



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 9th, 2020
Commencing at 7:00 PM at the Horton Agencies Boardroom and via Zoom
Video Conferencing

PRESENT

Mayor Cheryle Eikeland

Deputy Mayor Chris Neureuter

Councillors Rod McDonald, Tara Lawrence and Ashley Rainey

Chief Administrative Officer Shannon Harrower

1. CALL TO ORDER

Mayor C. Eikeland called the November 9th, 2020 Village of Marwayne Council Meeting to order at 7:03 p.m.

2. ADOPTION OF AGENDA

November 9th, 2020 Regular Council Meeting Agenda

2020-11-01

Moved By Councillor A. Rainey

Be it resolved that the November 9th, 2020 Regular Village of Marwayne Council Meeting Agenda be approved with the following additions as presented:

- Alberta Central East Zone Meeting Minutes
- Walking Trail Lights

CARRIED

3. ADOPTION OF MINUTES

October 26th, 2020 Regular Council Meeting Minutes

2020-11-02

Moved By Councillor R. McDonald

Be it resolved that the October 26th, 2020 Village of Marwayne Council Meeting Minutes be approved as presented.

CARRIED

4. KEY STRATEGY: ADDRESSING SERVICE NEEDS

Public Works Foreman Report

2020-11-03

Moved By Councillor A. Rainey

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

CARRIED

Regional Water Operator Report

2020-11-04

Moved By Councillor C. Neureuter

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

CARRIED



Acoustic Testing Report

2020-11-05

Moved By Councillor R. McDonald

Be it resolved that the Acoustic Testing Report from Hetek Solutions Inc. be received as information.

CARRIED

Acoustic Testing Equipment

2020-11-06

Moved By Councillor R. McDonald

Be it resolved that the Village of Marwayne purchase the Acoustic Water Leak Testing Equipment from Hetek Solutions Inc. at a cost of \$4300.00 plus GST.

CARRIED

5. KEY STRATEGY: SAFE AND CARING COMMUNITY

Walking Trail Lights

2020-11-07

Moved By Deputy Mayor C. Neureuter

Be it resolved that the Village of Marwayne direct administration to investigate options for lighting on the walking trail system and bring back further information to a future Regular Village Council Meeting for consideration.

CARRIED

6. KEY STRATEGY: PLANNING FOR GROWTH & CHANGE

Relocation of ATCO Power Pole – Project 1043289

2020-11-08

Moved By Councillor A. Rainey

Be it resolved that the Village of Marwayne approve the relocation of the ATCO power pole for the purpose of constructing Phase 2 of the walking trail system at a cost of \$10,490.50 .

CARRIED

7. KEY STRATEGY: PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE

2020-11-09

Moved By Deputy Mayor C. Neureuter

Be it resolved that the Village of Marwayne move to a closed session at 7:16 p.m. under FOIP Section 17 (1) with all members in attendance.

CARRIED

FOIP Section (17) – Personnel



2020-11-10

Moved By Councillor T. Lawrence

Be it resolved that the Village of Marwayne revert to an open session at 7:25 p.m. with all members in attendance.

CARRIED

Human Resources Policy HR 08 – Salary Grid

2020-11-11

Moved By Councillor R. McDonald

Be it resolved that the Village of Marwayne approve the Human Resources Salary Grid Policy as presented.

CARRIED

Human Resources Policy HR 03 – Standby Hours

2020-11-12

Moved By Councillor R. McDonald

Be it resolved that the Village of Marwayne approve the Human Resources Standby Hours Policy as amended with the changes taking effect as of January 1st, 2021.

CARRIED

Human Resources Policy HR 07 – Subsistence

2020-11-13

Moved By Councillor A. Rainey

Be it resolved that the Village of Marwayne approve the Human Resources Subsistence Policy as presented.

CARRIED

Human Resources Policy HR 09 – Hours of Work

2020-11-14

Moved By Councillor T. Lawrence

Be it resolved that the Village of Marwayne approve the Human Resources Hours of Work Policy as amended.

CARRIED

Human Resources Policy HR 10 – Benefits

2020-11-15

Moved By Councillor A. Rainey

Be it resolved that the Village of Marwayne approve the Human Resources Benefits Policy as presented.

CARRIED



Human Resources Policy HR 11 – Recognized Leave

2020-11-16

Moved By Councillor A. Rainey

Be it resolved that the Village of Marwayne approve the Human Resources Recognized Leave Policy as presented.

CARRIED

8. ADMINISTRATIVE REPORTS

Councillor Reports

2020-11-17

Moved By Councillor R. McDonald

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

- Alberta Central East Water Corporation Zone Meeting Minutes
- Pioneer Lodge Meeting Overview
- Marwayne Agricultural Society Meeting Overview and upcoming Annual General Meeting Information
- Upcoming Northern Lights Library System Meeting
- Upcoming East Central 9-1-1 Meeting
- Upcoming Alberta HUB Meeting

CARRIED

Chief Administrative Officer Report

2020-11-18

Moved By Councillor T. Lawrence

Be it resolved that the Chief Administrative Officer Report be received as information and be it further resolved that the Village of Marwayne enter into an agreement with the owner of Plan 1696TR, Block 11, Lots 11 & 12 for the payment of 2020 and prior tax arrears by October 1st, 2023.

CARRIED

9. FINANCE

Monthly Financial Report

2020-11-19

Moved By Councillor A. Rainey

Be it resolved that the October 2020 Monthly Financial Report be received as information.

CARRIED

Cheque Distribution Report

2020-11-20

Moved By Councillor T. Lawrence

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.

CARRIED



Bank Reconciliation Report

2020-11-21

Moved By Deputy Mayor C. Neureuter

Be it resolved that the October 2020 Bank Reconciliation Report be received as information.

CARRIED

Monthly Utility Bill Report

2020-11-22

Moved By Councillor R. McDonald

Be it resolved that the October 2020 Monthly Utility Bill Report be received as information.

CARRIED

Credit Card Listing

2020-11-23

Moved By Councillor T. Lawrence

Be it resolved that the October 2020 Credit Card Listing be received as information.

CARRIED

Finance Policy FN 21 – Credit Cards

2020-11-24

Moved By Councillor R. McDonald

Be it resolved that the Finance Credit Cards Policy FN 21 be approved as amended.

CARRIED

10. CORRESPONDENCE

Letters and Bulletins

2020-11-25

Moved By Deputy Mayor C. Neureuter

Be it resolved that the Municipal Operating Support Transfer Frequently Asked Questions, the October 30th, 2020 Notification of the Municipal Sustainability Program Project Acceptance and the Letter from Municipal Affairs regarding Future Infrastructure Funding be received as information.

CARRIED

11. CLOSED SESSION - CONFIDENTIAL

2020-11-26

Moved By Deputy Mayor A. Rainey

Be it resolved that the Village of Marwayne move to a closed session at 8:18 p.m. under FOIP Section 17 (1) with all members in attendance.

CARRIED



Chief Administrative Officer Report

2020-11-27

Moved By Councillor R. McDonald

Be it resolved that the Village of Marwayne revert to an open session at 8:25 p.m. with all members in attendance.

CARRIED

12. DECEMBER 2020 MEETING DATE

2020-11-28

Moved By Deputy Mayor C. Neureuter

Be it resolved that the December Regular Village Council Meeting be held on December 7th, 2020 at 7:00 p.m. at the Horton Agencies Boardroom and via Zoom Video Conferencing.

CARRIED

13. ADJOURNMENT

Being that the November 9th, 2020 Council Meeting agenda matters for the Village of Marwayne have concluded, the meeting adjourned at 8:29 p.m.

Approved this 23rd day of November 2020.

Cheryle Eikeland, Mayor

Shannon Harrower, CAO