



Village of Marwayne

Agenda

Regular Village Council Meeting
Monday, January 20, 2020 @ 7:00 PM
Horton Agencies Board Room

Page

1 CALL TO ORDER

2 ADOPTION OF AGENDA

2.1 January 20th, 2020 Regular Village of Marwayne Council Meeting Agenda

Be it resolved that the January 20th, 2020 Regular Village of Marwayne Council Meeting Agenda be approved as presented.

3 ADOPTION OF MINUTES

3.1 January 6th, 2020 Regular Village of Marwayne Council Meeting Minutes

5 - 9

Be it resolved that the January 6th, 2020 Regular Village of Marwayne Council Meeting Minutes be approved as presented.

4 DELEGATIONS

7:15 P.M. Fire Chief Ron Miskie re: 2020 Fire Department Budget

5 PUBLIC HEARING

6 KEY STRATEGY: ADDRESSING SERVICE NEEDS

6.1 Public Works Report

Be it resolved that the report given by the Village of Marwayne's Public Works Foreman Wilson Curtis be received as information.

7 KEY STRATEGY: SAFE & CARING COMMUNITY

7.1 2020 Royal Canadian Mounted Police (RCMP) Priorities

Sergeant Corey Buckingham from the Kitscoty RCMP Detachment contacted the Village to arrange a meeting with Council to discuss the final quarter of 2019 as it relates to policing in our area. Sgt. Buckingham would also like to discuss Council's priorities as it relates to our new fiscal year beginning in April 2020.

Last year, Council set the following priorities:

- Theft of motor vehicles
- Theft under \$5000
- Mischief to property

Comparitively, the RCMP set the following priorities for themselves:

- Police/Community relations
- Crime reduction strategy

- Traffic safety (motor vehicles/roads)
- Employee wellness

In anticipation of Sgt. Buckingham's attendance at the next regular scheduled meeting of Council, tentatively booked for February 3rd, what are Council's policing priorities?

8 KEY STRATEGY: PLANNING FOR GROWTH & CHANGE

8.1 Letter of Support for the Lea Park Rodeo Association

Administration was approached by the Agricultural Society in regards to providing a letter of support for their upcoming grant application. The Agricultural Society is applying for the community facility enhancement program grant on behalf of the Lea Park Rodeo Association in order for them to complete renovations on one of their facilities. The improvements will help to house the sponsors of the rodeo and provide for a better look at the action by adding a second floor viewing area.

Be it resolved that the Village of Marwayne provide a letter in support of the Lea Park Rodeo Association's Community Facility Enhancement Program (CFEP) grant application.

8.2 Municipal Development Plan with V3

Upon speaking with V3 on January 15th, 2020, they are looking for any additional insight Council would be willing to provide in terms of the urban reserve land located in the southern area of the Village's boundary. What does Council want to see changed in this area over time? How do we see this parcel evolving? Any additional insight will be provided to V3 for the completion of the Villages MDP by the end of February 2020.

9 KEY STRATEGY: PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE

9.1 Amendment to the Fees and Charges Bylaw No. 544-15

10 - 13

Upon review of the Village's current water rates, as well as our monthly consumption and water loss reports, I strongly believe an amendment to the 2020 utility rates is required. As it stands, there is no distinction between which part of the monthly \$126.50 minimum utility bill covers our fixed costs (i.e. 2020 budget costs for water supply/distribution, sanitary sewer and environmental health) and which part covers our variable costs. This means, administratively, I am unable to determine whether or not we are collecting enough money in order to ensure that we can meet our budget requirements for the upcoming year using the current formula.

By separating our costs into two categories (fixed and variable), we are able to charge residents a fixed monthly cost to cover our fixed monthly costs (i.e. budget costs), and then we can charge a variable rate to cover our variable monthly costs (i.e. purchase of water).

For 2020, the rate per cubic meter we are charged to purchase water from ACE has increased from \$2.43 to \$2.61. That being said, we are also charged for all of the water that we are losing on a monthly basis that must be redistributed to, and paid for, by our residents. Last year, the rates were based on how much water was sold, and not by how much water we used. For

example, in 2019, we sold approximately 41 000m³ whereas we purchased 58 000m³. The water loss is the difference between what is bought/sold and can cost the Village thousands of dollars if not recouped through the water rate charges. 17 000m³ at the 2019 rate made for a total of \$41 310. Further to this, there is no calculation that I can find which breaks down the consumption rate per cubic meter and justifies how that number was arrived at.

For 2020, I have redone the calculations and broken it down for Council's review. The attached spreadsheet shows how I arrived at the new rates and my proposition to Council for 2020.

Be it resolved that the Village of Marwayne give first reading to Bylaw No. 576-20, being a bylaw to amend the Fees and Charges Bylaw No. 544-15 for the purpose of establishing the 2020 Utility Rates.

Be it resolved that the Village of Marwayne give second reading to Bylaw No. 576-20, being a bylaw to amend the Fees and Charges Bylaw No. 544-15 for the purpose of establishing the 2020 Utility Rates.

Be it resolved that the Village of Marwayne introduce for third reading Bylaw No. 576-20, being a bylaw to amend the Fees and Charges Bylaw No. 544-15 for the purpose of establishing the 2020 Utility Rates.

Be it resolved that the Village of Marwayne give third and final reading to Bylaw No. 576-20, being a bylaw to amend the Fees and Charges Bylaw No. 544-15 for the purpose of establishing the 2020 Utility Rates.

10 ADMINISTRATIVE REPORTS

10.1 Chief Administrative Officer Report 14 - 24

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

10.2 Councillor Reports

11 FINANCE

11.1 December 2019 Monthly Financial Statement 25 - 26

Be it resolved that the December 2019 Monthly Financial Statement be received as information.

11.2 Accounts Payable List 27 - 32

Be it resolved that the Accounts Payable Invoices being over \$5000.00 but within budget be approved and authorized to be paid as presented. Be it further resolved that the Accounts Payable Invoices being less than \$5000.00 but within budget be received as information.

12 CORRESPONDENCE AND INFORMATION

12.1 January 6th, 2020 Letter from the Alberta HUB Regional Economic 33 - 38

Development Alliance

In November of 2019, Council passed a motion (#2019-11-22v) to sign a group letter of support for the Alberta HUB in regards to regional economic development opportunities and alliances. Administration received the letter on January 7th and was asked to provide the Mayor's endorsement. Being that a motion had been made, administration had Mayor Cheryle Eikeland provide her signature and sent it off to Bob Bezpalko at Alberta HUB. The attachment is for Council's reference and this item has been marked as complete on the CAO Action List.

Be it resolved that the January 6th, 2020 Letter from the Alberta Hub Regional Economic Development Alliance to the Minister of Economic Development, Trade and Tourism be received as information.

- 12.2 January 15th, 2020 Letter from Alberta Health Services 39 - 42

Be it resolved that the January 15th, 2020 Letter from Alberta Health Services regarding the Legalization of edibles, extracts and topicals be received as information.

- 12.3 2020 Vermilion River Regional Waste Management Services Commission Requisition Contract 43 - 45

In 2019, the Village's monthly remittance to the Waste Commission was \$5781 as per the general ledger records. As such, we are seeing a \$40 per month decrease in our required contributions.

Be it resolved that the 2020 Vermilion River Regional Waste Management Services Commission Requisition Contract be approved as presented.

- 12.4 January 2nd, 2020 Letter from Municipal Affairs re: Assessment models for wells, pipelines and machinery & equipment 46 - 49

Be it resolved that the January 2nd, 2020 Letter from Municipal Affairs regarding the assessment models for wells, pipelines, and machinery and equipment be received as information.

13 CLOSED SESSION - CONFIDENTIAL

14 SETTING OF THE NEXT MEETING

- 14.1 February 2020 Meeting Dates

Be it resolved that the next regular scheduled meetings of Council for the Village of Marwayne be held on Monday February 3rd, 2020 at 7:00 p.m. and Tuesday February 18th, 2020 at 7:00 p.m.

15 ADJOURNMENT



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Minutes of the Regular Meeting of the Council of the Village of Marwayne
In the Province of Alberta, held on Monday, January 6, 2020
Commencing at 7:00 PM at the Horton Agencies Board Room

PRESENT

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

ABSENT

Councillor Tara Lawrence

1. CALL TO ORDER

Mayor C. Eikeland called the January 6th, 2020 Village of Marwayne Council Meeting to order at 7:01 p.m.

2. ADOPTION OF AGENDA

2020-01-1

Moved By Councillor R. McDonald

Be it resolved that the January 6th, 2020 Regular Village of Marwayne Council Meeting Agenda be approved as presented.

CARRIED

3. ADOPTION OF MINUTES

2020-01-2

Moved By Deputy Mayor A. Rainey

Be it resolved that the December 2nd, 2019 Village of Marwayne Council Meeting Minutes be approved as amended.

CARRIED

4. KEY STRATEGY: ADDRESSING SERVICE NEEDS

Public Works Report

2020-01-3

Moved By Councillor R. McDonald

Be it resolved that the Public Works report given by the Village of Marwayne's Public Works Foreman Wilson Curtis be received as information.

CARRIED

Sewer Pump Replacement

2020-01-4

Moved By Councillor R. McDonald

Be it resolved that the Village of Marwayne purchase a new sewer pump from Xylem Water Solutions & Water Technology at a cost of \$7 031.00 plus GST.

CARRIED



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Sale of Green Sand Filters

2020-01-5

Moved By Councillor C. Neureuter

Be it resolved that the Village of Marwayne sell its unused Green Sand Filters to Meadow Lane Colony in the amount of \$1000.00.

CARRIED

Raw Water Wells

2020-01-6

Moved By Deputy Mayor A. Rainey

Be it resolved that the November 21, 2019 Letter from the County of Vermilion River be received as information.

CARRIED

Regional Water Operator Report

2020-01-7

Moved By Councillor R. McDonald

Be it resolved that the Utility Operator Report as prepared by the Village of Marwayne's Regional Water Operator Carry Grant be received as information.

CARRIED

5. KEY STRATEGY: SAFE & CARING COMMUNITY

2019/2020 Fire Services Training Program Grant Opportunity

2020-01-8

Moved By Councillor C. Neureuter

Be it resolved that the letter from Municipal Affairs regarding 2019/2020 Fire Services Training Grant Funding be received as information.

CARRIED

6. KEY STRATEGY: PLANNING FOR GROWTH & CHANGE

Acquisition of Tax Recovery Property

2020-01-9

Moved By Councillor R. McDonald

Be it resolved that the Village of Marwayne set the reserve price for the property located at 110 1st Street North to \$7 000.00 and advertise it for sale as per the regulations set forth in the Municipal Government Act.

CARRIED



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7. KEY STRATEGY: PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE

2020 Budget

2020-01-10

Moved By Deputy Mayor A. Rainey

Be it resolved that the 2020 Budget Update be received as information.

CARRIED

8. COUNCILLOR REPORTS

2020-01-11

Moved By Deputy Mayor A. Rainey

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

- December 9, 2019 Agricultural Society Annual General Meeting
- November 26, 2019 Vermilion River Regional Waste Management Services Commission Meeting
- December 17, 2019 Vermilion River Regional Waste Management Services Commission Meeting

CARRIED

9. CHIEF ADMINISTRATIVE OFFICER REPORT

December 2019 Report

2020-01-12

Moved By Deputy Mayor A. Rainey

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

CARRIED

10. FINANCE

December 2019 Utility Bill Report

2020-01-13

Moved By Deputy Mayor A. Rainey

Be it resolved that the December 2019 Utility Bill Report be received as information.

CARRIED

Cheque Distribution Report

2020-01-14

Moved By Councillor C. Neureuter

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



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11. CORRESPONDENCE AND INFORMATION

Small Communities Fund

2020-01-15

Moved By Deputy Mayor A. Rainey

Be it resolved that the December 2nd, 2019 Letter from Alberta Municipal Affairs regarding the Small Communities Fund grant disbursement for the Underground Renewal Project be received as information.

CARRIED

Carbon Levy

2020-01-16

Moved By Deputy Mayor A. Rainey

Be it resolved that the December 18th, 2019 Letter from the County of Vermilion River regarding the carbon levy charges on fuel and combustible waste be received as information.

CARRIED

Municipal Sustainability Initiative (MSI) Funding

2020-01-17

Moved By Councillor C. Neureuter

Be it resolved that the December 4th, 2019 Letter from Alberta Municipal Affairs regarding current and future MSI Funding be received as information.

CARRIED

Alberta Capital Finance Authority Shares

2020-01-18

Moved By Councillor R. McDonald

Be it resolved that the December 13th, 2019 Letter from the Alberta Capital Finance Authority regarding the cancellation of shares be received as information.

CARRIED

12. CLOSED SESSION – CONFIDENTIAL

2020-01-19

Moved By Deputy Mayor A. Rainey

Be it resolved that the Council of the Village of Marwayne move into a closed session under FOIP Section 24 (1) – Advice from Officials at 8:01 p.m.

CARRIED

FOIP Section 24 (1) – Chief Administrative Officer Report

2020-01-20

Moved By Deputy Mayor A. Rainey

Be it resolved that the Council for the Village of Marwayne return to a regular session at 8:13 p.m.

CARRIED



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13. SETTING OF THE NEXT MEETING

January 2020 Meeting Dates

2020-01-21

Moved By Councillor C. Neureuter

Be it resolved that the next regular scheduled meeting of Council for the Village of Marwayne be held on Monday January 20th, 2020 at 7:00 p.m.

CARRIED

14. ADJOURNMENT

Being that the January 6th, 2020 Council Meeting agenda matters for the Village of Marwayne have concluded, the meeting adjourned at 8:17 p.m.

Approved this 20th day of January 2020.

Cheryle Eikeland, Mayor

Shannon Harrower, CAO

2020 Proposed Utility Rates

based on 58 000m3 purchased and 41 000m3 sold in 2019

Customer Breakdown	
<i>*based on 2019 projections*</i>	
Residential	236
Commercial	23
Public Buildings	12
Industrial	1
Institutional	4
Bulk Water	11
Total	287

Fixed Rates			Total Monthly Fixed Rate
Water	Sewer	Garbage	
\$ 40.00	\$ 20.00	\$ 26.50	\$ 86.50
\$ 45.00	\$ 20.00		\$ 65.00
\$ 40.00	\$ 20.00		\$ 60.00
\$ 65.00			\$ 65.00
\$ 65.00	\$ 75.00		\$ 140.00
\$ 40.00			\$ 40.00

Fixed Yearly Revenue		
Water	Sewer	Garbage
\$ 113,280.00	\$ 56,640.00	\$ 75,048.00
\$ 12,420.00	\$ 5,520.00	
\$ 5,760.00	\$ 2,880.00	
\$ 780.00		
\$ 3,120.00	\$ 3,600.00	\$ 3,600.00
\$ 5,280.00		
\$ 140,640.00	\$ 68,640.00	\$ 78,648.00

Residential & Other Variable Rate		
<i>*based on 41 000m3 sold in 2019*</i>		
Cost of Water Purchase	\$ 2.61	\$ 107,010.00
Power	\$ 0.17	\$ 6,970.00
Ace Water Fee	\$ 0.55	\$ 22,550.00
Capital Replacement	\$ 0.41	\$ 16,810.00
Water Loss	\$ 0.41	\$ 16,810.00
Total	\$ 4.15	\$ 170,150.00

Bulk Water Variable Rate		
<i>*based on 2100m3 from 2019 estimates*</i>		
Cost of Water Purchased	\$ 2.61	\$ 5,481.00
Power	\$ 0.17	\$ 357.00
Ace Water Fee	\$ 0.55	\$ 1,155.00
Capital Replacement	\$ 2.56	\$ 5,376.00
Water Loss	\$ 0.41	\$ 861.00
Total	\$ 6.30	\$ 13,230.00

2020 Utility Revenues

Water Fixed Rates - Residential and Other	\$ 140,640.00
Water Variable Rates - Residential and Other (4100m3)	\$ 170,150.00
Water Variable Rates - Bulk Water (2100m3)	\$ 13,230.00
Sewer Fixed Rates	\$ 68,640.00
Garbage Fixed Rates	\$ 78,648.00

TOTAL	\$ 471,308.00
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2020 Utility Expenditures

Budget expenditures = Fixed Yearly Revenues

WATER SUPPLY AND DISTRIBUTION	2020 Budget
41-110 salaries - CAO for water	\$ 8,567.50
111 salaries (&all standby)	\$ 29,070.00
112 salaries - asst CAO for water	\$ 11,858.40
114 salaries	\$ 358.00
130 employeer contribution	\$ 6,500.00
214 course reg fees	\$ 2,500.00
215 freight	\$ 50.00
216 postage	\$ 1,100.00
217 phone & internet & software	\$ 6,000.00
230 professional fees -CCC testing	\$ 1,500.00
239 customer billing	\$ 1,000.00
250 repairs	\$ 35,000.00
274 insurance	\$ 5,700.00
275 monitoring/tests	\$ 1,500.00
519 general supplies	\$ 3,700.00
522 water op expenses	\$ 3,100.00
531 chemicals & salts	\$ 5,000.00
543 gas	\$ 2,500.00
600 other expenses/writeoffs	\$ 1,000.00
Contingency	\$ 14,636.10
TOTAL WATER SUPPLY AND DISTRIUBTION	\$ 140,640.00

VARIABLE RATES (RESIDENTIAL & OTHER)	\$ 170,150.00
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VARIABLE RATES (BULK WATER)	\$ 13,230.00
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TOTAL	\$ 324,020.00
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TOTAL - SANITARY SEWER FIXED RATES FOR RESIDENTIAL & OTHER	\$ 68,640.00
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SANITARY SEWER	
42-110 salaries - CAO for sewer	\$ 4,283.75
111 salaries	\$ 14,670.00
112 salaries - asst CAO for sewer	\$ 988.00
216 postage	\$ 1,000.00
217 Cell Phone	\$ 300.00
230 prof fees/testing	\$ 300.00
239 customer billing - sewer	\$ 1,000.00
250 contracted repairs	\$ 20,000.00
260 lagoon maintenance	\$ 5,000.00
274 insurance	\$ 900.00
519 general supplies	\$ 600.00
531 chemicals & salts	\$ 1,000.00
544 power	\$ 4,400.00
831 debenture debt-interest	\$ 11,335.00
Contingency	\$ 2,863.25
TOTAL SANITARY SEWER	\$ 68,640.00

TOTAL - ENVIRONMENTAL HEALTH FIXED RATES FOR RESIDENTIAL & OTHER	\$ 78,648.00
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ENVIRONMENTAL HEALTH	
111 salaries	\$ 856.75
112 salaries - asst CAO for waste billings etc	\$ 988.00
130 employeer contribution	\$ 120.00
216 postage - garbage	\$ 1,068.00
239 customer billing - garbage	\$ 630.00
250 admin	\$ 7,621.00
270 residential pickup	\$ 22,000.00
350 transfer site/landfill	\$ 35,401.00
351 recycling	\$ 2,500.00
519 general supplies	\$ -
900 requisition/equip reserve & admin	\$ 2,600.00
Contingency	\$ 4,863.25
TOTAL ENVIRONMENTAL HEALTH	\$ 78,648.00

GRAND TOTAL	\$ 471,308.00
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**AMENDMENT BYLAW #576-20
VILLAGE OF MARWAYNE
Province of Alberta**

Being a Bylaw to amend The Fees and Charges By-Law No. 544-15

WHEREAS under the authority and subject to the provisions of the Municipal Government Act, Statues of Alberta 2000, Chapter M26 and amendments thereto, Section 191 states: Amendment and repeal (1) *The power to pass a bylaw under this or any other enactment includes a power to amend or repeal the bylaw;*

WHEREAS under the Municipal Government Act, Statues of Alberta 2000, Chapter M26 and amendments thereto, Section 69 states: Consolidation of bylaws (1) *A council may by bylaw authorize a designated officer to consolidate one or more of the bylaws of the municipality;* (2) *In consolidating a bylaw, the designated officer must (a) incorporate all amendments to it into one bylaw, and (b) omit any provision that has been repealed or that has expired;*

WHEREAS in accordance with Section 8 of the Municipal Government Act, and Section 93 of the Freedom of Information and Protection of Privacy Act, Council may pass a bylaw establishing fees to charge for providing information and services;

WHEREAS the Council of the Village of Marwayne deems it desirable to amend the Fees and Charges Bylaw No. 544-15;

NOW THEREFORE the Council of the Village of Marwayne, in the Province of Alberta duly assembled, enacts as follows:

1. That Bylaw No. 544-15 Schedule “A” Fees & Charges for Goods and Services is amended to incorporate the Utility Rates and Fees set forth below. Every person, firm or corporation being the owner or occupant of property which is directly or indirectly connected to the water supply and distribution system and/or the sewer system of the Village of Marwayne, and/or receives residential garbage service must pay to the Village, upon receipt of their monthly bill, the fees for services as set forth below:

UTILITY RATES:

Classification	Water Monthly	Sewer Monthly	Garbage Monthly
(a) Residential:	\$40.00 flat fee \$4.15 per m3	\$20.00	\$26.50
(b) Commercial	\$45.00 flat fee \$4.15 per m3	\$20.00	
(c) Public Buildings	\$40.00 flat fee \$4.15 per m3	\$20.00	
(d) Industrial	\$65.00 flat fee \$4.15 per m3		
(e) Institutional:	\$65.00 flat fee \$4.15 per m3	\$75.00	
(f) Bulk Water	\$40.00 flat fee \$6.30 per m3		

2. For classification (a) the minimum monthly charges are set forth in the table above. Customers are charged a fixed rate for water, sewer and garbage in addition to a variable rate for their water consumption at a rate of \$4.15 per cubic meter.
3. For classifications (b) and (c) the minimum monthly charges are set forth in the table above. Customers are charged a fixed rate for water and sewer in addition to a variable rate for their water consumption at a rate of \$4.15 per cubic meter.

- 4. For classification (d) the minimum monthly charge is set forth in the table above. Customers are charged a fixed rate for water in addition to a variable rate for their water consumption at a rate of \$4.15 per cubic meter.
- 5. For classification (e) the minimum monthly charges are set forth in the table above. Customers are charged a fixed rate for water and sewer in addition to a variable rate for their water consumption at a rate of \$4.15 per cubic meter.
- 6. For classification (f) the minimum monthly charge is set forth in the table above. Customers are charged a fixed rate for water in addition to a variable rate for their water consumption at a rate of \$6.30 per cubic meter.
- 7. A “water line fee” is incorporated into the per cubic meter rate and is charged on all classifications as shown in the table above for ACE capital expenses.

That this amendment to Bylaw 544-15 take effect on all utility bills for the 2020 fiscal year.

That Bylaw 568-19 be rescinded.

Should any provision of this Bylaw be determined to be invalid, then such provisions shall be severed and the remaining bylaw shall be maintained.

That this Bylaw comes into force and effect upon receiving third and final reading and having been signed by the Mayor and Chief Administrative Officer.

READ A FIRST TIME THIS ____ DAY OF _____, 2020.
READ A SECOND TIME THIS ____ DAY OF _____, 2020.
READ A THIRD TIME BY UNANIMOUS CONSENT OF COUNCIL AND FINALLY
PASSED THIS ____ DAY OF _____, 2019.

SIGNED by the Mayor and Chief Administrative Officer this ____ day of _____, 2020.

Mayor, Cheryle Eikeland

Chief Administrative Officer, Shannon Harrower



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CHIEF ADMINISTRATIVE OFFICER ACTION LIST

Item	Description	Resolution #	Staff Responsible	Status	Notes
Planning for Growth and Change					
Assessment Review Board	Estimated costs for the required documents and contributions from each community will be brought back to each council for ratification before proceeding towards engagement of a Law firm.	2018-11-2V: Be it resolved the Council of the Village of Marwayne agrees in principle to participate in the establishment of a Regional Subdivision and Development Appeal Board, and a Regional Assessment Review Board for the Vermilion River Regional Alliance municipalities.	Doug Rodwell (City of Lloydminster) to hire RMRF legal. Legal – Estimates maximum \$10,000 cost shared at 50% costs x \$0.72/per capita. Sharon Williams – Kitscoty Project coordinator	In progress	Council reviewed 6/10/19, no feedback. Waiting on other municipalities now. Jordan tried pushing the project along again on July 22nd, Aug 21st, Oct 16th. Email sent on January 15, 2020 to all neighboring CAO's to get a status update on the development of the agreements. Municipal Affairs has advise we may get an extension, but that they would like copies of the agreements as soon as possible. Spoke to Sharon from Village of Kitscoty on January 15 and she has advised that draft agreements will be circulated by the end of the week. Submitted our request for an extension to Jeff Nixon on January 15, 2020.
Marwayne Sustainability Plan Version 3	Version 2.0 completed in July 2013 in partnership with the AG society (CDO position).		Council / CAO / V3		Due for revision in 2019-2020. Included in CAO report for January 20, 2020 for Council direction.
Ratepayer Amalgamation of Properties	Jill Applegate bought the vacant lot		CAO	In progress	Jordan was working with Hill since June 2019 on acquiring property from the messy estate. Bylaw has been passed. Land titles is the next step. Paperwork created using land titles online software on January 3 rd , 2020 and mailed off for processing.
Municipal Development Plan	\$30,879 in ACP grants available to do a new MDP. Applied for another extension for the ACP grant with a deadline to spend the funds and receive deliverables of February 29, 2020.	2019-11-10V	CAO in conjunction with Nick from V3	In progress	Met with Council on Monday December 2, 2019. Requested questionnaires to be returned within two weeks for processing (all submitted). Draft to be finalized in January 2020. Spoke again on January 15th - they will be working to ensure it gets finalized before our extension deadline of February 29, 2020.
Residential Development	Some lots on Center Street are 25ft. Actively trying to sell serviced residential lots.	2017-11-24-V	Karen Lapointe Remax Agent 780-205-1800. karenlapointe@remax.net. Merlynn @ Land titles 780-643-1392		In September 2019, renewed agreement with Remax for listing residential properties for development. Multiple downtown lots on one title and registered prior to 1950. Village must separate the lots. Plan cancellation bylaw must be passed for each plan and then registered at land titles.
2020 Economic Development Committee Project	October 28, 2019 was the last EDC Meeting		CAO		Need design quotes and AB transportation rules for roadside signage. Schedule meeting in early 2020.
HUB Group Letter of Support	Resolution passed	2019-11-22-V	Bob at AB Hub and CAO once drafted	Complete	Awaiting group letter of support to be drafted. Once Bob passes it on to us, we can write another letter of support. Provided Mayor Eikeland's electronic signature on January 14, 2020.
Ure/Industrial Land	Purchased in 2019, need to move forward with a plan for it. Can use IDP ACP grant funds to hire CVR planning to create a multi-lot scoped ASP. Bob at AB Hub might have ideas to move forward and would attend a council meeting.		Council/CAO/Public Works for lot clean up		Need to clean up buildings and have them cleared so that the land is ready for development. Can begin to carry out in the spring when access is simpler.
Addressing Service Needs					
Item	Description	Resolution #	Staff Responsible	Status	Notes

Westview Park	Playground inspection received 11/9/2018 with 15 non compliance issues identified.	15-Aug-16	Keri Debnam – Volunteer Keri.debnam@hotmail.com, CAO and Foreman	In progress	Completed the CVR grant claim on October 8, 2019. Jordan received report 11/14, signage and parts ordered. Last item required is more sand for the playground - CAO obtained quote from Feldspar in Lloydminster and will order the required 150 yards as soon as the weather gets nicer to ensure we meet all of the requirements identified in the report.
Raw Water Wells	Marwayne connected to ACE in February 2019. Kitscoty is taking the lead on decommissioning because they were connected 4 months before Marwayne. Regional utility operator Carry Grant uncertain of expenses. Keeping the power lines connected to the wells is at the expense of approximately \$200/month.	Discussed on January 6, 2020 with Council. Given the go ahead to proceed.	CAO/Utility Operator Carry Grant/Kathryn Stacey – AEP - Supplied forms to cancel the wells	In progress	If a farmer wants the wells, license gets cancelled and they have to submit new application. Offered to CVR in August 2019 but received response in December 2019 that they are not interested in the wells at this time. Decommissioning is the next step. CAO contacted Sharon of the Village of Kitscoty for pricing on filling in the wells - they used McAllister Drilling and their costs were approximately \$11 000. They also utilized their own staff to assist in the project to save on additional costs as much as possible. Discussed the next steps at the January 14th staff meeting - CAO to contact McAllister for a quote and proceed with decommissioning/safe of wells.
Minister of Service Alberta	Jordan requested information on what we are doing for broadband in October 31, 2019 letter.	Correspondence brought to November 4 Council Meeting.	Cheryle delegated this to George Rogers at VRRRA on 11/4/2019		Waiting on George.
Item	Description	Resolution #	Staff Responsible	Status	Notes
Safe and Caring Community					
Community Peace Officer	All villages came together to fund a joint CPO position. CVR reallocated funds to hire 2 enhanced police officers.		CAO/Council		Waiting for the 2 enhanced officers to be hired before terminating the CPO agreement. ICF deadline is April 2020 – Jordan asked on 6/20 and 9/20, to which no answer was provided. With new policing funding model, the enhanced officer program is set to be cancelled. Should discuss next steps with other Villages or hold a regional CAO meeting to figure out our next steps in closing off this grant.
Brownfield Contaminated Lots	Lots 2& 3, Block 7, Plan 3914. Two lots: Conocophillips site Lot 3; Tier 2 Guideline Adjustment and Management Plan sitting on Alberta Environment desk since March 2017. As of March 2018 it is in the queue and nowhere near being reviewed. Suncore Site Lot 2; Remedial Action Plan. In regards to Lots 2 & 3, Block 7, Plan 3194E1, the Village of Marwayne will not execute the Environmental Indemnity agreement with Ranek Enterprises to facilitate the sale of these lots as this would be in direct contrast to the "polluter pays" principles in the Environmental Protection and Enhancement Act and the protections that are offered there and under the MGA for municipalities that acquire contaminated property under tax sale. The Village of Marwayne withdraws offering the above lots for sale. The Village's approach will now be to push for full remediation of Lots 2 and 3 and its undeveloped road and back alley, so that it can offer the lands for sale knowing that it meets tier 1 guidelines for commercial lands, thereby reducing the overall risk while rendering the lands more attractive to prospective purchasers on a pure as-is, where is basis. Risk management can be an effective remediation process over a long period of time, but the Village as the affected landowner, is not agreeable to this slow process. Canadian Fuels Association – advocate for full closure of regulatory liability, support Risk Management when Tier 1 or 2 constraints. Only can work with Suncore.	09-Dec-13	Karen Gervais from AB Environment 403-755-2280 or karen.gervais@gov.ab.ca (talked to on 2/21/18, 3/6/18, 5/14/18. Emailed for update on 12/3 - no anticipated date. Paul Gordon from Suncore 604-933-2664 or pgordon@suncore.com. Talked to on 3/23/18 and 5/10/18. Donna Szemesi from ConocoPhillips 403-260-1820 or donna.j.szemesi@cop.com. Talked to on 2/12/18. Rob Hoffman from Canadian Fuels Association 403-266-7567 or robhoffman@canadianfuels.ca. Talked to on 4/26/18		Conoco phillips tier 2 guideline adjustment and management plan. Suncore remedial action plan. CAO submitted letters to them in May 2019 as per description information. Suncore had until October 31, 2019 to respond to our demands for full remediation. No reply. Meeting scheduled for January 23rd with Conoco Phillips to review the remediation plans.

Item	Description	Resolution #	Staff Responsible	Status	Notes
Safe and Caring Community					
Marwayne Seniors Society	Need their 2018 financials. Only have a record of content insurance for 2018.	10-06-19	CAO and treasurer for seniors - OLLIE		Requested insurance documents on 4/13. Provided new proof of insurance for 2019. Jordan wrote a letter on August 19, 2019 to arrange an annual meeting. In the MOA, the seniors are required to provide us with financials. Jordan attempted to schedule this for a November council meeting with no luck. Still awaiting financials. Spoke to Council on January 6, 2020 - Cheryle provided Vern Tupper's contact in hopes that the CAO can obtain required information from him.



CHIEF ADMINISTRATIVE OFFICER REPORT

MEETING DATE: JANUARY 20, 2020

ADDRESSING SERVICE NEEDS

- **Webpage**
 - Updated the website with the 2020 calendar of events.
 - Ensuring to post notices affecting Village residents on the main page as well as on our Facebook in an effort to keep everyone informed as to what is happening within the Village.
- **Phone Lines**
 - Discussed with staff the need to update our voicemail over holiday weekends to ensure residents are aware of when the office is closed. In addition, administration will also provide the numbers the public can call to get in touch with on call staff for emergency related situations.
- **Canada Summer Job Application**
 - Applications for the 2020 program are not yet available as of January 16th, 2020. I will keep checking back so that the Village can apply for funding for a summer student for the 2020 season.

PLANNING FOR GROWTH AND CHANGE

- **Marwayne Sustainability Plan Version 3**
 - The last completed sustainability plan was done in July of 2013. This is due for revision, ideally this year, at the latest, next year.
 - Is this initiative something Council would like administration to pursue? Or should we defer the creation of the plan to 2021 after we have finalized our IDP's/ICF's and MDP?
- **Intermunicipal Collaboration Framework & Intermunicipal Development Plan**
 - The final ICF and IDP document drafts between the County of Vermilion River and the Village were sent to the Village for review on December 17th, 2019. I reviewed the entirety of the documents and sent them back to CVR on December 24th, 2019.
 - As of January 16th, I still have not received the revisions from the County for further review and therefore have not sent over potential dates for our joint meeting. As soon as I receive a copy of the revised documents I will take the necessary time to review prior to scheduling our next joint meeting in late January or early February.
- **Alberta Community Partnership Grant**
 - Spoke to V3 on January 15th regarding the timeline for the completion of the Village's Municipal Development Plan. Being that our grant reporting deadline is February 29th, 2020, I advised the consultants that we are on a tight timeline to get things moving forward and adopted by Council.
 - I have a phone call scheduled with V3 on January 21st, 2020 to review the project timeline and provide additional Council input if required. The consultants will be

working backwards from the grant reporting due date to ensure we can get everything passed and submitted on time.

- In addition to this, I also received a phone call from a potential new resident of the Village in regards to purchasing the property located beside the gas station (10 Railway Avenue South). The interested party breeds dogs and was hoping that she would be able to continue carrying out her home based operation at this location. Upon review of our land use bylaw, I came across a clause regarding the breeding of animals and these operations being permitted only as a discretionary use in certain districts. That being said, there are no districts within the Village that have animal breeding listed as a discretionary use. I have reached out to V3 in regards to this via email to see whether or not this should be amended/incorporated into the Village's LUB or MDP. Knowing that there is breeding being carried out within the residential zoning area of the Village, it would be worthwhile to have the discretionary use listed somewhere for reference and enforcement.
- **Utility Arrears**
 - As per the Village's Utility Arrears Policy WAT 05 and as authorized under the MGA, all utility accounts that have an outstanding balance of \$250 or more may be transferred to the associated tax roll account. The administrative fee associated with the transfer is \$40 under the Fees and Charges Bylaw No. 544-15. All utility accounts that had a past due balance in January 2020 were transferred to the associated tax roll account for collection.
 - In total, 16 accounts had overdue balances totaling \$15 811.89.
- **Taxes**
 - As per the Village's Property Tax Bylaw No. 570-19, a penalty of 6% is to be applied to all unpaid taxes after December 31st of the year in which the tax was imposed. Administration tallied the numbers and found that we had 27 accounts with arrears totaling \$78 475.28. The associated penalties amounted to \$4708.51 and were applied accordingly.
 - Some of the properties within this listing are subject to the tax recovery process using our Taxervice consultants. They are aware of all such properties and have already began working on the necessary files.

SAFE, CARING & ACTIVE COMMUNITY

- **Fire Services**
 - Received a fully executed mutual aid fire services agreement from the County of Vermilion River on January 10th, 2020.
 - Invoiced the County of Vermilion River for 2019 fire truck fuel – awaiting payment.
- **Community Welcome Garden**
 - I received a phone call from Mayor Cheryl Eikeland on January 16th, 2020 regarding Deb Pashniak's willingness to plant flowers at the "Welcome to Marwayne" sign as you enter the Village. In reviewing past meetings, I was unable to locate any previous notes related to the matter but have found that we could, if Council so wishes, dedicate funds to this type of project. Council could authorize the expenditure of approximately \$600 to \$800 if desired and administration would pull it from the community services portion of the 2020 budget.

PURSUING OPERATION & ORGANIZATIONAL EXCELLENCE

- **Bylaws**
 - Created an index for all Village of Marwayne Bylaws. Categorized the Bylaws based on departments for ease of reference.
 - My next side project will be to do the same for Village policies as well as begin to develop standard operating procedures for administrative day to day tasks. By doing this, we can set a standard for how and when things need to be done.
- **Bank Reconciliation**
 - As mentioned during the January 6th, 2020 Council Meeting, the bank reconciliation has been out of balance since the August 2019 Winfin/ICity software conversion. I have spent countless hours both at the office and at home trying to reconcile where things went wrong but unfortunately have been unable to identify all of the outstanding balancing issues between the Village's bank statement and general ledger.
 - In speaking with the auditors on January 16th, 2020, they advised that they had attempted to assist Jordan in rectifying these issues back in August/September 2019 when they occurred but he never got back to them so they had assumed it was all fixed. Being that I was not here during the conversion or in the immediate months thereafter, I am unable to account for all of the transactions, adjustments, and journal entries that were completed.
 - Despite having found multiple incorrect entries, I may have to hand the file over to our auditors for assistance in order to ensure that the Village's financial position is properly recorded for the year end audit. Whether or not this will incur an additional expense is unknown at this time, but may unfortunately be necessary due to the errors made in previous months.
- **Financial Processes**
 - As a result of the bank reconciliation issues, I have sat down with administrative staff to discuss new procedures moving forward relating to the Village's financials. This includes but is not limited to:
 - Ensuring payments made in a specific month are accounted for at month end (i.e. no January payments processed in February);
 - Completion of deposit cover sheet outlining which date deposits were made at the bank, by whom, and for how much;
 - Separation of cash/cheque payments and electronic fund transfer payments in batches; and
 - CAO review of all invoicing, journal entries and adjustments.

ATTACHMENTS

- 1) Policy WAT 05 – Utility Transfers
- 2) Bylaw 570-19 – 2019 Property Tax Bylaw
- 3) January 7th & 14th, 2020 Staff Meeting Minutes
- 4) Chief Administrative Officer Action List

Policy No. WAT 05 Issue No. 2 Amended: 2011-10-50V & 2011-09-9V & 2014-10-5V Supersedes: 2007-09-16 & 2000-11-14	Village of Marwayne Utility Arrears Policy
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Background:

The purpose of this policy is to clarify how utility bill overdue accounts are handled.

The current Utility Bylaw states:

6.2 Any utility bills in arrears for services supplied by the Village to any land or premises may be added to the taxes assessed against the real property to which the utility services has been supplied, and may be collected in any of the ways provided for the collection of taxes, according to the Municipal Government Act M-26.1, 1994 and any amendments thereto.

Policy:

The Village of Marwayne Council authorizes the CAO to handle overdue utility accounts as follows: For property owners when the overdue utility account balance is over \$250 the balance will be moved to their tax account and subject to the Fees and Charges Bylaw transfer fee.



**Village of Marwayne
2019 Property Tax Bylaw No. 570-19**

A BYLAW OF THE VILLAGE OF MARWAYNE TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY FOR THE 2019 TAXATION YEAR AND IMPOSE A PENALTY ON ALL TAXES REMAINING UNPAID.

Whereas the Village of Marwayne of Alberta has prepared and adopted detailed estimates of the municipal revenues, expenses and expenditures as required, at the council meeting held on April 30, 2019; and

Whereas the estimated municipal expenditures and transfers set out in the budget for the Village of Marwayne for 2019 total \$1,872,099; and

Whereas the estimated municipal revenues and transfers from all sources other than property taxation is estimated at \$1,461,180; and the balance of \$410,919 is to be raised by general municipal taxation and:

Whereas the requisitions are:

Alberta School Foundation Fund (ASFF)	
- Residential/farmland	\$110,700
- Non-residential	<u>\$ 14,940</u>
	\$125,640
Designated Industrial Property Tax	\$ 63

Whereas the Council of the Village of Marwayne is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

Whereas the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M26, Revised Statutes of Alberta, 2000; and

Whereas the assessed value of all property in the Village of Marwayne as shown on the assessment roll is:

Residential & farmland	\$40,579,720
Non-residential	\$ 3,140,800
Designated Industrial Property incl. Linear	\$ 802,760
Machinery and Equipment	\$ 103,180
Grant in Lieu	<u>\$ 64,980</u>
Total Assessment	\$44,691,440

Now Therefore under the authority of the *Municipal Government Act*, the Council of the Village of Marwayne, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Village of Marwayne:

	Tax Levy	Assessment	Mill Rate
General Municipal Residential/Farmland	\$ 321,959	\$ 40,579,720	7.934
Nonresidential	\$ 57,437	<u>\$ 4,111,720</u>	13.969
Minimum Tax (Estimate)	<u>\$ 31,523</u>		
Total	\$ 410,919	\$ 44,691,440	
Education Property Tax Requisition			
ASFF			
Resid./Farmland	\$ 110,700	\$ 40,579,720	2.728
Non-residential	\$ 14,940	\$ 3,943,560	3.788
Designated Industrial Property Tax	\$ 63	\$ 802,760	0.0786

**Village of Marwayne
2019 Property Tax Bylaw No. 570-19**

2. That the minimum amount payable per parcel as property tax for general municipal purposes shall be \$750
3. Whereas, it is deemed expedient and proper pursuant to the provisions of the Municipal Government Act, to impose a penalty on all unpaid taxes;

That all property taxes of the Village of Marwayne shall be due and payable in full on or before the 30th day of June, 2019.
4. That on the 1st day of July, 2019 a penalty of twelve per cent (12%) shall be added to any current taxes not paid on or before June 30th, 2019.
5. That on the 1st day of July, 2019 a penalty of twelve per cent (12%) shall be added to any arrears taxes not paid on or before December 31st, 2018.
6. That on the 1st day of January 2020 and each succeeding year after on January 1st, an additional penalty of 6% shall be added to any taxes unpaid after December 31st of the year in which the tax was imposed.
7. Nothing in this bylaw contained shall be construed to extend the time for payment of the taxes, not in any way to impair the right of distress or any other remedy provided by this Act for the collection of taxes.

That this bylaw shall take effect on the date of the third and final reading.
Read for the first time this 29th day of April 2019.
Read for the second time this 29th day of April 2019.

Given UNANIMOUS consent to go to a third reading on this 29th day of April 2019.
Read for the third and duly passed in open Council this 29th day of April, 2019.

Mayor, Cheryle Eikeland

Chief Administrative Officer, Jordan Willner



Village of Marwayne
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Tuesday, January 7, 2019
8:00 AM Staff Meeting
Minutes

Present: Carry Grant, Andrew Abbott, Shannon Kennedy, Shannon Harrower

- 1) Staff Away
 - Advised staff that Wilson would be out of the office today and to keep carrying out their duties accordingly
 - If anyone is in need of extra assistance, they may call the office and speak to the CAO to get it sorted out
- 2) Council Meeting Update
 - Provided staff with an update on the January 6th Council Meeting and what items were discussed/acted upon
 - When the snow melts away, Wilson to take CAO on a tour of the newly proposed walking trail path so that additional quotes may be obtained and presented to Council for consideration
 - Request for Proposal to be drafted once a route has been determined and specifications have been narrowed down
- 3) 2019 Holiday Update
 - Asked staff how their holidays were over Christmas and if they had anything they wanted to share with the group as we head into the new year
- 4) Round Table
 - Provided staff the opportunity to discuss any concerns they had or raise questions regarding the operations of the Village

The meeting adjourned at 8:34 AM.



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Tuesday, January 14, 2019
8:00 AM Staff Meeting
Minutes

Present: Carry Grant, Wilson Curtis, Andrew Abbott, Shannon Kennedy, Shannon Harrower

1) Raw Water Wells

- Discussed the decommissioning of raw water wells with staff and advised that Council gave the go ahead to begin the necessary process to close off and fill in wells #3 and #5
- Well #4 may be desired by a landowner – Ron Miskie's in laws – will attempt to sell this winter to get it off our hands
- Well #1 is used by the ball diamonds and therefore will remain active

2) Cold Weather

- Due to extreme temperatures, Public Works staff was advised to ensure they are keeping warm and taking their necessary breaks
- Due to how cold it has been, we do not want to risk our equipment seizing up in the performance of their duties
- Until it warms up, Public Works staff were asked to take it easy and do indoor tasks and clean up as much as possible

3) Water Main Break on 3rd Street

- Wilson provided an overview of the water main break we had on January 10th at the same location as before Christmas
- The break was only a few feet further down the pipe
- Rusway did a thorough look around of the pipe and was able to determine that there were multiple holes in the line and the pipe was in need of replacement
- Pipe has been replaced and administration will need to look at scheduling some paving in the spring/summer to repair the road where the dig was

4) Water Rates

- Advised staff that administration will be reviewing water rates in the coming weeks to account for water loss in the community as well as the rising cost of providing ACE water to the community
- Asked to be kept informed as to our progress on water loss and whether or not we are making any headway on keeping it under control

The meeting adjourned at 8:41 AM.

VILLAGE OF MARWAYNE

**Monthly Council Revenue Expense Repo
Expense Report**

For Period Ending 31-Dec-2019



GL5410

Date : Jan 16, 2020

Page : 1

Time : 1:47 pm

	BUDGET	CURRENT	YTD VARIANCE
GENERAL OPERATING FUND			
Operating Revenue			
General Government	(148,303.00)	(171,891.20)	23,588.20
Protective Services	(2,000.00)	(6,426.48)	4,426.48
Transportation Services	(1,500.00)	(842.90)	(657.10)
Utility - Water Services	(303,954.00)	(279,968.35)	(23,985.65)
Utility - Wasterwater Services	(62,500.00)	(45,795.06)	(16,704.94)
Environmental Health Services	(74,000.00)	(69,589.78)	(4,410.22)
Community Services	(107,277.00)	(41,816.28)	(65,460.72)
Recreation and Cultural Services	(12,204.00)	(8,863.63)	(3,340.37)
Total Operating Revenue	(711,738.00)	(625,193.68)	(86,544.32)
Capital Revenue			
Government Transfer For Capital	(458,600.00)	(558,063.50)	99,463.50
Reserve Capital	(31,800.00)	(13,792.19)	(18,007.81)
Deferred Revenue Capital	(259,042.00)	0.00	(259,042.00)
Total Capital Revenue	(749,442.00)	(571,855.69)	(177,586.31)
Operating Expense			
Legislative Services	32,250.00	28,293.43	3,956.57
Administrative Services	257,447.00	234,486.21	22,960.79
Protective Services	52,150.00	20,975.06	31,174.94
Transportation Services	193,820.00	186,170.21	7,649.79
Utility - Water Services	340,246.00	335,016.89	5,229.11
Utility - Wasterwater Services	88,444.00	60,719.03	27,724.97
Environmental Health Services	73,785.00	59,745.94	14,039.06
Community Services	108,435.00	247,791.10	(139,356.10)
Recreation and Cultural Services	67,188.00	44,023.38	23,164.62
Total Operating Expense	1,213,765.00	1,217,221.25	(3,456.25)
Capital Expense			
Municipal	1,000.00	420.11	579.89
Utility	366,515.00	426,744.13	(60,229.13)
Capital Purchase	27,500.00	13,792.19	13,707.81
Additional Cash Requirements	263,319.00	0.00	263,319.00
Total Capital Expense	658,334.00	440,956.43	217,377.57
Taxation			
Municipal Taxation	(410,919.00)	(409,722.14)	(1,196.86)
School Taxation In	(125,639.00)	(125,639.63)	0.63
School Taxation Out	125,639.00	125,986.86	(347.86)
Local Improvements In	(23,203.00)	(23,203.26)	0.26
Local Improvements Out	23,203.00	9,211.18	13,991.82
Total Taxation	(410,919.00)	(423,366.99)	12,447.99
Total GENERAL OPERATING FUND	0.00	37,761.32	(37,761.32)
Total Surplus (-)/Deficit	0.00	37,761.32	(37,761.32)

VILLAGE OF MARWAYNE

**Monthly Council Revenue Expense Repo
Expense Report**

For Period Ending 31-Dec-2019



GL5410

Date : Jan 16, 2020

Page : 2

Time : 1:47 pm

Report Options Accounts : All

Cost Center 1 : All

Cost Center 2 : All

Cost Center 3 : All

Rollup Accounts Selected
Summarize Cost Centers Selected

Fund Level Selected

Group Level Selected
Sub Group Level Selected

Group Total Selected
Sub Group Total Selected

Print Surplus(-)/Deficit Selected

VILLAGE OF MARWAYNE

Invoice Audit Trail



AP5260

Page : 1

Date : Jan 17, 2020

Time : 1:29 pm

Fiscal Year: 2019

Batch : 34 To 34

Fiscal Period: 12

Sequence : Supplier Code, Details As Entered

Supplier Code	Invoice Number	Invoice Description	Status	P O #	Invoice Date/ Due Date	Invoice Amount	Posted/ WO No.	Cheque # / Pay Date	Paid Amount	Discount Terms Code Date	Amount
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10012 Parkland Industries- Race Trac Gas											
28584110			U		31-Dec-2019	560.33U					
Gas December					31-Dec-2019						
1-2-3100-543		gas - shop							186.46		
1-2-4100-521		Consortium - Truck Expense							244.43		
1-2-2300-543		Gas Utility - Fire							56.24		
1-2-2300-522		Diesel - CVR Fire							46.52		
1-3-1200-263		GST 5%							26.68		
1-4-0000-994		Accounts Payable Suspense S							-560.33		✓

No. Of invoices per supplier (1) ...	Total Outstanding :	560.33	Total Paid :	0.00
--------------------------------------	---------------------	--------	--------------	------

10019 County Of Vermilion River											
IVC000019948			U		19-Dec-2019	1096.26U					
Firefighting Training					19-Dec-2019						
1-2-2300-214		Course Registration Fees							1096.26		
1-4-0000-994		Accounts Payable Suspense S							-1096.26		✓

No. Of invoices per supplier (1) ...	Total Outstanding :	1096.26	Total Paid :	0.00
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ACE ACE											
MWN-12312019			U		31-Dec-2019	13428.98U					
December Water					31-Dec-2019						
1-2-4100-231		regional water lines expenses							13428.98		
1-4-0000-994		Accounts Payable Suspense S							-13428.98		✓

No. Of invoices per supplier (1) ...	Total Outstanding :	13428.98	Total Paid :	0.00
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ASC3 Alberta Municipal Services Corporation											
20-1031965			U		31-Dec-2019	5575.70U					
December Power					31-Dec-2019						
1-2-3200-544		Power - Street Lights							3416.95		
1-2-2300-544		Power - Fire							199.23		
1-2-3100-544		power - shop							258.65		
1-2-4100-544		Power							735.34		
1-2-7200-544		Ball diamonds- Power							114.67		
1-2-4200-544		Power							473.93		
1-2-3200-544		Power - Street Lights							19.50		
1-2-2300-544		Power - Fire							19.50		
1-2-3100-544		power - shop							19.50		
1-3-1200-263		GST 5%							259.94		
1-2-4100-544		Power							19.50		
1-2-7200-544		Ball diamonds- Power							19.49		
1-2-4200-544		Power							19.50		
1-4-0000-994		Accounts Payable Suspense S							-5575.70		✓

Chas didn't get signed:
late fee
late fee

VILLAGE OF MARWAYNE

Invoice Audit Trail



AP5260

Page : 2

Date : Jan 17, 2020

Time : 1:29 pm

Fiscal Year: 2019

Batch : 34 To 34

Fiscal Period: 12

Sequence : Supplier Code, Details As Entered

Supplier Code

MARWAYNE

Discount Terms

Invoice Number	Status	P O #	Invoice Date/ Due Date	Invoice Amount	Posted/ WO No.	Cheque # / Pay Date	Paid Amount	Code Date	Amount
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No. Of invoices per supplier (1) ...	Total Outstanding :	5575.70	Total Paid :	0.00
--------------------------------------	---------------------	---------	--------------	------

BECL Bi-Systems Electric & Controls Ltd.

JAP2083	U		31-Dec-2019	404.78	U				
SCADA Power Bump Fix @ Water Plant			31-Dec-2019						
1-2-4200-250			Repairs and Maintenance				385.50		
1-3-1200-263			GST 5%				19.28		
1-4-0000-994			Accounts Payable Suspense S				-404.78		✓

No. Of invoices per supplier (1) ...	Total Outstanding :	404.78	Total Paid :	0.00
--------------------------------------	---------------------	--------	--------------	------

VADSO Vadim Computer Management Group

266385	U		28-Dec-2019	56.44	U				
Software Overview & Training			28-Dec-2019						
1-2-1200-521			computer support				53.75		
1-3-1200-263			GST 5%				2.69		
1-4-0000-994			Accounts Payable Suspense S				-56.44		✓

No. Of invoices per supplier (1) ...	Total Outstanding :	56.44	Total Paid :	0.00
--------------------------------------	---------------------	-------	--------------	------

WAGL Wainwright Assessment Group Ltd

214-0120	U		31-Dec-2019	681.45	U				
December Assessment			31-Dec-2019						
1-2-1200-230			Assessment				649.00		
1-3-1200-263			GST 5%				32.45		
1-4-0000-994			Accounts Payable Suspense S				-681.45		✓

No. Of invoices per supplier (1) ...	Total Outstanding :	681.45	Total Paid :	0.00
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Total No. Of invoices processed (7) ...	Total Outstanding :	21803.94	Total Paid :	0.00
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VILLAGE OF MARWAYNE

Invoice Audit Trail



MARWAYNE

AP5260

Date : Jan 17, 2020

Page : 1

Time : 1:28 pm

Fiscal Year: 2020

Fiscal Period: 1

Batch : 1 To 1

Sequence : Supplier Code, Details As Entered

Supplier Code	Invoice Number	Invoice Description	Status	P O #	Invoice Date/ Due Date	Invoice Amount	Posted/ WO No.	Cheque # / Pay Date	Discount Terms Paid Code	Amount
ATBMA	ATB Mastercard									
06/01/2020			U		06-Jan-2020	15.75				
Water Jub for Office					06-Jan-2020					
1-2-1200-519					General Supplies				15.75	
1-4-0000-994					Accounts Payable Suspense S				-15.75	✓
No. Of invoices per supplier (1) ...						Total Outstanding :	15.75	Total Paid :	0.00	
SHAHAR	Harrower, Shannon									
06/01/2020			U		06-Jan-2020	151.56				
CAO Cell					06-Jan-2020					
1-2-1200-217					Office Communications				151.56	
1-4-0000-994					Accounts Payable Suspense S				-151.56	✓
No. Of invoices per supplier (1) ...						Total Outstanding :	151.56	Total Paid :	0.00	
Total No. Of invoices processed (2) ...						Total Outstanding :	167.31	Total Paid :	0.00	

VILLAGE OF MARWAYNE

Invoice Audit Trail



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Sequence : Supplier Code, Details As Entered

Supplier Code
 Invoice Number
 Invoice Description
 Status P O #
 Invoice Date/
 Due Date
 Invoice Posted/
 Amount WO No.
 Cheque # /
 Pay Date
 Discount Terms
 Paid Code
 Amount Date
 Amount

10113 TELUS									
378986261		U		07-Jan-2020		149.23U			
PW & Fire Phone Bill				07-Jan-2020					
1-2-2300-217				Telephone & 911				22.74	
1-2-2500-217				medical 9-1-1				33.40	
1-2-3200-217				Telus - TS				34.82	
1-2-4200-217				Operator Cell				25.59	
1-2-4100-217				Telus & MCS Net				25.59	
1-3-1200-263				GST 5%				7.09	
1-4-0000-994				Accounts Payable Suspense S				-149.23	✓

No. Of invoices per supplier (1) ... Total Outstanding : 149.23 Total Paid : 0.00

ATBMA ATB Mastercard									
0591177751		U		06-Jan-2020		1171.76U			
Tires for Bobcat				06-Jan-2020					
1-2-3100-521				shop supplies/miscellaneous				1115.96	
1-3-1200-263				GST 5%				55.80	
1-4-0000-994				Accounts Payable Suspense S				-1171.76	✓

09/01/2020									
Water for Office		U		09-Jan-2020		21.54U			
1-2-1200-519				09-Jan-2020				20.51	
1-3-1200-263				General Supplies				1.03	
1-4-0000-994				GST 5%				-21.54	✓

16/01/2020									
Coffee & Keurig for Office		U		16-Jan-2020		224.44U			
1-2-1200-519				16-Jan-2020				216.80	
1-3-1200-263				General Supplies				7.64	
1-4-0000-994				GST 5%				-224.44	✓

No. Of invoices per supplier (3) ... Total Outstanding : 1417.74 Total Paid : 0.00

ENVIR EnviroWay									
IN042492		U		09-Jan-2020		184.26U			
Chlorine for Water Plant				09-Jan-2020					
1-2-4100-531				Chemicals & Salts				175.49	
1-3-1200-263				GST 5%				8.77	
1-4-0000-994				Accounts Payable Suspense S				-184.26	✓

No. Of invoices per supplier (1) ... Total Outstanding : 184.26 Total Paid : 0.00

ERAMO Eramosa Engineering Inc.									
E20-147-1		U		06-Jan-2020		2100.00U			
Annual SCADA				06-Jan-2020					

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Supplier Code	Invoice Number	Status	P O #	Invoice Date/ Due Date	Invoice Amount	Posted/ WO No.	Cheque # / Pay Date	Discount Terms Paid Code	Amount	Date	Amount
	1-2-4100-275			Monitoring/Annual Tests					2000.00		
	1-3-1200-263			GST 5%					100.00		
	1-4-0000-994			Accounts Payable Suspense S					-2100.00		✓

No. Of invoices per supplier (1) ... Total Outstanding : 2100.00 Total Paid : 0.00

FOCM Federation of Canadian Municipalities

INV-20068-Y0Z8CO	U		07-Jan-2020	249.31U							
Membership 2020-2021			07-Jan-2020								
1-2-1100-220			Info: memberships/magazines/						237.44		
1-3-1200-263			GST 5%						11.87		
1-4-0000-994			Accounts Payable Suspense S						-249.31		✓

No. Of invoices per supplier (1) ... Total Outstanding : 249.31 Total Paid : 0.00

GOA Government of Alberta

17/01/2020	U		17-Jan-2020	50.00U							
Registration Fees			17-Jan-2020								
1-2-1200-214			Course Registration Fees						50.00		
1-4-0000-994			Accounts Payable Suspense S						-50.00		✓

No. Of invoices per supplier (1) ... Total Outstanding : 50.00 Total Paid : 0.00

GRACA Grant, Carry

09/01/2020	U		09-Jan-2020	132.50U							
Roaming Charges & Fireman Certificate			09-Jan-2020								
1-2-1200-217			Office Communications						35.00		
1-2-4100-214			Course Reg Fees						97.50		
1-4-0000-994			Accounts Payable Suspense S						-132.50		✓

No. Of invoices per supplier (1) ... Total Outstanding : 132.50 Total Paid : 0.00

MCSNE MCSNet-Lemalu Holdings Ltd.

M3128156	U		16-Jan-2020	73.40U							
Billing for Service			16-Jan-2020								
1-2-4100-217			Telus & MCS Net						69.90		
1-3-1200-263			GST 5%						3.50		
1-4-0000-994			Accounts Payable Suspense S						-73.40		✓

No. Of invoices per supplier (1) ... Total Outstanding : 73.40 Total Paid : 0.00

TM TELUS

21567245108	U		16-Jan-2020	89.06U							
Phone Bill Water Op			16-Jan-2020								
1-2-4100-522			Consortium - Cell Phone						84.82		
1-3-1200-263			GST 5%						4.24		

VILLAGE OF MARWAYNE

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Sequence : Supplier Code, Details As Entered

Supplier Code	Invoice Number	Status	P O #	Invoice Date/ Due Date	Invoice Posted/ Amount	WO No.	Cheque # / Pay Date	Discount Terms Paid Code	Amount
	1-4-0000-994			Accounts Payable Suspense S					-89.06 ✓

No. Of invoices per supplier (1) ...	Total Outstanding :	89.06	Total Paid :	0.00
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WDAS East Central 911 Call Answer Society

20-023	U		13-Jan-2020	3878.40U					
Dispatch Fees Jan-Dec 2020			13-Jan-2020						
1-2-2300-217			Telephone & 911					3878.40	
1-4-0000-994			Accounts Payable Suspense S					-3878.40	✓

No. Of invoices per supplier (1) ...	Total Outstanding :	3878.40	Total Paid :	0.00
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Total No. Of invoices processed (12) ...	Total Outstanding :	8323.90	Total Paid :	0.00
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Honourable Tanya Fir
Minister of Economic Development, Trade and Tourism
Office of the Minister Economic Development, Trade, and Tourism
425 Legislature Building 10800 - 97 Avenue
Edmonton, AB T5K 2B6

January 6, 2020

Re: The Northeast Alberta Information HUB (Alberta HUB) Regional Economic Development Alliance

Minister Fir,

On behalf of the Alberta HUB membership I want to thank you for taking the time to meet with the Regional Economic Development Alliances on December 17, 2019. We hope you found it of value as it was our objective to demonstrate the important role REDAs perform in achieving the economic development goals of the Government of Alberta and our members.

The funding that your department provides to the regional “rural” approach to economic development is critical to the sustainability and growth of our communities and region. At a time of fiscal restraint, we feel this funding needs to continue as the Alberta HUB alliance offers the opportunity for our members to promote investment options to increase the tax base as well as providing employment opportunities. Without your financial support most of our members would not be able to proactively participate in economic development. By leveraging the funding dollars from EDT&T and Alberta HUB members we have delivered outcomes increasing investment in Agriculture, Aerospace, Oil/gas and tourism (to name a few). This resulted in increased employment at a time major layoffs are taking place.

Economic Development was once largely the responsibility of federal and provincial governments however, today the responsibility has moved to municipalities to ensure their own economic-well-being. This is placing great demands on communities struggling to survive with limited resources.

The 21st century has brought a new economic reality that includes global market opportunities. Long-term survival in such an environment will demand that we work as a region that provides a world-class business environment in which investors can do business and compete on a global scale. Regions that can offer specialized locational advantages will be sourced by companies wanting to expand or gain access. Alberta HUB’s mandate is to strategically market the regional value proposition: skilled workers, infrastructure, land and property, innovation, and quality of life.

Strategic investment initiatives have included an Agriculture Hemp report and an Aerospace Tech/Def, Unmanned Systems report. Current investment initiatives include Tourism and Oil/Gas.

www.albertahub.com

info@albertahub.com



Alberta HUB has provided information (reports) to numerous government departments that focuses on infrastructure issues relating to investment opportunities. These include a transportation study (shared with Alberta Transportation), Broadband study (shared with Service Alberta, EDT&T) and a Labour Study (shared with Alberta Labour, Advanced Education & Innovation). These reports were created from a regional perspective while identifying specific needs for each Alberta HUB member. This eliminated duplication and allowed all municipalities to participate regardless of their capabilities. These include Metis Settlements, First Nations, Hamlets and Villages.

Alberta HUB leverages and promotes the efforts of EDT&T and other Government of Alberta departments in investment attraction by ensuring communities, businesses and investors are aware of these resources and opportunities. One great example of this is promoting the work of applied research in Hemp by Innotech Alberta (Alberta Innovates) and providing it to investors regionally, provincially, nationally and internationally.

The Alberta HUB members look forward to your department continuing its financial support of our regional economic development alliance and delivering the outcomes that the Government of Alberta and Alberta HUB members need. Our message..... We are open for business!

Sincerely,

Steve Upham
Reeve St. Paull County
Chair Alberta HUB

Caroline McAuley
Mayor of Vermilion
Vice – Chair Alberta HUB

Lorin Tkachuk
Councilor Lac La Biche County
Secretary/Treasurer Alberta HUB

Greg Sparklingeyes
Councilor Whitefish First Nation
Alberta HUB Board Member

Soren Odegard
Councilor Two Hills County
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Alberta HUB Board Member

Gerald Aalbers
Mayor City of Lloydminster
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Jocelyne Lanovaz
Councilor Village of Mannville
Alberta HUB Board Member

Mike Tarkowski
Councilor Town of Two Hills
Alberta HUB Board Member

Beverly Lockett
Dean Portage College
Alberta HUB Board Member

Lindsay Haag
President Environmental Metal Works (EMW)
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Gary Ward
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Brian McEvoy
Councilor Town of Bonnyville
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Jason Kowal
Councilor Town of Mundare
Alberta HUB member

Ed Sosnowski
Mayor Village of Myrnam
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Treaty Six Territory*
Alberta HUB member

Heather Bishop
Ec/Dev Officer Cold Lake First Nation
Alberta HUB member

Josie Van lent
Dean Lakeland College
Alberta HUB member

Richard Wagner
Councilor County of Minburn
Alberta HUB member

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Councillor Kehewin Cree Nation
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Jody Foulds
Councilor Town of Lamont
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Deborah McMann
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Kevin Grumetza
Reeve Thorhild County
Alberta HUB member

?
? Village of Paradise Valley
Alberta HUB member

Jerico Vanbrabant
President MCSnet
Alberta HUB member

?
? Village of Andrew
Alberta HUB member

cc
MLA David Hanson Bonnyville – Cold Lake – St. Paul
MLA Jackie Armstrong Homeniuk Fort Saskatchewan – Vegreville
MLA Laila Goodridge Fort McMurray – Lac La Biche
MLA Garth Rowswell Vermilion – Lloydminster – Wainwright
MLA Glen van Dijken Athabasca – Barrhead – Westlock

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Healthy Albertans.
Healthy Communities.
Together.



Medical Officer of Health
300 Jordan Parkway
Red Deer, AB, T4P 0G8

Telephone: 403 356 6412
Facsimile: 403 356 6436

January 15, 2020

Dear Municipal Elected Officials and Leaders

Re: Legalization of Edibles, Extracts and Topicals (EET) - Information for Municipalities

I am pleased to provide you with the attached resource titled: *Phase Two of Cannabis Legalization - Edibles, Extracts and Topicals, Public Health Information for Municipalities*. Phase 2 of the federal government plan to legalize and regulate Edibles, Extracts and Topical (EET) forms of cannabis began on October 17, 2019, when the Cannabis Act was amended. Legal EET products are expected to be available in regulated cannabis retail stores by mid-January 2020. The legalization of EETs, three new and/or expanded classes of cannabis products, will have an impact on your existing local bylaws regarding consumption of cannabis in public places.

Alberta Health Services (AHS) advises that a precautionary approach be taken to minimize substance use harms and unintended consequences. This approach recognizes that it is easier to relax or remove restrictions at a later date than to tighten them after decisions have been announced, bylaws have been enacted, and investments have been made. This precautionary approach is consistent with the recommendations of the Federal Task Force on the Legalization and Regulation of Cannabis (Government of Canada, 2016). It applies the wisdom and lessons learned from alcohol and tobacco policy, which is to begin with more restrictive regulations and ease restrictions only as evidence becomes available.

AHS has developed the attached resource for municipalities to provide relevant information to assist in developing or revising local bylaws. This document outlines how EET may impact local regulations and how you can use this opportunity to strengthen or create new bylaws, based on a public health approach. It addresses consumption in public places, medical exemptions, multi-unit housing and festivals.

The location, method and accumulated volume of cannabis consumption can create a number of concerns, including increased youth access and increased normalization among youth due to increased visibility and exposure. Public consumption bylaws have the potential to protect the community and its citizens. Effective regulation, as identified in the intent behind federal legalization, supports federal and provincial goals to keep cannabis out of the hands of youth and to protect public health and safety.

AHS recognizes municipalities as important partners in public health. If you would like more information or support as you and your Council consider the impact of EET on your local bylaws, please feel free to contact me directly.

Sincerely,

Dr. Ifeoma Achebe
Lead Medical Officer of Health, Central Zone
Alberta Health Services

Attached: Phase Two of Cannabis Legalization - Edibles, Extracts and Topicals, Public Health Information for Municipalities

Phase 2 of Cannabis Legalization – Edibles, Extracts and Topicals

PUBLIC HEALTH INFORMATION FOR MUNICIPALITIES

Alberta Health Services (AHS) recognizes that municipalities have options for their cannabis-related bylaws now that Edibles, Extracts and Topicals are included in the federal Cannabis Act. To assist in making these complex decisions, AHS encourages municipalities to consider social and health harms. Overall, because we know so little about the impacts of cannabis on the health of communities and Albertans, we support a more restrictive environment until a larger body of research can tell us more. **In this document you will find information about the public health approach to public consumption that addresses multi-unit housing, vaping, medical exemptions, and festivals.**

PUBLIC CONSUMPTION

Restricting consumption of cannabis in public places sets up a regulatory environment that can help achieve the federal and provincial objectives of legalization, which include: protecting public health, restricting youth access, and protecting safety on roads, and in workplaces and public spaces.

ALBERTA HEALTH SERVICES ADVISES MUNICIPALITIES TO RESTRICT CONSUMPTION IN PUBLIC PLACES (INDOORS AND OUTDOORS) COMPLETELY

What does a complete restriction mean?

- It means cannabis consumption is prohibited in public places, limiting use to private residences only, for:
 - Combustibles (smoking/vaping/dabbing)
 - Edibles (beverages/food)
 - Extracts (sprays/capsules/ high potency concentrates)
- It means the protective measures that society has worked diligently for years to put in place for alcohol and tobacco will be the minimum for cannabis. This approach recognizes the decades of lessons learned from other intoxicating substances.

AHS recognizes there are special considerations related to multi-unit housing, medical users and festivals. We have provided additional information about these issues on the following page.

**SUBSTANCE USE COSTS
ALBERTANS \$5.5 BILLION PER YEAR OR \$1,332 PER PERSON PER YEAR REGARDLESS OF AGE.¹**

Best practices in substance use help to reduce these costs and harms.

Why restrict public consumption?

- Restricting public consumption helps to limit public intoxication and reduce health and social harms in the community. This is best achieved through policy.
 - The Netherlands found less restrictive regulations caused health and social issues and are now implementing more restrictive regulations, including closing “coffee shops”.²
- Occupational Health & Safety regulates both alcohol and cannabis (intoxicating substances) in the workplace to prevent workplace harms.^{3,4} In addition, public policies regulate alcohol consumption in public places to prevent harms. Restricting cannabis consumption in public places aligns with alcohol restrictions and mirrors the Occupational Health and Safety approach.
- It aligns with alcohol regulations. This means open bottles/cans of either cannabis or alcoholic beverages would not be allowed in public spaces.⁵ This helps to prevent an increase of cannabis and alcohol-related harms and associated costs.
 - While there may be practical challenges to regulation enforcement (e.g., proof edibles contain cannabis), having regulations in place supports public health and safety.
- It prevents harm from second-hand cannabis smoke/vapour.^{6, 7, 8, 9, 10, 11}
- Children tend to copy what they observe and are influenced by the normality of any type of smoking behavior around them. Thus public consumption risks increasing cannabis use and associated harms.¹¹
- All jurisdictions that have legalized cannabis advise starting with stricter regulations.¹²
- In all U.S. legalized states, decision makers banned public consumption at onset.



SPECIFIC CONSIDERATIONS IMPACTING PUBLIC CONSUMPTION DECISIONS

MULTI-UNIT HOUSING RESIDENTS

If cannabis consumption is only allowed in private units/ residences, some of which have no-smoking/vaping rules, does this disadvantage multi-unit housing residents' ability to consume cannabis?

- All residents have the option of consuming other forms of cannabis in their private units, such as: edibles, drinks, capsules, sprays, or tinctures.
- As with tobacco, multi-unit housing complexes are advised to have smoke-free and vape-free indoor spaces and provide outdoor designated areas on common property for smoked or vaped products, five or more meters away from doors, windows and fresh-air intakes. If the complex is not smoke free, residents can request designated outdoor smoking and vaping areas to ensure the health and safety of all residents.

What if residents want the fast-acting effects that smoking/vaping cannabis provides?

- There are alternative products that have similar effects without the harmful effects of second-hand smoke or vapour.
- Residents can use outdoor designated consumption areas as recommended above.

VAPING

Is vaping a safer form of consumption?

- Vaping is not without risks and the health impacts are not fully understood. Vaping may also result in more frequent use and use of higher THC products.¹³
- Harms related to vaping may include severe lung disease, however at the time of this writing not enough is known about these emerging cases to understand the cause or full extent of the risks and harm.
- There is no evidence that second-hand exposure to vapour is safe, thus a precautionary approach is advised.

MEDICAL EXEMPTIONS ARE REQUIRED

- There are many different forms of cannabis products that medical users can choose from, particularly that do not involve smoking or vaping of the product.
- The Canadian Medical Association does not support combustible products as initial prescribed product for medical purposes, as alternative forms are available that minimize health risks to the patient and second hand exposure risks to those around them.¹⁵

FESTIVALS

Should festivals allow public consumption in the form of "cannabis gardens" (similar to beer gardens)?

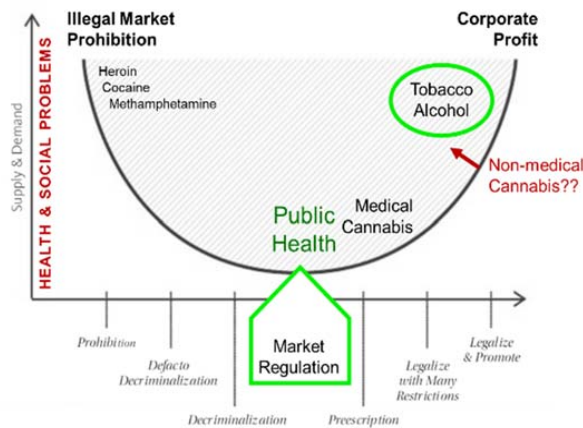
- The most protective option and best way to reduce short and long-term health and social harms is to not allow cannabis gardens, because:
 - It normalizes consumption. Normalization means that a behavior or activity becomes a 'normal part' of leisure and lifestyle and is no longer considered potentially harmful. The more often use is normalized and permitted, particularly in public spaces, the greater the risk of health and social harms to communities.
 - Children tend to copy what they observe and normalizing smoking behaviour is of particular concern. As seen with alcohol and tobacco, normalization leads to increases in rates of use, including associated harms.
 - Of potential noise and nuisance complaints. For example, the City of Hague, Netherlands now restricts public consumption because of the many complaints from residents and visitors regarding smell and noise.² The Calgary Stampede has designated their event as family friendly, by banning on-site consumption.¹⁶ The Vancouver Park Board has banned 4/20 events because of the negative impact on residents, parks and facilities.¹⁷
- There may be liability for festival organizers due to risk of harm related to intoxication.

Since people will smoke/vape in the general festival space anyway, wouldn't having a designated space for smoking/vaping be a better option?

- The most protective option for the public is to prohibit public consumption.
- AHS, in collaboration with municipalities, will review and monitor harms over time. Recommendations and practices could shift as we learn more.



WHAT IS A PUBLIC HEALTH APPROACH TO CANNABIS LEGALIZATION?



A public health approach strives to maximize benefits and minimize harms of substances, promote the health of all individuals of a population, decrease negative impacts on vulnerable populations, and ensure harms from interventions and legislation are not disproportionate to harms from the substances themselves.⁷ Key considerations when developing bylaws and the practices that support them include:

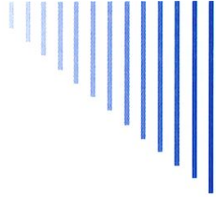
- Taking a precautionary approach with stricter regulations to reduce health and social problems over time.
- Begin with a more restrictive framework and ease restrictions as evidence becomes available.
- Regulations allow for enforcement when needed and are not intended to shift burden of legalization to marginalized groups. Controls and education can be put in place to ensure an equitable approach to enforcement.

**FOR MORE INFORMATION PLEASE CONTACT YOUR LOCAL MEDICAL OFFICER OF HEALTH
403 356 6412**

REFERENCES

- 1 Canadian Substance Use Costs and Harms Scientific Working Group. (2018). *Canadian substance use costs and harms in the provinces and territories (2007-2014)*. Prepared by the Canadian Institute for Substance Use Research and the Canadian Centre on Substance Use and Addiction. Ottawa, Ont.: Canadian Centre on Substance Use and Addiction.
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- 5 Giesbrecht, N., Wettlaufer, A., April, N., Asbridge, M., Cukier, S., Mann, R., McAllister, J., Murie, A., Plamondon, L., Stockwell, T., Thomas, G., Thompson, K., & Vallance, K. (2013). *Strategies to Reduce Alcohol-Related Harms and Costs in Canada: A Comparison of Provincial Policies*. Toronto: Centre for Addiction and Mental Health.
- 6 Chief Medical Officers of Health of Canada & Urban Public Health Network. (2016). *Public health perspectives on cannabis policy and regulation*. Available from <http://uphn.ca/wp-content/uploads/2016/10/Chief-MOH-UPHN-Cannabis-Perspectives-Final-Sept-26-2016.pdf>
- 7 Cone E., Bigelow G., and Herrmann E., et al. (2011) Non Smoker exposure to Secondhand cannabis Smoke. III Oral Fluid and Blood Drug Concentrations and Corresponding Subjective Effects. *Journal of Analytical Toxicology*, 39(7), 497-509
- 8 Marrtens R., White P., Willams A., and Yauk C. (2013) A global toxicogenomic analysis investigating the mechanistic differences between tobacco and marijuana smoke condensates in vitro. *Toxicology*, 308, 60-73
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- 16 Nickel, R., Williams, N., (2019). Cannabis banned at first Calgary Stampede since legalization. Global News, July 5, 2019. Available online: <https://globalnews.ca/news/5466568/calgary-stampede-cannabis-ban/>
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Vermilion River Regional Waste Management Services Commission

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

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

RECEIVED
JAN 13 2020

January 7, 2020

TO: MUNICIPALITIES

Dear Sir/Madam:

RE: 2020 Requisition Contract

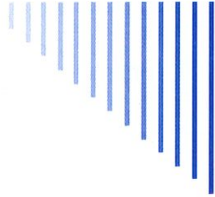
I have enclosed two (2) copies of the 2020 Requisition Contract for your municipality as in previous years, based on proposed budgeted contributions for 2020. This contract is in compliance with the Commission's audit requirements.

I have signed and dated each of them and request that you sign and date both copies in the allotted spaces. One copy is for your records and I would ask that you send one signed copy back to me at your earliest convenience.

Thank you.

Yours truly,

S.A. Schwartz
Chief Administrative Officer



Vermilion River Regional Waste Management Services Commission

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Vermilion, AB
T9X 2B1

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RECEIVED

JAN 13 2020

January 7, 2020

VILLAGE OF MARWAYNE

This agreement for payment of yearly fees is to begin on this First day of January 2020 and will end on December 31, 2020, and is between the Vermilion River Regional Waste Management Services Commission (herein after referred to as the Commission) and the Village of Marwayne. The Commission and the Village of Marwayne agree to the provisions of this Contract as they apply to the Village of Marwayne's fees payable to the Commission for the Commission's operating expenses for the year of 2020 as per the 2020 Operating Budget.

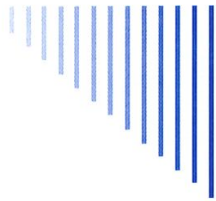
The Village of Marwayne will submit to the Commission a total of **\$68,875** over the course of 2020 in twelve equal payments (**\$5,740**) which are due monthly. These fees will comprise in total the Village of Marwayne's responsibilities to the Commission according to the 2020 Operating Budget and are only the Village of Marwayne's share of the Commission's annual operating costs as designated by the 2020 Operating Budget. These fees do not include additional or incidental costs that may occur during the year which are outside of the annual Operating Budget. The monies submitted as outlined by this contract will go directly towards the Village of Marwayne's obligations for the 2020 fiscal year. At the end of the year, actual costs are calculated and reconciled to payments received and expenses incurred.

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

JAN 7, 2020
Date

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

Date



Vermilion River Regional Waste Management Services Commission

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

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

Jan 7, 2020
Date

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

Date



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Leduc-Beaumont

RECEIVED
JAN 1 4 2020

AR99379

January 2, 2020

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

Dear Mayor Eikeland,

As you may know, the assessment models for wells, pipelines and machinery and equipment, which are used to determine the assessed values of these assets for taxation purposes, have not been updated since 2005. Over the past year, Municipal Affairs has been working on a review of the assessment models to ensure new technology is accounted for, current cost structures and industry practices are reflected, and result in a fair and transparent relative distribution of taxation.

The technical phase of the assessment model review, which included input from working groups of external subject matter experts, has now concluded. The initial results from the technical phase of the review indicate potentially significant shifts in assessment. As assessment changes can have consequential impacts to both municipalities and the oil and gas industry, I have determined additional engagement with industry and municipal associations is required before any final determinations are made.

Our aim is to ensure any changes resulting from the assessment model review do not have an adverse impact on the competitiveness of our energy sector or the viability of our rural municipalities. It is my intention this more robust stakeholder engagement be carried out in early 2020, with final decisions on the assessment model review to be made in spring. As a result, the changes to the assessment models will need to be deferred until the 2021 municipal tax year.

In the absence of new assessment models, assessment year modifiers (AYMs) need to be established for the 2020 tax year. These modifiers are similar to a consumer price index, and are used to adjust the property assessments for regulated industrial property from the base cost year in order to reflect current values. To support the budgeting process municipalities are undertaking, attached are the approved AYM's for the 2019 Assessment Year (2020 Tax Year).

...2/

132 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-427-3744 Fax 780-422-9550

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In addition, a reduction in assessment for shallow gas assets will be applied for 2020 in order to continue the same magnitude of tax relief provided under the Shallow Gas Tax Relief Initiative (SGTRI) for 2019, and enable transition to the new assessment models for 2021. These wells and associated pipelines will receive a 35 per cent property assessment reduction for the 2020 tax year. It is my intention to apply the same criteria for this assessment reduction as were used to determine eligibility for tax relief under the SGTRI; there are approximately 70,000 wells and associated pipelines in Alberta meeting these criteria. As education tax credits will not be provided as they were under the SGTRI for 2019, municipalities will need to absorb the impact of this reduction in assessment.

Municipal Affairs is completing the annual updates to the Alberta Minister's Guidelines for taxation in 2020 to include the annual change to the AYMs, as well as the changes to the shallow gas assessments.

Further details on the engagement with municipal associations and industry organizations regarding the assessment model review will be provided by early January, 2020.

If you have any concerns regarding these changes, please contact Ethan Bayne, Assistant Deputy Minister, Municipal Assessment and Grants, at 780-415-1717, or ethan.bayne@gov.ab.ca.

Yours very truly,


Kaycee Madu
Minister

Attachment – Assessment Year Modifier (AYM) Tables

cc: Honourable Sonya Savage
Minister of Energy

Honourable Dale Nally
Associate Minister of Natural Gas

Paul Wynnyk
Deputy Minister, Municipal Affairs

Ethan Bayne
Assistant Deputy Minister, Municipal Assessment and Grants

Attachment – Assessment Year Modifier (AYM) Tables

Property Type	2018 Assessment Year (2019 Tax Year) AYM	2019 Assessment Year (2020 Tax Year) AYM	Percent Change
Wells	1.200	1.192	-0.67
Pipelines	1.019	1.024	0.49
Electric Power Systems	1.470	1.471	0.07
Telecommunication Carriers	1.150	1.154	0.35
Cable Distribution Undertakings	1.389	1.394	0.36
Railway	1.410	1.460	3.55
Machinery & Equipment	1.40	1.41	0.71
Farm land (Dry Arable, Dry Pasture, Woodlot)	1.00	1.00	0
Farm land (Irrigated Arable)	1.03	1.03	0

