



Village of Marwayne

Agenda

**Regular Village Council Meeting
Monday, January 6, 2020 @ 7:00 PM
Horton Agencies Board Room**

	Page
1 CALL TO ORDER	
2 ADOPTION OF AGENDA	
2.1 January 6th, 2020 Regular Village of Marwayne Council Meeting Agenda	
Be it resolved that the January 6th, 2020 Regular Village of Marwayne Council Meeting Agenda be approved as presented.	
3 ADOPTION OF MINUTES	
3.1 December 2nd, 2019 Regular Village of Marwayne Council Meeting Minutes	5 - 9
Be it resolved that the December 2nd, 2019 Regular Village of Marwayne Council Meeting Minutes be approved as presented.	
4 DELEGATIONS	
None	
5 PUBLIC HEARINGS	
None	
6 KEY STRATEGY: ADDRESSING SERVICE NEEDS	
6.1 Public Works Report	10
Be it resolved that the Public Works report given by the Village of Marwayne's Public Works Foreman Wilson Curtis be received as information.	
6.2 Raw Water Wells	11
At Council's direction, administration to contact Direct Energy to deenergize the wells. As it stands, the wells are winterized for the season. Two wells will need to be filled in and closed off, but one well may have a potential buyer interested in taking it over. Currently awaiting estimates from the Village of Kitscoty as to the costs to close the wells off, as well as further information regarding the potential purchase price of the well located on private property.	
Be it resolved that the November 21, 2019 Letter from the County of Vermilion River be received as information.	
6.3 Regional Water Operator Report	12 - 17
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.

7 KEY STRATEGY: SAFE & CARING COMMUNITY

7.1 2019/2020 Fire Services Training Program Grant Opportunity

18

Contacted the County of Vermilion River on January 2nd, 2020 to inquire as to whether or not they planned on applying for the grant and if so, what collaboration opportunities would be available for the Village.

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

8 KEY STRATEGY: PLANNING FOR GROWTH & CHANGE

8.1 Acquisition of Tax Recovery Property

19 - 24

The Village of Marwayne is now the owner of the property located at 110 1st Street North. The public auction held on October 24th, 2019 did not yield any buyers with a reserve bid set at \$47,960.00.

The current tax arrears on the property as of December 31st, 2019 are \$6 856.39.

Under Section 425 of the MGA, a municipality that becomes the owner of a parcel of land pursuant to section 424 may dispose of the parcel **a) by selling it at a price that is as close as reasonably possible to the market value of the parcel or b) by depositing in the account referred to in section 427 (1)(a) an amount equal to the price at which the municipality would be willing to sell the parcel under clause (a).**

Should Council wish to dispose of the property, my recommendation would be to set the reserve bid at \$47,960.00 as this is as close as reasonably possible to the market value of the property. The proceeds of the sale would offset the outstanding tax arrears as well as the tax recovery process costs we incurred in acquiring the title. Should Council wish to lower this amount, they may do so at their discretion knowing that this is a deviation from the rules and regulations set forth in the MGA and therefore would be subject to legal implications. To sell a property below market value, Council would need to be in possession of a proposal from an interested buyer and advertise said proposal publicly in order to allow all Village residents the opportunity to make offers over a minimum two week period in accordance with section 70 and 606 of the MGA.

9 KEY STRATEGY: PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE

9.1 2020 Budget

The development of the final 2020 budget is currently underway. Being that an interim budget was passed in November 2019, there is no need to rush a final budget for the upcoming year at this time. Administration is currently gathering all of our year end invoices, project costs, grant disbursements, etc. in order to accurately project what will be required for the 2020 fiscal period. With anticipated funding numbers rolling in over the next several weeks, we will be

able to provide Council with a clearer picture of what funding will be available to us (MSI) and what financial responsibilities have been downloaded onto us from the provincial and federal governments (i.e. policing costs).

10 COUNCILLOR REPORTS

10.1 Committee Meetings 25 - 122

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

11 CHIEF ADMINISTRATIVE OFFICER REPORT

11.1 December 2019 Report 123 - 133

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

12 FINANCE

a. Monthly Utility Bill Report

i. December 2019 Report 134

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

b. Bi-Weekly Accounts Payable List

i. Cheque Distribution Report 135 - 136

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.

c. Other Financial

i. Sewer Pump Replacement 137 - 145

The sewer pump at the small lift station requires a back up replacement. We never know when the pumps will time out, and therefore, always ensure to have a spare on hand for immediate replacement. Wilson obtained two quotes - 1 for repairs to the pump and 1 for replacement. The cost of repairing one of the old pumps is approximately \$4 172.39 while replacing it is roughly \$7 031.00. For the difference in price, administration recommends purchasing a replacement as opposed to carrying out the repairs.

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.

13 CORRESPONDENCE AND INFORMATION

13.1 Small Communities Fund 146

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.

13.2 Carbon Levy 147

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.

13.3 Municipal Sustainability Initiative (MSI) Funding 148 - 149

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

13.4 Alberta Capital Finance Authority Shares 150 - 151

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

14 CLOSED SESSION - CONFIDENTIAL

14.1 FOIP Section 24 (1) - Advice from Officials - Chief Administrative Officer Report 152 - 153

15 SETTING OF THE NEXT MEETING

15.1 January 2020 Meeting Dates

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

16 ADJOURNMENT

16.1 Adjournment

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



Village of Marwayne
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Marwayne, AB T0B 2X0

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Minutes of the Regular Meeting of the Council of the Village of Marwayne

In the Province of Alberta, held on Monday, December 2, 2019

Commencing at 7:00 PM at the Horton Agencies Board Room

PRESENT

Mayor Cheryle Eikeland

Deputy Mayor Ashley Rainey

Councillors Tara Lawrence, Rod McDonald, and Chris Neureuter

Chief Administrative Officer Shannon Harrower

1. CALL TO ORDER

Mayor C. Eikeland called the December 2nd, 2019 Village of Marwayne Council Meeting to order at 6:55 p.m.

2. ADOPTION OF AGENDA

2019-12-1

Moved By Councillor R. McDonald

Be it resolved that the December 2nd, 2019 agenda be approved with the following additions as presented:

- Northern Lights Library System 2020 Per Capita Contribution Request
- Northern Lights Library System November 28th, 2019 Meeting Agenda
- Vermilion River Regional Alliance November 14th, 2019 Meeting Agenda
- November 2019 Regional Water Operator Report

CARRIED

3. ADOPTION OF MINUTES

2019-12-2

Moved By Councillor T. Lawrence

Be it resolved that the November 18th, 2019 Village of Marwayne Council Meeting Minutes be approved as presented.

CARRIED

4. PUBLIC HEARING

None

5. KEY STRATEGY: ADDRESSING SERVICE NEEDS

Public Works Report

2019-12-3

Moved By Deputy Mayor A. Rainey

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



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Policy PW01 - Snow Removal and Sanding Policy for Roadways and Sidewalks

2019-12-4

Moved By Deputy Mayor A. Rainey

Be it resolved that the Snow Removal and Sanding Policy for Roadways and Sidewalks - PW 01 be received as information.

CARRIED

6. DELEGATIONS

7:15 p.m. - V3 Canada re: Municipal Development Plan

2019-12-5

Moved By Councillor R. McDonald

Be it resolved that the presentation from V3 Canada regarding the Village of Marwayne's Municipal Development Plan be received as information.

CARRIED

7. KEY STRATEGY: SAFE & CARING COMMUNITY

None

8. KEY STRATEGY: PLANNING FOR GROWTH & CHANGE

2020 Budget Items

2019-12-6

Moved By Councillor R. McDonald

Be it resolved that the Council for the Village of Marwayne direct administration to investigate opportunities for walking trail developments for the 2020 budget year.

CARRIED

9. KEY STRATEGY: PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE

None

10. COUNCILLOR REPORTS

2019-12-7

Moved By Councillor C. Neureuter

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

- Northern Lights Library System Meeting
- East Central 9-1-1 Meeting
- Vermilion River Regional Alliance Meeting
- Ace Regional Water Zone Meeting
- Intermunicipal Collaboration Framework Meeting with the County of Vermilion River

CARRIED



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2019-12-8

Moved By Councillor R. McDonald

Be it resolved that the Council for the Village of Marwayne approve a \$5.23 per capita contribution towards the Northern Lights Library System Board be approved as presented for a total levy of \$3,169.38 in 2020.

CARRIED

2019-12-9

Moved By Deputy Mayor A. Rainey

Be it resolved that the November 2019 Regional Water Operator Report be received as information.

CARRIED

11. CAO REPORT & ACTION LIST

2019-12-10

Moved By Deputy Mayor A. Rainey

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

CARRIED

12. FINANCIAL

Accounts Payable

2019-12-11

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

Amendment to Policy HR08

2019-12-12

Moved By Deputy Mayor A. Rainey

Be it resolved that the Council for the Village of Marwayne approve a 1.75% increase to employees at Step 7 of the salary grid as per policy HR08.

CARRIED

13. CORRESPONDENCE AND INFORMATION

2019-12-13

Moved By Deputy Mayor A. Rainey

Be it resolved that the Correspondence Listing be received as information.

CARRIED



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14. CLOSED SESSION – CONFIDENTIAL

2019-12-14

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 17 - Personnel and Section 25 - Land at 8:42 p.m. with all members in attendance.

CARRIED

2019-12-15

Moved By Councillor T. Lawrence

Be it resolved that the Council for the Village of Marwayne return to a regular session at 9:01 p.m. with all members in attendance.

CARRIED

2019-12-16

Moved By Councillor R. McDonald

Be it resolved that the Council for the Village of Marwayne approve the sale of a 58 Chevrolet Apache Truck to Matteo Angelo Medoro in the amount of \$150.00.

CARRIED

2019-12-17

Moved By Councillor C. Neureuter

Be it resolved that the Council for the Village of Marwayne approve the sale of a Pot Belly Stove, Sewing Machine, Barbeque and Old Doors to Grant Mikeljohn in the amount of \$300.00.

CARRIED

2019-12-18

Moved By Councillor R. McDonald

Be it resolved that the Council for the Village of Marwayne approve the sale of an old Swather to Barry Carlton in the amount of \$100.00.

CARRIED

2019-12-19

Moved By Deputy Mayor A. Rainey

Be it resolved that the Council for the Village of Marwayne approve the amended Chief Administrative Officer Employment Agreement with Shannon Harrower as presented.

CARRIED

15. SETTING OF THE NEXT MEETING

The next regular scheduled meeting of Council for the Village of Marwayne will be held on Monday January 6th, 2020 at 7:00 p.m.



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16. ADJOURNMENT

2019-12-20

Moved By Councillor C. Neureuter

Being that the December 2nd, 2019 Council Meeting agenda matters for the Village of Marwayne have concluded, the meeting adjourned at 9:06 p.m.

CARRIED

Approved this ____ day, of _____, 20____.

Cheryle Eikeland, Mayor

Shannon Harrower, CAO

DRAFT

7060

December

Description	Date	Initial
Grading backalley's – checked & graded	OK	WC
Municipal Sidewalk's shoveled after each snow	OK	WC
Sanding as needed	OK	WC
Visual Street Sign Inspection of all & Hwy 897 signs weekly – noted in writing in your book	All good Yes	WC WC
SOP's to develop or update?		
if outdoor rink ice installed, deliver nets	OK	
Before Xmas make sure cemetery plowed	done	WC
Monthly 'dipping' of water wells (pumping & non-pumping)	done	CC
Lagoon inspection		
Fire Extinguishers: monthly inspection & sign tag (office, 3 shop, all vehicles, 2 WTP, lift station, fire hall, 2 well house, clinic)	All good	WC
1 st Aid Kit monthly check of sticker (office, shop, trucks, WTP)	good	WC



County of
VERMILION River

County Council

November 21, 2019

RECEIVED
DEC 06 2019

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

RE: VILLAGE OF MARWAYNE WATER WELLS

Thank you for your offer for the County to take over the two water wells in the Village of Marwayne.

Council reviewed your offer at the November 6, 2019 Policy and Priorities Committee Meeting and determined that there is no municipal requirement for the water wells at this time.

If you have any further questions or concerns, please do not hesitate to contact the County of Vermilion River Administration Office.

Sincerely,

Dale Swyripa
Reeve
County of Vermilion River



Monthly Water Reports Village of Marwayne
 Month: **December** Year: **2019**

Start: 2019-12-01T08:30:
 End: 2020-01-01T08:30:

Date	Total Flows								
	Manual Entry			SCADA Well 1		Total IN	SCADA Discharge		
	ACE Meter	ACE Daily Volume	Reservoir Level	Flow Rate Average	Met.Rdg. At 08:35 AM	Daily Volume	Flow Rate Average	Met.Rdg. At 08:35 AM	Daily Volume
	(m ³)	(m ³)	Meters	(L/min)	(m ³)	(m ³)	(L/min)	(m ³)	(m ³)
12/1/19		165.67	2.16	533.30	50861.40	0.00	149.26	573803.00	215.00
12/2/19	56349.00	170.00	2.07	533.30	50861.40	0.00	129.20	574018.00	185.00
12/3/19	56519.00	202.00	2.17	533.30	50861.40	0.00	128.06	574203.00	183.00
12/4/19	56721.00	162.00	2.09	533.30	50861.40	0.00	126.69	574386.00	184.00
12/5/19	56883.00	201.00	2.17	533.30	50861.40	0.00	123.37	574570.00	176.00
12/6/19	57084.00	206.00	2.09	533.30	50861.40	0.00	134.18	574746.00	194.00
12/7/19		206.00	2.16	533.30	50861.40	0.00	141.48	574940.00	204.00
12/8/19		206.00	2.07	533.30	50861.40	0.00	161.03	575144.00	232.00
12/9/19	57702.00	182.00	2.16	533.30	50861.40	0.00	144.29	575376.00	208.00
12/10/19	57884.00	204.00	2.17	533.30	50861.40	0.00	130.02	575584.00	188.00
12/11/19	58088.00	142.00	2.08	533.30	50861.40	0.00	128.18	575772.00	184.00
12/12/19	58230.00	227.00	2.16	533.30	50861.40	0.00	146.58	575956.00	214.00
12/13/19	58457.00	212.67	2.10	533.30	50861.40	0.00	128.68	576170.00	186.00
12/14/19		212.67	2.12	533.30	50861.40	0.00	146.55	576356.00	212.00
12/15/19		212.67	2.06	533.30	50861.40	0.00	162.45	576568.00	234.00
12/16/19	59095.00	197.00	2.16	533.30	50861.40	0.00	145.82	576802.00	210.00
12/17/19	59292.00	215.00	2.16	533.30	50861.40	0.00	142.86	577012.00	206.00
12/18/19	59507.00	261.00	2.09	533.30	50861.40	0.00	142.92	577218.00	204.00
12/19/19	59768.00	139.00	2.14	533.30	50861.40	0.00	143.40	577422.00	208.00
12/20/19	59907.00	205.00	2.09	533.30	50861.40	0.00	129.67	577630.00	188.00
12/21/19		205.00	2.13	533.30	50861.40	0.00	139.08	577818.00	200.00
12/22/19		205.00	2.16	533.30	50861.40	0.00	149.92	578018.00	215.00
12/23/19	60522.00	119.00	2.12	533.30	50861.40	0.00	102.59	578233.00	151.00
12/24/19	60641.00	139.00	2.12	533.30	50861.40	0.00	75.99	578384.00	106.00
12/25/19		139.00	2.11	533.30	50861.40	0.00	81.09	578490.00	116.00
12/26/19		139.00	2.10	533.30	50861.40	0.00	89.80	578606.00	129.00
12/27/19	61058.00	109.67	2.12	533.30	50861.40	0.00	77.45	578735.00	113.00
12/28/19		109.67	2.11	533.30	50861.40	0.00	75.40	578848.00	107.00
12/29/19		109.67	2.18	533.30	50861.40	0.00	86.23	578955.00	125.00
12/30/19	61387.00	97.00	2.17	533.30	50861.40	0.00	88.06	579080.00	127.00
12/31/19	61484.00	61484.00	2.16	533.30	50861.40	0.00	64.89	579207.00	111.00
Total	5135.00				0.00	0.00		5515.00	5515.00
Mean		2154.34	2.13	533.30		0.00	123.07		177.90
Minimum		97.00	2.06	533.30		0.00	64.89		106.00
Maximum		61484.00	2.18	533.30		0.00	162.45		234.00



Monthly Water Reports Village of Marwayne
 Month: **December** Year: **2019**

Start: 2019-12-01T08:30:
 End: 2020-01-01T08:30:

Total Recirculation Flows			
Date	SCADA		
	Flow Rate Daily Average	Meter Reading At 08:35 AM	Daily Volume
	(L/min)	(m³)	(m³)
12/1/19	0.00	13290.60	0.00
12/2/19	0.00	13290.60	0.00
12/3/19	0.00	13290.60	0.00
12/4/19	0.00	13290.60	0.00
12/5/19	0.00	13290.60	0.00
12/6/19	0.00	13290.60	0.00
12/7/19	0.00	13290.60	0.00
12/8/19	0.00	13290.60	0.00
12/9/19	0.00	13290.60	0.00
12/10/19	0.00	13290.60	0.00
12/11/19	0.00	13290.60	0.00
12/12/19	0.00	13290.60	0.00
12/13/19	0.00	13290.60	0.00
12/14/19	0.00	13290.60	0.00
12/15/19	0.00	13290.60	0.00
12/16/19	0.00	13290.60	0.00
12/17/19	0.00	13290.60	0.00
12/18/19	0.00	13290.60	0.00
12/19/19	0.00	13290.60	0.00
12/20/19	0.00	13290.60	0.00
12/21/19	0.00	13290.60	0.00
12/22/19	0.00	13290.60	0.00
12/23/19	0.00	13290.60	0.00
12/24/19	0.00	13290.60	0.00
12/25/19	0.00	13290.60	0.00
12/26/19	0.00	13290.60	0.00
12/27/19	0.00	13290.60	0.00
12/28/19	0.00	13290.60	0.00
12/29/19	0.00	13290.60	0.00
12/30/19	0.00	13290.60	0.00
12/31/19	0.00	13290.60	0.00
Total		0.00	0.00
Average	13290.60		0.00
Minimum	0.00		0.00
Maximum	0.00		0.00

Monthly Well Level in Feet			
		Manual Entry	
		Well 1	
Static		78.6	
Running			
Day	DISTRIBUTION RANDOM SAMPLE DATA - Daily Samples		
	Random Chlorine Sample		
	Time	Location	TCI2 mg/L
Dec -02	8:50 AM	Fire hall	1.01
Dec -03	11:15 AM	Shop	1.21
Dec -04	10:30 AM	Hwy Service	0.48
Dec -05	9:30 AM	Car Wash	0.95
Dec -06	7:40 AM	Wilson's	1.03
Dec -09	11:00 AM	Hwy Service	0.41
Dec -10	9:45 AM	Home hardware	0.99
Dec -11	12:05 PM	Shop	1.06
Dec -12	11:30 AM	Office	0.36
Dec -13	8:40 AM	Fire hall	0.87
Dec -16	12:30 PM	Wilson's	0.98
Dec -17	11:15 AM	Car Wash	0.81
Dec -18	8:30 AM	Hwy Service	0.34
Dec -19	3:05 PM	Home hardware	0.93
Dec -20	11:50 AM	Bottle Depot	1.01
Dec -23	11:15 AM	Hwy Service	0.46
Dec -24	10:30 AM	Home hardware	0.88
Dec -27	11:05 AM	Shop	0.93
Dec -31	11:10 AM	Hwy Service	0.21



Monthly Water Reports Village of Marwayne
 Month: **December** Year: **2019**

Start: 2019-12-01T08:30:
 End: 2020-01-01T08:30:

Chemical Dosage Readings (DR890)				
Date	(MAC 0.3)	(MAC 3.0)		(MAC 0.08)
	IRON (mg/L)	Total Chlorine (mg/L)		Manganese (mg/L)
	Water Plant	Water Plant SCADA AVG	Water Plant Sample	Water Plant
12/1/19		1.18		
12/2/19		1.16	1.16	
12/3/19	0.080	1.17	1.16	0.025
12/4/19		1.17	1.21	
12/5/19		1.17	1.18	
12/6/19		1.16	1.18	
12/7/19		1.15		
12/8/19		1.13		
12/9/19		1.12	1.20	
12/10/19	0.020	1.10	1.13	0.009
12/11/19		1.06	1.09	
12/12/19		1.05	1.08	
12/13/19		1.04	1.05	
12/14/19		1.04		
12/15/19		1.05		
12/16/19		1.04	1.03	
12/17/19	0.020	1.05	1.03	0.006
12/18/19		1.04	1.03	
12/19/19		1.02	1.09	
12/20/19		1.01	1.04	
12/21/19		1.01		
12/22/19		1.00		
12/23/19	0.050	0.99	1.02	0.017
12/24/19		0.94	1.01	
12/25/19		0.93		
12/26/19		0.90		
12/27/19		0.89	0.93	
12/28/19		0.86		
12/29/19		0.85		
12/30/19		0.83	0.90	
12/31/19	0.040	0.82	0.88	0.010
Total				
Mean	0.04	1.03	1.07	0.013
Minimum	0.02	0.82	0.88	0.006
Maximum	0.08	1.18	1.21	0.025



Monthly Water Reports Village of Marwayne

Month: **December**

Year: **2019**

Start: 2019-12-01T08:30:

End: 2020-01-01T08:30:

Date	BACTERIAL ANALYSIS					9210210
	COLIFORMS & E. COLI APR#965					
	Time	SAMPLE SITE	ID#	Total Chlorine (mg/L)	Result	
12/3/19	11:15 AM	Shop	1589240	1.21	S	
12/17/19	11:15 AM	Car Wash	1589241	0.81	S	

Operator in charge Carry Grant /Assist: Wilson Curtis CERTIFICATE # 2163 780-214-7933 fax 780-847-3324	
end of month: need reading for bulk water meter:	21970.9
end of month: need reading for backwash meter:	13290

Cl2 Calibration check for DR/890 Colorimeter	
Standard 1 (mg/l) 0.22 +/- 0.09	0.21
Standard 2 (mg/l) 0.87 +/- 0.10	0.86
Standard 3 (mg/l) 1.56 +/- 0.14	1.6



Monthly Water Reports Village of Marwayne
 Month: **December** Year: **2019**

Start: 2019-12-01T08:30:
 End: 2020-01-01T08:30:

Day	MARWAYNE LIFT STATION #1 (WEST)								MARWAYNE LIFT STATION #2 (NORTH)								Combined	
	SCADA								Manual Entry								Total Daily	Total
	Flow	Daily	Level	Pump #1		Pump #2		Total	Flow	Daily	Level	Pump #1		Pump #2		Total		
Meter M3	M3	AVG Feet	Hr. Meter RDG At 08:35 AM	Per. Day	Hr. Meter RDG At 08:35 AM	Per. Day	Run Hours	Meter M3	M3	AVG Feet	Hr. Meter RDG At 08:35 AM	Per. Day	Hr. Meter RDG At 08:35 AM	Per. Day	Run Hours	M3	Run Hours	
Apr -15			4.10	310.50	0.14	233.76	0.10	0.24			3.32		1.53		1.37	2.90		3.14
Dec -02			4.21	310.64	0.09	233.86	0.11	0.20			3.29	4460.40	1.40	2928.20	1.30	2.70		2.90
Dec -03			4.03	310.73	0.10	233.97	0.14	0.24			3.30	4461.80	1.50	2929.50	1.30	2.80		3.04
Dec -04			4.25	310.83	0.09	234.11	0.11	0.20			3.25	4463.30	1.30	2930.80	1.40	2.70		2.90
Dec -05			4.26	310.92	0.09	234.22	0.10	0.19			3.29	4464.60	1.60	2932.20	1.30	2.90		3.09
Dec -06			4.05	311.01	0.24	234.32	0.27	0.51			3.31	4466.20	1.70	2933.50	1.53	3.23		3.74
Dec -07			4.03	311.25	0.29	234.59	0.26	0.55			3.29		1.70		1.53	3.23		3.78
Dec -08			3.91	311.54	0.14	234.85	0.16	0.30			3.31		1.70		1.53	3.23		3.53
Dec -09			4.17	311.68	0.09	235.01	0.10	0.19			3.31	4471.30	1.80	2938.10	1.50	3.30		3.49
Dec -10			4.09	311.77	0.10	235.11	0.15	0.25			3.27	4473.10	1.30	2939.60	1.30	2.60		2.85
Dec -11			3.93	311.87	0.14	235.26	0.10	0.24			3.28	4474.40	1.50	2940.90	1.40	2.90		3.14
Dec -12			3.87	312.01	0.29	235.36	0.40	0.69			3.28	4475.90	1.70	2942.30	1.60	3.30		3.99
Dec -13			3.13	312.30	0.20	235.76	0.13	0.33			3.30	4477.60	1.57	2943.90	1.47	3.03		3.36
Dec -14			4.03	312.50	0.10	235.89	0.11	0.21			3.29		1.57		1.47	3.03		3.24
Dec -15			3.83	312.60	0.12	236.00	0.15	0.27			3.33		1.57		1.47	3.03		3.30
Dec -16			4.10	312.72	0.09	236.15	0.10	0.19			3.28	4482.30	1.30	2948.30	1.30	2.60		2.79
Dec -17			4.07	312.81	0.15	236.25	0.11	0.26			3.28	4483.60	1.70	2949.60	1.40	3.10		3.36
Dec -18			3.91	312.96	0.09	236.36	0.15	0.24			3.30	4485.30	1.40	2951.00	1.10	2.50		2.74
Dec -19			4.06	313.05	0.15	236.51	0.10	0.25			3.28	4486.70	1.60	2952.10	1.70	3.30		3.55
Dec -20			3.85	313.20	0.09	236.61	0.11	0.20			3.28	4488.30	1.40	2953.80	1.30	2.70		2.90
Dec -21			4.24	313.29	0.10	236.72	0.16	0.26			3.30		1.40		1.30	2.70		2.96
Dec -22			4.06	313.39	0.15	236.88	0.14	0.29			3.31		1.40		1.30	2.70		2.99
Dec -23			4.09	313.54	0.14	237.02	0.15	0.29			3.29	4492.50	1.50	2957.70	1.40	2.90		3.19
Dec -24			4.07	313.68	0.14	237.17	0.16	0.30			3.28	4494.00		2959.10		0.00		0.30
Dec -25			4.16	313.82	0.15	237.33	0.15	0.30			3.30					0.00		0.30
Dec -26			3.99	313.97	0.67	237.48	0.67	1.34			3.27					0.00		1.34
Dec -27					0.00		0.00	0.00			3.30					0.00		0.00
Dec -28					0.00		0.00	0.00			3.28					0.00		0.00
Dec -29					0.00		0.00	0.00			3.27					0.00		0.00
Dec -30					0.00		0.00	0.00			3.29					0.00		0.00
Dec -31			4.22	314.64	0.05	238.15	0.10	0.15			3.30	4502.50		2967.00		0.00		0.15
Total				4.19	4.19	4.49	4.49	8.68				42.10	35.13	38.80	32.27	67.40		76.08
AVG			4.03		0.14		0.14	0.28			3.29		1.53		1.40	2.17		2.45
Max			4.26		0.67		0.67	1.34			3.33		1.80		1.70	3.30		3.99
Min			3.13		0.00		0.00	0.00			3.25		1.30		1.10	0.00		0.00



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

780-847-3962 P
780-847-3324 F
marwayne@mcsnet.ca

marwayne.ca

Regional Operator report

December 2019

Common information:

Erimosa Engineering continues to work on the changes to reports. We are very close to completion. Their service agreement is up for renewal \$2000 per year for the three plants.
Bi Systems computer upgrades at all three plants have been completed. A few details left to fix.
Background testing for lead in ACE water is below detectable limit.

Outstanding items:

Decommissioning work on wells and plants is ongoing.
Review Drinking water safety plans.
Review SOP's.
Review and understand new protocols for lead testing.
Annual reports and compliance reporting.

Marwayne:

Still need more information regarding requirements when decommissioning wells and using them for irrigation.
Landowner has expressed some interest in Well 4.
Data for December was electronically submitted on AEP site.
Received estimate for one pump from the West lift station. Replacement recommended.
Element of Calgary have submitted our test results to AEP electronically as per there requirements.
We have had an offer on the old filter system that was removed from the plant. Value is hard to determine.
One water leak repaired Dec. 23. Was losing about 80 cubic meters per day.
Chlorine residual is a bit lower than it has been coming in from ACE. Working with ACE on this one.
Slight problem with the new plant computer on Dec. 26th. Seems to be fine now but Bi systems was called out.



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Edmonton - South West

AR 97607

Subject: 2019/20 Fire Services Training Program Grant

Dear Chief Elected Officials,

It is my pleasure to announce Municipal Affairs is providing \$500,000 in grant funding for the 2019/20 Fire Services Training Program.

This grant provides supplemental funding supports to assist Alberta communities in ensuring their local fire services are adequately trained to respond to identified community risks. Courses that may be approved for delivery under this grant will align with key outcomes:

- Alberta communities are supported in developing capacity to prevent, prepare for, and respond to identified risks.
- Training of fire services remains current and is updated as required.
- Training aligns with and supports community planning.

In order to maximize resources, collaboration involving multiple municipalities is encouraged, with one municipality applying as the grant's administrator. Please encourage your fire officials to work closely with other fire and rescue departments within your area when applying.

The grant guidelines and project application form are available on the Municipal Affairs' website at www.alberta.ca/grants-for-fire-and-rescue-training.aspx. Please forward this information to your chief administrative officers and fire chiefs so they may complete the application form.

Regional technical advisors from the Office of the Fire Commissioner are available to assist municipalities with the application process upon request. Should you have any questions regarding the grant applications or the program guidelines, please feel free to contact the Grants Coordinator at 1-866-421-6929 or firecomm@gov.ab.ca.

I wish you all the best with your fire service training projects.

Yours very truly,



Honourable Kaycee Madu
Minister of Municipal Affairs

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

Printed on recycled paper



LAND TITLE CERTIFICATE

S		
LINC	SHORT LEGAL	TITLE NUMBER
0017 389 701	1179ET;5;6	192 278 900

LEGAL DESCRIPTION
 PLAN 1179ET
 BLOCK 5
 LOT 6

EXCEPTING THEREOUT ALL MINES AND MINERALS,
 AS SET FORTH IN TRANSFER 7279DC.

ESTATE: FEE SIMPLE
 ATS REFERENCE: 4;3;52;26;SE

MUNICIPALITY: VILLAGE OF MARWAYNE

REFERENCE NUMBER: 152 073 080

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
192 278 900	18/11/2019	NOTIFICATION OF MUNICIPAL ACQUISITION	\$47,960	TAX FORFEITURE

OWNERS
 THE VILLAGE OF MARWAYNE.
 OF BOX 113
 MARWAYNE
 ALBERTA T0B 2X0

ENCUMBRANCES, LIENS & INTERESTS		
REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
NO REGISTRATIONS		

TOTAL INSTRUMENTS: 000

(CONTINUED)

PAGE 2
192 278 900

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 27 DAY OF
NOVEMBER, 2019 AT 01:28 P.M.

ORDER NUMBER: 38435676

CUSTOMER FILE NUMBER: 1763 1902



END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



November 28, 2019

Village of Marwayne
Box 113
Marwayne AB T0B 2X0

Attention: Jordan Willner, Chief Administrative Officer

**Re: Roll 5500 / Wilkins
Notification of Municipal Acquisition**

We are pleased to advise that registration has been completed in connection with the above-noted and Village of Marwayne is now the owner. This property is now exempt from future taxation.

With respect to the above-noted the municipality may:

1. Grant a lease, license, or permit in respect of the property;
2. Dispose of the property by selling it at a price that is as close as reasonably possible to the market value;
3. Retain the property for municipal purposes by depositing an amount of money equal to the price at which the municipality would be willing to sell the property.

If the tax arrears and all related costs in respect of the property were to be paid prior to disposing of the property, the original title must be revived.

The municipality is now the legal owner of the property and, provided that the property is not in use, is entitled to take possession and exclude others from entering upon its property. This could, for example, include changing locks. In the event anyone is occupying the property, it may be necessary to give notice to vacate. If you would like our assistance with giving notice, please advise. Also, you should ensure insurance is in place as you deem necessary. You may want to verify whether your general policy covers the newly acquired property or if additional coverage will be required.

Should the municipality choose to sell the property, some options include direct sale, sale by tender, selling through a real estate agent, or by any other means that supports the sale of the property at "market value." Once sold, our office could assist with preparation of the documents to register the transfer and discharge the tax recovery notification with Alberta Land Titles.

In the event of a sale, the Act governs the application of the proceeds. If there are any surplus proceeds remaining after payment of the tax arrears and costs, additional steps must be taken. Should this circumstance arise, we would be happy to assist the municipality with same.

P.O. Box 1502, Swan River, MB R0L 1Z0 • Tel: 1.877.734.3113 • Fax: 1.877.734.1050 • www.taxervice.com

property tax arrears recovery management

Should the municipality choose not to sell the land but retain the title in their name with a tax forfeiture registered against title, the municipality can, after 15 years, apply to land titles to cancel the existing title for the parcel and issue a new title in the name of the municipality without a tax forfeiture notice. Once this new title is issued, the municipality can use or dispose of the property in the same manner as any other “fee simple” landowner.

We enclose a copy of certificate of title 192 278 900 for your information and records.

We trust you will find the above and enclosed to be in order. Should you have any questions please feel free to contact our office.

Yours truly,
TAXervice



Donna Zinkiew
General Manager
dlz@taxervice.com



October 24, 2019

Village of Marwayne
 Box 113
 Marwayne AB T0B 2X0

Attention: Jordan Willner, Chief Administrative Officer

Re: Village of Marwayne - Public Auction

The public auction was held as scheduled on October 24, 2019. The Village of Marwayne offered the following property for sale, however it did not sell.

Roll No	Lot	Block	Plan	C of T	Reserve Bid
5500	6	5	1179ET	152 073 080	\$47,960.00

The municipality may now become the owner of the above parcel. If the municipality chooses to take title, the property becomes exempt from future taxation. The only cost to the municipality in order to become the owner of the parcel is the cost to register the required forms with Alberta Land Titles. We recommend the municipality take title of the property not sold at auction.

The following paragraphs all apply to taking Title:

By taking title, the municipality can choose to:

1. Dispose of the parcel by either:
 - a. selling the property, at any time, and according to any conditions it chooses. Some possible options include direct sale, by tender, through a real estate agent, or by any other means that support selling the property at a price as close as reasonably possible to fair market value; or
 - b. keeping the property and depositing an amount of money equal to the reserve bid into a separate account that has been established solely for the purpose of depositing money from the sale of land under Tax Recovery Proceedings.
2. Grant a lease, license, or permit in respect of the parcel.

The municipality would become the legal owner of the property and, provided that the property is not in use, would be entitled to take possession and exclude others from entering upon its property. This could, for example, include changing locks. Also, the municipality would want to ensure insurance is in place as deemed necessary. You may want to verify whether your general policy would cover the newly acquired property or if additional coverage will be required.

In the event the property is occupied it may be necessary to give notice to vacate. If you would like our assistance with giving proper notice, please advise.

In the event that personal belongings remain on the property, we recommend notice be given to the former owner(s) requesting that they remove their belongings. If you would like our assistance with giving proper notice, please advise.

If the tax arrears and all related costs in respect of a property are paid before the municipality disposes of the property as mentioned in 1 above or while leasing the property as mentioned in 2 above, the original title must be revived.

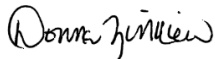
Should the municipality choose not to sell the land but retain title in their name with a tax forfeiture registered against title, the municipality can, after 15 years, apply to land titles to remove the tax forfeiture notice, cancel the existing title for the parcel and issue a new title in the name of the municipality. Once this new title is issued, the municipality can use or dispose of the property without regard to the former owner.

The following paragraph applies to NOT taking Title:

If the municipality chooses not to take title, the property will remain taxable and the municipality cannot dispose of it, grant a lease, license, or permit in respect to the parcel.

Please confirm whether the municipality chooses to become the owner of the parcels not sold at auction and we will attend to preparation of the transmission and required affidavits with respect to the property. We will forward the documents to you in due course for your signature and seal.

Yours truly,
TAXervice



Donna Zinkiew
General Manager

**Marwayne Agricultural Society
Annual General Meeting
December 09, 2019
6:00 pm – 7:00 pm
Horton Agencies Board Room
AGENDA**

1. **Welcome:**
2. **Amendments &/or Approval of the December 09, 2019 AGM Agenda:**
3. **Amendments &/or Approval of December 10, 2018, AGM Marwayne Ag Society Business Meeting Minutes:**
4. **Addresses and Reports of Officers**
 - a. The President's Report
5. **Reports of Committees:**
 - a. Sub-Committee Reports
6. **Report from the Village:**
7. **Complete Review of 2018 -2019 Financial Statements and Budgets:**
 - a. Letter from the Accountant
 - b. Approval of 2018 – 2019 Financial Statements
 - c. Approval of 2017 – 2020 Budget
 - d. Approval of 2019 – 2021 Business Plan
8. **Unfinished Business**
9. **New Business**
 - a. AAAS Annual Convention – January 30 – February 2, 2020
 - b. Annual Ag Events – Xmas
 - c. Grant CIP – History Book
 - d. RMA Insurance
 - e: *casino update 4th quarter of 2020*
10. **Addresses and Discussions**
11. **Election of Officers:**
 - a. List of Directors
12. **Selection of Auditor:**
13. **Adjournment**

Please review the strategic plan before attending this meeting, specifically your roles and tasks at the end.

Marwayne Agricultural Society
December 10th, 2018
6:00 PM – 7:00 PM
Annual General Meeting
Horton Agencies Board Room
AGENDA

- 1. Amendments &/or Approval of December 10th, 2018 Agenda:**
- 2. Amendments &/or Approval of November 20th, 2017, AGM Minutes:**
- 3. Addresses and Reports of Officers:**
 - a. The President's Report:
- 4. Reports of Committees:**
 - a. Sub-Committee Reports:
- 5. Report from the Village:**
- 6. Complete Review of 2017-2018 Financial Statements and Budgets:**
 - a. Letter from the Accountant
 - b. Approval 2017-2018 Financial Statements (distributed at meeting)
 - c. Approval of 2016-2020 Budget
 - d. Approval of 2018-2021 Business Plan
- 7. Unfinished Business:**
 - a. Region 4 Meeting – Wednesday, December 5, 2018, Edgerton, AB
- 8. New Business:**
 - a. AAAS Annual Convention – February 8-10, 2019, Edmonton, AB
 - b. Annual Ag Events
- 9. Addresses and Discussions:**
- 10. Election of Officers:**
 - a. List of Directors
- 11. Selection of Auditor:**
- 12. Adjournment:**

**I. Marwayne Agricultural Society
November 20, 2017, 6:00 PM – 7:00 PM
Annual General Meeting
Horton Agencies Board Room
MINUTES**

ATTENDANCE:

Carrie Stark	Todd Hames	Kevin Spahich	Yolanda Oferhofer
Cory Hines	Marty Person	Elaine Kent	Chris Neureuter
Sharon Kneen	Ilona Franklin	Jessie Franklin	Kirsten Hnatow

1. Welcome:

Todd Hames opened the meeting at 6:06 PM.

2. Amendments &/or Approval of November 20, 2017, Agenda:

MOTION (AG) 2017-15

Chris Neureuter made a motion that the November 20, 2017, Marwayne Agricultural Society agenda be approved as presented. Seconded by Elaine Kent. **CARRIED.**

3. Amendments &/or Approval of November 30, 2016, AGM Minutes:

MOTION (AG) 2017-16

Sharon Kneen made a motion that the November 30, 2016, Marwayne Agricultural Society AGM minutes be approved as presented. Seconded by Kevin Spahich. **CARRIED.**

4. Addresses and Reports of Officers:

- a. The President's Report:
 - Reviewed at the meeting (Attachment A)

5. Reports of Committees:

- b. Sub-Committee Reports:
 - i. Marwayne Jubilee School – Marty Person
 - Reviewed at the meeting (Attachment B)
 - ii. Ag Fair & Fall Supper – Elaine Kent
 - Reviewed at the meeting (Attachment C)
 - iii. Marwayne Chamber of Commerce – Sharon Kneen
 - Reviewed at the meeting (Attachment D)
 - iv. Marwayne Community Hall – Sharon Kneen
 - Reviewed at the meeting (Attachment E)
 - v. Marwayne Curling Club – Jessie Franklin
 - Reviewed at the meeting (Attachment F)
 - vi. Marwayne Dance Association
 - No attendance

- vii. **Marwayne Minor Ball – Kirsten Hnatow**
 - Reviewed at the meeting (Attachment G)
- viii. **Marwayne Arena Committee**
 - Reviewed at the meeting (Attachment H)
- ix. **CIMCO Report**
 - Reviewed and sent to Arena prior to meeting

6. Report From The Village:

- This is the Report Card of the Marwayne Sustainability Plan that was built by the Village and the Agricultural Society (Attachment I)
- Accomplishments and goals were reviewed at a previous meeting.
- The Village CAO, Joanne Horton, will be retiring December 31, 2017; there have been two applicants so far.
- The ACE Waterline is behind; completion is now slated for June/July of 2018; instead of February 2018.
- ASL Paving was to finish this year; but due to a double booking; it will now take place next year.

7. Complete Review of 2016-2017 Financial Statements and Budgets:

a. Letter from the Accountant

- All committees must enter their invoices and bills properly at year end. All accounts receivables and accounts payables should line up. All receivables and payables within the entities should be cleared up by year end May 31.
- All Meeting Minutes be signed by the Chair and Secretary
- Keep Accounts Receivables current
- Track raffles through separate bank accounts

b. Approval 2016-2017 Financial Statements

- Reviewed by all subcommittees.

MOTION (AG) 2017-17

Sharon Kneen made a motion to approve the 2016-2017 Marwayne Agricultural Society Financial Statements as presented. Seconded by Ilona Franklin. **CARRIED.**

c. Approval of 2015-2019 Budget

MOTION (AG) 2017-18

Cory Hines made a motion to approve the Marwayne Agricultural Society 2015-2019 Budget as presented. Seconded by Jessie Franklin. **CARRIED.**

d. Approval of 2017-2020 Business Plan

MOTION (AG) 2017-19

Ilona Franklin made a motion to approve the Marwayne Agricultural Society 2017-2020 Business Plan as presented. Seconded by Kevin Spahich. **CARRIED.**

8. Unfinished Business:

Marwayne Agricultural Society
Annual General Meeting December 10, 2018

a. Region 4 Meeting

- Dewberry, December 6, 2017, supper at 6:00 PM
- 6 Spots Reserved, Cancel 1 Spot
- Ilona Franklin, Sharon Kneen, Carrie Stark, Kevin Spahich, Elaine Kent

9. New Business:

- a. AAAS Annual Convention Feb 9-11, 2017, Edmonton Inn & Conference Centre, Edmonton, AB
- Carrie Stark will attend

ACTION ITEM (AG) 2017-06

Carrie Stark will register one delegate and book one hotel room for Friday and Saturday night.

b. Annual Ag Events

- Annual Ag Fair
- Light Up Marwayne

10. Addresses and Discussions:

11. Election of Officers:

- a. Directors List 2017-2018 (13 Directors)
- Arena – Cory Hines
 - Arena – Daryl Saskiw
 - Curling Club – Jessie Franklin
 - Curling Club – Yolanda Oberhofer
 - Community Hall – Todd Hames
 - Community Hall – Ilona Franklin
 - Chamber of Commerce – Sharon Kneen
 - Minor Ball – Kirsten Hnatow
 - Marwayne Jubilee School – Marty Person
 - Marwayne Legion – Brad Fox
 - Member at Large – Elaine Kent
 - Village of Marwayne – Chris Neureuter
 - Lea Park – Rick Hozack

MOTION (AG) 2017-20

Elaine Kent made a motion that the List of Directors be approved. Seconded by Jessie Franklin.

CARRIED.

Todd Hames turned the meeting over to the Community Development Officer.

President

The CDO Calls for nomination from the floor for President.

Ilona Franklin nominates Todd Hames as President.

CDO called for nominations twice.

CDO called for nominations three times.

Kevin Spahich moves that nominations cease.

The CDO turned the meeting over to Todd Hames.

Secretary

Todd Hames called for nominations for the Secretary.
Jessie Franklin nominates Elaine Kent for secretary.
Todd Hames called for nominations twice.
Todd Hames called for nominations three times.
Ilona Franklin moves that nominations cease.

Vice President

Todd Hames called for nominations for Vice President.
Marty Person nominates Cory Hines for Vice President.
Todd Hames called for nomination twice.
Todd Hames called for nominations three times.
Yolanda Oberhofer moves that nominations cease.

Treasurer

Todd Hames called for nominations for Treasurer.
Cory Hines nominates Sharon Kneen for Treasurer.
Todd Hames called for nomination twice.
Todd Hames called for nominations three times.
Kevin Spahich moves that nominations cease.

12. Selection of Auditor:

MOTION (AG) 2017-21

Yolanda Oberhofer made a motion that the Marwayne Agricultural Society appoint Synergy Chartered Accountants of Vegreville to complete the Minimum Review Engagement for the 2017-2018 fiscal year and complete the GST forms and file them with CRA. Seconded by Sharon Kneen.

CARRIED.

13. Adjournment:

Todd Hames adjourned the meeting at 7:22 PM.

Todd Hames, President

Date

II. Subcommittee Reports

1. Marwayne Jubilee School – Annual Report for the Ag Society AGM

School year 2015-16

- 345 students registered as of September 30th, up 6 students from last year.
- Staffing remained the same, at 1.5 admin assistant, 18 FTE and 1.5 Admin.
- The Woods program (Industrial Ed) had expanded to include high school students.
- The library began its transformation into the Learning Commons Center.
- Farm Safety Program was presented to the elementary classes.
- Several staff attended professional development sessions, in both elementary and senior high Math, Social Studies, and Language Arts.
- Additional Chrome books were purchased that are kept in the office and signed out as needed
- Carmen Smart had taken several days of training through the year to build this program.
- A divisional TES Team group was organized to address the fluctuations in Chemistry marks.
- Added an additional day of Telus World of Science program to the elementary classes.
- In May, the high school students toured Fort Edmonton Park and spend the evening at the Jubilations Dinner theatre.
- Marty Person – MJS Ag Society Rep

2. Ag Fair Report for previous fiscal year –2015

- We had a good turnout for supper
- Low quantity of entries for the taste testing contest. We did not have enough entries to do a proper taste testing, so we just displayed and labeled our entries. We intend to promote it more in 2016 and have a homemade wine testing for next year as well.
- MJS coloring contest had great submissions.
- Elaine Kent, chair of the Fall Fair

3. Curling Club 2015-2016 Season

This season we hosted five bonspiels: the farmers spiel with 18 teams; ladies with 22 teams; mixed had 16 teams: and for the first time we hosted a sterling bonspiel with 10 teams. The Marwayne Jubilee School hosted the Buffalo Trails Highway 16 junior spiel, in our facility as well.

All were well attended and have some teams booking their spot for next year.

In regards to membership, the Curling Rink is open two nights a week for the 6 ladies teams and 8 mens teams. We had a junior high team and a senior high team that practised after school to help them compete in local bonspiels. We had two parents volunteer time to coach each team. Janice Saville volunteered to coach the after-school elementary, and we had teachers and members that volunteered their time to help with the 30 students.

We are open two nights a week for regular member curling, and during the day we had approximately 150 students using the facility for gym class. We are very pleased with the number of young people taking an interest in curling.

Volunteer Hours

- Ice Making: 10 days x 3 people x 5 hours=150 hours
- Bonspiels: 4 bonspiels x 20 hours =80 hours
- Coaches for school curling: 10 days x 7 people x 2 hours = 140 hours
- Bar hours: 15 Comet games x 2 people x 4 hours = 120 hours

In regards to future plans, we have been having issues with our heating system so we will be looking into repairs or potential replacement. Cameras for the far end are still in the works, more-in ice advertising is being sold to reach that goal sooner. We have new ice makers this year as well and reports are that the ice has been amazing.

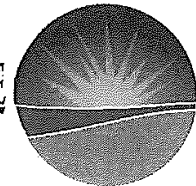
Jessie Franklin

III. Village of Marwayne Report Card

Marwayne Sustainability Plan

Report Card 2016

MARWAYNE
LIFE FROM ALL ANGLES



Grading Key

Score	Term	Explanation
1	Advanced	Above and beyond expected goal
2	Proficient	Meets Strategic Plan Objectives
3	In Progress	Under Construction
4	Beginning	Discussed, in research stage
5	Not Started	
6	Failed	Due to funding or manpower shortfalls, the project was declined.

Strategic Actions Organized by Key Initiatives

Grade	Strategy	Consideration	Comments
Key Initiative #1: Land Management & Built Environment			
3	Sustainability Plan integrates with MDP, LUB, and MSP	<ul style="list-style-type: none"> Reflects the end state goals Provides framework & long range strategies to direct and shape community growth Culture & Community Spirit assist Village Council in evaluating their Strategic Plan 	<ul style="list-style-type: none"> Five-year review in 2013 Next five-year review in 2018
3	Research "Smart Growth" and "Built Green" standards for possible inclusion into the MDP		<ul style="list-style-type: none"> Community Hall and Arena Lobby are LEED shadow Energy audit on Curling Rink, Arena, Fire Hall, and Village Office (public works) completed. Power bills were approximately \$20,000 lower in 2014-

Marwayne Agricultural Society
Annual General Meeting December 10, 2018

	and LUB		15, and maintained in 2015-16 <ul style="list-style-type: none"> Water consumption is too high especially at the arena. New water line will impact operational budgets.
Key Initiative #2: Economic Development			
4	Create a business plan to ensure: <ul style="list-style-type: none"> atmosphere where businesses want to be established competitive advantage streamline process for attracting businesses 		<ul style="list-style-type: none"> Updating website & Facebook Page Completed Strategic Plan Renewal with Heather Nickel and the Village in 2015-16 Actively seeking developers for investment opportunities in industrial, residential and commercial development Increased industry will lead to increased commercial
3	Create vibrant downtown core area & "buy-local" ethic		<ul style="list-style-type: none"> Underground water & sewer completed Centre Street rebuild completed Summer 2014 Signage plan completed Historic guidelines & grant program in place. Historic plaques will go ahead in 2016-17 New signage for 897 required
3	Establish a community marketing strategy	<ul style="list-style-type: none"> Promotes advantages & opportunities for business & tourism Includes citizens engaged as ambassadors Has a business attraction listing 	<ul style="list-style-type: none"> print ads Website, Facebook New signage plan is ongoing Community & Business Profile completed summer 2014 Investment Opportunities – Downtown Lots completed summer 2014 Investment Opportunities – Residential completed summer 2014 Investment Opportunities – Industrial Park completed summer 2014 Need to attract industrial development
3	Regional economic development organizations to provide effective small-town oriented initiatives		<ul style="list-style-type: none"> Continue to explore and develop partnerships & collaboration with Community Futures, HUB, and Lloydminster Ec. Dev. Corp.
4	Develop a tourism plan to help augment the local economy		<ul style="list-style-type: none"> Identify & update regional events Post on website, Go East, and Alberta Tourism Radio advertising Consider marketing with other entities
Key Initiative #3: Empowering Volunteers through Governance			
1	Promote the umbrella organization with new volunteers	<ul style="list-style-type: none"> By defining the board members Develop a budget Develop job description for CDO 	<ul style="list-style-type: none"> Annual review meetings November / December Encourage new groups offering new services to Marwayne
3	Identify funding source for CDO	•	<ul style="list-style-type: none"> Currently funding without a grant
3	Increase awareness of community events & increase communication	<ul style="list-style-type: none"> Continue newsletter Encourage groups to advertise their events on the Village Website and Facebook page Look at feasibility of a community announcement sign on 897 	<ul style="list-style-type: none"> Website & Calendar of Events – updated 2015 Facebook Encourage all groups to use the website Sandwich boards & Community Sign on 897
2	Enhancing annual events	<ul style="list-style-type: none"> Lea Park Rodeo PBR Ag Fair Two community-wide garage sales implemented 2015 	<ul style="list-style-type: none"> Community groups need to look for partnerships & collaboration CDO can facilitate partnerships
2	Long-term community budget	Will enable coordinated fundraisers to meet the actual needs of the	<ul style="list-style-type: none"> Explore CIP, CFEP, and AIP grants Create community capital budget plan separate from

Marwayne Agricultural Society
Annual General Meeting December 10, 2018

		community, maximize grant funds & reduce volunteer burnout	<ul style="list-style-type: none"> operating plans Continue to hold annual review of Master Operating Leases and Capital Budget Plan Continue to work through the Ag Society and the Task Force
Key Initiative #4: Safe Small Town Atmosphere			
3	Continue with safe community strategy	<ul style="list-style-type: none"> Support the strengths that individuals and groups have to create a safe & healthy community. Uses engineering, education, environment, enforcement 	<ul style="list-style-type: none"> Completed traffic safety grant, "Respect! Our Streets We Live Here." Use movable traffic board & captured stats
4	Continue to advocate for a regional bylaw enforcement officer		<ul style="list-style-type: none"> APC funding received in 2016
3	MDP reflects community green areas, trees, village center as destination, safe& convenient spaces for social, artistic, cultural, revitalization of downtown core with focus on pedestrian friendly & social interaction		<ul style="list-style-type: none"> The Village Council & Ag Society adopted the Master Plan from the Community Needs Assessment & Facility Development. Village hired consultant Nick Pryce through the APC grant to complete a plan for the land west of the Village, including a Master Recreational Plan. Continue to build and connect the green parks and pathways.
3	Investigate "Smart Growth" practices to create community that brings people together	<ul style="list-style-type: none"> Hire a professional to assist with smart growth and economic development of downtown and industrial park 	<ul style="list-style-type: none"> Village hired consultant Nick Pryce & completed consultation Design Guidelines & Grant Program completed for Commercial downtown Continue to consult with experts on acquiring land and attracting low hanging fruit .
3	Develop a walkable, pedestrian-oriented downtown	Design a space that gets vehicles to slow down, gets people out of their vehicles, and encourages them to linger on the streets.	<ul style="list-style-type: none"> Your Street, Your Design completed spring 2014 Connect your walkable downtown to the Master Recreational Plan.
3	Ensure the long-term sustainability of the volunteer Fire & Rescue Department		<ul style="list-style-type: none"> Purchased new rescue vehicle 2015. Continue to recruit new members, preferably ages 45+ so that they can attend calls. Cultivate a professional environment
2	Volunteer Week celebration to thank volunteers for their community spirit & active participation		<ul style="list-style-type: none"> Volunteer bench downtown 2015 Volunteer banner On-going
2	Vibrant downtown core thru volunteer involvement	<p>Murals, business participation,</p> <p>CDO to explore Arts & Culture grants to host events</p>	<ul style="list-style-type: none"> Marwayne EDC review Strategic Plan Marwayne EDC as ambassadors for Investment Opportunities Completed public art, banners, and wayfinding 2015 Continue to promote the school banner program
2	Promote history to foster community spirit	<ul style="list-style-type: none"> walking tour of Village regional history tour investigation of museum 	<ul style="list-style-type: none"> Complete the historic plaques in downtown 2016-17 Explore a historic plaque downtown.
Key Initiative #5: Health and Social			
5	Continue to look for opportunities to provide long-		<ul style="list-style-type: none"> Nurse practitioner one afternoon a month at the Senior Centre

Marwayne Agricultural Society
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	term care facilities		
2	Encourage physical recreation activities		<ul style="list-style-type: none"> • Support existing non-profits • Attract new / out-side programming: Jiu Jitsu and morning fitness class at hall
Key Initiative #6: Recreation, Leisure & Culture			
2	Long-term recreation facility plan to meet the community's needs		<ul style="list-style-type: none"> • Acquire land for future green space development i.e. ball diamonds, walking/riding trails, campground • Land behind hall purchased by private owner in 2013. • Possible plans include a water park, campground, housing • Marwayne Agri-Plex Riding Arena
3	Plan/analysis to meet the recreational needs (emphasis on outside activities & land needed)	Establish the most desirable form of consolidated recreational development for the community	<ul style="list-style-type: none"> • Acquire land for future green space development i.e. ball diamonds, walking/riding trails, campground, skate park, etc. • Consider out-door workout apparatus on green trails. • Important to be part of upcoming 2017 planning consultations. It will include trails development. • Identify next projects
5	Research & implement sustainable technologies into the development of recreational and leisure facilities and programs		<ul style="list-style-type: none"> • New buildings are LEED Shadow. • Lights above Arena ice surface are LEED shadow • Implement energy efficiency for heating, freezing, and water consumption
4	Develop a pedestrian master plan	<ul style="list-style-type: none"> • With APC funding, ensures that recreational, commercial & institutional areas are connected with a network of sidewalks and trails • Children can walk safely to school and playgrounds 	<ul style="list-style-type: none"> • Investigate how to move trails forward: planning in 2016-17, funding, timing • Consider out-door workout apparatus on green trails.
Key Initiative #7: Environment: energy, water and solid waste management			
4	Study retro-fitting a facility & the possibility of making it green		<ul style="list-style-type: none"> • New Community Hall is built to LEED Shadow standards • Village complete Water Conservation, Efficiency, and Productivity Plan for Dec 2011 & updated annually
4	Develop partnerships that will mitigate capital costs to the extent that our community can begin implementing energy efficient facilities and equipment		<ul style="list-style-type: none"> • TAME grant for arena lobby and lights • Energy savings through 4-way power: 2014-15 saw ~\$20,000 reduction in power bills and continued for 2015-16. • Need to monitor water use because the new water line will impact operations significantly
3	Investigate how other municipalities have engaged in renewable energy sources being implemented		<ul style="list-style-type: none"> • Village completed the Water Conservation Plan
2	Address service needs by: <ul style="list-style-type: none"> • aging infrastructure • service provision • communication 		<ul style="list-style-type: none"> • The Village updating Infrastructure Renewal Plan in 2016 with engineer support. • Village replaced aging infrastructure for water & sewer on 1 Street North • Built new storm sewer & drainage along Railway Avenue
5	Minimize potable water utilization and optimize use of	Continue metering, education program, incentives, asset	<ul style="list-style-type: none"> • Obtained a grant for remote water meters to be installed in 2016

Marwayne Agricultural Society
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	non-potable water	management plan, re-use of grey water	
4	reduce-reuse-recycle approach to solid waste management		<ul style="list-style-type: none"> • Requires education, awareness, funding, and partnerships
4	Education on need to divert groundwater from the sanitary sewer system		<ul style="list-style-type: none"> • Storm sewer and sewer pipe build / repair on 1st Street N 2016-17 • Storm Sewer along Railway Avenue
4	Begin to collect data for public facilities energy consumption		<ul style="list-style-type: none"> • Completed energy audit of Curling Rink, Arena, Fire Hall, and Village Offices (Public Works)
Key Initiative #8: Education			
5	Re-visit the facility use agreement	to ensure that the needs of the school and community are being met and facilities are used to their maximum potential	<ul style="list-style-type: none"> • Recruit an ambassador / liaison between school and Ag Society
3	Strengthen relationship between community and the school	Could encourage local business presence in the awards ceremonies.	<ul style="list-style-type: none"> • Village continues to support the banner program with the school art program.

Final Recommendation

- The Village and the Agricultural Society should review their Strategic Plans, priorities, and action plans and decide how to move forward on Key Initiatives.
- As part of the revision process, groups should annually review all Master Operating Agreements and leases, a Community Capital Plan & Budget, with potential grants earmarked according to year, the Sponsorship Inventory, Operational Budgets for all non-profits, and use of website survey feature.
- The Agricultural Society should continue to implement its Sponsorship Inventory with best practices for asking for sponsorship, and train reps from each community group to use the new community website.
- The Village, the EDC, and the Agricultural Society should partner to develop a Marketing Plan for the entire community that considers marketing of events, facilities, commercial & industrial development, and housing development. The plan should consider “the world inside Marwayne” and “the world outside Marwayne.” They should strive to have a consistent message and clean up the signs along Highway 897.
- The Village and Agricultural Society should continue to partner in the development of the social media marketing through the community website, Facebook, etc.
- The Village and the Agricultural Society should continue to seek funding partnerships and opportunities with other groups while implementing the priorities of the Community Needs Assessment.
- The Village and the Agricultural Society should participate in the upcoming planning for undeveloped land on the west side of the village. Trails & recreational ideas need to be put forth.

Marwayne Agricultural Society
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- Both the Village and the Agricultural Society should continue to develop community leadership through its nonprofits.
- Revision of the Sustainability Plan: Looking to the Future should be reviewed in November of 2018.

AgSociety – President’s Report 2018-19

June 1, 2018 - May 31, 2019

Many events and meetings occur each year that keep our community busy. The curling rink is planning some minor renovations this summer with improvements to the heating system. Minor ball received a grant to rebuild diamond 3 for midget baseball. This project is still in progress but coming together and will be ready for next year. The community hall continues to host more events each year. We are lucky to have such great facilities in Marwayne with great people from the AgSociety looking after operations.

Regular events occur each year and all with great dedication from our volunteer groups. Rodeo, Rodeo week, PBR, hockey tournaments, trade shows, fall supper with mini fair, curling leagues and bonspiels, hockey (kids to senior teams), dance academy, dances, and many other activities are held annually in the Community Hall. Every event is put on by a group of volunteers from the area. Marwayne is blessed with many people that are passionate about their community and events, so events are always done very well.

Two people were sent to the AAAS conference in Edmonton in February to learn more about what makes Ag Society’s great. We also had a number of people attend regional AAAS meetings.

We hired a new office staff person JoAnne Hughes, Carrie decided to start he own business with ATB in Marwayne and Kitscoty. We wish her the best and thanks for helping us finish the year. JoAnne is just learning the ropes and we are excited to have her join our team.

We will continue to work on further improvements to our facilities and look for new ways to build our community. Thank you, Carrie, and good luck with your banking, welcome JoAnne and thanks to all board members for coming to meetings with your input and your many volunteer hours.

Submitted by Todd Hames

Marwayne Curling Club - AGM Report - December 9, 2019

2018/2019 season

Membership & Use of Facility -

We had a good year with 8 Men's League teams, 6 Ladies League, a Stirling League with 6 teams, and after school curling with approximately 20 children. Both Marwayne and Dewberry school used our facility for their gym curriculum. We hosted five bonspiels (Farmer's, Junior, Stirling, Ladies, Town & Country) again this year and all were well attended. Memberships in League curling continue to rise for the 2019/20 season, as we look forward to having 10 Men's teams.

Last season we had 7 rentals of the facility both for the ice usage and for the upstairs lounge.

Future events that we would like to draw new (and past) members include one-night curling evenings with Derwent Pizza, Wings, etc. Our intent is to continue growing membership, and include more members of our community.

Renovations -

Extensive renovations were performed over the summer of 2019 at the Curling Club. The main heating system was overhauled by Lunker's Plumbing. The original in-floor heat lines had become corroded and plugged resulting in poor circulation and an inability to keep the ambient temperatures where they needed to be. Downstairs, new lines were installed from the existing boiler (purchased in 2017) to several baseboard radiator heaters as well as Reznor fan units. Upstairs, a new forced air furnace complete with ducting and a utility room have been installed. The safety and comfort of the building is now at a much higher level.

Other renovations performed in the last year included new flooring in the upstairs lounge throughout the bar, banquet area and washrooms. New countertops and sinks were also installed in the bar and washrooms. Thanks to our volunteers, we also have updated the paint where needed.

Future renovation projects include updated lighting and heating on the ice surface, as well as purchasing pre-made plastic sheets to run the entire sheet of ice which will replace whitener, rings and lines. The company that installs these plastic sheets is Alberta based, and does work for the Olympics and other high-end curling events. Thermostat automation on the ice surface is also a priority for the club.

Fundraising --

The Curling Club, via the Ag Society, will be raffling off a 2019 Polaris Ranger and two \$500 cash prizes. The draw will take place on June 7 at the completion of the Lea Park Rodeo. 600 tickets will be printed at a price of \$40 per ticket.

The 50/50 ticket raffle will also continue to be worked by volunteers of the Marwayne Curling Club.

The Curling Club also hosted its second Ukrainian Supper fundraiser on Nov 2, 2019. 280 tickets were sold, and the event continues to be a popular fundraiser drawing visitors from outside the community. The event was held at the Community Hall, to accommodate a larger crowd (280 tickets vs 165 in 2018).

Arena Report

April 5 and 6 we hosted PBR. Friday night was family night with junior steer and junior bull riding along with futurity of the up and coming bulls. Saturday night was the main event with 30 riders. Both nights we had wild pony races. Saturday night we had dance with prairie dogs. PBR is the arena's only fundraiser of the year and has been very successful.

In the winter when the weather was very cold we had a water line break in the men's washroom.

This season the ladies auxiliary has updated their till system and brought in debit tap as a paying option.

This season figure skating numbers are down with only about 14 skaters but hockey has stayed around the same with roughly 70 players. This season our teams are again joined with dewberry. Bantams are joined with Kitscoty and midgets have a few players from Elk Point and Paradise Valley.

Trippett McKnight got the arena a donation from husky \$1000 which we put towards a new floor scrubber.

Carolyn Clayton applied for and a donation from CNRL to go towards a lift for figure skating and jerseys. We had to upgrade lights out on the arena ice surface.

We were broken into Easter weekend and had to replace a bunch of door handles and rekey locks and get a new safe. All keys have to be signed out and talk to Melodie Pawliuk if needing a key when renting the arena or work is getting done in the building.

Yearly Report – Marwayne Dance Association

In the year 2019 there was a Recital at the Marwayne Community Hall in March for the dancers that was with MDA last year. There were also Festivals in Fort Saskatchewan, Vermilion and Lloydminster.

This year the Marwayne Dance Association has lower numbers than the previous dance season. We offer the regular dance classes that go to festivals this year (two festivals in Lloydminster, one festival in Fort Saskatchewan) in the spring. We also offer Recreational Hip Hop that don't go to festivals and Adult Yoga on Thursday evenings. We currently have around 18 Families signed up for classes we offer.

Our Recital this coming year is planning to be in the Spring around May.

For fundraising, we have been offering Cash Calendars for \$20 for a chance to win up to \$250 in the month of January. Depending on how well we do this round of fundraising we may have to do a second fundraising in the new year. Any support is welcome.

Fall Supper/ 331 served

Ag Fair Report / Oct 27/2019:

Poor entries for taste testing and wine testing. Purchased some items so there was enough to have the event at supper time. No need to have any payouts for these. Expenses were Chq#__? \$262.50 Reimb Elaine for items purchased.

School submitted Joke entries this year instead of coloring contest – less submissions- so in lieu of \$5 for the winners we will have ice cream sundae's and sprinkles for the classes that submitted.

Gr. 2-4-6 Will get homeroom ice cream party – Supplies have not been purchased yet (Nov 25/2019)

Next year's event will be advertised sooner in September and try and get the tv guy back since there was a lot of feedback from that.

Next year's event will be a pumkin carvn' contest. All pumpkins will be displayed all around the hall and people's choice award for voting- bragging rights of the winner in Village paper.

=====

Marwayne Community Hall

2019-05-31

Very busy last year

12 Large rentals including weddings

Several Funerals

Several kitchen rentals

Jujitsu rental Husky Room from September to June

Exercise class rental Husky Room from September to April

4 Large 4H Rentals

Dance rental September to May

Wheat/Kenyon Office rental all year.

Our own events Fall Supper and Christmas Gala

All in all a good year.

We have 10 large events book for this year. June 1 2019 -- May 31 2020

Bookings after June 2020 are very few. As per the economy.

We are working on maintenance as our building is now over 7 years old.

Doing annual inspections is costly but needs to be done as per regulations.

Sharon Kneen

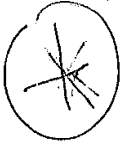
Treasure Marwayne Community Hall

Marwayne School Report November 2019

During the past year the school has gone through some significant changes.

We had two staff members retire while replacing both with only a half time teacher. The number of students has decreased too. We have dropped to 278 students from the 282 students we had the previous year. The programming has changed as well; we now offer more options at the same time frame to allow the students a broader choice. The school has some painting completed over the summer in some of the high traffic areas. Some of the classrooms will receive new or upgraded desks/tables etc in their classrooms.

Marty Person



Ag Society Meeting – Oct 30, 2019
Marwayne Minor Ball Update

We had a great year this year, we had 136 Kids in our Minor Ball Association between our Baseball and Softball Programs. Our kids played in the Lakeland and Lloydminster Minor Ball League, we anticipate our numbers will continue for next year.

We kept our diamonds busy throughout the summer

July:

- We had Adult girls from Lloydminster (Liners Summer Classic 2019) host a tournament at our diamonds
- Our Bantam Boys hosted Provincials again and was also a success, they won the tournament
- We also had a few boys off our Peewee team play with Vermilion and also won provincials at their tournament in Leduc
- The U16 Girls also attended provincials in Provost and got Silver

August:

- The legions hosted their annual slow pitch tournament and was a success

Update on Diamond Expansion:

The diamond is looking great, the grass really took this year and looks really nice, we plan on the diamond being usable for next season coming up.

We have the fence all lined up to be finished by early Spring. We will be laying turf around the home plate area and up the base lines past the dugouts, after that will allow us to spread the rest of shale and shape it to play on. We also have bleachers getting built over the winter.

Our future plan: We still plan on hosting tournaments and offering our diamonds for other communities/organizations to host tournaments when available. With the expansion of our diamond and adding to our other 2 existing diamonds will allow increased options for the increasing the amount of home games, the opportunity to host more men's and ladies leagues and/or tournaments and the ability to host provincial level play down games and allow non-profit groups to expand their tournaments.

Grants Received:

CFEP Community Facility Enhancement Program
\$67,524, Issued Feb 12, 2019

County of Vermilion:

Jan 2018 \$3000, Recreation Funds – assist with 2017 operating expenses

Nov 2018 \$2000, Recreation Funds – assist with new initiative – ball diamond upgrades

Jan 2019 \$2,800, Recreation Funds – assist with 2018 operating expenses

Other :

Baseball Alberta – July 19, 2019, \$4,000

2019 Baseball Alberta Facility Grant

Canadian Natural Resources Limited

\$5,000 – Donation to sponsor facility upgrades for Diamond Expansion



Ph: 1.780.632.6788 Fax: 1.780.632.6785 Toll Free: 1.888.515.6788
Box 157, 4918 50 Avenue, Vegreville, Alberta T9C 1R2

INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Members of Marwayne Agricultural Society

We have reviewed the accompanying financial statements of Marwayne Agricultural Society which comprise the statement of financial position as at May 31, 2019 and the statements of changes in net assets, revenues and expenditures and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility for the Financial Statements

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that these financial statements do not present fairly, in all material respects, the financial position of Marwayne Agricultural Society as at May 31, 2019, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Vegreville, Alberta
October 30, 2019

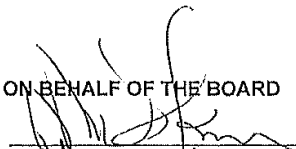
Synergy
Chartered Professional Accountants

MARWAYNE AGRICULTURAL SOCIETY
Statement of Financial Position
May 31, 2019

	2019	2018
ASSETS		
CURRENT		
Cash (Note 3)	\$ 357,533	\$ 281,240
Term deposits	-	50,000
Accounts receivable	78,231	64,655
Goods and services tax recoverable (Note 4)	4,765	16,239
	<u>440,529</u>	<u>412,134</u>
TANGIBLE CAPITAL ASSETS (Note 5)	2,706,780	2,856,144
LONG TERM INVESTMENTS	101,632	50,325
	<u>\$ 3,248,941</u>	<u>\$ 3,318,603</u>
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable and accrued liabilities	\$ 8,242	\$ 8,010
Deferred revenue (Note 6)	63,592	5,601
Current portion of long term debt (Note 7)	23,133	20,075
	<u>94,967</u>	<u>33,686</u>
LONG TERM DEBT (Note 7)	56,988	129,925
CAPITAL CONTRIBUTIONS (Note 8)	311,880	325,440
	<u>463,835</u>	<u>489,051</u>
NET ASSETS		
Unrestricted net assets	467,523	297,065
Internally restricted net assets (Note 9)	2,805	1,783
Investment in tangible capital assets	2,314,778	2,530,704
	<u>2,785,106</u>	<u>2,829,552</u>
	<u>\$ 3,248,941</u>	<u>\$ 3,318,603</u>

COMMITMENTS (Note 10)

ON BEHALF OF THE BOARD

 Director

 Director

See notes to financial statements

**MARWAYNE AGRICULTURAL SOCIETY
Statement of Changes in Net Assets
Year Ended May 31, 2019**

	Unrestricted Net Assets	Internally Restricted Net Assets	Investment in Capital Assets	2019	2018
NET ASSETS - BEGINNING OF YEAR	\$ 297,065	\$ 1,783	\$ 2,530,704	\$ 2,829,552	\$ 2,775,184
Capital debt proceeds - 2018	150,000	-	(150,000)	-	-
	447,065	1,783	2,380,704	2,829,552	2,775,184
Excess (deficiency) of revenue over expenditures	(44,446)	-	-	(44,446)	54,368
Amortization	139,505	-	(139,505)	-	-
Purchase of tangible capital assets	(3,700)	-	3,700	-	-
Long term debt repaid	(69,879)	-	69,879	-	-
Interfund transfer	(1,022)	1,022	-	-	-
NET ASSETS - END OF YEAR	\$ 467,523	\$ 2,805	\$ 2,314,778	\$ 2,785,106	\$ 2,829,552

See notes to financial statements

MARWAYNE AGRICULTURAL SOCIETY
Statement of Revenues and Expenditures
Year Ended May 31, 2019

	2019	2018
REVENUE		
Agriculture (Schedule 1)	\$ 49,793	\$ 162,524
Arena (Schedule 2)	259,084	227,006
Community Hall (Schedule 3)	76,614	127,029
Curling Club (Schedule 4)	87,723	74,496
	473,214	591,055
EXPENDITURES		
Agriculture (Schedule 1)	35,747	71,229
Arena (Schedule 2)	206,721	204,646
Community Hall (Schedule 3)	68,472	64,777
Curling Club (Schedule 4)	67,215	56,900
	378,155	397,552
EXCESS OF REVENUE OVER EXPENDITURES BEFORE AMORTIZATION	95,059	193,503
AMORTIZATION		
Agriculture (Schedule 1)	123,608	123,608
Arena (Schedule 2)	12,168	11,798
Community Hall (Schedule 3)	1,980	1,980
Curling Club (Schedule 4)	1,749	1,749
	139,505	139,135
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENDITURES	\$ (44,446)	\$ 54,368

See notes to financial statements

MARWAYNE AGRICULTURAL SOCIETY
Statement of Cash Flows
Year Ended May 31, 2019

	2019	2018
OPERATING ACTIVITIES		
Excess (deficiency) of revenue over expenditures	\$ (44,446)	\$ 54,368
Item not affecting cash:		
Amortization	139,505	139,135
	95,059	193,503
Changes in non-cash working capital:		
Accounts receivable	(13,576)	(14,752)
Goods and services tax payable	11,474	(8,064)
Prepaid expenses	-	39,187
Accounts payable and accrued liabilities	231	(12,191)
Deferred revenue	57,991	(4,829)
	56,120	(649)
Cash flow from operating activities	151,179	192,854
INVESTING ACTIVITIES		
Purchase of tangible capital assets	(3,700)	(507,443)
Term deposits	50,000	13,651
Long term investments	(51,307)	(50,325)
Decrease (increase) in restricted cash	(56,763)	166,217
Cash flow used by investing activities	(61,770)	(377,900)
FINANCING ACTIVITIES		
Capital contributions	-	201,882
Proceeds from long term financing	-	220,000
Repayment of long term debt	(69,879)	(70,000)
Cash flow from (used by) financing activities	(69,879)	351,882
INCREASE IN CASH FLOW	19,530	166,836
Cash - beginning of year	277,906	111,070
CASH - END OF YEAR	\$ 297,436	\$ 277,906
CASH FLOWS SUPPLEMENTARY INFORMATION		
Interest received	\$ 1,448	\$ 476
Interest paid	\$ 7,687	\$ 3,158
CASH CONSISTS OF:		
Cash (Note 3)	\$ 357,533	\$ 281,240
Less: restricted cash (Note 3)	(60,097)	(3,334)
	\$ 297,436	\$ 277,906

See notes to financial statements

MARWAYNE AGRICULTURAL SOCIETY
Notes to Financial Statements
Year Ended May 31, 2019

1. PURPOSE OF THE SOCIETY

Marwayne Agricultural Society (the "society") is a not-for-profit organization incorporated provincially under the Societies Act of Alberta. The society offers community programs and events aimed at those who reside in Marwayne, Alberta and surrounding areas. For Canadian income tax purposes, the society is qualified as a charitable organization, which is exempt from income tax under the Income Tax Act (Canada). Accordingly, there is no provision for income taxes in these financial statements.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations (ASNPO).

Revenue recognition

The deferral method of accounting is used whereby restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Revenue is recognized on fees for service when the risks and rewards of transfer have taken place, the amounts can be reasonably estimated and collection is reasonably assured.

Grants and funding for operations are recognized in the financial statements as revenue in the period in which events giving rise to the grant or funding occur, providing the grant or funding is authorized, any eligibility criteria have been met and reasonable estimates of the amounts can be determined.

Contributed services

The success of the society depends on the contribution of time by volunteers from various sources. The fair value of donated services cannot be reasonably determined and are therefore not reflected in these financial statements.

Contributed equipment and materials are recognized when the fair value can be reasonably determined, the equipment of materials are used in the normal course of the society's operations, and would otherwise have been purchased.

Cash and cash equivalents

Cash includes cash and cash equivalents. Cash equivalents would include term deposits, if held, that have maturities at the date of purchase of less than ninety days. Term deposits are valued at cost, which approximates fair value, due to the short period of time to maturity.

Term deposits

Term deposits consist primarily of guaranteed investment certificates, if held, with an original maturity at the date of purchase of greater than ninety days and less than twelve months. Term deposits are valued at cost, which approximates fair value, due to the short period of time to maturity.

(continues)

MARWAYNE AGRICULTURAL SOCIETY
Notes to Financial Statements
Year Ended May 31, 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Tangible capital assets

Tangible capital assets are stated at cost or deemed cost less accumulated amortization and are amortized over their estimated useful lives on a straight-line basis at the following rates:

Buildings	4%
Equipment	5-10%

The society regularly reviews its tangible capital assets to eliminate obsolete items. Tangible capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

Long term investments

Long term investments consist primarily of guaranteed investment certificates with an original maturity at the date of purchase of greater than twelve months. Guaranteed investment certificates are valued at amortized cost, which approximates fair value, with interest rates of 2.20% and 2.15%, maturing October 6, 2021 and December 5, 2022, respectively.

Capital contributions

Government grants for the acquisition of tangible capital assets are recorded as a direct increase in net assets or deferred and recognized on the same basis as the acquired tangible capital asset.

Net assets

- a) Net assets invested in tangible capital assets represents the organization's net investment in property, plant and equipment which is comprised of the unamortized amount less capital grants.
- b) Internally restricted net assets are funds which have been designated for a specific purpose by the organization's Board of Directors.
- c) Unrestricted net assets comprise the excess of revenue over expenses accumulated by the organization each year, net of transfers, and are available for general purposes.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Actual results could differ from these estimates.

(continues)

MARWAYNE AGRICULTURAL SOCIETY

Notes to Financial Statements

Year Ended May 31, 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Impairment of long-lived assets

The society considers impairment when events or changes in circumstances indicate that the carrying amount of the assets may not be recoverable. Recoverability is assessed by comparing the carrying amount to the projected future net cash flows the long-lived assets are expected to generate through their direct use and eventual disposition. When a test for impairment indicates that the carrying amount of an asset is not recoverable, an impairment loss is recognized to the extent the carrying value exceeds its fair value.

Financial instruments policy

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

3. CASH

	2019	2018
Agriculture - Operating	\$ 179,232	\$ 119,876
Arena - Operating	25,419	17,824
Community Hall - Operating	66,221	53,125
Curling Club - Operating	82,304	60,885
Agriculture - Casino	1,551	1,551
Agriculture - Ice Fund	1,782	1,768
Agriculture - Raffle	1	26,196
Agriculture - Savings	1,023	15
	\$ 357,533	\$ 281,240

Included in cash is a restricted amount of \$60,097 (2018 - \$3,334) comprised of \$57,292 (2018 - \$1,551) of deferred revenue (*Note 6*) and \$2,805 (2018 - \$1,783) of internally restricted net assets (*Note 9*).

4. GOODS AND SERVICES TAX RECOVERABLE

	2019	2018
Agriculture	\$ 467	\$ 12,639
Arena	2,286	2,038
Community Hall	891	637
Curling Club	1,121	925
	\$ 4,765	\$ 16,239

MARWAYNE AGRICULTURAL SOCIETY
Notes to Financial Statements
Year Ended May 31, 2019

5. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2019 Net book value	2018 Net book value
Land	\$ 57,475	\$ -	\$ 57,475	\$ 57,475
Buildings	3,432,689	816,327	2,616,362	2,753,669
Equipment	175,071	142,128	32,943	45,000
	\$ 3,665,235	\$ 958,455	\$ 2,706,780	\$ 2,856,144

6. DEFERRED REVENUE

	2019	2018
Agriculture - Grant - Climate Leadership Plan	\$ 55,741	\$ -
Agriculture - Casino	1,551	1,551
Community Hall - booking deposits	6,300	4,050
	\$ 63,592	\$ 5,601

Funds received from the above sources are held exclusively for approved expenditures, and as such, are reflected as a liability until spent.

7. LONG TERM DEBT

	2019	2018
Alberta Treasury Branch loan bearing interest at prime plus 1% per annum, repayable in annual blended payments of \$27,500. The loan matures on December 31, 2032 and is secured by land and building.	\$ 80,121	\$ 150,000
Amounts payable within one year	(23,133)	(20,075)
	\$ 56,988	\$ 129,925

Principal repayment terms are approximately:

2020	\$ 23,133
2021	24,394
2022	25,724
2023	6,870
	\$ 80,121

MARWAYNE AGRICULTURAL SOCIETY
Notes to Financial Statements
Year Ended May 31, 2019

8. CAPITAL CONTRIBUTIONS

	2019	2018
CIP grant	\$ 75,000	\$ 75,000
Donations	64,000	64,000
WD 150 grant	75,000	75,000
CFEP grant	125,000	125,000
	339,000	339,000
Accumulated amortization	(27,120)	(13,560)
	\$ 311,880	\$ 325,440

Capital contributions consist of funding received for Arena upgrades completed in the 2017 year end. Capital contributions are amortized on the same basis as the acquired tangible capital asset, which is amortized over the estimated useful life on a straight-line basis at a rate of 4% per year. The capital contribution is recognized as an offset to amortization.

9. INTERNALLY RESTRICTED NET ASSETS

Internally restricted net assets consist of funds designated by the Board for ice plant repairs. As at May 31, 2019, the amount totaled \$2,805 (2018 - \$1,783).

10. COMMITMENTS

The Curling rink has committed to replace the furnace and boilers provided that the expenditures satisfy the relevant specifications stated in the funding list of the Climate Leadership Plan grant agreement. The expenditures are estimated at \$25,870. The remaining Climate Leadership Plan grant funds may qualify for expenditures incurred in previous years. This will be determined if recorded as revenue when it is determined if the expenditures qualify.

MARWAYNE AGRICULTURAL SOCIETY
Notes to Financial Statements
Year Ended May 31, 2019

11. RELATED PARTIES

	2019	2018
<u>Related party transactions</u>		
Sharon Kneen <i>Treasurer</i> Administrative Management Fee	\$ 2,400	\$ 2,400
Kim Stieb <i>Board member</i> Caretaker - Community Hall	\$ 3,462	\$ 3,624
Jessica Franklin <i>Treasurer</i> Caretaker - Curling Club	\$ 6,250	\$ 6,250

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

12. FINANCIAL INSTRUMENTS

The society is exposed to various risks through its financial instruments. The society operates on a cash flow basis utilizing investments as required. The following analysis provides information about the society's risk exposure and concentration as of May 31, 2019.

(a) Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The society is exposed to credit risk from customers. An allowance for doubtful accounts is established based upon factors surrounding the credit risk of specific accounts, historical trends and other information. The society has a significant number of customers which minimizes concentration of credit risk.

(b) Liquidity risk

Liquidity risk is the risk that an entity will encounter difficulty in meeting obligations associated with financial liabilities. The society is exposed to this risk mainly in respect of its receipt of funds from its grant funding, customers and other related sources, long-term debt, and accounts payable.

(c) Market risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency rate risk, interest rate risk and other price risk. The society is mainly exposed to interest rate risk.

(continues)

MARWAYNE AGRICULTURAL SOCIETY
Notes to Financial Statements
Year Ended May 31, 2019

12. FINANCIAL INSTRUMENTS *(continued)*

(d) Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the society manages exposure through its normal operating and financing activities. The society is exposed to interest rate risk primarily through its floating interest rate from its credit facilities.

There have been no changes to risk management from the previous year.

13. GOVERNMENT REMITTANCES PAYABLE OTHER THAN INCOME TAX

Government remittances (other than income taxes) include, for example, federal and provincial sales taxes, payroll taxes, health taxes, and workers' safety insurance premiums. The following government remittances were payable at year end:

	2019	2018
Goods and services tax recoverable	\$ 4,765	\$ 16,239

14. ECONOMIC DEPENDENCE

The society is dependent on government grants to fund operating expenses.

15. ALLOCATED EXPENDITURES

Shared operating costs include ice plant maintenance, power, water, sewer, garbage, accounting fees, inspections, loss control consulting. These expenditures are charged to the respective organization based on usage; usage varies dependant upon the type of expense and time of year.

MARWAYNE AGRICULTURAL SOCIETY
Agriculture Revenues and Expenditures
Year Ended May 31, 2019

(Schedule 1)

	2019	2018
REVENUE		
Sub-contracts expense recovery	\$ 16,500	\$ 17,441
Operating grant	2,252	5,171
Riding Arena	500	500
Fundraisers	5,304	63,635
Donations - personal	1,000	1,730
Base grant	875	875
Memberships	380	380
Interest earned	83	62
Donations - business	22,899	45,473
Casino	-	23,772
Expense recoveries	-	3,485
	49,793	162,524
EXPENDITURES		
Advertising and promotion	11,417	124
Casino expenses	-	664
Fundraisers	4,581	35,900
GST non-recoverable	475	12,638
Insurance	1,150	740
Interest and bank charges	332	161
Licenses, memberships and fees	380	400
Office	51	568
Professional fees	2,400	2,340
Repairs and maintenance	5,969	230
Subcontracts	8,313	16,480
Training	679	984
	35,747	71,229
EXCESS OF REVENUE OVER EXPENDITURES FROM OPERATIONS	14,046	91,295
AMORTIZATION	123,608	123,608
DEFICIENCY OF REVENUE OVER EXPENDITURES	\$ (109,562)	\$ (32,313)

See notes to financial statements

MARWAYNE AGRICULTURAL SOCIETY
Arena Revenues and Expenditures
Year Ended May 31, 2019

(Schedule 2)

	2019	2018
REVENUE		
Donations	\$ 55,830	\$ 47,340
Fundraisers	63,718	58,325
Municipal Recreation grant	35,500	35,500
Memberships	37,375	29,400
Ladies auxiliary	35,000	25,000
Sign/ice rental	13,175	11,505
Operating grant	7,969	9,426
Base grant	7,000	7,000
Rodeo dance and beer gardens	3,500	3,500
Interest earned	17	10
	259,084	227,006
EXPENDITURES		
Advertising and promotion	560	-
Bad debts	600	3,600
Fundraisers	76,365	73,732
GST non-recoverable	2,286	2,038
Ice maintenance	1,705	1,297
Insurance	13,933	13,259
Interest and bank charges	33	74
Interest on long term debt	6,096	5,929
Janitorial subcontracts	41,091	42,664
Licenses, memberships and fees	94	543
Office	1,921	1,155
Professional fees	2,400	2,965
Repairs and maintenance	11,325	15,545
Supplies	2,146	3,622
Telephone	1,016	1,202
Utilities	45,150	37,021
	206,721	204,646
EXCESS OF REVENUE OVER EXPENDITURES FROM OPERATIONS	52,363	22,360
AMORTIZATION	12,168	11,798
EXCESS OF REVENUE OVER EXPENDITURES	\$ 40,195	\$ 10,562

See notes to financial statements

MARWAYNE AGRICULTURAL SOCIETY
Community Hall Revenues and Expenditures
Year Ended May 31, 2019

(Schedule 3)

	2019	2018
REVENUE		
Building rental	\$ 42,922	\$ 39,543
Fundraisers	10,180	21,392
Municipal Recreation grant	7,300	8,000
Base grant	4,375	4,375
Operating grant	3,638	4,711
Sponsorship	3,500	2,500
Expense recoveries	870	884
Donations - personal	875	5,550
Interest earned	2,954	874
Donations - business	-	39,200
	76,614	127,029
EXPENDITURES		
Advertising and promotion	588	-
Fundraisers	7,915	16,268
GST non-recoverable	891	637
Insurance	7,896	7,413
Interest and bank charges	12	14
Janitorial subcontracts	11,976	11,216
Licenses, memberships and fees	34	36
Office	2,869	2,982
Professional fees	1,600	1,560
Repairs and maintenance	10,388	3,390
Salaries and wages	4,582	4,744
Supplies	4,988	3,113
Telephone	436	545
Utilities	14,297	12,859
	68,472	64,777
EXCESS OF REVENUE OVER EXPENDITURES FROM OPERATIONS	8,142	62,252
AMORTIZATION	1,980	1,980
EXCESS OF REVENUE OVER EXPENDITURES	\$ 6,162	\$ 60,272

See notes to financial statements

**MARWAYNE AGRICULTURAL SOCIETY
Curling Club Revenues and Expenditures
Year Ended May 31, 2019**

(Schedule 4)

	2019	2018
REVENUE		
Bar sales	\$ 19,475	\$ 13,499
Memberships	11,250	12,700
Municipal Recreation grant	11,500	15,000
Bonspiel entries	11,585	9,667
Sign/ice rental	8,075	6,925
Base grant	5,250	5,250
Fundraisers	11,659	3,188
Operating grant	3,465	4,510
Building rental	1,250	1,133
Donations	3,815	2,570
Expense recoveries	385	-
Interest earned	14	54
	87,723	74,496
EXPENDITURES		
Advertising and promotion	64	-
Bad debts	1,550	381
Banquet supplies	8,931	5,970
Bar supplies	7,469	6,044
Fundraisers	2,590	585
GST non-recoverable	1,121	925
Ice maintenance	2,252	193
Insurance	8,117	7,645
Interest and bank charges	5	32
Janitorial subcontracts	10,795	10,800
Junior curling	760	317
Licenses, memberships and fees	294	235
Office	212	26
Professional fees	1,600	1,560
Repairs and maintenance	6,098	7,441
Utilities	15,357	14,746
	67,215	56,900
EXCESS OF REVENUE OVER EXPENDITURES FROM OPERATIONS	20,508	17,596
AMORTIZATION	1,749	1,749
EXCESS OF REVENUE OVER EXPENDITURES	\$ 18,759	\$ 15,847

See notes to financial statements

Projected BUDGET (Year end M:	2017-18	2018-19	2019-20	2020-21
	ACTUAL	Actual	Estimate	Estimate

INCOME

AG SOCIETY

Fundraising / Advertising	\$ 63,635.00	\$ 5,304.00	\$ 2,500.00	\$ 2,500.00
Donations	\$ 47,203.00	\$ 23,899.00	\$ 5,000.00	\$ 5,000.00
Grants	\$ 6,046.00	\$ 3,127.00	\$ 3,500.00	\$ 3,500.00
Interest / Rebates / Other	\$ 62.00	\$ 83.00	\$ 100.00	\$ 100.00
Memberships	\$ 380.00	\$ 380.00	\$ 400.00	\$ 400.00
CASINO	\$ 23,772.00	\$ -	\$ -	\$ -
Ag Society Wage Fund	\$ 17,441.00	\$ 16,500.00	\$ 17,500.00	\$ 17,500.00
Riding Arena	\$ 500.00	\$ 500.00	\$ -	\$ -
Expense Recoveries	\$ 3,485.00	\$ 1.00	\$ -	\$ -
TOTAL REVENUE	\$ 162,524.00	\$ 49,794.00	\$ 29,000.00	\$ 29,000.00

EXPENSES

AG SOCIETY

Amorization	\$ 123,608.00	\$ 123,608.00	\$ 120,000.00	\$ 120,000.00
Advertising / Promotion	\$ 124.00	\$ 11,417.00	\$ 200.00	\$ 200.00
Fall Fair		\$ -	\$ -	\$ -
Harvest Day / Rodeo Street Dance		\$ -	\$ -	\$ -
Bank Charges and Interest	\$ 161.00	\$ 333.00	\$ 150.00	\$ 150.00
Buildings and Repairs	\$ 230.00	\$ 5,969.00	\$ 1,000.00	\$ 1,000.00
Casino Expense	\$ 664.00	\$ -	\$ -	\$ -
Fundraising Expenses	\$ 35,900.00	\$ 4,581.00	\$ 4,000.00	\$ 4,000.00
Grants Dispersed		\$ -	\$ -	\$ -
GST Non-recoverable	\$ 12,638.00	\$ 475.00	\$ 5,000.00	\$ 5,000.00
Insurance	\$ 740.00	\$ 1,150.00	\$ 800.00	\$ 800.00
Office Supplies	\$ 568.00	\$ 51.00	\$ 500.00	\$ 500.00
Professional Development / Conve	\$ 984.00	\$ -	\$ 1,000.00	\$ 1,000.00
Professional Fees/Accounting	\$ 2,340.00	\$ 2,400.00	\$ 2,500.00	\$ 2,500.00
Wages / Subcontract	\$ 16,480.00	\$ 8,992.00	\$ 15,000.00	\$ 15,000.00
Membership Fees	\$ 400.00	\$ 380.00	\$ 600.00	\$ 600.00
TOTAL EXPENSES	\$ 194,837.00	\$ 159,356.00	\$ 150,750.00	\$ 150,750.00

TOTAL INCOME	\$ 162,524.00	\$ 49,794.00	\$ 29,000.00	\$ 29,000.00
** Amortization	\$ 123,608.00	\$ 123,608.00	\$ 120,000.00	\$ 120,000.00
TOTAL EXPENSES	\$ 194,837.00	\$ 159,356.00	\$ 150,750.00	\$ 150,750.00
Profit / Loss (Amortization Includ	\$ (32,313.00)	\$ (109,562.00)	\$ (121,750.00)	\$ (121,750.00)
Profit / Loss (Amortization Remo	\$ 91,295.00	\$ 14,046.00	-\$ 1,750.00	-\$ 1,750.00

NOTE: Loan ATB	\$ 150,000.00	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
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AGENDA ITEM #10.1

Projected BUDGET (Year end M:	2017-18	2018-19	2019-20	2020-21
	ACTUAL	ACTUAL	Estimate	Estimate
INCOME				
ARENA				
Fundraising	\$ 58,325.00	\$ 63,718.00	\$ 60,000.00	\$ 60,000.00
Donations	\$ 47,340.00	\$ 55,830.00	\$ 10,000.00	\$ 10,000.00
Grants	\$ 51,926.00	\$ 50,469.00	\$ 52,000.00	\$ 52,000.00
Ice/Sign Rental	\$ 11,505.00	\$ 13,175.00	\$ 11,000.00	\$ 11,000.00
Interest / Rebates / Other / Exp. Re	\$ 10.00	\$ 17.00	\$ 100.00	\$ 100.00
Ladies Auxilary - Kitchen	\$ 25,000.00	\$ 35,000.00	\$ 30,000.00	\$ 30,000.00
Rodeo Dance Beer Gardens	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00	\$ 3,500.00
Memberships- Ice Fees	\$ 29,400.00	\$ 37,375.00	\$ 30,000.00	\$ 30,000.00
TOTAL INCOME	\$ 227,006.00	\$ 259,084.00	\$ 196,600.00	\$ 196,600.00

EXPENSES				
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ARENA				
Advertising & Promotions		\$ 560.00	\$ 200.00	\$ 200.00
Amortization	\$ 11,798.00	\$ 12,168.00	\$ 11,800.00	\$ 11,800.00
Fundraiser Expenses	\$ 73,732.00	\$ 76,365.00	\$ 80,000.00	\$ 80,000.00
Repairs and Maintenance	\$ 15,545.00	\$ 11,325.00	\$ 12,000.00	\$ 12,000.00
Bad Debt	\$ 3,600.00	\$ 600.00	\$ 1,000.00	\$ 1,000.00
Caretaker - Wages/Contract	\$ 43,961.00	\$ 42,796.00	\$ 40,000.00	\$ 40,000.00
Insurance	\$ 13,259.00	\$ 13,933.00	\$ 15,000.00	\$ 15,000.00
Interest & Bank Charges	\$ 6,003.00	\$ 6,129.00	\$ 6,000.00	\$ 6,000.00
Office Supplies	\$ 1,153.00	\$ 1,921.00	\$ 1,000.00	\$ 1,000.00
Professional Fees / Book Keeping	\$ 2,967.00	\$ 2,400.00	\$ 3,000.00	\$ 3,000.00
Tools & Hardware	\$ 3,622.00	\$ 2,146.00	\$ 2,000.00	\$ 2,000.00
Utilities - Power & Gas & Water	\$ 37,021.00	\$ 45,150.00	\$ 50,000.00	\$ 50,000.00
Utilities Telephone	\$ 1,202.00	\$ 1,016.00	\$ 1,200.00	\$ 1,200.00
GST - Non Recoverable Portion	\$ 2,038.00	\$ 2,286.00	\$ 3,000.00	\$ 3,000.00
Licenses, Memberships, Fees	\$ 543.00	\$ 94.00	\$ 100.00	\$ 100.00
TOTAL EXPENSES	\$ 216,444.00	\$ 218,889.00	\$ 226,300.00	\$ 226,300.00

TOTAL INCOME	\$ 227,006.00	\$ 259,084.00	\$ 196,600.00	\$ 196,600.00
** Amortization	\$ 11,798.00	\$ 12,168.00	\$ 11,800.00	\$ 11,800.00
TOTAL EXPENSES	\$ 216,444.00	\$ 218,889.00	\$ 226,300.00	\$ 226,300.00
Profit / Loss (Amortization Includ	\$ 10,562.00	\$ 40,195.00	\$ (29,700.00)	\$ (29,700.00)
Profit / Loss (Amortization Remo	\$ 22,360.00	\$ 52,363.00	-\$ 17,900.00	-\$ 17,900.00

AGENDA ITEM #10.1

Projected BUDGET (Year end M	2017-18	2018-19	2019-20	2020-21
	ACTUAL	ACTUAL	Estimate	Estimate
INCOME				
HALL				
Fundraising	\$ 21,392.00	\$ 10,180.00	\$ 10,000.00	\$ 10,000.00
Donations	\$ 44,750.00	\$ 875.00	\$ 500.00	\$ 500.00
Grants	\$ 17,086.00	\$ 15,313.00	\$ 17,000.00	\$ 17,000.00
Interest / Rebates / Other / Exp. Re	\$ 874.00	\$ 2,954.00	\$ 1,500.00	\$ 1,500.00
Rental	\$ 39,543.00	\$ 42,922.00	\$ 40,000.00	\$ 40,000.00
Sponsorships	\$ 2,500.00	\$ 3,500.00	\$ 2,500.00	\$ 2,500.00
Miscellaneous Income	\$ 884.00	\$ 870.00	\$ 1,000.00	\$ 1,000.00
TOTAL INCOME	\$ 127,029.00	\$ 76,614.00	\$ 72,500.00	\$ 72,500.00

EXPENSES				
HALL				
Amortization	\$ 1,980.00	\$ 1,980.00	\$ 1,980.00	\$ 1,980.00
Advertising / Donations		\$ 588.00	\$ 500.00	\$ 500.00
Bad Debt		\$ -	\$ -	\$ -
Bank Charges	\$ 14.00	\$ 12.00	\$ 50.00	\$ 50.00
Building Repairs & Maintenance	\$ 3,390.00	\$ 10,388.00	\$ 7,000.00	\$ 7,000.00
Insurance	\$ 7,413.00	\$ 7,896.00	\$ 7,500.00	\$ 7,500.00
Fundraising Supplies	\$ 16,268.00	\$ 7,915.00	\$ 5,000.00	\$ 5,000.00
GST - Non-Recoverable Portion	\$ 637.00	\$ 891.00	\$ 1,000.00	\$ 1,000.00
Memberships, licenses, fees	\$ 36.00	\$ 34.00	\$ 35.00	\$ 35.00
Supplies - Office	\$ 2,982.00	\$ 2,869.00	\$ 2,000.00	\$ 2,000.00
Utilities - Telephone	\$ 545.00	\$ 436.00	\$ 500.00	\$ 500.00
Utilities - Power & Gas & Water	\$ 12,859.00	\$ 14,297.00	\$ 17,000.00	\$ 17,000.00
Wages	\$ 15,960.00	\$ 16,558.00	\$ 16,000.00	\$ 16,000.00
Professional Fees	\$ 1,560.00	\$ 1,600.00	\$ 2,000.00	\$ 2,000.00
Supplies & Small Tools	\$ 3,113.00	\$ 4,988.00	\$ 3,500.00	\$ 3,500.00
TOTAL EXPENSES	\$ 66,757.00	\$ 70,452.00	\$ 64,065.00	\$ 64,065.00

TOTAL INCOME	\$ 127,029.00	\$ 76,614.00	\$ 72,500.00	\$ 72,500.00
** Amortization	\$ 1,980.00	\$ 1,980.00	\$ 1,980.00	\$ 1,980.00
TOTAL EXPENSES	\$ 66,757.00	\$ 70,452.00	\$ 64,065.00	\$ 64,065.00
Profit / Loss (Amortization Includ	\$ 60,272.00	\$ 6,162.00	\$ 8,435.00	\$ 8,435.00
Profit / Loss (Amortization Remo	\$ 62,252.00	\$ 8,142.00	\$ 10,415.00	\$ 10,415.00

ALL FOUR GROUPS

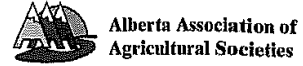
TOTAL INCOME	\$ 591,055.00	\$ 473,215.00	\$ 407,050.00	\$ 407,050.00
** Amortization	\$ 139,135.00	\$ 139,505.00	\$ 135,529.00	\$ 135,529.00
TOTAL EXPENSES	\$ 536,687.00	\$ 517,661.00	\$ 535,064.00	\$ 535,064.00
Profit / Loss (Amortization Includ	\$ 54,368.00	\$ (44,446.00)	\$ (128,014.00)	\$ (128,014.00)
Profit / Loss (Amortization Remo	\$ 193,503.00	\$ 95,059.00	\$ 7,515.00	\$ 7,515.00

**We do not put money away (or fund) the amortization, so I remove it from the budget and call the budget a cash-flow budget.

BUISNESS PLAN

+

BUSINESS
PLAN
REPORTING



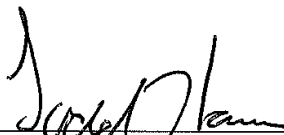
Marwayne Agricultural Society

Name of the Agricultural Society


BUSINESS PLAN 2017-2020

Todd Hames

Director's Name


Director's Signature

Date Completed: **December 31, 2017**


SHARON KNEEN



VALUES

Values are the beliefs, traits and/or characteristics that guide individual or group behavior. Values define the style and rules of personal and organizational behavior. Enter the values statements of your organization

Community Values; the Marwayne Agricultural Society embraces the following community values adopted in the Marwayne Sustainability Plan 2008-2011; Respect Small Town Character; Maintain Friendly Family Oriented Community; Encourage Innovative Leadership; Build Collaborative Partnerships; Plan and Prioritize; Value Culture, Recreation and Leisure; Provide Sustainable Community Facilities and Services; Support Environmental Stewardship; Promote Economic Benefits; Integrate Developmental Assets.

MISSION

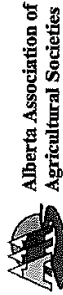
A mission statement is a brief, clear statement about the organizations purpose and reason for existence. Enter the mission statement of your organization

We are the umbrella organization that represents community interests with the mandate to provide quality social, recreational, educational, agricultural and cultural activities in safe, well-maintained and environmentally friendly facilities.

VISION

A vision statement is a clear, compelling and achievable picture of the organizations preferred future. Enter the vision statement of your organization

To provide opportunities for individuals and families to enjoy quality of life in a safe, viable and thriving community through a collaborative approach.



GOALS, STRATEGIES AND PERFORMANCE MEASURES

GOAL / OBJECTIVE: Goal #1

PERFORMANCE MEASURES (Targeted)

2018/19

2017/18

2016/17

Fund/Employ CDO (Community Development Officer)	CDO hired/funded	CDO hired/funded	CDO hired/funded
Form partnership with community groups to manage facilities collectively	Comm Capital Plan	Comm Capital Plan	Comm Capital Plan
Evaluate partnerships and goal accomplishments annually	Report Card	Report Card	Report Card

#	STRATEGIES	ACTIONS	TIME FRAMES	RESOURCES	CHAMPION / OTHERS WHO ARE INVOLVED
1	<small>The Marwayne Ag Society, as a society, will act as the umbrella organization and partner with all Marwayne (co-operate to hire a Community Development Officer (CDO) planning to help implement Marwayne's Sustainability Plan and Community Needs Assessment Facility Development Plan.</small>	Please insert your actions for this strategy here. ▼ Develop a combined community labor strategy; Each group reviews and contributes to balance needs and monies to fit a full time person; Identify Grant source for CDO position; Each group confirms its involvement/commitment; Develop job description and evaluate	What is your timeframe? This takes place on an annual basis; Business Meetings; AGM; on-going process throughout the year with each community group participating and contributing	What resources (human, financial, other) will you need to have in place to ensure this can be accomplished? Task Force formed with Chamber, Area, Culling Risk, Roads Commission, Mine Hill, Marwayne Legion, Marwayne Dunes, Marwayne Sustainability Plan, Annual Report Card, Community Capital Plan	What role within the organization is taking the lead on this initiative? (ie: President, Vice-President, Secretary etc.) What partners or stakeholders that need to be involved (provide organization's name) Ag Society President leads this initiative along with The Village of Marwayne and Village Council
2		Meet annually with the Village to review the Marwayne Sustainability Plan, develop a Capital Planning Document for community facilities, and revise Ag Society Business and Strategic Plans accordingly	Annually	Task Force required to take part in annual discussions and draft reports; CDO; CAO	Ag Society Board of Directors; Council; CDO; CAO
3		Meet with Village after annual Report Card to identify aspects of the Sustainability Plan are completed, in progress, not started, or have been dropped	Annually	CDO; CAO	Ag Society Board of Directors; Village Council; CAO; CDO
4		Develop and complete marketing plan to promote community facilities and identify potential business clients from the Region	Annual ongoing basis	CAO; CDO; Village Website; Facebook Pages	Ag Society Board of Directors; Village Council; CAO; CDO; Chamber Members; Community Hall Board
5					



GOALS, STRATEGIES AND PERFORMANCE MEASURES

GOAL / OBJECTIVE: Goal #2

PERFORMANCE MEASURES (Targeted)

2018/19

2017/18

2016/17

Promote community engagement; with a plan to build/renovate	Comm Needs Asses	Comm Needs Asses	Comm Needs Asses
Identify programming needs; viability & sustainability	Comm Cap Plan	Comm Cap Plan	Comm Cap Plan

#	STRATEGIES	ACTIONS	TIME FRAMES	RESOURCES	CHAMPION / OTHERS WHO ARE INVOLVED
	The Marwayne Agricultural Society will ensure facilities and services are designed to meet multiple uses, while sustaining integrity of the environment by offering support in the areas of volunteer development, leadership development and financial administration.	Please insert your actions for this strategy here. ▼	What is your timeframe?	What resources (human, financial, other) will you need to have in place to ensure this can be accomplished?	What role within the organization is taking the lead on this initiative? (ie: President, Vice-President, Secretary etc.) What partners or stakeholders that need to be involved (provide organization's name)
1		Review and identify status of community facilities and services. Conduct Survey of the Community Needs Assessment and facility status to determine next steps	Ongoing; Annual Community Capital Plan with real time quotes	Village Office, Ag Society Directors, Community Groups; CDO; CAO	Ag Society President; Village CAO
2		Review Master Operating Lease between Village & Ag Societies; Village and any other non-profits; Review Leases annually with Village and subcommittees	Annually	CAO; CDO	Ag Society President; CAO; CDO
3		Establish annual budgets, capital plans, and business plans for subcommittees; apply for grants	Annually adjusted	CDO	CDO, CAO, Ag Society President, Group Treasurers
4		Encourage participation in AAAS Conference while development training is included; develop the knowledge of the Umbrella Governance Structure and how community groups support each other and operate in a professional manner	Ongoing	AAAS Convention; Region 4 Agricultural Society Meetings; CAC; Business Meetings	Ag Society Board of Directors; Executive of Subcommittees
5					



GOALS, STRATEGIES AND PERFORMANCE MEASURES						
GOAL / OBJECTIVE: Goal #3						
PERFORMANCE MEASURES (Targeted)						
		2016/17	2017/18	2018/19		
Community Website Use/Social Media Use		Website/Facebook	Website/Facebook	Website/Facebook		
Community Groups Provide Regular Updates of Events and Summaries		Meeting Updates	Meeting Updates	Meeting Updates		
Build/Maintain Relationships with key contacts; Village, County, MLA, MP, non profit groups		Constant Contact	Constant Contact	Constant Contact		
#	STRATEGIES	ACTIONS	TIME FRAMES	RESOURCES	CHAMPION / OTHERS WHO ARE INVOLVED	
	The Manwayne Agricultural Society will expand existing marketing, communications and provide a mechanism that all stakeholders can access to store resources and post updates of important events.	Please insert your actions for this strategy here. ▼	What is your timeframe?	What resources (human, financial, other) will you need to have in place to ensure this can be accomplished?	What role within the organization is taking the lead on this initiative? (ie: President, Vice-President, Secretary etc.) What partners or stakeholders that need to be involved (provide organization's name)	
1		Committees listed under the Umbrella Governance Structure will store information, post regular updates and submit events for the Community Calendar of Events; Partner with Go East Magazine to promote large events such as PBR and LPR; Manage Facebook Pages	Ongoing Website and Facebook; Annually with Go East Magazine	Website Access; Facebook Page Access	CDO; CAO; Ag Society President; Subcommittee Directors	
2		Ag Society Rep should attend all Village marketing meetings to work together; CDO will write a press release for fundraising events and results; Charitable Receipts and Thank You notes will be mailed throughout the year	Ongoing as needed	CDO	Subcommittees; CDO; Ag Society President	
3		Agendas and Minutes will be distributed to all directors of a subcommittee when meetings are held; Directors will communicate professionally with the board and the general public; CDO will gather contact information;	Ongoing	CDO	CDO	
4						
5						



GOALS, STRATEGIES AND PERFORMANCE MEASURES

GOAL / OBJECTIVE: Goal #4

PERFORMANCE MEASURES (Targeted)

	2016/17	2017/18	2018/19
Host Community Events in Conjunction with Major Events	Fall Supper	Fall Supper	Fall Supper
Ag Society and Other Groups To Host Ag Fair and Fall Supper	Ag Fair	Ag Fair	Ag Fair

#	STRATEGIES	ACTIONS	TIME FRAMES	RESOURCES	CHAMPION / OTHERS WHO ARE INVOLVED
	The Marwayne Agricultural Society will arrange meetings with subcommittees who host annual events to evaluate annual events and identify opportunities to improve.	Please insert your actions for this strategy here. ▼	What is your timeframe?	What resources (human, financial, other) will you need to have in place to ensure this can be accomplished?	What role within the organization is taking the lead on this initiative? (ie: President, Vice-President, Secretary etc.) What partners or stakeholders that need to be involved (provide organization's name)
1		Maintain activities that were attended well; hold post event meetings to discuss successes and failures of major community events	As Needed	Income and Expenses; CDO; Subcommittees; Ag Society Board of Directors	Ag Society President; CDO; Subcommittees
2		Review format of contests and prizes; focus on school art and photography programs	Annually	Ag Fair Committee; School; CDO	Ag Society President, CDO, Subcommittees
3		Partner with Regional Agricultural businesses to assist with fundraising activities; Community Hall Fall Supper; Ag Fair Committee; Engage Regional Community in fundraising	Ongoing	Ag Society Board Members	Ag Society President; CDO; CAO
4					
5					



GOALS, STRATEGIES AND PERFORMANCE MEASURES

GOAL / OBJECTIVE: Goal #5

PERFORMANCE MEASURES (Targeted)

2018/19

2017/18

2016/17

Ensure all groups have Budgets, Financial Statements and Business Plans

Reviewed Annually

Reviewed Annually

Reviewed Annually

Reviewed Annually

Reviewed Annually

Reviewed Annually

Maintain/Implement Annual Community Needs Assessment For Facilities

Reviewed Annually

Reviewed Annually

Reviewed Annually

Reviewed Annually

Reviewed Annually

Reviewed Annually

Research Available Grants

Ongoing

Ongoing

Ongoing

Ongoing

Ongoing

Ongoing

#	STRATEGIES	ACTIONS	TIME FRAMES	RESOURCES	CHAMPION / OTHERS WHO ARE INVOLVED
	The Manawane Agricultural Society will arrange meetings with subcommittees to discuss facility needs and major annual events to evaluate to evaluate the facility needs, the annual events and to develop a collaborative approach and identify opportunities to improve.	Please insert your actions for this strategy here. ▼	What is your timeframe?	What resources (human, financial, other) will you need to have in place to ensure this can be accomplished?	What role within the organization is taking the lead on this initiative? (ie: President, Vice-President, Secretary etc.) What partners or stakeholders that need to be involved (provide organization's name)
1		Plan Capital Projects strategically to maximize the leveraged resources and achieve realistic goals; Build community cooperation by respecting needs and priorities and achieve successful outcomes	Annually; Ongoing	Subcommittees; Ag Society Board of Directors; CDO	Ag Society President; CDO; Subcommittees
2		Identify collaborative fund development initiatives to create positive joint ventures through focused fund raising events and to attract new monies from outside the community	Ongoing	Ag Society Board of Directors; CDO; Subcommittees	Ag Society President; Subcommittees
3		Ensure all groups have annual financial statements, budgets and business plans so that they are prepared for grants, casinos and sponsorships should the opportunity arise; Follow capital campaign to determine which groups will receive grants and when	Annually	Financial Statements; Community Capital Plan; Budgets	Ag Society Board of Directors; Subcommittees; CDO
4					
5					



Business Plan Reporting
Marwayne Agricultural Society

Agricultural Society Name:

Year: 2016 – 2017

Focus Question – What have you achieved (results to date) from your current business plan and what have you learned?

Goal From your 2016-2019 Business Plan	Performance Measure From your 2016 – 2019 Business Plan	Success Indicators (complete, incomplete, in progress)	Achievements to Date (describe your results)	Leanings and/or Unexpected Results	Future Impact on 2017-2020 Business Plan What new direction/actions are needed
The Marwayne Ag Society will enhance and improve its annual community events to share resources and increase attendance.	Ag Society and Subcommittees will host additional events during major events to improve exposure and increase attendance; Ag Society and other community groups host the Ag Fair & Fall Supper	Fundraising Events have been held in conjunction with Major Events - Complete	Excellent turn out at Fall Supper; had Ag Fair; Ran out of food; Sold Raffle Tickets...	Need some new ideas...	Need some new ideas...
The Marwayne Ag Society will develop a long-term community capital development and fundraising plan to meet the needs of the Community Needs Assessment and decrease volunteer burnout	Ag Society, Village and community stakeholders continue to implement the Community Needs Assessment for Capital, Non-Profit Fundraising Events and Ag Fair. Focus to improve the community. Ensure all groups have budgets, financials and business plans so they are prepared for grants, cashrps and sponsorship should opportunity arise; Research available grants	Arena Dressing Room Wing - Complete; New Projects in Line with Quotations - Complete; Grants Applied For within Ag Society and Groups - Complete	Arena Dressing Room Wing Completed	None	Prepare for Next Project



Business Plan Reporting
Marwayne Agricultural Society

Agricultural Society Name:

Year: 2016 – 2017

Focus Question – What have you achieved (results to date) from your current business plan and what have you learned?

Goal	Performance Measure	Success Indicators	Achievements to Date	Learnings and/or Unexpected Results	Future Impact on 2017-2020 Business Plan
From your 2016-2019 Business Plan	From your 2016 – 2019 Business Plan	(complete, incomplete, in progress)	(describe your results)		What new direction/actions are needed
1 The Marwayne Ag Society governs efficiently and effectively.	Hire a CDO; Ag Society form formal partnership with community groups to collectively manage facilities; Evaluate partnerships & goal accomplishments; Re-do Sustainability Plan in 2018 and every 5 Years after	CDO in Place - Complete; Formal Partnerships in Place, Meet To Review Budget, Capital Plan, Financials - Complete; Re-do Sustainability Plan in 2018 - Not Due Yet - In Progress	Groups work very well together; each group helps the other group to get things done. All facilities are in great shape and well maintained. Budgeting and preparing for Capital Costs has kept all buildings up to date and expenses down.	Two CDO's replaced in a short period of time; steep learning curve for new CDO; President extremely helpful and full of knowledge	Succession Plan; More Than One Person Should Understand CDO Position
2 The Marwayne Ag Society is committed to supporting service groups so that there is a broad range of safe and healthy activities available to all citizens for recreational, social, artistic and cultural expression and activity in safe, universally accessible facilities.	The Villages, Ag Society and Sub-Committees will promote community engagement to determine the status of the community's facilities and long term needs; meet annually with sub committees to review Strategic Plan	Strategic Plan Reviewed and Updated Annually - Complete; Meet Annually To Review/Adjust Capital Plan for All Groups/Facilities - Complete	Major Renovation took place at the Marwayne Arena, Costs were covered and planned for; went very smooth.	For a small community facilities are well maintained and lots of choices for a small community; Hockey, Curling, Minor Ball, Scouts, Dance, Yoga	None at this time.
3 The Marwayne Ag Society, with partners, will develop and implement marketing and communications plan to create opportunities for shared resources and improve communication with the larger community.	Develop Community Website; Explore Social Media as a way of Communication; All Community Groups will provide regular updates of events and summaries to CDO or Village Admin Assistant before Newsletter deadline	Community Website has been developed - Complete; Social Media (Facebook) being used - Complete; Updates are provided to CDO/Village on Events - Complete	Community Website in Use; Social Media in Use; Newsletter in Use	Community Website needs to be kept up to date at all times, by all groups, not always an easy task when multiple hands are in the program	Have a permanent individual assigned to watch for old data and remind groups to clear it off or update



Sharon Kneen

Print name of director

Signature

January 11, 2018

Date

Community Capital Plan

EXPENSES				
	2019	2020	2021	2022
Arena				
Repair and replace Brine Lines	\$ -	\$ 250,000	\$ -	\$ -
Insulate Roof				
Boards and Glass	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ -	\$ 250,000	\$ -	\$ -
Curling Rink				
Plastic Sheets - Whitener, Rings & Lines	\$ -	\$ 12,000	\$ -	\$ -
On Ice Thermostat Automation		\$ 500	\$ -	
On Ice Lights Replacement	\$ -	\$ -	\$ 10,000	\$ -
On Ice Heater Replacement		\$ -	\$ 8,500	
Locker Room Project				\$ 5,000
SUBTOTAL	\$ -	\$ 12,500	\$ 18,500	\$ 5,000
Agri-Plex Site				
paving of parking lot - estimate \$735,000	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ -	\$ -	\$ -	\$ -
Ball Diamonds				
Portable Booth to replace ball hall	\$ -	\$ -	\$ -	\$ 40,000
expansion of diamond #3	\$ 45,000	\$ 45,000	\$ -	\$ -
Bleachers, attitionale shale /up keep		\$ -	\$ 20,000	\$ -
	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 45,000	\$ 45,000	\$ 20,000	\$ 40,000
Westview Park				
Additional Street Light	\$ -	\$ 10,500	\$ -	\$ -
SUBTOTAL	\$ -	\$ 10,500	\$ -	\$ -
Soccer Fields & Tennis Courts				
SUBTOTAL	\$ -	\$ -	\$ -	\$ -
Community Hall				
SUBTOTAL	\$ -	\$ -	\$ -	\$ -
Master Rec Plan for Parks, Pathways & Playfields & other planning				
Industrial Lot	\$ 200,000	\$ 50,000	\$ -	\$ -
Walking Trails	\$ -	\$ 400,000	\$ -	\$ -
SUBTOTAL	\$ 200,000	\$ 450,000	\$ -	\$ -

AGENDA ITEM #10.1

Lea Park Rodeo Grounds	2019	2020	2021	2022
SUBTOTAL				
Lea Park/Golf/Jubilee Park				
SUBTOTAL				
Seniors Centre -				
SUBTOTAL				
School -				
SUBTOTAL				
Chamber				
SUBTOTAL				
EDC/Chamber				
outdoor market	\$ -	\$ -	\$ 300,000	\$ -
Roadside Signage	\$ -	\$ -	\$ 65,000	\$ -
SUBTOTAL	\$ -	\$ -	\$ 365,000	\$ -
Non-Profit TOTAL	\$ 245,000	\$ 768,000	\$ 403,500	\$ 45,000
Village Regional Water Line	\$ 15,000	\$ 15,000	\$ 125,000	\$ -
Village underground renewal	\$ -	\$ -	\$ 500,000	\$ -
Village Residential development	\$ -	\$ -	\$ -	\$ 600,000
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
Village TOTAL	\$ 15,000	\$ 15,000	\$ 625,000	\$ 600,000
Village & Non-Profit TOTAL	\$ 260,000	\$ 783,000	\$ 1,028,500	\$ 645,000
REVENUE				
Campground Revenue to EDC	\$ 2,000	\$ 5,000	\$ 5,000	\$ 5,000
GRANT REVENUE				
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -

TOTAL Grant Revenue	\$ 2,000	\$ 5,000	\$ 5,000	\$ 5,000
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- Needs Assessment & Facility Development Strategy highlights:**
- expanded & new facilities for the provision of community services
 - expanded indoor opportunities for family oriented fitness & wellness program rest is all programming
 - expanded indoor & outdoor opportunities for youth & adults
 - larger & better quality spaces to allow groups & organizations that provide children's service programs to expand their programs as the need grows

Marwayne "Vegas" Christmas Gala

"The season has more sparkle in Marwayne!"

December 21, 2019

Doors open at 7:00 p.m.

Marwayne Community Hall

Vegas Style Games \$10 to play (7pm-9pm)

Prizes to be won!

Bar open 7:00pm

Dance to follow with "Prairie Dogs"

Snacks & Midnight Lunch

NO MINORS ALLOWED

Celebrate

Your family or company
Christmas party

With

Us

\$25

Tickets \$15 at the door after 10:00 PM

CONTACT SHARON 780-872-0011

RMA INSURANCE PROGRAM QUOTATION PROPOSAL



2510 Sparrow Drive, Nisku, Alberta T9E 8N5
 Phone: 780.955.3639 Fax: 780.955.3615

MEMBER NAME Marwayne & District Agricultural Society

Your application for insurance coverage through RMA Insurance has now been approved.
 Thank you for giving RMA Insurance Agencies Ltd the opportunity to quote on your insurance needs under our
 Community Groups Program. Your proposal is as follows:

PROPERTY INSURANCE (ALL RISKS) **Annual Premium: \$ 31,101.00**

Coverage	Values Insured
Property Values	\$12,097,600.00
Content Values	\$786,600

Property Damage Includes: (up to Value Insured)	Accounts Receivable	\$50,000
	Automatic Acquisitions (60 days)	10% of Policy Limit
	Building Damage caused by Theft	\$10,000
	Debris Removal	\$250,000
	Extra Expense	\$25,000 (per certificate)
	Business Interruption	\$50,000 (per certificate)
	Fire Department Charges & Equipment	\$50,000
	Lawns, Trees and Shrubs and Indoor Plants	\$10,000
	Master Keys	\$10,000
	Property whilst in Transit	\$10,000
	By- Laws Extension	\$50,000
	Data & Records Restoration Costs	\$100,000

LOSS, if any, payable to the Certificate Holder or as otherwise denoted in endorsements attached hereto

Deductibles	Amount to be Deducted
Each and Every Claim	\$500
Sewer Back-up	\$1,000
Earth Movement	5% of the value of the property or interest min \$100,000
Flood	\$25,000
Co – insurance Clause	80%

BOND & CRIME **Annual Premium: \$ \$127.00**

Coverage	Limits of Liability
Employee Dishonesty Coverage Form A Comprehensive	\$50,000.00
Comprehensive Crime (including Losses Inside and Outside)	\$5,000.00
Money Orders and Counterfeit Paper Currency	\$20,000.00
Forgery or Alteration (if crime is insured)	\$10,000.00
Computer Fraud/Data Restoration (if crime is insured)	\$10,000.00

***Warranty**

There must be (a) dual cheque signing, (b) reconciliation of bank statements by someone other than cheque signing personnel and (c) an annual audit completed. Should only one of the three conditions exist, the Employee Dishonesty Limit of Insurance is reduced to \$5,000.

RMA INSURANCE PROGRAM QUOTATION PROPOSAL

MEMBER NAME Marwayne & District Agricultural Society

Your application for insurance coverage through RMA Insurance has now been approved.
Thank you for giving RMA Insurance Agencies Ltd the opportunity to quote on your insurance needs under our Community Groups Program. Your proposal is as follows:

(BOND & CRIME CONTINUED)

Deductibles	Amount to be Deducted
Comprehensive Dishonesty, Disappearance and Destruction	\$500
Fraudulently Induced Payments	\$500

BOILER & MACHINERY INSURANCE

Annual Premium: \$ 209.00

Items of Coverage	Amount of Insurance
Direct Damage	\$1,000,000,000.00
Business Interruption - Rents / Profits	\$250,000 / \$10,000,000.00
Policy Includes:	
Extra Expense	\$250,000
(up to Amount of Insurance) Expediting Expenses	\$10,000,000
Professional Fees	\$1,000,000
Hazardous Substances	\$500,000
Ammonia Contamination	\$500,000
Water Damage	\$500,000
Consequential Damage (Refrigeration)	\$50,000
Automatic Acquisitions (up to 365 days)	Included
By – Laws	Included

Deductibles	Amount to be Deducted
Direct Damage	\$1,000
Business Interruption	48 Hour Waiting Period
All other losses involving electrical items of varying horsepower	As Per Policy Wordings
Consequential Damage (Refrigeration)	10% subject to minimum of \$ 1,000
Production Machines	\$10,000
All other losses involving electrical items of varying horsepower (h.p.)	As per policy wording

COMMERCIAL GENERAL LIABILITY

Annual Premium: \$ 1,359.00

Insuring Agreement
Legal Liability for claims brought 6 you, subject to the Policy exclusions

Items of Coverage

Amount of Insurance

Section I. Comprehensive General Liability

Bodily Injury and/or Property Damage	\$5,000,000 per Occurrence Included
Non-Owned Automobile Liability	\$5,000,000
Tenants Legal Liability	\$5,000,000
Sudden and Accidental Pollution(subject discovery/reporting provisions)	\$5,000,000
Legal Liability for Damage to Non-Owned Automobiles	\$200,000
Employee Benefits Liability	\$5,000,000 each Person/ Event
Personal Injury (i.e. libel and slander)	\$5,000,000 Per Occurrence/ Aggregate

Section II. Administrative Liability

Errors & Omissions Liability	\$5,000,000 Claims Made Basis
Directors & Officers' Liability	(annual aggregate)

Section III. Wrongful Dismissal Liability

\$5,000,000 Claims Made Basis
(annual aggregate)

Warranty: Must obtain prior written legal opinion

Section IV. Sexual Harassment/Abuse

\$5,000,000 Claims Made Basis
(annual aggregate)

RMA INSURANCE PROGRAM QUOTATION PROPOSAL

MEMBER NAME Marwayne & District Agricultural Society
 Your application for insurance coverage through RMA Insurance has now been approved.
 Thank you for giving **RMA Insurance Agencies Ltd** the opportunity to quote on your insurance needs under our
 Community Groups Program. Your proposal is as follows:

(COMMERCIAL GENERAL LIABILITY CONTINUED)

Deductibles	Amount to be Deducted
Each and Every Property Damage Claim	\$1,000
Each and Every Bodily Injury Claim	Nil
Administrative Liability (E&O, D&O)	\$1,000
Wrongful Dismissal	\$25,000 (min.)
Sexual Harassment	

AUTOMOBILE INSURANCE

Coverage	Annual Premium: \$ Not Quoted
Third Party Liability	Limits of Liability
S.E.F. No. 6b School Bus	\$5,000,000
S.E.F. No. 6c Public Passenger Vehicles	\$1,000,000
Accidental Benefits	\$1,000,000
All Perils physical damage	As required by law
Basis of Loss Settlement – Actual Cash Value	

Deductibles	Amount to be Deducted
Private Passenger & Light Commercial Vehicles(Under 1 Ton)	\$500
All Other Vehicles (trailer included)	\$1,000
Each & Every Bodily Injury Claim	NIL

Total Premium:

Total annual premium as quoted above \$ 34,242.00 with fee and membership included
 The above is meant as a coverage summary only and is subject to policy conditions and exclusions.

All premiums are subject to a 3% Administration Fee

RMA Insurance is a wholly owned subsidiary of the Rural Municipalities of Alberta.
 We incorporated in 1955 to offer the Association's members the best possible insurance coverages available at reasonable rates.

It is, therefore, a requirement of the RMA that all insureds through RMA become members of the Association
 for an annual fee of \$204.75 including GST.

This quote is valid for 30 days, should you wish to accept this proposal, please advise in writing (e-mail or fax) the specific coverage's
 and the effective date of insurance that you require. If you have any questions, please do not hesitate to contact

Dayna Johnson, CIP
 Client Relations Manager
 Phone: 780.955.8408
 E-mail: dayna@RMAAlberta.com

Special Note:

*****THIS HAS BEEN QUOTED WITH A \$1,000 DEDUCTIBLE FOR PROPERTY, CONTENTS*****
 *****Included in the quote is the Volunteer Coverage for ages up to 80*****

To binding coverage the following is needed: 5 Year Claims experience letter from your current insurer - Certificate of Incorporation
 - Written acceptance of coverage and effective date coverage will need to be in place.

Ag Society AGM Meeting – December 9, 2019

1. History Book grant concerns were address to the Ag Society and it was agreed that either the Ag Society or the Chamber of Commerce will cover the costs until the grant is approved. It was though that the overalls costs will be around 20,000 but the History Book Committee have stated that they have approximately \$9000.00 in the Bank. The Grant was sent and it is anticipated that we will not hear anything until July, 2020.
2. All were advised that the next available Casino will be during the 4th quarter of 2020

3. Election of New Officers

President, Todd Hames

Vice President, Yolanda Oberhofer

Treasurer, Sharon Kneen

Secretary, Elaine Kent

Contact person for the following:

Arena, Cori & Melody

Curling, Jessie & James

Community Hall, Todd & Ilona

Chamber of Commerce, Sharon

Minor Ball, Kirsten

Marwayne Jubilee School, Marty

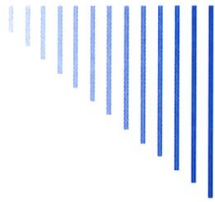
Legion, Brady Ford

Village of Marwayne, Chris

Lea Park Rodeo, Rick Hozack

Dance, ?

Next regular meeting will be announced.



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 02 2020

December 20, 2019

TO ALL MUNICIPALITIES:

I am enclosing the adopted minutes from our November 2019 meeting, as well as a copy of the finalized 2020 operating budget. The budget was passed at our December 17, 2019, meeting. I will be sending out the 2020 requisition contracts at the beginning of the year.

Merry Christmas and Happy New Year to you from all of us at the Vermilion River Regional Waste Management Services Commission.

Yours truly,

S. A. Schwartz
Chief Operating Officer

2017-18
2018-19

VRRWMS
2020 Budget

VERMILION RIVER REGIONAL WASTE MANagements SERVICES COMMISSION						
2020 OPERATING BUDGET						
				2020	2019	2018
ADMINISTRATION EXPENDITURES						
Directors	Expenses					
(per diems for meetings)	(Chge back to Municipalities)	Verm	\$3,500			
		Cont	\$0			
		Cty	7,500			
		PV	3,000			
		Dew	2,750			
		Kits	2,500			
		Mar	2,500			
	Expenses	Sub-total	\$21,750		21,750	21,750
	Fees			3,000	3,000	3,000
C.A.O.	Wages			37,625	37,065	35,300
	Expenses			10,000	10,000	10,000
	Benefits			10,000	8,983	8,555
	WCB			3,500	3,500	4,100
	Telephone			5,000	5,000	5,000
	Postage			850	850	850
	Supplies			5,000	5,000	5,000
	Advertising			3,000	3,000	3,000
	Audit			11,000	11,000	11,000
	Insurance			20,000	20,000	25,000
	Legal			0	0	0
	Misc			3,000	3,000	3,000
	Mmbrshps			0	0	0
	Shared Sub-Total			111,975	110,398	113,805
TOTAL ADMIN EXPENSES		(incl. Dir Exp above)		133,725	132,148	135,555
				1.2%	-2.5%	3.0%
REVENUES						
	Fr. Surplus			0	0	0
	Fr. Req.			133,725	132,148	135,555
TOTAL ADMIN REVENUES						
		POPULATION				
Req.	County	8,267	57.6%	71,946	71,037	70,434
	Vermilion	4,150	28.9%	35,851	35,396	38,780
	Kitscoty	976	6.8%	10,108	10,001	10,011
	Marwayne	606	4.2%	7,224	7,158	7,621
	Dewberry	186	1.3%	4,200	4,180	4,343
	P.V.	179	1.2%	4,395	4,376	4,366
TOTAL REQUISITIONS		14,364		133,725	132,148	135,555
DISTRIBUTION BY POPULATION (based on 2017 Mun Aff. Figures)						
	County	8,267	57.6%	71,946	70,434	68,214
	Vermilion	4,150	28.9%	35,851	35,396	37,535
	Kitscoty	976	6.8%	10,108	10,001	8,746
	Marwayne	606	4.2%	7,224	7,158	7,441
	Dewberry	186	1.3%	4,200	4,180	4,287
	P.V.	179	1.2%	4,395	4,376	4,317
TOTAL		14,364	100.0%	133,725	132,148	151,540
TRANSFER SITE EXPENDITURES						
PVTS						
	Supervision			10,486	10,331	9,839
	Expenses	Utilities		700	700	700
		Phone		300	360	360
		Gravel		500	250	250
		Site		5,500	4,500	3,000
		Haul		2,000	2,000	2,000
		Misc.		315	315	315
		Freon		1,000	1,000	2,000
		Haz Waste		2,000	1,000	2,000
		Xfrs		12,000	12,000	13,000
		Op Reserve		2,000	2,000	2,000
	Total Exp			26,315	24,125	25,625
Sub-Total PVTS				36,801	34,456	35,464
				6.8%	-2.8%	10.5%
KTS	Wages/Ben			21,945	20,980	19,981
	Expenses	Utilities		900	900	900
		Phone		360	360	360
		Gravel		5,500	5,500	5,500

AGENDA ITEM #10.1

VRRWMSC
2020 Budget

			2020	2019	2018
		Site	8,000	7,000	6,000
		Haul	6,000	8,000	9,000
		Misc	1,500	1,500	1,000
		Freon	4,000	5,000	6,000
		Haz Waste	4,000	1,000	4,000
		Xfrs	30,000	31,000	32,000
		Op Reserve	3,000	3,000	3,000
	Total Exp.		63,260	63,260	67,760
Sub-Total KTS			85,205	84,240	87,741
			1.1%	-4.0%	2.9%
MTS	Wages/Ben		11,475	11,305	10,767
	Expenses	Utilities	750	750	750
		Phone	360	360	360
		Gravel	2,000	2,000	2,000
		Site	5,500	4,500	4,500
		Haul	3,000	3,000	4,000
		Misc	1,000	1,000	1,000
		Freon	3,000	3,000	3,000
		Haz Waste	2,000	2,000	2,500
		Xfrs	14,000	15,000	20,000
		Op Reserve	2,000	2,000	2,000
	Total Exp.		33,610	33,610	40,110
Sub-Total MTS			45,085	44,915	50,877
			0.4%	-11.7%	4.6%
DTS	Supervision		10,660	10,502	10,002
	Expenses	Utilities	700	700	700
		Phone	360	360	360
		Gravel	2,000	2,000	2,000
		Site	6,500	5,500	4,500
		Haul	2,000	2,000	2,000
		Misc	1,000	1,000	1,000
		Freon	2,500	2,500	2,000
		Haz Waste	2,000	2,000	2,500
		Xfrs	13,000	13,000	16,000
		Op Reserve	2,000	2,000	2,000
	Total Exp.		32,060	31,060	33,060
Sub-Total DTS			42,720	41,562	43,062
			2.8%	-3.5%	5.9%
TLTS	Wages/Ben		6,178	6,087	5,797
	Expenses	Utilities	450	450	450
		Phone	360	360	360
		Gravel	2,000	2,000	2,000
		Site	7,000	6,000	5,000
		Haul	1,000	1,000	500
		Misc	500	500	500
		Freon	800	800	800
		Xfrs	4,000	3,500	5,000
		Op Reserve	500	500	500
	Total Exp.		16,610	15,110	15,110
Sub-Total TLTS			22,788	21,197	20,907
			7.5%	1.4%	4.2%
PrTS	Wages/Ben		6,425	6,087	5,797
	Expenses	Utilities	500	600	700
		Phone	360	360	360
		Gravel	1,000	1,000	500
		Site	5,500	4,500	4,000
		Haul	2,500	2,500	1,000
		Misc	400	400	400
		Freon	1,000	800	1,500
		Xfrs	8,000	6,000	7,000
		Op Reserve	500	500	500
	Total Exp.		19,760	16,660	15,960
Sub-Total PrTS			26,185	22,747	21,757
			15.1%	4.6%	1010.0%
ECTS	Wages		6,178	6,087	5,797
	Expenses	Utilities	500	500	500
		Phone	360	360	360
		Misc	500	500	500
		Xfrs	1,500	1,500	2,000
	Total Exp.		9,038	8,947	9,157
Sub-Total ECTS			1.0%	-2.3%	-13.3%
VTS	Contract		230,900	225,142	219,650
	Expenses	Gas	2,000	2,000	2,800
		Elec.	5,000	5,000	6,000

AGENDA ITEM #10.1

VRRWMSC
2020 Budget

			2020	2019	2018
		Phone	5,500	5,500	5,500
		Water & Sewer	2,000	2,000	4,000
		Main. (Bldgs & Site)	12,000	12,000	10,000
		Gravel & Grading	3,500	3,500	3,500
		Misc.	2,000	2,000	2,000
		Supp	1,500	1,500	1,500
		Freon	12,000	11,000	11,000
		Haz Waste	4,000	4,000	5,000
		Oil	1,000	1,000	1,000
		Operational Reserve	5,000	5,000	5,000
	Total Exp.		55,500	54,500	57,300
Sub-Total VTS			286,400	279,642	276,950
			2.4%	1.0%	-4.2%
TOTAL TR STN. EXP.			554,222	545,915	549,978
			1.5%	-0.7%	4.6%
Total Satellite Site Exp			267,822	268,965	267,145
VTS BY TONNAGE ESTIMATE					
	Vermillion		2,400 mT	2,500 mT	3,000 mT
	Contractors		500 mT	500 mT	500 mT
	County		3,700 mT	3,700 mT	4,000 mT
	Other Tonnage				
		County	48.3%	49.0%	42.7%
		Kitscoty	3.5%	3.5%	3.5%
		Marwayne	2.5%	2.5%	2.5%
		Dewberry	1.0%	1.0%	1.0%
		P.V.	0.8%	0.8%	0.8%
	Other Tsfr Stn.	By Agree.			
		Cty/PV	75/25	75/25	75/25
		Cty/Kits	75/25	75/25	75/25
		Cty/Mar	66.6/33.4	66.6/33.4	66.6/33.4
		Cty/Dew	66.6/33.4	66.6/33.4	66.6/33.4
2020 BUDGET					
	VTS	Other	TOTAL	2019 BUDGET	TOTAL
Requisition					
County	138,331	207,994	346,325	132,550	199,507
Town	104,250	0	104,250	104,306	0
Contractors	22,053	0	22,053	20,973	0
Kitscoty	10,024	21,301	31,325	9,787	21,060
Marwayne	7,160	15,058	22,218	6,991	15,001
Dewberry	2,864	14,268	17,132	2,796	13,882
P.V.	2,291	9,200	11,491	2,237	8,614
TOTALS	286,973	267,822	554,795	279,642	258,064
Residential Pick-up					
			15,000	15,000	16,000
			6,000	6,000	6,000
			8,500	8,500	9,000
			31,000	31,000	32,000
			21,000	21,000	22,000
			10,000	10,000	10,000
Total Residential			91,500	91,500	95,000
			0%	-4.0%	1.0%
Requisitions (Distribution by user municipality)					
			29,500	29,500	31,000
			31,000	31,000	32,000
			21,000	21,000	22,000
			10,000	10,000	10,000
Total Requisitions			91,500	91,500	95,000
Recycling (Distributed by bin location agreed sharing - P.V. 75/25; K,M,D 66/33.4, Hamlets Cty 100%) (includes cardboard and other recycling)					
			24,500	22,500	29,700
			0	0	0
Total			24,500	22,500	29,700
Requisition Village Cty/PV					
			100%	16,000	14,000
		25.0%	75%	3,000	4,000
		33.3%	67%	2,500	3,500
		33.3%	67%	2,500	1,500
		25.0%	75%	500	500
Total Requisitions				24,500	22,500
					-3.2%
					28.6%
Landfilling/Transportation (Distributed by Tonnage Estimate)					
	Town of Verm		2,400 mT	2,500 mT	3,000 mT

VRRWMS
2020 Budget

			2020	2019	2018
	Contractors		500 mT	500 mT	500 mT
	County & Vill.		3,700 mT	3,700 mT	4,000 mT
	<i>(County and Village shared by population)</i>		6,600 mT	6,700 mT	7,500 mT
Transportation			227,636	232,820	239,250
Landfilling			179,584	172,790	173,250
Total			407,220	405,610	412,500
Total Other		55.9%	227,636	223,897	198,000
Requisition	County	37.7%	186,206	183,148	161,964
	Vermilion	36.4%	148,228	151,293	169,125
	Contractors	7.7%	31,356	30,421	45,375
	Kitscoty	8.1%	18,439	18,136	16,038
	Marwayne	5.8%	13,203	12,986	11,484
	Dewberry	2.4%	5,463	5,374	4,752
	P.V.	1.9%	4,325	4,254	3,762
Total Requisitions		100.0%	407,220	405,610	412,500
			0.4%	-1.7%	-1.3%
Capital Buildings Reserve					
Expenditure					
Total			65,000	65,000	65,000
			0.0%	0.0%	0.0%
Depreciation (based on population)					
(See Attached Depreciation Sheet)					
Bldgs \$1,000,000 over 40 yrs (by Population)					
Requisition	County	57.6%	37,440	36,075	36,075
	Vermilion	28.9%	18,785	20,410	20,410
	Kitscoty	6.8%	4,420	4,420	4,095
	Marwayne	4.2%	2,730	2,600	2,600
	Dewberry	1.3%	845	975	975
	P.V.	1.2%	780	845	845
Total Requisitions		100.0%	65,000	65,325	65,000
GRAND TOTAL EXPENDITURES			1,276,167	1,254,464	1,283,670
			1.7%	-2.3%	0.5%
REVENUE (Requisitions for Administration, Services and Reserve)					
County of Vermilion River					
	Administration		71,946	71,038	70,434
	Transfer Stations		346,325	332,057	323,939
	Residential Waste		29,500	29,500	31,000
	Recycling		16,000	14,000	20,000
	Ldfil/Trans		186,206	183,148	161,964
	Capital Reserve		37,440	37,440	36,075
Sub Total			687,417	667,183	643,412
			3.0%	3.7%	-1.3%
Town of Vermilion					
	Administration		35,851	35,396	38,780
	Transfer Station		104,250	104,306	121,858
	Ldfil/Tran		148,228	151,293	169,125
	Capital Reserve		18,785	18,785	20,410
Sub Total			307,114	309,780	350,173
			-0.9%	-11.5%	-1.8%
Contractors					
	Admin		0	0	0
	Transfer Station		22,053	20,973	16,341
	Ldfil/Trans		30,783	30,421	27,638
Sub Total			52,836	51,394	43,979
			2.8%	16.9%	-7.1%
					-2.5%
Village of Kitscoty					
	Administration		10,108	10,001	10,011
	Transfer Stations		31,325	30,847	31,627
	Residential Waste		31,000	31,000	32,000
	Recycling		3,000	3,000	4,000
	Ldfil/Trans		18,439	18,136	16,038
	Capital Reserve		4,420	4,420	4,095

AGENDA ITEM #10.1

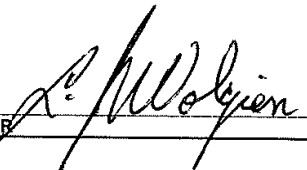
VRRWMSC
2020 Budget

	2020	2019	2018
Sub Total	98,292 0.9%	97,404 -0.4%	97,771 -2.0%
Village of Marwayne			
Administration	7,224	7,158	7,621
Transfer Stations	22,218	21,993	23,917
Residential Waste	21,000	21,000	22,000
Recycling	2,500	3,500	2,500
Ldfl/Trans	13,203	12,986	11,484
Capital Reserve	2,730	2,730	2,600
Sub Total	68,875 -0.7%	69,366 -1.1%	70,122 -1.4%
Village of Dewberry			
Administration	4,200	4,180	4,343
Transfer Stations	17,132	16,678	17,152
Residential Waste	10,000	10,000	10,000
Recycling	2,500	1,500	2,500
Ldfl/Trans	5,463	5,374	4,752
Capital Reserve	845	845	975
Sub Total	40,141 4.1%	38,576 -2.9%	39,722 3.1%
Village of Paradise Valley			
Administration	4,395	4,375	4,366
Transfer Station	11,491	10,851	11,082
Recycling	500	500	700
Ldfl/Trans	4,325	4,254	3,762
Capital Reserve	780	780	845
Sub Total	21,492 3.5%	20,761 0.0%	20,755 4.8%
GRAND TOTAL REVENUES	1,276,167 2.1%	1,254,464 -2.8%	1,283,670 0.0%

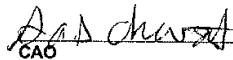
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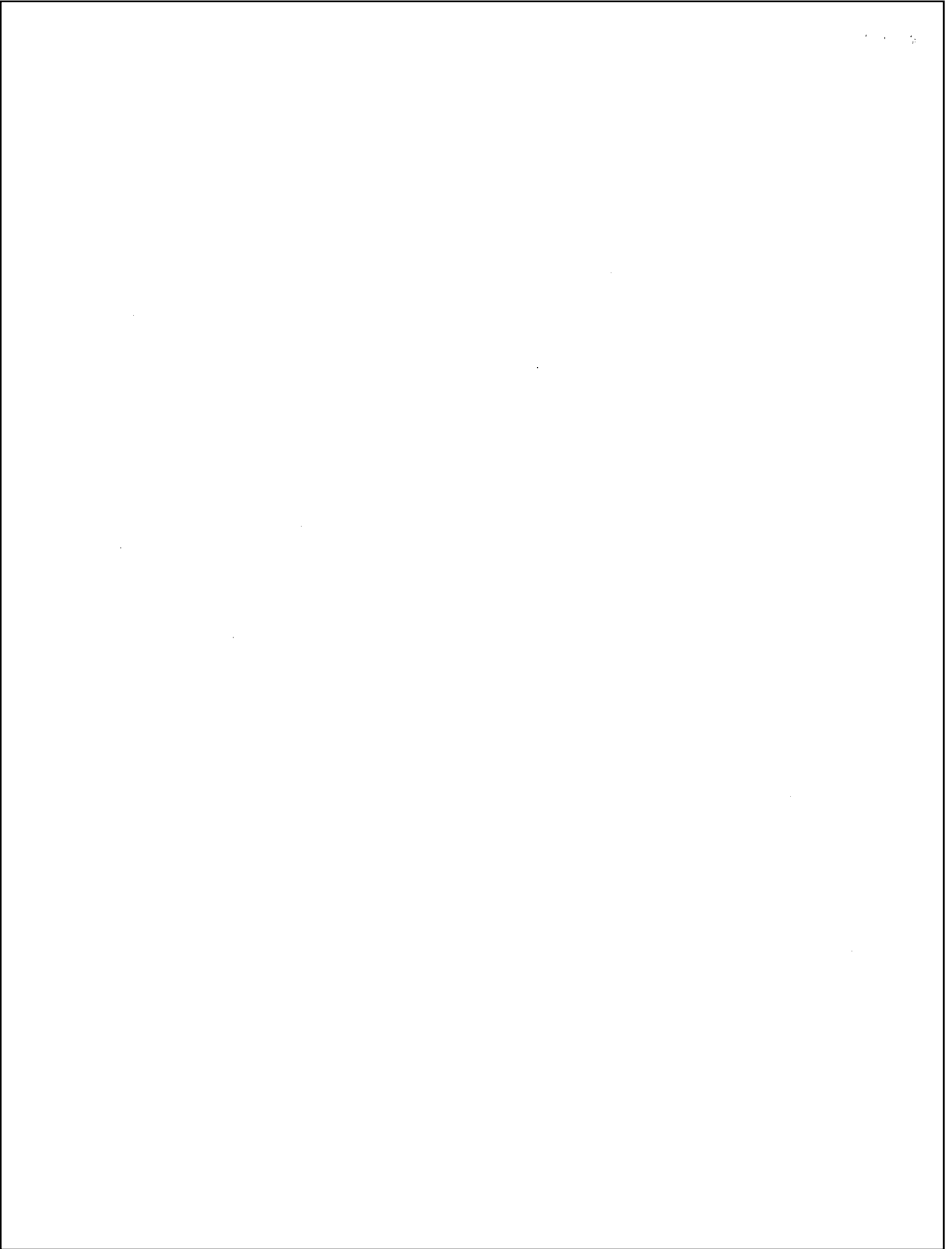
DATE December 17, 2019

CHAIR



CAO





**MINUTES OF THE MEETING OF THE VERMILION RIVER REGIONAL WASTE
MANAGEMENT SERVICES COMMISSION HELD ON NOVEMBER 26, 2019, AT THE
VERMILION TRANSFER SITE**

PRESENT:

Chair: L. Wolgien
Vice-Chair: R. McDonald
Directors: T. Pollard; D. Bergquist; K. Haney; S. Hryciuk; G. Barr; J. Thompson-
(*phone*)
CAO: S. Schwartz

ABSENT:

Director: M. Baker

The meeting was called to order at 6:01 PM.

AGENDA:

Additions to Agenda:

None.

MOVED by R. McDonald that the agenda be adopted as presented.
Carried.

MINUTES OF THE OCTOBER 29, 2019, MEETING:

MOVED by D. Bergquist that the minutes from the October 29, 2019, meeting be adopted as presented.
Carried.

ORGANIZATIONAL MEETING:

a) Election of Chair:

S. Schwartz called for nominations for the position of Chair.
T. Pollard nominated L. Wolgien and this was seconded by S. Hryciuk. There were no further nominations.
S. Schwartz called for nominations a second time, and there were no further nominations.
S. Schwartz called for nominations a third time, and there were no further nominations.
MOVED by T. Pollard that L. Wolgien remain as Chair.
Carried.

b) Election of Vice-Chair:

L. Wolgien called for nominations for the position of Vice-Chair.
T. Pollard nominated R. McDonald and this was seconded by S. Hryciuk. There were no further nominations.
L. Wolgien called for nominations a second time, and there were no further nominations.
L. Wolgien called for nominations a third time, and there were no further nominations.
MOVED by T. Pollard that R. McDonald remain as Vice-Chair.
Carried.

c) Commission Signing Authority:

MOVED by S. Hryciuk that L. Wolgien, R. McDonald and S. Schwartz remain as signing authorities for the Commission.
Carried.

Minutes of the Meeting of the VRRWMSA on November 26, 2019

d) Commission Director Per Diem Rate and Mileage Compensation:

Per Diem

MOVED by G. Barr that the per diem rate remain at \$125 for Directors on Commission business for up to four (4) hours, and \$250 if over four (4) hours.

Carried.

Mileage:

MOVED by G. Barr that the mileage rate remain the same at 55 cents per kilometre.

Carried.

e) Assignment of Auditor:

MOVED by R. McDonald that the Vermilion River Regional Waste Management Services Commission continue to retain *Deborah Tovell Professional Association* as the Commission financial auditor.

Carried.

OCTOBER 2019 FINANCIAL REPORT:

S. Schwartz presented the financial report for October 2019, and provided explanations as required. The October 2019 report showed a balance of **\$197,160.32** in the operating account. The capital reserve account remained unchanged at **\$532,597.40**. The operational reserve account remained unchanged at **\$225,133.54**. The Closure/Post-Closure reserve account remained unchanged at **\$108,604.18**.

MOVED by R. McDonald that the October 2019 financial report be accepted as presented.

Carried.

MUNICIPAL REQUISITION REPORT:

S. Schwartz presented the October 2019 municipal requisition report for information

MOVED by S. Hryciuk that the October 2019 municipal requisition report be accepted as information.

Carried.

ACCOUNTS FOR APPROVAL:

S. Schwartz presented the October 2019 cheques numbered 5393, 5394 and 5473 to 5503, and the debit memos and credit card charges, and provided explanations as required.

MOVED by R. McDonald that the cheques numbered 5393, 5394 and 5473 to 5503, and the debit memos and credit card charges be accepted as presented.

Carried.

VERMILION TRANSFER SITE OUTSTANDING ACCOUNTS:

The Vermilion transfer site outstanding accounts report was presented for information.

MOVED by T. Pollard that the Vermilion transfer site outstanding account report be accepted as information.

Carried.

NOVEMBER 2019 CHIEF ADMINISTRATIVE OFFICER'S REPORT:

S. Schwartz presented the November 2019 Chief Administrative Officer's report, and provided explanations as required.

MOVED by R. McDonald that the November 2019 Chief Administrative Officer's report be accepted as presented.

Carried.

Minutes of the Meeting of the VRRWMSO on November 26, 2019

BUSINESS ARISING FROM THE CHIEF ADMINISTRATIVE OFFICER'S REPORT:

None.

NEW BUSINESS:

1. Transfer Site Supervisor Christmas Gift Cards:

MOVED by G. Barr that the Commission purchase \$50.00 grocery gift cards for each of the transfer site supervisors.

Carried.

2. 2020 Satellite Transfer Site Opening Hours Calendar:

S. Schwartz pointed out that in 2020, Canada Day and Remembrance Day each fall on a Wednesday, and Christmas and New Year's Day also fall on a Wednesday. Boxing Day is on a Thursday. This calendar will be tabled for discussion at the next meeting.

3. 2020-2025 Draft Capital Budget:

S. Schwartz presented a draft capital budget for 2020 to 2025. There was some discussion about the proposed increase to capital reserves beginning in 2020. The capital reserve account is a line item in the operational budget. It has remained at \$65,000 for ten (10) years, but there was discussion with previous boards that it should increase to \$85,000 in 2020. The capital reserve cost is budgeted in the operational budget as per population for all the municipalities in the Commission region. There will be further discussion about the draft capital budget at the next meeting.

OLD BUSINESS:

1. 2020 Draft Operating Budget:

There was some discussion about the 2020 draft operating budget. It was suggested that the capital reserve line item remain unchanged for 2020 at \$65,000 overall. This will be discussed further at our next meeting. The capital reserve line item will continue to be brought forward in subsequent operating budget discussions.

2. There was discussion about the 1.5% salary increase for all transfer site staff and the Chief Administrative Officer.

MOVED by R. McDonald that the 1.5% proposed salary increase remain as presented.

Carried.

The operating budget will be discussed and finalized at the next meeting.

3. Quick Pick Sample Invoice Breakdown:

S. Schwartz presented a Quik Pick sample invoice breakdown for information.

MOVED by K. Haney that the Quik Pick sample invoice breakdown be accepted as information.

Carried.

4. 30-Foot Roll-off Bin at Kitscoty:

The 30-foot roll-off bin was placed at the Kitscoty transfer site for the month of October. S. Schwartz informed the Board that the monthly rental for this trial bin was \$95 per month. It was dumped 5 times during the 5-week span at a cost of \$200.00 plus \$28.00 for fuel surcharge for each dump. S. Schwartz pointed out that the bin is being used for furniture and even the odd appliance, but as these have to come to Vermilion transfer site anyway, it's not a concern, but it does make the bin lighter in weight than normal. This will be discussed further at the next meeting.

Minutes of the Meeting of the VRRWMSC on November 26, 2019

5. Lead-Acid Battery Collection:

There are no changes presented to the current storage system end procedures at this time.

6. Usage of Collection Agencies for Outstanding Accounts at the Vermilion Transfer Site:


S. Schwartz presented a sample contract she received from a collection agency. It was pointed out that the agency did not collect on unpaid accounts, but would take 25% if accounts were paid. The agency also requires a signor on the initial contract be bonded. It was decided not to pursue this any further at this time.

The next meeting will be held on Tuesday, December 17, 2019, at 6:00 P.M. at the Vermilion transfer site. The 2020 operating budget will be discussed and in order for it to be adopted, it requires a 2/3 majority according to the Commission charter.

The meeting adjourned at 7:40 P.M.

These minutes have been adopted in their entirety at the December 17, 2019, meeting.

Chair



Date



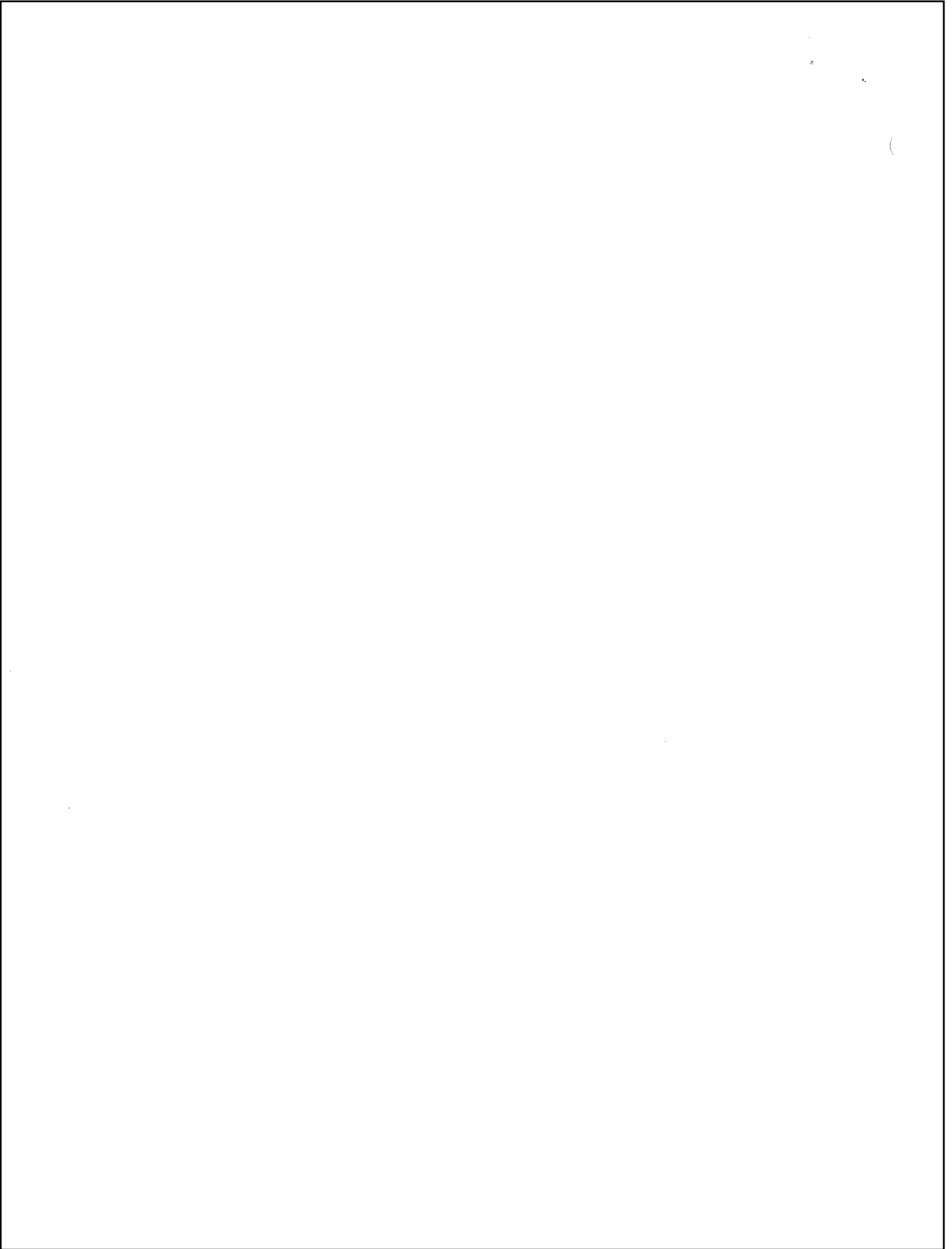
**VERMILION RIVER REGIONAL WASTE MANAGEMENT SERVICES
COMMISSION**

AGENDA

Tuesday, December 17, 2019, at the Vermilion Transfer Site at 5:30P.M.

1. ADOPTION OF AGENDA
2. ADOPTION OF MINUTES – Meeting of November 26, 2019
3. FINANCIAL REPORT – November 2019
4. MONTHLY REQUISITION REPORT: November 2019
5. ACCOUNTS FOR APPROVAL - 5393, 5504-5528 + DM's + Credit Card Purchases
6. VERMILION TRANSFER SITE OUTSTANDING ACCOUNTS - Dec 2019
8. CHIEF ADMINISTRATIVE OFFICER'S REPORT
9. NEW BUSINESS
 - a)
 - b)
 - c)
10. OLD BUSINESS
 - a) 2020 Draft Operating Budget
 - b) 2020-2025 Draft Capital Budget
 - c) 2020 Transfer Site Opening Hours Calendar
 - d) 30' Roll-off Bin at Kitscoty Transfer Site
11. NEXT MEETING
Tuesday, January 28, 2020, at 6:00 P.M. at the Vermilion Transfer Site

NOTE: THE 5:30 START TIME FOR THIS MEETING



VERMILION RIVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION								
FINANCIAL REPORT								
November 1, 2019 - November 30, 2019								
Operating Account								
						2019	2018	
Balance Forward from Oct 31/19						197,160.32	175,744.70	
Receipts	Req/Fees/Sales					99,410.07	95,201.61	
	VTS Fees					1,598.80	222.72	
	Interest					108.45	84.56	
Sub Total						298,277.64	271,253.59	
Expenses						107,682.66	118,795.41	
Total Expenses						107,682.66	118,795.41	
Balance as at November 30, 2019						190,594.98	152,458.18	
Capital Account								
Balance Forward from Oct 31/19						532,597.40	482,983.33	
Interest Earned						0.00	0.00	
Total Capital						532,597.40	482,983.33	
Op Res.	Principal					225,133.54	325,376.93	
	Interest Earned					0.00	0.00	
	Total Op Reserve					225,133.54	325,376.93	
P. Clo. Res	Principal					108,604.18	0.00	
	Interest Earned					0.00	0.00	
	Total P. Cos. Reserve					108,604.18	0.00	
	Total Reserves					866,335.12	808,572.53	
Combined Accounts						1,056,930.10	961,030.71	
Reconciliation								
	VCU-Operating Acct					\$ 143,294.88	180,441.68	
	VCU - (VTS Fees)(Cash-on-hand)					53,139.41	66,117.78	
	Sub Total					\$ 196,434.29	246,559.46	
Less O/S *	(see below)					5,839.31	94,101.28	
Sub Total						\$ 190,594.98	152,458.18	
Investments	Principal					866,335.12	808,572.53	
Balance						\$ 1,056,930.10	961,030.71	
*O/S	5486, 5511, 5512, 5514, 5516, 5517-5519, 5522, 5526, 5528							

MONTHLY MUNICIPAL REQUISITIONS RECEIVED			
NOVEMBER 2019			
	AMOUNT RECEIVED	DATE RECEIVED	EXPLANATION
Village of Marwayne	\$5,751.00	Nov 8/19	Monthly Remittance
County of Vermillion River	\$55,598.50	Nov 22/19	Monthly Remittance
Village of Kitscoty	\$8,117.00	Nov 22/19	Monthly Remittance
Village of Marwayne	\$875.00	Nov 22/19	Paid in full
Village of Paradise Valley	\$1,545.94	Nov 22/19	Monthly Remittance
Town of Vermillion	\$25,815.00	Nov 29/19	Monthly Remittance

VERMILION RIVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION				
ACCOUNTS FOR APPROVAL				
December 17, 2019 (cheques for November 2019)				
5393	S. Schwartz	Expenses	ADMIN	\$ 329.14
DM	First Data	Expenses	VTS	15.48
5505	Town of Vermillion	Utililities	VTS	24.90
5506	Vermillion Plumbing & Heating	Expenses	PrTS	78.75
DM	Enmax	Utililities	VTS	279.76
5507	RMA Insurance	Insurance	ADMIN	9,022.80
5508	Quik Pick Waste Disposal	Mnthly Ldff/Trans	ALL	18,889.25
5509	Beaver Municipal Solutions	Mnthly Ldff/Trans	ALL	35,851.73
5510	A-M Impey	Salary	KTS	902.56
5511	B. Cox	Salary & Phone	ECTS	550.92
5512	D. Serniak	Salary & Phone	MTS	824.48
5513	D. Johnson	Salary & Phone	DTS	1,059.00
5514	D. Bergquist	Expenses	DIR EXP	222.90
5515	G. Barr	Expenses	DIR EXP	125.00
5516	J. Waterhouse	Salary & Phone	TLTS	539.25
5517	K Haney	Expenses	DIR EXP	180.00
5518	L. Wolgjen	Expenses	DIR EXP	149.20
5519	M. Baker	Expenses	DIR EXP	222.90
5520	P. Lavoie	Salary	PrTS	149.44
5521	R. McDonald	Expenses	DIR EXP	191.00
5522	S. Howe	Salary & Phone	PVTS	803.95
5504	S. Schwartz	Salary	ADMIN	3,046.79
5523	T. Balciunas	Salary & Exp	PrTS	787.20
5524	M. Impey	Expenses	KTS	134.00
5525	Upper Edge Oilfield Services	Contract	VTS	19,699.86
5526	Canada Revenue Agency	Benefits	ALL	1,736.89
5527	RMA Insurance	Insurance	ADMIN	10,799.55
5528	County Gas Utility	Utililities	ALL	311.62
DM	Telus	Phone	ADMIN & VTS	203.70

VERMILION RIVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

CREDIT CARD PURCHASES

<i>November 2019</i>				
Nov 6/19	Canada Post	Postage	ADMIN	\$ 116.15
Nov 26/19	Canada Post	Postage	ADMIN	\$11.08
Nov 26/19	Subway	Expenses	DIR EXP	\$73.58
Nov 28/19	Techno Computers	Expenses	VTS	\$35.70
Nov 29/19	Staples	Expenses	ADMIN	\$65.08

**VERMILION TRANSFER SITE ACCOUNTS RECEIVABLE AGING REPORT
DECEMBER 2019**

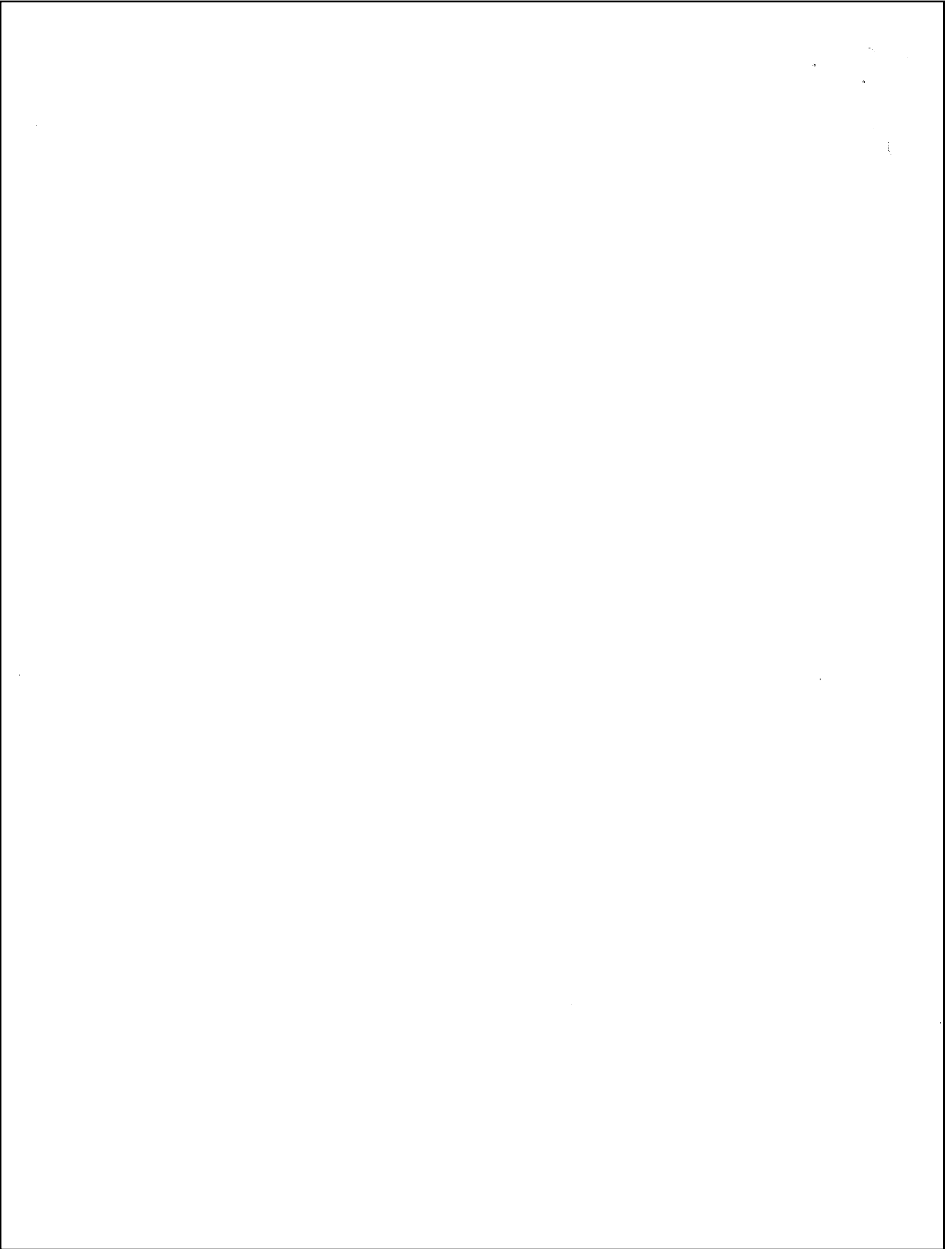
COMPANY NAME	OUTSTANDING AMOUNT	DAYS OVERDUE
Paramount Roofing	\$443.58	>90
Cargill Ltd.	\$51.00	>90
TOTAL OUTSTANDING	\$494.58	

DECEMBER 2019 CHIEF ADMINISTRATIVE OFFICER'S REPORT

1. I completed 2019 Depreciation report.
2. I emailed the 2020 draft operating budget to the municipalities and answered any questions that arose from that. The final copy has been completed and is on the agenda for discussion and approval tonight.
3. I fixed the 2020 transfer site opening hours calendar and that is on the agenda for tonight.
4. I fixed the 2020-2025 draft capital budget and that is on the agenda for tonight.
5. I bought the transfer site supervisor gift cards as was approved at our last meeting, and they will go out with their cheques today.
6. I worked on year-end tasks and that task is still ongoing.
7. I have asked D. Dalton about bin rental fees for the 30' roll-off bins if we expand the program. D. Dalton has quoted a price of \$75/month on the bin rentals if we have 4 or more of the long bins.
8. Both Anne-Marie Impey and Fran Schaumleffel have no problem with the long bins. The only issue is that they must be monitored more closely in order to stop people from putting in unauthorized or incorrect material such as wood or refrigerators. These have to be sorted out when they get to the Vermilion transfer site, and that is extra work for the contractors and it is not part of their current contract. There is the chance that something might be missed too as well, and that causes problems with loading out.
9. Just for information, I have been having a lot of trouble with my email program. I've been trying to get it corrected, but it's still not working right. I've also had trouble with printers and scanners, so I've been trying to work on that as well.

AGENDA ITEM #10.1

CAPITAL BUDGET 5-YEAR PLAN									
NOTE: Depreciation is all calculated on a straight-line basis, and we have accounted for depreciation for a total of 14 years)									
SITE	ASSET TYPE	DEP RATE	BOOK COST	TTL DEP	2019 BK VAL	EST REPL VALUE	CAP	OP	CLOS/P/CL
VTS									
Fences	Operational	25 yrs	\$30,000	\$16,500	\$13,500	\$40,700		\$40,700	
Bldg - Scle Bldg	Capital	25 yrs	\$1,251,565	\$700,000	\$551,565	\$1,500,000	\$1,500,000		
Bldg - Other	Capital	25 yrs	\$250,000	\$56,000	\$194,000	\$325,000	\$325,000		
Eq - Scale	Operational	20 yrs	\$85,065	\$53,200	\$31,865	\$125,000		\$125,000	
Eq Other	Capital	20 yrs	\$95,518	\$53,500	\$42,018	\$130,000	\$130,000		
Op Exp (est 5 yr)	Operational	N/R						\$50,000	
KTS									
Fences	Operational	25 yrs	\$20,250	\$11,500	\$8,750	\$25,000		\$25,000	
Buildings	Capital	25 yrs	\$20,000	\$15,000	\$5,000	\$25,000	\$25,000		
Op Exp (est 5 yr)	Operational	N/R						\$20,000	
MTS									
Fences	Operational	25 yrs	\$20,250	\$11,500	\$8,750	\$25,000		\$25,000	
Buildings	Capital	25 yrs	\$20,000	\$15,000	\$5,000	\$25,000	\$25,000		
DTS									
Fences	Operational	25 yrs	\$20,250	\$11,500	\$8,750	\$25,000		\$25,000	
Buildings	Capital	25 yrs	\$20,000	\$15,000	\$5,000	\$25,000	\$25,000		
Op Exp (est 5 yr)	Operational	N/R						\$20,000	
PVTS									
Fences	Operational	25 yrs	\$20,250	\$11,500	\$8,750	\$25,000		\$25,000	
Buildings	Capital	25 yrs	\$20,000	\$15,000	\$5,000	\$25,000	\$25,000		
Op Exp (est 5 yr)	Operational	N/R						\$20,000	
PRTS									
Fences	Operational	25 yrs	\$20,250	\$11,500	\$8,750	\$25,000		\$25,000	
Buildings	Capital	25 yrs	\$10,000	\$7,500	\$2,500	\$12,500	\$12,500		
Op Exp (est 5 yr)	Operational	N/S						\$10,000	
TLTS									
Fences	Operational	25 yrs	\$20,250	\$11,500	\$8,750	\$25,000		\$25,000	
Buildings	Capital	25 yrs	\$10,000	\$7,500	\$2,500	\$12,500	\$12,500		
	Operational	N/R						\$10,000	
Total Undepreciated Value of Capital Assets							\$2,525,700	\$445,700	\$108,604
2019 INVESTMENTS							\$532,597	\$328,376	\$108,604
2020-2025 Added Investment@ \$65,000/yr)							\$325,000	\$75,000	\$0
2020-2025 Est. Interest							\$90,000	\$30,000	\$8,000
Est Balance @2025							\$947,597	\$403,376	\$116,604
							(\$65,000/yr) x5	\$325,000	
							est int @ \$65,000/yr)	\$45,000	
							TTL @ \$65,000/yr)	\$370,000	
							(\$85,000/yr) x5	\$425,000	
							est int @ \$85,000/yr)	\$130,000	
								\$555,000	
REMAINING OUTST. BAL									
<i>(after 5 yrs @ \$65,000 Cap Budget)</i>							\$1,208,103	\$42,324	
REMAINING OUTST. BAL									
<i>(after 5 Yrs @ \$85,000 Cap Budget)</i>							\$1,023,103		



January 2020

December 2019

January 2020

February 2020

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Transfer Sites
 Transfer Sites

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1 NEW YEAR'S DAY	2 12:00 PM DTS 12-4	3	4 9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TLTS 10-2
5	6	7	8 10:00 AM PVTs 10-12 2:00 PM MTS 2-5 2:00 PM KTS 2-5	9 12:00 PM DTS 12-4	10	11 9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TLTS 10-2
12	13	14	15 10:00 AM PVTs 10-12 2:00 PM MTS 2-5 2:00 PM KTS 2-5	16 12:00 PM DTS 12-4	17	18 9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TLTS 10-2
19	20	21	22 10:00 AM PVTs 10-12 2:00 PM MTS 2-5 2:00 PM KTS 2-5	23 12:00 PM DTS 12-4	24	25 9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TLTS 10-2
26	27	28	29 10:00 AM PVTs 10-12 2:00 PM MTS 2-5 2:00 PM KTS 2-5	30 12:00 PM DTS 12-4	31	1 9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TLTS 10-2

February 2020

Transfer Sites
Transfer Sites

January 2020							February 2020							March 2020							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	
							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
							16	17	18	19	20	21	22	23	24	25	26	27	28	29	
							30	31													

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
		10:00 AM PRTS 10-12 2:00 PM MTS 2-5 2:00 PM KTS 2-5	12:00 PM DTS 12-4		9:00 AM PRTS 9-2 9:00 AM DTS 9-2 10:00 AM PRTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TTLS 10-2	9:00 AM PRTS 9-2 9:00 AM DTS 9-2 10:00 AM PRTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TTLS 10-2
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		10:00 AM PRTS 10-12 2:00 PM MTS 2-5 2:00 PM KTS 2-5	12:00 PM DTS 12-4		9:00 AM PRTS 9-2 9:00 AM DTS 9-2 10:00 AM PRTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TTLS 10-2	9:00 AM PRTS 9-2 9:00 AM DTS 9-2 10:00 AM PRTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TTLS 10-2
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		10:00 AM PRTS 10-12 2:00 PM MTS 2-5 2:00 PM KTS 2-5	12:00 PM DTS 12-4		9:00 AM PRTS 9-2 9:00 AM DTS 9-2 10:00 AM PRTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TTLS 10-2	9:00 AM PRTS 9-2 9:00 AM DTS 9-2 10:00 AM PRTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TTLS 10-2
16	17	18	19	20	21	22
FAMILY DAY	FAMILY DAY	10:00 AM PRTS 10-12 2:00 PM MTS 2-5 2:00 PM KTS 2-5	12:00 PM DTS 12-4		9:00 AM PRTS 9-2 9:00 AM DTS 9-2 10:00 AM PRTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TTLS 10-2	9:00 AM PRTS 9-2 9:00 AM DTS 9-2 10:00 AM PRTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TTLS 10-2
23	24	25	26	27	28	29
		10:00 AM PRTS 10-12 2:00 PM MTS 2-5 2:00 PM KTS 2-5	12:00 PM DTS 12-4		9:00 AM PRTS 9-2 9:00 AM DTS 9-2 10:00 AM PRTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TTLS 10-2	9:00 AM PRTS 9-2 9:00 AM DTS 9-2 10:00 AM PRTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TTLS 10-2

March 2020

February 2020

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March 2020

S M T W T F S
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 15 16 17 18 19 20 21
 22 23 24 25 26 27 28
 29 30 31

April 2020

S M T W T F S
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 8 9 10 11 12 13 14
 15 16 17 18 19 20 21
 22 23 24 25 26 27 28
 29 30 31

Transfer Sites
 Transfer Sites

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4 10:00 AM PVTs 10-12 2:00 PM MTS 2-5 2:00 PM KTS 2-5	5 12:00 PM DTS 12-4	6	9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TLTS 10-2
8	9	10 10:00 AM PVTs 10-12 2:00 PM MTS 2-5 2:00 PM KTS 2-5	11	12 12:00 PM DTS 12-4	13	9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TLTS 10-2
15	16	17 10:00 AM PVTs 10-12 2:00 PM MTS 2-5 2:00 PM KTS 2-5	18	19 12:00 PM DTS 12-4	20	9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TLTS 10-2
22	23	24 10:00 AM PVTs 10-12 2:00 PM MTS 2-5 2:00 PM KTS 2-5	25	26 12:00 PM DTS 12-4	27	9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TLTS 10-2
29	30	31 10:00 AM PVTs 10-12 2:00 PM MTS 2-5 2:00 PM KTS 2-5	1 10:00 AM PVTs 10-12 2:00 PM MTS 2-5 2:00 PM KTS 2-5	2 12:00 PM DTS 12-4	3	9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TLTS 10-2

April 2020

Transfer Sites
Transfer Sites

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

29	30	31	1	2	3	4
		10:00 AM PPTS 10-12 2:00 PM MTS 2-5 2:00 PM KTS 2-5	12:00 PM DTS 12-4	6:00 Friday	9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TTLS 10-2	9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TTLS 10-2
5	6	7	8	9	10	11
		10:00 AM PPTS 10-12 2:00 PM MTS 2-5 2:00 PM KTS 2-5	12:00 PM DTS 12-4		9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TTLS 10-2	9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TTLS 10-2
12	13	14	15	16	17	18
Easter Sunday		10:00 AM PPTS 10-12 2:00 PM MTS 2-5 2:00 PM KTS 2-5	12:00 PM DTS 12-4		9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TTLS 10-2	9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TTLS 10-2
19	20	21	22	23	24	25
		10:00 AM PPTS 10-12 2:00 PM MTS 2-5 2:00 PM KTS 2-5	12:00 PM DTS 12-4		9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TTLS 10-2	9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TTLS 10-2
26	27	28	29	30	1	2
		10:00 AM PPTS 10-12 2:00 PM MTS 2-5 2:00 PM KTS 2-5	12:00 PM DTS 12-4		9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TTLS 10-2	9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2 10:00 AM TTLS 10-2

March 2020							April 2020							May 2020						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				

May 2020

Transfer Sites
Transfer Sites

April 2020

S M T W T F S

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

May 2020

S M T W T F S

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

June 2020

S M T W T F

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28 10:00 AM PVTs 10-12 12:00 PM MTS 2-7 12:00 PM KTS 2-5	29 12:00 PM DTS 12-4 1:00 PM KTS 1-5	30	1	8 9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM MTS 10-4 10:00 AM DTS 10-2
3	4	5 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 4:00 PM PVTs 4-8 4:00 PM TLTS 4-8	6 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 4:00 PM PVTs 4-8 4:00 PM TLTS 4-8	7 12:00 PM DTS 12-4 1:00 PM KTS 1-5	8	15 9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM MTS 10-4 10:00 AM DTS 10-2
10	11	12 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 4:00 PM PVTs 4-8 4:00 PM TLTS 4-8	13 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 4:00 PM PVTs 4-8 4:00 PM TLTS 4-8	14 12:00 PM DTS 12-4 1:00 PM KTS 1-5	15	22 9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM MTS 10-4 10:00 AM DTS 10-2
17	18 VICTORIA DAY	19	20 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 4:00 PM PVTs 4-8 4:00 PM TLTS 4-8	21 12:00 PM DTS 12-4 1:00 PM KTS 1-5	22	29 9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM MTS 10-4 10:00 AM DTS 10-2
24	25	26 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 4:00 PM PVTs 4-8 4:00 PM TLTS 4-8	27 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 4:00 PM PVTs 4-8 4:00 PM TLTS 4-8	28 12:00 PM DTS 12-4 1:00 PM KTS 1-5	29	30 9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM MTS 10-4 10:00 AM DTS 10-2
31	1	2 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 4:00 PM PVTs 4-8 4:00 PM TLTS 4-8	3 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 4:00 PM PVTs 4-8 4:00 PM TLTS 4-8	4 12:00 PM DTS 12-4 1:00 PM KTS 1-5	5	6 9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM MTS 10-4 10:00 AM DTS 10-2

June 2020

Transfer Sites
Transfer Sites

May 2020							June 2020							July 2020						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
							1	2	3	4	5	6	7	8	9	10	11	12	13	
							14	15	16	17	18	19	20	21	22	23	24	25	26	27
							28	29	30					31						

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31		3	4

July 2020

June 2020

S	M	T	W	T	F	S
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

July 2020

S	M	T	W	T	F	S
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August 2020

S	M	T	W	T	F	S
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Transfer Sites
Transfer Sites

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	1 CANADAY	2 12:00 PM DTS 12-4 1:00 PM KTS 1-5	3	9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM DTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-2
5	6	7	8 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 2:00 PM KTS 2-7 4:00 PM PVTs 4-8 4:00 PM TLTS 4-8	9 12:00 PM DTS 12-4 1:00 PM KTS 1-5	10	9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM DTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-2
12	13	14 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 2:00 PM KTS 2-7 4:00 PM PVTs 4-8 4:00 PM TLTS 4-8	15 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 2:00 PM KTS 2-7 4:00 PM PVTs 4-8 4:00 PM TLTS 4-8	16 12:00 PM DTS 12-4 1:00 PM KTS 1-5	17	9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM DTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-2
19	20	21 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 2:00 PM KTS 2-7 4:00 PM PVTs 4-8 4:00 PM TLTS 4-8	22 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 2:00 PM KTS 2-7 4:00 PM PVTs 4-8 4:00 PM TLTS 4-8	23 12:00 PM DTS 12-4 1:00 PM KTS 1-5	24	9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM DTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-2
26	27	28 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 2:00 PM KTS 2-7 4:00 PM PVTs 4-8 4:00 PM TLTS 4-8	29 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 2:00 PM KTS 2-7 4:00 PM PVTs 4-8 4:00 PM TLTS 4-8	30 12:00 PM DTS 12-4 1:00 PM KTS 1-5	31	9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM DTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-2

August 2020

Transfer Sites
Transfer Sites

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	1
			10:00 AM PPTS 10-12 1:00 PM PPTS 1-5 2:00 PM PPTS 2-7 4:00 PM PPTS 4-8 4:00 PM TTTS 4-8	12:00 PM PPTS 12-4 1:00 PM TTTS 1-5		9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2
2	3	4	5	6	7	8
CIVIC HOLIDAY - HERITAGE DAY		10:00 AM PPTS 10-12 2:00 PM MTS 2-7 4:00 PM PPTS 4-8 4:00 PM TTTS 4-8	12:00 PM DTS 12-4 1:00 PM KTS 1-5		9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2	9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2
9	10	11	12	13	14	15
		10:00 AM PPTS 10-12 2:00 PM MTS 2-7 4:00 PM PPTS 4-8 4:00 PM TTTS 4-8	12:00 PM DTS 12-4 1:00 PM KTS 1-5		9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2	9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2
16	17	18	19	20	21	22
		10:00 AM PPTS 10-12 2:00 PM MTS 2-7 4:00 PM PPTS 4-8 4:00 PM TTTS 4-8	12:00 PM DTS 12-4 1:00 PM KTS 1-5		9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2	9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2
23	24	25	26	27	28	29
		10:00 AM PPTS 10-12 2:00 PM MTS 2-7 4:00 PM PPTS 4-8 4:00 PM TTTS 4-8	12:00 PM DTS 12-4 1:00 PM KTS 1-5		9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2	9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2
30	31	1	2	3	4	5
		10:00 AM PPTS 10-12 2:00 PM MTS 2-7 4:00 PM PPTS 4-8 4:00 PM TTTS 4-8	12:00 PM DTS 12-4 1:00 PM KTS 1-5		9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2	9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2

July 2020
S M T W T F S
1 2 3 4
5 6 7 8 9 10 11
12 13 14 15 16 17 18
19 20 21 22 23 24 25
26 27 28 29 30 31

August 2020
S M T W T F S
1
2 3 4 5 6 7 8
9 10 11 12 13 14 15
16 17 18 19 20 21 22
23 24 25 26 27 28 29
30 31

September 2020
S M T W T F S
1 2 3 4 5
6 7 8 9 10 11 12
13 14 15 16 17 18 19
20 21 22 23 24 25 26
27 28 29 30

September 2020

August 2020							September 2020							October 2020						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
22	23	24	25	26	27	28	29	30	31											

Transfer Sites
Transfer Sites

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31		1 10:00 AM PVTs 10-12 11:00 AM MTS 2-7 2:00 PM KTS 1-5 4:00 PM PVTs 4-8 4:00 PM TLTs 4-8	2 12:00 PM DTS 12-4 1:00 PM KTS 1-5	3	4 9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2
6	7 LABOUR DAY	8 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 2:00 PM KTS 1-5 4:00 PM PVTs 4-8 4:00 PM TLTs 4-8	9 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 2:00 PM KTS 1-5 4:00 PM PVTs 4-8 4:00 PM TLTs 4-8	10 12:00 PM DTS 12-4 1:00 PM KTS 1-5	11	1 9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2
13	14	15 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 2:00 PM KTS 1-5 4:00 PM PVTs 4-8 4:00 PM TLTs 4-8	16 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 2:00 PM KTS 1-5 4:00 PM PVTs 4-8 4:00 PM TLTs 4-8	17 12:00 PM DTS 12-4 1:00 PM KTS 1-5	18	1 9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2
20	21	22 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 2:00 PM KTS 1-5 4:00 PM PVTs 4-8 4:00 PM TLTs 4-8	23 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 2:00 PM KTS 1-5 4:00 PM PVTs 4-8 4:00 PM TLTs 4-8	24 12:00 PM DTS 12-4 1:00 PM KTS 1-5	25	26 9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2
27	28	29 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 2:00 PM KTS 1-5	30 10:00 AM PVTs 10-12 2:00 PM MTS 2-7 2:00 PM KTS 1-5	31 12:00 PM DTS 12-4 1:00 PM KTS 1-5	2	3 9:00 AM PVTs 9-2 9:00 AM DTS 9-2 10:00 AM PVTs 10-2 10:00 AM ECTS 10-2 10:00 AM KTS 10-4 10:00 AM MTS 10-2

October 2020

Transfer Sites
Transfer Sites

September 2020							October 2020							November 2020						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
							1	2	3	4	5	6	7	8	9	10	11	12	13	14
							15	16	17	18	19	20	21	22	23	24	25	26	27	28
							29	30	31											

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	1	2	3
		10:00 AM PPTS 10-12 2:00 PM MTS 2-7 2:00 PM KTS 2-7	12:00 PM DTS 12-4 1:00 PM KTS 1-5		9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM MTS 10-2 10:00 AM TTTS 10-2	9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM MTS 10-2 10:00 AM TTTS 10-2
4	5	6	7	8	9	10
		10:00 AM PPTS 10-12 2:00 PM MTS 2-7 2:00 PM KTS 2-7	12:00 PM DTS 12-4 1:00 PM KTS 1-5		9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM MTS 10-2 10:00 AM TTTS 10-2	9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM MTS 10-2 10:00 AM TTTS 10-2
11	12	13	14	15	16	17
THANKSGIVING DAY		10:00 AM PPTS 10-12 2:00 PM MTS 2-7 2:00 PM KTS 2-7	12:00 PM DTS 12-4 1:00 PM KTS 1-5		9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM MTS 10-2 10:00 AM TTTS 10-2	9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM MTS 10-2 10:00 AM TTTS 10-2
18	19	20	21	22	23	24
		10:00 AM PPTS 10-12 2:00 PM MTS 2-7 2:00 PM KTS 2-7	12:00 PM DTS 12-4 1:00 PM KTS 1-5		9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM MTS 10-2 10:00 AM TTTS 10-2	9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM MTS 10-2 10:00 AM TTTS 10-2
25	26	27	28	29	30	31
		10:00 AM PPTS 10-12 2:00 PM MTS 2-7 2:00 PM KTS 2-7	12:00 PM DTS 12-4 1:00 PM KTS 1-5		9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM MTS 10-2 10:00 AM TTTS 10-2	9:00 AM PPTS 9-2 9:00 AM DTS 9-2 10:00 AM PPTS 10-2 10:00 AM ECTS 10-2 10:00 AM MTS 10-2 10:00 AM TTTS 10-2

November 2020

October 2020							November 2020							December 2020																											
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S																					
							1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30					

Transfer Sites
Transfer Sites

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	
8	9	10	11	12	13	
15	16	17	18	19	20	
22	23	24	25	26	27	
29	30	1	2	3	4	5

December 2020

Transfer Sites
Transfer Sites

November 2020							December 2020							January 2021																
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S										
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2

January 2021

December 2020

S M T W T F S

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

January 2021

S M T W T F S

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

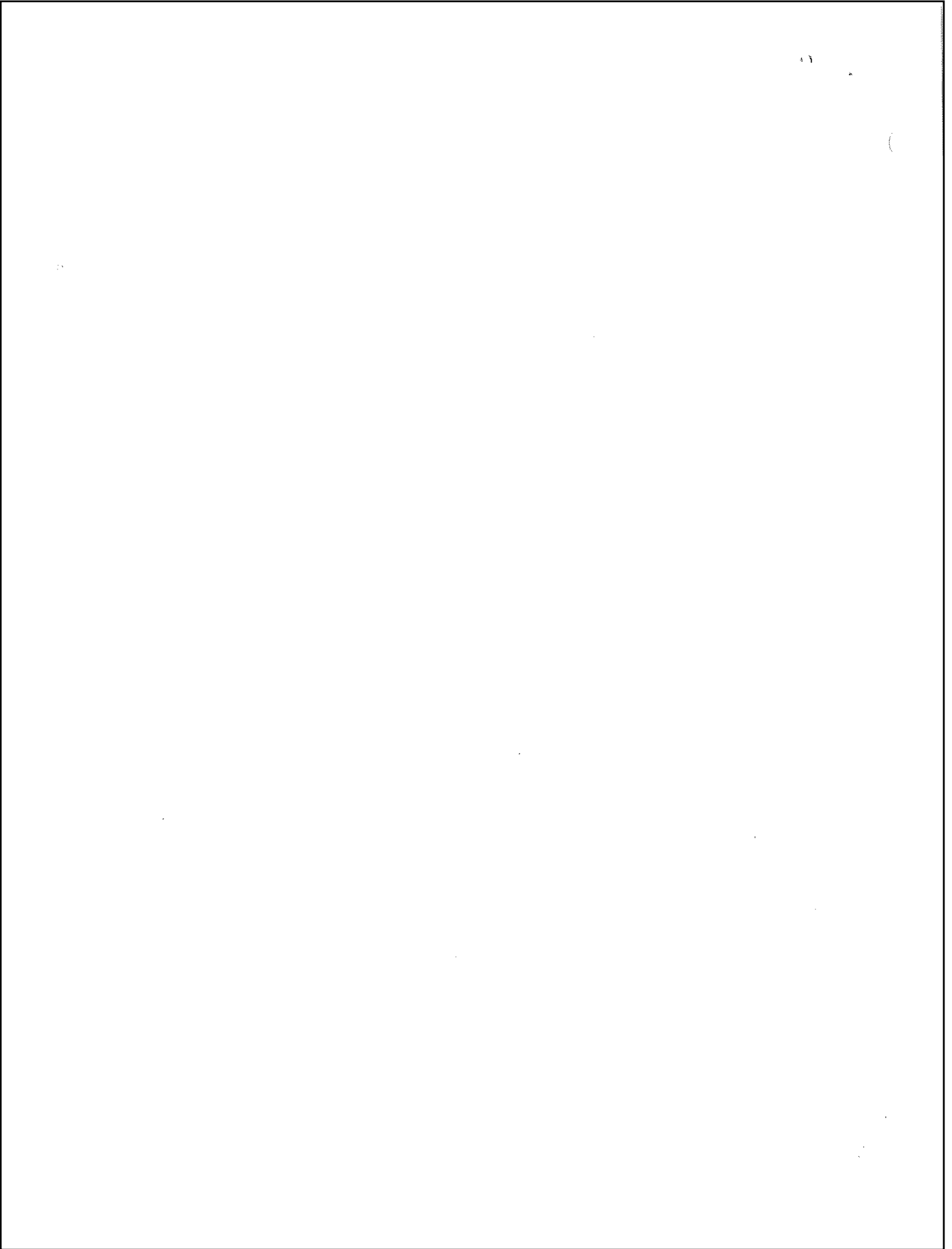
February 2021

S M T W T F S

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29

Transfer Sites
Transfer Sites

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
27	28	29	30	31	1 NEW YEAR'S DAY	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6



**MINUTES OF THE MEETING OF THE VERMILION RIVER REGIONAL WASTE
MANAGEMENT SERVICES COMMISSION HELD ON DECEMBER 17, 2019, AT THE
VERMILION TRANSFER SIETE**

PRESENT:

Chair: L. Wolgien
Vice-Chair: R. McDonald
Directors: T. Pollard; M. Baker; D. Bergquist; G. Barr; S. Hryciuk;
J. Thompson; K. Haney
CAO: S. Schwartz

ABSENT:

Directors: None

The meeting was called to order at 5:31 P.M.

AGENDA:

Additions to Agenda:

None.

MOVED by R. McDonald that the agenda be adopted as presented.
Carried.

MINUTES OF THE NOVEMBER 26, 2019, MEETING:

MOVED by S. Hryciuk that the minutes from the November 26, 2019, meeting be adopted as presented.
Carried.

NOVEMBER 2019 FINANCIAL REPORT:

S. Schwartz presented the financial report for November 2019, and provided explanations as required. The November 2019 report showed a balance of **\$208, 277.64** in the operating account. The capital reserve account remained unchanged at **\$532,597.40**. The operating reserve account remained unchanged at **\$225,133.54**. The Closure/Post-Closure reserve account remained unchanged at **\$108,604.18**.

MOVED by R. McDonald that the November 2019 financial report be accepted as presented.
Carried.

MUNICIPAL REQUISITION REPORT:

S. Schwartz presented the November 2019 municipal requisition report for information.

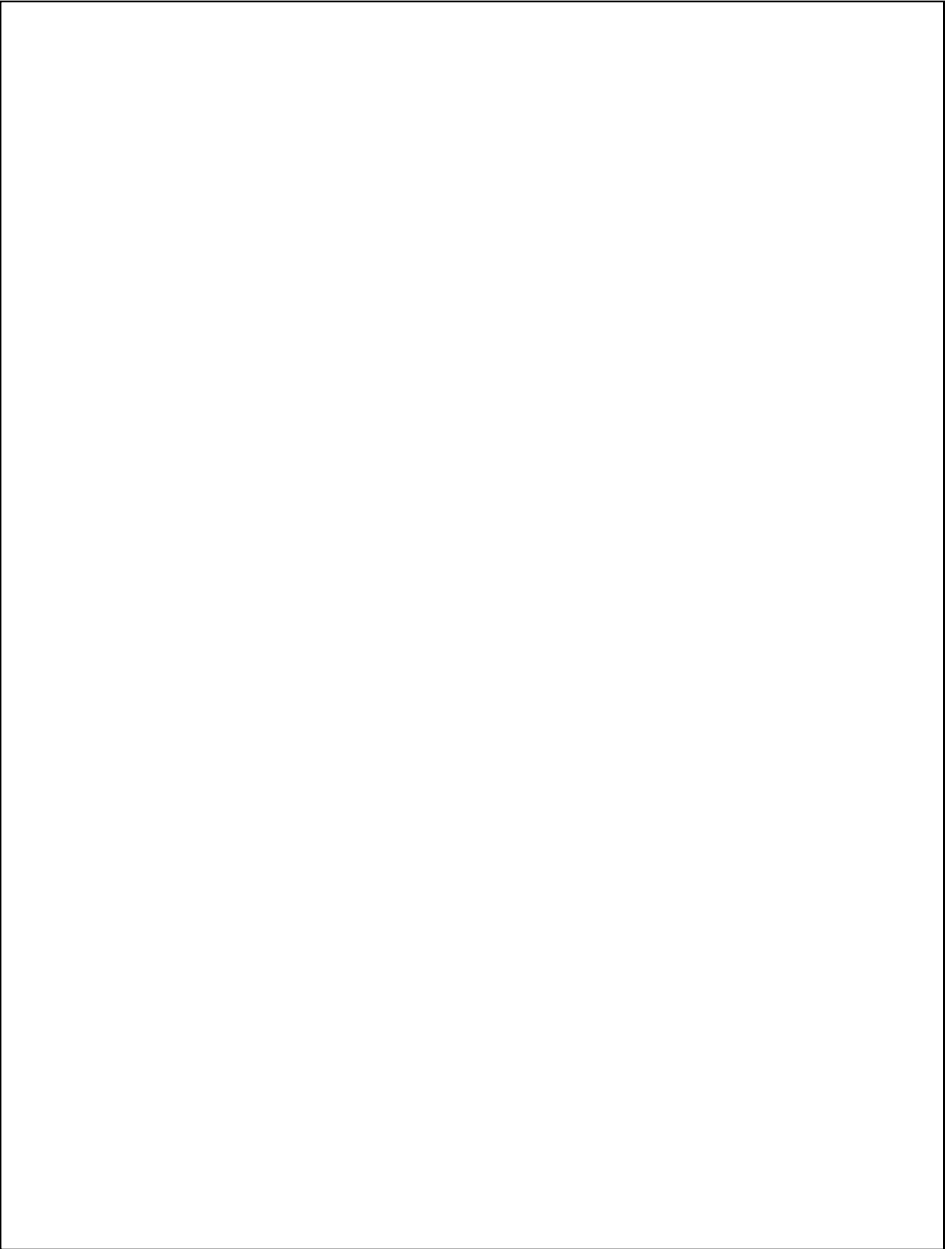
ACCOUNTS FOR APPROVAL:

S. Schwartz presented the November 2019 cheques numbered 5393 and 5505 to 5528, and the debit memos and credit card charges, and provided explanations as required.

MOVED by G. Barr that the cheques numbered 5393 and 5505 to 5528, and the debit memos and credit card charges be accepted as presented.
Carried.

VERMILION TRANSFER SITE OUTSTANDING ACCOUNTS:

The Vermilion transfer site outstanding account report was presented for information. Ms. Schwartz explained that all outstanding accounts are current with the exception of the old overdue account from Paramount Roofing. G. Barr asked S. Schwartz to see if she can determine the principals from the company and do a check to see if the company name has been changed.



Minutes of the Meeting of the VRRWMS on December 17, 2019

DECEMBER 2019 CHIEF ADMINISTRATIVE OFFICER'S REPORT:

S. Schwartz presented the December 2019 Chief Administrative Officer's report, and provided explanations as required.

MOVED by T. Pollard that the December 2019 Chief Administrative Officer's report be accepted as presented.

Carried.

BUSINESS ARISING FROM THE CHIEF ADMINISTRATIVE OFFICER'S REPORT:

30 Foot Roll-off Bin at Kitscoty Transfer Site:

There was some discussion about the cost of the longer bins as compared to the smaller bins that we currently have at the Kitscoty transfer site. It was decided that we would stay with the smaller bins. S. Schwartz is to arrange to have the long bin moved out after the new year.

NEW BUSINESS:

None

OLD BUSINESS:

1. 2020 Draft Operating Budget:

S. Schwartz presented the 2020 draft operating budget for further discussion. No further changes were proposed.

MOVED by T. Pollard that the 2020 operating budget be adopted as presented.

Carried unanimously.

2. 2020-2025 Draft Capital Budget:

S. Schwartz presented the 2020-2025 draft capital budget for further discussion. No further changes were proposed.

MOVED by G. Barr the 2020-2025 capital budget be adopted as presented.

Carried unanimously.

3. 2020 Transfer Site Opening Hours Calendar:

S. Schwartz presented the 2020 transfer site opening hours calendar for information. It was decided to retain the site closure dates for 2020 as per the actual calendar holiday dates.

4. 30' Roll-off Bin at Kitscoty Transfer Site:

See above.

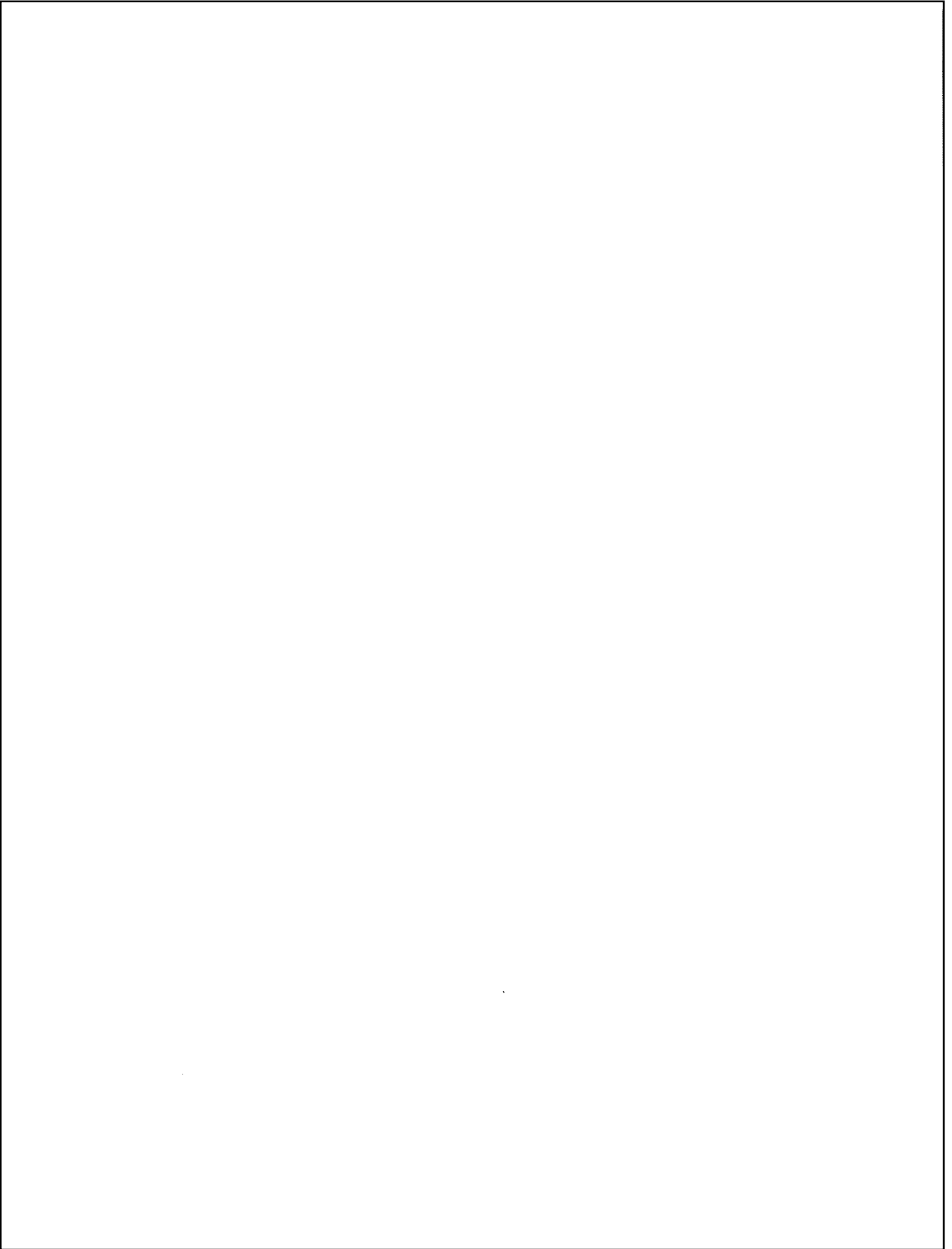
The next meeting will be held on Tuesday, January 28, 2020, at 6:00 P.M. at the Vermilion transfer site.

The meeting adjourned at 6:22 P.M.

These minutes have been adopted in their entirety at the January 28, 2020, meeting.

Chair

Date





CHIEF ADMINISTRATIVE OFFICER REPORT

MEETING DATE: JANUARY 6, 2020

ADDRESSING SERVICE NEEDS

- **Webpage**
 - Updated contact information on the website to reflect the change in Chief Administrative Officer appointment.
- **Small Communities Fund Grant**
 - Received final Rusway bills for the underground water infrastructure renewal project on North 2nd Avenue and North 1st Street. Subsequently, I submitted the final grant claim paperwork as well as the project reporting form. Unfortunately, I was advised that the Village exceeded the funding available by \$33,000 and therefore a review of our budget to account for this additional expense is underway.
- **Water Break**
 - We had a water break at 206 3rd Street North on December 23rd, 2019. Rusway promptly came in to fix the break before the holidays – awaiting the invoice for total repairs costs. Upon fixing the break, our water operator advised that our water loss has decreased significantly – lowest on record.

PLANNING FOR GROWTH AND CHANGE

- **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.
 - Reviewed entirety of documents and sent back administrative changes to CVR on December 24th, 2019.
 - The County is looking to schedule an ILC meeting in January to discuss. Based on our appointed ILC members availability (Mayor Eikeland, Deputy Mayor Rainey, Councillor Neureuter), I will send over 2-3 dates for consideration.
- **Alberta Community Partnership Grant**
 - Forwarded Council's completed questionnaires related to the Village's Municipal Development Plan to Nick at V3 following his presentation at the December 2nd, 2019 Council Meeting. Waiting on V3 to provide further comment as to when the draft will be ready for review and/or whether or not they require more information to move forward.
- **Tax Arrears**
 - Sent letters to property owners in tax arrears (since 2018 or earlier) on December 3rd, 2019 advising that any outstanding amounts must be paid by December 31st, 2019 to avoid tax sale proceedings.
 - Working with Taxservice to ensure compliance and enforcement.
- **Walking Trails**

- As per Council's direction, I have began obtaining preliminary quotes for walking trails within the Village in accordance with the attached map. Quotes are scheduled to be presented to Council at the January 20th, 2020 meeting in so that the Village has ample time to tender the project should Council wish to proceed in that direction.
- Based on my tour of the proposed trail with Wilson and Rusway, further discussion regarding surfacing is recommended – especially as it pertains to the proposed back alley routes.

SAFE, CARING & ACTIVE COMMUNITY

- **Fire Services**

- Contacted Ron Miskie on December 17th, 2019 regarding grant funding opportunities related to fire services training as well as to schedule his attendance at an upcoming Council meeting (January 20th) to review the Fire Departments budget for 2020.
- Executed the mutual aid fire services agreement with the County of Vermillion River on December 17th, 2019. Previously signed in August 2019, the agreement had many errors which required amending. Now that they have been corrected, the Village will be provided with a signed copy for our records in the near future.

PURSUING OPERATION & ORGANIZATIONAL EXCELLENCE

- **Staff Meetings**

- Weekly staff meetings are continuing to be conducted on Tuesday mornings at 8:00am at the Village office.
- Allows for the CAO to provide updates to staff as it relates to Council's priorities as well as remain informed as to the day to day operations in the field and office.

- **Action List**

- Actively working on reducing the amount of outstanding items on the CAO action list. As progress is made, the list is being updated accordingly.

ATTACHMENTS

- 1) December 3rd, 10th, and 17th Staff Meeting Minutes
- 2) Chief Administrative Officer Action List
- 3) Walking Trail Map



Village of Marwayne
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Chief Administrative Officer Action List

Planning for Growth & Change (Strategic Plan)				
Item	Description	Resolution #	Staff Responsible	Status
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	Council reviewed 6/10/19, no feedback. Waiting on other municipalities now. Jordan tried pushing the project along again on July 22 nd , Aug 21 st , Oct 16 th .
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. Is this something council would like administration to pursue?
Ratepayer Amalgamation of Properties	Jill Applegate bought the vacant lot		CAO	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.
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	2019-11-10V	CAO, in conjunction with Nick from V3	Met with Council on Monday December 2, 2019. Requested questionnaires to be returned within two weeks for processing

	of February 29, 2020.			(all submitted). Draft to be finalized in January 2020.
Residential Development	Some lots on Center Street are 25ft. Actively trying to sell serviced residential lots.	2017-11-24V	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.	2019-11-22V	Bob at Alberta Hub. CAO	Awaiting group letter of support to be drafted. Once Bob passes it on to us, we can write another letter of support.
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 – Planning Public Works -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 (Strategic Plan)				
Item	Description	Resolution #	Staff Responsible	Status
Westview Park	Playground inspection received 11/9/2018 with 15 non compliance issues identified.	August 15, 2016	Keri Debnam – Volunteer Keri.debnam@hotmail.com CAO and Foreman	Completed the CVR grant claim on October 8, 2019. Jordan received report 11/14, signage and parts ordered.
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.		CAO Utility Operator Carry Grant Kathryn Stacey – AEP - Supplied forms to	If a farmer wants the wells, license gets cancelled and they have to submit new application. Offered to CVR in August 2019 but

	Regional utility operator Carry Grant uncertain of expenses, Keeping the power lines connected to the wells is at the expense of approximately \$200/month.		cancel the wells	received response in December 2019 that they are not interested in the wells at this time. Decommissioning is the next step.
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.
Safe & Caring Community (Strategic Plan)				
Item	Description	Resolution #	Staff Responsible	Status
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.
Brownfield/C ontaminated Lots	<p>Lots 2& 3, Block 7, Plan 3914</p> <p>Two lots:</p> <p><u>Conocophillips site Lot 3:</u> 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.</p> <p><u>Suncore Site Lot 2:</u> Remedial Action Plan</p> <p>In regards to Lots 2 & 3, Block 7, Plan 3194ET, 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.</p>	December 9, 2013	<p>Karen Gervais AB Environment and Parks 403-755-2280 Karen.gervais@gov.ab.ca Talked to on: 2/21/18, 3/6/18 5/14/18 Emailed for update: 12/3 – no anticipated date</p> <p>Paul Gordon Suncor 604-933-2664 pgordon@suncore.com Talked to on: 3/23/18, 5/10/18</p> <p>Donna Szemesi Conocophillips 403-260-1820 Donna.j.szemesi@cop.com</p>	<p>Conocophillips – Tier 2 Guideline Adjustment and Management Plan</p> <p>Suncore – Remedial Action Plan</p> <p>CAO submitted letters to them May 2019 as per description info.</p> <p>Suncore has until October 31, 2019 to respond to our demands for full remediation.</p> <p>Meeting scheduled for January 23rd with Conoco Phillips to review the remediation plans.</p>

	<p>The Village of Marwayne withdraws offering the above lots for sale. The Village's approach will now be to push for <u>full remediation of Lots 2 and 3</u> 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.</p>		<p>Talked to on: 2/12/18</p> <p>Rob Hoffman Canadian Fuels Association 403-266-7567 robhoffman@canadianfuels.ca S.ca Talked to on:4/26/18</p>	
Pursuing Operational & Organizational Excellence (Strategic Plan)				
Item	Description	Resolution #	Staff Responsible	Status
Marwayne Seniors Society	Need their 2018 financials. Only have a record of content insurance for 2018.	2019-06-10	CAO Treasurer for Seniors – Ollie	<p>Requested insurance documents on 6/13. Provided new proof of insurance for 2019.</p> <p>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.</p> <p>Still awaiting financials despite repeated requests.</p>





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Tuesday, December 3, 2019
8:00 AM Staff Meeting
Minutes

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

- 1) Time Off
 - Reminded staff to ensure that they provide adequate notice as to their time off so that we can insert it into the staff calendar.
- 2) Christmas Payday
 - Payday will be moved up to December 23rd instead of December 30th so as to allow for staff to do their last minute Christmas shopping. Being that we are closed from 12pm on December 24th through to January 1st, it made more sense to ensure payroll was processed prior to the holiday season.
- 3) Christmas Party
 - Staff will be having their annual Christmas get together on December 12th. After working with everyone's schedule, we will be having a pizza luncheon at the office.
- 4) On Call Schedule
 - Reviewed the on-call procedures with staff, including what our process will be for the administration office when the CAO is away.
 - Shannon Kennedy agreed to be the on-call staff member for emergencies at the administration office in instances when the CAO is unavailable.
- 5) Employee Evaluations
 - Advised staff that employee evaluations would be conducted this week, prior to Jordan's departure, as he was their supervisor for the majority of 2019.
- 6) Water Maintenance Proposal
 - Carry provided an update on the water maintenance proposal as well as the lead testing that we will require moving forward.
- 7) URE Land
 - Staff was informed that they are to advise the CAO of any unauthorized activity at the URE property. No one is permitted to take anything from the site unless cleared by the CAO.

The meeting adjourned at 8:51 AM.



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Tuesday, December 10, 2019
8:00 AM Staff Meeting
Minutes

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

- 1) CAO Schedule
 - Reminded staff that the CAO would be away on December 11th, 2019 for Emergency Management Training in Vermilion but would be available by phone should anything arise.
- 2) Christmas Party/Luncheon
 - Finalized details for the December 12th, 2019 Christmas luncheon with staff. CAO to order pizzas from the Marwayne hotel and pick up chips, pop and dessert. Staff to gather from 12:00pm to 1:00pm at the Horton Agencies Boardroom.
- 3) Lead Sampling
 - Carry Grant provided an overview of the required lead sampling the Village must conduct. Samples have been collected and remitted to the required parties for processing – awaiting our results.
- 4) Holiday On-Call Schedule
 - Reviewed on call schedule with staff over the holidays should any issues arise. Provided the schedule to the other villages for their perusal.
- 5) Council Meeting Update
 - CAO provided staff with an update of the December 2nd, 2019 Regular Council Meeting.

The meeting adjourned at 8:42 AM.



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Tuesday, December 17, 2019
8:00 AM Staff Meeting
Minutes

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

1) Service Providers

- With the Christmas season upon us, the CAO had been contacted by various suppliers wishing to come in for an introduction as well as to drop off Christmas snacks. Staff provided an overview of the various service providers the Village has used in the past in so that the CAO had adequate background information for the informal meetings.

2) Next Staff Meeting

- The staff meeting on December 24th was cancelled so as to allow staff to finish up their year end tasks before the office shut down at noon for the Christmas holidays.

3) On Call Holiday Schedule

- Went through the on call schedule to remind staff as to who the best contact is for any issues over the holiday break.
- CAO informed staff to contact via phone or email should any issues arise over the break. CAO travelling to Toronto but would be available for emergencies.

4) 2020 Holidays

- Reminded staff to get thinking about the time off requirements for the new year and have them submitted as soon as possible to ensure there are no scheduling conflicts.

The meeting adjourned at 8:34 AM.



t <input type="button" value="Zoom to"/> <input checked="" type="checkbox"/> Clear selection <input type="button" value="Refresh"/>		
Material	Status	
2019 Walking Trail	Proposed	

VILLAGE OF MARWAYNE
Billing Register Report Detailed



UB4110 Page : 28
 Date : Jan 02, 2020 Time : 3:59 pm

Report Options

Customer Selection : All

Calculation Type : All

Batch Number

From : [2020010201]

To : [2020010201]

Include Billing Transaction From Transaction Maintenance : No

Srv. End Date On/Before : 02-Jan-2020 Final Bills Only : No

Cat	Srv	Service Description	Count	Total Discount	Total Units	Total Amt	Total Cons.	Avg. Cons.
01	ONOFF	Water On/Off	1		1.00	9.03		
01	WBULK	Bulk Water	7		7.00	314.53	21.80	3.11
01	WCOM	Commercial Water	24		24.00	2,276.41	251.00	10.46
01	WIND	Industrial Water	1		1.00	80.00		
01	WINS	Institutional Water	3		3.00	535.35	129.00	43.00
01	WLF	Water Line Fee	277		277.00	6,925.00		
01	WMUN	Municipal Properties	2		2.00		1.00	0.50
01	WPUB	Public Building Water	9		9.00	2,356.33	472.00	52.44
01	WRES	Residential Water	234		234.00	15,724.69	2,366.00	10.11
02	SCOM	Commercial Sewer	24		24.00	348.00		
02	SINS	Institutional Sewer	3		3.00	220.08		
02	SPUB	Public Building Sewer	9		9.00	130.50		
02	SRES	Residential Sewer	233		233.00	3,378.50		
03	GINS	Institutional Garbage	3		3.00	33.00		
03	GRES	Residential Garbage	233		233.00	6,058.00		
Book 000 Totals :			1063		1,063.00	38,389.42	3,240.80	
Totals			1063		1,063.00	38,389.42	3,240.80	

**VILLAGE OF MARWAYNE
Cheque Register-Summary-Bank**



MARWAYNE

AP5090

Page : 1

Date : Dec 23, 2019

Time : 10:42 am

Supplier : 10 To XYLCA
Cheque No. 3122 To 3123
Bank : 01 - ATB To 99 - Penny Clearing

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

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
3122	23-Dec-2019	10032	Receiver General For Canada	Issued	30	C	7,682.92
3123	23-Dec-2019	AISL	AMSC Insurance Services Ltd	Issued	30	C	2,487.22
Total Computer Paid :		10,170.14	Total EFT PAP :	0.00	Total Paid :		10,170.14
Total Manually Paid :		0.00	Total EFT File :	0.00			

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

**VILLAGE OF MARWAYNE
Cheque Register-Summary-Bank**



AP5090 Page : 1
Date : Dec 23, 2019 Time : 10:52 am

Supplier : 10 To XYLCA
Cheque No. 3124 To 3144
Bank : 01 - ATB To 99 - Penny Clearing

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

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
3124	23-Dec-2019	10	Tannas Bros. Hardware Ltd	Issued	31	C	798.07
3125	23-Dec-2019	10001	Gas Utility CVR	Issued	31	C	560.46
3126	23-Dec-2019	10012	Parkland Industries- Race Trac Gas	Issued	31	C	715.39
3127	23-Dec-2019	10113	TELUS	Issued	31	C	494.78
3128	23-Dec-2019	ACE	ACE	Issued	31	C	12,054.84
3129	23-Dec-2019	AISL	AMSC Insurance Services Ltd	Issued	31	C	5,309.69
3130	23-Dec-2019	ASC3	Alberta Municipal Services Corporation	Issued	31	C	5,579.95
3131	23-Dec-2019	ATBMA	ATB Mastercard	Issued	31	C	907.04
3132	23-Dec-2019	ELEME	Element Materials Technology Canada Inc.	Issued	31	C	38.30
3133	23-Dec-2019	GOA	Government of Alberta	Issued	31	C	50.00
3134	23-Dec-2019	HMS2	Alberta 1171363 Ltd. Hendricks Microtech	Issued	31	C	782.32
3135	23-Dec-2019	MCSNE	MCSNet-Lemalu Holdings Ltd.	Issued	31	C	73.40
3136	23-Dec-2019	MFRD	Marwayne Fire and Rescue Dept.	Issued	31	C	9,027.99
3137	23-Dec-2019	PCI	Pinnacle Computers Inc.	Issued	31	C	1,897.98
3138	23-Dec-2019	SLGM	Society Local Government Managers	Issued	31	C	275.00
3139	23-Dec-2019	SRSL2	Saunders Repair Service Ltd.	Issued	31	C	577.78
3140	23-Dec-2019	TM	TELUS	Issued	31	C	77.54
3141	23-Dec-2019	VADSO	Vadim Computer Management Group	Issued	31	C	5,949.22
3142	23-Dec-2019	VCOC	V3 Companies of Canada Ltd.	Issued	31	C	4,053.00
3143	23-Dec-2019	WAGL	Wainwright Assessment Group Ltd	Issued	31	C	681.45
3144	23-Dec-2019	WILJO	Willner, Jordan	Issued	31	C	44.80

Total Computer Paid :	49,949.00	Total EFT PAP :	0.00	Total Paid :	49,949.00
Total Manually Paid :	0.00	Total EFT File :	0.00		

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

Service Estimate



Date: 2019/11/19

Estimate #: R19-63-0181

Customer Information

Customer Name: VLG OF MARWAYNE Account #: 509659
 Address: Telephone (1): 780/847-3962
 PO BOX 113 Fax(1): 780/847-3324
 AB T0B 2X MARWAYNE Telephone (2):
 Email: Fax(2):

Product Identification

Product Number: 30851817020 Serial Number: 3085.181-9220015

Attention to:

The equipment listed below has been estimated for service. If you would like to proceed, please sign and date the estimate, and return it by email or fax.

If no authorization is received within the validity period of this estimate, the equipment will be returned dismantled, "collect", and a repair estimate service charge of \$111.00 per hour will apply.

THIS ESTIMATE IS BASED ON OUR INITIAL INSPECTION. THE FINAL PRICE IS SUBJECT TO CHANGE IF ADDITIONAL PARTS & LABOUR ARE REQUIRED. YOU WILL BE ADVISED OF ANY CHANGES.

Parts, Labour and Other Charges

Qty	Part No	Description
1	13-56 00 39B	OIL, WHITE IMPERIAL (PER L) FOR SHOP REPAIR ONLY
1	13-56 00 31A	ENVIRONMENTAL DISPOSAL PER PUMP WORK ORDER
1	13-56 02 49	MATERIAL HANDLING FE
1	13-56 01 20	MISCELLANEOUS CHARGE
1	601 89 03	BASIC REPAIR KIT FOR MODEL 3085 91181
1	461 80 06	IMPELLER
1	398 92 00	WEAR RING
1	408 40 12	STATOR 15-10-4A
1	397 79 12	SHAFT UNIT
1	13-56 00 38D	OXYGEN/ACETYLENE3041,3060-3140
		Total Price \$3,284.39

Qty	Part No	Description
8	13-56 00 61A	LABOUR,EDMONTON (TP)+ EDMONTON(PER HR)
		Total Price \$888.00

Total Price

\$4,172.39

Estimated Replacement Cost – List Price

Product Number	Description	Price	Lead Time (Weeks)
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Comments

Printed on: Tuesday, November 19, 2019

page: 1



10554 169th Street Edmonton AB T5P 3X6
 Tel.: 780-489-1961 - Fax: 780-486-5530



Date: 2019/11/19 Estimate # R19-63-0181
Customer Name: VLG OF MARWAYNE

Upon inspection of the pump i found the inspection wet, the junction box wet, the oil contaminated, the stator burnt, the impeller worn, the wear ring needs to be replaced.

Business Terms

Taxes:	All taxes extra and not included in the above prices.
Comments and Exceptions	The delivery quoted is based on the parts availability at the time of quotation. Parts availability is subject to change without notice.
Comments and Exceptions	Estimated delivery date (from date of approval): 0 business days
Validity :	This Quote is valid for thirty (30) days.

Sincerely,

Tim Rosenke
Pump & Service Mechanic
Xylem Water Solutions
O: (780) 489-1961 M:
tim.rosenke@xyleminc.com

Mitchell Oliver
Pump & Service Mechanics
Xylem Water Solutions
O: 780-489-1961
mitchell.oliver@xyleminc.com



10554 169th Street Edmonton AB T5P 3X6
Tel.: 780-489-1961 - Fax: 780-486-5530



Date: 2019/11/19 Estimate # R19-63-0181
 Customer Name: VLG OF MARWAYNE

TERMS AND CONDITIONS OF SALE – NORTH AMERICA

1. Agreement, Integration and Conflict of Terms. These terms and conditions, together with any special conditions expressly incorporated thereto in the quotation or sales form, are to govern any sale between the Seller and Buyer. The Seller shall mean the applicable affiliate of Xylem Inc. that is party to the Agreement ("Seller"). The Buyer shall mean the entity that is party to the Agreement with Seller. This writing is an offer or counteroffer by Seller to sell the goods and/or services set forth on the quotation or sales form subject to these terms and conditions and is expressly made conditional on Buyer's assent to these terms and conditions. Acceptance by Buyer is expressly limited to these terms and conditions. Any additional or different terms and conditions contained in Buyer's purchase order or other communication shall not be effective or binding upon Seller unless specifically agreed to in writing by Seller; Neither Seller's commencement of performance nor delivery shall be deemed or construed as acceptance of Buyer's additional or different terms and conditions. Buyer agrees that these terms and conditions, together with any accompanying quotation and any special conditions or limited process guarantees or documents referred to or included within the quotation and expressly made a part of this agreement, (e.g., drawings, illustrations, specifications, or diagrams), is the complete and final agreement between Buyer and the Seller ("Agreement"). This Agreement supersedes all prior negotiations, representations, or agreements, either written or oral, between the parties and, further, can only be altered, modified or amended with the express written consent of Seller.

2. Quotation, Withdrawal, Expiration. Quotes are valid for thirty (30) calendar days from the date of issuance unless otherwise provided therein. Seller reserves the right to cancel or withdraw the quotation at any time with or without notice or cause prior to acceptance by Buyer. There is no Agreement if any conditions specified within the quotation or sales form are not completed by Buyer to Seller's satisfaction within thirty (30) calendar days of Seller's acknowledgement in writing of an order. Seller nevertheless reserves its right to accept any contractual documents received from Buyer after this 30-day period.

3. Prices. Prices apply to the specific quantities stated on the quotation or sales form. Unless otherwise agreed to in writing by Seller, all prices are FCA; Origin (as defined in accordance with the latest version of Incoterms), and do not include transportation costs or charges relating to transportation unless otherwise specified. Prices include standard packing according to Seller's specifications for delivery. All costs and taxes for special packing requested by Buyer, including packing for exports, shall be paid by Buyer as an additional charge. Prices are subject to change without notice.

4. Taxes. The price for the goods does not include any applicable sales, use, excise, GST, VAT, or similar tax, duties or levies. Buyer shall have the responsibility for the payment of such taxes if applicable.

5. Payment Terms. Seller reserves the right to require payment in advance or C.O.D. and otherwise modify credit terms should Buyer's credit standing not meet Seller's acceptance. Buyer shall not assign or transfer this Agreement or any interest in it, or monies payable under it, without the written consent of Seller and any assignment made without such consent shall be null and void.

6. Delivery, Risk of Loss. Delivery dates are estimates, and time is not of the essence. All shipments will be made FCA; Origin, unless otherwise specified. Seller shall not be responsible to Buyer for any loss, whether direct, indirect, incidental or consequential in nature, including without limitation loss of profits, arising out of or relating to any failure of the goods to be delivered by the specified delivery date. In the absence of specific instructions, Seller will select the carrier. Upon delivery to the common carrier, title and the risk of loss for the material shall pass to Buyer. Buyer shall reimburse Seller for the additional cost of its performance resulting from inaccurate or lack of delivery instructions, or by any act or omission on Buyer's part. Any such additional cost may include, but is not limited to, storage, insurance, protection, re-inspection and delivery expenses. Buyer further agrees that any payment due on delivery shall be made on delivery into storage as though goods had been delivered in accordance with the order.

Buyer grants to Seller a continuing security interest in and a lien upon the products and the proceeds thereof (including insurance proceeds), as security for the payment of all such amounts and the performance by Buyer of all of its obligations to Seller pursuant to the order and all such other sales, and Buyer shall have no right to sell, encumber or dispose of the products. Buyer shall execute any and all financing statements and other documents and instruments and do and perform any and all other acts and things which Seller may consider necessary, desirable or appropriate to establish, perfect or protect Seller's title, security interest and lien. In addition, Buyer authorizes Seller and its agents and employees to execute any and all such documents and instruments and do and perform any and all such acts and things, at Buyer's expense, in Buyer's name and on its behalf. Such documents and instruments may also be filed without the signature of Buyer to the extent permitted by law.

7. Warranty. For goods sold by Seller to Buyer that are used by Buyer for personal, family or household purposes, Seller warrants the goods to Buyer on the terms of Seller's limited warranty available on Seller's website. For goods sold by Seller to Buyer for any other purpose, Seller warrants that the goods sold to Buyer hereunder (with the exception of membranes, seals, gaskets, elastomer materials, coatings and other "wear parts" or consumables all of which are not warranted except as otherwise provided in the quotation or sales form) will be (i) be built in accordance with the specifications referred to in the quotation or sales form, if such specifications are expressly made a part of this Agreement, and (ii) free from defects in material and workmanship for a period of one (1) year from the date of installation or eighteen (18) months from the date of shipment (which date of shipment shall not be greater than thirty (30) days after receipt of notice that the goods are ready to ship), whichever shall occur first, unless an alternate period of time is provided by law or is specified in the product documentation from Xylem (the "Warranty").

Except as otherwise provided by law, Seller shall, at its option and at no cost to Buyer, either repair or replace any product which fails to conform with the Warranty; provided, however, that under either option, Seller shall not be obligated to remove the defective product or install the replaced or repaired product and Buyer shall be responsible for all other costs, including, but not limited to, service costs, shipping fees and expenses. Seller shall have complete discretion as to the method or means of repair or replacement. Buyer's failure to comply with Seller's repair or replacement directions shall constitute a waiver of its rights and render all warranties void. Any parts repaired or replaced under the



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 Tel.: 780-489-1961 - Fax: 780-486-5530



Date: 2019/11/19 Estimate # R19-63-0181
 Customer Name: VLG OF MARWAYNE

Warranty are warranted only for the balance of the warranty period on the parts that were repaired or replaced. The Warranty is conditioned on Buyer giving written notice to Seller of any defects in material or workmanship of warranted goods within ten (10) days of the date when any defects are first manifest. Seller shall have no warranty obligations to Buyer with respect to any product or parts of a product that: (a) have been repaired by third parties other than Seller or without Seller's written approval; (b) have been subject to misuse, misapplication, neglect, alteration, accident, or physical damage; (c) have been used in a manner contrary to Seller's instructions for installation, operation and maintenance; (d) have been damaged from ordinary wear and tear, corrosion, or chemical attack; (e) have been damaged due to abnormal conditions, vibration, failure to properly prime, or operation without flow; (f) have been damaged due to a defective power supply or improper electrical protection; or (g) have been damaged resulting from the use of accessory equipment not sold by Seller or not approved by Seller in connection with products supplied by Seller hereunder. In any case of products not manufactured by Seller, there is no warranty from Seller; however, Seller will extend to Buyer any warranty received from Seller's supplier of such products.

THE FOREGOING WARRANTY IS EXCLUSIVE AND IN LIEU OF ANY AND ALL OTHER EXPRESS OR IMPLIED WARRANTIES, GUARANTEES, CONDITIONS OR TERMS OF WHATEVER NATURE RELATING TO THE GOODS PROVIDED HEREUNDER, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, WHICH ARE HEREBY EXPRESSLY DISCLAIMED AND EXCLUDED. EXCEPT AS OTHERWISE PROVIDED BY LAW, BUYER'S EXCLUSIVE REMEDY AND SELLER'S AGGREGATE LIABILITY FOR BREACH OF ANY OF THE FOREGOING WARRANTIES ARE LIMITED TO REPAIRING OR REPLACING THE PRODUCT AND SHALL IN ALL CASES BE LIMITED TO THE AMOUNT PAID BY THE BUYER HEREUNDER. IN NO EVENT IS SELLER LIABLE FOR ANY OTHER FORM OF DAMAGES, WHETHER DIRECT, INDIRECT, LIQUIDATED, INCIDENTAL, CONSEQUENTIAL, PUNITIVE, EXEMPLARY OR SPECIAL DAMAGES, INCLUDING BUT NOT LIMITED TO LOSS OF PROFIT, LOSS OF ANTICIPATED SAVINGS OR REVENUE, LOSS OF INCOME, LOSS OF BUSINESS, LOSS OF PRODUCTION, LOSS OF OPPORTUNITY OR LOSS OF REPUTATION.

8. Inspection. Buyer shall have the right to inspect the goods upon their receipt. When delivery is to Buyer's site or to a project site ("Site"), Buyer shall notify Seller in writing of any nonconformity of the goods with this Agreement within three (3) days from receipt by Buyer. For all other deliveries, Buyer shall notify Seller in writing of any nonconformity with this Agreement within fourteen (14) days from receipt by Buyer. Failure to give such applicable notice shall constitute a waiver of Buyer's right to inspect and/or reject the goods for nonconformity and shall be equivalent to an irrevocable acceptance of the goods by Buyer. Claims for loss of or damage to goods in transit must be made to the carrier, and not to Seller.

9. Seller's Limitation of Liability. EXCEPT AS OTHERWISE PROVIDED BY LAW, IN NO EVENT SHALL SELLER'S LIABILITY UNDER THIS AGREEMENT EXCEED THE AMOUNT PAID BY BUYER UNDER THIS AGREEMENT. SELLER SHALL HAVE NO LIABILITY FOR LOSS OF PROFIT, LOSS OF ANTICIPATED SAVINGS OR REVENUE, LOSS OF INCOME, LOSS OF BUSINESS, LOSS OF PRODUCTION, LOSS OF OPPORTUNITY, LOSS OF REPUTATION, INDIRECT, CONSEQUENTIAL, INCIDENTAL, PUNITIVE OR EXEMPLARY DAMAGES.

10. Force Majeure. Seller may cancel or suspend this Agreement and Seller shall have no liability for any failure to deliver or perform, or for any delay in delivering or performing any obligations, due to acts or omissions of Buyer and/or its contractors, or due to circumstances beyond Seller's reasonable control, including but not limited to acts of God, fire, flood or other natural disasters, war and civil disturbance, riot, acts of governments, terrorism, disease, currency restrictions, labor shortages or disputes, unavailability of materials, fuel, power, energy or transportation facilities, failures of suppliers or subcontractors to effect deliveries, in which case the time for performance shall be extended in an amount equal to the excused period, provided that Seller shall have, as soon as reasonably practicable after it has actual knowledge of the beginning of any excusable delay, notified Buyer of such delay, of the reason therefor and of the probable duration and consequence thereof. Seller shall use its best efforts to eliminate the cause of the delay, interruption or cessation and to resume performance of its obligations hereunder with the least possible delay.

11. Cancellation. Except as otherwise provided in this Agreement, no order may be cancelled on special or made-to-order goods or unless otherwise requested in writing by either party and accepted in writing by the other. In the event of a cancellation by Buyer, Buyer shall, within thirty (30) days of such cancellation, pay Seller a cancellation fee, which shall include all costs and expenses incurred by Seller prior to the receipt of the request for cancellation including, but not limited to, all commitments to its suppliers, subcontractors and others, all fully burdened labor and overhead expended by Seller, plus a reasonable profit charge." Return of goods shall be in accordance with Seller's most current Return Materials Authorization and subject to a minimum fifteen percent (15%) restocking fee.

Notwithstanding anything to the contrary herein, in the event of the commencement by or against Buyer of any voluntary or involuntary proceedings in bankruptcy or insolvency, or in the event Buyer shall be adjusted bankrupt, make a general assignment for the benefit of its creditors, or if a receiver shall be appointed on account of Buyer's insolvency, or if Buyer fails to make payment when due under this Agreement, or in the event Buyer does not correct or, if immediate correction is not possible, commence and diligently continue action to correct any default of Buyer to comply with any of the provisions or requirements of this Agreement within ten (10) calendar days after being notified in writing of such default by Seller, Seller may, by written notice to Buyer, without prejudice to any other rights or remedies which Seller may have, terminate its further performance of this Agreement. In the event of such termination, Seller shall be entitled to receive payment as if Buyer has cancelled the Agreement as per the preceding paragraph. Seller may nevertheless elect to complete its performance of this Agreement by any means it chooses. Buyer agrees to be responsible for any additional costs incurred by Seller in so doing. Upon termination of this Agreement, the rights, obligations and liabilities of the parties which shall have arisen or been incurred under this Agreement prior to its termination shall survive such termination.

12. Drawings. All drawings are the property of Seller. Seller does not supply detailed or shop working drawings of the goods; however, Seller will supply necessary installation drawings. The drawings and bulletin illustrations submitted with Seller's quotation show general type, arrangement and approximate dimensions of the goods to be furnished for Buyer's information only and Seller makes no representation or



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Date: 2019/11/19 Estimate # R19-63-0181
 Customer Name: VLG OF MARWAYNE

warranty regarding their accuracy. Unless expressly stated to the contrary within the quotation or sales form, all drawings, illustrations, specifications or diagrams form no part of this Agreement. Seller reserves the right to alter such details in design or arrangement of its goods which, in its judgment, constitute an improvement in construction, application or operation. All engineering information necessary for installation of the goods shall be forwarded by Seller to Buyer to upon Buyer's acceptance of this Agreement. After Buyer's acceptance of this Agreement, any changes in the type of goods, the arrangement of the goods, or application of the goods requested by Buyer will be made at Buyer's expense. Instructions necessary for installation, operating and maintenance will be supplied when the goods are shipped.

13. Proprietary Information, Injunction. Seller's designs, illustrations, drawings, specifications, technical data, catalogues, "know-how", economic or other business or manufacturing information (collectively "Proprietary Information") disclosed to Buyer shall be deemed proprietary and confidential to Seller. Buyer agrees not to disclose, use, or reproduce any Proprietary Information without first having obtained Seller's express written consent. Buyer's agreement to refrain from disclosing, using or reproducing Proprietary Information shall survive completion of the work under this Agreement. Buyer acknowledges that its improper disclosure of Proprietary Information to any third party will result in Seller's suffering irreparable harm. Seller may seek injunctive or equitable relief to prevent Buyer's unauthorized disclosure.

14. Installation and Start-up. Unless otherwise agreed to in writing by Seller, installation shall be the sole responsibility of Buyer. Where start-up service is required with respect to the goods purchased hereunder, it must be performed by Seller's authorized personnel or agents; otherwise, the Warranty is void. In the event Buyer has engaged Seller to provide an engineer for start-up supervision, such engineer will function in a supervisory capacity only and Seller shall have no responsibility for the quality of workmanship of the installation. In any event, Buyer understands and agrees that it shall furnish, at Buyer's expense, all necessary foundations, supplies, labor and facilities that might be required to install and operate the goods.

15. Specifications. Changes in specifications requested by Buyer are subject to approval in writing by Seller. In the event such changes are approved, the price for the goods and the delivery schedule shall be changed to reflect such changes.

16. Buyer Warranty. Buyer warrants the accuracy of any and all information relating to the details of its operating conditions, including temperatures, pressures, and where applicable, the nature of all hazardous materials. Seller can justifiably rely upon the accuracy of Buyer's information in its performance. Should Buyer's information prove inaccurate, Buyer agrees to reimburse Seller for any losses, liabilities, damages and expenses that Seller may have incurred as a result of any inaccurate information provided by Buyer to Seller.

17. Minimum Order. Seller reserves the right to refuse to process any order that does not meet quantity requirements that Seller may establish for any given product or group of products.

18. Quality Levels. Prices are based on quality levels commensurate with normal processing. If a different quality level is required, Buyer must specify its requirements, as approved in writing by Seller, and pay any additional costs that may be applicable.

19. Product Recalls. In cases where Buyer purchases for resale, Buyer shall take all reasonable steps (including, without limitation, those measures prescribed by the seller): (a) to ensure that all customers of the Buyer and authorised repairers who own or use affected products are advised of every applicable recall campaign of which the Buyer is notified by the Seller; (b) to ensure that modifications notified to Buyer by Seller by means of service campaigns, recall campaigns, service programmes or otherwise are made with respect to any products sold or serviced by Buyer to its customers or authorized repairers. The reimbursement of Buyer for parts and labor used in making those modifications shall be as set forth in the campaign or program instructions. Without the prior consent of the Seller, the Buyer shall not disclose to any third party the information contained in service campaign, recall campaign or service programme literature. Should Buyer fail to perform any of the actions required under this section, Seller shall have the right to obtain names and address of the Buyer's customers and shall be entitled to get into direct contact with such customers.

20. GOVERNING LAW. THE TERMS OF THIS AGREEMENT AND ALL RIGHTS AND OBLIGATIONS HEREUNDER SHALL BE GOVERNED BY THE LAWS OF THE STATE OF SELLER'S OFFICE TO WHICH THIS ORDER HAS BEEN SUBMITTED (WITHOUT REFERENCE TO PRINCIPLES OF CONFLICTS OF LAWS). THE RIGHTS AND OBLIGATIONS OF THE PARTIES HEREUNDER SHALL NOT BE GOVERNED BY THE 1980 U.N. CONVENTION ON CONTRACTS FOR THE INTERNATIONAL SALE OF GOODS.

21. Titles. The section titles are for reference only, and shall not limit or restrict the interpretation or construction of this Agreement.

22. Waiver. Seller's failure to insist, in any one or more instances, upon Buyer's performance of this Agreement, or to exercise any rights conferred, shall not constitute a waiver or relinquishment of any such right or right to insist upon Buyer's performance in any other regard.

23. Severability. The partial or complete invalidity of any one or more provisions of this Agreement shall not affect the validity or continuing force and effect of any other provision.

This quotation is hereby accepted on _____ day of _____ 20____.

By:

Name of the Customer

Signature of the Customer

Customer PO#

Printed on: Tuesday, November 19, 2019

page: 5

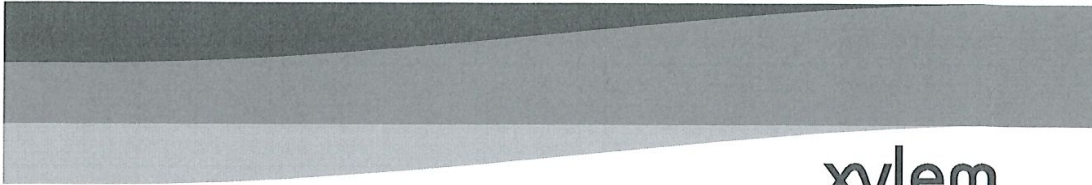


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 Tel.: 780-489-1961 - Fax: 780-486-5530



Date: 2019/11/19 Estimate # R19-63-0181
Customer Name: VLG OF MARWAYNE





Proposal

Date: Tuesday, November 19, 2019

Quotation #: 19-63-0683

Project Information

Company Name: VLG OF MARWAYNE
 Project Name: Marwayne Pump
 Xylem Representative: Justin Underhay

Attention to: Jordan

Xylem Canada Company proposes to furnish the Purchaser the equipment covered by this proposal as follows:

Block 1

Qty	Description
1	3085.060-0029 FLYGT MODEL NP-3085 SUBMERSIBLE PUMP 2.4HP/1.8KW 230VOLT 1PHASE 60HZ 4POLE MT IMPELLER CODE 463, VOLUTE 3" 16M 4G2.5+2X1.5 FLS, FLUSH VALVE READY ADAPTIVE N, HARD IRON IMPELLE
1	13-56 02 49 MATERIAL HANDLING FEE
Total Price of Quotation: \$ 7,031.00	

Terms and Conditions

This order is subject to the Standard Terms and Conditions of Sale – Xylem Americas effective on the date the order is accepted which terms are available at <http://www.xyleminc.com/en-us/Pages/terms-conditions-of-sale.aspx> and incorporated herein by reference and made a part of the agreement between the parties.

Freight Terms : DAP; Jobsite (per Incoterms 2010) - Collect.
Taxes: Taxes are not included in this quotation unless specifically stated otherwise.
Back Charges : Buyer shall not make purchases nor shall Buyer incur any labour that would result in a back charge to Seller without prior written consent of an authorized employee of Seller.
Shortages : Xylem will not be responsible for apparent shipment shortages or damages incurred in shipment that are not reported within two weeks from delivery to the jobsite. Damages should be noted on the receiving

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10554 169th Street, Edmonton, AB T5P 3X6 Tel.: 780-489-1961 - Fax: 780-486-5530



Date: 2019/11/19 Quotation # 19-63-0683
Company Name: VLG OF MARWAYNE

slip and the truck driver advised of the damages. Please contact our office as soon as possible to report damages or shortages so that replacement items can be shipped and the appropriate claims made.

Validity : This quote is valid for ninety (90) days.

Terms of Payment : 100% Net 30 days following shipment date.

Xylem's payment shall not be dependent upon Purchaser being paid by any third party unless Owner denies payment due to reasons solely attributable to items related to the equipment being provided by FLYGT.

Schedule : Delivery about 4 - 5 weeks after receipt of order.





Date: 2019/11/19 Quotation # 19-63-0683
Company Name: VLG OF MARWAYNE

A SIGNED COPY OF THIS PROPOSAL IS ACCEPTABLE AS A BINDING CONTRACT.

Thank you,

Justin Underhay
Technical Sales Representative
Xylem Canada Company
O: 780-489-1961
Justin.Underhay@xyleminc.com
www.xylemwatersolutions.com/ca

Accepted by: (Authorized party to bind company)

Company Name

Printed Name & Title

Signature Date

Nishant Pandya
Technical Sales Coordinator
Xylem Canada Company
O: 780-489-1961
nishant.pandya@xyleminc.com
www.xylemwatersolutions.com/ca

Phone

Email

Company Address

SHOULD YOU PREFER TO ISSUE A PURCHASE ORDER, PLEASE MAKE IT OUT TO: XYLEM CANADA COMPANY

Printed on: Tuesday, November 19, 2019, at 12:51 PM page: 3



10554 169th Street, Edmonton, AB T5P 3X6 Tel.: 780-489-1961 - Fax: 780-486-5530



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Edmonton - South West*

AR98901

December 2, 2019

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

Dear Mayor Eikeland,

As part of our ongoing focus on working with the federal government to address Alberta's municipal infrastructure priorities, I am pleased to announce the final \$10 million funding installment under the Small Communities Fund (SCF). Including 2019 funding, the \$188 million joint federal and provincial funding commitment, set out in 2015, has now been fully met.

In 2019, the combined federal and provincial funding approved for the Underground Renewal project is \$98,321. This amount, when added to \$1,976,349 in funding allocated to your project since 2015, represents the entire provincial and federal SCF funding contribution.

Please note that while 2019 marks the last year of SCF funding, the administration of the program will continue until all program requirements are met.

I look forward to the continued partnership with Alberta's municipalities and the Government of Canada.

Yours very truly,

A handwritten signature in blue ink, appearing to read 'Kaycee Madu'.

Kaycee Madu
Minister

cc: Jordan Willner, Chief Administrative Officer, Village of Marwayne



County of Vermilion River Gas Utility
4912-50 Avenue, Box 55
Kitscoty, Alberta T0B 2P0
Phone. 780.846.2222
Fax. 780.846.2716

www.vermilion-river.com

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DEC 20 2019

December 18, 2019

Valued Gas Customer,

Effective January 1, 2020 the Federal Greenhouse Gas Pollution Pricing Act will come into effect in Alberta, resulting in a carbon levy charged on fuel and combustible waste. As a result, the County of Vermilion River Natural Gas Utility will be required to collect and remit Federal Carbon Levy on natural gas charges beginning January 1, 2020.

The rates as established in the Greenhouse Gas Pollution Pricing Act are as follows:

Effective Dates	\$/GJ
January 1, 2020 – March 31, 2020	\$ 1.05
April 1, 2020 – March 31, 2021	\$ 1.58
April 1, 2021 – March 31, 2022	\$ 2.10
April 1, 2022	\$ 2.63

Please note: GST will be charged on the above amounts.

More information on the Carbon Levy, including information on exemptions, can be obtained from the Canada Revenue Agency – Fuel Charge Unit or Website at:

CRA – Excise Duties and Taxes – Fuel Charge Unit

Phone: 1.866.439.4202

Email: FuelCharge@cra-arc.gc.ca

Website: <https://www.canada.ca/en/revenue-agency/services/tax/excise-taxes-duties-levies/fuel-charge.html>

Sincerely,

Louis Genest
Director of Natural Gas Utility



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Edmonton - South West*

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DEC 10 2019

AR98902

December 4, 2019

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

Dear Mayor Eikeland,

In August, our government provided \$597 million in interim Municipal Sustainability Initiative (MSI) funding to help municipalities and Metis Settlements move forward with their local priorities.

I am pleased to confirm the additional \$74 million in MSI capital funding announced as part of Budget 2019. Combined with the interim funding, municipalities and Metis Settlements will have access to \$671 million in MSI funding, \$641 million under the capital component and \$30 million under the operating component.

For the Village of Marwayne, the additional MSI capital funding is \$7,559; \$3,372 under the MSI component and \$4,187 under the Basic Municipal Transportation Grant (BMTG) component. When added to the MSI capital funding of \$169,195 committed through the Interim Supply in August 2019, your municipality's total capital funding for program year 2019 is \$176,754. Your municipality's MSI operating funding for 2019 remains unchanged at \$73,625.

The Future of MSI

Our government committed to helping municipalities meet their infrastructure needs with predictable, long-term funding, and Budget 2019 fulfills this commitment.

In 2020, capital funding will be \$963 million (including MSI Capital and BMTG). This represents a 9 per cent reduction from the previous provincial budget. In 2021, capital funding will be \$897 million (including MSI Capital and BMTG). This represents a 14 per cent reduction from the previous provincial budget. In both years, MSI Operating will be \$30 million.

Allocation estimates for 2020 and 2021 are now available online at open.alberta.ca/publications/municipal-sustainability-initiative-allocation-estimates-2020-2021.

In 2022 and beyond, funding amounts will be determined by the Local Government Fiscal Framework.

.../2

- 2 -

Local Government Fiscal Framework

The Local Government Fiscal Framework replaces the MSI program (including BMTG) beginning in 2022. It includes new legislation passed as part of this year's budget, which determines how much capital funding the province must provide to municipalities every year. The framework also includes \$30 million in annual operating funding, though this is not legislated.

In 2022, municipalities will receive \$860 million in capital funding. Calgary and Edmonton will share \$455 million, and other municipalities will share \$405 million.

In following years capital funding will change depending on changes in provincial revenue, which means that municipalities will share in the success of the province. The funding amount will be published two years in advance. For example, the province is legally required to publish the funding amount for 2023 on or before September 30, 2021. Predictable funding will make it easier for municipalities to plan for the future and fulfill planning requirements.

Our government is proud to support municipalities through the Local Government Fiscal Framework, and I will be seeking municipal support in the next steps of this important work. This will include developing a formula to distribute the funding among municipalities, and determining the administrative elements of the program including project eligibility, and application and reporting requirements.

I understand that provincial support is critical for Albertans to receive the infrastructure and services they expect. Working together, as partners, we can ensure these needs are met and set the course for a prosperous future.

Yours very truly,



Kaycee Madu
Minister

cc: Jordan Willner, Chief Administrative Officer, Village of Marwayne



2090 Sun Life Place, 10123 – 99 Street NW, Edmonton, Alberta, Canada T5J 3H1

Telephone (780) 427-9711
Fax (780) 422-2175
www.acfa.gov.ab.ca
webacfa@gov.ab.ca

December 13, 2019

DELIVERED BY Canada Post to:

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JAN 02 2020

Village of Marwayne (Local Authority)
21 - 1 Street North, Box 113
MARWAYNE, AB T0B 2X0

Attention: Jordan Willner

Subject: Cancellation of Alberta Capital Finance Authority Shares and issuance of value

Pursuant to amendments to the *Alberta Capital Finance Authority Act* made by way of the *Reform of Agencies, Boards and Commissions and Government Enterprises Act, 2019*, effective November 22, 2019, all shares of the Alberta Capital Finance Authority (Corporation) have been cancelled and are to be exchanged for the issued value of \$10.00 per share.

According to the Corporation's shareholder registry, as of December 6, 2019, the Local Authority acquired:

<u>Number of Shares</u>	<u>Certificate Numbers</u>
1	0145

In view of the above information, the Local Authority is entitled to the total value of \$10 for its shares.

The Corporation confirms the above value will be electronically transferred to the account of the Local Authority before the Corporation dissolves.

If you have any questions or concerns, please do not hesitate to contact the writer.

Regards,

A handwritten signature in black ink, appearing to read "Bernadiene Hsie".

Bernadiene Hsie
Vice-President, Senior Financial Officer

13-Dec-2019

ALBERTA CAPITAL FINANCE AUTHORITY

Page 1 of 1

PAYMENT CONFIRMATION REPORT FOR THE PERIOD FROM 01-JAN-2020 TO 31-DEC-2020

Village of Marwayne

LOAN PAYMENTS DUE FROM:	ACCOUNT NUMBER	OPENING BALANCE	PAYMENT NUMBER	MATURITY DATE	PRINCIPAL PORTION	INTEREST PORTION	TOTAL PAYMENT
15-Mar-2020	4001131	202,384.74	18 of 40	15-Mar-2031	6,907.15	4,319.90	11,227.05
TOTAL FOR PAYMENT DUE DATE: March 15, 2020					6,907.15	4,319.90	11,227.05
16-Mar-2020	4001556	387,778.11	13 of 40	16-Sep-2033	10,568.04	7,495.75	18,063.79
TOTAL FOR PAYMENT DUE DATE: March 16, 2020					10,568.04	7,495.75	18,063.79
17-Mar-2020	4002476	658,052.92	3 of 30	17-Sep-2033	19,014.96	10,038.60	29,053.56
TOTAL FOR PAYMENT DUE DATE: March 17, 2020					19,014.96	10,038.60	29,053.56
15-Apr-2020	1185437	47,340.41	18 of 20	15-Apr-2022	14,833.67	2,958.78	17,792.45
TOTAL FOR PAYMENT DUE DATE: April 15, 2020					14,833.67	2,958.78	17,792.45
15-Sep-2020	4001131	195,477.59	19 of 40	15-Mar-2031	7,054.58	4,172.47	11,227.05
TOTAL FOR PAYMENT DUE DATE: September 15, 2020					7,054.58	4,172.47	11,227.05
16-Sep-2020	4001556	377,210.07	14 of 40	16-Sep-2033	10,772.32	7,291.47	18,063.79
TOTAL FOR PAYMENT DUE DATE: September 16, 2020					10,772.32	7,291.47	18,063.79
17-Sep-2020	4002476	639,037.96	4 of 30	17-Sep-2033	19,305.04	9,748.52	29,053.56
TOTAL FOR PAYMENT DUE DATE: September 17, 2020					19,305.04	9,748.52	29,053.56
TOTAL FOR YEAR: Year Ending 2020			PAYMENTS: 7		88,455.76	46,025.49	134,481.25
TOTAL FOR BORROWER:					88,455.76	46,025.49	134,481.25

**ALBERTA CAPITAL FINANCE AUTHORITY
DEBENTURE REPAYMENT**

ATTN: Finance Department
 RE: Alberta Capital Finance Authority – 2020 Loan Payments
 Please note:
 1) The payment confirmation report only reflects payments for all outstanding loans issued before 2020.
 2) It is not necessary to produce cheques for these payments as they are charged directly to your bank account on each due date.
 3) For school districts and divisions, loan account numbers beginning with the digits 15, 35 or 40 will be charged directly to your bank account, loan account numbers beginning with the digits 14 will not be charged.



CHIEF ADMINISTRATIVE OFFICER REPORT

MEETING DATE: JANUARY 6, 2020

CLOSED SESSION – FOIP SECTION 24 (1)

ADDRESSING SERVICE NEEDS

- **Green Sand Water Filters**
 - Carry Grant was approached by an interested party in regards to purchasing the Village's old water filters that are no longer used at the water treatment plant. Upon speaking with him, the filters have no real value unless we could sell them to someone who is setting up a new system. Carry is not aware of anyone currently undergoing this process and therefore is not optimistic we would be able to venture down that avenue. Carry has advised that the salvage value of the filters is approximately \$1000.00 and that is exactly what we were offered on January 1st, 2020 via email. The interested party is looking for a response as soon as possible and therefore I would request Council make a motion in open session as to whether or not this offer is acceptable or if it is preferred that the Village retain ownership.

PLANNING FOR GROWTH AND CHANGE

- **Ure Land**
 - Received bill of sale from Cheryle for the purchase of the truck
 - Received angry phone call from Grant Micklejohn advising that he is unwilling to pay for the items located at the Ure property. He expressed extreme discontent with Council's decision (although he kept saying it was mine) that he had to remit payment for the items that he wanted. Based on our conversation, I am unsure as to whether or not he will help himself to the items or not. He advised that he would be speaking to Cheryle – not sure if he has done that or what was said?
 - What are my next steps?
 - **Insurance**
 - Do we want to insure all of the buildings on the Ure property? Right now, the land itself is insured, but the home and the outbuildings have not been insured since purchase.
 - I have not proceeded with building insurance due to cost, but would be able to secure quotes for Council's perusal if requested.

SAFE, CARING & ACTIVE COMMUNITY

- **Pole Replacement**
 - At around 4:00pm on December 10th, 2019, a 17 year old male slid into and hit the decorative old power pole at the entrance of the multiplex. Immediately, a concerned resident came into the office and reported the incident. Upon speaking with the family of the young male, they have agreed to pay for the necessary repairs to replace the pole and reinstate it to its former condition.

Repairs will commence in early January 2020 and will be completed by Formax Utilities out of Lloydminster.

- The approximate cost of the replacement is \$1500.

PURSUING OPERATION & ORGANIZATIONAL EXCELLENCE

N/A

ATTACHMENTS

N/A