



Village of Marwayne

Agenda

Regular Village Council Meeting
Monday, August 16, 2021 @ 7:00 PM
Horton Agencies Board Room

	Page
1 CALL TO ORDER	
2 ADDITIONS	
3 ADOPTION OF AGENDA	
3.1 August 16th, 2021 Regular Village Council Meeting	
Be it resolved that the August 16th, 2021 Regular Village Council Meeting Agenda be approved as presented.	
4 ADOPTION OF MINUTES	
4.1 July 12th, 2021 Regular Village Council Meeting	6 - 10
Be it resolved that the July 12th, 2021 Regular Village Council Meeting Minutes be approved as presented.	
5 DELEGATIONS/PUBLIC HEARINGS	
6 KEY STRATEGY: ADDRESSING SERVICE NEEDS	
6.1 Public Works Foreman Report	11
Be it resolved that the Public Works Foreman Report be received as information.	
6.2 Regional Water Operator Report	12 - 17
Be it resolved that the Regional Water Operator Report be received as information.	
6.3 Emergency Pump 3 Pipe Replacement	18 - 19
Be it resolved that the Emergency Pump Piping in the water treatment plant be replaced by Bi Systems at a cost of \$10,890.00 plus GST.	
7 KEY STRATEGY: SAFE & CARING COMMUNITY	
7.1 Grazing Lease on SW 26 52 3 W4	20 - 21
Be it resolved that the Village of Marwayne renew the grazing lease agreement on SW 26 52 3 W 4 with 7C Ranch Ltd. for a five year term at a cost of \$5700.00 per year plus GST.	

7.2	Weed Spraying Policy PW 03	22 - 25
	Be it resolved that the Weed Spraying Policy PW 03 be approved as presented.	
7.3	Mowing Policy PW 09	26
	Be it resolved that the Mowing Policy PW 09 be rescinded.	
8	KEY STRATEGY: PLANNING FOR GROWTH & CHANGE	
8.1	Village Signage	27 - 31
	Be it resolved that new signage for the Village of Marwayne Public Works Shop and along Highway 897 be purchased and installed by Ironjet Promotions at a cost of \$2,737.15.	
9	KEY STRATEGY: PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE	
9.1	Sewer Back Up on Private Property Policy SW 02	32 - 38
	Be it resolved that the Sewer Back Up on Private Property Policy SW 02 be approved as presented.	
9.2	Utility Connected to Municipal System Policy SW 03	39
	Be it resolved that the Water and Sewer Connections Policy WT 03 be rescinded.	
9.3	Sewer Maintenance Policy SW 01	40 - 46
	Be it resolved that the Sewer Maintenance Policy SW 01 be approved as presented.	
9.4	Plumber Required Policy WT 08	47
	Be it resolved that the Plumber Required Policy WT 08 be rescinded.	
9.5	Water Restriction Policy WT 09	48
	Be it resolved that the Water Restriction Policy WT 09 be rescinded.	
9.6	Winter Water Bleeder Policy WT 12	49 - 51
	Be it resolved that the Winter Water Bleeder Policy WT 12 be approved as presented.	

9.7	Utility Arrears Policy WT 05	52 - 54
	Be it resolved that the Utility Arrears Policy WT 05 be approved as presented.	
9.8	Cross Connection Program Policy WT 11	55 - 56
	Be it resolved that the Cross Connection Policy WT 11 be rescinded.	
9.9	Curb Cock Replacement Policy WT 04	57 - 59
	Be it resolved that the Curb Cock Replacement Policy WT 04 be rescinded.	
9.10	FCSS Policy AD 04	60 - 61
	Be it resolved that the FCSS Policy AD 04 be rescinded.	
9.11	Storm Drainage Policy PW 12	62
	Be it resolved that the Storm Drainage Policy PW 12 be rescinded.	
9.12	2021 Audit Request for Quotations	63 - 68
	Be it resolved that the 2021-2022 Audit Request for Quotations be approved as presented.	
10	ADMINISTRATIVE REPORTS	
10.1	Councillor Reports	69 - 78
	Be it resolved that the following Councillor Reports be received as information:	
	<ul style="list-style-type: none"> • Northern Lights Library System Weekly Reports 	
10.2	Chief Administrative Officer Report	79 - 81
	Be it resolved that the Chief Administrative Officer Report be received as information.	
11	FINANCIAL	
11.1	Monthly Financial Report	82 - 83
	Be it resolved that the August 2021 Monthly Financial Report be received as information.	

11.2	Cheque Distribution Report	84 - 87
	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.	
11.3	Bank Reconciliation Report	88
	Be it resolved that the July 2021 Bank Reconciliation Report be received as information.	
11.4	Monthly Utility Bill Report	89
	Be it resolved that the July 2021 Monthly Utility Bill Report be received as information.	
11.5	2020 Audited Financial Statements	90 - 131
	Be it resolved that the 2020 Audited Financial Statements be approved as presented.	
12	CORRESPONDENCE	
12.1	Letter from the Municipality of Crowsnest Pass opposing Bill C-21	132 - 133
	Be it resolved that the Letter from the Municipality of Crowsnest Pass opposing Bill C-21 be received as information.	
12.2	Meeting with the Minister of Municipal Affairs during 2021 AUMA Convention	134 - 135
	Be it resolved that the Village of Marwayne request a meeting with the Minister of Municipal Affairs at the upcoming 2021 AUMA Conference.	
12.3	Letter from the Minister of Municipal Affairs regarding Election funding	136 - 137
	Be it resolved that the Letter from the Minister of Municipal Affairs be received as information.	
13	CONFIDENTIAL	
13.1	FOIP Section 17 (1) Advice from Officials - CAO Report	
14	SETTING OF THE NEXT MEETING	
14.1	September Meeting Dates	
	Be it resolved that the next Regular Village Council Meetings be held on September 7th and 20th, 2021 at 7:00 p.m. at the Horton Agencies Boardroom.	



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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 July 12th, 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 and Ashley Rainey
Chief Administrative Officer Shannon Harrower

1. CALL TO ORDER

Mayor C. Eikeland called the July 12th, 2021 Village of Marwayne Council Meeting to order at 7:04 p.m.

2. ADOPTION OF AGENDA

July 12th, 2021 Regular Council Meeting Agenda

2021-07-17

Moved By Councillor R. McDonald

Be it resolved that the June 21st, 2021 Regular Village Council Meeting Agenda be approved with the following additions as presented:

- Cheque Distribution
- Trees
- Unsightly Premises

CARRIED

3. ADOPTION OF MINUTES

June 21st, 2021 Regular Council Meeting Minutes

2021-07-18

Moved By Councillor A. Rainey

Be it resolved that the June 21st, 2021 Regular Village of Marwayne Council Meeting Minutes be approved as presented.

CARRIED

4. KEY STRATEGY: ADDRESSING SERVICE NEEDS

Regional Water Operator Report

2021-07-19

Moved By Deputy Mayor C. Neureuter

Be it resolved that the Regional Water Operator Report be received as information.

CARRIED



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5. KEY STRATEGY: SAFE AND CARING COMMUNITY

Capital Project Submission Request from the Minister of Infrastructure

2021-07-20

Moved By Deputy Mayor C. Neureuter

Be it resolved that the Capital Project Submission Request from the Minister of Infrastructure be received as information.

CARRIED

Hanging Plant Baskets

2021-07-21

Moved By Councillor A. Rainey

Be it resolved that the Hanging Basket Quotations be referred to the Economic Development Committee for review and consideration.

CARRIED

6. KEY STRATEGY: PLANNING FOR GROWTH & CHANGE

Proposal from Bar Engineering

2021-07-22

Moved By Deputy Mayor C. Neureuter

Be it resolved that the Village of Marwayne proceed with the structural engineering assessment of all municipal owned buildings at a cost of \$13,500.00.

CARRIED

7. KEY STRATEGY: PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE

Admin Support for Development Policy DEV 02

2021-07-23

Moved By Councillor A. Rainey

Be it resolved that the Admin Support for Development Policy DEV 02 be rescinded.

CARRIED

Land Sale Conditions Policy DV 03

2021-07-24

Moved By Councillor R. McDonald

Be it resolved that the Land Sale Conditions Policy be approved as presented.

CARRIED



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Vacant Land Inventory Policy DEV 04

2021-07-25

Moved By Councillor A. Rainey

Be it resolved that the Vacant Land Inventory Policy DEV 04 be rescinded.

CARRIED

Compliance Letter Policy DEV 05

2021-07-26

Moved By Deputy Mayor C. Neureuter

Be it resolved that the Compliance Letter Policy DEV 05 be rescinded.

CARRIED

Design Construction Standards Policy DEV 06

2021-07-27

Moved By Councillor R. McDonald

Be it resolved that the Design Construction Standards Policy DEV 06 be rescinded.

CARRIED

Public Hearing Policy DV 07

2021-07-28

Moved By Councillor R. McDonald

Be it resolved that the Public Hearing Policy DV 07 be approved as presented.

CARRIED

Subdivision Policy DEV 01

2021-07-29

Moved By Councillor A. Rainey

Be it resolved that the Subdivision Policy DEV 01 be rescinded.

CARRIED

8. ADMINISTRATIVE REPORTS

Councillor Reports

2021-07-30

Moved By Councillor R. McDonald

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

- Vermilion River Regional Waste Management Meeting Minutes and Update
- Pioneer Lodge Meeting Update

CARRIED



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Chief Administrative Officer Report

2021-07-31

Moved By Councillor R. McDonald

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

CARRIED

2021-07-32

Moved By Councillor A. Rainey

Be it resolved that the Village of Marwayne submit an application to the Canada Community Revitalization Fund Program for construction of Phase 2 of the Walking Trail System and a community splash park in the amount of \$425,000.

CARRIED

9. FINANCIAL

Cheque Distribution Report

2021-07-33

Moved By Deputy Mayor A. Rainey

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

2021-07-34

Moved By Deputy Mayor C. Neureuter

Be it resolved that the Cheque Distribution Discussion be received as information.

CARRIED

Bank Reconciliation Report

2021-07-35

Moved By Councillor R. McDonald

Be it resolved that the Bank Reconciliation Report be received as information.

CARRIED

Monthly Utility Billing Report

2021-07-36

Moved By Councillor A. Rainey

Be it resolved that the Monthly Utility Billing Report be received as information.

CARRIED



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10. CORRESPONDENCE

RCMP Letters of Support

2021-07-37

Moved By Deputy Mayor C. Neureuter

Be it resolved that the RCMP Letters of Support be received as information.

CARRIED

11. CLOSED SESSION - CONFIDENTIAL

2021-07-38

Moved By Councillor A. Rainey

Be it resolved that the Village of Marwayne move to a closed session at 7:47 p.m. under FOIP Section 17 (1) with all members in attendance.

CARRIED

FOIP Section 17 (1) – Advice from Officials – CAO Report

2021-07-39

Moved By Councillor A. Rainey

Be it resolved that the Village of Marwayne revert to an open session at 7:58 p.m. with all members in attendance.

CARRIED

12. NEXT MEETING

August 16th, 2021 at the Horton Agencies Boardroom

13. ADJOURNMENT

Being that the July 12th, 2021 Council Meeting agenda matters for the Village of Marwayne have concluded, the meeting adjourned at 8:03 p.m.

Approved this 16th day of August 2021.

Cheryle Eikeland, Mayor

Shannon Harrower, CAO



JUNE PUBLIC WORKS FOREMAN REPORT

Task	Completed (Yes/No) & Date	Notes
Check & Grade Back Alleys	yes	
Playground Inspection	good	
Check Curb Stops	good	
Store Soccer Nets (End of Season)		
Check Trees/Weed/Cultivate & Mow Ball Diamonds	OK	
Visual Street Sign Inspections & HWY 897 Signs (Noted in Writing in your Book)	all Time.	
Annual Sidewalk Inspection		
Check for gophers & muskrats at Lagoon/Fill in Holes/Remove gophers & muskrats	OK	
Check Fire Extinguishers (1 Office, 3 Shop, Vehicles, 2 Water Treatment Plant, 1 Fire Hall, 1 Lift Station, 2 Well House & 1 Clinic) and Turn Down Heat in Shop	all good	
Check First Aid Kit for Sticker (Office, Shop, Vehicles and Water Treatment Plant)	good	
Special Project (assigned yearly-if any)		

Submitted by: WA [Signature]

Date: 15 July



Monthly Water Reports Village of Marwayne
 Month: July Year: 2021

Start: 2021-07-01T08:30:
 End: 2021-08-01T08:30:

Date	Total Flows								
	Manual Entry			SCADA Well 1		Total IN	SCADA Discharge		
	ACE Meter	ACE Daily Volume	Reservoir Level	Flow Rate Average	Met.Rdg. At 08:35 AM	Daily Volume	Flow Rate Average	Met.Rdg. At 08:35 AM	Daily Volume
	(m ³)	(m ³)	Meters	(L/min)	(m ³)	(m ³)	(L/min)	(m ³)	(m ³)
7/1/21		232.50	2.23	0.00	51430.90	0.00	124.61	666652.00	182.00
7/2/21	142593.00	173.67	2.19	0.00	51430.90	0.00	149.69	666834.00	213.00
7/3/21		173.67	2.23	0.00	51430.90	0.00	99.64	667047.00	141.00
7/4/21		173.67	2.22	0.00	51430.90	0.00	117.09	667188.00	170.00
7/5/21	143114.00	168.00	2.22	0.00	51430.90	0.00	118.18	667358.00	169.00
7/6/21	143282.00	152.00	2.23	0.00	51430.90	0.00	102.37	667527.00	148.00
7/7/21	143434.00	111.00	2.14	0.00	51430.90	0.00	104.83	667675.00	150.00
7/8/21	143545.00	218.00	2.21	0.00	51430.90	0.00	126.42	667825.00	182.00
7/9/21	143763.00	134.67	2.24	0.00	51430.90	0.00	98.55	668007.00	141.00
7/10/21		134.67	2.23	0.00	51430.90	0.00	103.40	668148.00	146.00
7/11/21		134.67	2.24	0.00	51430.90	0.00	92.26	668294.00	130.00
7/12/21	144167.00	154.00	2.23	0.00	51430.90	0.00	104.44	668424.00	151.00
7/13/21	144321.00	147.00	2.24	0.00	51430.90	0.00	100.83	668575.00	145.00
7/14/21	144468.00	130.00	2.23	0.00	51430.90	0.00	100.58	668720.00	143.00
7/15/21	144598.00	147.00	2.23	0.00	51430.90	0.00	101.07	668863.00	147.00
7/16/21	144745.00	119.00	2.23	0.00	51430.90	0.00	93.75	669010.00	136.00
7/17/21		119.00	2.18	0.00	51430.90	0.00	65.99	669146.00	95.00
7/18/21		119.00	2.23	0.00	51430.90	0.00	88.43	669241.00	127.00
7/19/21	145102.00	106.00	2.18	0.00	51430.90	0.00	84.14	669368.00	120.00
7/20/21	145208.00	104.00	2.25	0.00	51430.90	0.00	65.56	669488.00	94.00
7/21/21	145312.00	92.00	2.18	0.00	51430.90	0.00	72.58	669582.00	103.00
7/22/21	145404.00	122.00	2.24	0.00	51430.90	0.00	80.47	669685.00	117.00
7/23/21		122.00	2.24	0.00	51430.90	0.00	71.22	669802.00	104.00
7/24/21		122.00	2.24	0.00	51430.90	0.00	87.28	669906.00	123.00
7/25/21		122.00	2.24	0.00	51430.90	0.00	96.15	670029.00	139.00
7/26/21	145892.00	149.00	2.24	0.00	51430.90	0.00	106.16	670168.00	153.00
7/27/21	146041.00	136.00	2.24	0.00	51430.90	0.00	90.30	670321.00	131.00
7/28/21	146177.00	166.00	2.23	0.00	51430.90	0.00	123.56	670452.00	183.00
7/29/21	146343.00	135.00	2.23	0.00	51430.90	0.00	91.88	670635.00	134.00
7/30/21	146478.00	0.00	2.24	0.00	51430.90	0.00	113.63	670769.00	165.00
7/31/21		0.00	2.17	0.00	51430.90	0.00	92.45	670934.00	131.00
Total	3885.00				0.00	0.00		4413.00	4413.00
Mean		132.82	2.22	0.00		0.00	98.95		142.35
Minimum		0.00	2.14	0.00		0.00	65.56		94.00
Maximum		232.50	2.25	0.00		0.00	149.69		213.00



Monthly Water Reports Village of Marwayne
 Month: **July** Year: **2021**

Start: 2021-07-01T08:30:
 End: 2021-08-01T08:30:

Total Recirculation Flows			
Date	SCADA		
	Flow Rate Daily Average	Meter Reading At 08:35 AM	Daily Volume
	(L/min)	(m ³)	(m ³)
7/1/21	172.10	13293.40	0.00
7/2/21	172.10	13293.40	0.00
7/3/21	172.10	13293.40	0.00
7/4/21	172.10	13293.40	0.00
7/5/21	172.10	13293.40	0.00
7/6/21	172.10	13293.40	0.00
7/7/21	172.10	13293.40	0.00
7/8/21	172.10	13293.40	0.00
7/9/21	172.10	13293.40	0.00
7/10/21	172.10	13293.40	0.00
7/11/21	172.10	13293.40	0.00
7/12/21	172.10	13293.40	0.00
7/13/21	172.10	13293.40	0.00
7/14/21	172.10	13293.40	0.00
7/15/21	172.10	13293.40	0.00
7/16/21	172.10	13293.40	0.00
7/17/21	172.10	13293.40	0.00
7/18/21	172.10	13293.40	0.00
7/19/21	172.10	13293.40	0.00
7/20/21	172.10	13293.40	0.10
7/21/21	172.10	13293.50	0.00
7/22/21	172.10	13293.50	0.00
7/23/21	172.10	13293.50	0.00
7/24/21	172.10	13293.50	0.00
7/25/21	172.10	13293.50	0.00
7/26/21	172.10	13293.50	0.00
7/27/21	172.10	13293.50	0.00
7/28/21	172.10	13293.50	0.00
7/29/21	172.10	13293.50	0.00
7/30/21	172.10	13293.50	0.00
7/31/21	172.10	13293.50	0.00
Total		0.10	0.10
Average	13293.44		0.00
Minimum	172.10		0.00
Maximum	172.10		0.10

Monthly Well Level in Feet			
		Manual Entry	
		Well 1	
Static		71.9	
Running			
DISTRIBUTION RANDOM SAMPLE DATA - Daily Samples			
Day	Random Chlorine Sample		
	Time	Location	TCI2 mg/L
Jul -02	10:45 AM	Campground	1.24
Jul -05	10:50 AM	Car Wash	1.18
Jul -06	11:00 AM	Hotel	1.08
Jul -07	10:00 AM	Campground	1.24
Jul -08	9:00 AM	Hwy Service	0.61
Jul -09	8:40 AM	Shop	1.25
Jul -12	8:35 AM	Fire hall	0.98
Jul -13	11:10 AM	Hwy Service	0.76
Jul -14	11:50 AM	Home Hardware	1.01
Jul -15	12:10 PM	Car Wash	0.86
Jul -16	1:20 PM	Campground	1.12
Jul -19	8:45 AM	Campground	1.08
Jul -20	11:00 AM	Shop	1.13
Jul -21	8:40 AM	Fire hall	1.01
Jul -22	8:40 AM	306 2st N	0.52
Jul -26	8:45 AM	Campground	1.17
Jul -27	11:50 AM	Shop	1.26
Jul -28	8:00 AM	Hwy Service	0.68
Jul -29	9:15 AM	Car Wash	1.12
Jul -30	10:05 AM	Home Hardware	1.09



Monthly Water Reports Village of Marwayne
 Month: **July** Year: **2021**

Start: 2021-07-01T08:30:
 End: 2021-08-01T08:30:

Chemical Dosage Readings (DR890)				
Date	(MAC 0.3)	(MAC 3.0)		(MAC 0.08)
	IRON (mg/L)	Total Chlorine (mg/L)		Manganese (mg/L)
	Water Plant	Water Plant SCADA AVG	Water Plant Sample	Water Plant
7/1/21		1.33		
7/2/21		1.33	1.31	
7/3/21		1.33		
7/4/21		1.32		
7/5/21		1.33	1.29	
7/6/21	0.060	1.32	1.33	0.017
7/7/21		1.30	1.32	
7/8/21		1.28	1.29	
7/9/21		1.23	1.26	
7/10/21		1.18		
7/11/21		1.15		
7/12/21		1.11	1.14	
7/13/21	0.040	1.09	1.11	0.007
7/14/21		1.08	1.09	
7/15/21		1.09	1.11	
7/16/21		1.12	1.12	
7/17/21		1.13		
7/18/21		1.16		
7/19/21		1.21	1.16	
7/20/21		1.22	1.23	
7/21/21		1.23	1.25	
7/22/21	0.030	1.24	1.23	0.003
7/23/21		1.24		
7/24/21		1.25		
7/25/21		1.25		
7/26/21		1.24	1.26	
7/27/21	0.010	1.23	1.24	0.013
7/28/21		1.21	1.23	
7/29/21		1.19	1.15	
7/30/21		1.17	1.16	
7/31/21		1.16		
Total				
Mean	0.04	1.22	1.21	0.010
Minimum	0.01	1.08	1.09	0.003
Maximum	0.06	1.33	1.33	0.017



Monthly Water Reports Village of Marwayne

Month: **July**

Year: **2021**

Start: 2021-07-01T08:30:

End: 2021-08-01T08:30:

Date	BACTERIAL ANALYSIS					9210210
	COLIFORMS & E. COLI APR#965					
	Time	SAMPLE SITE	ID#	Total Chlorine (mg/L)	Result	
7/6/21	11:00 AM	11 Railway Ave N	1938680	1.08	S	
7/20/21	11:00 AM	21 1st St. N	1938681	1.13	S	

Operator in charge Carry Grant /Assist: Wilson Curtis CERTIFICATE # 2163 780-214-7933 fax 780-847-3324	
end of month: need reading for bulk water meter:	226229.9
end of month: need reading for backwash meter:	13293

Cl2 Calibration check for DR/890 Colorimeter	
Standard 1 (mg/l) 0.22 +/- 0.09	0.2
Standard 2 (mg/l) 0.87 +/- 0.10	0.87
Standard 3 (mg/l) 1.56 +/- 0.14	1.55



Monthly Water Reports Village of Marwayne
 Month: July Year: 2021

Start: 2021-07-01T08:30:
 End: 2021-08-01T08:30:

Day	MARWAYNE LIFT STATION #1 (WEST)								MARWAYNE LIFT STATION #2 (NORTH)								Combined	
	SCADA								Manual Entry								Total Daily M3	Total Run Hours
	Flow Meter M3	Daily M3	Level AVG Feet	Pump #1 Hr. Meter RDG At 08:35 AM	Per. Day	Pump #2 Hr. Meter RDG At 08:35 AM	Per. Day	Total Run Hours	Flow Meter M3	Daily M3	Level AVG Feet	Pump #1 Hr. Meter RDG At 08:35 AM	Per. Day	Pump #2 Hr. Meter RDG At 08:35 AM	Per. Day	Total Run Hours		
Jul -01			3.55	389.77	0.06	333.92	0.12	0.18					1.20		1.80	3.00		3.18
Jul -02			3.74	389.83	0.08	334.04	0.08	0.16				5246.50	1.13	3659.50	1.07	2.20		2.36
Jul -03			3.67	389.91	0.08	334.12	0.09	0.17					1.13		1.07	2.20		2.37
Jul -04			3.76	389.99	0.13	334.21	0.09	0.22					1.13		1.07	2.20		2.42
Jul -05			3.43	390.12	0.09	334.30	0.13	0.22				5249.90	1.20	3662.70	1.10	2.30		2.52
Jul -06			3.39	390.21	0.09	334.43	0.10	0.19				5251.10	1.20	3663.80	1.10	2.30		2.49
Jul -07			3.35	390.30	0.13	334.53	0.11	0.24				5252.30	1.10	3664.90	1.20	2.30		2.54
Jul -08			3.39	390.43	0.07	334.64	0.10	0.17				5253.40	1.20	3666.10	1.10	2.30		2.47
Jul -09			3.41	390.50	0.10	334.74	0.08	0.18				5254.60	1.07	3667.20	1.03	2.10		2.28
Jul -10			3.42	390.60	0.08	334.82	0.11	0.19					1.07		1.03	2.10		2.29
Jul -11			3.42	390.68	0.10	334.93	0.11	0.21					1.07		1.03	2.10		2.31
Jul -12			3.40	390.78	0.12	335.04	0.13	0.25				5257.80	1.00	3670.30	0.90	1.90		2.15
Jul -13			3.40	390.90	0.12	335.17	0.13	0.25				5258.80	1.00	3671.20	1.00	2.00		2.25
Jul -14			3.43	391.02	0.10	335.30	0.12	0.22				5259.80	1.10	3672.20	1.00	2.10		2.32
Jul -15			3.42	391.12	0.10	335.42	0.10	0.20				5260.90	1.00	3673.20	1.10	2.10		2.30
Jul -16			3.46	391.22	0.06	335.52	0.10	0.16				5261.90	1.07	3674.30	1.03	2.10		2.26
Jul -17			3.50	391.28	0.08	335.62	0.10	0.18					1.07		1.03	2.10		2.28
Jul -18			3.55	391.36	0.13	335.72	0.10	0.23					1.07		1.03	2.10		2.33
Jul -19			3.53	391.49	0.09	335.82	0.14	0.23				5265.10	1.10	3677.40	0.80	1.90		2.13
Jul -20			3.46	391.58	0.10	335.96	0.09	0.19				5266.20	1.00	3678.20	1.00	2.00		2.19
Jul -21			3.46	391.68	0.11	336.05	0.11	0.22				5267.20	1.00	3679.20	1.00	2.00		2.22
Jul -22			3.47	391.79	0.10	336.16	0.14	0.24				5268.20	1.10	3680.20	1.00	2.10		2.34
Jul -23			3.49	391.89	0.10	336.30	0.07	0.17				5269.30	1.00	3681.20	0.97	1.97		2.14
Jul -24			3.48	391.99	0.06	336.37	0.09	0.15					1.00		0.97	1.97		2.12
Jul -25			3.48	392.05	0.09	336.46	0.11	0.20					1.00		0.97	1.97		2.17
Jul -26			3.56	392.14	0.13	336.57	0.11	0.24				5272.30	1.10	3684.10	1.00	2.10		2.34
Jul -27			3.52	392.27	0.09	336.68	0.14	0.23				5273.40	0.90	3685.10	0.80	1.70		1.93
Jul -28			3.53	392.36	0.10	336.82	0.11	0.21				5274.30	1.00	3685.90	1.00	2.00		2.21
Jul -29			3.52	392.46	0.10	336.93	0.10	0.20				5275.30	1.00	3686.90	0.90	1.90		2.10
Jul -30			3.52	392.56	0.10	337.03	0.08	0.18				5276.30		3687.80		0.00		0.18
Jul -31			3.58	392.66	0.07	337.11	0.08	0.15								0.00		0.15
Total				2.96	2.96	3.27	3.27	6.23				33.40	31.00	31.70	30.10	61.10		67.33
AVG			3.49		0.10		0.11	0.20					1.07		1.04	1.97		2.17
Max			3.76		0.13		0.14	0.25					1.20		1.80	3.00		3.18
Min			3.35		0.06		0.07	0.15					0.90		0.80	0.00		0.15



Village of Marwayne
Box 113, 210 2nd Ave N
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Regional Operator report

July 2021

Common information:

Iron leak sensors back online for Marwayne and Kitscoty. We continue to investigate as time permits.

Monthly reports up to date.

Ground mic and contact mic equipment from Hetek still some questions regarding the unit.

Replacement rack mounted UPS for the SCADA computer has been installed by Bi-Systems.

County of Vermilion River has indicated that they will continue with the existing contract to end of year at least.

Have removed all access to programs and files for Mel.

Have received Regional operator's renewal of Water and sewer certifications.

Regional Operator took one week of vacation from July 20 to 26th. Local operators covered with no issues.

New tires on the operator truck have been recalled, waiting for replacements.

Outstanding items:

Need to do residential lead tests before October.

Decommissioning work on wells and plants has been completed. Reports now approved by Alberta Environment.

Review Drinking water safety plans must be done this year.

Review SOP's. Need to be updated for distribution only.

Marwayne lift station pump scheduled for September.

The cover on the regional op truck that was damaged has been replaced.

Xylem to service pumps in Marwayne and Kitscoty in September.

Will begin some flushing and testing of hydrants soon.

Camtrac is scheduled to do work in Kitscoty and Marwayne.

Marwayne:

Data for June 2021 was electronically submitted on AEP site.

The new pump for the West lift station is repaired will install in Sept. under warranty.

Fire pump check valve installed but header needs repair before it can go automatic.

Consumption remains lower, minimum nighttime consumption down to zero lpm at times.

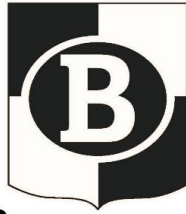
One service on 3rd Ave has leak on home owners side and is turned off right now.

Need to do a number of residential lead tests before October.

Sewer flushing completed by Wilson and crew.

Valves exercising completed for 2021. Noted a couple of problem valves.

Camtrac to flush hwy and railway sewer lines in early August.



BI-SYSTEMS

July 2021

Bi-Systems Quote: L-4119

Village of Marwayne, Alberta

Attention: Shannon Harrower

RE: WTP Emergency Pump #3 Piping

Description:

The piping between the Emergency Pump #3 (EP #3) and the main distribution header appears to be original piping to the plant.

During the installation of the new check valve for EP #3, it was discovered that the interior of the piping was extremely rusted, scaled, and flaking away. After the new check valve was installed, we performed a pressure check on the system and noticed that one of the Victaulic Clamp fittings was leaking water under minimal pressure. Upon removing this clamp, we saw that both the bottom and side of the pipe had completely rusted/eroded through which was causing it to leak past the rubber seal of the clamp. The second Victaulic clamp located closer to the pump appears to be in the same condition.

Our recommendation is to completely replace the pump distribution line from the main header back to the emergency pump. This would include building two new spool pieces, one from the main header to the check valve, the other from the check valve to the pump, and the addition of a Stainless-Steel Flex Pup.

These new spool pieces would get internally coated with an industrial epoxy coating SK-134 and externally powder coated with a safety blue color. This internal and external coating will help prevent this pipe deterioration from happening again in the future.

Also located on the emergency pump header is an PCV unloader valve with solenoid control designed to relieve initial startup pressure from the pump when it was being operated off the old diesel engine. While doing our pressure check on the system, we noticed that the 4-way solenoid control valve was bypassing out the exhaust line of the solenoid which will not allow the PCV unloader valve to operate properly.

Our recommendation is to remove this PCV unloader valve from the header line as it is expensive to replace and not needed anymore because of the new VFD we install during our electrical upgrade. This VFD allows us to start the motor at a lower speed over time not causing a huge pressure spike into the line. We will install an air relief on the line to remove the initial air that is brought up with starting the pump. Any pressure relief needed will be covered by the existing PRV valve on the distribution header.

The above recommendations are necessary to put the Emergency Pump back into service, however they are also complimentary to an eventual complete piping upgrade, as we can reuse these spools and equipment for the complete upgrade.

Estimated Material & Labour Costs:

Supply Qty 2 - 10" Pipe Spools:	\$ 3,600.00
Supply Qty 1 – 10" Stainless Flex Pup:	\$ 2,410.00
Air Relief/Bolt up/Valves	\$ 720.00
Pipe Coating:	\$ 1,525.00
Install Labor:	\$ 2,635.00

Note:

Applicable taxes are extra

If you have any questions, please give me a call to review

Thank you.

Cody Burns

Project Manager

Bi-Systems Electric & Controls Ltd.



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PASTURE GRAZING LEASE

VILLAGE OF MARWAYNE, in the Province of Alberta, owner of the parcel of land described as follows:

SW26-52-3-W4 containing 160 acres more or less excepting thereout:

- A) Plan 1869 EO – road 4.01 acres more or less
- B) Plan 5762HW – road 3.82 acres more or less
- C) All that portion commencing at the south east corner of said quarter section; thence northerly along the east boundary of said quarter section 202 meters; thence westerly and parallel to the south boundary of said quarter section 102 meters; thence northerly and parallel to said east boundary 96 meters; thence westerly and parallel to said south boundary 80 meters; thence southerly and parallel to said east boundary 192 meters; thence easterly and parallel to said south boundary 37 meters; thence southerly and parallel to said east boundary to its intersection with the said south boundary; thence easterly along said south boundary to the point of commencement containing 10 acres more or less
- D) Plan 085318 subdivision – 10.43 acres more or less

Excepting thereout all mines and minerals and the right to work the same and subject to the encumbrances, liens and interests notified on title.

does hereby lease to **7 C Ranch Ltd.** [REDACTED] all of the said land, to be held by him/her as Lessee for the [REDACTED] at the lease fee of **\$5,700.00/per year plus GST.**

Leasing of Village owned properties shall be subject to signature of the lease accepting the following conditions, restrictions and covenants:

1. The Village retains the right to offer for sale, any property they own, at the end of any lease period.
2. The lessee shall only use and benefit from the use of the land for the intended purpose of the lease i.e.) grazing; the lessee shall not use the subject property for outfitter hunting, commercial or industrial purposes (intent is to use for agricultural or access purposes).
3. If the lease fee is not received by the established date of **September 1st** in each of the three years (**2019, 2020, 2021**) the lease may not be renewed, at the sole discretion of Council. Any and all deviations from full payment, including NSF cheques, will be deemed non-payment.
4. The lessee is required to refer any seismic, survey or well site representative for Oil & Gas Companies, to the Village of Marwayne, who will negotiate compensation for any inconvenience, loss of land use and damages to fences or any other improvement to be paid to the lessee. Adjustments to the number of acres available to the lessee shall be made for the subsequent term.

- 5. Improvements shall not be installed without written consent of the Village and at no cost to the Village. Upon termination of the lease the lessee shall either remove the improvements or the improvement will remain, and become the property of the Village, but the Village will provide no compensation for such.
- 6. The lessee shall be the primary user of the said land and shall not sublet, in whole or in part, nor assign the lease agreement to any other party.
- 7. The lessee shall reside within the County of Vermilion River boundaries (which shall mean in the Village of Marwayne, Town of Vermilion, Villages of Dewberry, Kitscoty, Marwayne or Paradise Valley or the Alberta side of the City of Lloydminster)
- 8. The lessee shall indemnify and hold harmless the Village of Marwayne from and against any and all claims, actions, damages, liability, and expenses in connection with personal injury, loss of life, or damage to persons or property, arising from or out of the occupancy or use of the demised lands or any part thereof by the lessee, and occasioned wholly or in part by the negligent acts or omissions of the lessee, his agents, contractors, employees, or invitees, or any other persons from whom the lessee is legally responsible.
- 9. Either party may terminate this Lease Agreement for any reason by providing the other party with not less than thirty (30) days prior written notice of such termination. The Village will not refund the remaining balance of a lease upon receipt of notice of termination from the lessee.

Should any of the above conditions not be met, the agreement will become null and void.

I, [REDACTED], do hereby accept this lease of the above described land to be held by me (us) as a tenant subject to the conditions, restrictions and covenants set forth.

Dated this 25th day of April, 2019.

7C Ranch Ltd. Lessee

Witness

This lease finally executed when signed by the Mayor and Chief Administrative Officer.

Cheryle Eikeland, Mayor

Jordan Willner, Chief Administrative Officer



POLICY – AD 20 WEED SPRAYING

APPROVAL DATE:	2002-09-04	CROSS-REFERENCE:	
RESPONSIBILITY:	Administration		
APPROVER:	Council	APPENDICES:	
REVISION DATE (s):	2019-06-25; 2021-09-16	REVIEW DATE:	2025

POLICY STATEMENT

To designate specific areas within the Village of Marwayne that are to be sprayed with pesticides.

BACKGROUND

The Village of Marwayne has been using herbicides and pesticides for cosmetic purposes dating back to 2002. Since we began spraying over 20 years ago, the Village has always adhered to the regulations regarding the use of herbicides and pesticides on public property and engaged certified and highly trained professionals to complete the work.

OBJECTIVE

To establish the areas that are to be sprayed with herbicides and/or pesticides twice per year within the Village of Marwayne.



DEFINITIONS

CAO is the Chief Administrative Officer 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.

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

WCA is the Weed Control Act 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:

- In an effort to keep publicly owned lands visibly appealing and to prevent the spread of weeds throughout the community, the Village of Marwayne shall contract the services of a reputable herbicide and/or pesticide applicator two (2) times per year – once in the spring and once in the fall.
- The Public Works Foreman is responsible for ensuring the following locations receive herbicide/pesticide application at each of the annual visits:
 - Boulevards;
 - Welcome triangle;
 - Ball diamonds;
 - The lagoon;
 - Ditches; and
 - Westview Park.
- In the event that prohibited noxious weeds are present within the Village, the Village shall ensure that such weeds are immediately destroyed as per the WCA.
- In the event that noxious weeds are present within the Village, the Village shall ensure that such weeds are immediately controlled as per the WCA.
- Administration is permitted to engage an herbicide/pesticide applicator over and above the yearly minimum of two (2) visits in the event that



prohibited noxious weeds or noxious weeds are present on any municipally owned lands.

ROLES & RESPONSIBILITIES

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

EXEMPTIONS

Council may request that administration designate additional areas to be sprayed with pesticide or herbicide, as the case may be, on an as-needed basis.

Policy No. PW 03 Issue No. 1 Adopted 2002-09-04 Updated
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Village of Marwayne Spraying Policy & Procedures

Spraying Policy

The Village has in the past used pesticides to control weeds. The spraying took place on boulevards, ball diamonds and 5th Avenue Park. The last application was at least three years ago, however, weeds are beginning to get out of hand. According to regulations because we are spraying on public property only certified applicator personnel can be used. Since none of our personnel are certified, we must hire outside contractors.

Motion 2002-09-04 Moved by Councillor Bexson

That the spraying guidelines for the Village of Marwayne will be:

- All potential areas to be sprayed to be visually inspected. The threshold rate of 6 plants per square meter required before any spraying is done.
- Only Certified Applicators will be used to spray.
- Certified Applicator to calculate the mix and application rate – thus ensuring no overuse of herbicides.
- Spraying to take place in the Spring and/or Fall according to usage guidelines.

Public Awareness of Pesticide Spraying:

- Certified Applicator will be responsible for appropriate signage at least 12 hours prior to application &
- signage in place for 24 hours after application – as chemicals are absorbed by the vegetation within 12 hours leaving no residue that would be a health concern.
- Low wind conditions to prevent drift
- In advance the Village Office will communicate to the public the potential spraying dates through the community channel and posters around the Village.

Carried.

Motion 2002-09-05 Moved by Councillor Cooke

That the quote from Weedmaster Overall Vegetation Management to apply herbicides be accepted and the following spots would be sprayed:

- subdivision \$200
- trees \$180
- ball diamonds \$300
- lagoon \$150 (pending Environment approval)
- 5th Avenue Park \$150
- 5th Avenue Park sandbox with roundup \$100
- and selected ditches

Carried.

Policy No. PW09 Issue No. 1 Adopted by Council June, 1999 Review:	Village of Marwayne Mowing Policy
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POLICY:
The Village of Marwayne is not in the business of mowing private owners property. If after contacting the individual, and that lot is not kept mowed, then a \$50 minimum charge will be charged to that property owner each time the Village deems the property to be unsightly and must be mowed. if the bill is not paid within 30 days, it will be added to the property owner's taxes in accordance with section 533 of the Municipal Government Act.







Ironjet Promotions Inc
 RR 2, Site 7, Comp 13
 Lloydminster SK S9V 0X7
 +1 7808705442
 estimates@ironjet.ca
 ironjet.ca



Estimate

ADDRESS
 Village of Marwayne
 Box 113
 Marwayne Alberta T0B 2X0

SHIP TO
 Village of Marwayne
 Box 113
 Marwayne Alberta T0B 2X0

ESTIMATE # 3788
DATE 27/07/2021

PRODUCT TYPE
 Signs

PROJECT COORDINATOR
 Lara Dobson

DATE	ACTIVITY	QTY	TAX	RATE	AMOUNT	SKU
	Signs:3mm Aluminum Composite PUBLIC WORKS 8' x 4' Premium Vinyl Print applied to Aluminum Sign Panel Laminated for UV exposure	1	GST	652.27	652.27	
	Signs:3mm Aluminum Composite DIRECTIONAL SIGN 8' x 8' Premium Vinyl Print applied to Aluminum Sign Panel Laminated for UV exposure	1	GST	1,304.54	1,304.54	
	Art Design:Art & Design Creation, proofing, and set-up of above signs. Images & design to be consistent with current brand & style. Vector logo to be supplied by client or additional charges may apply	1	GST	112.00	112.00	
	Labour Removal of existing signs & Installation of above signs Includes mileage with picker truck	1	GST	538.00	538.00	

The following items may have adjustments after this order-approval:
 - Installation charges may vary
 -There may be over/under runs for large-volume orders. 2-10% is normal
 for anything over 100 (be it decals, business cards, pens, etc.) You will
 be billed accordingly.
 - Charges for artwork/design are based on information provided & include
 one round of revisions. The Client shall be responsible for additional
 charges at the standard hourly rate for changes requested.

SUBTOTAL	2,606.81
GST @ 5%	130.34
TOTAL	\$2,737.15

AGENDA ITEM #8.1

- Design fees are for Ironjet labour only. Does not include supply or delivery of native design files. A Rights Release fee will be charged if required.
 - All services & media are considered the property of Ironjet Promotions Inc. until paid for in full.
 - Courier charges (if any) will be charged for additionally at the time of billing.
 - Cash, cheque or credit card accepted.
- If you have questions or concerns about any of these notes, please contact your sales rep listed above.

Estimate valid for 30 days.

TAX SUMMARY

	RATE	TAX	NET
	GST @ 5%	130.34	2,606.81

Accepted By

Accepted Date



POLICY – SW 02 SEWER BACK UP ON PRIVATE PROPERTY

APPROVAL DATE:	2007-05-14	CROSS-REFERENCE:	Utility Bylaw 543-15
RESPONSIBILITY:	Administration		
APPROVER:	Council	APPENDICES:	
REVISION DATE (s):	2013	REVIEW DATE:	2026

POLICY STATEMENT

To establish the process by which the Village of Marwayne addresses situations involving sewer back up on private property.

BACKGROUND

As per the Village's utility bylaw and the Municipal Government Act legislation, a municipality is not liable in an action based on nuisance, or on any other tort that does not require a finding of intention or negligence, if the damage arises, directly or indirectly, from roads or from the operation or non-operation of a public utility, ditch, dam, etc.

OBJECTIVE

To define the role of the Village of Marwayne in its response and liability to instances of sewer back up on private property.



DEFINITIONS

CAO is the Chief Administrative Officer 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.

Sewer Main is the pipe that individual sewer service pipes are connected to.

Sewer Service Lateral is the pipe which extends from a structure on private property through to, and including, the connection device of the service pipe to the sewer main.

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

GUIDING PRINCIPLES

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

- The Village of Marwayne bears no responsibility for any matter, object or thing disposed of into a sewer main through a property owners sewer service pipe or any blockages that occur within a sewer service pipe. This includes the portion of the sewer service pipe that lies between the property line and the sewer main.
- The property owner is responsible for all blockages and cleaning of blockages within their sewer service pipe. This includes the portion of the sewer service pipe that lies between the property line and the sewer main.
- The property owner must keep in good condition and working order, the sewer service pipe at all times.
- The property owner must not dispose of any objects, materials, things or debris, as the case may be, down the sewer service pipe as per the Village of Marwayne's utility bylaw.
- Should a property owner's sewer be backed up, one of the Village's public works Employees shall, as soon as is reasonably possible, respond to a complaint of a sewer back up.



- A Public works Employee shall conduct an assessment of the situation and test the sewer service pipe to estimate the area of the blockage.
- Should the blockage be located in the main sewer line, the public works Employee shall call the necessary contractors to carry out the repair. However, should the blockage be within the property owners sewer service pipe, the property owner is responsible for contacting a plumber or contractor, as the case may be, to resolve the blockage at their own expense.
- Schedule A, attached hereto, is a graphic representation of this policy.

ROLES & RESPONSIBILITIES

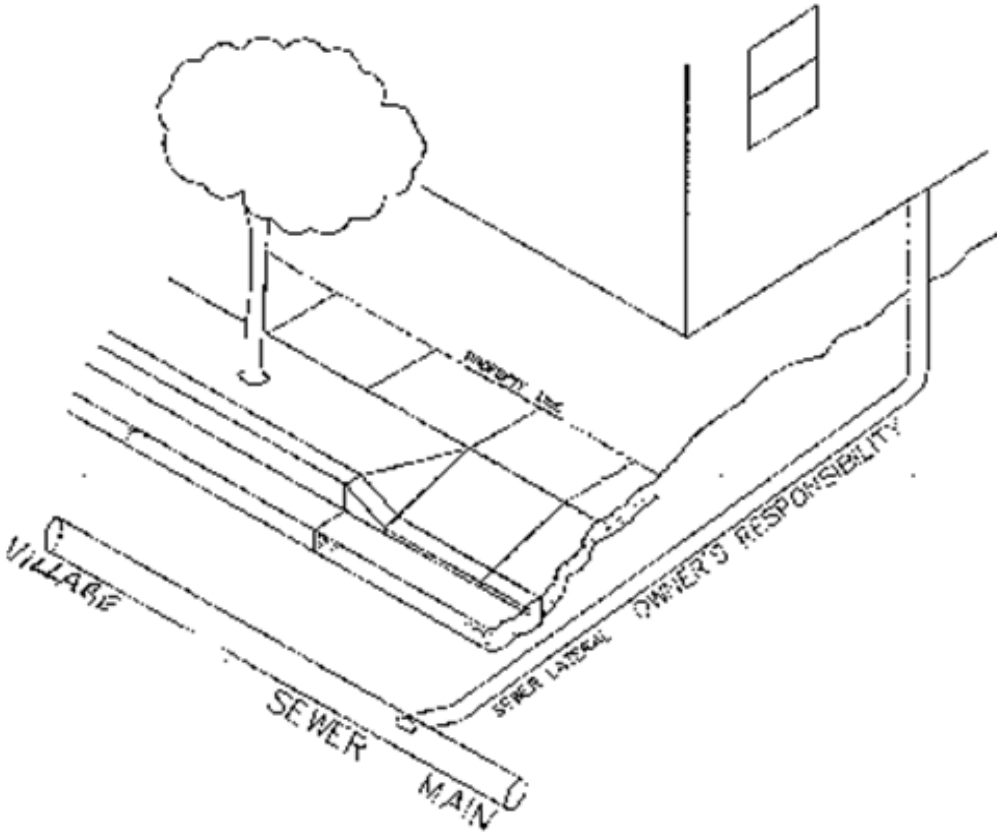
ROLE/TASK	TITLE (s) OF PERSON RESPONSIBLE
HANDLING INQUIRIES & COMMUNICATING POLICY	Chief Administrative Officer
MONITORING REVIEWS AND REVISIONS	Administrative Assistant

EXEMPTIONS

If any discrepancies arise between this policy and the Village of Marwayne’s utility bylaw, as amended from time to time, the bylaw shall prevail.



SCHEDULE "A"



Policy No. SEW02
Issue No. 1
Adopted: May 14, 2007
To be reviewed: 2013

Village of Marwayne
Sewer Back Ups on Private Property Policy

Policy Perspective The Village does clean, maintain and repair those sewer mains in the street areas, which serve more than a single ownership (and are referred to as a "public sewer main"). The Village, however, has no way of cleaning individual sewer laterals from the public main. The Village also has no control over what the property owner discharges to the sewer system. Therefore, the standard requirement by the Village is that the property owner is responsible for the upkeep of their sewer lateral from the residence or business to the public main in the street.

Reference current Utility Bylaw and *Municipal Government Act* section 528 "a municipality is not liable in an action based on nuisance, or on any other tort that does not require a finding of intention or negligence, if the damage arises, directly or indirectly, from roads or from the operation or non-operation of (a) a public utility or (b) a dike, ditch or dam."

Policy While recognizing its financial limitations the purpose of this policy to define the role of the Village of Marwayne in its response and its liability with respect to sewer back ups on private property.

Definitions: A 'sewer service lateral' shall be the pipe, which extends from a structure on private property through to, and including, the connection device of the service pipe to the sewer main.

A 'sewer main' shall be the pipe that sewer service pipes are connected to.

Area of Responsibility – BLOCKAGES

The Village of Marwayne shall not be responsible for any matter or thing put into a sewer main or sewer service pipe or for any blockages that occur within a sewer service pipe. This includes that portion of a sewer service pipe that lies between the property line and the sewer main.

The property owner or resident shall be responsible for blockages and the clearing of blockages within a sewer service pipe. This includes that portion of a sewer service pipe that lies between the property line and the sewer main.

Area of Responsibility – PIPE MAINTENANCE

The property owner shall maintain and keep in good condition the sewer service pipe and trench bed extending from the building through to the property line.

SEWER BACK UP COMPLAINTS

The Village of Marwayne Public Works Department will as soon as reasonably practical, respond to a complaint of a sewer back up.

Once a complaint is received, the Public Works Department staff will determine the main's rate of flow. A normal rate of flow within the sewer main indicates that the blockage is in all likelihood within the sewer service pipe. An abnormally small amount of flow, or no flow whatsoever, may indicate that the sewer main itself is obstructed.

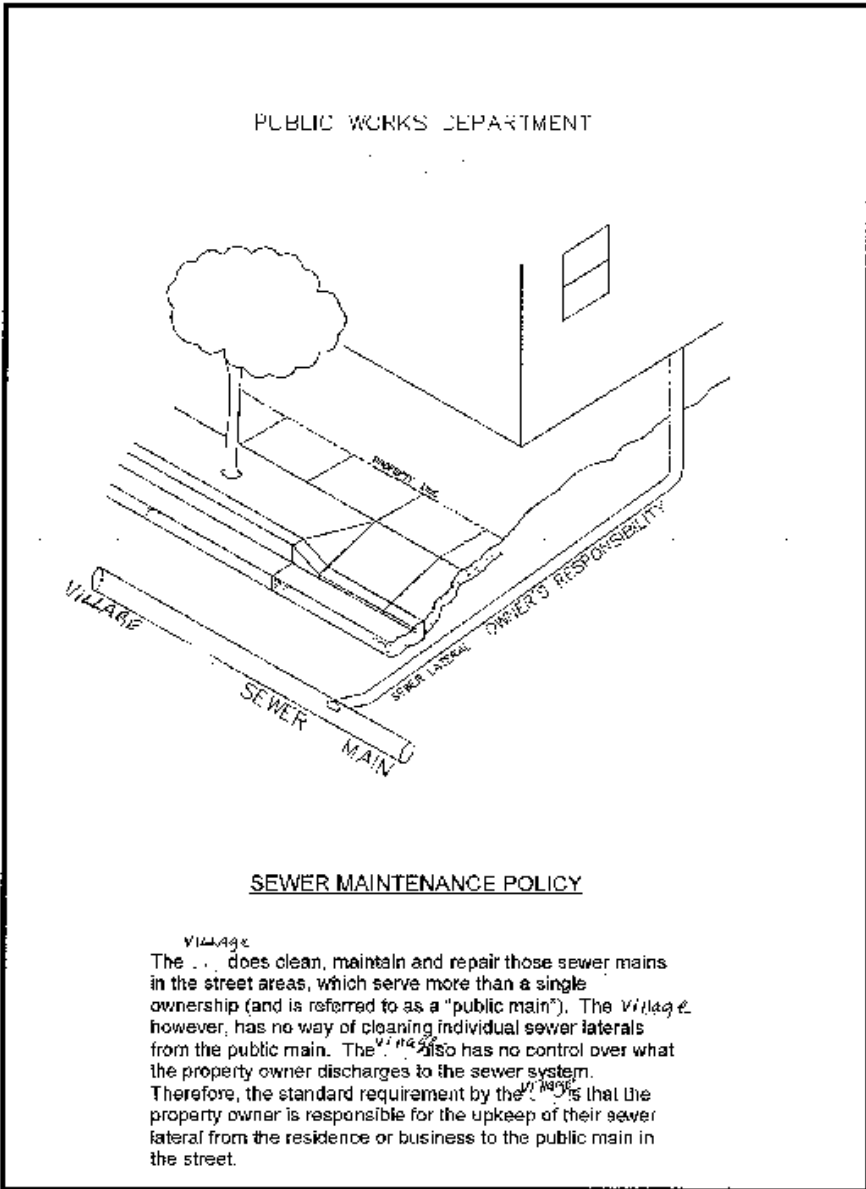
OBSTRUCTION IN SEWER MAIN

If the blockage is within the sewer main, then the attending staff member shall immediately contact, the Town Foreman or his designate. Steps will then be taken as reasonably practical, and as resources and equipment become available, to clear the blockage from the main.

LIABILITY

Pursuant to the provisions of the Municipal Government Act and amendments thereto, the Village of Marwayne will neither admit to, or be held liable for, any direct or indirect damages to property as a result of the operation or non-operation of the sewer system.

In extenuating circumstances, where responsibility is unclear or impossible to establish, further measures may be taken as necessary at the direction of Village Council.



Policy No. SEW03
Issue No. 1
Adopted by 2007-08-06
To be reviewed:

Village of Marwayne
**Utility Connected to Municipal System
Policy**

Background:

After discussion regarding problems with smells from the house on South 3rd Street, a fringe businesses sewer tank, and taking into account Bill Dolman's advise about future problems when village water is provided and not sewer, the following decision was made.

Policy:

That all lots must be directly connected to the municipal sewer and water systems to avoid future environmental problems.
Carried.

Policy No. SEW01 Issue No. 1 Adopted May 14, 2007 Revised July 22, 2013	Village of Marwayne Sewer System Maintenance Policy
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Policy Perspective: To ensure proper operation of public sewer mains and lift stations.

Reference: the current Utility Bylaw

- Policy:**
1. The Village of Marwayne will have a regular program of inspecting and cleaning sanitary sewer mains.

The following will be considered in the maintenance program:
 - a) Sanitary sewer mains will be flushed bi-annually by Public Works. The Program shall have a contractor with a vac truck clean Railway Avenue North & South every three years.
 - b) In areas where it becomes apparent that low flows cause blockages that can be corrected with more frequent flushing, the Public Works Foreman will schedule additional flushing, when and where resources are available.

 2. The Village of Marwayne will repair or replace the portion of a sewer service lateral that lies within the road allowance in the event of material failure as follows:
 - a) The Public Works Foreman will schedule repairs to expediently correct defects that prevent a sewer from flowing freely.
 - b) Structural problems that have a lesser effect on the sewer system operation will be scheduled for repairs when time, materials and equipment permit.

 3. The Village will have a regular program of inspecting and cleaning the lift stations.

Policy No. SEW01 Issue No. 1 Adopted by CAO on May 15, 2007 Amended: July 22, 2013 To be reviewed: 2018	Village of Marwayne Sewer System Maintenance Procedures
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CAO The Chief Administrative Officer (CAO) is responsible for the implementation of this policy.

Foreman The Public Works Foreman is responsible for ensuring the work is completed as outlined below.

Sewer Main Flushing Procedures:

- Usually done two times per year, spring & fall when water consumption is lower. The reservoir must be watched that too much flushing is not done in one day.
- The Village with our own equipment will flush our system twice per year, following the flow direction of each main except for Hwy 897 as usually too busy to do safely
- The targeted problem areas, will be monitored for additional flushing
 - South 2nd Street from Highway 897 to school
 - North 2nd Avenue
 - Top of Centre Street
- Documentation to be done for all maintenance done by contractor or Village
 - Use a Village map, record time & date, which lines were done and any comments

Sewer Lift Stations:

- When contractor here flushing the mains, also have them vac/wash/spray down the lift stations to deal with sludge & grease build up
- A contractor, usually Xylem, to be booked every Two years to pull the pumps

Inspections:

- If through the course of other duties, observations or from public reports, Village personnel become aware of sewer system problems, they must be reported to the Foreman who will arrange for inspection of the sanitary works and assign any required remedial action.

Fall Maintenance:

- Watch insulation is installed on 3rd St South manhole for the winter

Blockage:

- When a blockage becomes apparent (especially if it is a structural defect), precautions should be taken to limit the affected area and expediently restore normal flows. If normal flows cannot be restored in a timely manner, it may be

necessary for the Village to pump sewage from a manhole upstream of the blockage to a manhole downstream of the blockage to limit the affected area.

- Also, see the UT03 Sewer back ups on private property policy

Records:

- Village employees are not authorized to determine or acknowledge fault and must provide written documentation of all communication and activities to the CAO
- Public Works Foreman will ensure that all activity reports to the area of activity are completed

Public Works Foreman will ensure that all pertinent modifications and changes are updated and kept in the Village Office in each tax account file

2013 Update of outstanding sewer main repairs:

Reline:

- Center Street MH 85-86
- N 3rd St MH 55-57
- S 2nd St MH 77-78 & 91-92

Spot Repair:

- S 2nd St 4m from MH 67
- N4th Ave 8 spots between MH 64-67
- Highway 897 55m from MH94 (low priority with such low flow)



POLICY – SW 01 SEWER SYSTEM MAINTENANCE

APPROVAL DATE:	2007-05-14	CROSS-REFERENCE:	Utility Bylaw 543-15
RESPONSIBILITY:	Administration		
APPROVER:	Council	APPENDICES:	
REVISION DATE (s):	07-02-2013	REVIEW DATE:	2026

POLICY STATEMENT

To establish the process by which the Village of Marwayne's public sewer mains and lift stations are maintained.

OBJECTIVE

To set the standard for inspecting and cleaning sanitary sewer mains within the Village of Marwayne.

DEFINITIONS

CAO is the Chief Administrative Officer 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.

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:

- Sanitary sewer mains are flushed bi-annually by the Village's public works Employees.
- Sanitary sewer mains shall be cleaned by a contractor every three (3) years along Railway Avenue.
- In areas where public works Employees have identified blockages, more frequent flushing of the sanitary sewer mains shall occur.
- The Village shall repair or replace the portion of a sewer service lateral that lies within the road allowance in the event of material failure.
- Public works Employees shall expediently schedule repairs to sanitary sewer lines within the road allowance that prevent sewage from flowing freely and advise the CAO accordingly.

- **Sewer Main Flushing**
 - Occurs bi-annually in the spring and fall using Village equipment and resources.
 - The following targeted problem areas shall be monitored for additional flushing, as needed:
 - South 2nd Street from Highway 897 to the School
 - North 2nd Avenue
 - Top of Centre Street

- **Sewer Lift Stations**
 - Every three (3) years when a contractor is on site to flush the sewer mains, public works Employees shall also schedule the cleaning of the lift stations to address sludge and grease build up.
 - Every two (2) years, the pumps shall be inspected and serviced by the pump provider – Xylem.



- **Inspections**
 - In the course of their duties, public works Employees are to monitor sanitary sewer lines for any problems that may arise and arrange for further inspection.

- **Fall Maintenance**
 - Insulation is required on the 3rd St South manhole over the winter months. Public works Employees must ensure to install it before freeze up.

- **Blockages**
 - When a blockage becomes apparent, public works Employees shall take all precautions to limit the affected area and restore sanitary sewer system flows.
 - If required, public works Employees may pump sewage from a manhole upstream of the blockage to a manhole downstream of the blockage to limit the affected area.

- **Records**
 - Employees are not authorized to determine or acknowledge fault on behalf of the Village of Marwayne.
 - All communication between Employees and property owners must be reported to the CAO.

ROLES & RESPONSIBILITIES

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



EXEMPTIONS

If any discrepancies arise between this policy and the Village of Marwayne's utility bylaw, as amended from time to time, the bylaw shall prevail.

Policy No. WAT 08 Issue No. 1 Adopted: 2006-09-02 Updated: 2011-09-7V	<p style="text-align: center;">Village of Marwayne</p> <p style="text-align: center;">Plumber Required Policy</p>
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Policy:

The Village of Marwayne does not do interior water and sewer repairs. Owners are advised to get qualified plumbers. In regards to water meters, the Village will install replacement water meters at the discretion of Public Works.

Policy No. WAT 09 Issue No. 1 Adopted: June, 1998	Village of Marwayne Water Restriction Policy
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Policy:

During water restriction the Village will only sell bulk water to people who need drinking water.

UGG and Cargill are NOT cut off of water during water restrictions but will be made aware of the shortage of water. UGG & Cargill will not be allowed to sell bulk water to farmers for spraying when we are running short of water.

Can't find the reference for the following motion:
There will be no fines for using your watering can and rain water barrels. Fines will be enforced for any use of the outside hose. See the Utility Bylaw.
"When watering restrictions are set by the Village through advertising on the community channel and/or posters, anyone found watering with an outside hose will receive one warning and the next time they will be fined \$100. If the fine is not paid by the next water bill period, the fine will be added to their utility bill."



POLICY – WT 12 WINTER WATER BLEEDERS

APPROVAL DATE:	2009-10-01	CROSS-REFERENCE:	
RESPONSIBILITY:	Administration		
APPROVER:	Council	APPENDICES:	
REVISION DATE (s):		REVIEW DATE:	2022

POLICY STATEMENT

To establish the properties located within the Village of Marwayne that are permitted to run a water bleeder throughout the winter months to prevent service line and service main from freezing.

BACKGROUND

There are properties connected to the Village of Marwayne water distribution network that for years have required a water bleeder throughout the winter months in order to prevent the service line and service main from freezing. The water bleeder circulates water within the pipes thereby ensuring that water services continue to be provided and pipes have a lower likelihood of bursting.

OBJECTIVE

To determine the properties within the Village of Marwayne who require the use of a water bleeder throughout the winter to prevent freezing of the service line and service main.



DEFINITIONS

CAO is the Chief Administrative Officer 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.

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

GUIDING PRINCIPLES

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

- The Public Works Foreman shall provide a list to the CAO annually of the water service locations that require a winter water bleeder.
- The Public Works Foreman, or their delegate, shall set the rate at which water is bled to a service to avoid excessive water waste.
- The Public Works Foreman, or their delegate, must ensure to acquire a reading of the property owners meter before the water bleeder is active and again when it is inactive.
- The property owner shall be charged for water services based on an average of their consumption over the previous six (6) months.
- Administrative Employees shall calculate the average water usage and bill the property owner the same rate each month for the duration of the winter water bleeder.
- **The following properties have been approved by the Village of Marwayne for the use of a winter water bleeder:**
 - 11 Centre Street – Roll 0300
 - 104 2nd Street – Roll 8200
 - 302 2nd Street – Roll 13000



ROLES & RESPONSIBILITIES

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

EXEMPTIONS

The Village of Marwayne reserves the right to add or remove properties from the winter water bleeder list as required. The list of approved properties shall be reviewed annually and the policy updated accordingly.



POLICY – WT 05 UTILITY ARREARS

APPROVAL DATE:	2000-11-14	CROSS-REFERENCE:	Fees and Charges Bylaw
RESPONSIBILITY:	Administration		
APPROVER:	Council	APPENDICES:	
REVISION DATE (s):	2007-09-16; 2011-10-50V; 2011-09-9V; 2014-10-5V; 2021-08-16	REVIEW DATE:	2022

POLICY STATEMENT

To establish the way in which overdue Village of Marwayne utility account balances are collected.

BACKGROUND

There have been many instances in which utility accounts have not been paid by property owners residing within the Village of Marwayne. As per the Municipal Government Act (MGA), the Village is permitted to transfer these amounts to the property owner’s tax roll account for collection. The transfer from a property owners utility account to their tax roll incurs an administrative fee of \$40 as per the Fees and Charges Bylaw and is also subject to the bi-annual interest penalties for unpaid taxes.

OBJECTIVE

To transfer unpaid utility account balances to the tax roll for collection as per the Municipal Government Act (MGA) legislation.



DEFINITIONS

CAO is the Chief Administrative Officer 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.

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

GUIDING PRINCIPLES

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

- Any utility accounts in arrears for services supplied by the Village to any land or premises may be added to the tax roll associated with the property to which the utility services have been supplied and may be collected in any of the ways provided for the collection of taxes as per the Municipal Government Act (MGA), as amended from time to time.
- The CAO is authorized to transfer unpaid utility account balances in excess of \$250.00 to the tax roll associated with the property to which utility services have been supplied.
- Property owners, regardless of whether or not they have rented their premises to a third party, are responsible for remitting payment to their tax roll account for any unpaid utility charges.
- Property owners may collect the amount owed to them by their renter at their own discretion, as the case may be.
- Transfers from utility accounts to tax roll accounts incur an administrative fee as per the Village's Fees and Charges Bylaw, amended from time to time.
- The Village of Marwayne reserves the right to disconnect utility services if no effort is made to remit payment for outstanding utility account and/or tax roll account balances.
- Should a property owner's utilities be disconnected, a fee in accordance with the Village's Fees and Charges Bylaw shall be applied to the property



owner's account. The payment of the outstanding utility account balance, along with a supplemental reconnection fee shall be applied to the property owner's account prior to the Village restoring the utility services.

ROLES & RESPONSIBILITIES

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

Policy No. WAT 10 Issue No. 1 Adopted: Sept 14, 2015	Village of Marwayne Cross Connection Control Program
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Policy Perspective:

A backflow incident that could contaminate a water distribution system is a concern of every community. There are several documented cases of backflow incidents that have occurred in municipalities and communities through out Alberta, Canada and North America. Preventing contamination from backflow must occur through recognized standards, regulations and practices. The local authority responsible for the water distribution system is the regulating body for an active cross connection control program.

A community must have an understanding of cross connection control through documentation referred in:

1. National Plumbing Code of Canada
2. Canadian Standards Association (CSA- B64.10)– Manual for the Selection and Installation of Backflow Prevention Devices (B64.10-01), Manual for the Maintenance and Field Testing of Backflow Prevention Devices (B64.10.1-01)
3. Alberta Safety Codes Act
4. Alberta Environmental Protection - Standards and Guidelines for Municipal Waterworks, Wastewater and Storm Drainage Systems
5. American Water Works Association – Western Canada Section - Cross Connection Control Manual
6. Local Municipal Water Bylaw (resolution or ordinance)

Installation of backflow prevention devices has been required for years. Through the amendments to the Alberta Safety Codes Act (1997) the province of Alberta has recognized the requirements of the National Plumbing Code of Canada. The National Plumbing Code in reference to CSA- B64.10 recognizes that backflow prevention devices must be installed and validated for functionality through regular testing and maintenance. The final regulatory step in a cross connection control program is the local ordinance referred to as the local bylaw or Water Bylaw.

A Cross Connection Control Program (CCCP) as recognized by the community is required to protect the municipal and community water users of the distribution system from backflow and prevent the spread of a contaminant. A Cross Connection Control Program requires proper installation through inspections, regular training of testers, testing and reporting of backflow prevention devices and enforcement to ensure an active program. The authority for backflow protection of contamination and implementing a cross connection control program is the community or municipality. This authority is through the local bylaw and will assist to protect the local drinking water distribution system and provide cross connection control.

References & Related Documents:

Authority in the current Utility Bylaw
Drinking Water Safety Plan

Policy:

2015-09-11V

That the Cross Connection Control Program is approved. The purpose of the program is to safe guard the public water supply from backflow occurrences at the water service. Licensed inspectors will inspect non-residential facilities to ensure compliance. There will be six elements to the Program: Goal, Inspections, Testing, Compliance Strategies, Education, and Cost.

Further, it is acknowledged that with this Program being implemented the Village has mitigated the risks as set out in our Drinking Water Safety Plan.

Policy Guidelines:

CAO The Chief Administrative Officer (CAO) is responsible for the implementation of this policy.

See the document "Marwayne Backflow Prevention Program" for details.

Policy No. WAT 04 Issue No. 1 Adopted by 2007-09-15 To be reviewed:	Village of Marwayne Curb Cock Replacement and Repair Policy
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Purpose:

To maintain an acceptable standard of water curb stops and to provide clarification of the Utility Bylaw clauses:

The Village of Marwayne owns, operates and is responsible for all water system components on public property;

The property owners owns, operates and is responsible for maintenance of water service lines on private property. All property owners shall keep and maintain service piping in proper working conditions and free from leaks.

This policy does not apply to the Utility Bylaw clause:

No person shall interfere with, damage or make inaccessible any curb stop due to the construction of sidewalk, pathway, driveways or any similar construction. The owner will be required to pay all costs, in addition to the penalties in this Bylaw, involved in repair of or changes to a curb stop due to inaccessibility to or damage to the curb stop by the owner.

And further, to set out the responsibility for the distribution of costs and repairs between the Village and the property owner when a leaking water service or a curb cock or a curb box is not working properly.

POLICY:

Responsibility:

As the water service is connected to the Village’s water main, the Village must be present when a repair is done to a leaking water service or a curb cock or curb box that is not working properly.

When a repair is to be made the responsibility for the cost will be set as follows:

- if the service leak is on the Village side of the curb cock or if the curb cock itself is not working properly the Village will be considered responsible
- if the leak is on the property owners side of the curb box the property owner shall be responsible
- for clarification, if a leak on a water service stops when the curb cock is turned off then the leak is deemed to be on the property owners side of the curb box.
- if the curb cock has been damaged due to the property owner’s running over/damaging the curb cock, they shall be responsible regardless of what side is leaking

Cost Allocation if Village is responsible:

- the Village will be responsible for the cost of supplying the labour, equipment and materials necessary to excavate, repair and backfill the water service or curb cock.

- when the replacement of the curb stop necessitates the rebuilding or repairing of paved or concrete or any other type of finished product surrounding the curb stop that was placed or built by the property owner, the responsibility for the repair and replacement of this material will be that of the property owner. Examples are: replacement or repair of driveways, retaining walls
- when the replacement of the curb stop necessitates the replacement of any landscaping such as grass, shrubs and trees that was placed by the property owner, the responsibility for the repair and replacement of this landscaping will be that of the property owner.
- when the replacement or repair of the curb stop necessitates the rebuilding or repairing of the sidewalk that was placed or built by the Village fronting upon the land the Village will then be responsible for the repair and replacement of the sidewalk

Cost Allocation if Property Owner is responsible:

- the property owner is responsible for all the costs including all Village supplied labour (except the designated Village representative and his truck), equipment and materials as well as the cost of repair or replacement of all surface improvements on the Village's right of way and the property owners lands.
- if the curb stop is exposed during a property owner line repair, the Village will assess the condition and possibly replace the curb stop while the hole is open. The Village will be responsible only for the cost of the curb stop.
- when the replacement or repair of the curb stop necessitates the rebuilding or repairing of the sidewalk that was placed or built by the Village fronting upon the land the Village will then be responsible for the repair and replacement of the sidewalk

Procedure

Prior to commencement of the repair, the property owner will be required to sign a copy of this policy acknowledging that he is in agreement with the allocation of costs. Failure to pay any of the invoiced charges will result in the charges being added to the taxes for the property in question.

If it is a property owner dig, they can arrange for their own contractor or the Village can do it on their behalf.

I, _____ acknowledge that I am in agreement with this policy regarding the allocation of costs.

signature of property owner

date

Policy No. ADMIN 04 Issue No. 1 Adopted by Council 2007-07-05 To be reviewed: 2020 Amended: 2018-06-25	Village of Marwayne Family & Community Social Services Program (FCSS) Policy
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Background Information:

Family & Community Support Services (FCSS) is a joint municipal/provincial funding program established to develop, support and fund preventive social services. The program is governed by the Family and Community Support Services Act, which emphasizes preventive, voluntarism, 80-20 cost sharing between the provincial and municipal partners and enhanced local autonomy.

FCSS programs must:

- (a) be of preventative nature that enhances the social well-being of individuals and families through promotion of intervention strategies provided at the earliest opportunity, and
- (b) do one or more of the following:
 - i. help people to develop independence, strengthen coping skills and become more resistant to crisis
 - ii. help people to develop an awareness of social skills
 - iii. help people to develop interpersonal and group skills which enhance constructive relationships among people
 - iv. help people and communities to assume responsibility for decisions and actions which affect them.
 - v. Provide support that helps sustain people as active participants in the community

FCSS programs cannot fund:

- a) Provide primarily for the recreational needs or leisure time pursuits of individuals,
- b) Offer direct assistance, including money, food, clothing or shelter, to sustain an individual or family,
- c) Be primarily rehabilitative in nature, or
- d) Duplicate services that are ordinarily provided by a government or government agency.

Services to the Community:

The quality of life is enriched in our community through the volunteer groups and associations "pulling together". Many major non-profit organizations participate in the growth and enhancement of our community and community activities.

In the past, FCSS has provided a number of services to the community according to the terms and conditions of funding from the province. They have included:

- Community information documents, such as the "Voices from the Village" newsletter
- Support to volunteer organizations, such as booking their facilities, managing access
- Funding support to social agencies, such as FSL, Safe and Caring Committee, Catholic Social Services
- Funding support to local groups, such as Playschool, and "thank you" events
- Partnering to provide for a senior support coordinator

Policy:

That Village of Marwayne Council approves funding for preventive social programs under the FCSS Act and Regulations.

The Village of Marwayne Council will:

- Annually allocate the grant funding by following this criteria:
 - Eligible under the FCSS Act and Regulation;
 - Serves citizens of the Village of Marwayne
 - Addresses the community priorities as determined by Council
 - Collaboration and cooperation
 - Volunteer component;
 - Goals and outcomes.

Timelines:

The following cycle will be followed in the approval of FCSS funding:

- Annual recipients will be presumed to be automatically eligible for FCSS funding
- A summary of the applications and recommended allocations will be submitted to council in the October agenda package.
- Council may invite applicants to make representation at a meeting.
- The funding decisions will be made by November so that the organizations know the impact on their upcoming yearly budget.
- Applicants must submit in writing a request to appeal a funding decision within 10 business days of receiving their grant notification.
- Following approval, letters are sent to the organizations confirming the grant amount.
- Further the letter will include information that the “Year End Reports” are due by April 15. And that cheques will be issued in May only after the “Year End Reports” and financial statements are received.
- Administration is to ensure that the yearly FCSS Report to the Alberta Government is submitted by their deadline of April 30.
- Unexpended or returned program funds will be made available to other programs or projects.

Procedures for Administration:

- Format of the joint application and year end report are decided at the joint VRRR FCSS meetings
- County of Vermilion River coordinates the joint advertising and bills us our respective amount
- Make a note on the late applications received so Council is aware of missed deadline
- Government is now sending electronic summary reports.
- FCSS allocation comparisons for Council is in excel. Funding is separated into “internal” and “external” categories.



MARWAYNE
LIFE FROM ALL ANGLES

Policy No. PW12 Issue No. 1 Adopted: November 4, 2019 Review:
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Village of Marwayne Storm Drainage Policy
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BACKGROUND:

The Village of Marwayne has established the Storm Drainage Policy for use in the transportation department to ensure sustainable, safe, economical, and effective storm drainage systems.

POLICY:

It will be the responsibility of the Public Works Foreman to budget and plan for a vactruck to be contracted once every five years to clean out the storm drainage system.

September 2019 was the first time they were cleaned out since being installed. The next scheduled cleaning should occur in 2024.

VILLAGE OF MARWAYNE

REQUEST FOR QUOTATIONS

2021-2022 AUDITING FIRM



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Summary

A: Box 113 – 210 2nd Avenue South Marwayne AB T0B 2X0 **P:** 780-847-3962 **E:** admin@marwayne.ca



The Village of Marwayne is seeking quotations from qualified certified public accounting firms to audit its financial statements for the year ending December 31, 2021, with the option of auditing its financial statements for each of the subsequent two years (2022&2023). The audit must be performed in accordance with Canadian generally accepted auditing standards and principles and all applicable laws and legislation in the Province of Alberta.

This is a Request for Quotations only. Quotations shall be prepared and submitted at the sole expense of the proponent and without cost to the Village of Marwayne. Proponents are solely responsible for ensuring all specifications and addendums have been reviewed and included in their submissions. All quotations received by the Village of Marwayne become the property of the Village of Marwayne and as such are subject to the *Freedom of Information and Protection of Privacy Act*.

The Village of Marwayne is not obligated in any manner whatsoever to select a quotation or award a contract to any person or company who endeavors to prepare and submit a quotation for consideration.

Inquiries and submissions may be made by email or in a sealed envelope by mail/courier to:

The Village of Marwayne
Attention: Chief Administrative Officer
Box 113 – 210 Second Avenue South
Marwayne AB T0B 2X0
Cao@marwayne.ca

DATE ISSUED: August 17th, 2021
DESCRIPTION: Municipal Audit Services
CLOSING DATE: September 17th, 2021
CLOSING TIME: 2:00 p.m. Mountain Standard Time (MST)
NOTES: Requests for Quotations will not be opened publicly.

Background

A: Box 113 – 210 2nd Avenue South Marwayne AB T0B 2X0 **P:** 780-847-3962 **E:** admin@marwayne.ca



As per the Municipal Government Act (MGA), the Village of Marwayne is required to prepare annual consolidated financial statements for the immediately preceding year in accordance with Canadian generally accepted accounting standards and principles for municipal governments.

Scope of Audit

- **The Auditor will:**
 - Audit the financial statements of the Village of Marwayne governmental and business-type activities, each major fund, and the aggregate remaining fund information in accordance with Canadian generally accepted accounting standards and principles;
 - Prepare, edit, and print the financial statements, notes, and all other required supplementary schedules and statistical data;
 - Provide an auditor's report on the Village of Marwayne's internal control over financial reporting and results of testing regarding the Village of Marwayne's compliance with provisions of laws, regulations, contracts, grant agreements and/or other matters;
 - Provide the Village of Marwayne with the auditor's report in sufficient time to enable the Village of Marwayne to meet all statutory reporting requirements such as timing and distribution;
 - Provide audit documentation such as risk assessments, key planning documents, correct and uncorrected audit differences, audit results for significant risks and reports to management and those charge with governance of the organization; and
 - Complete and prepare the financial and statistical reporting for the Village of Marwayne including the Financial Information Return.

- **The Auditor report will:**
 - Express an opinion as to whether the financial statements present fairly, in all material respects, the financial position of the organization, its operations, change in its net liabilities, and its cash flows for the year in accordance with Canadian generally accepted auditing standards and principles; and
 - Highlight observations and recommendations related to internal controls, accounting issues, or other matters identified during the audit.

Requirements & Specifications

A: Box 113 – 210 2nd Avenue South Marwayne AB T0B 2X0 **P:** 780-847-3962 **E:** admin@marwayne.ca



- **Completion**
 - The Village of Marwayne is legislatively required to submit and make publicly available consolidated financial statements for the immediately preceding year by May 1st in accordance with the Municipal Government Act. As such, the audit must be finalized and the consolidated financial statements and auditor report must be completed for approval by Council on or before April 15th, 2022.
 - Quotation submissions must specify whether or not the auditing firm is able to meet the above noted deadline and include a schedule of the services to be provided from start to finish, including timeframes for each segment of work.

- **Qualifications**
 - Submissions should meet all specifications as outlined in this Request for Quotations. Failure to address the relevant criteria may result in rejection of the quotation.

- **Price**
 - Quotations should outline and include all applicable costs, taxes and contingencies. An engagement letter must also accompany all quotations submitted to the Village of Marwayne.

- **Award**
 - The Village of Marwayne reserves the right to award the contract in part or in full. The receipt and consideration of submitted quotations by any person or contractor does not oblige the Village of Marwayne to award the contract to any proponent nor pay any costs incurred by any person or contractor for the preparation of the quotation. Any discussions, inspections or meetings with Village staff do not constitute an expressed approval to enter into an agreement for the provision of goods or services.

- **Lateness**
 - The Village reserves the right to reject any quotations received after the specified closing date and time.

- **References**



- Quotations must be accompanied by two (2) references from audit clients with similar requirements that have been completed in the past three (3) years which identify the work performed, the years for which the work has been completed, as well as reference contact names and phone numbers.



Northern Lights Library System Executive Director Weekly Board Update

Date: July 16th, 2021

The following report is for your information. If you have questions, concerns, compliments please direct them to the Executive Board representative for your zone. Contact information is found on page two of this report.

BOARD

- Next general board meeting August 27, 2021 (10:00am)
- There is a vacancy for a member-at-large position on the Executive Committee we hope to elect someone at the upcoming board meeting. If you are interested don't miss that meeting.
- Vicky and I visited the Mewatha Beach municipal council this week via Zoom and presented on our services.
- We sent out our [value of circulation infographic](#) and a [letter to the minister](#) and local MLAs this week.
- We have upcoming meetings with Gibbons, Island Lake, and Sturgeon County.
- [Draft Minutes](#) of the May 27, 2021 general board meeting are available

OPERATIONS

- Parkland Regional Library System held a grand opening of their new system headquarters on Saturday July 17th. Several of the regional directors took the time to visit and celebrate with them. They put a lot of thought into their new building and I came away with a few ideas for our headquarters. Congratulations to Parkland.
- The Trac directors met this week. We had a productive meeting with our vendor rep from Overdrive. Exciting possibilities there. We also met with the director of SILS in Saskatchewan, Rob Zylstra, about their innovative deployment of Polaris in that province. Very informative.

LIBRARIES

- Fishing Lake Métis Settlement sent a letter to the province informing them of their plans to join the system.
- Videos from our Summer Reading Program are making their way on to Youtube. Check out the Bonnyville Pontiacs reading Twilight or football star Keith Shologan leading storytime on [our Youtube channel](#).

I just finished "The End of All Things" by John Scalzi. It is the last book in one of my favorite pulp-fiction sci-fi series. Much thanks to Mundare library for the loan.

EXECUTIVE COMMITTEE MEMBERS

NAME	ZONE	EMAIL	PHONE NUMBER
Vicky Lefebvre	Chair	gillesvicky74@gmail.com	780-573-1926
Vacant (ML)	Zone 1	wgriffin@athabascacounty.com	780 675-0470
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ML = Member at Large

Zones

Zone 1

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 S.V. of Sunset Beach
 S.V. of Island Lake
 S.V. of Island Lake South
 S.V. of Mewatha Beach
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 S.V. of Whispering Hills
 Smoky Lake County
 Thorhild County
 Town of Athabasca
 Town of Smoky Lake
 Village of Boyle
 Village of Vilna
 Village of Waskatenau

Zone 2

City of Cold Lake
 County of St. Paul
 County of Two Hills
 Lac La Biche County
 M.D. of Bonnyville
 S.V. of Pelican Narrows
 Town of Bonnyville
 Town of Elk Point
 Town of St. Paul
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 Village of Myrnam

Zone 3

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 Town of Mundare
 Town of Redwater
 Town of Tofield
 Town of Viking
 Village of Andrew
 Village of Holden
 Village of Ryley

Zone 4

County of Minburn
 County of Vermilion River
 M.D. of Wainwright
 Town of Vegreville
 Town of Vermilion
 Town of Wainwright
 Village of Chauvin
 Village of Edgerton
 Village of Innisfree
 Village of Irma
 Village of Kitscoty
 Village of Mannville
 Village of Marwayne
 Village of Paradise Valley



Northern Lights Library System Executive Director Weekly Board Update

Date: July 23rd, 2021

The following report is for your information. If you have questions, concerns, compliments please direct them to the Executive Board representative for your zone. Contact information is found on page two of this report.

BOARD

- Next general board meeting August 27, 2021 (10:00am)
- There is a vacancy for a member-at-large position on the Executive Committee. We hope to elect someone at the upcoming board meeting. If you are interested don't miss that meeting.
- Vicky, Jenn, and I visited the Island Lake municipal council this week via Zoom and in person and presented on our services.
- [Draft Minutes](#) of the May 27, 2021 general board meeting are available

OPERATIONS

- I met with the director of Saskatchewan Information & Library Service Consortium (SILS) this week. It is interesting to see what our neighbors are up to and what we can learn from them.
- To my knowledge we have now scheduled site visits for all our libraries. Staff from our Technology Services and Member Libraries will be out to see everyone by early fall.
- We have scheduled a meeting with Fishing Lake Métis Settlement to sign our master agreement.

LIBRARIES

- Publishers have rescinded the ability for libraries to do digital storytime or read entire works through digital media. We enjoyed this during the pandemic. This means some changes to programs like the Bonnyville Pontiacs reading Twilight or football star Keith Shologan leading storytime on [our Youtube channel](#). We can still have book club like experiences and read excerpts, if not entire works. A recent communication from Michelle to our libraries' email list explains the details of what can and can not be done.
- We have welcomed a number of new library managers to our libraries in the past few weeks. We are working with them to ensure they are well oriented to the system. This new group will join us at headquarters on August 26th. (Tofield welcomes Theresa Rawe; Lamont welcome Stephanie Walker; Frog Lake welcomes Chantelle Dejarlais). Two other libraries will join us with a couple more seasoned library managers (from Fishing Lake we have Mary Dustow and from Edmonton Garrison, Melanie Pole).

My in-laws were in town this past week and my wife's grandmother with them. She suffers from some age related vision problems that makes it impossible to read, even large print. I was pleased to get her setup on Overdrive and teach her, and her son, how to access and download audiobooks. She was thrilled. I was reminded just how impactful libraries can be on the quality of our lives.

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 Thorhild County
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 Town of Smoky Lake
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 Village of Vilna
 Village of Waskatenau

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 Village of Edgerton
 Village of Innisfree
 Village of Irma
 Village of Kitscoty
 Village of Mannville
 Village of Marwayne
 Village of Paradise Valley



Northern Lights Library System Executive Director Weekly Board Update

Date: July 9th, 2021

The following report is for your information. If you have questions, concerns, compliments please direct them to the Executive Board representative for your zone. Contact information is found on page two of this report.

BOARD

- Next general board meeting August 27, 2021 (10:00am)
- The Executive Committee met today.
- Thank you to Warren Griffin for his 7 years of service on the board. He has resigned his position and Vice Chairship.
- Vicky and I visited the Mundare municipal council this week and presented on our services. We also presented a plaque in recognition of the 25th anniversary of their library.
- We have upcoming meetings with Gibbons, Island Lake, and Mewatha Beach.
- Congratulations to Debra McQuin on election to Treasurer and Cyndy Heslin to election as Vice Chair on the Executive Committee
- [Draft Minutes](#) of the May 27, 2021 general board meeting are available

OPERATIONS

- Our cellular boosters and antenna have been installed at headquarters. We now have excellent service in the building. We will communicate about our transition plans off the desk phones in the coming weeks and months.
- Tim Kuleker our new manager of Technology Services and Infrastructure joins us on August 3rd.

LIBRARIES

- Fishing Lake Métis Settlement made a motion in council to join our system. We are drafting letters to the province and working with them to establish membership and services.
- Our upgrade to Polaris version 7 went off fairly well Tuesday – there have been a few hiccups for some libraries but we are working through those. Version 7 makes all of the functionality of the system available in the web based version of the ILS. This report is too short to get into why that is a big deal. Trust me, it is.
- Our Summer Reading Program is in full swing. Check out the many programs being offered by visiting your library website. Drop in on Trivia nights, play an online group game, enjoy a reading of Twilight by the local Bonnyville Ponitacs hockey team, and much more! Big kudos to our member library services team and our amazing libraries.

I am reading the Foundation series by Isaac Asimov on loan from Smoky Lake. Apple TV is slated to come out with a TV series based on the books in the fall. This is essential Sci Fi reading I am told.

EXECUTIVE COMMITTEE MEMBERS

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Zone 3

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Zone 4

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 Town of Wainwright
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 Village of Innisfree
 Village of Irma
 Village of Kitscoty
 Village of Mannville
 Village of Marwayne
 Village of Paradise Valley



Northern Lights Library System Executive Director Weekly Board Update

Date: July 30th, 2021

The following report is for your information. If you have questions, concerns, compliments please direct them to the Executive Board representative for your zone. Contact information is found on page two of this report.

BOARD

- Next general board meeting August 27, 2021 (10:00am)
- [Draft Minutes](#) of the May 27, 2021 general board meeting are available
- There is a vacancy for a member-at-large position on the Executive Committee. We hope to elect someone at the upcoming board meeting. If you are interested don't miss that meeting.
- Vicky and I visited Gibbons municipal council and shared with them a synopsis of the services we provide. I believe the meeting went very well.
- Vicky, Joanne Knysh, myself, and Colette Poitras from PLSB, met with chairperson Karen Telford and others at Fishing Lake Métis Settlement this afternoon where we signed a membership agreement. Welcome to Fishing Lake Métis Settlement as our 48th library and 55th municipality.
- We have been invited to the Frog Lake Pow Wow this next Friday. We'll enter through the Grand Entrance and have an opportunity to sign a membership agreement with Frog Lake. They will officially become our 49th library and 56th municipality on August 6th.

OPERATIONS

- Tim Kuelker will join the team as the new manager of Technology Services and Infrastructure on August 3rd. That is just next week.
- Several staff have been busy preparing one of our vans for Elk Point's heritage days parade next week. It should be great fun.
- Rocket Plumbing was in the building today and we seem to finally be making some progress on long standing problems with the HVAC system in both garages.

LIBRARIES

- Summer Reading Program continues. I am hearing positive praise through our coffee chats and directly from library managers. I'm not in those chats generally but our Member Library Services team does an excellent job of staying connected to our libraries.
- I appreciate the many positive responses I get from libraries after our Technology Team and our Member Library Team have been out for site visits.

I am reading "The world without us" by Alan Weisman on loan from the Edmonton Garrison Library. A recent documentary on the response of wildlife to our isolation during COVID (available on Disney+) had me inspired to read more about a world where humans aren't everywhere.

EXECUTIVE COMMITTEE MEMBERS

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Zone 2

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Zone 4

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 Village of Mannville
 Village of Marwayne
 Village of Paradise Valley



Northern Lights Library System Executive Director Weekly Board Update

Date: August 6th, 2021

The following report is for your information. If you have questions, concerns, compliments please direct them to the Executive Board representative for your zone. Contact information is found on page two of this report.

BOARD

- Next general board meeting August 27, 2021 (10:00am)
- [Draft Minutes](#) of the May 27, 2021 general board meeting are available
- There is a vacancy for a member-at-large position on the Executive Committee. We hope to elect someone at the upcoming board meeting. If you are interested don't miss that meeting.
- Vicky, Joanne Knysh, Jessie Morris, Mary Dustow, Colette Poitras from PLSB, and myself were at the Frog Lake Pow Wow on Friday and were honored to participate as dignitaries in the Grand Entry.
- Frog Lake officially became our 49th library and 56th municipality on August 6th when we signed the master agreement.

OPERATIONS

- Tim Kuelker joined the team as the new manager of Technology Services and Infrastructure on August 3rd.
- Elk Point's heritage days parade on Saturday saw many of our staff handing out candy to onlookers and generally representing NLLS well.
- Heather Elliot has returned from her vacation in July. We are excited to make substantial progress on our Service Catalog with her return.

LIBRARIES

- I believe we are more than half way through our summer site visits and the project moving staff computers to the new domain. Just last week members of our technology team and our consultants were out to: Athabasca, Tofield, Redwater, and Thorhild.
- Summer reading programs continue. It is cool to see the various programs and events run by our libraries. Check your local library website to find out what is going on. Some examples: Bonnyville is running a [Wednesday storywalk](#), Morinville has a [Minecraft club](#), Redwater has a [Mobile Makerspace](#), and our sytem wide programming is outlined on our [Northern Lights Summer Programs](#) page.

I keep crunching numbers and getting a better sense of all the good we do our libraries. In 2020 we ordered nearly 19,000 library items for libraries. Our bulk purchasing power saved libraries more than 94,000 dollars. That is just the cost savings in reduction on the purchase price. Of course, having someone do the ordering, receiving, processing, cataloging, and shipping makes that combined cost savings substantially higher.

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 Village of Mannville
 Village of Marwayne
 Village of Paradise Valley



CHIEF ADMINISTRATIVE OFFICER REPORT

MEETING DATE: AUGUST 16TH, 2021

SAFE & CARING COMMUNITY

- **Brackets for Hanging Baskets**
 - In discussion with our public works staff, I was advised that the Village has the materials in house to construct the brackets for the hanging baskets. I asked our public works assistant to build a prototype for Council's consideration. Being that we have the materials, there would be no cost to construct the brackets in house in time for next spring/summer. Should Council be agreeable, this will be added as a winter project for our staff.
 - In pricing out the basket liners, of which we would need fourteen (14), the cost is \$465.00 based on a value of \$25.00 each plus taxes and freight.

- **Garbage Cans along walking trails**
 - In discussion with our public works staff, I was advised that they would be able to construct garbage cans (like the ones throughout the Village) at a cost of \$80.00 each. In the past, we purchased the bins for \$200 to \$250 each.

- **Scentless Chamomile**
 - There is currently scentless chamomile growing at the ball diamonds along the walking trail. Being that it is designated as a noxious weed by AEP, the Village of Marwayne is required to manage it so that it does not spread.
 - Knights Spraying was in the Village the week of August 10th, 2021 to spray the affected areas.

- **Walking Trail Games in partnership with VIBE**
 - The Town of Vermilion lent us their stencils to paint some games along our pathways for children. The Village purchased the paint and VIBE graciously donated their time to paint the stencils on July 30th, 2021.
 - The paint will last anywhere from 3 to 5 years but shall be touched up annually as required.



PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE

- **Trees**
 - I toured around with Wilson to review all of the trees that were dying or in rough shape. Public Works was subsequently able to pluck those trees that were dead.
 - Lloyd's limb service also came to the Village to review our tree inventory and provide a condition assessment. A full report, along with recommendations for replacing the trees that were dead, will be coming in the next few weeks. Based on the weather to date, the suggestion was that any planting of trees take place in the fall.

- **WIFI**
 - Pinnacle Computers was on site on Friday July 16th, 2021 and installed a new router for the Village Office to restore our WIFI connection.

- **Fire Services Gear**
 - The County of Vermilion River is replacing all of the outdated turnout gear for the volunteer fire fighters. As per the MOU, the cost share is 80/20. With a total cost of approximately \$20,000, the Village's portion is estimated to be \$4229.78.

- **AUMA Convention**
 - Booked 3 rooms and 3 registrations for the 2021 AUMA convention in Edmonton on November 17th through to the 19th. Councillor attendance to be confirmed following the election in October. Additional attendees can log in virtually for a reduced rate of \$200.00.

- **Office Phones**
 - In speaking with Telus I was able to upgrade the Village's phone services at a reduced monthly cost. In the next month, Telus will be coming to the office to install 2 new phone systems with individual lines and voicemail capabilities. Further, our fax line will also be upgraded so that faxes can be received via email instead of print. Our current landline costs are \$85.00 plus tax (of which we have two) and will be reduced to \$50.00 per month plus tax.
 - The cost of the new phones is regularly \$225.00 each but being that we are a small Village, Telus has reduced the price to \$25.00 each. Lastly, as an act of good faith, the first three months of our usage is being provided complimentary!

PLANNING FOR GROWTH & CHANGE

- **Alberta Hub**
 - Met with Perry from Alberta Hub on August 4th, 2021 in Marwayne. We discussed regional initiatives for economic development and community wide events in the fall.
 - Perry has graciously offered to consult on Village projects pro bono to assist us in our future endeavors as it relates to community consultation and strategic direction.

- **Lot 3 for sale on Railway Avenue**
 - The Village of Marwayne has been approached by a potential buyer for this highway commercial space.
 - The intended use of the area would be for a storage facility – i.e. trailers and small storage units.
 - If Council would be in favor of this development, the prospective buyer would move forward with an offer to purchase.

- **Fire Hall Addition**
 - The communications tower radio equipment has successfully been relocated and the tower has been taken down as of July 30th, 2021.
 - The Village is now able to move forward with the construction of the addition as per the terms of our agreement with Tar Row Construction.

- **414 6th Street North**
 - The Village has been approached with an offer to purchase the vacant parcel of land located at 416 6th Street North. The offer was made in the amount of \$3000.00.
 - The land was previously assessed at \$25,000.

VILLAGE OF MARWAYNE

**Council Revenue & Expense Report
Report**

For Period Ending 31-Aug-2021



GL5410

Date : Aug 10, 2021

Page : 1

Time : 2:18 pm

	BUDGET	CURRENT	YTD VARIANCE
GENERAL OPERATING FUND			
OPERATIONAL			
GENERAL GOVERNMENT	(53,575.00)	(132,590.19)	79,015.19
PROTECTIVE SERVICES	(1,150.00)	(12,931.57)	11,781.57
PROTECTIVE SERVICES	43,883.00	24,163.82	19,719.18
LEGISLATIVE SERVICES	25,850.00	8,224.00	17,626.00
ADMINISTRATION	228,011.00	123,483.64	104,527.36
PUBLIC WORKS	(650.00)	192.69	(842.69)
PUBLIC WORKS	260,677.00	134,543.31	126,133.69
WATER SUPPLY & DISTRIBUTION	(329,400.00)	(218,614.94)	(110,785.06)
WATER SUPPLY & DISTRIBUTION	372,898.00	203,398.62	169,499.38
WASTEWATER	(60,000.00)	(38,756.24)	(21,243.76)
WASTEWATER	75,914.00	22,234.39	53,679.61
ENVIRONMENTAL HEALTH	(70,000.00)	(43,719.16)	(26,280.84)
ENVIRONMENTAL HEALTH	100,811.00	40,516.06	60,294.94
COMMUNITY SERVICES	(28,400.00)	(18,913.00)	(9,487.00)
COMMUNITY SERVICES	61,363.00	21,805.21	39,557.79
RECREATION & CULTURE	(1,000.00)	(2,362.00)	1,362.00
RECREATION & CULTURE	51,469.00	32,487.51	18,981.49
Total OPERATIONAL	676,701.00	143,162.15	533,538.85
CAPITAL			
GRANT FUNDING (MSI & GTF)	(288,716.00)	0.00	(288,716.00)
MSI & GTF PROJECTS	135,000.00	45,399.78	89,600.22
OTHER PROJECTS	69,482.00	94,343.51	(24,861.51)
Total CAPITAL	(84,234.00)	139,743.29	(223,977.29)
MUNICIPAL TAXATION			
RESIDENTIAL & FARMLAND	(462,458.00)	(381,784.76)	(80,673.24)
COMMERCIAL & INDUSTRIAL	(59,478.00)	(61,204.04)	1,726.04
MACHINERY & EQUIPMENT	(1,508.00)	(3,247.65)	1,739.65
MINIMUM TAX	(31,796.00)	0.00	(31,796.00)
RECREATION DEBENTURE	(22,454.00)	(22,230.80)	(223.20)
SCHOOL REQUISITION (IN)	(111,366.00)	(111,335.36)	(30.64)
SCHOOL REQUISITION (OUT)	111,386.00	61,587.23	49,798.77
OTHER	(14,793.00)	(12,134.23)	(2,658.77)
Total MUNICIPAL TAXATION	(592,467.00)	(530,349.61)	(62,117.39)
Total GENERAL OPERATING FUND	0.00	(247,444.17)	247,444.17
Total Surplus (-)/Deficit	0.00	(247,444.17)	247,444.17

VILLAGE OF MARWAYNE

**Council Revenue & Expense Report
Report**

For Period Ending 31-Aug-2021



GL5410

Date : Aug 10, 2021

Page : 2

Time : 2:18 pm

Report Options Accounts : All

Cost Center 1 : All

Cost Center 2 : All

Cost Center 3 : All

Unposted Included

Summarize Cost Centers Selected

Fund Level Selected

Group Level Selected

Sub Group Level Selected

Group Total Selected

Sub Group Total Selected

Print Surplus(-)/Deficit Selected

VILLAGE OF MARWAYNE

Cheque Register-Summary-Bank



AP5090

Page : 1

Date : Jul 26, 2021

Time : 2:07 pm

Supplier : 10 To XYLCA
 Cheque No. 3773 To 3781
 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
3773	26-Jul-2021	10016	Workers Compensation Board	Issued	74	C	1,125.04
3774	26-Jul-2021	10025	Vermilion River Regional Waste	Issued	74	C	5,707.00
3775	26-Jul-2021	10113	TELUS	Issued	74	C	269.40
3776	26-Jul-2021	AGLIN	John Deere Financial Inc	Issued	74	C	252.90
3777	26-Jul-2021	DANAD	Dana's Door Service	Issued	74	C	1,712.79
3778	26-Jul-2021	FASTL	Fast Line Striping Systems	Issued	74	C	417.96
3779	26-Jul-2021	HMS2	Alberta 1171363 Ltd. Hendricks Microtech	Issued	74	C	1,005.14
3780	26-Jul-2021	IFEL	Ireland Farm Equipment Ltd.	Issued	74	C	270.71
3781	26-Jul-2021	MCSNE	MCSNet-Lematu Holdings Ltd.	Issued	74	C	73.40

Total Computer Paid :	10,834.34	Total EFT PAP :	0.00	Total Paid :	10,834.34
Total Manually Paid :	0.00	Total EFT File :	0.00		

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

VILLAGE OF MARWAYNE

Cheque Register-Summary-Bank



MARWAYNE

AP5090

Date : Jul 26, 2021

Page : 1

Time : 1:59 pm

Supplier : 10 To XYLCA

Cheque Dt. 26-Jul-2021 To 26-Jul-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
3771	26-Jul-2021	10032	Receiver General For Canada	Issued	73	C	8,886.63
3772	26-Jul-2021	AISL	AMSC Insurance Services Ltd	Issued	73	C	2,041.88
Total Computer Paid :		10,928.51	Total EFT PAP :	0.00	Total Paid :		10,928.51
Total Manually Paid :		0.00	Total EFT File :	0.00			

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

VILLAGE OF MARWAYNE

Cheque Register-Summary-Bank



AP5090

Page : 1

Date : Aug 04, 2021

Time : 2:16 pm

Supplier : 10 To XYLCA
 Cheque Dt. 04-Aug-2021 To 04-Aug-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
3782	04-Aug-2021	DALDU	Dale, Duane	Issued	77	C	2,027.59
Total Computer Paid :		2,027.59	Total EFT PAP :	0.00	Total Paid :		2,027.59
Total Manually Paid :		0.00	Total EFT File :	0.00			

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

VILLAGE OF MARWAYNE

Cheque Register-Summary-Bank



AP5090

Page : 1

Date : Aug 12, 2021

Time : 8:56 am

Supplier : 10 To XYLCA
 Cheque Dt. 12-Aug-2021 To 12-Aug-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
3783	12-Aug-2021	10	Tannas Bros. Hardware Ltd	Issued	80	C	447.21
3784	12-Aug-2021	10001	Gas Utility CVR	Issued	80	C	141.82
3785	12-Aug-2021	10012	Parkland Industries- Race Trac Gas	Issued	80	C	1,767.45
3786	12-Aug-2021	10019	County Of Vermilion River	Issued	80	C	654.92
3787	12-Aug-2021	10025	Vermilion River Regional Waste	Issued	80	C	5,707.00
3788	12-Aug-2021	10113	TELUS	Issued	80	C	117.36
3789	12-Aug-2021	AGLIN	John Deere Financial Inc	Issued	80	C	191.84
3790	12-Aug-2021	ASC3	Alberta Municipal Services Corporation	Issued	80	C	5,372.05
3791	12-Aug-2021	ATSED	ATS Traffic Alberta	Issued	80	C	280.54
3792	12-Aug-2021	BECL	Bi-Systems Electric & Controls Ltd.	Issued	80	C	8,822.70
3793	12-Aug-2021	IFEL	Ireland Farm Equipment Ltd.	Issued	80	C	31.47
3794	12-Aug-2021	KENNS	Kennedy, Shannon	Issued	80	C	200.00
3795	12-Aug-2021	MCFCO	McFadyen Construction	Issued	80	C	800.63
3796	12-Aug-2021	MFRD	Marwayne Fire and Rescue Dept.	Issued	80	C	525.32
3797	12-Aug-2021	PCI	Pinnacle Computers Inc.	Issued	80	C	1,510.58
3798	12-Aug-2021	RICCA	NextGen Automation	Issued	80	C	1,732.49
3799	12-Aug-2021	SHAHAR	Harrower, Shannon	Issued	80	C	89.38
3800	12-Aug-2021	TM	TELUS	Issued	80	C	81.38
3801	12-Aug-2021	WAGL	Wainwright Assessment Group Ltd	Issued	80	C	708.75
3802	12-Aug-2021	PT00000002	Hlady, Shigeko	Issued	81	C	354.70

Total Computer Paid :	29,537.59	Total EFT PAP :	0.00	Total Paid :	29,537.59
Total Manually Paid :	0.00	Total EFT File :	0.00		

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

VILLAGE OF MARWAYNE
Bank Reconciliation Statement



MARWAYNE

BR5020

Date : Aug 09, 2021

Page : 1

Time : 1:13 pm

Period : 7
 Year : 2021
 For Bank : ATB

Statement Date : 31-Jul-2021
 Sort By : Year and Period

Reference #	Cheque Date	Src	Period	Year	Amount	Description
3645	26-Mar-2021	AP	3	2021	-112.88	CentralSquare Canada Software Inc.
UB9	07-Apr-2021	UB	4	2021	-24.32	Utility billing Posting for transactions upto 07 Apr,21All accounts
3693	13-May-2021	AP	5	2021	-350.00	Grant Carry
3735	18-Jun-2021	AP	6	2021	-97.52	Grant Carry
12	30-Jun-2021	PT	6	2021	10834.29	Property Tax Posting for transactions upto 09 Jun,21 All accounts
3762	09-Jul-2021	AP	7	2021	-1557.16	Boundary Ford
3762	09-Jul-2021	AP	7	2021	1557.16	Boundary Ford
3764	09-Jul-2021	AP	7	2021	-130.00	Grant Carry
3771	26-Jul-2021	AP	7	2021	-8886.63	Receiver General For Canada
3772	26-Jul-2021	AP	7	2021	-2041.88	AMSC Insurance Services Ltd
3774	26-Jul-2021	AP	7	2021	-5707.00	Vermilion River Regional Waste
3776	26-Jul-2021	AP	7	2021	-252.90	John Deere Financial Inc
3777	26-Jul-2021	AP	7	2021	-1712.79	Dana's Door Service
3778	26-Jul-2021	AP	7	2021	-417.96	Fast Line Striping Systems
3779	26-Jul-2021	AP	7	2021	-1005.14	Alberta 1171363 Ltd. Hendricks Microtech
3780	26-Jul-2021	AP	7	2021	-270.71	Ireland Farm Equipment Ltd.
3781	26-Jul-2021	AP	7	2021	-73.40	MCSNet-Lemalu Holdings Ltd.
11301	04-Aug-2021	CR	7	2021	4816.60	CR; DEPT:[VILLAGE OFFICE] D#[113].
DIRECT	09-Aug-2021	PA	7	2021	-4000.00	POSTED FROM PAYROLL FOR PP#7 AND YEAR 2021
DIRECT1	08-Jul-2021	PA	7	2021	4000.00	POSTED FROM PAYROLL FOR PP#7 AND YEAR 2021

Bank Balance Statement	609610.75	as of 31-Jul-2021
Add outstanding deposits	19650.89	(Includes all debits)
Cancelled deposits	1557.16	
Less outstanding withdrawals/charges	-25083.13	(Includes all credits)
Cancelled withdrawals/charges	-1557.16	
Calculated Bank Balance	604178.51	
GL Bank Account Balance	604178.51	as of Period : 7 Year : 2021
Difference	0.00	

VILLAGE OF MARWAYNE
Billing Register Report Detailed



UB4110 Page : 28
 Date : Aug 04, 2021 Time : 11:59 am

Report Options

Customer Selection : All

Calculation Type : All

Batch Number

From : [2021080401]

To : [2021080401]

Include Billing Transaction From Transaction Maintenance : No

Srv. End Date On/Before : 04-Aug-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	7		7.00	228.06		
01	WBULK	Bulk Water	9		9.00	572.64	35.80	3.98
01	WCOM	Commercial Water	24		24.00	2,420.45	323.00	13.46
01	WIND	Industrial Water	1		1.00	521.50	110.00	110.00
01	WINS	Institutional Water	3		3.00	481.35	69.00	23.00
01	WLF	Water Line Fee	267		267.00			
01	WMUN	Municipal Properties	2		2.00		12.00	6.00
01	WPUB	Public Building Water	9		9.00	625.60	64.00	7.11
01	WRES	Residential Water	233		233.00	22,721.75	3,234.00	13.88
02	SCOM	Commercial Sewer	23		23.00	460.00		
02	SINS	Institutional Sewer	3		3.00	225.00		
02	SPUB	Public Building Sewer	9		9.00	180.00		
02	SRES	Residential Sewer	234		234.00	4,670.32		
03	GIN	Institutional Garbage	3		3.00	33.00		
03	GRES	Residential Garbage	234		234.00	6,188.18		
Book 000 Totals :			1061		1,061.00	39,327.85	3,847.80	
Totals			1061		1,061.00	39,327.85	3,847.80	



**INDEPENDENT AUDITORS' REPORT
MUNICIPAL FINANCIAL INFORMATION RETURN**

To the Mayor and Council of the Village of Marwayne

Opinion

We have audited the municipal financial information return of the Village of Marwayne which comprise the consolidated statement of financial position as at December 31, 2020, and the consolidated statements of financial activities and accumulated surplus for the year then ended.

In our opinion, the accompanying financial information return statements present fairly, in all material respects, the financial position of the Village as at December 31, 2020 and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

It is understood that this report, as requested by the Minister of Alberta Municipal Affairs, is to be used primarily for provincial statistical purposes. We have issued an audit report dated August 16, 2021 on the financial statements of the Village of Marwayne for the year ended December 31, 2020 and reference should be made to those audited financial statements for complete information.

Basis for Opinion

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 Village in accordance with the ethical requirements that are relevant to our audit of the financial information return 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 opinion.

Emphasis of Matter - Basis of Accounting

The financial information return is prepared to assist the Village of Marwayne to meet the requirements of the Municipal Government Act (Section 277(1)). As a result, the financial information return may not be suitable for another purpose. Our opinion is not modified in respect of this matter.

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

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

In preparing the financial information return, management is responsible for assessing the Village's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Village or to cease operations, or has no realistic alternative but to do so. Those charged with governance are responsible for overseeing the Village's financial reporting process.

Auditor's Responsibilities for the Financial Information return

Our objectives are to obtain reasonable assurance about whether the financial information return as a whole is 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 this financial information return.

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

- Identify and assess the risks of material misstatement of the financial information return, 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 Village's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Evaluate the overall presentation, structure and content of the financial information return, and whether the financial information return represents the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Group to express an opinion on the financial information return. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

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.

Lloydminster, Saskatchewan

August 16, 2021

L&A CPA LLP

Chartered Professional Accountants

FINANCIAL POSITION

Schedule 9A

	Total
	1
Assets	0010
Cash and Temporary Investments	0020 2,893,006
Taxes and Grants in Place of Taxes Receivable.....	0030
. Current	0040 71,017
. Arrears	0050 46,678
. Allowance	0060
Receivable From Other Governments	0070 74,053
Loans Receivable	0080
Trade and Other Receivables	0090 60,451
Debt Charges Recoverable.....	0095
Inventories Held for Resale	0130
. Land	0140 309,698
. Other	0150
Long Term Investments	0170
. Federal Government	0180
. Provincial Government	0190
. Local Governments	0200
. Other	0210 6
Other Current Assets	0230
Other Long Term Assets	0240
Total Financial Assets	0250
	0260 3,454,909
Liabilities	0270
Temporary Loans Payable	0280
Payable To Other Governments	0290
Accounts Payable & Accrued Liabilities	0300 242,155
Deposit Liabilities	0310
Deferred Revenue	0340 71,880
Long Term Debt	0350 1,174,594
Other Current Liabilities	0360
Other Long Term Liabilities	0370
Total Liabilities	0380
	0390 1,488,629
Net Financial Assets (Net Debt)	0395 1,966,280
Non Financial Assets	
Tangible Capital Assets.....	0400 10,303,570
Inventory for Consumption.....	0410
Prepaid Expenses	0420
Other.....	0430 689
Total Non-Financial Assets	0440 10,304,259
Accumulated Surplus	0450 12,270,539

CHANGE IN ACCUMULATED SURPLUS

Schedule 9B

		Unrestricted	Restricted	Equity in TCA	Total
		1	2	3	4
Accumulated Surplus - Beginning of Year	0500	1,944,917	962,316	9,238,985	12,146,218
Net Revenue (Expense)	0505	124,321			124,321
Funds Designated For Future Use.....	0511	-12,851	12,851		
Restricted Funds - Used for Operations.....	0512				
Restricted Funds - Used for TCA.....	0513				
Current Year Funds Used for TCA	0514	-170,092		170,092	
Donated and Contributed TCA.....	0516				
Disposals of TCA.....	0517				
Annual Amortization Expense.....	0518	401,063		-401,063	
Long Term Debt - Issued.....	0519				
Long Term Debt - Repaid.....	0521	-120,962		120,962	
Capital Debt - Used for TCA.....	0522				
	0523				
Other Adjustments.....	0524				
Accumulated Surplus - End of Year.....	0525	2,166,396	975,167	9,128,976	12,270,539

FINANCIAL ACTIVITIES BY FUNCTION

Schedule 9C

	Revenue 1	Expense 2
Total General	0700 639,694	
Function	0710	1150
General Government	0720	1160
Council and Other Legislative	0730	1170 19,484
General Administration	0740 1,285	1180 233,593
Other General Government.....	0750	1190
Protective Services	0760	1200
Police	0770	1210
Fire	0780 13,179	1220 56,804
Disaster and Emergency Measures	0790	1230
Ambulance and First Aid	0800	1240 1,525
Bylaws Enforcement	0810 3,480	1250
Other Protective Services.....	0820	1260
Transportation	0830	1270
Common and Equipment Pool	0840	1280 37,486
Roads, Streets, Walks, Lighting	0850 317,177	1290 410,098
Airport	0860	1300
Public Transit	0870	1310
Storm Sewers and Drainage	0880	1320
Other Transportation	0890	1330
Environmental Use and Protection	0900	1340
Water Supply and Distribution	0910 544,230	1350 527,322
Wastewater Treatment and Disposal	0920 72,247	1360 69,049
Waste Management	0930 78,550	1370 95,742
Other Environmental Use and Protection	0940	1380
Public Health and Welfare	0950	1390
Family and Community Support	0960 20,457	1400 28,559
Day Care	0970	1410
Cemeteries and Crematoriums	0980	1420 3,209
Other Public Health and Welfare	0990	1430
Planning and Development	1000	1440
Land Use Planning, Zoning and Development	1010 34,096	1450 47,436
Economic/Agricultural Development	1020	1460
Subdivision Land and Development	1030	1470
Public Housing Operations	1040	1480
Land, Housing and Building Rentals	1050 8,450	1490
Other Planning and Development.....	1060	1500
Recreation and Culture	1070	1510
Recreation Boards	1080	1520 78,199
Parks and Recreation	1090	1530
Culture: Libraries, Museums, Halls	1100	1540 5,957
Convention Centres	1110	1550
Other Recreation and Culture.....	1120	1560
Other Utilities	1125	1565
Gas	1126	1566
Electric	1127	1567
Other	1130 5,939	1570
Total Revenue/Expense	1140 1,738,784	1580 1,614,463
Net Revenue/Expense		1590 124,321

FINANCIAL ACTIVITIES BY TYPE / OBJECT

Schedule 9D

		Total
		1
Revenues	1700	
Taxation and Grants in Place	1710	
. Property (Net Municipal)	1720	496,761
. Business	1730	
. Business Revitalization Zone	1740	
. Special	1750	
. Well Drilling	1760	
. Local Improvement	1770	
Sales To Other Governments	1790	
Sales and User Charges	1800	491,557
Penalties and Costs on Taxes	1810	12,311
Licenses and Permits	1820	1,166
Fines	1830	7,392
Franchise and Concession Contracts	1840	29,772
Returns on Investments	1850	29,690
Rentals	1860	8,450
Insurance Proceeds	1870	
Net Gain on Sale of Tangible Capital Assets	1880	1,714
Contributed and Donated Assets	1885	
Federal Government Unconditional Transfers	1890	
Federal Government Conditional Transfers	1900	124,053
Provincial Government Unconditional Transfers	1910	
Provincial Government Conditional Transfers	1920	452,674
Local Government Transfers	1930	
Transfers From Local Boards and Agencies	1940	
Developer Agreements and Levies	1960	
Other Revenues	1970	83,244
Total Revenue	1980	1,738,784
Expenses	1990	
Salaries, Wages, and Benefits	2000	371,615
Contracted and General Services	2010	299,738
Purchases from Other Governments	2020	
Materials, Goods, Supplies, and Utilities	2030	296,104
Provision For Allowances	2040	571
Transfers to Other Governments	2050	
Transfers to Local Boards and Agencies	2060	50,772
Transfers to Individuals and Organizations	2070	148,122
Bank Charges and Short Term Interest	2080	531
Interest on Operating Long Term Debt	2090	
Interest on Capital Long Term Debt	2100	45,947
Amortization of Tangible Capital Assets	2110	401,063
Net Loss on Sale of Tangible Capital Assets	2125	
Write Down of Tangible Capital Assets	2127	
Other Expenditures	2130	
Total Expenses	2140	1,614,463
Net Revenue (Expense)	2150	124,321

REVENUE AND EXPENSE SUPPLEMENTARY DETAIL

Schedule 9E

		Revenue		Expenses	
		Sales and User Charges	Provincial Capital Transfers	Annual Amortization Expense	Capital Long Term Debt Interest Expense
		1	2	3	4
General Government	2200				
Council and Other Legislative	2210	660			
General Administration	2220				
Other General Government.....	2230				
Protective Services	2240				
Police	2250				
Fire	2260	1,294	11,885	29,594	
Disaster and Emergency Measures	2270				
Ambulance and First Aid	2280				
Bylaws Enforcement	2290				
Other Protective Services.....	2300				
Transportation	2310				
Common and Equipment Pool	2320			17,381	
Roads, Streets, Walks, Lighting	2330	915	67,085	135,152	16,743
Airport	2340				
Public Transit	2350				
Storm Sewers and Drainage	2360				
Other Transportation	2370				
Environmental Use and Protection	2380				
Water Supply and Distribution	2390	348,960	137,141	119,794	20,207
Wastewater Treatment and Disposal	2400	65,216		25,737	679
Waste Management	2410	74,512		23,805	
Other Environmental Use and Protection	2420				
Public Health and Welfare	2430				
Family and Community Support	2440			10,727	
Day Care	2450				
Cemeteries and Crematoriums	2460			242	
Other Public Health and Welfare	2470				
Planning and Development	2480				
Land Use Planning, Zoning and Development	2490				
Economic/Agricultural Development	2500				
Subdivision Land and Development	2510				
Public Housing Operations	2520				
Land, Housing and Building Rentals	2530				
Other Planning and Development.....	2540				
Recreation and Culture	2550				
Recreation Boards	2560				
Parks and Recreation	2570			38,631	8,318
Culture: Libraries, Museums, Halls	2580				
Convention Centres	2590				
Other Recreation and Culture.....	2600				
Other Utilities	2605				
Gas	2606				
Electric	2607				
Other	2610				
Total	2620	491,557	216,111	401,063	45,947

TANGIBLE CAPITAL ASSETS SUPPLEMENTARY DETAIL

Schedule 9F

		Tangible Capital Assets		Capital Long Term Debt	
		Purchased	Donated or Contributed	Principal Additions	Principal Reductions
		1	2	3	4
General Government	2700				
Council and Other Legislative	2710				
General Administration	2720				
Other General Government.....	2730				
Protective Services	2740				
Police	2750				
Fire	2760	11,885			
Disaster and Emergency Measures	2770				
Ambulance and First Aid	2780				
Bylaws Enforcement	2790				
Other Protective Services.....	2800				
Transportation	2810				
Common and Equipment Pool	2820	28,810			
Roads, Streets, Walks, Lighting	2830				64,704
Airport	2840				
Public Transit	2850				
Storm Sewers and Drainage	2860				
Other Transportation	2870				
Environmental Use and Protection	2880				
Water Supply and Distribution	2890				22,288
Wastewater Treatment and Disposal	2900	129,397			20,009
Waste Management	2910				
Other Environmental Use and Protection	2920				
Public Health and Welfare	2930				
Family and Community Support	2940				
Day Care	2950				
Cemeteries and Crematoriums	2960				
Other Public Health and Welfare	2970				
Planning and Development	2980				
Land Use Planning, Zoning and Development	2990				
Economic/Agricultural Development	3000				
Subdivision Land and Development	3010				
Public Housing Operations	3020				
Land, Housing and Building Rentals	3030				
Other Planning and Development.....	3040				
Recreation and Culture	3050				
Recreation Boards	3060				
Parks and Recreation	3070				13,961
Culture: Libraries, Museums, Halls	3080				
Convention Centres	3090				
Other Recreation and Culture.....	3100				
Other Utilities	3105				
Gas	3106				
Electric	3107				
Other	3110				
Total	3120	170,092			120,962

CHANGE IN TANGIBLE CAPITAL ASSETS

Schedule 9G

		Balance at Beginning of Year 1	Additions 2	Reductions 3	Balance at End of Year 4
Tangible Capital Assets - Cost					
Engineered Structures	3200				
Roadway Systems.....	3201	5,468,421			5,468,421
Light Rail Transit Systems.....	3202				
Water Systems.....	3203	4,851,415			4,851,415
Wastewater Systems.....	3204	1,304,555	129,397		1,433,952
Storm Systems.....	3205	1,780,894			1,780,894
Fibre Optics.....	3206				
Electricity Systems.....	3207				
Gas Distribution Systems.....	3208				
Total Engineered Structures	3210	13,405,285	129,397		13,534,682
Construction In Progress.....	3219		11,885		11,885
Buildings	3220	2,564,102			2,564,102
Machinery and Equipment	3230	186,576			186,576
Land	3240	370,986			370,986
Land Improvements.....	3245	155,100			155,100
Vehicles	3250	425,036	28,810	17,304	436,542
Total Capital Property Cost	3260	17,107,085	170,092	17,304	17,259,873
Accumulated Amortization					
Engineered Structures	3270				
Roadway Systems	3271	3,163,369	135,152		3,298,521
Light Rail Transit Systems	3272				
Water Systems	3273	1,198,122	119,794		1,317,916
Wastewater Systems	3274	695,510	25,737		721,247
Storm Systems	3275	127,818	23,805		151,623
Fibre Optics	3276				
Electricity Systems	3277				
Gas Distribution Systems	3278				
Engineered Structures	3280	5,184,819	304,488		5,489,307
Buildings	3290	946,351	48,579		994,930
Machinery and Equipment	3300	106,854	8,476		115,330
Land	3310				
Land Improvements.....	3315	66,274	6,371		72,645
Vehicles	3320	268,246	33,149	17,304	284,091
Total Accumulated Amortization	3330	6,572,544	401,063	17,304	6,956,303
Net Book Value of Capital Property	3340	10,534,541			10,303,570
Capital Long Term Debt (Net)	3350	1,295,556			1,174,594
Equity in Tangible Capital Assets	3400	9,238,985			9,128,976

LONG TERM DEBT SUPPORT

Schedule 9H

		Operating Purposes 1	Capital Purposes 2	Total 3
Long Term Debt Support	3405			
Supported by General Tax Levies	3410		1,174,594	1,174,594
Supported by Special Levies	3420			
Supported by Utility Rates	3430			
Other	3440			
Total Long Term Debt Principal Balance	3450		1,174,594	1,174,594

LONG TERM DEBT SOURCES

Schedule 9I

		Operating Purposes 1	Capital Purposes 2	Total 3
Alberta Capital Finance Authority.....	3500		1,174,594	1,174,594
Canada Mortgage and Housing Corporation	3520			
Mortgage Borrowing	3600			
Other	3610			
Total Long Term Debt Principal Balance	3620		1,174,594	1,174,594

FUTURE LONG TERM DEBT REPAYMENTS

Schedule 9J

		Operating Purposes 1	Capital Purposes 2	Total 3
Principal Repayments by Year	3700			
Current + 1	3710		76,236	76,236
Current + 2	3720		78,944	78,944
Current + 3	3730		81,750	81,750
Current + 4	3740		84,658	84,658
Current + 5	3750		87,672	87,672
Thereafter	3760		765,334	765,334
Total Principal	3770		1,174,594	1,174,594
Interest by Year	3780			
Current + 1	3790		40,453	40,453
Current + 2	3800		37,745	37,745
Current + 3	3810		34,939	34,939
Current + 4	3820		32,030	32,030
Current + 5	3830		29,017	29,017
Thereafter	3840		112,041	112,041
Total Interest	3850		286,225	286,225

PROPERTY TAXES AND GRANTS IN PLACE

Schedule 9K

		Property Taxes 1	Grants - in Place 2	Total 3
Property Taxes	3900			
Residential Land and Improvements	3910	523,922		523,922
Non-Residential	3920			
Land and Improvements (Excluding M & E)	3935	77,446	1,700	79,146
Machinery and Equipment	3950	1,452		1,452
Linear Property	3960	15,415		15,415
Railway	3970			
Farm Land	3980			
Adjustments to Property Taxes	3990			
 Total Property Taxes and Grants In Place	4000	618,235	1,700	619,935
 Requisition Transfers			4010	
Education				
Residential/Farm Land			4031	108,096
Non-Residential			4035	15,078
Seniors Lodges			4090	
Other			4100	
Adjustments to Requisition Transfers			4110	
 Total Requisition Transfers			4120	123,174
 Net Municipal Property Taxes and Grants In Place			4130	496,761

GRANTS IN PLACE OF TAXES

Schedule 9L

		Property Taxes 1	Business Taxes 2	Other Taxes 3	Total 4
Federal Government	4200				
Provincial Government	4210	1,700			1,700
Local Government	4220				
Other	4230				
 Total	4240	1,700			1,700

DEBT LIMIT

Schedule 9AA

		1
Debt Limit	5700	2,097,930
Total Debt	5710	1,174,594
Debt Service Limit	5720	349,655
Total Debt Service Costs	5730	116,689

Enter prior year Line 3450 Column 2 balance here: 1,295,556

GRANT AND DEFERRED GRANT REVENUE SCHEDULE

Schedule 9P

Cash and Temporary Investments	8820	2,893,006
Restricted Cash by Grant		
Municipal Sustainability Initiative Capital	8825	20547
Municipal Sustainability Initiative Operating	8826	
Federal Gas Tax Fund	8827	
Alberta Community Partnership- Intermunicipal Collaboration	8828	
Alberta Community Partnership- Municipal Restructuring	8829	
Alberta Community Partnership- Mediation and Cooperative Processes	8830	
Alberta Community Partnership- Municipal Internship	8831	
Alberta Community Partnership- Local Land Use Planning	8832	
Alberta Community Partnership- Strategic Initiative	8833	
Alberta Community Partnership- Regional Collaboration Program	8834	
Other Grants	8835	51333
Total Restricted Cash	8865	71880
Unrestricted Cash	8870	2,821,126
Deferred Revenue	8875	71,880
Deferred Revenue by Grant		
Municipal Sustainability Initiative Capital	8880	20547
Municipal Sustainability Initiative Operating	8881	
Federal Gas Tax Fund	8882	
Alberta Community Partnership- Intermunicipal Collaboration	8883	
Alberta Community Partnership- Municipal Restructuring	8884	
Alberta Community Partnership- Mediation and Cooperative Processes	8885	
Alberta Community Partnership- Municipal Internship	8886	
Alberta Community Partnership- Local Land Use Planning	8887	
Alberta Community Partnership- Strategic Initiative	8888	
Alberta Community Partnership- Regional Collaboration Program	8889	
Other Grants	8890	51333
Other Deferred Revenue	8899	

**VILLAGE OF MARWAYNE
Consolidated Financial Statements
Year Ended December 31, 2020**

**VILLAGE OF MARWAYNE
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Year Ended December 31, 2020**

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MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

Management of the Village of Marwayne is responsible for the preparation, accuracy, objectivity and integrity of the accompanying consolidated financial statements and all other information contained within this Financial Report. Management believes that the consolidated financial statements present fairly the Village's financial position as at December 31, 2020 and the results of its operations for the year then ended.

The consolidated financial statements have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards (PSAS).

The consolidated financial statements include certain amounts based on estimates and judgments. Such amounts have been determined on a reasonable basis in order to ensure that the consolidated financial statements are presented fairly in all material respects.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, management has designed and maintains a system of internal controls to produce reliable information and to meet reporting requirements on a timely basis. The system is designed to provide management with reasonable assurance that transactions are properly authorized and assets are properly accounted for and safeguarded.

These systems are monitored and evaluated by management and reliable financial information is available for preparation of the consolidated financial statements.

The Village Council carries out its responsibilities for review of the consolidated financial statements principally through its Audit Committee. This committee meets regularly with management and external auditors to discuss the results of audit examinations and financial reporting matters.

The external auditors have full access to the Audit Committee with and without the presence of management. The Village Council has approved the consolidated financial statements.

The consolidated financial statements have been audited by L&A CPA LLP, Chartered Professional Accountants, independent external auditors appointed by the Village. The accompanying Independent Auditor's Report outlines their responsibilities, the scope of their examination and their opinion on the Village's consolidated financial statements.

Chief Administrative Officer

Financial Officer

Date

Date

Marwayne, Alberta
August 16, 2021



INDEPENDENT AUDITOR'S REPORT

To the Mayor and Council of Village of Marwayne

Opinion

We have audited the consolidated financial statements of Village of Marwayne (the Village), which comprise the consolidated statement of financial position as at December 31, 2020, and the consolidated statements of operations, changes in net financial assets and cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Village as at December 31, 2020, and the consolidated results of its operations and consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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 Consolidated Financial Statements* section of our report. We are independent of the Village in accordance with ethical requirements that are relevant to our audit of the consolidated 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 opinion.

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

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

In preparing the consolidated financial statements, management is responsible for assessing the Village'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 Village or to cease operations, or has no realistic alternative but to do so.

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

(continues)

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Independent Auditor's Report to the Members of Village of Marwayne *(continued)*

Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated 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 consolidated financial statements.

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 consolidated 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 Village'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 Village'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 consolidated 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 Village to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated 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.

Independent Auditor's Report to the Members of Village of Marwayne *(continued)*

Report on Other Legal and Regulatory Requirements

- Debit Limit Regulation:

In accordance with Alberta Regulation 255/2000, we confirm that the municipality is in compliance with the Debt Limit Regulation. A detailed account of the Village's debt limit can be found in Note 10.

- Supplementary Accounting Principles and Standards Regulation:

In accordance with Alberta Regulation 313/2000, we confirm that the municipality is in compliance with the Supplementary Accounting Principles and Standards Regulation and note the information required can be found in Note 1.

Lloydminster, Saskatchewan
August 16, 2021



CHARTERED PROFESSIONAL
ACCOUNTANTS

VILLAGE OF MARWAYNE
Consolidated Statement of Financial Position
December 31, 2020

FINANCIAL ASSETS

Cash and temporary investments <i>(Note 2)</i>	\$ 2,893,006	\$ 2,542,936
Receivable	-	-
Taxes and grants in place of taxes receivable <i>(Note 3)</i>	117,695	69,275
Trade, utilities and grants receivable <i>(Note 3)</i>	134,504	91,878
Inventory held for resale	309,698	326,555
Investment <i>(Note 4)</i>	6	6
	3,454,909	3,030,650

LIABILITIES

Accounts payable and accrued liabilities	242,155	67,632
Deferred revenue <i>(Note 6)</i>	71,880	63,323
Long term debt <i>(Note 9)</i>	1,174,594	1,295,556
	1,488,629	1,426,511

NET FINANCIAL ASSETS

	1,966,280	1,604,139
--	------------------	------------------

NON-FINANCIAL ASSETS

Prepaid expenses	-	6,849
Tangible capital assets <i>(Note 5)</i>	10,303,570	10,534,541
Cultural and historical assets <i>(Note 12)</i>	689	689
	10,304,259	10,542,079

ACCUMULATED SURPLUS

	\$ 12,270,539	\$ 12,146,218
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COMMITMENTS AND CONTINGENCIES *(Note 17)*

APPROVED ON BEHALF OF COUNCIL

_____ *Council member*

_____ *Council member*

See notes to financial statements

VILLAGE OF MARWAYNE
Consolidated Statement of Operations
Year Ended December 31, 2020

	Budget	2020	2019
REVENUES			
Net municipal taxes (Schedule 3)	\$ 482,031	\$ 496,761	\$ 432,579
User fees and sale of goods	451,665	491,557	493,887
Government transfers for operating (Schedule 4)	111,866	236,563	181,479
Investment income	40,000	29,690	55,576
Penalties and costs of taxes	18,000	12,311	15,763
Licenses and permits	1,500	1,166	1,216
Other	64,404	128,858	70,455
Gain on disposal of capital assets	-	1,714	-
	<u>1,169,466</u>	<u>1,398,620</u>	<u>1,250,955</u>
EXPENSES			
Legislative	32,500	19,484	28,381
Administration	205,735	233,593	222,960
Fire and by-laws enforcement	35,000	27,210	31,753
Ambulance and disaster services	1,550	1,525	1,237
Roads, streets, walks, lighting	201,656	295,051	188,965
Water supply and distribution	379,176	407,528	348,784
Wastewater treatment and disposal	92,779	43,312	62,496
Waste management	107,179	71,937	59,746
Family and community services	57,451	20,799	28,043
Land use planning, housing, rentals	50,984	47,436	22,406
Recreation and parks	61,017	39,568	45,868
Culture, library	3,500	5,957	3,121
Amortization	345,596	401,063	420,308
	<u>1,574,123</u>	<u>1,614,463</u>	<u>1,464,068</u>
DEFICIENCY OF REVENUE OVER EXPENSES - BEFORE OTHER ITEMS	(404,657)	(215,843)	(213,113)
OTHER INCOME			
Government transfers for capital (Schedule 4)	629,576	340,164	476,065
EXCESS OF REVENUE OVER EXPENSES	224,919	124,321	262,952
ACCUMULATED SURPLUS - BEGINNING OF YEAR			
	<u>12,146,218</u>	<u>12,146,218</u>	<u>11,883,266</u>
ACCUMULATED SURPLUS - END OF YEAR	<u>\$ 12,371,137</u>	<u>\$ 12,270,539</u>	<u>\$ 12,146,218</u>

See notes to financial statements

VILLAGE OF MARWAYNE
Consolidated Statement of Changes in Net Financial Assets
Year Ended December 31, 2020

	Budget	2020	2019
EXCESS OF REVENUES OVER EXPENSES	\$ 224,919	\$ 124,321	\$ 262,952
Purchase of tangible capital assets	(509,015)	(170,092)	(324,902)
Amortization of tangible capital assets	345,596	401,063	420,308
Proceeds on disposal of tangible capital assets	-	1,714	-
Gain on disposal of tangible capital assets	-	(1,714)	-
Decrease (increase) in prepaid expenses	-	6,849	(5,949)
	<u>(163,419)</u>	<u>237,820</u>	<u>89,457</u>
INCREASE IN NET FINANCIAL ASSETS	61,500	362,141	352,409
Net financial assets - beginning of year	<u>1,604,139</u>	<u>1,604,139</u>	<u>1,251,730</u>
NET FINANCIAL ASSETS - END OF YEAR	<u>\$ 1,665,639</u>	<u>\$ 1,966,280</u>	<u>\$ 1,604,139</u>

See notes to financial statements

VILLAGE OF MARWAYNE
Consolidated Statement of Cash Flows
Year Ended December 31, 2020

	2020	2019
OPERATING ACTIVITIES		
Excess of revenues over expenses	\$ 124,321	\$ 262,952
Items not affecting cash:		
Amortization of tangible capital assets	401,063	420,308
Gain on disposal of tangible capital assets	(1,714)	-
	523,670	683,260
Non-cash charges to operations (net change)		
Increase in taxes and grants in place of taxes receivable	(48,420)	(1,294)
(Increase) decrease in trade, utilities and grants receivable	(42,626)	476,422
Decrease (increase) in inventory held for resale	16,857	(204,235)
Decrease (increase) in accounts payable and accrued liabilities	174,523	(240,883)
Increase (decrease) in deferred revenue	8,557	(38,062)
Decrease (increase) in prepaid expenses	6,849	(5,949)
	115,740	(14,001)
Cash flow from operating activities	639,410	669,259
CAPITAL		
Acquisition of tangible capital assets	(170,092)	(324,902)
Proceeds on disposal of tangible capital assets	1,714	-
Cash flow used by capital	(168,378)	(324,902)
FINANCING		
Long-term debt repaid	(120,962)	(85,061)
Cash flow used by financing	(120,962)	(85,061)
INCREASE IN CASH FLOW	350,070	259,296
Cash - beginning of year	2,542,936	2,283,640
CASH - END OF YEAR (Note 2)	\$ 2,893,006	\$ 2,542,936

See notes to financial statements

VILLAGE OF MARWAYNE
Schedule of Changes in Accumulated Surplus
Year Ended December 31, 2020

(Schedule 1)

	Unrestricted Surplus	Restricted Surplus	Equity in Tangible Capital Assets	2020	2019
BALANCE, BEGINNING OF YEAR	\$ 1,944,917	\$ 962,316	\$ 9,238,985	\$ 12,146,218	\$ 11,883,266
Excess of revenues over expenses	124,321	-	-	124,321	262,952
Internally restricted funds designated for capital	-	-	-	-	-
Current year funds used for tangible capital assets	(170,092)	-	170,092	-	-
Annual amortization expense	401,063	-	(401,063)	-	-
Long term debt repaid	(120,962)	-	120,962	-	-
Interfund transfer	(12,851)	12,851	-	-	-
Change in accumulated surplus	<u>221,479</u>	<u>12,851</u>	<u>(110,009)</u>	<u>124,321</u>	<u>262,952</u>
BALANCE, END OF YEAR	<u>\$ 2,166,396</u>	<u>\$ 975,167</u>	<u>\$ 9,128,976</u>	<u>\$ 12,270,539</u>	<u>\$ 12,146,218</u>

See notes to financial statements

VILLAGE OF MARWAYNE
Schedule of Tangible Capital Assets
(Schedule 2)
Year Ended December 31, 2020

	Land	Land Improvements	Buildings	Engineered Structures	Machinery & Equipment	Vehicles	Construction In Progress	2020	2019
COST:									
BALANCE DEC. 31, 2019	\$ 370,986	\$ 155,100	\$ 2,564,102	\$ 13,405,285	\$ 186,576	\$ 425,036	\$ -	\$ 17,107,085	\$ 16,782,183
Acquisition tangible assets	-	-	-	129,397	-	28,810	11,885	170,092	324,902
Disposal tangible assets	-	-	-	-	-	(17,304)	-	(17,304)	-
BALANCE DEC. 31, 2020	\$ 370,986	\$ 155,100	\$ 2,564,102	\$ 13,534,682	\$ 186,576	\$ 436,542	\$ 11,885	\$ 17,259,873	\$ 17,107,085
ACCUMULATED AMORTIZATION:									
BALANCE DEC. 31, 2019	\$ -	\$ 66,274	\$ 946,351	\$ 5,184,819	\$ 106,854	\$ 268,246	\$ -	\$ 6,572,544	\$ 6,152,236
Annual amortization	-	6,371	48,579	304,488	8,476	33,149	-	401,063	420,308
Accum. amort. disposals	-	-	-	-	-	(17,304)	-	(17,304)	-
BALANCE DEC. 31, 2020	\$ -	\$ 72,645	\$ 994,930	\$ 5,489,307	\$ 115,330	\$ 284,091	\$ -	\$ 6,956,303	\$ 6,572,544
NET BOOK VALUE OF CAPITAL ASSETS	\$ 370,986	\$ 82,455	\$ 1,569,172	\$ 8,045,375	\$ 71,246	\$ 152,451	\$ 11,885	\$ 10,303,570	\$ 10,534,541
2019 NET BOOK VALUE OF CAPITAL ASSETS	\$ 370,986	\$ 88,826	\$ 1,617,751	\$ 8,220,466	\$ 79,722	\$ 156,790	\$ -	\$ 10,534,541	

See notes to financial statements

VILLAGE OF MARWAYNE
Schedule of Property and Other Taxes
(Schedule 3)
Year Ended December 31, 2020

	Budget	2020	2019
TAXATION			
Real property taxes	\$ 524,051	\$ 523,922	\$ 471,230
Business taxes	66,003	77,446	71,361
Linear property taxes	15,960	16,867	14,318
Government grants in place of property taxes	908	1,700	908
Special assessments and local improvement taxes	749	-	749
	607,671	619,935	558,566
REQUISITIONS			
Alberta School Foundation Fund	125,640	123,174	125,987
	<u>\$ 482,031</u>	<u>\$ 496,761</u>	<u>\$ 432,579</u>

Schedule of Government Transfers
(Schedule 4)
Year Ended December 31, 2020

	Budget	2020	2019
TRANSFERS FOR OPERATING:			
Provincial Government	\$ 111,866	\$ 236,563	\$ 181,479
TRANSFERS FOR CAPITAL:			
Federal Government	82,905	124,053	225,552
Provincial Government	546,671	216,111	245,340
Other Local Government	-	-	5,173
	629,576	340,164	476,065
	<u>\$ 741,442</u>	<u>\$ 576,727</u>	<u>\$ 657,544</u>

See notes to financial statements

VILLAGE OF MARWAYNE
Schedule of Consolidated Expenses By Object
(Schedule 5)
Year Ended December 31, 2020

	Budget	2020	2019
CONSOLIDATED EXPENSES BY OBJECT			
Salaries, wages, and benefits	\$ 415,112	\$ 371,615	\$ 402,244
Contracted and general services	283,190	299,738	181,447
Materials, goods, supplies, and utilities	278,333	296,104	223,105
Provision for allowances	1,500	571	-
Transfers to local boards and agencies	35,225	50,772	33,244
Transfer to individuals and organizations	162,000	148,122	155,148
Bank charges and short term interest	1,600	531	498
Interest on capital long term debt	51,567	45,947	48,074
Amortization of tangible capital assets	345,596	401,063	420,308
	\$ 1,574,123	\$ 1,614,463	\$ 1,464,068

See notes to financial statements

VILLAGE OF MARWAYNE
Schedule of Segmented Disclosure
(Schedule 6)
Year Ended December 31, 2020

	General Government	Protective Services	Transportation Services	Planning & Development	Recreation & Culture	Environmental Services	Other	Total
REVENUE								
Property taxes	\$ 496,761	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 496,761
Government transfers	66,364	11,885	250,239	26,478	-	197,104	24,657	576,727
User fees and sale of goods	660	1,294	915	-	-	488,688	-	491,557
Investment income	29,690	-	-	-	-	-	-	29,690
Other revenue	47,504	3,480	66,022	16,068	-	9,236	25	142,335
Gain on disposal of tangible capital assets	-	-	-	-	-	-	1,714	1,714
	<u>640,979</u>	<u>16,659</u>	<u>317,176</u>	<u>42,546</u>	<u>-</u>	<u>695,028</u>	<u>26,396</u>	<u>1,738,784</u>
EXPENSES								
Salaries, wages, and benefits	126,323	-	70,141	-	24,603	150,548	-	371,615
Contracted and general services	80,706	6,691	63,657	47,436	-	100,402	846	299,738
Materials, goods, supplies, and utilities	30,573	10,334	144,511	-	6,647	102,820	1,219	296,104
Provision for allowances	571	-	-	-	-	-	-	571
Transfers to local boards and agencies	14,373	11,709	-	-	5,957	-	18,733	50,772
Transfer to individuals and organizations	-	-	-	-	-	148,122	-	148,122
Bank charges and short term interest	531	-	-	-	-	-	-	531
Interest on capital long term debt	-	-	16,743	-	8,318	20,886	-	45,947
	<u>253,077</u>	<u>28,734</u>	<u>295,052</u>	<u>47,436</u>	<u>45,525</u>	<u>522,778</u>	<u>20,798</u>	<u>1,213,400</u>
NET REVENUE, BEFORE AMORTIZATION	387,902	(12,075)	22,124	(4,890)	(45,525)	172,250	5,598	525,384
Amortization expense	-	29,594	152,533	-	38,631	169,336	10,969	401,063
NET REVENUE	<u>\$ 387,902</u>	<u>\$ (41,669)</u>	<u>\$ (130,409)</u>	<u>\$ (4,890)</u>	<u>\$ (84,156)</u>	<u>\$ 2,914</u>	<u>\$ (5,371)</u>	<u>\$ 124,321</u>

See notes to financial statements

VILLAGE OF MARWAYNE
Notes to Consolidated Financial Statements
Year Ended December 31, 2020

1. SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the Village of Marwayne are the representations of management prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted by the Village are as follows:

Reporting Entity

The consolidated financial statements reflect the assets, liabilities, revenues and expenses, changes in fund balances and change in financial position of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the Village and are, therefore, accountable to the Village Council for the administration of their financial affairs and resources. Included with the municipality are the following:

Marwayne Water and Sewer Utilities
Marwayne Waste Disposal System

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the municipal reporting entity.

The financial statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

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.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

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 expenditures 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.

(continues)

VILLAGE OF MARWAYNE
Notes to Consolidated Financial Statements
Year Ended December 31, 2020

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

Financial Instruments

Financial instruments are recorded at fair value when acquired or issued. In subsequent periods, financial assets with actively traded markets are reported at fair value, with any unrealized gains and losses reported in income. All other financial instruments are reported at amortized cost, and tested for impairment at each reporting date. Transaction costs on the acquisition, sale, or issue of financial instruments are expensed when incurred.

Cash and Temporary Investments

Cash is defined as cash on hand and cash on deposit, net of cheques issued and outstanding at the reporting date. Temporary investments includes any investment with a maturity date of three months or less.

Inventory for Resale

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and levelling charges. Related development costs incurred to provide infrastructure such as water and waste water services, roads, sidewalks and street lighting are recorded as physical assets under their respective function.

Investments

Investments are recorded at cost or amortized cost. Investments includes any investment with a maturity date of greater than three months at the reporting date. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

Prepaid Local Improvement Charges

Construction and borrowing costs associated with local improvement projects are recovered through annual special assessments during the period of the related borrowings. These levies are collectible from property owners for work performed by the municipality.

Where a taxpayer has elected to prepay the outstanding local improvement charges, such amounts are recorded as deferred revenue. Deferred revenue is amortized to revenue on a straight-line basis over the remaining term of the related borrowings.

In the event that the prepaid amounts are applied against the related borrowings, the deferred revenue is amortized to revenue by an amount equal to the debt repayment.

Tax Revenue

Tax revenues are recognized when the tax has been authorized by bylaw and the taxable event has occurred.

Requisitions operate as a flow through and are excluded from the municipal revenue.

(continues)

VILLAGE OF MARWAYNE
Notes to Consolidated Financial Statements
Year Ended December 31, 2020

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

Landfill Closure and Post-Closure Liability

Pursuant to the Alberta Environmental Protection and Enhancement Act, the Village is required to fund the closure of its landfill sites and provide for post-closure care of the facility. Closure and post-closure activities include the final clay cover, landscaping, as well as surface and ground water monitoring, leachate control, and visual inspection.

The Village currently has a transfer station and a contract with Vermillion River Waste Management Authority for disposal of its waste.

Contaminated Sites Liability

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of post-remediation including operation, maintenance and monitoring.

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.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met and reasonable estimates of the amounts can be determined.

Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenue over expenses, provides the consolidated Change in Net Financial Assets for the year.

(continues)

VILLAGE OF MARWAYNE
Notes to Consolidated Financial Statements
Year Ended December 31, 2020

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

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. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

Land improvements	15-20
Buildings	25-65
Engineered structures	15-75
Machinery and equipment	5-20
Vehicles	3-20

Assets under construction are not amortized until the asset is available for productive use.

i. Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

ii. Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

iii. Inventories

Inventories held for consumption are recorded at the lower of cost and replacement cost.

iv. Cultural and Historical Tangible Capital Assets

Works of art for display are not recorded as tangible capital assets but are disclosed in Note 12.

2. CASH AND TEMPORARY INVESTMENTS

	<u>2020</u>	<u>2019</u>
Cash	\$ 1,177,636	\$ 849,438
Temporary investments	1,715,370	1,693,498
	<u>\$ 2,893,006</u>	<u>\$ 2,542,936</u>

Temporary investments are short-term deposits with original maturity dates of three months or less with ATB Financial at interest rates ranging from 0.9% to 1.0%.

Council has designated funds of \$975,167 (2019 - \$962,316) included in the above amounts for capital purposes.

VILLAGE OF MARWAYNE
Notes to Consolidated Financial Statements
Year Ended December 31, 2020

3. RECEIVABLES

	2020	2019
Property Taxes		
Taxes and grants in place of taxes receivable	\$ 71,017	\$ 42,312
Arrears of taxes	46,678	26,963
Total	117,695	69,275
Other		
Grants receivable	74,053	40,927
Utilities receivable	9,921	31,253
Trade accounts receivable	22,100	16,809
Goods and service tax recoverable	28,430	2,889
Total	134,504	91,878
Total	\$ 252,199	\$ 161,153

During the year, the company recorded impairments of \$571 (2019 - \$0). This amount is included in administration in the statement of operations and provision for allowances in Schedule 5.

4. INVESTMENT

	2020	2019
Alberta Central East Water Corporation	\$ 6	\$ 6

The Village of Marwayne owns 601 Class A voting shares in Alberta Central East Water Corporation. This represents a 5% interest in Alberta Central East Water Corporation.

5. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2020 Net book value	2019 Net book value
Land	\$ 370,986	\$ -	\$ 370,986	\$ 370,986
Land improvements	155,100	72,645	82,455	88,826
Buildings	2,564,102	994,930	1,569,172	1,617,751
Engineered structures	13,534,682	5,489,307	8,045,375	8,220,466
Machinery and equipment	186,576	115,330	71,246	79,722
Vehicles	436,542	284,091	152,451	156,790
Construction-in-progress	11,885	-	11,885	-
	\$ 17,259,873	\$ 6,956,303	\$ 10,303,570	\$ 10,534,541

VILLAGE OF MARWAYNE
Notes to Consolidated Financial Statements
Year Ended December 31, 2020

6. DEFERRED REVENUE

	2020	2019
Municipal Stimulus Program	\$ 27,794	\$ -
Business Revitalization Program	23,539	20,344
Municipal Sustainability Initiative - Capital	20,547	16,501
Alberta Community Partnership	-	26,478
	\$ 71,880	\$ 63,323

The Municipal Stimulus Program is to be used for the development of walking trails. The deferred revenue will be recognized in the year the related expenditures occur.

The Chamber of Commerce provides funds that are restricted for the revitalization of businesses within the Village of Marwayne. The deferred revenue will be recognized in the year the related expenses are incurred.

The Municipal Sustainability Initiative - Capital grant is restricted for the continuation of underground and surface infrastructure renewals. The deferred revenue will be recognized in the year the related expenditures occur.

7. LANDFILL CLOSURE AND POST-CLOSURE LIABILITY

Alberta environmental law requires closure and post-closure care of landfill sites, which includes final covering and landscaping, pumping of ground water and leachates from the site, and ongoing environmental monitoring, site inspections and maintenance.

The Village of Marwayne has two landfill sites that have been closed for years. The Village monitors these sites as required by law. The Village has not estimated any costs of post-closure care for these landfill sites. There is no immediate designated use for the property. Any future use will be assessed and relevant post-closure care requirements will be addressed at that time.

The Village has not designated any assets for settling post-closure liabilities.

8. CONTAMINATED SITES LIABILITY

The town has adopted PS3260 Liability for Contaminated Sites. The town did not identify any financial liabilities in 2020 (2019- nil) as a result of this standard.

VILLAGE OF MARWAYNE
Notes to Consolidated Financial Statements
Year Ended December 31, 2020

9. LONG TERM DEBT

	2020	2019
#2 Self supported debenture	\$ -	\$ 47,341
#3 Self supported debenture	188,423	202,384
#4 Self supported debenture	366,438	387,778
#5 Self supported debenture	619,733	658,053
	\$ 1,174,594	\$ 1,295,556

The current portion of long term debt amounts to \$76,236 (2019 - \$88,456).

Principal and interest repayments are due as follows:

	Principal	Interest	Total
2021	\$ 76,236	\$ 40,453	\$ 116,689
2022	78,944	37,745	116,689
2023	81,750	34,939	116,689
2024	84,658	32,030	116,688
2025	87,672	29,017	116,689
2026 and subsequent	765,334	112,041	877,375
	\$ 1,174,594	\$ 286,225	\$ 1,460,819

#3 Debenture debt is repayable to Alberta Capital Finance Authority and bears interest at 4.269% per annum, before Provincial subsidy, and matures in 2031. The average annual interest rate is 4.269% for 2020 (4.269% in 2019). For qualifying debentures, the Province of Alberta rebates 60% of interest in excess of 8%, 9% and 11% to a maximum annual rate of 12.5%, depending on the date borrowed.

#4 Debenture debt is repayable to Alberta Capital Finance Authority and bears interest at 3.866% per annum, before Provincial subsidy, and matures in 2033. The average annual interest rate is 3.866% for 2020 (3.866% in 2019). For qualifying debentures, the Province of Alberta rebates 60% of interest in excess of 8%, 9% and 11% to a maximum annual rate of 12.5%, depending on the date borrowed.

#5 Debenture debt is repayable to Alberta Capital Finance Authority and bears interest at 3.051% per annum, before Provincial subsidy, and matures in 2033. The average annual interest rate is 3.051% for 2020 (3.051% in 2019). For qualifying debentures, the Province of Alberta rebates 60% of interest in excess of 8%, 9% and 11% to a maximum annual rate of 12.5%, depending on the date borrowed.

Debenture debt is issued on the credit and security of the Village of Marwayne at large.

Interest on long term debt amounted to \$45,947 (2019 - \$48,074).

The Village's total cash payments for interest in 2020 was \$48,805 (2019 - \$49,420).

VILLAGE OF MARWAYNE
Notes to Consolidated Financial Statements
Year Ended December 31, 2020

10. DEBT LIMITS

Section 276 (2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/2000 for the Village of Marwayne be disclosed as follows:

	2020	2019
Total debt limit	\$ 2,097,930	\$ 1,876,433
Total debt	1,174,594	1,295,556
	923,336	580,877
Service on debt limit	349,655	312,739
Service on debt	116,689	134,481
	232,966	178,258

The debt limit is calculated at 1.5 times revenue of the municipality (as defined in Alberta Regulation 255/2000) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.

11. EQUITY IN TANGIBLE CAPITAL ASSETS

	2020	2019
Tangible capital assets (Schedule 2)	\$ 17,259,873	\$ 17,107,085
Accumulated amortization (Schedule 2)	(6,956,303)	(6,572,544)
Long term debt (<i>Note 9</i>)	(1,174,594)	(1,295,556)
	\$ 9,128,976	\$ 9,238,985

12. CULTURAL AND HISTORICAL ASSETS

The Village of Marwayne owns a cenotaph. It is not recorded as a tangible capital asset in the financial statements and is not amortized.

VILLAGE OF MARWAYNE
Notes to Consolidated Financial Statements
Year Ended December 31, 2020

13. ACCUMULATED SURPLUS

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2020	2019
Unrestricted surplus	\$ 2,166,396	\$ 1,944,917
Internally Restricted surplus		
Emergency services	51,243	50,568
Engineered structures	44,606	44,018
General equipment replacement	70,800	69,866
Roads	223,129	220,189
Water and sewer	585,389	577,675
Equity in tangible capital assets (Note 11)	9,128,976	9,238,985
	\$ 12,270,539	\$ 12,146,218

14. SEGMENTED DISCLOSURE

The Village of Marwayne provides a range of services to its ratepayers. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

Refer to Schedule of Segmented Disclosures (Schedule 6).

VILLAGE OF MARWAYNE
Notes to Consolidated Financial Statements
Year Ended December 31, 2020

15. SALARY AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for elected municipal officials, the chief administrative officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

	Salary (1)	Allowances(2)	2020	2019
Mayor				
Eikeland	\$ 4,800	\$ -	\$ 4,800	\$ 5,500
Council				
Lawrence	3,200	-	3,200	3,400
McDonald	2,400	-	2,400	3,000
Neureuter	2,700	-	2,700	3,600
Rainey	3,000	-	3,000	3,300
	<u>11,300</u>	<u>-</u>	<u>11,300</u>	<u>13,300</u>
Chief Admin				
Harrower	75,011	6,650	81,661	8,003
Willner	-	-	-	89,134
	<u>75,011</u>	<u>6,650</u>	<u>81,661</u>	<u>97,137</u>
Designated Officers				
Wainwright Assessment Group Ltd.	7,879	-	7,879	8,359
	<u>\$ 98,990</u>	<u>\$ 6,650</u>	<u>\$ 105,640</u>	<u>\$ 124,296</u>

(1) Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria, per diem pay and any other direct cash remuneration.

(2) Employer's share of all employee benefits and contributions or payments made on behalf of employees including health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short term disability plans.

16. ENVIRONMENTAL CONTAMINATION

During 2002, the Village of Marwayne acquired two lots through tax recovery that contain contamination. The lots previously were used for gas station facilities. Environmental studies have been performed by ConocoPhillips to determine the extent of damage. Section 434 of the Municipal Government Act specifically relieves the Village of any responsibility with respect to contamination that existed prior to acquisition through tax recovery. The lots held for resale have been reported at the assessor's assigned value for 2020 of \$1,370.

VILLAGE OF MARWAYNE
Notes to Consolidated Financial Statements
Year Ended December 31, 2020

17. COMMITMENTS AND CONTINGENCIES

The Village of Marwayne has entered into a water and wastewater treatment systems agreement with the Village of Kitscoty and Village of Dewberry. This agreement will be used to co-ordinate their efforts and co-operate in having adequate provision and maintenance of the water and wastewater services in each municipality. This agreement remains in effect unless one of the parties gives the other parties six months notice in any calendar year to terminate.

The Village of Marwayne has entered into a three year contract with Wainwright Assessment Group Ltd. for assessment services. The following per annum costs will apply:

June 1, 2020 to May 31, 2021 - \$7,944

June 1, 2021 to May 31, 2022 - \$8,100

The Village of Marwayne is a partner in the Alberta Central East Water Corporation (ACE) regional water system project. The full regional system will include 350+ kilometers of pipeline, two Water Transfer (pump) Stations (WTS) located near Vegreville and Lloydminster along with community fill stations and truck fill stations. The water is supplied from the North Saskatchewan River sourced through two sources. The total capital costs of the regional water system is estimated to be approximately \$140 million with the provincial government and federal government contributing 90% of the costs. The remaining costs will be shared between the thirteen member municipalities through a pro-rated share (based on population) for each phase of construction. Total costs to date have been \$702,873. The Village of Marwayne has 5% of the voting shares and is responsible for 4.45% of all costs. The Village's portion is estimated to total \$879,761. As the Regional Water System is not a Village owned asset, none of the related liabilities, funding or expenditures are reflected in the Village except for the Village's portion. Annual consumption costs in 2021 will be based on the current ACE water rates.

The Village of Marwayne has entered into an annual waste management agreement with the Vermilion River Regional Waste Management Services Commission for annual fees of \$68,482 in 2021. Each year the fees are reviewed and adjusted to actual costs incurred. The adjustment is expensed in the year it is calculated and collected by the Commission.

The Village of Marwayne has entered into an annual rental agreement for office space with the Marwayne Agricultural Society for an annual fee of \$7,000. Each year this agreement is reviewed and adjusted if required.

The Village of Marwayne has entered into an agreement with Pioneer Lodge to provide financial support for any future operating deficit and debt servicing costs. The Village of Marwayne is responsible to cover any shortfalls to the extent of their participating interest. Currently Pioneer Lodge is in good standing.

VILLAGE OF MARWAYNE
Notes to Consolidated Financial Statements
Year Ended December 31, 2020

18. RELATED PARTY TRANSACTIONS

Marwayne Agricultural Society - Village appoints a director to the Society and has a close working relationship with the Board.

	2020	2019
Marwayne Agricultural Society: Office rent - expense	\$ (7,000)	\$ (7,000)
Shannon Harrower: Telephone allowance - expense	(603)	-
Jordan Willner: Telephone allowance - expense	-	(497)
	\$ (7,603)	\$ (7,497)

These transactions are in the normal course of operations and are measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

19. FINANCIAL INSTRUMENTS

The organization is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the organization's risk exposure and concentration as of December 31, 2020. The Village is not exposed to significant currency risk or other price risk.

Credit risk

The Village is subject to credit risk with respect to taxes and grants in place of taxes receivable and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the Village provides services may experience financial difficulty and be unable to fulfil their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk. The Village of Marwayne has also passed a bylaw authorizing transfer of utilities and other receivables to the tax roll.

Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The organization is exposed to this risk mainly in respect of collection of its various receivables and the payment of its accounts payable and accrued liabilities and long term debt.

Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. The Village's exposure arises from their self-supported debentures and temporary investments that are guaranteed investment certificates. All interest rates are fixed, thus there is little exposure to interest rate risk.

Unless otherwise noted, the carrying value of the financial instruments approximates fair value.

VILLAGE OF MARWAYNE
Notes to Consolidated Financial Statements
Year Ended December 31, 2020

20. COVID-19

In March 2020, the World Health Organization declared a global pandemic due to the novel coronavirus (COVID-19). The situation is constantly evolving, and the measures put in place are having multiple impacts on local, provincial, national and global economies. As of August 16, 2021, the Village is aware of these changes in its operations as a result of the COVID-19 crisis. Council is uncertain of the effects of these changes on its financial statements and believes that any disturbance may be temporary; however there is uncertainty about the length and potential impact of the disturbance. As a result, we are unable to estimate the potential impact on the Village's operations as of the date of these financial statements.

21. APPROVAL OF FINANCIAL STATEMENTS

These financial statements were approved by Council and Management.

22. BUDGET AMOUNTS

Budget amounts are included for information purposes only and are not audited.



July 13, 2021

The Right Honourable Justin Trudeau, MP
Prime Minister of Canada
Langevin Block
Ottawa, Ontario K1A 0A2

VIA Email

Dear Prime Minister:

Re: Bill C-21 – Changes to the Criminal Code and the Firearms Act

On behalf of the Municipality of Crowsnest Pass, we are writing to express our concerns with respect to Bill C-21 to make changes to the Criminal Code and the Firearms Act. With respect to the provision to allow municipalities to create handgun bylaws, which would place conditions on federal firearms licenses relating to handgun use, storage or transportation within municipalities that have passed such bylaws, Council has passed the following motion at the June 8th meeting of Municipal Council in opposition to the Federal Bill C-21:

16-2021-06-08: *Councillor Sygutek moved that the Municipality of Crowsnest Pass is opposed to the adoption of any bylaws restricting the possession, storage, and transportation of legally obtained handguns, and that Administration write a letter to Prime Minister Trudeau with similar information as provided by Kingsville, Ontario which will be copied to all Alberta municipalities, MP Shannon Stubbs, MP John Barlow, and to the Leader of Official Opposition Erin O’Toole. Carried*

With the Province of Alberta sending Bill 211 to Royal Assent on April 29th, our Provincial government is ensuring that Municipalities are not saddled with trying to find the resources to impose or enforce gun control by creating inconsistent bylaws between jurisdictions. As most Municipalities across our province are rural in nature and would be faced with the same problems in attempting to enforce legislation of this nature, we are anticipating that the sentiment will be the same across most jurisdictions and hope that those municipalities in opposition will make their position known to the Federal Government as well.

P.O. BOX 600 CROWSNEST PASS, ALBERTA TOK OEO p 403 562-8833 f 403-563-5474 crowsnestpass.com

We are also concerned that Bill C-21 is only targeting citizens that have licenses, not criminals that have already obtained firearms illegally and would never comply with a municipal bylaw. This will create a very confusing system that could result in an otherwise law abiding citizen, now being sentenced to two years imprisonment or permanent license revocation for unknowingly being in contravention of a bylaw in a community with different bylaws.

We thank you for your kind attention in this matter and request that the federal government will reconsider these changes to the Criminal Code and Firearms Act.

Sincerely,



Mayor Blair Painter
Municipality of Crowsnest Pass
403-563-0700
blair.painter@crowsnestpass.com

cc: All Alberta Municipalities
MP Shannon Stubbs
MP John Barlow
Erin O'Toole, Leader of the Official Opposition

From: [Mike Decker](#) on behalf of [MA MSL Engagement Group](#)
Cc: [Mike Decker](#)
Subject: 2021 AUMA Convention - Meeting with Minister of Municipal Affairs
Date: July 8, 2021 1:36:00 PM

Dear Chief Administrative Officers:

We are writing to inform you of a potential opportunity for municipal councils to meet with the Honourable Ric Mclver, Minister of Municipal Affairs, at the 2021 AUMA Fall Convention, scheduled for November 17-19, 2021. It is our hope that these meetings will be in person.

We understand there may be newly elected officials on council and the meeting requirements may change following the municipal elections. However, should your municipality wish to meet with Minister Mclver during the convention, please submit a request by email to MA.MSLEngagementGroup@gov.ab.ca no later than September 10, 2021.

In your meeting request, please be sure to include two specific policy items or issues your municipality would like to discuss with the Minister.

We generally receive more requests to meet with the Minister than can be reasonably accommodated over the course of the convention. To ensure suitable consideration of requests, municipalities should be mindful of the following criteria:

- Policy items or issues directly relevant to the Minister of Municipal Affairs and the department will be given priority.
- Municipalities located within the Capital Region can be more easily accommodated throughout the year, so priority will be given to requests from municipalities at a distance from Edmonton and to municipalities with which Minister Mclver has not yet had an opportunity to meet.
- Meeting requests received after the deadline will not be considered for the convention, but may be considered for future meeting opportunities.

Meeting times with the Minister are scheduled for approximately 20 minutes per municipality. This will allow the Minister the opportunity to engage with as many municipal councils as possible. All municipalities submitting meeting requests will be notified at least two weeks prior to the convention as to the status of their request.

Municipal Affairs will make every effort to find alternative opportunities throughout the remainder of the year for those municipalities the Minister is unable to accommodate during the convention.

Sincerely,

Mike Decker/Stakeholder Relations Team
Municipal Affairs

Classification: Protected A



ALBERTA
MUNICIPAL AFFAIRS
Office of the Minister
MLA. Calgary-Hays

AR105523

August 5, 2021

Her Worship Cheryle Eikeland
Mayor
Village of Marwayne
PO Box 113
Marwayne AB T0B 2X0

Dear Mayor Eikeland:

On October 18, 2021, the Government of Alberta intends to conduct a provincewide election of nominees for Canada's Senate, as well as a referendum. Senate and referendum voting will be conducted alongside the general municipal election. To support local governments administering these votes, the Senate Election Grants Regulation under the *Alberta Senate Election Act* and Referendum Payments Regulation under the *Referendum Act* require the Minister of Municipal Affairs to make payments to the local authorities that are administering the votes.

The regulations state:

- where an election under the *Local Authorities Election Act* is required in a municipality or ward, the elected authority or other body that conducts the vote under the *Alberta Senate Election Act* or *Referendum Act* in that municipality or ward shall be paid a grant of \$1 per capita or \$1,000, whichever is greater; or
- where no election under the *Local Authorities Election Act* is required in a municipality or ward, the elected authority or other body that conducts the vote under the *Alberta Senate Election Act* or *Referendum Act* in that municipality or ward shall be paid \$2 per capita or \$2,000, whichever is greater.

Given there will be both senate elections and referendum questions occurring as part of the 2021 municipal general election, municipalities holding local elections will be eligible for a grant of \$1 per capita or \$1,000 (whichever is greater) for the senate election vote and \$1 per capita or \$1,000 (whichever is greater) for the referendum for a total interim grant of \$2 per capita or \$2,000 (whichever is greater).

Should it then later be determined that a municipality does not need to hold a local election, the municipality will then be eligible for an additional grant of \$1 per capita or \$1,000 (whichever is greater) for the senate election vote and \$1 per capita or \$1,000 (whichever is greater) for the referendum for a total combined grant of \$4 per capita or \$4,000 (whichever is greater).

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Based on this formula, and to streamline the process, the **Village of Marwayne** will receive an initial grant payment of **\$2,000** in August to conduct the 2021 Senate election and referendum. If a local election is not held under the *Local Authorities Election Act* in the **Village of Marwayne** on October 18, a second payment of **\$2,000** will be made in October.

If the Senate election and/or referendum are cancelled, the **Village of Marwayne** will be required to return the initial grant payment to the Government of Alberta, if requested by the province.

Some municipalities may be administering the Senate election and referendum on behalf of the Minister of Municipal Affairs for a neighbouring entity, and will receive the payments calculated for the neighbouring entity. These municipalities will receive a separate letter confirming the additional amounts once the contracts are finalized.

Conducting the Senate election and the referendum at the same time as local elections will leverage efficiencies and economies of scale, while ensuring all Albertans have the ability to participate in the vote.

Thank you for your work in strengthening democracy in Alberta.

Sincerely,



Ric McIver
Minister

cc: Shannon Harrower, Chief Administrative Officer, Village of Marwayne