



Village of Marwayne

Agenda

Regular Village Council Meeting
Monday, November 15, 2021 @ 7:00 PM
Zoom Video Conferencing

	Page
1 CALL TO ORDER	
2 ADOPTION OF AGENDA	
2.1 November 15th, 2021 Village Council Meeting Agenda	
Be it resolved that the November 15th, 2021 Village Council Meeting Agenda be approved as presented.	
3 ADOPTION OF MINUTES	
3.1 November 1st, 2021 Village Council Meeting	4 - 7
Be it resolved that the November 1st, 2021 Village Council Meeting Minutes be approved as presented.	
4 DELEGATIONS/PUBLIC HEARINGS	
5 BUSINESS ARISING FROM PRIOR MEETINGS	
5.1 Strategic Planning	8 - 33
Be it resolved that the Strategic Planning Proposals be received as information.	
6 KEY STRATEGY: ADDRESSING SERVICE NEEDS	
6.1 Regional Water Operator Report	34
Be it resolved that the Regional Water Operator Report be received as information.	
7 KEY STRATEGY: SAFE & CARING COMMUNITY	
7.1 RCMP Quarter 2 Report	35 - 43
Be it resolved that the RCMP Quarter 2 Report be received as information.	
7.2 Go East of Edmonton Membership Renewal	44 - 53
Be it resolved that the Village of Marwayne renew its membership with Go East for the 2022 calendar year.	

8	KEY STRATEGY: PLANNING FOR GROWTH & CHANGE	
9	KEY STRATEGY: PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE	
9.1	Distribution Piping Header Replacement	54 - 55
	Be it resolved that the Village of Marwayne approve the distribution piping header replacement to be completed by Bi-Systems in the amount of \$66,390.00 plus GST to be funded by the Village's 2022 Municipal Sustainability Initiative Capital allocation.	
10	ADMINISTRATIVE REPORTS	
10.1	Councillor Reports	56 - 57
	Be it resolved that the following Councillor Reports be received as information:	
	<ul style="list-style-type: none"> • Northern Lights Library System Weekly Report 	
10.2	Chief Administrative Officer Report	58
	Be it resolved that the Chief Administrative Officer Report be received as information.	
11	FINANCIAL	
11.1	Cheque Distribution Report	59
	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.	
11.2	Bank Reconciliation Report	60
	Be it resolved that the October 2021 Bank Reconciliation Report be received as information.	
11.3	Monthly Utility Bill Report	61
	Be it resolved that the October 2021 Monthly Utility Bill Report be received as information.	
11.4	2022 Interim Budget	62
	Be it resolved that the 2022 Interim Budget be approved as presented.	
12	CORRESPONDENCE	
12.1	MCSnet Broadband Partnerships	63 - 64

Be it resolved that the MCSnet Broadband Partnerships Email be received as information.

12.2 Letters

65

Be it resolved that the letter addressed to the Village of Marwayne 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 December 13th, 2021

15 ADJOURNMENT



Village of Marwayne
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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 November 1st, 2021
Commencing at 7:00 PM via Zoom Video Conferencing

PRESENT

Mayor Chris Neureuter
Deputy Mayor Rod McDonald
Councillors Cheryle Eikeland and Morgan Wood
Chief Administrative Officer Shannon Harrower

1. CALL TO ORDER

Mayor C. Neureuter called the November 1st, 2021 Village of Marwayne Council Meeting to order at 7:03 p.m. with all members in attendance except Councillor A. Rainey.

2. ADOPTION OF AGENDA

November 1st, 2021 Council Meeting Agenda

2021-11-01

Moved By Councillor M. Wood

Be it resolved that the November 1st, 2021 Village Council Meeting Agenda be approved as presented.

CARRIED

3. ADOPTION OF MINUTES

October 25th, 2021 Organizational Meeting Minutes

2021-11-02

Moved By Deputy Mayor R. McDonald

Be it resolved that the October 25th, 2021 Village of Marwayne Organizational Meeting Minutes be approved as amended.

CARRIED

October 25th, 2021 Council Meeting Minutes

2021-11-03

Moved By Councillor C. Eikeland

Be it resolved that the October 25th, 2021 Village of Marwayne Council Meeting Minutes be approved as presented.

CARRIED

4. BUSINESS ARISING FROM PREVIOUS MEETINGS

Chief Administrative Officer Report

2021-11-04

Moved By Deputy Mayor R. McDonald

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

CARRIED



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5. KEY STRATEGY: ADDRESSING SERVICE NEEDS

Public Works Foreman Report

2021-11-05

Moved By Councillor C. Eikeland

Be it resolved that the Public Works Foreman Report be received as information.

CARRIED

6. KEY STRATEGY: PLANNING FOR GROWTH & CHANGE

Marwayne Sustainability Plan Quotation

2021-11-06

Moved By Deputy Mayor R. McDonald

Be it resolved that the Village of Marwayne approve the engagement of V3 Group of Companies for the redraft of the Sustainability Plan at a cost of \$29 986.00 plus GST to be funded by the Village's 2022 Municipal Sustainability Initiative Grant allocation.

CARRIED

7. KEY STRATEGY: PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE

Bulk Water Station Quotations

2021-11-07

Moved By Councillor C. Eikeland

Be it resolved that the Village of Marwayne approve the purchase of a new pin accessible bulk water station system from ConXwireless at a cost of \$8967.00 plus GST to be funded by the Village's 2022 Municipal Sustainability Initiative Grant allocation.

CARRIED

8. ADMINISTRATIVE REPORTS

Councillor Reports

2021-11-08

Moved By Councillor M. Wood

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

- Go East of Edmonton Annual General Meeting Invitation
- Discussion regarding the publicizing of Councillor Contact Numbers
- Thank you message to Tara Wood in the newsletter regarding the 2021 Halloween Haunted House that was coordinated for the community

CARRIED



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9. FINANCIAL

Monthly Financial Report

2021-11-09

Moved By Councillor C. Eikeland

Be it resolved that the October 2021 Monthly Financial Report be received as information.

CARRIED

Cheque Distribution Report

2021-11-10

Moved By Deputy Mayor R. McDonald

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

10. CORRESPONDENCE

2022 and 2023 Municipal Sustainability Initiative Funding

2021-11-11

Moved By Councillor C. Eikeland

Be it resolved that the Letter from Alberta Transportation, Letter from the Minister of Community and Social Services and the Letter regarding Protective Services to the County of Vermilion River be received as information.

CARRIED

11. CLOSED SESSION – CONFIDENTIAL

2021-11-12

Moved By Councillor M. Wood

Be it resolved that the Village of Marwayne move to a closed session under FOIP Section 17 (1) – Advice from Officials at 8:13 p.m.

CARRIED

FOIP Section 17 (1) – Advice from Officials – Tax Arrears Agreement and Unsightly Premise

2021-11-13

Moved By Councillor C. Eikeland

Be it resolved that the Village of Marwayne revert to an open session under FOIP Section 17 (1) – Advice from Officials at 8:33 p.m.

CARRIED



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12. NEXT MEETINGS

November 15th and December 13th, 2021 via Zoom Video Conferencing

13. ADJOURNMENT

Being that the November 1st, 2021 Council Meeting agenda matters for the Village of Marwayne have concluded, the meeting adjourned at 8:35 p.m.

Approved this 15th day of November 2021.

Chris Neureuter, Mayor

Shannon Harrower, CAO

DRAFT



IT'S LOGICAL
STRATEGIC PLANNING SERVICES

Village of Marwayne Strategic Planning Proposal

11-02-21

Kelly Rudyk

It's Logical Strategic Planning Services
111 Acacia Court
Sherwood Park, AB T8A 1K7

Overview

It's Logical Strategic Planning Services will work with the Village of Marwayne to facilitate it's upcoming strategic planning sessions. Illustrated is the full process of strategic transformation built by and unique to It's Logical (Appendix I). The time spent with the Village will be used to create a strategic plan based on work in the Aspire and Inspire stages.

These stages will be completed with implementation in business plans and operational plans in mind. Strategic plans have the most value when they are used to guide future work. If they are not built with the aforementioned synergies they tend to be "put on the shelf".

The overall goal of this work will be to **"Provide Village Council, administration and citizens with a lens from which to see everything we do with Absolute Clarity."**

Milestones

I. Aspire

- A. What do our current strategic aspirations look like?
 1. Clarify validity of current vision or create new.
- B. In an unconstrained Utopian world what would the Village of Marwayne be striving to accomplish?
- C. Let's answer our Why. Why does the Village of Marwayne exist?

II. Inspire

- A. When you have achieved success what will we see?
 - 1. We will work together on a SWOT analysis.
 - 2. SWOT results will be leveraged to begin themes.
 - 3. It's Logical to take the results of the SWOT and provide a DRAFT set of GOALS for consideration.
 - 4. It's Logical to take the results of the SWOT and provide a DRAFT set of complementary RESULTS in GOALS for consideration.
 - 5. It's Logical to use feedback from the Village to provide a FINAL draft of a new Strategic Plan (Vision, Goals and Results).

III. Authentic (additional value add post Strategic Planning)

- A. An audit of the Village of Marwayne time and resources to answer where we are spending our time and money. What activities are we currently performing?

IV. Value (additional value add post Strategic Planning)

- A. How are each of the goals being impacted by the activities we are currently performing?
- B. What criteria can we attach to these activities that have a positive impact on the goals we are trying to reach?

V. Discipline (additional value add post Strategic Planning)

- A. Having a ranked list of activities and their impact on goals we now must decide which of the activities we may want to do more/less of.
- B. The inspired strategic action here is to reallocate or repurpose time and/or resources from lower value activities to higher value activities.

VI. Perspective (additional value add post Strategic Planning)

- A. The Village of Marwayne and It's Logical Strategic Planning Services commit to meeting twice per year to discuss reallocation and repurposing efforts.
- B. Effort will be made to uncover any relevant performance measures to gauge success.

C. Check back on criteria used when valuing activities.

Fee

Daily rate (8 hours) = \$1,560

Hourly rate = \$195/hr

Mileage (\$0.55/km)

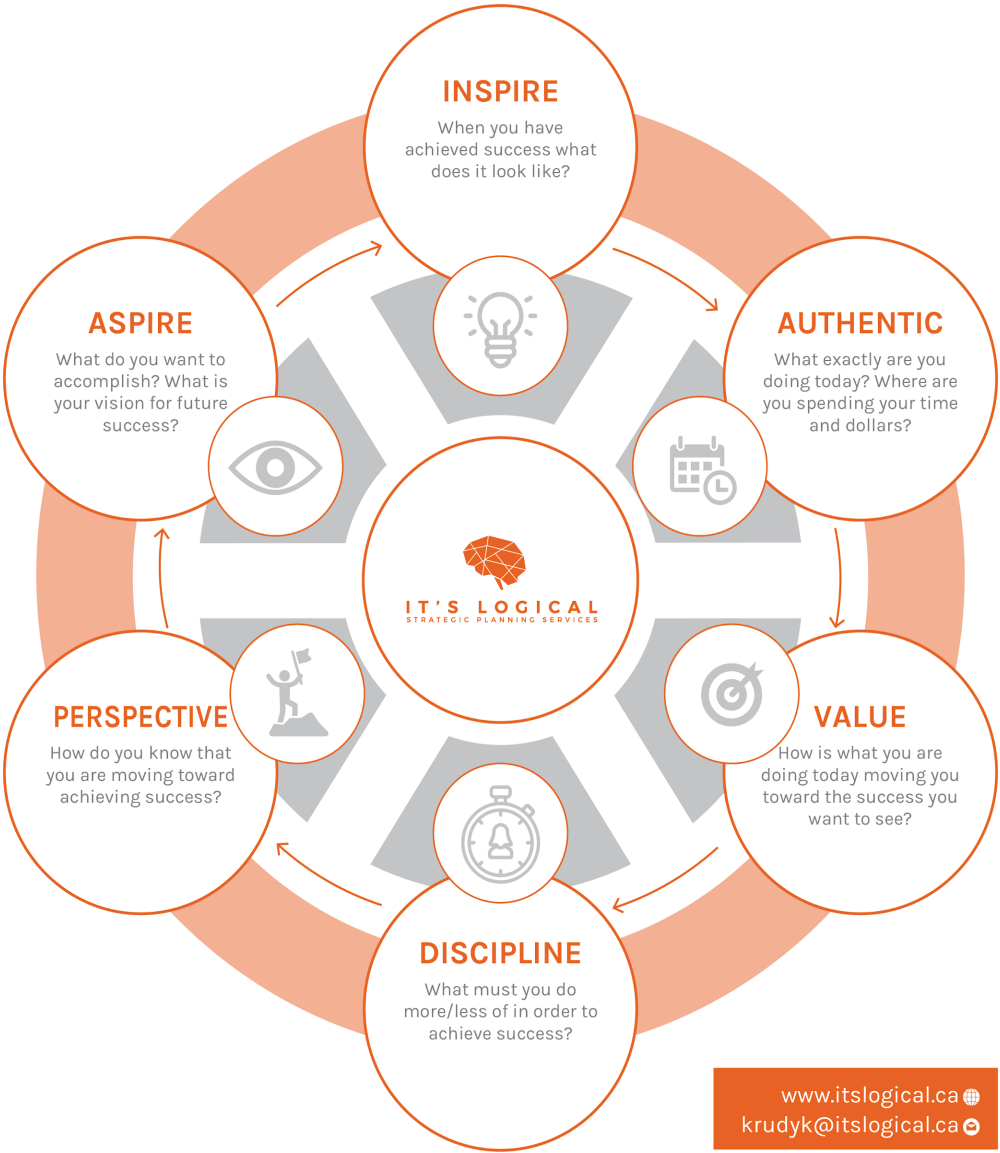
Incidentals (at cost with receipts and prior approval)

Complete the Aspire and Inspire phases of Strategic Transformation (4 days) = \$6,240

Deliverables: Facilitated strategic planning sessions (agenda completed with the Village), post sessions work on draft strategic plan elements (including the elements of Vision, Goals and Results) and follow up to discuss future implementation planning.

It's Logical also has the ability to create the strategic plan document if that is a desire of the Village. Options exist within numerous different budgets to complete this task.

Appendix I





November 10, 2021

Shannon Harrower, CAO
Village of Marwayne
Box 113, 210-2 Ave. S
Marwayne, AB, T0B 2X0

Re: Strategic Planning — Village of Marwayne

Shannon, thank you for taking the time to reach out and ask for information regarding how we can help the Village of Marwayne in the creation of a Strategic Plan in 2022. Having undertaken similar Strategic Planning processes with myriad comparable municipalities and organizations, we are well-suited to help you through the process of defining where the Village wants to be and how to get there. This process is defined by working collaboratively with Council and Administration towards a plan that is both actionable and aspirational.

Strategic Steps Inc. and our associates have more than 25 years' experience and have conducted many Council, Board and Administration workshops similar to the Strategic Planning process that would be undertaken with the Village of Marwayne.

Our business has afforded us the opportunity to associate with many people and organizations in the municipal sector and beyond. Through this experience, we have developed strong skills in areas including, but not limited to:

- Strategic and Sustainability Plan creation and updates;
- Governance reviews, legislation, and policy development;
- Creating visionary and future oriented results;
- Facilitating discussions, alternatives, and solutions; and,
- Research, analysis, needs assessments and program evaluations.

The attached proposal provides an outline for the work associated with the planning process. Additionally, you may view our company profile at www.strategicsteps.ca.

Once again, thank you.

A handwritten signature in black ink that reads 'Ian McCormack'.

Ian McCormack, CMC
President, Strategic Steps Inc.

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#235, 450 Ordze Road Sherwood Park AB, T8B 0C5 



STRATEGIC PLANNING

VILLAGE OF MARWAYNE
NOVEMBER 10, 2021





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Appendix A — Draft Agenda





1 Introduction

Strategic Steps was recently contacted by the Village of Marwayne CAO, Shannon Harrower, to request more information on our Strategic Planning process and methodology, inclusive of facilitating planning workshops and creating the finalized plan. This proposal outlines our approach towards Strategic Planning and costing options available to complete this important process, as well as an outline of our experience in this area to date.

This Strategic Planning process, and the resulting plan for the Village, will build off Marwayne's current goals and priorities, with the knowledge that the Village hasn't undertaken the creation of a new Strategic Plan in quite some time. Building on existing work by Village Administration and Council is done with the notion that we shouldn't abandon what's working, and that it's important to determine which strategies from the current plan can be adapted to meet the needs of the new Council term. As such, this process accounts for the Village's accomplishments, while reviewing any outstanding goals and priorities to determine whether they should be carried over to the new plan. From there, emphasis will be placed on new goals and strategies, inclusive of a comprehensive look at what's most important for the new Council over the coming term.

The Village's existing Vision and Mission Statements will be included in this process, as well, as we seek to either reconfirm those statements, or take a new direction in determining the sentiments that will act as the lens through which Council decisions will be made over the coming four years. This process is collaborative. We will work with Council and Administration alike in building upon existing successes, while focusing on the goals and priorities of the new Council, creating an actionable plan with measurable strategies for success.

By approaching this planning process comprehensively, we are able to develop a new Strategic Plan that speaks to the needs and wants of Administration and Council of the day, resulting in a feeling of ownership in the new or updated priorities. Additionally, the new Strategic Plan will provide clear measures of success for goals and priorities, while also asserting what 'success' looks like for the Village. In taking such an approach, we ensure that present issues are accounted for, while maintaining a proactive approach towards the future.

Strategic Steps is excited to move forward in this process, and to work with the new Council in setting the tone for the coming four-year term.



2 Team Members

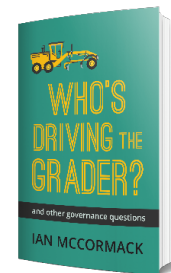
The planning workshops will be led by Strategic Steps president Ian McCormack, with support provided by Strategic Steps consultant Lauren McGougan.

Administrative support will be provided by other Strategic Steps staff, and we have a plethora of resource experts available should their specific areas of expertise add value to the project.

2.1 Ian McCormack, CMC, Project Lead

Ian has had a broad range of experience including work in government, for-profit and non-profit spheres. He is a nationally recognized Certified Management Consultant (CMC) whose areas of interest include local government, libraries, post-secondary education, health, non-profit organizations, and community safety.

Ian is the author of [*Who's Driving the Grader, and Other Governance Questions*](#). This is his first book on the principles of good governance with a local government focus. It was published by *Municipal World* in November 2020. Ian's second book, this one on the aptitudes of a good mayor, is set to be published in late-2021.



Since 2000, Ian has worked on strategy development, implementation, revision, and alignment both as an employee of government and as a business advisor in the private sector. He has managed many projects over the past decade, most of which have been in the realm of strategy development and implementation, though some have included event planning/coordination and others have been associated with regulatory processes in the oil and gas sector.

2.2 Lauren McGougan, Consultant

Lauren is a strategist, community service professional and communications specialist with extensive public service experience, having worked at lengths in municipal government and in the Alberta health care system. In addition, Lauren's background includes journalism and communications, bringing a strategic communications lens to Strategic Steps, in addition to considerable project management experience.

In addition to Strategic Planning, Lauren's key competencies include project management, communications, crisis management, and report writing.



2.3 Additional Expertise

Having access to a group of experienced advisers and associates allows us to build a skilled team or get access to specialized knowledge that is tailored to address client needs and provide insight that allows those clients to achieve their vision of success. We utilize an associate model to build value through shared experience and create efficiency in projects such as these.

This model has proven successful in projects requiring a range of experience and flexibility to complete deliverables on time and in their entirety. By assembling a core team with strong project management, effective communication, and proven integration success, we position ourselves to meet each project's unique demands.

Once the core team is in place, we draw on our associates as needed to provide subject matter expertise, if and when required. This allows us to remain on budget while providing the best possible value to our clients. The projects listed in the following section of this proposal demonstrate our success and capacity to deliver the services requested. Strategic Steps staff and associates have many decades of experience, with skills that include:

- Community engagement
- Community Program Mapping
- Compensation review and analysis
- Executive management, as CAOs and Directors
- Focus group and open house design and facilitation
- Great Governance™
- Human resource management - position description reviews
- Municipal planning and development
- Presentations to executives, elected officials, and the public
- Priority Based Budgeting (PBB)
- Project management
- Public Works
- Recreation master planning and agreements
- Report writing and editing
- Research and evaluation expertise

As the project progresses and areas of concentration are better known, different staff and associates may be engaged as subject matter experts or project managers.



3 Proposed Process

Strategic Steps Inc. and our associates have extensive experience working with organizations to create plans for their future that consider their governance structures, their internal environment, internal and external pressures, their organizational past, and the current capacity of the organization to deliver on its expressed priorities.

An organization's Vision and Mission are critical places to begin for any planning workshop, as they set a long-term direction for the organization. As part of the process, we will spend time reviewing both Vision and Mission, either reconfirming them or adapting them to the Village's current situation, with an eye towards moving Marwayne towards the Village's self-identification of a successful future.

The process is structured to encourage participants to engage and collaborate in an interactive discussion and process to generate answers to the questions of the day. This helps in the goal of having Council feel ownership of the Strategic Plan, which will encourage vigilance in adhering to the plan, and in keeping it up to date to meet the Village's evolving needs over the span of the Strategic Plan. Similarly, this process generates widespread organizational buy-in from Administration, cascading to staff as a result.

A draft agenda is appended to the end of this proposal as an indication of the session's timing.

3.1 Strategic Planning

We will begin this process with a pre-session survey sent to all those who will be participating in the Strategic Planning process. This will lead into the 1.5-day Strategic Planning workshop, during which time we will largely dive right into the actionable aspects of the process, reviewing and potentially updating Vision, Mission and Values, followed by goal and priority setting. This will lead to the creation of the draft and finalized plan.

3.1.1 Pre-Session Survey

Pre-work will include a survey of participants to identify their ongoing priorities from among a list of current priorities, and will add the individuals' priorities to the list, as well. While we are all aware that Village priorities will shift over the coming years for several reasons, we will work to narrow the list of priorities for this Strategic Plan to make it manageable. A large list will prove too extensive to do everything well right away.



This pre-session survey will be fairly detailed, as internal groups are the ones determining priorities and acting upon them. Three key questions are often posed at this stage:

- *What do we stop doing?*
- *What do we keep doing?*
- *What do we start doing?*

This is discussed in the context of the shifting municipal environment, changes in other orders of government that impact the Village, how Marwayne has adapted to a range of internal and external pressures, and how well the Village has delivered on any current goals and priorities.

As part of this process, we would like Council Members and Senior Administration to complete a survey to gather initial thoughts, which can then be leveraged during the development of goals and strategies during the Strategic Planning process itself.

While we will update the questions for the Village of Marwayne specifically, these are some of the questions that are typically included in the pre-session survey:

- *What do you think should be different about the Village than it is now?*
- *How satisfied do you think Village residents are with the services currently provided by the municipality?*
- *What area(s) of service delivery do you think residents and business owners are most satisfied with? Least satisfied with?*
- *What is your impression of how well the Village has managed and advanced Council's goals and priorities over the last term?*
- *What do you think is the most pressing challenge currently facing the Village?*

With numerous pressures resulting from the ongoing COVID-19 pandemic — both on the municipality as an organization, and on Village residents, businesses, and other stakeholders — we also ask questions relating specifically to measures taken throughout the pandemic, and impacts of the pandemic on the Village, such as:

- *Are there any changes the Village has made in response to the pandemic that you might want to keep even after the pandemic is over?*

This ensures that any innovation or service delivery changes made throughout the past year-plus aren't lost unnecessarily, while others may not need exist outside the constraints of the pandemic.



From time to time, the survey is extended beyond the participants to other key stakeholder groups. This can certainly be done with Marwayne, should Council or Senior Administration so choose, and taking potential time restrictions into account.

The collated results from the survey are provided as inputs during the planning session to identify — and then drive focus onto — priorities over this Council term and beyond. These results augment other tools that participants will create and use to form their thinking for coming years.

3.1.2 Vision, Mission and Values

A shared Vision is critical to setting both short-term goals and long-term direction for the Village, so some time will be spent making sure that the Vision and Mission of the municipality, as they currently exist, reflect what Council Members and Administration see as leading Marwayne into the future.

Should we find current opinions are not necessarily in line with the existing Vision and Mission statements, we are then able to develop a baseline for what Values will be included in the development of a new Vision and. This process is collaborative, and involves receiving input from attending Council Members and Administration to develop Vision and Mission statements that properly reflect the opinion of the whole, along with a Values set that helps to inform the Vision and Mission.

Our working definitions of these three terms are:

- Vision — Statement of success a generation from now
- Mission — Activity that drives the Village towards achieving its Vision
- Values — A lens through which Council makes decisions

This process is separate from the determination of short- and long-term goals in the Strategic Planning portion of the schedule, but is included as part of the planning workshop. This will help to inform goals and priorities.

3.1.3 Strategic Planning

Following the pre-session survey, and the development of Vision and Mission statements, Strategic Planning participants can take stock and assess the specific areas of interest and focus to bring into this planning workshop. This includes public input, Council's and Administration's input, the most recent Strategic Plan, and other potential areas of influence, and then incorporate those thoughts with major focus changes that may have recently transpired. The group can then delve somewhat deeper into specific areas of interest.



Village of Marwayne Strategic Planning 2022

The Mayor, other members of Council, and Administration can delve into their long-term plan for the duration of this plan's term and beyond as they adapt to an ever-changing environment for municipalities in Alberta.

Of particular note will be the difference between Council's governance role and Administration's service delivery role. Workshop participants must be careful to keep their focus within the scope of governance, knowing that Administration will work on sub-governance level plans (i.e. business plans, operational plans) to enact the will of Council.

Council's Sphere

Vision
Mission
Policy
Management / Administration
Service Delivery

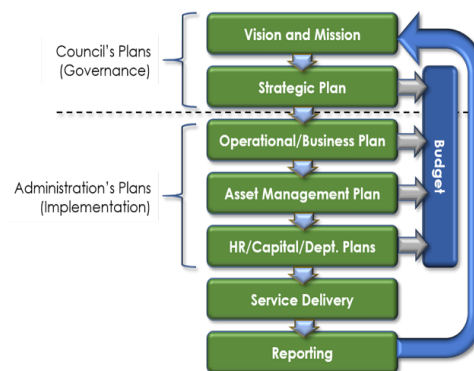
Manager's Sphere

3.3.1 Planning Format

This workshop will address current activity related to organization building and changes in provincial government strategies and will consider feedback from consultations and conversations that may have occurred since the last Strategic Plan was created.

The proposed Strategic Plan workshop can include a group analysis to assess the Village's current positioning, and strategies will confirm current thinking and inject new ideas about the future.

Working on planning through the lens of sustainability results in the advantage of looking across operations based on outcomes rather than lines of business. Municipalities often find that, while one department leads an initiative, other departments will contribute to that initiative's success.



3.2 Workshop Length

The workshop length, schedule and processes are flexible and can be adjusted to meet the specific requirements of Council and the Village's CAO. We have proposed a 1.5-day process based on our history of conducting similar workshops. We find that the intensive work required means that there can be diminishing returns from two full days, and a single day is often too rushed. That said, should you require more or less time, we



can adapt this proposal and the draft agendas accordingly. This Strategic Planning workshop is inclusive of the exploration of Vision and Mission.

Should the workshop be delivered virtually, the length of the workshop will have to change. We recently conducted a virtual Strategic Plan and found that three hours was the optimal maximum time for any given session. We also found that we made some changes to process that accommodated lower levels of in-person interaction.

As noted earlier, a draft agenda is provided at the end of this proposal.

3.3 Template

Workshops will focus on specific activity for the Village over the course of this plan's lifespan, and will identify several cascading items such as:

- Goals – desired change over time
- Strategies/Actions – what we do to achieve that change
- Key Deliverables
- Performance Measures
- Timelines
- Accountabilities

For reasons of focus, resource availability, and administrative capacity, it is not possible to do everything well, so one of the final exercises is to narrow the focus to a sub-set of high-priority (i.e. important and timely) strategies for the first year after this update is enacted.

This priority list will change over time, and the group will discuss how often to review and revise those priorities. Both Council Members and Administration will be asked to participate in this exercise, but the choices of both groups will be differentiated from one-another so that alignment and comparison can be conducted at the end of the exercise.

In this way, the Village keeps a focus on working towards its desired future as a single body – Council and Administration together – rather than as a series of individual departments and people.

3.3.2 Plan Specifics & Measures of Success

The finalized Strategic Plan will include staged approaches to ensure all Council goals are effectively prioritized over the course of the full four-year term. This includes the creation of a term-inclusive plan, further encompassing long-term planning beyond the scope of the four years (looking at goals for 5-20 years).



Subsequently, benchmarks will be created for an annual plan and a two-year plan. This approach allows for flexibility in planning and will ensure that priorities can be adjusted on an ongoing basis throughout the term of the Strategic Plan. Naturally, priorities will shift as both internal and external factors require changes in the Village's focus, Council's priorities, and residents' and businesses' needs. We expect these changes will take place in many areas, including by way of governance, environmental and economic factors.

3.3.3 Follow-up

The delivery of the new Strategic Plan is designed so that a draft plan is provided to the CAO or their designate for comment. This plan is then revised and provided to the Village for submission as a draft to Council.



4 Timeline & Deliverables

This timeline was designed based on the Village's desire to complete the Strategic Planning Workshop in early 2022, though it is only a high-level overview until a more defined schedule is determined.

	Phase	End Date	Comment
1	Kickoff	December 2021	Kickoff of the project with the Village and with the internal project team. Finalize agreed-upon project terms of reference. Review process to incorporate change orders and mitigate scope creep.
2	Research	January 2022	Review of all relevant plans and documentation.
3	Internal Engagement	January 2022	Create and deploy online survey as input to planning workshops.
4	Strategic Planning Workshop	February 2022	Conduct a 1.5 day strategic planning workshop with Council and senior managers.
5	Plan Drafting	February 2022	Create a draft 2022-2026 Strategic Plan and submit to CAO.
6	Plan Finalization	March 2022	Provide Draft Plan to Council.
7	Final Presentation	Based on Village Council's schedule	Present finalized Strategic Plan to Village of Marwayne Council.
8	Project Close	Post-Strategic Plan approval	Minor project management activity to wrap up the project, return materials to the Village (if any) and conduct an exit interview. We will also conduct an internal Project Team debrief.



5 Experience

Plans can be high level, or they can be more detailed. That decision is up to Council and Administration, and each community chooses the selection that best suits their needs. Below are some publicly available plans with which Strategic Steps has assisted. These plan examples are intentionally of varied length and depth, in line with individual organizations' request.

- [City of Lloydminster](#) 2021
- [Town of Langham](#) 2021
- [Town of Calmar](#) 2020
- [City of Cranbrook](#) 2020
- [Edmonton Police Commission](#) 2019

We are also currently completing Strategic Plans for the City of Prince Albert, the City of Prince George, the MD of Greenview, the Beaumont Library, and the Prince Albert Police Service.

In the spring of 2021, we completed [a plan for the City of Melville, SK](#), with the related Strategic Planning workshops conducted virtually as a result of the COVID-19 pandemic and related restrictions.





5.1 References

These references include those specific to Strategic Planning, as well as projects that differ from the services offered in this proposal. This is done consciously to indicate the breadth of knowledge that Strategic Steps can bring to bear to add value for the Village of Marwayne.

Reference	Contact Information	Relevant Work Experience
Marie Pretty, Chief of Staff City of Lloydminster, 2021	780-871-8340 mpretty@lloydminster.ca	Assisted with, and completed, Council Strategic Plan and tactical planning process. This is a follow-up to doing the same process in 2017.
Ron McCullough, CAO City of Melville, 2021	306-728-6844 mccullough@melville.ca	Assisted with, and completed, Council Strategic Plan, including pre-session surveys; Vision, Mission and Value Statement review and creation; planning sessions; and final plan creation.
Jamie Paik, CAO Town of Langham, 2021	306-283-4842 admin@langham.ca	Assisted with, and completed, Council Strategic Plan, including pre-survey workshop, 1.5-day workshop delivery, and creation of the new Strategic Plan.
Tina Babuin, CAO's Office City of Cranbrook, Strategic Planning & Engagement 2020	250-489-0201 Tina.babuin@cranbrook.ca	Consult with City Council and senior staff to generate a long-term vision, mission, and values for the city. Also create a set of reach goals and performance measures for current City Council. Test draft plan with City citizens.
Nancy Simmonds, CEO Heartland Housing Foundation 2015-2021	780-400-3501 nsimmonds@heartlandhousing.ca	Manage Mayor's Task Force on Housing, Organize Annual Housing Consultations. Rewrite all Board Governance Policies.



6 Budget

We have developed a budget consistent with the level of work required to complete this Strategic Planning process in full, inclusive of internal consultation, facilitating the planning workshops, and creating the new Strategic Plan.

6.3 Disbursements

Each project phase will require a certain level of disbursements. These disbursements will be billed at cost and are expected to include travel, consultation material expenses, minor workshop expenses, and printing costs.

Should the Village desire copies of Ian's book, *Who's Driving the Grader and Other Governance Questions*, those can be provided either in advance or at the workshop at a cost of \$30 each.

6.4 Costing

	Phase	Fees	Expenses	Total
1	Research, Review and Preparation	1,000	50	1,050
2	Pre-Survey of Workshop Participants (and potentially others)	1,150	150	1,300
3	1.5-day Strategic Planning Workshop Delivery	3,500	1,000	4,500
4	Incorporate Content into new Strategic Plan	2,800	50	2,850
5	Present finalized Strategic Plan to Council	1,600	150	1,750
Total (plus GST)		\$10,050	\$1,400	\$11,450

This budget is flexible and can be adapted to the Village's needs. All costing is provided in Canadian funds, inclusive of all duties and taxes, with the exception of GST.

6.5 Deposit

Upon the confirmation of an agreement, a deposit of approximately 20% of the anticipated professional fees budget will be invoiced to the Village.



6.6 Assumptions

This budget is based on a series of assumptions:

- The Village will assign a point person, or project liaison, to the project.
- For an in-person session, the planning workshops will be held in an appropriate space, provided by the Village of Marwayne at no additional cost to the project.
- Internal consultation surveys will be completed remotely and through digital means.
- One trip, comprising approximately two days, will be spent on site in Marwayne for workshop facilitation.
- The presentation of the finalized Strategic Plan to Council will be done virtually.
- Project staff are provided with an appropriate workspace — Village-owned or otherwise — at no additional cost to the project.
- Adjustments or delays to the overall project schedule, and any changes to project deliverables, may result in additional fees being incurred.
- Pricing is valid for 90 calendar days following delivery of this proposal.
- No professional graphic design is included. Strategic Steps does retain a graphic designer should the Village desire a finished product beyond typical layout specifications. However, the plan will be provided in a format that is visually appealing.

6.7 Virtual vs In-Person Delivery

Due to COVID-19, we are prepared to work with the Village of Marwayne in either a virtual or in-person format. The cost for both is approximately the same.

While there are no travel costs associated with the virtual planning sessions, Strategic Steps brings on additional staff so each small breakout group can have an experienced moderator.

For virtual sessions, we also engage a technical support person to manage the breakouts and to assist participants with technical issues that often arise when so many people are working simultaneously in a virtual format.



7 Project Management

7.3 Incorporation and Insurance

Strategic Steps Inc. is incorporated in the province of Alberta. It maintains insurance through the Institute of Certified Management Consultants of Canada (CMC). The relevant portions of this insurance comprise both Commercial General Liability (CGL) and Errors and Omissions (E&O), at or above industry standards.

Proof of incorporation and insurance can be provided if required, upon request.

7.4 Report Submission

Reports will be submitted to the Village in electronic format, typically MS Word, Excel or in PDF format. If any graphic design is applied to reports, that may be in a graphic design tool format.

Worksheets needed for the process will typically be distributed in hard copy during the workshops.

7.5 COVID-19 Protocols

Strategic Steps will abide by all municipal, provincial, and federal policies, safety procedures, and protocols related to the COVID-19 pandemic.

7.6 Conflict of Interest

Strategic Steps sees no real or potential conflicts of interest, whether financial or relationship-based, or other form that counters impartiality and neutrality.

7.7 Code of Conduct

This proposal includes an individual who is a member of the Institute of Certified Management Consultants of Canada (CMC). Members of the Institute are bound by a professional code of conduct that can be found here: <https://www.cmc-canada.ca/cmccacdesignation/codeofprofessionalconduct>



8 Summary

Strategic Steps Inc. acknowledges and understands the requirements of this project and its outcomes.

We are excited to engage with the Village of Marwayne to work on this important planning process. By working towards an effective Strategic Plan to guide the municipality over the coming four years, the Village best prepares its Council, Administration and staff to meet the challenges it will face over the coming term, and adapt to unanticipated challenges that will undoubtedly arise.

Strategic Steps Inc.

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-  780-909-2594 (c)
-  Email: ian@strategicsteps.ca
-  Web: www.strategicsteps.ca
-  Twitter: [@strategic_steps](https://twitter.com/strategic_steps)

Thank you for considering Strategic Steps Inc.



The content of this proposal is confidential and contains proprietary information. It is intended for the recipient and named parties within the proposal only. It is strictly forbidden to disclose the contents of this proposal to any external third party, including the proposal being included in a public Council Agenda, without the written consent of Strategic Steps president Ian McCormack.



Appendix A — Draft Agenda

Note: This agenda can be manipulated to meet the Village's needs. This is structured as one half-day followed by one full day. This arrangement can be modified based on the availability of attendees, and on the desires of the Village. This will be modified for virtual delivery if necessary.



Village of Marwayne
Strategic Planning Workshop
Day 1 (3-4 hours)

- 1 **Introductory or Opening Comments** *Mayor
Facilitator
Participants*
 - Purpose of Planning Session
 - Self-introductions, expectations
 - 2 **Orientation to Current Planning Direction** *CAO*
 - Overview of current status
 - Overview of current Vision, Mission, Values
 - Brief overview of relevant planning documents
 - Review of Key Activities, Accomplishments, Barriers*CAO*
 - 3 **Current Situation** *Facilitator/Participants*
 - Update on existing organizational plans
 - Planning Pre-Survey Results
 - Relevant national, provincial, and local issues (e-scan., SWOT)
 - 4 **Review of Current Vision, Mission, Values** *Facilitator/Participants*
 - Review and narrow focus of Vision as a description of success
 - Review of Mission as a method to achieve vision
 - Review of Values as a decision-making lens
 - 5 **Preview of Day 2** *Facilitator*
- Adjourn**



Village of Marwayne
Strategic Planning Workshop
Day 2 (4-6 hours)

Review of Day 1 Results

- 6 **Specific Areas of Interest to Council** *Council Members*
 - Items to include in a new Strategic Plan

- 7 **Plan Items — Ranking What is Important** *Participants*
 - Identify goals and strategies aligned to Vision
 - Develop approximately 5 Key Results per Strategy — What is to be accomplished?
 - Identify performance measures — What does success look like?

- 8 **Prioritize Strategies** *Facilitator/Participants*
 - With available resources, where would municipal efforts be focused?
 - Determine top priorities overall

- 9 **Transferring to Management** *Participants*
 - Identify how to track progress on the new plan

- 10 **Feedback and Engagement Plan** *Participants*
 - Process to review draft plans with stakeholders
 - Adherence to any engagement policy

- 11 **Next Steps** *Facilitator*
- 12 **Review of Parked Items & Workshop Summary** *Facilitator/Participants*
- 13 **Final Comments** *Mayor*

Adjourn





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Marwayne, AB T0B 2X0

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Regional Operator report

October 2021

Common information:

Monthly reports up to date.

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

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

The operator truck was serviced by Ken's Auto, have on quote on back brakes but no panic at this time.

Water op planning a personal day off Nov 3, 2021.

A few problems with the water op cell phone. Nothing serious so far.

Outstanding items:

Due to Covid restrictions residential lead tests were not completed this year.

Review Drinking water safety plans must be done this year.

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

Marwayne lift station pump.

Xylem serviced pumps in Marwayne and Kitscoty in September.

Hydrants complete, all pumped down for winter, a few to recheck.

Dewberry likely on ACE by end of the year.

Marwayne:

Data for September 2021 was electronically submitted on AEP site.

The new pump for the West lift station is repaired still some issues with install under warranty.

Fire pump check valve installed and header repaired, it is now in automatic.

Consumption remains lower, minimum nighttime consumption down to 18 lpm at times.

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

A couple of problem valves need some attention.

Still some problems with Element submitting our results to AEP.

Bulk water fill system is still being investigated for administration.

All hydrants ready for winter.

Marwayne will not require a fall discharge from the lagoon this year. Checked with Alberta Environment all good.



November 2, 2021

Sgt. Corey Buckingham
Detachment Commander
Kitscoty, Alberta

Dear Mayor Neureuter,

The Alberta RCMP remains committed to strengthening partnerships with the communities it serves. In light of municipal elections that took place on October 18th in communities across Alberta, I offer my sincerest congratulations to you and your elected council. Whether or not there are new faces within your executive council, my commitment to you and your team remains unwavering. As the Chief of Police for your community, please reach out to me directly if you require anything to bring your team up to speed.

Please find attached the quarterly Community Policing Report that covers the July 1st to September 30th, 2021 reporting period. The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Kitscoty Detachment. As part of maintaining engagement with the Albertans we serve, this quarterly report reinforces our commitment to communicate the work we do to ensure community safety. This reporting along with your valued feedback will allow us to assess and enhance our policing service to ensure we are meeting your needs on an ongoing basis.

In addition to sharing quarterly updates on community-identified policing priorities through this reporting, I remain available to discuss business and program planning processes to further optimize our services to address the priorities that are important to you.

Congratulations once again, and please feel free to contact me if you have any questions or concerns.

Sgt. Corey Buckingham
Detachment Commander
Kitscoty Detachment



RCMP Provincial Policing Report

Detachment	Kitscoty Provincial
Detachment Commander	Sgt. Corey Buckingham
Quarter	Q2 2021
Date of Report	2021-11-02

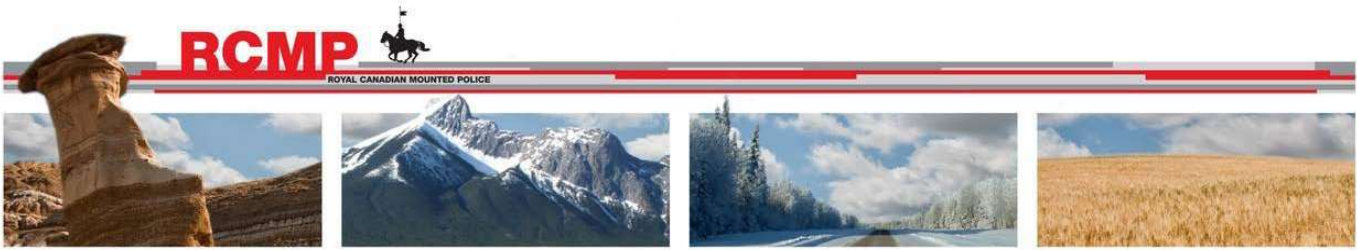
Community Consultations

Date	Attendee(s)	Notes
2021-10-28	CAO	Email regarding changes to Mayor and Council.
2021-07-21	CAO	Acknowledgment of Consultation sent/received and attendance at Council Meeting planned.
2021-04-14	Area residents	ZOOM - Virtual Coffee with a Cop
2021-04-12	Marwayne Council	Attended Marwayne Council Meeting via zoom.



Community Priorities

<p>Priority 1</p>	<p>Crime Reduction - Reduce occurrences of property crime</p>
<p>Current Status & Results</p>	<p>Goal to reduce select property crime by 3% compared to 2021 fiscal year. Select property crime includes Break and enters, thefts of vehicles and all other types of theft.</p> <p>Result: In Q1 Kitscoty Detachment has responded to 39 occurrences. In Q2 Kitscoty Detachment has responded to 53 occurrences which is trending slightly higher than our target.</p>
<p>Priority 2</p>	<p>Police / Community Relations - Enhance Public Confidence and Engagement by hosting at least two community/town hall/consultation type events</p>
<p>Current Status & Results</p>	<p>Goal 2: Engage the public via consultation type events/meetings with a goal of at least 2.</p> <p>Result: One virtual "Coffee with a Cop" has been completed in April with a reasonable turnout. Due to COVID and existing RCMP policies, no in person events or meetings have been planned. This will be reassessed in the coming months.</p>
<p>Priority 3</p>	<p>Crime Prevention - Prevent and Reduce Property Crimes by increasing police visibility through vehicle stops in all communities</p>
<p>Current Status & Results</p>	<p>Goal to track number of vehicle stops in all areas including in identified hot spot areas with a goal of 100 stops. This is up from the goal of 75 last fiscal year.</p> <p>Result: In Q1 and Q2 members have completed approximately 88 vehicle stops which is on track to meet or exceed</p>



Crime Statistics¹

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	July - September			January - December		
	2020	2021	% Change Year-over-Year	2019	2020	% Change Year-over-Year
Total Criminal Code	173	110	-36%	647	564	-13%
<i>Persons Crime</i>	22	12	-45%	67	77	15%
<i>Property Crime</i>	129	80	-38%	543	429	-21%
<i>Other Criminal Code</i>	22	18	-18%	37	58	57%
Traffic Offences						
<i>Criminal Code Traffic</i>	11	10	-9%	35	36	3%
<i>Provincial Code Traffic</i>	355	312	-12%	793	891	12%
<i>Other Traffic</i>	4	2	-50%	4	8	100%
CDSA Offences	3	1	-67%	3	4	33%
Other Federal Acts	7	1	-86%	9	10	11%
Other Provincial Acts	52	51	-2%	193	153	-21%
Municipal By-Laws	5	3	-40%	4	12	200%
Motor Vehicle Collisions	36	53	47%	222	189	-15%

¹ Data extracted from a live database (PROS) and is subject to change over time.

Trends/Points of Interest

Overall property crime is still in a downward trend per the table above.



Provincial Police Service Composition²

Staffing Category	Established Positions	Working	Soft Vacancies ³	Hard Vacancies ⁴
Police Officers	8	8	0	0
Detachment Support	2	2	0	0

² Data extracted on September 30th, 2021 and is subject to change over time.
³ Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
⁴ Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments

Police Officers - The 8 established officer positions are currently filled.
 Detachment Support - The 2 established support positions are currently filled.

Quarterly Financial Drivers



Kitscoty Provincial Detachment Crime Statistics (Actual)

Q2: 2017 - 2021

All categories contain "Attempted" and/or "Completed"

October 6, 2021

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	0	N/A	N/A	0.0
Sexual Assaults		1	0	0	0	0	-100%	N/A	-0.2
Other Sexual Offences		0	1	1	1	1	N/A	0%	0.2
Assault		16	10	9	10	8	-50%	-20%	-1.6
Kidnapping/Hostage/Abduction		0	0	1	2	0	N/A	-100%	0.2
Extortion		1	0	1	1	1	0%	0%	0.1
Criminal Harassment		1	4	3	3	1	0%	-67%	-0.1
Uttering Threats		3	5	2	5	1	-67%	-80%	-0.4
TOTAL PERSONS		22	20	17	22	12	-45%	-45%	-1.8
Break & Enter		61	49	55	24	11	-82%	-54%	-12.5
Theft of Motor Vehicle		39	38	39	27	28	-28%	4%	-3.3
Theft Over \$5,000		21	6	8	13	3	-86%	-77%	-2.9
Theft Under \$5,000		82	73	43	28	16	-80%	-43%	-17.7
Possn Stn Goods		47	40	2	10	3	-94%	-70%	-11.8
Fraud		3	4	4	4	4	33%	0%	0.2
Arson		7	2	3	1	1	-86%	0%	-1.3
Mischief - Damage To Property		0	0	12	20	10	N/A	-50%	4.0
Mischief - Other		139	97	8	2	4	-97%	100%	-36.5
TOTAL PROPERTY		399	309	174	129	80	-80%	-38%	-81.8
Offensive Weapons		3	1	0	0	1	-67%	N/A	-0.5
Disturbing the peace		16	10	2	1	1	-94%	0%	-3.9
Fail to Comply & Breaches		18	3	7	17	10	-44%	-41%	-0.2
OTHER CRIMINAL CODE		4	3	2	4	6	50%	50%	0.5
TOTAL OTHER CRIMINAL CODE		41	17	11	22	18	-56%	-18%	-4.1
TOTAL CRIMINAL CODE		462	346	202	173	110	-76%	-36%	-87.7

RCMP-GRC



ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

Kitscoty Provincial Detachment Crime Statistics (Actual) Q2: 2017 - 2021

All categories contain "Attempted" and/or "Completed"

October 6, 2021

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		2	1	0	2	1	-50%	-50%	-0.1
Drug Enforcement - Trafficking		1	1	0	0	0	-100%	N/A	-0.3
Drug Enforcement - Other		0	0	0	1	0	N/A	-100%	0.1
Total Drugs		3	2	0	3	1	-67%	-67%	-0.3
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		2	0	1	4	0	-100%	-100%	0.0
TOTAL FEDERAL		5	2	1	7	1	-80%	-86%	-0.3
Liquor Act		10	6	0	0	3	-70%	N/A	-2.0
Cannabis Act		0	0	0	0	0	N/A	N/A	0.0
Mental Health Act		8	11	4	12	13	63%	8%	1.1
Other Provincial Stats		176	181	35	40	35	-80%	-13%	-42.3
Total Provincial Stats		194	198	39	52	51	-74%	-2%	-43.2
Municipal By-laws Traffic		1	0	1	0	0	-100%	N/A	-0.2
Municipal By-laws		8	7	1	5	3	-63%	-40%	-1.2
Total Municipal		9	7	2	5	3	-67%	-40%	-1.4
Fatals		1	0	0	1	1	0%	0%	0.1
Injury MVC		10	4	6	9	9	-10%	0%	0.3
Property Damage MVC (Reportable)		27	41	34	26	41	52%	58%	1.3
Property Damage MVC (Non Reportable)		4	1	0	0	2	-50%	N/A	-0.5
TOTAL MVC		42	46	40	36	53	26%	47%	1.2
Roadside Suspension - Alcohol (Prov)		0	0	0	0	8	N/A	N/A	1.6
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		212	267	160	355	312	47%	-12%	28.8
Other Traffic		2	1	2	4	2	0%	-50%	0.3
Criminal Code Traffic		15	15	9	11	10	-33%	-9%	-1.4
Common Police Activities									
False Alarms		54	34	25	16	16	-70%	0%	-9.4
False/Abandoned 911 Call and 911 Act		13	17	7	7	11	-15%	57%	-1.4
Suspicious Person/Vehicle/Property		15	41	53	53	36	140%	-32%	5.4
Persons Reported Missing		0	0	2	4	1	N/A	-75%	0.6
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		8	8	10	15	6	-25%	-60%	0.3
Form 10 (MHA) (Reported)		0	0	0	1	0	N/A	-100%	0.1

: K : Eastern Alberta : Kitscoty : MAR
All codes

Occurrence Stats

Mayor's Report
From 2021/07/01 to 2021/09/30

Violation group - Traffic Offences - Traffic Accidents	Reported	Un-founded	Actual	Clearance			Adult		Youth		
				By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
9930 0030 Traffic Collision(s) - Property Damage - Reportable	1	0	1	0	1	100.0%	0	0	0	0	1
	1	0	1	0	1	100.0%	0	0	0	0	1
Violation group - Traffic Offences - Provincial Traffic Offences	Reported	Un-founded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
9900 0040 Other Moving Traffic Violations - Provincial/Territorial	4	0	4	0	0	0.0%	0	0	0	0	0
	4	0	4	0	0	0.0%	0	0	0	0	0
Violation group - Provincial Statutes {except traffic}	Reported	Un-founded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
7100 0012 Liquor Act (Provincial/Territorial) - Offences Only	1	0	1	0	1	100.0%	0	0	0	0	0
7300 0110 911 Act - Offences Only	1	1	0	0	0	0.0%	0	0	0	0	0
7300 0120 Off-Road Vehicle Act - Offences Only	1	0	1	1	0	100.0%	1	0	0	0	0
8840 0281 Liquor Act (Provincial/Territorial) - Other Activities	1	0	1	0	0	0.0%	0	0	0	0	0
	4	1	3	1	1	66.7%	1	0	0	0	0
Violation group - Other Criminal Code - Offensive Weapons	Reported	Un-founded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
3720 0010 Careless use of a firearm	1	0	1	0	0	0.0%	0	0	0	0	0
	1	0	1	0	0	0.0%	0	0	0	0	0
Violation group - Crimes Against the Person - Robbery/Extortion/Harassment/Threats	Reported	Un-founded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
1625 0010 Criminal Harassment	1	1	0	0	0	0.0%	0	0	0	0	0
1626 0040 Harassing communications	1	1	0	0	1	0.0%	0	0	0	0	0
	2	2	0	0	1	0.0%	0	0	0	0	0
Violation group - Crimes Against Property - Theft under \$5000.00	Reported	Un-founded	Actual	By Charge	Other-wise	Rate	Male	Female	Male	Female	Not Charged
2142 0011 Theft under or equal to \$5000 From a motor vehicle	1	0	1	0	0	0.0%	0	0	0	0	0
	1	0	1	0	0	0.0%	0	0	0	0	0

: K : Eastern Alberta : Kitscoty : MAR
 All codes

Occurrence Stats

Mayor's Report
 From 2021/07/01 to 2021/09/30

Violation group - Crimes Against Property - Theft over \$5000.00	Reported	Un- founded	Actual	Clearance			Adult		Youth		
				By Charge	Other- wise	Rate	Male	Female	Male	Female	Not Charged
2135 0101 Theft of truck	2	0	2	0	0	0.0%	0	0	0	0	0
2135 0102 Theft of minivan	1	0	1	0	0	0.0%	0	0	0	0	0
	3	0	3	0	0	0.0%	0	0	0	0	0
Violation group - Common Police Activities - Related Police Activities	Reported	Un- founded	Actual	By Charge	Other- wise	Rate	Male	Female	Male	Female	Not Charged
8550 0030 Suspicious Person/ Vehicle/ Property	3	0	3	0	0	0.0%	0	0	0	0	0
	3	0	3	0	0	0.0%	0	0	0	0	0
Totals	Reported	Un- founded	Actual	By Charge	Other- wise	Rate	Male	Female	Male	Female	Not Charged
	19	3	16	1	3	25.0%	1	0	0	0	1



2022 Municipal Membership Benefits and Fees

We are your DMO (Destination Marketing Organization) supporting areas Northeast, East and Southeast of Edmonton

- **Award Winning Tourism Marketing -**
Year-round your community is promoted through the #1 highest reaching Regional Tourism Marketing Programs.
- **Website Community profile, attraction and event listings,** (including museums, farmers markets, community events, golf courses, campgrounds etc.) special section box ad, & photos on the Go East of Edmonton website <https://goeastofedmonton.com/communities/>
- **Social Media** promotion for its members/communities, attractions, events, likes, and sharing. (Facebook, Instagram and Twitter)
- You can receive numerous **Event promotions on our weekly Radio Programs**
- You can receive extra promotion in our **Tradeshows, Contests, E- News and more.**
- Member rates on Buy-In Opportunities such as the **Travel Guide, Roadtrip Adventure Special Promotions, Digital Marketing Opportunities**
- Important Benefits also included for **your Non-profit Organizations.** Your NPOs can submit events, activities to be promoted on our Website, Social Media, Radio, etc.
- *See the Power of Go East of Edmonton document for more benefits and statistics.*

- **Outstanding Tourism Development**
- You Benefit from **grants and invested funds to develop projects** such as Travel Alberta Marketing Funds or Covid Recovery Grant funds to develop and Promote Content and or support to Industry.
- **Recognition and opportunities** in regional marketing grants, projects, and other programs.
- **Alberta CARES** grant funding through 2022 for Go East will include your community through project development, coordination and marketing of communities through regional itineraries.
- More content included in the Go East Website, plus more traffic to your pages.

- **Ongoing Tourism Support (Communications)**
- **Communication** to members through email updates, newsletters and online meetings.
- **Tourism management and one-on-one consulting opportunities** for members.
- **Covid-19 Advocacy** will support your local businesses and community through updates.

Membership based on population for your community. All municipalities receive the standard membership benefits.

<input type="checkbox"/> Population up to 249	\$200
<input type="checkbox"/> Population 250-499	\$300
<input type="checkbox"/> Population 500-2499	\$400
<input type="checkbox"/> Population 2500 – 4999	\$750
<input type="checkbox"/> Population 5000+	\$1500

(GST not applicable) (Note Memberships will be invoiced by January on the calendar year)

For more details please contact:

Kevin Kisilevich, Marketing and Development, Go East of Edmonton Regional Tourism

kevin.goeast@gmail.com 780-632-6191



ROADTRIP ADVENTURE GAME!



Join us for the 2022 Go East of Edmonton ROADTRIP ADVENTURE GAME!

2021 Amazing Results:

Marketing Success...

2021 was the first year it was inserted into the centre pages in the Go East of Edmonton Travel Guide. Game players surveyed stated the **Travel Guide was by far the #1** way they learned about the game and that they preferred to use the Travel guide instead of just downloading the Gameboards.

Go East Website recorded 16,122 pageviews of Game pages, (as compared to 3340 in 2020), a **growth of 482%**. There were 1984 Downloads of Gameboards and Sticker station pages from the website and an amazing **80,067 impressions** on the Game Pop-up banner.

Over 100,000 people were reached through Advertising campaigns.

Facebook, Instagram, Google Ads, ran all summer long, plus Radio, Billboards, ongoing blog articles, and social media engagement drove results.

ROI- Return on Investment to Partners...

Total Project value is calculated at over \$30,000 to coordinate, organize, advertise and implement the 2021 Game project. Includes Partner and Grant funds received.

42 communities participated in 2021, (as compared to 16 in 2020.) Hundreds of stickers were handed out to travellers between June and August 2021 in all our Communities, (as compared to dozens in 2020.) **All sizes of Communities and all areas of Northeast, East and Southeast benefited from Increased Roadtrips from Visitors.**

Over \$100,000 in spending is currently estimated from the Roadtrip Adventure Game into our region- a 3 to 1 gain in ROI for our region (as compared to 2020 this is a minimum 5X increase).

Over \$5000 in Prize Contributions

We are grateful to all our partners who generously contributed over \$5000 in prizes from their communities. These prizes will also bring back all the winners to our local businesses and attractions to redeem and visit once again- further supporting the region.

2021 Resulted in 936 ENTRIES

= Growth of nearly 900 more gameboards than 2020, an 1800% increase in entries.

Breakdown of the 936 entries include:

- 176 people submitted entries for the **Northeast Lucky 7**
- 179 people submitted entries for the **East Lucky 7**
- 138 people submitted entries for the **Southeast Lucky 7**
- 90 people submitted fully completed **Northeast Gameboards**
- 103 people submitted fully completed **East Gameboards**
- 85 people submitted fully completed **Southeast Gameboards**
- 109 people submitted entries for our **Blackjack Prize**
- 56 people have submitted 3 fully completed gameboards for our **Ultimate Prize Package!**

There were also over **400 entries on social media** for bonus prizes! Check out the awesome posts at [#goroadtrips2021](https://www.instagram.com/goroadtrips2021)

The winners are all posted on our website at www.GoRoadtripGame.ca

How to participate in 2022

We are offering a low cost for Communities to participate who are members of the Go East Regional Tourism Organization. Plus, your costs are reduced because we are applying to **Travel Alberta Cooperative Marketing Grant for 2022**. Your cash investment helps us to coordinate and promote the game.

Your staff time is minimal, and Go East Team will coordinate and work with your staff to develop your Sticker Station and suggest appropriate prizes and promotions for you.

You will also receive: 1 roll of 500 stickers, all posters, signs, promo material for your Sticker Station and Campaign promotion and support.

When and How we will Promote your Community in the Game for 2022

- Game to run **June to end of August 2022**
- The Go East of Edmonton Travel Guide will once again include a **special feature pullout section promoting the Game**. The Go East Website and Social Media will again promote your community in the Game.
- **Feature articles, photos and videos** will be promoted on Go East, Partner and other media websites and through e-newsletters.
- **Ad campaigns** to include Facebook/Instagram ads, Google and Youtube ads, local and regional radio stations, billboards and other digital media.
- **New creative ideas** will be added to the game to get people to stay longer, spend more \$ in the region. A planning committee will work through the winter season and announce these plans to the partners.



Why you should Participate:

Your Community is Guaranteed to receive visitors by participating in this unique and innovative tourism promotion! *Please see the section on our website at www.GoRoadtripGame.ca*

All communities had people visit from the game, with purchases at stores, restaurants and accommodations. **Many were new, and never visited these communities before now!**

If your community has a Roadside Attraction, or other popular attraction or business – **people will love to come visit, and collect your sticker as a souvenir while playing the Game!**

In 2020 Partner Communities said... "Brilliant idea, innovative, an awesome great way to adapt during the pandemic, very pleased with the results!"

In 2021 Partner Communities said ... "Game was very good, keep up the excellent work you are doing!"

The vast majority of Game players in 2021 said "they can't wait to play again in 2022!"

Your Investment and Costs

- | | |
|--|---|
| <input type="checkbox"/> All Villages
\$350 plus one \$50 prize contribution | <input type="checkbox"/> Towns from 2000 to 3000 pop.
\$500 plus two \$50 prize contribution |
| <input type="checkbox"/> Small Towns up to 1999 pop.
\$450 plus one \$50 prize contribution | <input type="checkbox"/> All Counties, Large Towns & Cities
\$600 plus two \$50 prize contribution |

The value of this promotion is 2X that of your investment due to our low cost and support from Travel Alberta.

It's a proven success and proves that Go East of Edmonton works to grow tourism and bring travellers to every part of our region!

TO PARTICIPATE please notify us by email. Invoicing will be in 2022.

Kevin Kisilevich 780-632-6191 or kevin.goeast@gmail.com



2022 Tourism Programs Renewal Form: Village of Marwayne

Based on your participation in 2021.

1) 2022 Regional Tourism (DMO) Membership Program -

Your Membership Fee includes many online and year round marketing benefits - see supporting documents.

2022 Membership Fee: \$400 (same rate as last year)

2) 2022 Travel Guide Advertising -

- **Display ad** runs in both print magazine, and online guide <https://goeastofedmonton.com/travel-guide/>
- With the purchase of your display ad you receive a **Feature editorial**, photo(s), and includes all listings on many pages of events, campgrounds, attractions, etc.
- **Low Cost...**No increase in Ad cost plus Member rate for your ad (ad design included).
- **Bonus Advertising** - your Display Ad and /or Editorial may also run in our Online Camping - Outdoors Guide or other Attractions Online guides at No Extra Charge.
- With these Benefits, your advertising value is more than Double your investment.

2022 Travel Guide Investment: Full page partnered ad - your portion \$500 + gst

Display ad is split with the 3 villages and County - total cost of ad is \$2000 + gst.

3) Roadtrip Adventure Game - June to August 2022

Your community is guaranteed to receive visitors by participating in this unique and innovative tourism promotion. This was a huge success in 2020-2021 and we invite you to participate once again. Please see the section on our website <https://goeastofedmonton.com/itineraries-roadtrips/roadtrip-adventure-game/>. (Membership required to participate).

2022 Roadtrip Game Investment: \$350 + \$50 Prize Contribution (See attached document.)

Total Investment for 2022 Budget: \$1300 (plus applicable gst)

Your Value and ROI for 2022 - The value of these programs are 2X that of your investment due to our low cost and support from Travel Alberta. It is an exceptional value and great potential for returns into your community!

Note: You will not be invoiced till 2022 for these programs, unless you request it to be sent in the current year.

We would be pleased to meet with you, or Zoom, if you have questions or would like a more detailed update.

Our Deadline is December 15, 2021.

Please sign and email form back to authorize these programs for 2022.

Signature:

Date:

Questions? Contact Kevin D. Kisilevich kevin.goeast@gmail.com
Phone: 780-632-6191 or 1-888-632-8755



is #1

We have the Numbers to get you the BEST results!

Current Annual Reach and Benefits - based on the results in 2021.

Leads to Partners

- **1000+** referrals from phone calls, emails and messaging
- **2000+** click thrus from E-News to partners pages
- **20,000+** click thrus from the Website to partners pages
- **20,000+** clicks from Facebook ads/posts to partners content
- **110,000+** clicks thrus from Google search to partners pages and other webpages
- **200,000+** Facebook, Instagram, Twitter engagements on content. (Clicks, comments, and shares creates leads to partners).
- **200,000+** Google, Youtube (Clicks and interactions on ad content, creates leads to partners).

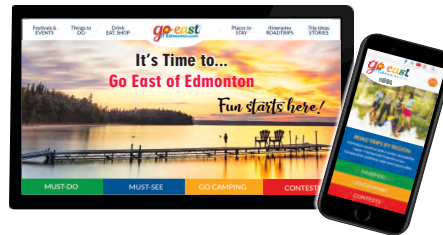
Travel Guide in Print & Online



It's the **#1 most popular** travel guide in the region and at Visitor Centres!



Regional Tourism Website



The **#1 highest traffic and most comprehensive** tourism website in the region.

Growth - over 60% increase in summer traffic!

Regional Tourism Social Media



We have the region's **BEST** Tourism Audience **Engagement!**

Print Guide

- **60,000** copies printed
- 150 pages in 2021
- 250,000+ readership
- 2 Million+ pageviews

Online Guides

- **200,000+** pageviews annually
- Growth - 25% increase**

Website

- **300,000+** users
- 400,000+ sessions/visits
- 500,000+ pageviews
- 1000+ webpages
- 1000+ views on Box Ads

Social Media

- **38,000+** combined followers
- 10,000 new followers in 2021
- 2 Million+ post reach annually
- 200,000+ engagements annually

E- Newsletter

- **8000+** subscribers
- Summer 2021 stats per Newsletter
- 1500+ avg people opening and reading each Newsletter
- 250+ avg clicks to partners content
- Growth - clicks doubled to partners**



New & Expanded Summer Campaigns Promoting your Business and Community!

Roadtrip Videos

5 Highway Roadtrips



Combined Youtube and Facebook Results from April 2020 to Dec, 2021



- **600,000+** Views
- **400,000+** Watch time in min.

www.GoEastofEdmonton.com/Videos

Roadtrip Adventure Game Promotion



- June 1 to August 31, 2021
- Over **100,000+** people reached in Social Media, Website & Travel Guide
 - 936 entries in the Game/Contest
 - 42 communities participated
 - Economic Impact -ROI estimated at **over \$100,000 spent in the region.**

Camping & Outdoors Online Guide



- Featuring Campgrounds, Golf, Outdoor Adventures (44 pages)
- **30,000** pageviews annually
- <https://goeastofedmonton.com/things-to-do/camping/>

Google Search

- Over **6.2 Million** impressions over the past year, with 110,000 clicks to www.GoEastofEdmonton.com

Summer Digital Ad Campaigns



Low cost in partnership with Travel Alberta promoting businesses and communities with **Google** and **Facebook** ads.



(June 1 to Sept 30)

- **Over 6 Million** Impressions on Ads
- **3,683,541 Google**
- **2,487,298 Facebook**
- **Over 250,000** Interactions/ Engagements and Clicks on Content
- **This is the 2nd year in a row we reached over 6 Million impressions and 250,000 interactions!**
- **Nearly 15,000 leads to partners from Summer Campaign**
- 27,000 pageviews on 38 Articles published in Trip Ideas / Blog

Digital Billboard Advertising

- Edmonton area **Pattison Digital Billboard Advertising** promoted from June to August, 2021 reaching over **50,000+** weekly.

Radio Promotions

Country 106.ca - Weekly

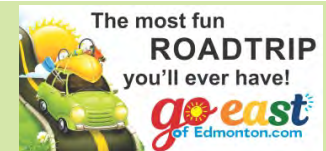
- **100,000+** reach Trading area - Country 106.5 Weekly Tourism Talk with Go East of Edmonton
- 10 minutes+ of regional promotion Weekly on Fridays 8:15 am
- 15+ events, attractions and businesses promoted weekly = over 750 partners promoted

CFCW and Stingray Summer Radio Campaigns

- Total region coverage through 8 local Real Country, Boom and Hot stations and CFCW radio.

Shop & Dine Guide

- Created in Fall 2020.
- **25,000** pageviews since its launch.
- Shop, Dine, and Stay Online Guide Featuring partner shops, dining, local food, drink & accommodations.
- <https://goeastofedmonton.com/shop/>





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There were also over **400 entries on social media** for bonus prizes! Check out the awesome posts at [#goroadtrips2021](https://www.facebook.com/goroadtrips2021)

The winners are all posted on our website at www.GoRoadtripGame.ca

2021 Project and Marketing Report

Your community is Guaranteed to receive visitors by participating in this unique and innovative tourism promotion!

A Proven Success!

Marketing Success...

2021 was the first year it was inserted into the centre pages in the Go East of Edmonton Travel Guide. Game players surveyed stated the **Travel Guide was by far the #1** way they learned about the game and that they preferred to use the Travel guide instead of just downloading the Gameboards.

Go East Website recorded **17,783 pageviews** of Game pages, (as compared to 3340 in 2020), a **growth of 500%**. There were **1984 Downloads** of Gameboards and Sticker station pages from the website and an amazing **80,067 impressions** on the Game Pop-up banner.

Over 100,000 people were reached through Advertising campaigns.

Facebook, Instagram, Google Ads, ran all summer long, plus Radio, Billboards, ongoing blog articles, and social media engagement drove results.

Hundreds of people visited the Communities... The vast majority (75% approx.) of Towns and Villages gave away 200-300 Stickers to people / families playing the game. Some of the larger communities did reach above or below 400 stickers, and a few of the largest communities did reach above or below 500 stickers given away!

How did you hear about the game?

2 - Newspaper
 5 - Radio
 7 - Local Stores/Attractions
 7 - Played in previous Year
 7 - Word of Mouth
 7 - Other
 8 - Internet Search
 15 - Advertisement
 21 - Sticker stations
 21 - Friend/Family
 71 - Social Media
 177 - Go East Travel Guide

Where did people come from?

Edmonton Area - 248
 Calgary & South AB - 12

In and around our region:
 Northeast Communities - 43
 East Communities - 29
 Southeast Communities - 22

BC - 1
 ON - 4

Data from people who entered.

Featured Blog articles, photos and videos were promoted on Go East, Partner and other media websites and through e-newsletter.



Go Southeast on the Roadtrip Adventure Game – A Complete Guide to Sticker Stations & Places to Go! #goroadtrips2021

July 13, 2021
 #2021 ROADTRIP ADVENTURES, #BEAVER COUNTY, #CAMBROSE, #CAMBROSE COUNTY, #DAYSLAND, #FLAGSTAFF COUNTY, #FORESTBURG, #HARDISTY, #HAY LAKE, #HIGHWAY 13, #HIGHWAY 14, #ITERNARY, #KILLAM, #KYLE, #LEDUCQUE, #SOUTHWEST OF EDMONTON, #TORLEA, #WINDY

Go East on the Roadtrip Adventure Game – A Complete Guide to Sticker Stations & Places to Go! #goroadtrips2021

July 13, 2021
 #2021 ROADTRIP ADVENTURES, #ANDREW, #BRIDDERHEIM, #CAMPGROUNDS & RV PARKS, #CLANDONALD, #DRINK, EAT & SHOP, #EAST OF EDMONTON, #FORT SASKATCHEWAN, #HIGHWAY 15, #HIGHWAY 16, #HIGHWAY 20, #HIGHWAY 63, #ITERNARY, #KESWICK, #LANGT, #LANGT COUNTY, #MANVILLE, #MARTINE, #MINIBAN COUNTY, #MUNDARE, #MYNEMAN, #OUTDOOR ADVENTURES, #PARKS & TRAILS, #ROADTRIPS, #SHERWOOD PARK, #SHOPPING, #STRATHCONA COUNTY, #TWO HILLS, #TWO HILLS COUNTY, #WEGHEVILLE, #VERMILION, #VERMILION RIVER COUNTY

Go Northeast on the Roadtrip Adventure Game – A Complete Guide to Sticker Stations & Places to Go! #goroadtrips2021

July 9, 2021
 #2021 ROADTRIP ADVENTURES, #BONNYVILLE, #CAMPGROUNDS & RV PARKS, #COLD LAKE, #DRINK, EAT & SHOP, #LE PINE, #MORRIS, #CLONDI, #HIGHWAY 7, #HIGHWAY 28, #HIGHWAY 29, #IRON HORSE TRAIL, #ITERNARY, #LAC LA BICHE REGION, #LAKELAND REGION, #LEGAL, #LOCAL FOOD, #MID OF BONNYVILLE, #NETS CROSSING, #NORTHEAST OF EDMONTON, #OUTDOOR ADVENTURES, #ROCKWELL, #RESTAURANTS, #ROADSIDE ATTRACTION, #ROADTRIPS, #SHOPPING, #SUNNY LAKE, #SUNNY LAKE COUNTY, #ST. PAUL, #ST. PAUL COUNTY, #TORBOLD, #TORBOLD COUNTY, #WASKATEAU

Ad campaigns included Facebook/Instagram Ads, Google, Youtube ads, local and regional radio stations, billboards and other digital media. **The Billboard advertising reached over 50,000 weekly in Edmonton.**



In total, across Google and Facebook, on Roadtrip Game Advertised content there have been:

334,795 Google Impressions
461,806 Facebook Impressions
= 796,601 Interactions/Clicks total of 7529

Over 500 Posts and Ads on Social Media!
 Every Community was featured and promoted on Facebook & Instagram!



Radio campaigns ran each month on CFCW, Country 106 and 8 local radio stations.



ROI- Return on Investment to Partners...

Total Project value is calculated at over \$30,000 to coordinate, organize, advertise and implement the 2021 Game project. Includes Partner and Grant funds received.

42 communities participated in 2021, (as compared to 16 in 2020.) Hundreds of stickers were handed out to travellers between June and August 2021 in all our Communities, (as compared to dozens in 2020.) **All sizes of Communities and all areas of Northeast, East and Southeast benefited from Increased Roadtrips from Visitors.**

Over \$100,000 in spending is currently estimated from the Roadtrip Adventure Game into our region- a 3 to 1 gain in ROI for our region (as compared to 2020 this is a minimum 5X increase).

Over \$5000 in Prize Contributions is expected to return a minimum of another \$5000 in ROI to the region.

We are grateful to all our partners who generously contributed over \$5000 in prizes from their communities. These prizes will also bring back all the winners to our local businesses and attractions to redeem and visit once again - further supporting the region.

It's a proven success and proves that Go East of Edmonton works to grow tourism and bring travellers to every part of our region!

Be sure your community participates in 2022!

Contact: Kevin Kisilevich 780-632-6191 or kevin.goeast@gmail.com



Community & Sticker Station Testimonials

Only a few of the many comments received to date...

Vermilion VIC –

...this year we (tripled our visitors) blew it out of the charts. And I would like to contribute a portion of our success to GO EAST!!! We had so many people come through from Edmonton and beyond just

to complete your game. So what you are doing is working and we love you for it. Please keep doing it and upping your game to attract visitors. Consider us in for next year! And THANK YOU for all that you do!

Lac La Biche VIC (and Chamber of Commerce) –

The Roadtrip Game is the best promotion we have ever been a part of!

St. Paul VIC – *The game is great! We had lots of visitors. We hope it runs again next year!*

Mannville - Confectionary 881 – *Very happy with the game, it went very well. Very impressed with the amount of people it brought to town. Hope it will be on again next year and we would love to be the sticker station again.*

Forestburg - Golf Course – *Looking forward to next year! Things went so smooth.*

Kitscoty - Farmstead Market – *We are very happy with the game!*

Daysland - Golf Course – *Looking forward to next year!*

Strathcona Wilderness Centre – *It's been a very successful campaign this summer and SWC staff are keen to participate next year. People use both digital and hard copies, so we hope that guide continues. Congratulations on a successful summer campaign in 2021!*

Viking Golf Course – *The game was very good overall. It brought in a lot of people. Keep up the good work you are doing to promote all of the communities. We had a lot of fun being the sticker station. It has been a great way to give people something to do during Covid that kept everyone safe still.*

Vegreville VIC – *We had lots of new visitors who had never been here and were visiting because of the Game.*

The sticker game is a great way to encourage road trips in and around our community. Visitors love it and employees who worked the sticker station enjoy it too. It is an opportunity to bring people to our community who may have not known we were here. We got to connect with visitors, share the town's backstory, and encourage them to visit our local businesses.

Many of our Roadtrip players were families on road trips or looking for ideas for daytrips. Lots of people talked about having been cooped up during COVID restrictions and couldn't wait to get out and explore the areas they could.

The Go East magazine was the most popular brochure taken from the Visitor Centre, because it had the Roadtrip Game, a map and information on where to travel.

Visitors loved all the ways to win, and people found it easy to participate.

It was hugely successful for the Town of Vegreville and we look forward to seeing what new twist you add in 2022!

Over 200 more Social Media Testimonials and Comments can be found at #goroadtrips2021 !!!

(Facebook - 19, Twitter – 12, Instagram - 170)

See the 2021 Game pages at www.GoEastGuide.ca

Hundreds of Testimonials and more coming in!!!

Roadtrip Game Winners Testimonials:

Maureen Krenz – Edmonton - *“Since travel was restricted due to varying Covid numbers, exploring local was a great option and it made me feel like I still had holidays! Most of the time, we pass by some of these smaller towns en route to a destination. This experience allowed me to take the time to stop and admire what each area had to showcase and offer. These Go Explore East road trips really taught me to appreciate all of the great things Alberta has to offer. You don't have to go far to enjoy summer. I recommend people slow down, stop and smell the roses and spend time with your family & friends.”*

Ava Bendick Whitticase – Fort Saskatchewan - *“We played the game because of Covid and the restrictions on travel. It was something we could still do together for fun. It was very fun and would love to do it again!”*

Tracey Courtepatte – Fort Saskatchewan - *The vendors I have encountered have been wonderful. I am enjoying the game and love doing the drive to all the communities. I had no clue that there were so many little Hamlets, Villages, Towns, M.D.'s and county's. I am really impressed. I was extremely impressed with the gluten free stores that sold food and flour. Also the little “shops” with great items you wouldn't see anywhere else. I would absolutely do this game again. I pick up the “Go East of Edmonton” book every year. I actually planned out day trips the year before Covid hit for my family to do. But Covid came and everything stopped.”*

Stacey Leaman – Sherwood Park - *“It was free and a great way to get out with the family to explore other places while making memories.”*

Sophie Regnier – Sturgeon County - *“I loved the zipline in Cold Lake and camping there. My brother loved the zipline in Glendon at the park.”*

Pam Regnier – Sturgeon County - *“We needed a way to take a break from homeschooling due to Covid and this was a great option for that. We bought a tent trailer and started planning!”*

See the 2021 details at www.GoRoadtripGame.ca



Game Player Testimonials from emails:

Louise Carter, Edmonton - *Fabulous, Have had great fun collecting all the stickers!*

Julie Martin, Edmonton - *It was so much fun, we can't wait to do it again next year. We hope your doing it again!*

Jenny Takenaka, Beaumont - *I would like to thank you for this wonderful activity for our family to enjoy. The kids are loving being able to collect the stickers and we are getting to experience places that we would have never thought to stop at.*

Linda Ronsko, Edmonton - *Thank you so much for a wonderful way to see parts of Alberta we would not have another reason to visit. We all really enjoyed the experience.*

Denise Dueck, Thorhild - *This is a wonderful game for this summer! Kudos to you and your team!*

Our most heartfelt Testimonial:

Matthew Levicki – Lamont - *The Go East of Edmonton road trip adventure was a truly memorable experience for my family. My wife Maryia (Levicki) Talkachova has been through things that no one could imagine...receiving treatments for stage II Hodgkin's Lymphoma and having a newborn daughter this past May...we feel thankful for your game as it has resulted in countless moments of joy driving highways across the east of Edmonton in our great province.*

My wife has been very active on Instagram posting many photos on the @rural_alberta page and hash tagging goeastofedmonton. She has been so excited about getting comments and likes on her photos as we went along.

Once we started during the last week of July, we treated the adventure game like it was the most important thing in our lives, like we had to accomplish it and get every sticker. My wife has shown incredible strength and it feels good to share our adventure story with Go East of Edmonton. The road trips gave us hope and courage through nothing but the fear and angst we feel every day. Thank you.



BI-SYSTEMS

November, 2021

Bi-Systems Quote: L- 4141

Village of Marwayne, Alberta

Attention: Shannon Harrower

RE: WTP Distribution Header Piping Replacement

Description:

The main distribution header in the pumphouse seems to be mostly original with a couple of newer spools that have been patched/replaced over the years. The issue with this piping is it was never internally or externally coated to protect against corrosion, is now deteriorating and is at increased risk of failure.

Due to this corrosion issue, the piping to the emergency pump had to be replaced first because of a faulty check valve that led to us discovering that the Victaulic fittings had rusted completely out. The new piping, valves, and fittings that were installed have internal SK-134 and external coating to protect against corrosion. We will be able to use these new spools, valves, and fittings in the new header design so that we keep this as cost efficient as possible.

Our recommendation is to completely rebuild the distribution header piping from the distribution pumps to the last point along the header before it exits the building. All the new piping will be schedule 40 carbon steel, internally epoxy coated with SK-134 (Scotch Kote) and externally coated in a Safety Blue color to match existing. We will use new lug style Bray butterfly valves for all pumps, flow meter, building supply water, recirculation water, water sales line, and pipe isolation. We will install new check valves on the distribution piping, stainless steel flexible piping on pumps, and stainless-steel valves for instrument take off.

The new piping layout will allow us to tie in the emergency pump piping (10") upstream of the flow meter and PRV Valve. Doing this will provide better PRV protection and allow the water to be metered making it a viable back up distribution pump if needed.

Another concern is the main flow meter, which is a 4" mag meter, that is operating on the bottom of its accuracy range meaning it is sized too big for the current flow rate that is being used by the town. Our recommendation is to use the 3" E&H mag meter that is currently being used for the recirculation line as the main flow meter. Making this change will still provide accurate flow rates and totals even in the event of an emergency. We can then use the spare 2" E&H mag meter that is on site (from the old wells system) in place of the 3" that was used on the recirculation line. This 2" mag meter is more than big enough to provide accurate readings if there was ever the need to recirculate distribution water.

All piping will be locally fabricated and upon completion will be completely assembled for review by operations and council (if they would like) before being sent for coating. This allows operations a chance to go over piping layout and make changes if needed to suit how they operate. This has been helpful in the past for considering what they would like to have available to make their day to day more efficient. Before being sent to coating all piping we get hydrotested at the welding shop to ensure no leaks. After coating all piping will get washed out with a 2% chlorine solution bath to ensure it is disinfected and safe for use.

In order to avoid a complete water outage, we will run a temporary supply hose from one of the two distribution pumps and connect onto the fire hydrant located on the corner of the intersection by the water plant. We will need to close main CC shutoff valve that leaves the plant and make sure it operational to make this change over. This supply hose will be 3" camlock lay flat NSF water line that will be disinfected with a 2% chlorine solution bath.

We will need to block off traffic at that intersection as the water line will need to cross the street. Doing this will provide us with ample time to change over the piping while still providing water to the town. This will also avoid the need for a boil water advisory as system pressure will operate as normal. During the piping replacement, we will only have one distribution pump available, so a water restriction should be implemented for that day which will help in the case of an emergency. It would be best for this work to happen in spring/summer/early fall to avoid freezing issues with the temporary line.

There will be some small electrical/programming changes needed for installation of the new flow meters being used as well as relocation of these instruments on the distribution header. These changes are minor but necessary for the operation of the new system.

Estimated Piping Material/Labour Costs:

Distribution Header Welding & Fabrication:	\$ 20,675.00
PRV/Bolt up/Valves:	\$ 17,720.00
Pipe Coating:	\$ 8,360.00
Fabrication/Installation Labor:	\$ 15,050.00

Estimated Electrical/Programming Costs:

Electrical Material Cost	\$ 1,450.00
Electrical Labour Cost	\$ 1,650.00
Programming Cost	\$ 1,485.00

Notes:

- The above estimated cost is what the project would cost if it were completed today, with the current state of material markets, we think its prudent to allow for a contingency factor to protect against future increase in material & equipment. We typically recommend a 10 to 15% contingency for these types of projects, in addition to the estimated costs above.
- 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.



Northern Lights Library System Executive Director Weekly Board Update

Date: November 5, 2021

If you have questions, concerns, compliments please direct them to the Executive Board representative for your zone.

BOARD

- Next general board meeting is November 27th (10:00am). [The draft agenda](#) includes the Zoom link.
- [Draft Minutes](#) of the August 27, 2021 general board meeting are available.
- We are accepting feedback [on these policies](#) prior to the November 27 Board meeting.
- We are scheduled to meet with the following municipal councils next week: Sturgeon County, Town of Lamont, and the Village of Boyle.
- This week we received notice of the following board appointments from their municipalities: **Lamont County** – Daniel Warawa, **Sturgeon County** – Matthew McLennan, **Town of Bonnyville** – David Sharun, **Town of Morinville** – Jennifer Anheliger, **Town of Smoky Lake** – Amy Cherniwchan, **Town of Tofield** – Harold Conquest, **Town of Viking** – Gary Hafso, **Town of Wainwright** – Rick Fountain, **Village of Boyle** - Barbara Smith, **Village of Chauvin** – Sheila Donally, **Village of Edgerton** – Jennifer Beattie, **Village of Holden** – Travis Schiewe, **Village of Marwayne** – Chris Neureuter, **Village of Waskatenau** – Tyson Burlinguette.
- Thus far, we welcome 24 new representatives to the board. Additionally, 3 reps are returning as alternates. I have confirmation of 3 returning representatives and 2 returning alternates. We also welcome 8 new alternate representatives.
- If you are new you'll want to review our [board orientation package](#).
- Our Public Library Services Branch consultant, Katrina Peachey, will offer 2 board orientation webinars for NLLS reps in December. You may want to mark your calendar for the date and time that works best for you: December 8th 6-8pm OR December 16th 2-4pm. [Register here](#).

OPERATIONS

- The [Service Catalog](#) is being prepped by the printers.
- We are working on our budget presentation for the upcoming general board meeting.
- In April 2020 we undertook a professional network security assessment. In conjunction with our TRAC partners, we began the second phase to that assessment this week, the development of an implementation plan to address issues raised by the assessment and obtaining in-depth training for our Technology Services Staff.
- We sent a proposal on changes to our van run for the new year to libraries for feedback. This is step one in a collaborative process to identify the best use of resources. We will be adding two new libraries to the run in early 2022. We appreciate the feedback we've received thus far. There will be future consultations as we work out best routes.

LIBRARIES

- The MLS team's weekly webinar was on Polaris Reports – taught by Joanne Knysh. You can view past webinars on [our YouTube Channel](#).
- I received the first draft of an [exciting proposal](#) to add low cost hold locker pickup locations in the system. Stay tuned, we'll be looking for partners on a pilot project there.
- The MLS team completed a salary survey of our libraries last week. The PDF is available from [our knowledge base](#).

EXECUTIVE COMMITTEE MEMBERS

NAME	ZONE	EMAIL	PHONE NUMBER
Vicky Lefebvre	Zone 2 - Chair	gillesvicky74@gmail.com	780-573-1926
Curtis Schoepp (ML)	Zone 1	curtisschoepp@gmail.com	780-220-4897
Larry Tiedemann	Zone 1	casperti@telus.net	780-975-0508
Barb Smith (ML)	Zone 1	bsmith@boylealberta.com	780-689-3643
Vacant	Zone 2		
Vacant	Zone 3		
Vacant	Zone 3		
Jennifer Anheliger (ML)	Zone 3	jennifer.anehliger@morinville.ca	780-380-7296
Vacant	Zone 4		
Vacant	Zone 4		

ML = Member at Large

Zones

Zone 1

Athabasca County
 S.V. of Bondiss
 S.V. of Sunset Beach
 S.V. of Island Lake
 S.V. of Island Lake South
 S.V. of Mewatha Beach
 S.V. of West Baptiste
 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
 Town of Two Hills
 Village of Myrnam
 Frog Lake
 Fishing Lake

Zone 3

Beaver County
 Lamont County
 Sturgeon County
 Town of Bon Accord
 Town of Bruderheim
 Town of Gibbons
 Town of Lamont
 Town of Morinville
 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



CHIEF ADMINISTRATIVE OFFICER

MEETING DATE: NOVEMBER 15TH, 2021

SAFE & CARING COMMUNITY

- **FCSS Funding Applications**
 - Pioneer Lodge re-submitted their application for funding. Upon review, it was not completed properly and will be sent back for amendments. All of the details as to what is required in the application will be included in the email with a deadline of December 3rd for submission.

PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE

- **MSI Capital Funding Projects**
 - I've submitted the bulk water station upgrade for approval by the province in order to use a portion (\$10,000) of our 2022 MSI Capital funding toward the project. I've also included our sustainability plan under the operational component (\$35,000).
 - The remaining \$51,000 can be allocated to other projects of Council's choosing, in addition to any carry over amounts from 2021, if applicable.
 - Recommendations would be: Water Treatment Plant Upgrades and Phase 3 of the Walking Trails.
- **Alberta Municipal Water/Wastewater Fund**
 - I contacted Alberta Transportation in hopes of applying for funding under the AMWWP for the replacement of the header in our water treatment plant. Unfortunately, our project is categorized under priority 3 and would likely not be funded for over 5 years, if funded at all. Regrettably, this is not a grant funding stream that can be relied upon for this particular project.
- **Water and Wastewater Practicum Placements**
 - NAIT is in search of employers for their 70 students currently enrolled in the Water and Wastewater Technician program.
 - I have submitted the Villages contact information for consideration as there are both paid and volunteer placements available from May to August 2022.
 - Students must complete 600 hours of practicum for their certificate and this is a great opportunity for the Village to hire a seasonal employee specific to our needs.

VILLAGE OF MARWAYNE
Cheque Register-Summary-Bank



AP5090 Page : 1
 Date : Nov 10, 2021 Time : 10:51 am

Supplier : 10 To XYLCA
 Cheque Dt. 10-Nov-2021 To 10-Nov-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
3881	10-Nov-2021	10012	Parkland Industries- Race Trac Gas	Issued	110	C	1,286.51
3882	10-Nov-2021	10025	Vermilion River Regional Waste	Issued	110	C	5,707.00
3883	10-Nov-2021	10113	TELUS	Issued	110	C	115.86
3884	10-Nov-2021	ACE	ACE	Issued	110	C	11,092.90
3885	10-Nov-2021	ASC3	Alberta Municipal Services Corporation	Issued	110	C	5,127.05
3886	10-Nov-2021	ASTEC	Astec Safety Inc.	Issued	110	C	66.99
3887	10-Nov-2021	BAREN	BAR Engineering	Issued	110	C	9,922.50
3888	10-Nov-2021	ELEME	Element Materials Technology Canada Inc.	Issued	110	C	205.52
3889	10-Nov-2021	KENNS	Kennedy, Shannon	Issued	110	C	120.00
3890	10-Nov-2021	MBE3	Marwayne Community Hall	Issued	110	C	7,000.00
3891	10-Nov-2021	RICCA	NextGen Automation	Issued	110	C	1,751.39
3892	10-Nov-2021	STET	Steton	Issued	110	C	519.51
3893	10-Nov-2021	TFCHI	Time for a Change Home Improvement Ltd	Issued	110	C	1,015.98
3894	10-Nov-2021	TM	TELUS	Issued	110	C	77.65
3895	10-Nov-2021	VADSO	CentralSquare Canada Software Inc.	Issued	110	C	6,945.75
3896	10-Nov-2021	WAGL	Wainwright Assessment Group Ltd	Issued	110	C	708.75
3897	10-Nov-2021	WWG	Wolseley Waterworks Group	Issued	110	C	504.27

Total Computer Paid :	52,167.63	Total EFT PAP :	0.00	Total Paid :	52,167.63
Total Manually Paid :	0.00	Total EFT File :	0.00		

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

VILLAGE OF MARWAYNE
Bank Reconciliation Statement



MARWAYNE

BR5020

Date : Nov 09, 2021

Page : 1

Time : 2:25 pm

Period : 10
 Year : 2021
 For Bank : ATB

Statement Date : 31-Oct-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.
3849	15-Oct-2021	AP	10	2021	-60.00	Abbott Andrew
3858	15-Oct-2021	AP	10	2021	-1443.75	Municipal Planning Services (2009) Ltd.
3866	29-Oct-2021	AP	10	2021	-695.42	Tannas Bros. Hardware Ltd
3867	29-Oct-2021	AP	10	2021	-250.61	Gas Utility CVR
3868	29-Oct-2021	AP	10	2021	-1290.34	Receiver General For Canada
3869	29-Oct-2021	AP	10	2021	-2084.55	AMSC Insurance Services Ltd
3870	29-Oct-2021	AP	10	2021	-835.17	Alberta 1171363 Ltd. Hendricks Microtech
3871	29-Oct-2021	AP	10	2021	-200.00	Konkin Mark
3872	29-Oct-2021	AP	10	2021	-1000.00	Marchand Lawrence
3873	29-Oct-2021	AP	10	2021	-73.40	MCSNet-Lemalu Holdings Ltd.
3874	29-Oct-2021	AP	10	2021	-68.10	Harrower Shannon
3875	29-Oct-2021	AP	10	2021	-2166.94	Tamara Sloboda CPA CGA
3876	29-Oct-2021	AP	10	2021	-200.00	Syslak Mike
3877	29-Oct-2021	AP	10	2021	-210.00	TAXERVICE
3878	29-Oct-2021	AP	10	2021	-6582.93	Receiver General For Canada
3879	29-Oct-2021	AP	10	2021	-1992.02	AMSC Insurance Services Ltd
3880	29-Oct-2021	AP	10	2021	-163.05	1384360 Alberta Ltd
12501	02-Nov-2021	CR	10	2021	25400.06	CR; DEPT:[VILLAGE OFFICE] D#[125].

Bank Balance Statement	379298.47	as of 31-Oct-2021
Add outstanding deposits	25400.06	(Includes all debits)
Cancelled deposits	0.00	
Less outstanding withdrawals/charges	-19429.16	(Includes all credits)
Cancelled withdrawals/charges	0.00	
Calculated Bank Balance	385269.37	
GL Bank Account Balance	385269.37	as of Period : 10 Year : 2021
Difference	0.00	

VILLAGE OF MARWAYNE
Billing Register Report Detailed



UB4110 Page : 28
 Date : Nov 02, 2021 Time : 11:42 am

Report Options

Customer Selection : All

Calculation Type : All

Batch Number

From : [2021110201]
 To : [2021110201]

Include Billing Transaction From Transaction Maintenance : No

Srv. End Date On/Before : 02-Nov-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	5		5.00	153.55		
01	WBULK	Bulk Water	12		12.00	687.90	33.00	2.75
01	WCOM	Commercial Water	24		24.00	2,152.17	265.00	11.04
01	WINS	Institutional Water	3		3.00	751.10	134.00	44.67
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	1,397.50	250.00	27.78
01	WRES	Residential Water	234		234.00	19,099.88	2,351.00	10.05
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	235		235.00	4,691.61		
03	GIN	Institutional Garbage	3		3.00	33.00		
03	GRES	Residential Garbage	234		234.00	6,189.89		
Book 000 Totals :			1063		1,063.00	36,021.60	3,045.00	
Totals			1063		1,063.00	36,021.60	3,045.00	

**VILLAGE OF MARWAYNE
BUDGET SUMMARY**

	REVENUE			EXPENSES			NET			
	YTD	BUDGET	BUDGET	YTD	BUDGET	BUDGET	YTD	BUDGET	BUDGET	VARIANCE
	2021	2021	2022	2021	2021	2022	2021	2021	2022	(2021-2022)
GENERAL	(148,520)	(130,489)	(158,764)	-	-	-	(148,520)	(130,489)	(158,764)	(28,275)
PROTECTIVE SERVICES	(13,977)	(1,150)	(1,600)	25,388	43,883	43,728	11,412	42,733	42,128	(605)
LEGISLATIVE	-	-	-	12,617	25,850	21,887	12,617	25,850	21,887	(3,963)
ADMINISTRATION	-	-	-	182,110	228,011	224,533	182,110	205,735	224,533	18,798
PUBLIC WORKS	(587)	(650)	(450)	195,307	230,220	232,228	194,720	200,656	231,778	31,122
UTILITIES	(374,879)	(369,400)	(382,500)	358,800	392,420	465,817	(16,078)	72,892	83,317	10,425
ENVIRONMENTAL HEALTH	(62,376)	(70,000)	(70,000)	64,092	100,810	85,777	1,716	30,810	15,777	(15,033)
COMMUNITY SERVICES	(24,232)	(30,400)	(30,775)	26,263	61,562	40,687	2,031	31,162	9,912	(21,250)
RECREATION & CULTURE	(25,605)	(23,654)	(24,454)	46,472	51,468	56,245	20,867	52,312	31,791	(20,521)
CAPITAL	(214,692)	(335,266)	(253,654)	293,092	197,000	228,750	78,400	(138,266)	(24,904)	113,362
DEBT PRINCIPLE REPAY.	-	-	-	-	88,456	-	-	88,456	-	(88,456)
CHANGE IN CASH (SURPL)	-	-	-	-	-	-	-	-	-	-
TOTAL	(864,868)	(961,009)	(922,197)	1,204,142	1,419,680	1,399,653	339,274	458,671	477,456	18,785

Presented: November 15, 2021
Approved:

From: Cheryle.eikeland@gmail.com
To: [Shannon \(Council\) Harrower \(CAO\); a_irvine@hotmail.com; rojoco@lloydmail.ca; Morgan Tara Wood; t.neureuter@mcsnet.ca](mailto:Shannon_(Council)_Harrower_(CAO); a_irvine@hotmail.com; rojoco@lloydmail.ca; Morgan_Tara_Wood; t.neureuter@mcsnet.ca)
Subject: Fwd: MCSnet Broadband Partnerships
Date: November 4, 2021 8:16:38 PM

With declining MSI money, this venture seems like a pipe dream. Are they correct in stating that we need broadband in our community???? Yes we do, but where do we find dollars that don't take away from our ability to survive. So totally frustrating.

----- Forwarded message -----

From: Heather Starosielski <heather@corp.mcsnet.ca>
Date: Wed., Nov. 3, 2021, 11:37 a.m.
Subject: MCSnet Broadband Partnerships
To: <cheryle.eikeland@gmail.com>
Cc: <cao@marwayne.ca>

Dear Mayor Eikeland:

Infrastructure is a key enabler of vibrant and thriving communities. While we now take for granted that infrastructure like safe roads and clean drinking water are a necessity, one new infrastructure is becoming increasingly central to life in the 21st century - digital broadband networks. Having a reliable, high-speed network in your community will not only benefit your residents but will also attract businesses and industries to invest in your community.

By partnering with MCSnet and investing in your community, you are also investing in the future growth of rural Alberta. MCSnet is willing to contribute a large investment to build a mutually-beneficial network and we will work diligently in creating a viable contribution structure that works for both the municipality and MCSnet.

We would welcome the opportunity to discuss opportunities to partner together to improve connectivity in your community with FTTP (Fiber-to-the-Premises) or our new GigAir service that was recently launched and available in select communities.

Please stop by our booth at AUMA (booth 113) or contact me for further information or just to say hi. We are available to meet in person or virtually to discuss how we can work together to plan a better broadband solution for your community.

**HIGH SPEED
INTERNET FOR
RURAL ALBERTA**



- Family-owned and operated
- Based in RURAL Alberta
- Founded in 1994
- One of Canada's largest Wireless Internet Service Providers (WISPs)
- 500+ high-speed wireless towers
- 3 FTTP communities
- 1,200+ km of dark fiber
- 25,000+ customers and continually growing
- Experienced construction division capable of installing CSA-certified towers and fiber networks
- Offering new 60 GHz GigAir technology for fiber speeds through the air



Heather Starosielski

Business Development Manager

T. 866 390 3928 x263

Cell 780 645 0095

heather@corp.mcsnet.ca

mcsnet.ca



County of
VERMILION RIVER

County Council

RECEIVED

NOV 05 2021

November 3, 2021

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

Dear Shannon,

RE: 2021 – 2022 Council Appointments

Please be advised that at the Organizational Meeting of Council, held October 21, 2021, Councillor Stacey Hryciuk was declared elected as Reeve and Councillor Clinton Murray as Deputy Reeve for the 2021 – 2022 term. Council also approved the Council appointments to all Committees and Boards for the 2021 – 2022 term at its Regular Meeting of Council on October 26, 2021.

Please be advised that **Deputy Reeve Clinton Murray** (div6@county24.com) and **Councillor George Kuneff** (div4@county24.com) will represent the County of Vermilion River on the Intermunicipal Liaison Committee.

You may contact your representatives on meeting information via executive.assistant@county24.com or through the above email addresses.

Sincerely,

Harold Northcott
County Administration

Box 69 Kitscoty, AB T0B 2P0

Telephone: (780) 846-2244 Fax: (780) 846-2716

Website: www.vermilion-river.com