS	2,320	9,165	11,486	2,291	9,200	11,491

AGENDA ITEM #10.3

	290,040	270,557	560,597	286,973	267,822	554,795
Residential Pick-up						
	Blackfoot			15,000	15,000	15,000
	Clandonald			6,000	6,000	6,000
	Islay			8,500	8,500	8,500
	Kitscoty			30,000	31,000	31,000
	Marwyane			21,000	21,000	21,000
Total Residential	Dewberry			10,000	10,000	10,000
				90,500	91,500	91,500
Requisitions				-1%	0.0%	-4.0%
	(Distribution by user municipality)					
	County			39,500	29,500	29,500
	Kitscoty			30,000	31,000	31,000
	Marwayne			21,000	21,000	21,000
Total Requisitions	Dewberry			0	10,000	10,000
				90,500	91,500	91,500
Recycling						
	(Distributed by bin location agreed sharing - P.V. 75/25; K,M,D 66/33.4, Hamlets Cty 100%)					
	(includes cardboard and other recycling)					
	Transfers			23,000	24,500	22,500
Total	Advertising			0	0	0
				23,000	24,500	22,500
Requisition						
		Village	Cty/PV			
	County		100%	17,500	16,000	14,000
	Kitscoty	25.0%	75%	3,000	3,000	3,000
	Marwayne	33.3%	67%	2,000	2,500	3,500
	Dewberry	0.0%	0%	0	2,500	1,500
Total Requisitions	P.V.	25.0%	75%	500	500	500
					8.2%	-3.2%
Landfilling/Transportation						
	(Distributed by Tonnage Estimate)					
	Town of Verm			2,400 mT	2,400 mT	2,500 mT
	Contractors			500 mT	500 mT	500 mT
	County & Vill.			3,700 mT	3,700 mT	3,700 mT
Transportation	(County and Village shared by population)			6,600 m	6,600 mT	6,700 mT
				225,680	227,636	232,820
Landfilling						
Grand Total				177,320	179,584	172,790
TTL Cty & Tstr Sites				403,000	407,220	405,610
			CTY & TFR S	224,068	227,636	223,897
Requisition						
	County *	55.6%	84.2%	188,665	186,206	183,148
	Vermilion	36.4%		146,692	148,228	151,293

AGENDA ITEM #10.3

	Contractors	8.0%		32,240	31,356	30,421
	Kitscoty *		8.1%	18,150	18,439	18,136
	Marwayne *		5.8%	12,996	13,203	12,986
	Dewberry *		0.0%	0	5,462	5,374
Total Requisitions	P.V. *		1.9%	4,257	4,325	4,254
	* Cty & Tsr Sites	100.0%	100.0%	403,000	407,220	405,610
Capital Buildings Reserve						
Expenditure						
Total						
				65,000	65,000	65,000
<i>Depreciation (based on population)</i>				0.0%	0.0%	0.0%
<i>(See Attached Depreciation Sheet</i>						
<i>Bldgs \$1,000,000 over 40 yrs (by Population)</i>						
Requisition						
	County	58.9%		38,285	37,440	36,075
	Vermilion	28.9%		18,785	18,785	20,085
	Kitscoty	6.8%		4,420	4,420	4,420
	Marwayne	4.2%		2,730	2,730	2,600
	Dewberry			0	845	975
Total Requisitions	P.V	1.2%		780	780	845
		100.0%		65,000	65,000	65,000
GRAND TOTAL EXPENDITURES						
				1,272,922	1,276,167	1,254,464
				-0.1%	1.7%	-2.3%
REVENUE						
County of Vermilion River	(Requisitions for Administration, Services and Reserve)					
	Administration			72,954	71,946	71,038
	Transfer Stations			366,405	346,325	332,057
	Residential Waste			39,500	29,500	29,500
	Recycling			17,500	16,000	14,000
	Ldfil/Trans			188,665	186,206	183,148
Sub Total	Capital Reserve			38,285	37,440	37,440
				723,309	687,417	667,183
Town of Vermilion				5.2%	3.0%	3.7%
	Administration			35,732	35,851	35,396
	Transfer Station			105,575	104,250	104,306
	Ldfil/Tran			146,692	148,228	151,293
Sub Total	Capital Reserve			18,785	18,785	18,785
				306,784	307,114	309,780
Contractors				-0.1%	-0.9%	-11.5%
	Admin			0	0	0
	Transfer Station			23,203	22,053	20,973
Sub Total	Ldfil/Trans			32,240	30,783	30,421
				55,443	52,836	51,394


AGENDA ITEM #10.3

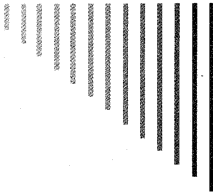
Village of Kitscoty				4.9%	2.8%	16.9%
	Administration			10,448	10,108	10,001
	Transfer Stations			31,453	31,325	30,847
	Residential Waste			30,000	31,000	31,000
	Recycling			3,000	3,000	3,000
	Ldfill/Trans			18,150	18,439	18,136
Sub Total	Capital Reserve			4,420	4,420	4,420
				97,470	98,292	97,404
Village of Marwayne				-0.8%	0.9%	-0.4%
	Administration			7,280	7,224	7,158
	Transfer Stations			22,476	22,218	21,992
	Residential Waste			21,000	21,000	21,000
	Recycling			2,000	2,500	3,500
	Ldfill/Trans			12,996	13,203	12,986
Sub Total	Capital Reserve			2,730	2,730	2,730
				68,482	68,875	69,366
Village of Dewberry						
	Administration			0	4,200	4,180
	Transfer Stations			0	17,133	16,677
	Residential Waste			0	10,000	10,000
	Recycling			0	2,500	1,500
	Ldfill/Trans			0	5,463	5,374
Sub Total	Capital Reserve			0	845	845
				0	40,141	38,576
Village of Paradise Valley						
	Administration			4,412	4,395	4,375
	Transfer Station			11,486	11,492	10,852
	Recycling			500	500	500
	Ldfill/Trans			4,257	4,325	4,254
Sub Total	Capital Reserve			780	780	780
				21,435	21,492	20,761
				-0.3%	3.5%	0.0%
GRAND TOTAL REVENUES						
				1,272,922	1,276,167	1,254,464
				-0.1%	1.7%	-2.3%

APPROVED: BY 100% MAJORITY AT JAN 26/21 MEETING

DATE: JAN 26, 2021


 CHAIR
 (for L. Wolgien, Board Chair)


 CHIEF ADMINISTRATIVE OFFICER



Vermilion River Regional Waste Management Services Commission

P.O. Box 3125
Vermilion, AB
T9X 2B1

Phone: (780) 853-5561
Fax: (780) 853-4532
Email: vrrwmsc@telus.net

January 21, 2021

VILLAGE OF MARWAYNE

This agreement for payment of yearly fees is to begin on this First day of January 2021 and will end on December 31, 2021, and is between the Vermilion River Regional Waste Management Services Commission (herein after referred to as the Commission) and the Village of Marwayne. The Commission and the Village of Marwayne agree to the provisions of this Contract as they apply to the Village of Marwayne's fees payable to the Commission for the Commission's operating expenses for the year of 2021 as per the 2021 Operating Budget.

The Village of Marwayne will submit to the Commission a total of **\$68,482** over the course of 2021 in twelve equal payments (**\$5,707**) which are due monthly. These fees will comprise in total the Village of Marwayne's responsibilities to the Commission according to the 2021 Operating Budget and are only the Village of Marwayne's share of the Commission's annual operating costs as designated by the 2021 Operating Budget. These fees do not include additional or incidental costs that may occur during the year which are outside of the annual Operating Budget. The monies submitted as outlined by this contract will go directly towards the Village of Marwayne's obligations for the 2021 fiscal year. At the end of the year, actual costs are calculated and reconciled to payments received and expenses incurred.

S.A. Schwartz
S.A. Schwartz
Chief Administrative Officer
Vermilion River Regional Waste Management Services Commission
P.O. Box 3125; Vermilion, AB T9X 2B1

Jan 27 (2021)
Date

Village of Marwayne Representative
P.O. Box 113; Marwayne, AB T0B 2X0

Date



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310.AUMA | auma.ca



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January 29, 2021

Honourable Kaycee Madu
Minister of Justice and Solicitor General
424 Legislature Building
10800 - 97 Avenue NW
Edmonton, AB T5K 2B6

Dear Minister Madu:

On behalf of the Alberta Police Interim Advisory Board, please find attached the Board's report on recommendations for 2021-22 policing priorities. This report fulfills the following two mandate items from the Board's Terms of Reference:

- *Provide a report detailing the Interim Board's recommendations and advice on the JSG/RCMP "K" Division Multi-year Financial Plan by January 31, 2021; and*
- *Provide a report detailing the Interim Board's recommendations and advice on provincial policing priorities by January 31, 2021.*

Please note that we have combined our recommendations on the multi-year financial plan and provincial policing priorities into the same document.

Thank you again for the opportunity to provide these recommendations. We would be happy to meet with you if you would like to discuss our recommendations in greater detail. The Board is now working on creating the governance recommendations for the operational Board to complete our final mandate items.

If you have any questions or suggestions at this time, please feel free to contact me at tthorn@okotoks.ca.

We look forward to engaging with you soon!

Classification: Protected A

Sincerely,

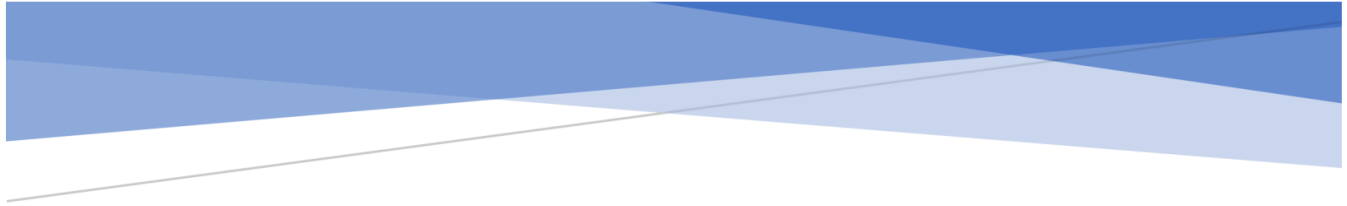


Tanya Thorn
Chair
Alberta Police Interim Advisory Board

cc: Paul McLaughlin, President, Rural Municipalities of Alberta
Barry Morishita, President, Alberta Urban Municipalities Association
Terry Coleman, Chair, Alberta Association of Police Governance
Deputy Commissioner Curtis Zablocki, "K" Division RCMP
Marlin Degrand, Justice & Solicitor General

Encl: (2)

Classification: Protected A



ALBERTA POLICE INTERIM ADVISORY BOARD

Report on Municipal Policing Priorities

January 2021

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Executive Summary

The Alberta Police Advisory Board was created by the Minister of Alberta Justice and Solicitor General in spring 2020 to give municipalities served by the Provincial Police Service Agreement (PPSA) a strong voice in setting policing priorities. One of the Board’s mandated deliverables was to provide input into discussions on provincial policing priorities for the 2021/22 fiscal year. This report fulfills that mandate and is also intended to be used to inform the Government of Alberta/RCMP multi-year financial plan.

The Board has developed eight municipal policing priorities and related recommendations. These priorities and recommendations are of equal importance to municipalities.

Priority	Recommendations
Develop a coordinated, long-term strategy to ensure that all vacant frontline detachment positions are filled.	<ul style="list-style-type: none"> • Work with the Alberta Police Advisory Board to identify and prioritize vacancies and gaps in service in both Provincial Police Service Agreement (PPSA) and Municipal Police Service Agreement (MPSA) municipalities. This would include determining what factors should be considered in making resourcing decisions, as well as the relative importance of each factor. • Develop clear and consistent communication processes with municipalities around vacancies, including information on when and how they will be filled.
Update the detachment resourcing methodology to ensure that resourcing decisions reflect community needs.	<ul style="list-style-type: none"> • Work with the Alberta Police Advisory Board to review resourcing methodology to ensure it reflects community need, particularly at the local level. This may include both enhancing direct RCMP engagement with local communities, and working with the Alberta Police Advisory Board to refine resourcing methodology based on the local input gathered. • Work with the Alberta Police Advisory Board to improve communication with municipalities so that they understand how resources are allocated, as well as the value of centralized, specialized, and civilian positions.
Increase efforts to target repeat offenders committing crimes in rural and small urban municipalities.	<ul style="list-style-type: none"> • Collaborate with the Alberta Police Advisory Board to develop ways in which repeat offender-related strategies and information can be consistently and effectively communicated between detachments and municipalities or police advisory bodies, and how such discussions can then be further communicated to CRUs. • Improve reporting to municipalities and the public on what constitutes a “repeat offender” and the strategies being undertaken by the RCMP to address repeat offenders, especially in rural and small urban municipalities.
Work with municipal and community leaders to identify	<ul style="list-style-type: none"> • Collaborate with the Alberta Police Advisory Board to develop best practices and standards for detachments to follow to

<p>local priority enforcement areas and use this information to determine detachment and regional crime reduction strategies.</p>	<p>improve collaboration and engagement with small municipalities.</p> <ul style="list-style-type: none"> • Recognize different rural and urban crime priority areas and use this information to inform local, regional, and provincewide policing priorities and strategies.
<p>Continue to support detachments in conducting proactive policing and community engagement through the increased use of Crime Reduction Units, Call Back Units, and other resources that will allow frontline officers to increase their presence in the community.</p>	<ul style="list-style-type: none"> • Collaborate with the Alberta Police Advisory Board to develop meaningful definitions and measures of proactive policing and community visibility that are relevant in both urban and rural municipalities. • Determine how the continued growth of specialized units will directly support improved frontline policing (including proactive policing and community visibility) in rural and small urban municipalities. • Collaborate with the Alberta Police Advisory Board to develop messaging on how to better communicate the proactive policing initiatives already underway to support improved rural police services.
<p>Provide the Alberta Police Advisory Board with adequate and consistent financial and administrative support.</p>	<ul style="list-style-type: none"> • That Alberta Justice and Solicitor General allocate a portion of revenues collected annually through the police costing model to provide required administrative funding for the Alberta Police Advisory Board before transferring funding to the RCMP. • Collaborate with the Interim Board to determine long-term board costs and administrative requirements in order to inform the funding allocation.
<p>Work with the Alberta Police Advisory Board to develop best practices to enhance the quality and consistency of communication and collaboration between detachments and the municipalities that they serve.</p>	<ul style="list-style-type: none"> • Collaborate with the Alberta Police Advisory Board (possibly through the formation of a sub-committee involving RCMP, Government of Alberta, and Board members) to develop communication and collaboration best practices and approaches in the following areas: <ul style="list-style-type: none"> ○ How to form relationships with municipal leaders ○ How to effectively report to and update municipalities about policing in the community ○ How to work with municipalities to identify and engage community leaders, including those from racialized and/or under-represented communities ○ How to maintain collaboration following changes in detachment and/or municipal leadership
<p>Work with community and municipal leaders to address racism and other forms of discrimination in policing.</p>	<ul style="list-style-type: none"> • Develop measurable detachment-level requirements for engaging with local racialized and/or under-represented communities. • Collaborate with municipalities and other leading community organizations to raise awareness of and respond to local social justice issues.

	<ul style="list-style-type: none">• Collaborate with the Alberta Police Advisory Board to develop initiatives that will support detachments in undertaking this action.
--	---

As the role of the Alberta Police Advisory Board is to provide recommendations to the RCMP and Alberta Justice and Solicitor General, it is ultimately the responsibility of the provincial government and “K” Division leadership to decide whether to accept the Board’s recommendations, and if so, how to integrate them into existing planning processes and strategic initiatives.

The Board would be pleased to meet with RCMP and Alberta Justice and Solicitor General leadership to discuss the priorities identified in this report, and how all three groups can work together towards effective implementation.

Introduction

The Minister of Justice and Solicitor General established the Alberta Police Advisory Board in spring 2020 to give municipalities served by the Provincial Police Service Agreement (PPSA)¹ a strong voice in setting policing priorities. As the order of government closest to its citizens, municipalities are well-positioned to help the RCMP identify and address community policing² and public safety issues. The Board can therefore play an important role in ensuring that policing reflects the needs and concerns of Albertans across the province.

The Alberta Police Advisory Board is being implemented in two phases: in the first year, an interim Board is developing the Board's structure and scope. On the completion of the interim Board's mandate, the work of the operational Board will begin for a four-year term. As per the Terms of Reference developed by Alberta Justice and Solicitor General (Appendix 1), the Interim Board is made up of four representatives from the Rural Municipalities of Alberta (RMA) Board, four representatives from the Alberta Urban Municipalities Association (AUMA) Board, and one representative from the Alberta Association of Police Governance Executive. A list of the current interim Board members is provided in Appendix 2.

The Interim Board has been mandated to:

1. Develop the scope and terms of reference for the operational Board.
2. Develop a recruitment and selection process for operational Board members.
3. Develop governance documents for the operational Board, including at minimum, a Competency Matrix for Board member appointments and review, a Code of Conduct, and a Mandate and Roles Document.
4. Provide input, advice, and recommendations to the provincial government and RCMP "K" Division on the buildup of the provincial police service.
5. Provide input into discussions on provincial policing priorities for the 2021/22 fiscal year to facilitate engagement during transition to the operational Board.

This report contains the Interim Board's recommendations and advice on provincial policing priorities for the 2021/22 fiscal year (Mandate Item 5). The report is also intended to be used to inform the Government of Alberta/RCMP Multi-Year Financial Plan.

¹ Under the *Police Act*, the Government of Alberta is responsible for providing police services to urban municipalities with populations of 5,000 or less and all municipal districts and counties. The provincial government meets this obligation by contracting the RCMP to deliver police services to these municipalities through the Provincial Police Service Agreement (PPSA). This agreement is negotiated and signed by the provincial and federal governments.

² Community policing is a philosophy that promotes organizational strategies that support the systematic use of partnerships and problem-solving techniques to proactively address the immediate conditions that give rise to public safety issues such as crime, social disorder, and fear of crime.

Stakeholder Engagement

Since its establishment, the Alberta Police Interim Advisory Board has been engaging with key stakeholders to gather information and develop recommendations on policing priorities.

The Board distributed a survey to municipalities in fall 2020 to learn more about municipal perspectives on policing (see survey questions in Appendix 3). This survey received 209 responses from 160 different municipalities. The Board also solicited input from municipalities through email and in person at RMA and AUMA events. Municipal feedback provided the foundation for the recommendations in this report.

Additionally, the Board met multiple times with RCMP “K” Division and Alberta Justice and Solicitor General to learn about current policies and processes related to planning, budgeting, and resource allocation for the provincial police service. This included reviewing the policing priorities and performance measures identified by the RCMP and Alberta Justice and Solicitor General in their 2018-2021 Joint Business Plan.

Engagement Themes: What We Heard

The Alberta Police Interim Advisory Board received a wide range of feedback from municipalities on how to enhance policing in Alberta. While quantitative analysis of survey results has been invaluable in helping the Board determine policing priorities for municipalities, several broader themes also emerged through qualitative analysis. Some of these themes highlight broad, societal issues that the RCMP cannot resolve alone, but should consider in both their strategic planning and day-to-day operations. Other themes focus on specific policing areas that the RCMP can address directly. The Board was pleased to note that these themes are generally aligned with the some of the priorities outlined in the existing Alberta Justice and Solicitor General/RCMP 2018-2021 Joint Business Plan, indicating a degree of agreement between municipalities, the provincial government, and the RCMP on future goals and directions for policing in Alberta.

Systemic Resource Constraints

Municipalities have consistently highlighted resource constraints in the provincial health, policing, and justice systems as a key barrier to effective policing. Municipalities do not expect to have a hospital, police detachment, and courthouse in every community in Alberta; however, all Albertans must have equitable access to health, police, and justice services and these services must be appropriately resourced in order to be effective. While the RCMP is now in a position to increase its resources as a result of additional funding raised through the new police costing model, their effectiveness will continue to be limited as long as there are vacancies and gaps in the health and justice systems. It is important to note that both the justice and healthcare systems fall under provincial jurisdiction, and municipal governments have a limited role in provincial policy, planning, and decision-making for these systems. Additionally, given fiscal constraints and limited mechanisms for raising revenue, municipalities are not able to fill in gaps in provincial funding.

Crime Reduction and Prevention

As crime and the costs of policing continue to be a key issue in both rural and urban communities, municipalities have identified the need to focus on crime prevention and reduction by resolving the root causes of crime. There is considerable research showing that early intervention and prevention with youth, families, and schools reduces violent crime in a cost-effective way: crime can be prevented by responding as soon as possible when people have risk factors such as addiction, loss of employment, or mental illness. While most early intervention and prevention programs fall under provincial jurisdiction, there is a role for the RCMP to play in cross-agency collaboration with various stakeholders and levels of government to identify the root causes of crime at a community level, pool resources, and coordinate responses. Municipalities do play a role in delivering preventative social supports through the Family and Community Support Services (FCSS) program; in fact, more than half of the municipalities participating in this program pay more than the required municipal cost share for the program. However, municipalities are limited by legislation that prevents FCSS programs from duplicating any provincial services.

Outcome Accountability

Municipalities expect the RCMP to operate according to prescribed accountability and governance frameworks. Many municipalities identified the need for a more transparent, collaborative approach to assessing RCMP performance that is based on the identification of policing and public safety goals through a closer working relationship between the RCMP and their primary stakeholders, particularly municipalities, which are well-positioned to identify community safety issues. Once such goals are identified, appropriate indicators should be created for assessing whether progress is being made towards achieving these goals, and regular reporting processes should be established. Municipalities are cognizant of the additional resources required to support organizational effectiveness and outcome accountability, and they acknowledge the tension inherent in balancing corporate support and centralized positions with “boots on the ground”. However, a collaborative and transparent approach to RCMP performance assessment that engages stakeholders more directly in goal identification and outcome measurement can lead to more successful, responsive, and accountable policing.

Social Justice

Recent events such as the National Inquiry into Missing and Murdered Indigenous Women and Children, the Black Lives Matter movement, and the Merlo-Davidson settlement underscore the need to address systemic discrimination in civil society, and the role of police in both perpetuating this discrimination and combatting it. All civil institutions, including municipal governments and police services, must work in partnership with marginalized populations to address discrimination both internally and in their interactions with the citizens they serve. To ensure public confidence in policing, municipalities support improved civilian oversight and transparency, particularly for complaints and disciplinary reviews, as well as recruitment and training initiatives that focus on diversity and inclusion.

Municipal Policing Priorities

Based on stakeholder feedback, the Alberta Police Interim Advisory Board has developed eight municipal policing priorities and related recommendations to inform discussions on provincial policing priorities for the 2021/22 fiscal year. These priorities and recommendations are of equal importance to municipalities and are grouped by the themes identified in the previous section.

Systemic Resource Constraints

Priority 1: Develop a coordinated, long-term strategy to ensure that all vacant frontline detachment positions are filled.

Albertans need to feel safe and protected in their communities. AUMA, RMA, and the Alberta Association of Police Governance have consistently heard from their members that RCMP vacancy rates and long response times contribute to the perception that some communities are not safe. This feedback has been validated by the responses to the Board's fall 2020 municipal survey, which identified the following three service issues as the most important for municipalities:

- Filling vacancies and providing full coverage service
- 911 response times
- Community visibility

Only cities were likely to indicate an "other" issue as most important; otherwise, all sizes, districts, and types of municipalities agreed on the above issues as their most important.

These service issues reflect an overall lack of resources; accordingly, the Board supports allocating additional police resources to improve policing services; address rising crime rates; and enable community crime prevention and diversion initiatives. The Board was therefore pleased to see the RCMP's announcement that the new police costing model will result in additional resources for the RCMP for 2020/21, specifically 76 new police officers and 57 new civilian support positions. Additionally, the RCMP has shared information with the Board on potential resourcing initiatives that include:

- 24-hour coverage in all PPSA locations
- The creation of a relief team to be deployed to detachments that are experiencing short term human resource shortages
- District general duty resources that would provide district commanders with the flexibility to deploy resources to areas of need

RECOMMENDATIONS:

- Work with the Alberta Police Advisory Board to identify and prioritize vacancies and gaps in service in both Provincial Police Service Agreement (PPSA) and Municipal Police Service Agreement (MPSA) municipalities. This would include determining what factors should be considered in making resourcing decisions, as well as the relative importance of each factor.
- Develop clear and consistent communication processes with municipalities around vacancies, including information on when and how they will be filled.

Priority 2: Update the detachment resourcing methodology to ensure that resourcing decisions reflect community needs.

The RCMP currently determines how to allocate policing resources by analyzing each detachment's workload. This analysis takes several factors into account, including travel time, call volume, type of crimes occurring in the area, amount of time required for investigations, size of detachment, and time available for proactive policing. When asked to rank which factors were most important to their municipality, survey respondents identified travel time as by far the most significant factor (43%), followed by the types of crime in the area (29%), then time available for proactive policing (12%). Call volume, detachment size, and investigative time required were seen as less important. Rural and small urban municipalities (municipal districts, villages, and summer villages; populations under 5,000) tended to prioritize travel time over type of crime when compared to larger urban municipalities (cities and towns; populations over 5,000), although both were considered important. This likely reflects the fact that rural and small urban municipalities tend to be further away from detachments than larger municipalities.

Additionally, 70% of respondents either agreed or strongly agreed that resource allocation should be balanced between frontline officers and centralized, specialized, or civilian positions.

RECOMMENDATIONS:

- Work with the Alberta Police Advisory Board to review resourcing methodology to ensure it reflects community need, particularly at the local level. This may include both enhancing direct RCMP engagement with local communities, and working with the Alberta Police Advisory Board to refine resourcing methodology based on the local input gathered.
- Work with the Alberta Police Advisory Board to improve communication with municipalities so that they understand how resources are allocated, as well as the value of centralized, specialized, and civilian positions.

Crime Reduction and Prevention

Priority 3: Increase efforts to target repeat offenders committing crimes in rural and small urban municipalities.

Repeat offenders are a major issue in rural and small urban municipalities across Alberta. Anecdotally, many municipal leaders have indicated that most of the criminal activity occurring within their communities is due to a small group of individuals that frequently re-offend. Survey results highlight the importance that municipal leaders place on addressing repeat offenders, particularly in rural municipalities and specialized municipalities. This may indicate a specific link between repeat offenders and property crimes common in rural areas with a limited police presence.

Although a complete strategy to effectively focus on and reduce the rate of prolific and repeat offenders includes reforms to social supports and the justice system that are beyond the scope of the Alberta Police Advisory Board, there are ways in which policing approaches at the detachment, regional and province-wide level could better address repeat offenders.

The Alberta Justice and Solicitor General/RCMP 2018-2021 Joint Business Plan includes a key initiative under the "crime reduction" priority to establish "specialized crime reduction units focused on targeting

repeat offenders.” It is the Board’s understanding that the first crime reduction unit (CRU) was formed in Alberta in 2017 as a pilot project, and four CRUs are currently in place in the province. The Board supports the CRU model as a key tool to address prolific offenders and appreciates that the RCMP has identified expanding the use of CRUs as a potential 2021 resourcing initiative.

According to the Civilian Review and Complaints Commission’s (CRCC) March 2020 *Review of the RCMP’s Crime Reduction-Type Units*, Alberta’s CRUs collaborate “with the provincial agencies responsible for health, housing, addictions and human services both at the working and senior levels, including the provincial deputy minister level.” While this collaboration between CRUs and provincial agencies is a positive, the report lacks any reference to CRUs attempting to work with municipalities, municipally operated social service organizations (such as Family and Community Support Services), community peace officers, or local non-profit agencies that may provide support to those at high risk of becoming repeat offenders. As many rural and small urban communities have little or no direct provincial agency presence, it is imperative that CRUs increase their collaboration with non-provincial entities that may play a role in both preventing individuals from becoming repeat offenders and helping to identify possible repeat offenders within these communities.

RECOMMENDATIONS:

- Collaborate with the Alberta Police Advisory Board to develop ways in which repeat offender-related strategies and information can be consistently and effectively communicated between detachments and municipalities or police advisory bodies, and how such discussions can then be further communicated to CRUs.
- Improve reporting to municipalities and the public on what constitutes a “repeat offender” and the strategies being undertaken by the RCMP to address repeat offenders, especially in rural and small urban municipalities.

Priority 4: Work with municipal and community leaders to identify local priority enforcement areas and use this information to determine detachment and regional crime reduction strategies.

Survey results showed that while some categories of criminal activity are priorities in municipalities of all types, sizes, and regions of Alberta, there are noticeable differences in how important other types of crime were viewed by different survey respondents. For example, although “major property crime” was clearly identified as the most important crime category for Alberta’s municipalities overall, it was ranked as relatively low among town and city respondents (larger urban municipalities) and as very high among rural municipalities, summer villages, and villages. Conversely, towns and villages ranked drug-related offences as a much higher priority than respondents representing rural and small urban municipalities. Similarly, family violence was ranked as a higher priority by larger municipalities, while property crime was less of a priority.

What these results suggest is that while both drug offences and property crimes impact communities of all types and sizes, the **direct** impacts of each likely differ. This data could be interpreted to suggest that individuals committing drug crimes in towns and villages (where they likely live) may be travelling to rural and small urban municipalities to commit property crimes linked to drug sales or use. This is a significant assumption, but it speaks to the larger issue: crime is a major concern in communities across the province, but its specific impacts differ based on municipal size and type.

While the survey results indicate broad differences in priority crime areas among municipalities of different types and sizes, it is likely that priority issues vary by individual municipality. For this reason, ongoing, quality collaboration between detachments and municipal/community leaders is essential to ensure that those policing the community understand the concerns and priorities of community residents and businesses. In larger municipalities where both police and municipal governments may have the time and capacity to regularly interact, this may be straightforward. However, in smaller municipalities, limited police and municipal capacity may mean that collaboration is more difficult. The impacts of municipal size on collaboration are supported in the survey results. The table below contrasts the overall survey responses to the responses of municipalities with a population below 2,000 on several questions related to police/municipal collaboration.

Question	Alberta overall	Municipalities with population below 2,000	Municipalities with population above 2,000
Does your municipality have a police oversight body?	27.5% said yes	19.4% said yes	36.0% said yes
How often does your municipality/police oversight body meet with your detachment commanders?	58.6% meet two times or more	39.6% meet two times or more	77.1% meet two or more times
Do you consider your current meeting frequency with RCMP detachment commanders sufficient?	65% said yes	56% said yes	73.0 said yes
Does your RCMP detachment provide you with a copy of their annual performance plan (APP)?	66% said yes	59% said yes	74.2% said yes
Is your municipality or police oversight body involved in developing the detachment's APP?	55% said yes	35% said yes	60.2% said yes
Does your municipality or police oversight body receive regular reporting from your detachment?	82% said yes	70% said yes	95.3% said yes

What the results above suggest is that collaboration between small municipalities and their detachments is consistently lower than collaboration between detachments and municipalities in general. This inconsistency likely flows upwards into the policing-related priorities of small and rural municipalities being under-considered in RCMP regional and province-wide priority-setting.

While Alberta's *Police Act* places the onus on municipalities to form police committees as a formal means to collaborate with their local detachment, it is not the only way. The results above clearly show that detachments often meet with municipal councils regardless of whether the municipality has a standalone police committee. However, the results also show that the level of engagement requires improvement, especially in small municipalities, nearly half of which consider their current meeting frequency with their detachments to be insufficient.

RCMP and Alberta Justice and Solicitor General should emphasize the development of detachment standards for engagement with the municipalities they serve. Alberta Police Interim Advisory Board members have regularly heard from municipal leaders that municipal-detachment engagement is often “personality-driven,” as it is almost entirely dependent on the willingness of a particular detachment commander to take the time to work with municipal leaders. In many cases, municipalities have formed strong relationships with a detachment, only to see them evaporate when the detachment’s leadership shifts.

The Alberta Justice and Solicitor General/RCMP 2018-2021 Joint Business Plan makes some indirect references to improving community engagement, including the need to develop strategies for “local partnerships” within detachment Annual Performance Plans, and “improve the way in which the RCMP connect with, involve, and inform communities to ensure the public is receiving a prompt response to criminal complaints and a positive service experience.” However, neither of these initiatives specifically addresses the need to better inform and engage municipalities, which is especially important in small communities in which the municipality is often most knowledgeable of local concerns and trends.

RECOMMENDATIONS:

- Collaborate with the Alberta Police Advisory Board to develop best practices and standards for detachments to follow to improve collaboration and engagement with small municipalities.
- Recognize different rural and urban crime priority areas and use this information to inform local, regional, and provincewide policing priorities and strategies.

Priority 5: Continue to support detachments in conducting proactive policing and community engagement through the increased use of Crime Reduction Units, Call Back Units, and other resources that will allow frontline officers to increase their presence in the community.

The Alberta Justice and Solicitor General/RCMP 2018-2021 Joint Business Plan includes a strategy to create specialized units, along with the Police Reporting and Occurrence System (PROS) data centre, to increase the amount of time available to frontline police officers for proactive policing and community engagement.

The Alberta Police Interim Advisory Board is highly supportive of this existing strategy and recommends that the RCMP continue to dedicate resources to forming and expanding the use of specialized units to address and respond to crime, which will allow local officers to increase their presence in the communities they serve more strategically.

However, both the concepts of proactive policing and community visibility, as well as their importance, are not homogeneous across Alberta, but rather differ across municipal size and type. For example, in urban municipalities, community visibility may look like police consistently appearing at and participating in community events to build relationships with residents. In isolated rural areas of the province, visibility may be as simple as having a police officer physically visit a resident who was the victim of a property crime, rather than only follow up over the phone. In other words, the threshold for what constitutes an effective level of community visibility differs significantly across the province, meaning that a single definition or measure of community visibility is unlikely to exist.

Similarly, the importance of proactive policing varies across the province. In urban communities that are typically located near a detachment and have short response times, proactive policing is more of a

priority, likely because it is seen as the “next step” in enhancing community safety beyond the core policing aspects of actually responding to calls for service. Conversely, rural municipalities rank response time as having much higher importance than community visibility, likely because current response times in rural areas are much longer than urban communities.

The survey reflects some of the differences in how urban and rural municipalities view proactive policing. The question below shows the relative importance that representatives of different municipal types assigned to travel time and time available for proactive policing in terms of how much importance each should have determining RCMP resourcing allocations (note that a higher number indicates a higher level of importance).

Municipal Type	Travel time importance	Proactive policing importance
City	1.71	4.29
Town	3.89	3.45
Village	4.80	3.75
Summer village	5.12	4.35
Rural municipality	4.97	2.89

What these results suggest is that larger urban municipalities that are likely to host a detachment are less concerned about travel time (which is likely already adequate), while villages, summer villages and rural municipalities, which are less likely to be near detachments, view travel time as a major concern. Interestingly, while all four urban municipal types shown above view proactive policing as relatively important, it is much less so in rural municipalities. This should not be viewed as an assumption that rural municipalities are not interested in having enhanced proactive policing in their area, but rather that response times (or reactive policing) is such a major concern in rural areas that rural expectations for anything beyond basic response is currently quite low.

These results also suggest that the RCMP must more effectively report on their rural proactive policing efforts, in the form of Crime Reduction Units, Call Back Units, and other initiatives, and their link to seeking to improve both police availability and community visibility in rural communities. It is likely that many rural residents (and municipalities) may be unaware of the proactive and strategic initiatives being undertaken by the RCMP with the end goal of increasing police presence and response in rural areas.

RECOMMENDATIONS:

- Collaborate with the Alberta Police Advisory Board to develop meaningful definitions and measures of proactive policing and community visibility that are relevant in both urban and rural municipalities.
- Determine how the continued growth of specialized units will directly support improved frontline policing (including proactive policing and community visibility) in rural and small urban municipalities.
- Collaborate with the Alberta Police Advisory Board to develop messaging on how to better communicate the proactive policing initiatives already underway to support improved rural police services.

Outcome Accountability

Priority 6: Provide the Alberta Police Advisory Board with adequate and consistent financial and administrative support.

The Alberta Police Advisory Board fills an important gap in the current RCMP-Alberta Justice and Solicitor General planning and priority setting process by ensuring that small and rural communities have some level of representation in the process. The current interim Board is supported by RMA and AUMA, along with additional assistance from Alberta Justice and Solicitor General and RCMP staff. Moving forward, RMA and AUMA expect to have a lesser role in the Board, as board members will no longer exclusively be RMA and AUMA representatives, but rather broader municipal and community representatives from rural and small urban municipalities.

To ensure that the Board functions effectively in the long-term, a portion of the funds currently collected through the new police costing model should be used to support the expenses and administrative requirements of the board. This includes board member costs and per diems and board administrative and capacity requirements, such as minute-taking, report writing, survey construction and analysis, and other specialized skills that the board will require but that cannot continue to be provided on RMA and AUMA on a no-cost basis. Proactively confirming that the operational Board will be adequately supported is crucial to supporting member recruitment, long-term planning, and ensuring the board can focus on policing, rather than on how to remain operational with limited provincial support.

RECOMMENDATIONS:

- That Alberta Justice and Solicitor General allocate a portion of revenues collected annually through the police costing model to provide required administrative funding for the Alberta Police Advisory Board before transferring funding to the RCMP.
- Collaborate with the Interim Board to determine long-term board costs and administrative requirements in order to inform the funding allocation.

Priority 7: Work with the Alberta Police Advisory Board to develop best practices to enhance the quality and consistency of communication and collaboration between detachments and the municipalities that they serve.

The RCMP has been a consistent and helpful partner for the Alberta Police Interim Advisory Board since its establishment in early 2020. The interim Board will be in place until the end of November 2021. Moving forward, the operational Board will likely consist of a variety of municipal and community representatives from rural and small urban municipalities across Alberta. In addition to providing input and recommendations to the RCMP and provincial government on behalf of municipalities, it is expected that the Board will play an important role in enhancing local engagement and partnership between the RCMP and municipalities across the province.

As explained under Priority 4, the effectiveness of local detachment-municipal engagement and collaboration varies by municipal size and type. A core focus of the work undertaken by the RCMP and Board should be to improve the consistency of local communication and collaboration, particularly in small municipalities, through the creation and implementation of best practices and policies that can be

used by both detachments and municipalities to encourage engagement in cases where a lack of time and resources may prevent the use of more “official” approaches such as police committees.

Such approaches should be flexible to meet the differing needs and capacities of municipalities, and should be grounded in the idea that an ongoing relationship should exist between each detachment and all of the municipalities it serves, but that this relationship should not necessarily look the same across the province.

RECOMMENDATIONS:

- Collaborate with the Alberta Police Advisory Board (possibly through the formation of a sub-committee involving RCMP, Government of Alberta, and Board members) to develop communication and collaboration best practices and approaches in the following areas:
 - How to form relationships with municipal leaders
 - How to effectively report to and update municipalities about policing in the community
 - How to work with municipalities to identify and engage community leaders, including those from racialized and/or under-represented communities
 - How to maintain collaboration following changes in detachment and/or municipal leadership

Social Justice

Priority 8: Work with community and municipal leaders to address racism and other forms of discrimination in policing

Alberta’s communities are diverse, and many Albertans have had negative experiences with police that have shaped their perceptions of policing and the role of police in their communities. Incidents across Canada and the United States over the past year have brought into sharp focus the concerning relationship between police and racialized groups that has existed for decades. It is critical that the RCMP engage with racialized and Indigenous communities, and other marginalized groups across the province to understand their perspectives on systemic discrimination in policing, and to ensure that all Albertans are effectively served by police.

While the Alberta Justice and Solicitor General/RCMP 2018-2021 Joint Business Plan includes a priority related to better serving Indigenous communities, a similar priority is required for other marginalized groups. Additionally, although the business plan includes a strategy to develop cultural awareness, diversity and inclusion training for all employees, action must go beyond simply requiring employees to take a single diversity training course. This focus should extend to the detachment level and require each detachment to take concrete, measurable steps to learn about and engage with racialized and vulnerable groups within the communities they serve. The Alberta Police Advisory Board can play a role in supporting this relationship-building by working with municipalities to identify those in small and rural communities that are members of or represent racialized or vulnerable populations.

RECOMMENDATIONS:

- Develop measurable detachment-level requirements for engaging with local racialized and/or under-represented communities.
- Collaborate with municipalities and other leading community organizations to raise awareness of and respond to local social justice issues.

- Collaborate with the Alberta Police Advisory Board to develop initiatives that will support detachments in undertaking this action.

Next Steps and Implementation

As the role of the Alberta Police Advisory Board is to provide recommendations to the RCMP and Alberta Justice and Solicitor General, it is ultimately the responsibility of the provincial government and “K” Division leadership to decide whether to accept the Board’s recommendations, and if so, how to integrate them into existing planning processes and strategic initiatives.

Many of the recommendations above build on actions already reflected in planning documents, and mainly focus on the need to accelerate implementation or collaborate with the Alberta Police Advisory Board to a greater extent around certain existing initiatives.

The Board would appreciate an opportunity to meet with the leadership of the RCMP and Alberta Justice and Solicitor General to discuss the priorities identified in this report, and how all three groups can work together towards effective implementation.

Appendix 1

ALBERTA POLICE INTERIM ADVISORY BOARD

TERMS OF REFERENCE

BACKGROUND

The Minister heard that Albertans wanted more of a voice into the setting of provincial policing priorities. The Minister of Justice and Solicitor General (Minister) is establishing the Alberta Police Advisory Board (Board) in support of the provincial government and Minister's mandate and responsibilities respecting the provision of adequate and effective policing in Alberta and in support of the participation and input of Albertans.

The Board will be implemented in two phases:

1. Within the first year, an Interim Board will develop the structure and scope of the Advisory Board (Phase One).
2. On completion of the Interim Board's mandate, the work of the Advisory Board will then commence for a four-year term (Phase Two).

MANDATE / RESPONSIBILITIES

On behalf of all provincial police service (PPS) municipalities and Albertans, the Interim Board will collaborate with the Ministry of Justice and Solicitor General (JSG) and those PPS municipalities to:

- develop the scope and terms of reference for the operational Board;
- develop a recruitment and selection process for operational Board members;
- develop governance documents for the operational Board, including at minimum, a Competency Matrix for Board member appointments and review, a Code of Conduct, and a Mandate and Roles Document;
- provide input, advice and recommendations to the government and Royal Canadian Mounted Police (RCMP) "K" Division on the buildup of the provincial police service related to funds raised by the Police Funding Model; and
- provide input into discussions respecting the provincial policing priorities for the 2021/22 fiscal year to facilitate engagement during transition to the operational Board.

SCOPE

While the Interim Board will provide input to the buildup of the PPS and to the development of provincial policing priorities during Phase One, the interim Board will be primarily development-focussed to ensure the efficient and effective, structure, participation and contribution of an Advisory Board.

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In relation to the development of provincial policing priorities during Phase One of the Board, the Interim Board will conduct the necessary consultation, research, and analysis of current and anticipated policing issues as well as the priorities of significance and importance to Albertans and Alberta municipalities to support their role. Priorities and issues identified by the Board might include, but are not limited to:

- Community Safety and Well-being;
- Crime Reduction and Prevention; and
- Cross Jurisdictional Crime.

The Interim Board may also make recommendations and provide advice to the Minister with respect to the JSG/RCMP joint business plan, annual performance plans and multi-year financial plan as appropriate during the interim year, and ensuring the input is reflective of all PPS municipalities.

MEMBERSHIP

The Interim Board is comprised of:

- Four representatives from the Executive or Board of the Rural Municipalities of Alberta (RMA);
- Four representative from the Executive or Board of the Alberta Urban Municipality Association members (AUMA); and
- One representative from the Executive of the Alberta Association of Police Governance (AAPG).

Non-voting members of the Interim Board include:

- Executive Director, Law Enforcement and Oversight Branch, JSG
- Director, Contract Policing and Policing Oversight, JSG
- Manager, Policing Oversight and Contract Policing, JSG
- One administrative representative from RMA
- One administrative representative from AUMA

Interim Board Representation

Interim Board voting members have been selected to ensure broad representation, perspectives and diversity from all PPS municipalities and, where possible, representation aligns with each of the four RCMP districts (i.e. Central Alberta District, Eastern Alberta District, Southern Alberta District, and Western Alberta District).

Voting members of the Interim Board represent the broadest possible municipal and public interests across the PPS municipalities. A preference has been given to those who are engaged in or knowledgeable in matters related to policing. Voting members are not currently employed in law enforcement and policing. The organizations have determined voting members of the Interim Board having regard to any personal, professional or business interests or relationships that could reasonably be considered to represent an actual or perceived conflict of interest in relation to Interim Board work.

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Any concerns respecting the selection and representation of an Interim Board member or of an Interim Board member's failure to conduct member duties and responsibilities in a manner consistent with this Terms of Reference will be addressed in a timely manner as appropriate, up to and including, the replacement of the Interim Board member.

It is important that all Interim Board voting members attend the meetings to ensure continuity and to maximize the efficiency and productivity of the Interim Board.

Non-voting members of the Interim Board will be in attendance at Interim Board meetings in an advisory, observational, and support capacity to the work of the Interim Board and to share information.

Chair

An Interim Board Chair (Chair) will be elected by the Interim Board using voting procedures of this Terms of Reference. The Chair is responsible for the overall leadership of the Interim Board, management of Interim Board meetings, sharing of information, and communication of Interim Board matters with the JSG. The Chair will collaborate and consult with Interim Board members to establish Agendas, Work Plans, Records of Discussions and other materials, as required.

The Interim Board will also elect an Alternate Chair from the Interim Board to act as Chair if the Chair is unable to attend Interim Board meetings.

Secretary

An Interim Board Secretary will be elected by the Interim Board using voting procedures of this Terms of Reference. The Secretary will ensure that a record of meeting agendas, meeting attendees, and any recommendations made by the Interim Board are kept. Copies of these records will be provided to JSG, and the respective organization's Chairs, Presidents and Executive Directors.

RESPONSIBILITIES

Conduct

The members of the Interim Board must, at all times, observe the highest standards of integrity and objectivity in their duties. Interim Board members must declare any direct or indirect personal, professional or business interests or relationships which could reasonably be considered to represent an actual or perceived conflict of interest in relation to Interim Board work. If a conflict of interest declaration is made by a member, the Interim Board must decide, having regard to the nature of the relationship, if the member must withdraw from membership on the Board.

Duties

Members of the Interim Board are required to consult and liaise with the PPS municipalities (councils and local policing committees/advisory committees) in order to bring those perspectives to discussions by the Interim Board and to determine the most efficient and effective Advisory Board structure. Engagement and work conducted as an Interim Board will be conducted in a transparent manner with the organizations and JSG to enable accountability of the Interim Board.

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The Interim Board will engage with the Minister, JSG, and the Commanding Officer of RCMP "K" Division as necessary and required to discuss matters related to the Interim Board's mandate, ongoing policing issues and concerns, to receive updates on the progress of policing initiatives, and to provide updates on the Interim Board's work.

Meetings

Meetings are expected to be held monthly, at minimum, either through face-to-face meetings or teleconference to ensure the Interim Board is prepared to transition to the Advisory Board by April 1, 2021.

Meeting agendas will be distributed at least one week in advance of each meeting by the Chair. Copies will be maintained as records.

Reporting

Municipalities

Within the context of the Terms of Reference Confidentiality provisions, the Interim Board:

- will report to their respective organizational members following any Interim Board decisions; and
- will keep their organizational members and municipalities (councils and local policing committees/advisory committees) apprised of government policing priorities and initiatives respecting policing priorities and Interim Board mandate matters.

Minister and JSG

The Interim Board is accountable to the Minister and is required to report in writing to the Assistant Deputy Minister, Public Security Division, as follows:

1. To provide a final, Interim Board approved, Terms of Reference for the Advisory Board by January 1, 2021;
2. To provide a report detailing the Interim Board's recommendations and advice on the buildup of PPS resources from Police Funding Model revenue by the end of Interim Board term;
3. To provide a report detailing the Interim Board's recommendations and advice on the JSG/RCMP "K" Division Multi-year Financial Plan by January 31, 2021; and
4. To provide a report detailing the Interim Board's recommendations and advice on provincial policing priorities by January 31, 2021.
5. To provide any other report or document as determined necessary and appropriate by the Minister, JSG, or in consultation with the Minister and JSG.

A record of meeting agendas, meeting attendees, and of any recommendations made by the Interim Board will be provided to JSG, and the respective organization's Chairs, Presidents and Executive Directors.

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Quorum

Quorum is required to conduct a meeting and for any Interim Board business. Quorum must include the Chair or Alternate Chair. Quorum is set at a minimum of 60 per cent of Interim Board members.

Interim Board business does not include the operational work necessary for Interim Board members to consult with their respective organizations or municipalities.

Voting

Elections and votes taken respecting any Interim Board business requires a majority vote by those Interim Board members in attendance to pass.

EXPENSES

Expenses necessarily incurred in the performance of duties as a member of the Interim Board will be reimbursed in accordance with the rates set out in the Travel, Meal and Hospitality Expenses Directive (Treasury Board Directive 1/2015) as amended from time to time, or any directive made in substitution, as if they were employees of the Government of Alberta.

CONFIDENTIALITY

The members of the Interim Board must maintain as confidential any information brought before them in the conduct of their work. Any information and knowledge learned, acquired or shared with by the Interim Board from the Minister, JSG, the RCMP "K" Division, or the RCMP generally, as a result of membership on the Interim Board or in relation to Interim Board work and its mandate will not be further communicated, disseminated or shared beyond the Interim Board without express permission from the originator of the information.

Any information and knowledge shared by the Interim Board to its respective organization's Chairs, Presidents and Executive Directors will be governed by the same confidentiality provisions as noted the interim Board and its members.

Members of the Interim Board must sign a confidentiality agreement as a condition of their appointment and participation on the Interim Board.

RMA, AUMA, and AAPG Chairs, Presidents and Executive Directors must also sign a confidentiality agreement in respect of any information and knowledge learned or acquired from the Interim Board and Interim Board members.

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Appendix 2 – Alberta Police Interim Advisory Board Membership

Tanya Thorn	Board Chair	Councillor, Town of Okotoks
Kara Westerlund	Alternate Chair	Councillor, Brazeau County
Tom Burton	Board Member	Councillor, Municipal District of Greenview
Terry Coleman	Board Member	Board Chair, Alberta Association of Police Governance
Angela Duncan	Board Member	Deputy Mayor, Village of Alberta Beach
Tyler Gandam	Board Member	Mayor, City of Wetaskiwin
Trina Jones	Board Member	Councillor, Town of Legal
Kathy Rooyakkers	Board Member	Councillor, County of Wetaskiwin
Jason Schneider	Board Member	Reeve, Vulcan County

Appendix 3 – Alberta Police Interim Advisory Board Survey

1. Name of Municipality
2. Our municipality is a:
 - City
 - Town
 - Village
 - Summer Village
 - Specialized Municipality
 - County/Municipal District
 - Other (please specify)
3. We represent a population:
 - Under 2,000
 - 2,000 - 5,000
 - 5,001 - 10,000
 - Over 10,000
4. Our municipality receives RCMP services from the following detachment(s): (fill in)
5. Please provide a contact name, in case there is a need to follow up with your municipality to clarify feedback or get more detailed information regarding interesting ideas or collaborations (optional).

Engagement with RCMP

6. Does your municipality have a police oversight body?
 - Yes
 - No
7. How often does your municipality or municipal/community police oversight body meet with your RCMP detachment commander(s)?
 - Four times a year or more
 - 2-3 times a year
 - Once a year
 - Less than once a year
 - We've never met formally
8. Do you consider your current meeting frequency with the RCMP detachment commander(s) to be sufficient?
 - Yes
 - No
9. Does your RCMP detachment(s) provide you with a copy of their annual performance plan(s)?

Yes

No

10. Is your municipality or municipal police oversight body involved in developing the detachment's annual performance plan (APP)?

Yes

No

11. Does your municipality or municipal police oversight body receive regular reporting (such as information on statistics, trends, and detailed crime rates) from your local detachment(s)?

Yes

No

If yes, what type of information *do you* receive?

Is there any other type of information you would like to receive that is not currently provided?

If no, what type of information *would you like* to receive?

12. Please share any examples of effective collaboration between your detachment(s) and your municipality/community members.

13. How could your detachment(s) improve engagement with your municipality/community members?

14. Do you think that processes for providing input on local policing priorities should be formalized and standardized? For example, independent municipal, community police oversight bodies, which are currently optional, could be mandated in legislation.

Yes

No

If yes, what is your preferred mechanism for doing so?

Policing Priorities

15. Rank the policing priorities below in the order of importance for your municipality in 2021/22.

Traffic enforcement (i.e. aggressive driving, distracted driving)

Family violence (i.e. domestic abuse and threats)

Illegal drug-related offenses (i.e. possession, trafficking)

Impaired driving (drugs, alcohol)

Crimes against persons (i.e. assaults, threats)

Minor property crime (i.e. vandalism, theft from motor vehicles, theft under \$5,000)

Major property crime (i.e. break and enters, theft of motor vehicles, theft over \$5,000)

Proactive/community policing (i.e. school resource officers, patrols)

Increased focus on prolific offenders

Other (fill in)

16. Rank the RCMP service issues below in the order of importance for your local RCMP detachment to resolve in 2021/22.

911 response times
Community visibility
Filling vacancies and providing full coverage service
Engaging with the municipality (reporting, setting priorities, communication on service changes, etc.)
Communication with community members and other stakeholders
Other (fill in)

Rollout of New Police Resources

The RCMP currently determines how to allocate additional and/or new policing resources by analyzing each detachment's workload. This analysis takes the following factors into account:

- Travel time
- Call volume
- Type of crimes occurring in the area
- Amount of time required for investigations
- Size of detachment
- Time available for proactive policing (patrols, community engagement, visiting schools, and attending community events).

17. Rank the order of importance of these factors to your municipality.

18. Are there any other factors that should be considered?

Revenue collected through the new costing model will be reinvested into policing, leading to an increase in the number of RCMP officers and civilian positions throughout the province. This investment prioritizes adding uniformed patrol officers in rural RCMP detachments, but will also add police officers to centralized RCMP units that work to address province-wide issues such as organized crime, drug trafficking, and auto and scrap metal theft. A portion of the revenue will also be used to fund new civilian positions to assist with administrative tasks and provide investigative support. These administrative roles are intended to improve response times and help ensure officers have the support they need to protect Albertans by spending more time in their communities.

19. Do you agree that RCMP resource allocation should balance frontline officers with centralized, specialized, and/or civilian positions? (Strongly agree to strongly disagree)

Police Costing Model

20. Have you engaged in conversations with your local detachment around whether any new police resources arising from the new costing model may affect policing in your municipality?

Yes

No

If yes, what information did you receive from your detachment on new police resources?

21. Has the information provided by the Government of Alberta on the new police costing model been sufficient to ensure your council and staff understand the new model, including how costs are determined and how the additional funding could be used?

Yes

No

If no, what additional information do you require on the new police costing model?

**Alberta Central East Water
Corporation
Financial Statements**

December 31, 2019



Management's Responsibility

To the Chairperson and Board of Directors of Alberta Central East Water Corporation:

The accompanying financial statements of Alberta Central East Water Corporation are the responsibility of management and have been approved by the Board of Directors.

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian public sector accounting standards. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of the financial statements.

The Board of Directors is composed entirely of individuals who are neither management nor employees of the Alberta Central East Water Corporation. The Board is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial statements. The Board fulfills these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Board is also responsible for recommending the appointment of the Alberta Central East Water Corporation's external auditors.

MNP LLP is appointed by the Board to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the Board and management to discuss their audit findings.

Date

Rhonda King

Managing Partner

Independent Auditor's Report

To the Chairperson and Board of Directors of Alberta Central East Water Corporation:

Qualified Opinion

We have audited the financial statements of Alberta Central East Water Corporation (the "Corporation"), which comprise the statement of financial position as at December 31, 2019, and the statement of operations and accumulated surplus, change in net financial assets, cash flows and the related schedules for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Corporation as at December 31, 2019, and the results of its operations, changes in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Qualified Opinion

Amortization has not been recorded on the operational phases of the waterline and it is impracticable to determine the amount. In this respect, the financial statements are not in accordance with Canadian public sector accounting standards.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Corporation in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Corporation's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Corporation or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Corporation's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.



Independent Auditor's Report

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Corporation's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Corporation's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Corporation to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Date of Independent Auditor's Report

Leduc, Alberta

Chartered Professional Accountants

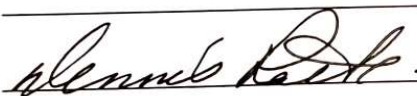
The logo for MNP, consisting of the letters 'MNP' in a bold, green, sans-serif font.

Alberta Central East Water Corporation
Statement of Financial Position
As at December 31, 2019

	2019	2018
Financial assets		
Cash and equivalents	1,210,081	1,838,747
Trade and other accounts receivable (Note 2)	2,115,542	3,152,888
	3,325,623	4,991,635
Liabilities		
Accounts payable and accrued liabilities	1,397,073	3,017,223
Deferred revenue (Note 3)	236,545	516,486
Member share contributions (Note 4)	135	135
	1,633,753	3,533,844
Net financial assets	1,691,870	1,457,791
Non-financial assets		
Tangible capital assets (Schedule II)	120,935,705	118,136,290
Prepaid expenses	201,120	228,504
	121,136,825	118,364,794
Accumulated surplus (Schedule I)	122,828,695	119,822,585

Commitments (Note 5)
 Contingencies (Note 8)
 Subsequent event (Note 10)

Approved on behalf of the Board of Directors:

_____ Chairperson
 Director

The accompanying notes are an integral part of these financial statements

**Alberta Central East Water Corporation
Statement of Operations and Accumulated Surplus**

For the year ended December 31, 2019

	2019 Budget (Note 6)	2019	2018
Water revenue			
Water sales	1,903,689	1,929,094	1,576,422
Municipal contributions for fixed costs	597,236	590,539	516,860
Sale of contract water	-	-	182,700
	2,500,925	2,519,633	2,275,982
Cost of sales			
Cost of water	1,631,660	1,608,125	1,435,922
Electricity	167,705	155,617	149,125
Chemicals	29,595	27,145	16,956
Water rebate	9,865	8,591	9,456
	1,838,825	1,799,478	1,611,459
Gross profit	662,100	720,155	664,523
Other revenue			
Interest revenue	-	27,691	45,750
Private connections	-	23,566	11,424
Municipal contributions for Board fees	30,000	21,001	23,347
Vault maintenance fee	-	10,450	8,400
Recovery	-	2,443	598
	30,000	85,151	89,519
Expenses			
Repairs, maintenance and supplies	202,300	240,118	107,250
Contracted services - operations	167,000	162,856	226,673
Contracted services - management	80,000	80,631	77,524
Professional fees	52,000	54,657	40,846
Board of Directors	30,000	20,727	28,220
Telephone	10,000	13,779	8,333
Insurance	15,000	12,495	9,138
Utilities	8,000	7,938	2,612
Computer	29,000	3,878	5,967
Other operational	3,800	1,389	1,265
Bank charges and interest	-	143	755
Bad debt	-	-	26,398
	597,100	598,611	534,981
Excess of revenue over expenses before other	95,000	206,695	219,061

The accompanying notes are an integral part of these financial statements

**Alberta Central East Water Corporation
Statement of Operations and Accumulated Surplus**

For the year ended December 31, 2019

	2019 Budget (Note 6)	2019	2018
<i>(Continued from previous page)</i>			
Excess of revenue over expenses before other	95,000	206,695	219,061
Other			
Government transfers for capital <i>(Schedule III)</i>	5,702,883	2,799,415	10,039,939
Excess of revenue over expenses	5,797,883	3,006,110	10,259,000
Accumulated surplus, beginning of year	119,822,585	119,822,585	109,563,585
Accumulated surplus, end of year	125,620,468	122,828,695	119,822,585

The accompanying notes are an integral part of these financial statements

**Alberta Central East Water Corporation
Statement of Change in Net Financial Assets**

For the year ended December 31, 2019

	2019 Budget (Note 6)	2019	2018
Excess of revenue over expenses	5,797,883	3,006,110	10,259,000
Acquisition of tangible capital assets	(5,702,883)	(2,799,415)	(10,039,939)
Decrease (increase) in prepaid expenses	-	27,384	(29,856)
Increase in net financial assets	95,000	234,079	189,205
Net financial assets, beginning of year	1,457,791	1,457,791	1,268,586
Net financial assets, end of year	1,552,791	1,691,870	1,457,791

The accompanying notes are an integral part of these financial statements

**Alberta Central East Water Corporation
Statement of Cash Flows**

For the year ended December 31, 2019

	2019	2018
Cash provided by (used for) the following activities:		
Operating		
Excess of revenue over expenses	3,006,110	10,259,000
Non-cash items:		
Net change in non-cash operating working capital balances:		
Decrease in deferred revenue	(279,941)	(678,038)
Decrease (increase) in prepaid expenses	27,384	(29,856)
Increase (decrease) in operating accounts payable and accrued liabilities	(200,014)	371,095
Decrease (increase) in trade and other accounts receivable	1,037,346	(473,381)
Decrease in net amount due from County of Vermilion River	-	267,605
	3,590,885	9,716,425
Capital		
Acquisition of tangible capital assets	(4,219,551)	(9,171,740)
Increase (decrease) in cash and equivalents	(628,666)	544,685
Cash and equivalents, beginning of year	1,838,747	1,294,062
Cash and equivalents, end of year	1,210,081	1,838,747

The accompanying notes are an integral part of these financial statements

Alberta Central East Water Corporation
Schedule I - Schedule of Changes in Accumulated Surplus
For the year ended December 31, 2019

	Unrestricted Surplus	Restricted Operating Reserve	Restricted Capital Reserve	Restricted Equity in Tangible Capital Assets	2019	2018
Balance, beginning of year	117,608	1,218,683	350,004	118,136,290	119,822,585	109,563,585
Excess of revenue over expenses	3,006,110	-	-	-	3,006,110	10,259,000
Unrestricted funds designated for future use	(215,287)	165,287	50,000	-	-	-
Restricted funds for operations	8,592	(8,592)	-	-	-	-
Current year funds used for tangible capital assets	(2,799,415)	-	-	2,799,415	-	-
Change in accumulated surplus	-	156,695	50,000	2,799,415	3,006,110	10,259,000
Balance, end of year	117,608	1,375,378	400,004	120,935,705	122,828,695	119,822,585

The accompanying notes are an integral part of these financial statements

Alberta Central East Water Corporation
Schedule II - Schedule of Tangible Capital Assets
For the year ended December 31, 2019

	<i>Buildings</i>	<i>Engineered Structures</i>	<i>2019</i>	<i>2018</i>
Cost:				
Balance, beginning of year	27,888	118,108,402	118,136,290	108,096,351
Acquisition of tangible capital assets	-	2,799,415	2,799,415	10,039,939
Balance, end of year	27,888	120,907,817	120,935,705	118,136,290

During the year, tangible capital assets were acquired at an aggregate cost of \$2,799,415 (2018 - \$10,039,939), of which there was \$1,163,257 (2018 - \$2,583,393) in accounts payable at year end; the remaining \$4,219,551 (2018 - \$9,171,740) was acquired by cash.

The accompanying notes are an integral part of these financial statements

Alberta Central East Water Corporation
Schedule III - Schedule of Government Transfers
For the year ended December 31, 2019

	2019 Budget	2019	2018
Capital			
Provincial	5,132,594	2,519,484	9,035,943
Local	570,289	279,931	1,003,996
	5,702,883	2,799,415	10,039,939

The accompanying notes are an integral part of these financial statements

**Alberta Central East Water Corporation
Notes to the Financial Statements***For the year ended December 31, 2019*

1. Significant accounting policies

The financial statements of Alberta Central East Water Corporation (the "Corporation") are the representations of management prepared in accordance with generally accepted accounting principles established by the Public Sector Accounting Board of CPA Canada. Significant aspects of the accounting policies adopted by the Corporation are as follows:

Basis of accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Measurement uncertainty (use of estimates)

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

Trade and other accounts receivable are stated after evaluation as to their collectibility and an appropriate allowance for doubtful accounts is provided where considered necessary.

Revenue recognition**i. Government transfers**

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

The Corporation recognizes a government transfer as revenue when the transfer is authorized and all eligibility criteria, if any, have been met. A government transfer with stipulations giving rise to an obligation that meets the definition of a liability is recognized as a liability. In such circumstances, the Corporation recognizes revenue as the liability is settled.

ii. Water and other revenue

Water and other sources of revenue are recorded when received or receivable.

Non-financial assets

Assets are classified as either financial or non-financial. Financial assets are assets that could be used to discharge existing liabilities or finance future operations. Non-financial assets are acquired, constructed or developed assets that do not normally provide resources to discharge existing liabilities but are employed to deliver government services, may be consumed in normal operations and are not for resale in the normal course of operations.

Alberta Central East Water Corporation
Notes to the Financial Statements
For the year ended December 31, 2019

1. Significant accounting policies *(continued)*

Non-financial assets *(continued)*

i. Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset.

ii. Prepaid expenses

Prepaid expenses include pre-payments on goods and services which will be utilized in the following fiscal year.

Financial instruments

Financial instruments are initially recorded at their fair value. The Corporation subsequently measures financial assets and liabilities at amortized cost. Transaction costs are added to the carrying amount. The Corporation assesses impairment of all of its financial assets when there is an indication of impairment. Any impairment that is not considered temporary is included in current year excess of revenue over expenses.

Future Accounting Standards

Effective on or after April 1, 2021:

PS 3280 Asset Retirement Obligations, a new standard establishing guidance on the recognition, measurement, presentation and disclosure of a liability for retirement of a tangible capital asset. As this standard includes solid waste landfill sites active and post-closing obligations upon adoption of this new standard, existing Solid Waste Landfill Closure and Post-Closure Liability section PS 3270 will be withdrawn.

The extent of the impact on adoption of this future standard is not known at this time.

2. Trade and other accounts receivable

	2019	2018
Goods and Services Tax receivable	175,768	1,284,897
Due from governments - capital	1,440,991	1,183,365
Trade receivables due from member municipalities	405,890	518,922
Trade receivables due from corporations	92,893	165,704
	<hr/> 2,115,542	<hr/> 3,152,888

Alberta Central East Water Corporation
Notes to the Financial Statements
For the year ended December 31, 2019

3. Deferred revenue

	2019	2018
Municipal contributions	212,120	492,061
Rate study grant	24,425	24,425
	236,545	516,486

Included in the Corporation's deferred revenue are government transfers which are restricted to eligible projects as approved under the funding agreements.

4. Member share contributions

Shares authorized:

- Unlimited Class A common voting shares
- Unlimited Class B common voting shares
- Unlimited Class C common voting shares
- Unlimited Class D common non-voting shares
- Unlimited Class E common non-voting shares
- Unlimited Class F common non-voting shares
- Unlimited Class G preferred non-voting shares
- Unlimited Class H preferred non-voting shares
- Unlimited Class I preferred non-voting shares

Shares issued:

	2019	2018
2,885 Class A common shares - Town of Vermilion	29	29
1,562 Class A common shares - County of Two Hills No. 21	15	15
1,449 Class A common shares - County of Vermilion River	14	14
1,211 Class A common shares - Town of Two Hills	12	12
1,119 Class A common shares - County of Minburn No. 27	11	11
854 Class A common shares - Village of Mannville	9	9
796 Class A common shares - Village of Kitscoty	8	8
601 Class A common shares - Village of Marwayne	6	6
395 Class A common shares - Village of Myrnam	4	4
255 Class A common shares - Village of Innisfree	3	3
214 Class A common shares - Village of Dewberry	2	2
200 Class A common shares - Village of Paradise Valley	2	2
1,959 Class D common shares - Town of Vermilion	20	20
	135	135

**Alberta Central East Water Corporation
Notes to the Financial Statements**

For the year ended December 31, 2019

5. Commitments

As at December 31, 2019 the Corporation has entered into two management contracts, an operations contract and various construction contracts. The commitments over the next year are as follows:

2020	4,127,007
------	-----------

6. Budget information

The disclosed budget information was approved by the Board on March 21, 2019. The following is a reconciliation between the budget approved and that showing in the financial statements:

	Budget 2019
Approved budgeted operating surplus	-
Operating transfer from reserve	128,000
Operating transfer to reserve	(33,000)
<u>Excess of revenue over expenses before other (<i>Statement of Operations</i>)</u>	<u>95,000</u>

7. Financial instruments

The Corporation as part of its operations carries a number of financial instruments. It is management's opinion that the Corporation is not exposed to significant interest, currency or credit risk arising from these financial instruments except as otherwise disclosed.

As at December 31, 2019, three funders (2018 - four) accounted for 56% (2018 - 81%) of the trade receivable balance. The Corporation believes that there is no unusual exposure associated with the collection of these receivables. The Corporation performs regular credit assessments of its funders and provides allowances for potentially uncollectible accounts receivable.

8. Contingencies

The Corporation is a member of the Genesis Reciprocal Insurance Exchange ("GENESIS"). Under the terms of the membership, the Corporation could become liable for its proportionate share of any claim losses in excess of funds held by GENESIS. Any liability incurred would be accounted as a current transaction in the years the losses are determined.

Alberta Central East Water Corporation
Notes to the Financial Statements

For the year ended December 31, 2019

9. Changes in accounting policy

Effective January 1, 2019, the Corporation adopted the recommendations relating to the following section, as set out by the CPA Canada Public Sector Accounting Standards Handbook:

- PS 3430 *Restructuring Transactions*

Pursuant to the recommendations, the changes were applied prospectively, and prior periods have not been restated. There is no material impact on the financial statements of adopting the new Section.

10. Subsequent event

Subsequent to year-end, there was a global outbreak of COVID-19, which has had a significant impact on corporate operations through the restrictions put in place by the Canadian and provincial government regarding travel, isolation/quarantine orders and restrictions on non-essential businesses. At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on the Corporation as this will depend on future developments that are highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographic spread of the virus, and the duration of the outbreak, including the duration of service disruption and isolation/quarantine measures that are currently, or may be put, in place by Canada and other countries to fight the virus.

**ANNUAL RESOLUTIONS IN WRITING
CONSENTED TO BY ALL OF THE SHAREHOLDERS
OF
ALBERTA CENTRAL EAST WATER CORPORATION
(THE "CORPORATION")
PASSED PURSUANT TO SECTION 141(1)
OF THE *BUSINESS CORPORATIONS ACT* (ALBERTA) (THE "ACT")
EFFECTIVE: APRIL 30, 2020**

BE IT RESOLVED THAT:

1. ELECTION OF DIRECTORS

The following persons are hereby elected directors of the Corporation to hold office, subject to the Act, until the next annual meeting of the shareholders (or the signing of a resolution in lieu thereof) or until their successors are duly elected or appointed:

DENNIS ROTH
CLINT MCCULLOUGH
EDWARD E. SOSNOWSKI
CLIFFORD WOWDZIA
REX SMITH
AARON CANNAN
DON GULAYEC
LEONARD L. EWANISHAN
MARTY BAKER

2. APPOINTMENT OF AUDITORS

Metrix Group Inc. and the same are hereby appointed auditors of the Corporation, to hold office until the next annual meeting of the shareholders of the Corporation unless such auditors are earlier duly removed from office, at a remuneration to be fixed by the Board of Directors with the Board being hereby authorized to fix such remuneration.

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3. WAIVER / ACKNOWLEDGMENT

Each and every of the undersigned Shareholders hereby:

- a) acknowledges and confirms receipt of a copy of the Financial Statements for the most recent fiscal period of the Corporation; or
- b) notifies the Corporation that such shareholder does not require delivery of a copy of the Financial Statements for the most recent fiscal period of the Corporation.

ACKNOWLEDGED AND SIGNED by all of the shareholders entitled to vote on the foregoing resolution at a meeting of the shareholders of the Corporation, in counterpart or otherwise, by electronic means.

COUNTY OF MINBURN NO. 27

Per: _____

COUNTY OF TWO HILLS NO. 21

Per: _____

COUNTY OF VERMILION RIVER

Per: _____

TOWN OF TWO HILLS

Per: _____

TOWN OF VERMILION

Per: _____

VILLAGE OF DEWBERRY

Per: _____

VILLAGE OF INNISFREE

Per: _____

VILLAGE OF KITSCOTY

Per: _____

VILLAGE OF MANNVILLE

Per: _____

VILLAGE OF MARWAYNE

Per: _____

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VILLAGE OF MYRNAM

Per: _____

VILLAGE OF PARADISE VALLEY

Per: _____

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**President
Président**

Garth Frizzell
Councillor
City of Prince George, BC

January 29, 2021

**First Vice-President
Première vice-présidente**

Joanne Vanderheyden
Mayor
Municipality of
Strathroy-Caradoc, ON

Her Worship Mayor Cheryle Eikeland
and Members of Council
Village of Marwayne
210-2nd Ave. South, PO Box 113
Marwayne, Alberta
TOB 2X0

**Second Vice-President
Deuxième vice-président**

Darren Hill
Councillor
City of Saskatoon, SK

Title of initiative: AMP and Condition Assessment
Application number: **MAMP-17096**

Dear Mayor Eikeland and Members of Council:

**Third Vice-President
Troisième vice-président**

Scott Pearce
Maire
Municipalité de
Canton de Gore, QC

On behalf of the Municipal Asset Management Program (MAMP) it is my pleasure to confirm that the Village of Marwayne has been approved for a grant in the amount of up to **\$50,000**.

In the near future, Brett Phillips will contact Shannon Harrower, Manager of Operations of the Village of Marwayne to finalize the agreement for the grant. FCM's obligation to fund the above-noted initiative will only become binding once the agreement is fully executed. During this time, eligible expenditures may be incurred as of your project's eligibility date: 14 December 2020.

**Past President
Président sortant**

Bill Karsten
Councillor
Halifax Regional
Municipality, NS

Public announcements regarding MAMP-funded initiatives are overseen by FCM in partnership with the Government of Canada. Your municipality is welcome to participate in that process, but until authorised by FCM and Infrastructure Canada, any public statements related to the status of the application for MAMP funding are not permitted. This communication protocol is contained in the grant agreement. If you require further information prior to receiving the contract, please contact Brett Phillips at 343-925-6403 or by e-mail at bphillips@fcm.ca.

**Chief Executive Officer
Cheffe de la direction**

Carole Saab
Ottawa, ON

Thank you for your interest in MAMP. We look forward to working with you to improve asset management practices in your community, and to sharing the results of your initiative with communities across Canada.

Sincerely,

Aymone Agossou
Manager, Funding

cc: Shannon Harrower, Manager of Operations

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