



# Village of Marwayne

## Agenda

Regular Village Council Meeting  
Monday, March 9, 2020 @ 7:00 PM  
Horton Agencies Board Room

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	Page
1 CALL TO ORDER	
2 ADOPTION OF AGENDA	
2.1 March 9th, 2020 Regular Village of Marwayne Council Meeting Agenda	
<b>Be it resolved that the March 9th, 2020 Regular Village of Marwayne Council Meeting Agenda be approved as presented.</b>	
3 ADOPTION OF MINUTES	
3.1 February 19th, 2020 Regular Village of Marwayne Council Meeting Minutes	4 - 6
<b>Be it resolved that the February 19th, 2020 Regular Village of Marwayne Council Meeting Minutes be approved as presented.</b>	
4 DELEGATIONS	
4.1 <b>8:00PM</b> ATCO Electric re: LED Light Conversion	7 - 42
<b>Be it resolved that the presentation from ATCO Electric regarding the conversion to LED street lighting be received as information.</b>	
5 KEY STRATEGY: ADDRESSING SERVICE NEEDS	
5.1 Public Works Foreman Report	43 - 46
<b>Be it resolved that the report given by the Village of Marwayne's Public Works Foreman Wilson Curtis be received as information.</b>	
5.2 Regional Water Operator Report	47
<b>Be it resolved that the report given by the Village of Marwayne's Regional Water Operator Carry Grant be received as information.</b>	
6 KEY STRATEGY: PLANNING FOR GROWTH & CHANGE	
6.1 Municipal Development Plan (MDP) Open House Review	48 - 60
<b>Be it resolved that the Municipal Development Plan (MDP) Review be received as information.</b>	
6.2 Intermunicipal Collaboration Framework (ICF) with the County of Vermilion	61 - 81

River

**Be it resolved that the Intermunicipal Collaboration Framework Update with the County of Vermilion River be received as information.**

6.3 Walking Trail Request for Proposals

82 - 87

With grant funding on the decline, administration looked at alternate options for funding a walking trail project in the Village of Marwayne. One of the options explored was the construction of asphalt trails as opposed to rubber pathways. Attached are two preliminary quotes from Rusway - one for the entire project and one for the project broken down into 3 phases. Being that all costs are over the \$75,000 mark, the Village would be required to do a Request for Proposals to allow all interested companies the opportunity to carry out the project as per the Municipal Government Act Regulations.

The grant deadlines for spring typically close in early fall - usually around October of each year. Being that we missed the 2019 deadline for Spring for rubber pathway grant funding, we could still move forward with the project by budgeting for it accordingly in 2020. Rubber pathways do come at a higher cost than asphalt, but unlike asphalt, are eligible for grant funds up to \$30 000 on a yearly basis. If we began Phase 1 this year, we could apply for grant funding to subsidize the subsequent phases in years to come. I have attached the original rubber pathway quotation for reference.

Lastly, in reviewing the proposed trail route, administration is recommending a different path for Council to consider. This proposed route would remove any pathway from crossing into a backalley and allow it to connect to the old CN rail line (an already established pathway that we would not need to develop). Administration is in the process of discussing with the province the implications of tying our walking trail into crown land and whether or not this is doable, or the ways in which we can make it work.

**Be it resolved that the Walking Trail Request for Proposals Update be received as information.**

7 ADMINISTRATIVE REPORTS

7.1 Councillor Reports

88 - 91

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

- **January 28, 2020 Vermilion River Regional Waste Management Services Commission Meeting Minutes**

7.2 Chief Administrative Officer Report

92 - 102

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

8 FINANCIAL

8.1	Cheque Distribution Report	
	<b>Be it resolved that the Accounts Payable Invoices being over \$5000.00 but within budget be approved and authorized to be paid as presented. Be it further resolved that the Accounts Payable Invoices being less than \$5000.00 but within budget be received as information.</b>	
8.2	February 2020 Utility Bill Report	
	<b>Be it resolved that the February 2020 Utility Bill Report be received as information.</b>	
8.3	February 2020 Monthly Financial Statement	103 - 104
	<b>Be it resolved that the February 2020 Monthly Financial Statement be received as information.</b>	
8.4	December 2019 Bank Reconciliation Statement	105 - 106
	<b>Be it resolved that the 2019 Bank Reconciliation Statement be received as information.</b>	
9	CORRESPONDENCE AND INFORMATION	
9.1	February 25th, 2020 Letter from Alberta Economic Development, Trade and Tourism	107
	<b>Be it resolved that the Letter from the Minister of Economic Development, Trade and Tourism in regards to the Regional Economic Development Alliance be received as information.</b>	
9.2	February 27th, 2020 Letter from Alberta Municipal Affairs	108 - 109
	<b>Be it resolved that the February 27th, 2020 Letter from the Minister of Municipal Affairs regarding the 2020 budget be received as information.</b>	
9.3	AUMA Preliminary Analysis of the Government of Alberta's 2019 Budget	110 - 125
	<b>Be it resolved that the AUMA's Preliminary Analysis of the Government of Alberta's 2019 Budget be received as information.</b>	
10	CONFIDENTIAL ITEMS	
11	NEXT MEETING DATE	
11.1	Monday March 23rd, 2020	
12	ADJOURNMENT	



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

In the Province of Alberta, held on Wednesday, February 19<sup>th</sup>, 2020  
Commencing at 7:00 PM at the Horton Agencies Board Room

**PRESENT**

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

**1. CALL TO ORDER**

Mayor C. Eikeland called the February 19<sup>th</sup>, 2020 Village of Marwayne Council Meeting to order at 7:01 p.m.

**2. ADOPTION OF AGENDA**

**2020-02-18**

**Moved By Deputy Mayor A. Rainey**

Be it resolved that the February 19<sup>th</sup>, 2020 Regular Village of Marwayne Council Meeting Agenda be approved as presented.

**CARRIED**

**3. ADOPTION OF MINUTES**

**2020-02-19**

**Moved By Councillor T. Lawrence**

Be it resolved that the February 3<sup>rd</sup>, 2020 Village of Marwayne Council Meeting Minutes be approved as presented.

**CARRIED**

**4. KEY STRATEGY: ADDRESSING SERVICE NEEDS**

**Regional Water Operator Report**

**2020-02-20**

**Moved By Councillor R. McDonald**

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

**CARRIED**

**5. DELEGATIONS**

**Corey Buckingham – Kitscoty Royal Canadian Mounted Police (RCMP)**

**2020-02-21**

**Moved By Deputy Mayor A. Rainey**

Be it resolved that the statistical report presentation by Sgt. Corey Buckingham on behalf of the Kitscoty RCMP be received as information.

**CARRIED**



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**Brent Romanchuk – Alberta Central East Water Corporation**

**2020-02-22**

**Moved By Councillor T. Lawrence**

Be it resolved that the ACE Water Line Leak Update be received as information.

**CARRIED**

**6. KEY STRATEGY: PLANNING FOR GROWTH & CHANGE**

**Municipal Development Plan Update**

**2020-02-23**

**Moved By Councillor C. Neureuter**

Be it resolved that the Municipal Development Plan Update be received as information.

**CARRIED**

**7. ADMINISTRATIVE REPORTS**

**Chief Administrative Officer Report**

**2020-02-24**

**Moved By Deputy Mayor A. Rainey**

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

**CARRIED**

**Councillor Reports**

**2020-02-25**

**Moved By Councillor T. Lawrence**

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

- December 17, 2019 Vermilion River Regional Waste Management Services Commission Meeting Minutes
- February 11, 2020 Regional Emergency Management Meeting Notes

**CARRIED**

**8. FINANCE**

**Cheque Distribution Report**

**2020-02-26**

**Moved By Councillor R. McDonald**

Be it resolved that the Accounts Payable Invoices being over \$5,000.00 but within budget be approved and authorized to be paid as presented. Be it further resolved that the Accounts Payable Invoices being less than \$5,000.00 but within budget be received as information.

**CARRIED**



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**9. ADJOURNMENT**

Being that the February 19<sup>th</sup>, 2020 Council Meeting agenda matters for the Village of Marwayne have concluded, the meeting adjourned at 8:59 p.m.

**Approved this 9<sup>th</sup> day of March 2020.**

\_\_\_\_\_  
Cheryle Eikeland, Mayor

\_\_\_\_\_  
Shannon Harrower, CAO

DRAFT



**ATCO**

# Invested vs. Non-Invested Streetlights

What do the streetlights look like within your community?

## Street Lights

- Street lights within your community primarily are:
  - Built within the scope of a development and turned over to the community to pay monthly distribution charges.
  - Owned by ATCO
  - Street light options are outlined in the Franchise Agreement between your community and ATCO.
    - Non-Invested Street light Rate (61E)
    - Invested Street light Rate (61B)
    - All rates are listed at [www.atco.com](http://www.atco.com)





## Non-Invested Street Light Rate (61E)

- For lighting fixtures installed, owned and maintained by ATCO
- The customer is responsible for the full installation cost
- The customer is responsible for the full cost of replacement
- Includes maintenance only
- The community does not receive any Company Investment



## Invested Street Light Rate (61B)

- For lighting fixtures installed, owned and maintained by ATCO
- The customer is responsible for the full installation cost
- ATCO is responsible for the full cost of replacement and maintenance.
- A Multiplier may be applied to the fixture charge for customers requesting lighting fixtures which incur higher than average lighting costs.
- The community receives Company investment, as per the AUC approved investment rate.



## Street Light Rate Option Comparisons

Rate Option	Ownership & Maintenance	Installation Cost	Replacement Cost	Monthly Wires Cost
Invested 61B	ATCO Electric	ATCO Electric (up to a max. \$2,599 per light)	ATCO Electric	\$38.86
Non-invested 61E	ATCO Electric	Customer	Customer	\$16.70

Based on a 100 Watt HPS. Wires charges based on current approved 2020 base rates plus approved Rider B, Rider G and Rider S (Effective January 01, 2020). Rider A is not included in the monthly wires cost.

## Current Number of Lights – Village of Innisfree

Wattage	Invested Option 61B	Non-Invested Option 61E
100W HPS	13	76
150W HPS	14	0

## Convert Non-Invested to Invested

- Analysis of converting Non-Invested Lights to Invested

#/Wattage of Non- Invested	Monthly Charges per light as Invested	Difference in monthly charges (Non-Invested to Invested)	Available Investment per Light \$866.33
76 / 100W HPS	*\$38.86	*\$22.16	\$ 65,841.08
Total Lights 76	Total Invested \$2,953.36	Total difference \$1,684.16	Total Investment \$ 65,841.08

- Number of months Investment would pay for difference in monthly charges : 39
- Average cost savings for end of life replacement (average \$6000/light) : \$ 456,000

## Review

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- Marwayne has 76 Non-Invested 61E street lights
  - Approx. \$16.70 /month in distribution charges
  - Approx. \$456,000 in future replacement costs
- Future state of all Invested 61B street lights
  - Approx. \$38.86 /month in distribution charges
  - An investment provided to you of \$65,841.08
  - No future capital replacement cost
  - Available Multiplier rate option to convert HPS lights to LED technology



**ATCO**

**Thank you**



**ATCO**

# LED STREET LIGHTS FOR Village of Marwayne

What is the LED Conversion Multiplier and how does it apply to you?



## LED CONVERSION MULTIPLIER

- Alberta Utilities Commission (AUC) approved a multiplier rate for the conversion of HPS to LED
- D61B invested street lights
- LED Conversion Multiplier (LCM) applied in place of a capital contribution
- Contract will be filed with the AUC prior to construction
- Current LCM rate – 7.3%

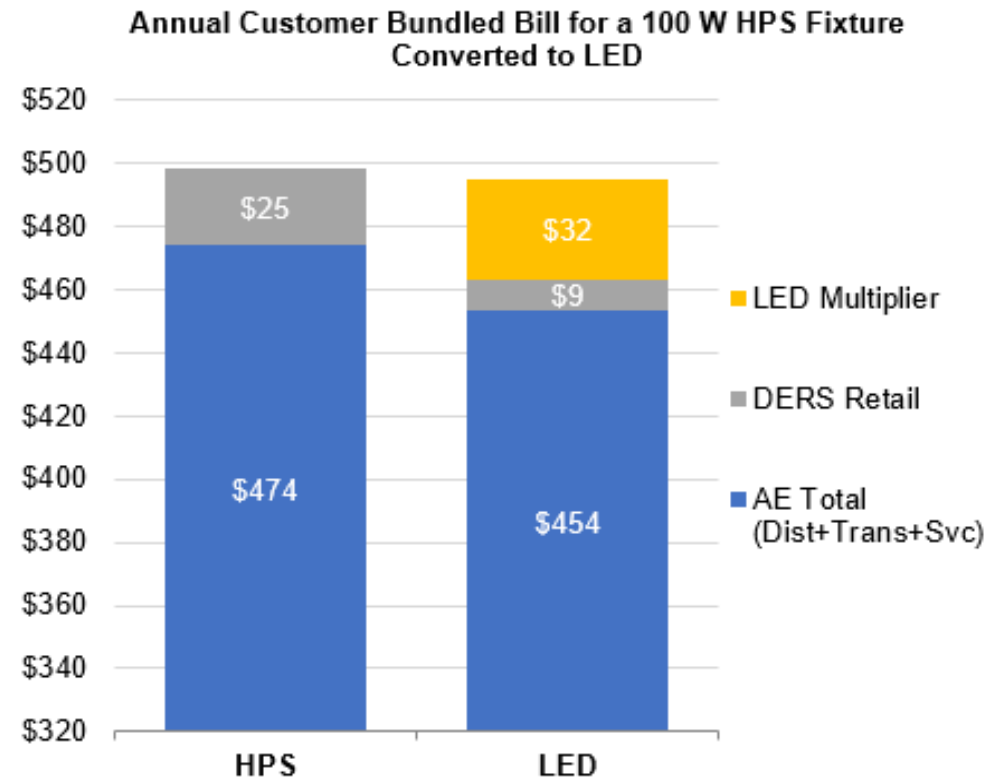


# LED CONVERSION MAINTENANCE MULTIPLIER

	$\text{LED Conversion bill adjustment} = \frac{\text{LED Conversion Cost} - \text{LED Maintenance Cost Savings}}{\text{Rate D61B Distribution Charge}}$
Where:	
D61B Fixture Charges	$= \$1.2083/\text{fixture}/\text{day} * 365 \text{ days} * 1 \text{ fixture}$ $= \$441.03$
LED Capital Conversion Cost	$= \frac{\text{Annualized conversion costs for all fixtures qualifying for LED conversion}}{\text{\# of qualifying fixtures}}$ $= \frac{\sim \$1,055,000 / \text{yr}}{20,379 \text{ Fixtures}} = \$51.74 \text{ per fixture per year}$
LED Maintenance Savings	$= \frac{\text{Annualized cost savings for all fixtures qualifying for LED conversion}}{\text{\# of qualifying fixtures}}$ $= \frac{\sim \$399,000 / \text{yr}}{20,379 \text{ Fixtures}} = \$19.57 \text{ per fixture per year}$
Therefore:	
<b>LED Conversion Multiplier</b>	$= \frac{\mathbf{\$51.74 - \$19.57}}{\mathbf{\$441.03}} = \mathbf{7.3\%}$
	* Numbers above might vary due to rounding

ATCO's calculation is based on the eligible 20,379 HPS D61B fixtures to be converted to LED technology.

# MULTIPLIER CHANGE IN BILLING



- 🪙 HPS annual total is **\$499**
- 🪙 LED annual total (with Multiplier) is **\$495**
- 🪙 Annual difference is **-\$5**

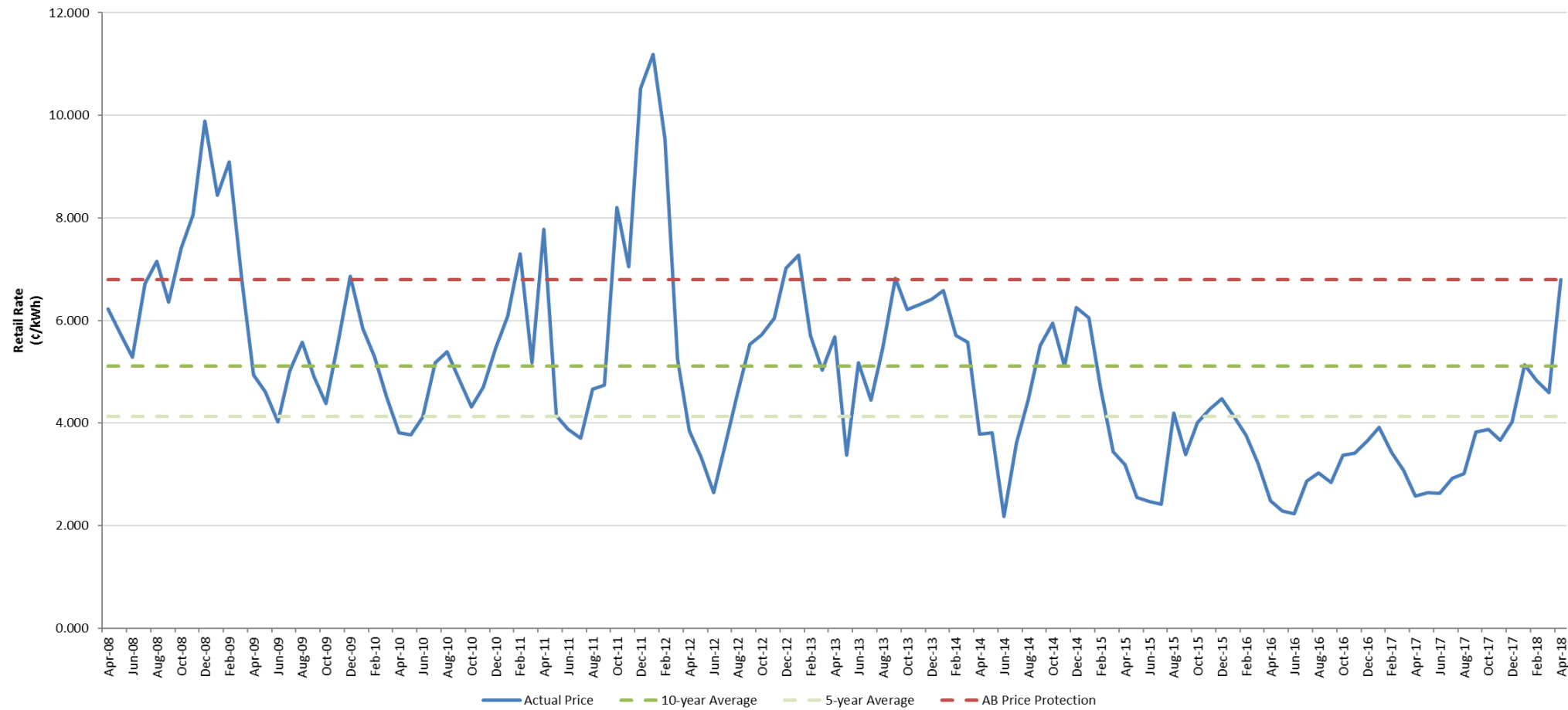
**\*Note:** Actual customer retail rate may vary  
5.619 ¢/kWh is DERS RRO for lighting as of Mar 01, 2020

Based on 100W HPS and 38W LED Invested Street Light Rate. Wire charges based on current interim 2020 Distribution Rates (effective 01 Jan 2020) plus current approved Rider B, Rider G and Rider S(effective 01 Jan 2020). Retailer charges are based on retailer energy rate of 5.619 ¢/kWh(DERS RRO effective 01 Mar 2020)

\*This year depiction is assuming the retailer energy rate stays at the above rate for a year. \*All values used in the graphs have been rounded.

# CONVERSION COST OR CREDIT

### Direct Energy Regulated Services 10 year Historical Retail Rate for Lighting



\*Direct Energy Regulated Services retailer rates for lights  
<http://www.auc.ab.ca/Pages/current-rates-electric.aspx>

## STREETLIGHT INVENTORY IN MARWAYNE

HPS WATTAGE	LED WATTAGE	NON-INVESTED STREET LIGHTS	INVESTED STREET LIGHTS
100	38	76	13
150	73	0	14

Estimated impact to billing for conversion of *invested* streetlights - \$769.69

- This estimated annual bill impact is based on retailer energy rates of 5.619 ¢/kWh (DERS RRO for lighting as of Mar 01, 2020)

## PROGRAM AVAILABILITY

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- Approximately 20,379 invested street lights
- Majority must be converted to LED
- Estimating 3 to 5 years
- AUC approval is required to remove multiplier
- After multiplier is removed, invested street light rate will be adjusted to reflect any remaining capital costs and maintenance savings

# QUESTIONS

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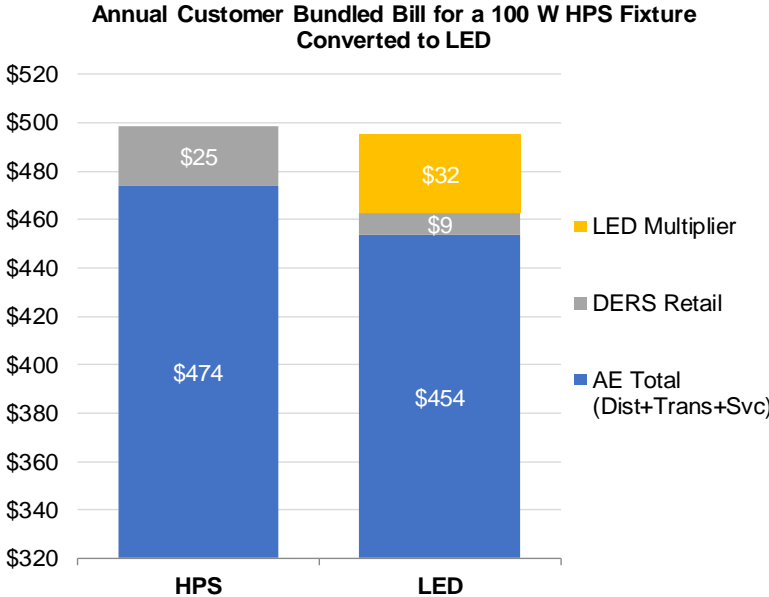
**ATCO**

**Thank you**



**Bill Analysis for the Village of Marwayne**

The graph & summary represents an annual bill using the rate of 5.619 ¢/kWh is DERS RRO for lighting as of Mar 1, 2020. \*\*Actual customer retail rate may vary.



The summary below shows the operating costs of the current HPS wattage versus the new LED Wattage.

**SUMMARY**

HPS W	LED W	HPS \$	LED \$	Difference per Light\$	# of Lights	TOTAL\$
100	38	\$ 502.97	\$ 496.76	\$ (6.21)	89	\$ (552.69)
150	73	\$ 533.94	\$ 518.44	\$ (15.50)	14	\$ (217.00)
				\$ -		\$ -
				\$ -		\$ -
				<b>Total Difference</b>		<b>\$ (769.69)</b>

The Village of Marwayne could save approximately \$769.69 annually.



# LED Conversion Multiplier

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Q&A for Village of Marwayne

## FREQUENTLY ASKED QUESTIONS

### Why does ATCO offer LED street lights?

Light-emitting diode (LED) street lighting is considered one of the most effective solutions to help municipalities reduce their energy consumption, emissions and maintenance costs. To keep pace with industry standards and meet market demand, we updated our standard street light offering in 2016 from high-pressure sodium (HPS) to LED. Leading up to 2016, HPS was more cost effective, but with wide LED adoption, costs decreased and are now comparable with HPS.

### What is an LED Conversion Multiplier?

ATCO's LED Conversion Multiplier provides an opportunity for municipalities to complete a full-scale conversion of street lights to LED technology, without putting forward large capital costs. With the LED Conversion Multiplier, capital costs, less maintenance savings of approximately \$32.23 per year, will be recovered through a 7.3 per cent multiplier rate. This means a city can make an immediate and extensive upgrade to LED street lights, with the costs and savings incorporated into the municipality's bill once the retrofit has completed.

### Why has ATCO introduced the LED Conversion Multiplier?

LED lighting offers many benefits compared to traditional HPS, including reductions in energy consumption, carbon emissions, light pollution and the frequency of maintenance and associated costs. Municipalities are aware of the positive impact on their communities and are eager to undertake a full scale retrofit, but capital costs can be prohibitive. ATCO is committed to improving the lives of our customers and supports the delivery of lighting innovations to enhance our communities and environment. We introduced the LED Conversion Multiplier to address the financial barrier and realize the benefits from a conversion at scale.

### How is the LED Conversion Multiplier rate determined?

ATCO applied and was granted approval by the Alberta Utilities Commission (AUC) to offer an LED conversion program for their municipal customers. We estimated the net cost (after maintenance savings) to change the fixture to LED at \$32.17 per year. This amount, divided by the forecast fixture revenue for the year, is 7.3 per cent. Once a municipality decides to undergo a conversion using the LED Conversion Multiplier, the contract and rate will be filed with the AUC prior to implementation.

### How long will the LED Conversion Multiplier be offered?

Our LED Conversion Multiplier will be offered until most of the invested street lights in the communities we serve have completed conversion from HPS to LED. Currently we're estimating that this will take three to five years. At that point, we will apply to the Alberta Utilities Commission (AUC) to adjust our D61B invested street light rate, paid

January 2019

by all communities, to include any remaining capital costs and maintenance savings associated with the conversion projects, and remove the Multiplier.

## Will the LED Conversion Multiplier rate change?

The rate is designed to recover approximately \$32.17. The rate can potentially be influenced by factors like fluctuating conversion costs, the level of conversion adoption or annual base rate changes. ATCO will evaluate the rate at a minimum annually, to ensure the rate remains fair.

## Does the LED Conversion Multiplier apply to all street lights?

The LED Conversion Multiplier only applies to invested street lights. Non-invested street lights, decorative fixtures and yard lights are excluded from using the LED Conversion Multiplier program.

## What is an invested street light?

Street lights within our service area are classified into two rate categories: invested and non-invested.

- Invested street lights - ATCO owns the street light asset and the municipality pays a fee ensuring the replacement or repair of damaged or deficient lights without expense to the municipality.
- Non-invested street lights - ATCO owns the street light asset, but the municipality *does not* pay a fee and will incur costs related to the replacement or repair of damaged or deficient lights.

The LED Conversion Multiplier only applies to invested street lights. If a city with non-invested street lights wishes to utilize the LED Conversion Multiplier, a municipality must first recategorize their non-invested street lights to invested status.

## How long will it take to complete a conversion project?

Every conversion project is unique with many variables impacting project timelines. Once an offer acceptance letter has been signed by the municipality and then reviewed and approved by the AUC, an ATCO representative from the local office will evaluate the project scope and communicate timelines to the municipality.

## What are the benefits of LED?

- *Improved visibility:* LEDs provide better color rendering index and uniform, quality light which reduces glare for drivers, pedestrians and cyclists.
- *Savings:* The long, reliable life reduces a need for frequent maintenance and expenses. The efficient lighting can cut 40 – 60 per cent of energy consumption and reduce the carbon footprint.

January 2019

- *Dark Sky compliant:* ATCO's LED meets the standard of the International Dark Sky Association (IDA), the global authority on light pollution.
- *Future proof:* LED street lights are the first step towards Smart City applications - the use of technology in infrastructure to improve the operation and management of cities and the lives of citizens.

## What kind of street lights are offered by ATCO?

ATCO's standard street light is LED with 3000K color temperature, the current recommendation of the International Dark Sky Association. At this level, the night sky is protected, glare is minimal and there's a reduced effect on humans and wildlife.

Within our standard street light offering, we have three wattage levels used to replace HPS:

- 38 watt LED fixture will replace a 100 watt HPS fixture
- 73 watt LED fixture will replace a 150 watt HPS fixture
- 106 watt LED fixture will replace a 250 watt HPS fixture

## What happens if a municipality does not scale-up to LED?

Municipalities not participating in full-scale conversions will continue with the existing replacement program where HPS lights are converted to LED at end of product life.

## Contact Information

**For more information on the LED Conversion Multiplier program, contact:**

Nola Davis  
Customer Sales Representative  
(587) 217-5748  
Nola.Davis@atco.com

**For media inquiries, contact:**

Nazima Rayani  
Senior Advisor, Marketing & Communications  
780-860-8935  
Nazima.Rayani@atco.com

January 2019

always there. anywhere. **ATCO**



**Price Schedule D61  
Street Lighting Service**

**Availability**

- For System Access Service and Electric Distribution Service for all Points of Service throughout the territory served by the Company, for street lighting.
- Not available for private lighting.

**Price**

Charges for service in any one billing period are the sum of the Customer Charge and Demand Charge, determined for each individual Point of Service.

**Decorative Lighting (61 A)**

- For decorative lighting fixtures installed, owned and maintained by the Company.
- The customer is responsible for the full cost of installation.
- Includes maintenance only.
- Specific contracts may require customers to purchase and maintain inventory of decorative lamps if the customer's lighting fixtures are not the same as the standard used by the company.

	<b>Decorative Lamps</b>	
	<b>Customer Charge</b>	<b>Demand Charge</b>
<b>Transmission</b>	-	0.037 ¢/W/day
<b>Distribution</b>	42.32 ¢/fixture/day	0.050 ¢/W/day
<b>Service</b>	4.64 ¢/fixture/day	-
<b>TOTAL PRICE</b>	46.96 ¢/fixture/day	0.087 ¢/W/day

ATCO Electric 2020 PBR Annual Filing  
Approved in AUC Decision 24881-D01-2019 (Dated: December 16, 2019)

**Sheet 1 of 4**  
Effective: 2020 01 01  
Supersedes: 2019 01 01

The Company's *Terms and Conditions for Electric Distribution Service* apply to all retailers and customers provided with System and/or Distribution Access Service by the Company. The *Terms and Conditions* are available at ATCO Electric offices during normal working hours or on the website [www.atcoelectric.com](http://www.atcoelectric.com).



**Price Schedule D61  
Street Lighting Service**

**Investment Option (61 B)**

- For lighting fixtures installed, owned, and maintained by the Company.
- A *Maintenance Multiplier* may be applied to the fixture charge for customers that request levels of maintenance above the normal service level, or for customers that request lighting fixtures which incur higher than average lighting costs.

<b>All Lamps</b>		
	<b>Customer Charge</b>	<b>Demand Charge</b>
<b>Transmission</b>	-	0.037 ¢/W/day
<b>Distribution</b>	\$1.1619 /fixture/day	0.050 ¢/W/day
<b>Service</b>	4.64 ¢/fixture/day	-
<b>TOTAL PRICE</b>	\$1.2083 /fixture/day [x Multiplier, if other than 1.00]	0.087 ¢/W/day

ATCO Electric 2020 PBR Annual Filing  
Approved in AUC Decision 24881-D01-2019 (Dated: December 16, 2019)

**Sheet 2 of 4**  
Effective: 2020 01 01  
Supersedes: 2019 01 01

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**Price Schedule D61  
Street Lighting Service**

**Distribution Investment Option (61 C)**

- For customer owned and installed fixtures.
- For installation and maintenance of distribution facilities up to, but not including the customer owned conductor serving the fixtures.
- The Company may require that the Point of Service be metered and served on Price Schedule D21, if the load requirements change over time, or if loads that are not lighting loads are served from the same Point of Service.

<b>All Fixtures</b>		
	<b>Customer Charge</b>	<b>Demand Charge</b>
<b>Transmission</b>	-	0.037 ¢/W/day
<b>Distribution</b>	55.87 ¢/fixture/day	0.050 ¢/W/day
<b>Service</b>	4.64 ¢/fixture/day	-
<b>TOTAL PRICE</b>	60.51 ¢/fixture/day	0.087 ¢/W/day

**No Investment Option (61 E)**

- Available for new installations only.
- For lighting fixtures installed, owned and maintained by the Company.
- The customer is responsible for the full cost of installation.
- The customer is responsible for the full cost of replacement.
- Includes maintenance only.

<b>All Lamps</b>		
	<b>Customer Charge</b>	<b>Demand Charge</b>
<b>Transmission</b>	-	0.037 ¢/W/day
<b>Distribution</b>	42.32 ¢/fixture/day	0.050 ¢/W/day
<b>Service</b>	4.64 ¢/fixture/day	-
<b>TOTAL PRICE</b>	46.96 ¢/fixture/day	0.087 ¢/W/day

ATCO Electric 2020 PBR Annual Filing  
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**Sheet 3 of 4**  
Effective: 2020 01 01  
Supersedes: 2019 01 01

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**Price Schedule D61  
Street Lighting Service**

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**Application**

1. **Price Option** - the following price option may apply:  
Idle Service (Option F)
  
2. **Price Adjustments** – the following price adjustments (riders) may apply:  
Municipal Assessment (Rider A)  
Balancing Pool Adjustment (Rider B)  
Temporary Adjustment (Rider G)  
Interim Adjustment (Rider J)  
SAS Adjustment (Rider S)

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Approved in AUC Decision 24881-D01-2019 (Dated: December 16, 2019)

**Sheet 4 of 4**  
Effective: 2020 01 01  
Supersedes: 2019 01 01

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# **ATCO**

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March 9, 2020

Village of Marwayne  
ATTN: Shannon Harrower, CAO  
Box 113  
Marwayne, AB  
T0B 2X0

Dear Ms. Shannon Harrower:

**RE: Streetlight LED Conversion Option**

In 2016, ATCO Electric changed its streetlight engineering standard from high pressure sodium (HPS) fixtures to a light-emitting diode (LED) fixture. The change in standard was due to the following benefits offered by LED technology:

- Reduced energy consumption;
- Reduced maintenance costs;
- Increased fixture lifespan; and
- Equal or better lighting quality

At your request, ATCO Electric is pleased to assess your needs and offer an LED conversion solution for your community. Upon acceptance of this offer, ATCO Electric will identify existing HPS fixtures that qualify for conversion to LED fixtures. Qualifying fixtures include those that are currently billed on the invested Street Lighting Service Rate D61B, and are not decorative-style streetlights, yard lights or streetlights owned and operated by your municipality.

**Estimated Cost**

ATCO Electric undertook a cost analysis to determine what the incremental distribution capital costs and maintenance cost savings would be on an average per-fixture basis, if all of ATCO Electric's estimated eligible 20,379 HPS fixtures were converted to LED technology. The incremental distribution cost of converting streetlights to LED technology will be addressed by applying an *LED Conversion Maintenance Multiplier* to the existing Rate D61B daily fixture charge, an increase of 7.3%. The *LED Conversion Maintenance Multiplier* will allow the conversion of the HPS fixtures in your community to LED technology in a timely manner.

The *LED Conversion Maintenance Multiplier* is specifically calculated on an average per-fixture cost basis, on the expectation that all eligible D61B fixtures will be converted to LED technology within the next five years without any additional customer contribution. ATCO Electric expects the *LED Conversion Maintenance Multiplier* will continue to apply over the next three to five years as ATCO's eligible 20,379 HPS fixtures are converted to LED technology

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LED Conversion Letter March 2020

# ATCO

The calculation is set out as follows:

LED Conversion bill adjustment	=	$\frac{\text{LED Conversion Cost} - \text{LED Maintenance Cost Savings}}{\text{Rate D61B Distribution Charge}}$
<b>Where:</b>		
D61B Fixture Charges	=	$\$1.2083/\text{fixture}/\text{day} * 365 \text{ days} * 1 \text{ fixture}$ $= \$441.03$
LED Capital Conversion Cost	=	$\frac{\text{Annualized conversion costs for all fixtures qualifying for LED conversion}}{\# \text{ of qualifying fixtures}}$ $\frac{\sim \$1,055,000 / \text{yr}}{20,379 \text{ Fixtures}} = \$51.74 \text{ per fixture per year}$
LED Maintenance Savings	=	$\frac{\text{Annualized cost savings for all fixtures qualifying for LED conversion}}{\# \text{ of qualifying fixtures}}$ $\frac{\sim \$399,000 / \text{yr}}{20,379 \text{ Fixtures}} = \$19.57 \text{ per fixture per year}$
<b>Therefore:</b>		
LED Conversion Multiplier	=	$\frac{\$51.74 - \$19.57}{\$441.03} = 7.3\%$
* Numbers above might vary due to rounding		

The total LED Capital Conversion Cost represents the estimated revenue requirement associated with the LED installation cost and the LED cost of removal. The installation cost is the estimated capital cost to convert all fixtures to LED technology and includes materials, labour, engineering, and overhead costs necessary to convert 20,379 fixtures to LED technology, and is approximately \$9,856,000. Based on the approved financing costs for 2018<sup>1</sup> and an estimated useful life of 25 years for the LED fixtures, the LED installation cost translates to a revenue requirement of \$49.99 per fixture per year. The estimated cost of removal is 10% of the installation cost and recovered over the 25 years of the fixtures expected life. This cost is estimated at \$1.76 per fixture per year.

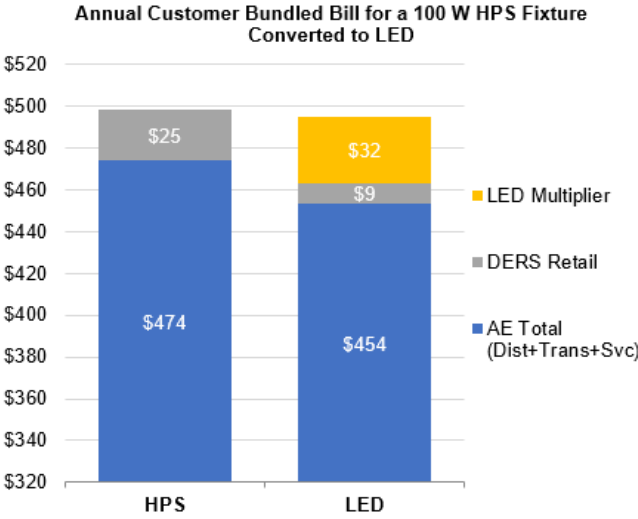
ATCO Electric anticipates the conversion of HPS fixtures to LED technology will result in LED Maintenance Savings due to a reduced need for replacing HPS fixtures that are no longer working, and avoided capital costs related to relamping old HPS fixtures. ATCO Electric proposes to pass these savings on to LED conversion customers through the Maintenance Multiplier. ATCO Electric estimates the annual cost savings to be approximately \$19.57 per fixture per year.

<sup>1</sup> AUC Decision 20622-D01-2016 and AED 2018 AUC Rule 005 Annual Reporting

# ATCO

**Bill Impact**

With respect to bill impacts to the LED customer, the following figure illustrates the estimated bundled bill impact by component for a typical 100W HPS fixture being converted to an LED fixture. While the LED conversion customers will experience a 7.3% increase to their fixed charges, the reduced energy consumption of the LED fixtures will provide savings that will be reflected in the variable wires costs (including transmission riders) and retailer energy portions of your electricity bill. Using Direct Energy Regulated Services' current retail rate of 5.619¢/kWh<sup>2</sup>, the estimated annual bill impact for a 100W HPS streetlight converted to LED technology is a slight decrease of 0.7%. (\$495 per fixture per year for LED versus \$499 per fixture per year for HPS). Please see the following figure.



**\*Note:** Actual customer retail rate may vary  
5.619 ¢/kWh is DERS RRO for lighting as of Mar 01, 2020

ATCO Electric will review the costs and savings associated with LED conversions annually and adjust the multiplier as required.

To proceed with the conversion, please review and sign the attached acknowledgement form. This signed document will be shared with the Alberta Utilities Commission.

Yours truly,  
Nola Davis  
Customer Sales Representative

<sup>2</sup> Direct Energy Regulated Services' Current retail rate for lights  
[http://www.auc.ab.ca/Shared%20Documents/Current\\_RRO.pdf](http://www.auc.ab.ca/Shared%20Documents/Current_RRO.pdf)

# **ATCO**

On behalf of the Community, the undersigned hereby acknowledges and agrees that:

- a) Your acceptance of this proposal will constitute a formal request to ATCO Electric to proceed to the next steps of an LED conversion option outlined for your community;
- b) This acceptance will form part of our submission to the Alberta Utilities Commission to acknowledge your acceptance of the implementation of the *LED Conversion Maintenance Multiplier*;
- c) The acceptance of this proposal confirms that charges equal to 7.3% of the existing Rate 61B Distribution fixture charge will be added to the monthly bill, which is amended and approved by the Commission from time to time, to arrive at the distribution charges for all fixtures that have been converted to LEDs in your community;
- d) This acceptance confirms your understanding that the *LED Conversion Maintenance Multiplier* may be amended and approved by the AUC from time to time. The adjustment factor may also be discontinued as a result of further application to the AUC;
- e) ATCO Electric will proceed with the implementation of this offer if and when the AUC acknowledges and approves the use of the *LED Conversion Maintenance Multiplier* for the purpose of converting fixtures from HPS to LED;
- f) In its capacity as an electric distribution service provider to the Municipality, ATCO Electric has presented all material required to make an informed decision;
- g) The costs and savings presented in this offer, along with other materials presented, are estimates only and are for illustrative purposes. The electricity service costs and savings will ultimately depend on the AUC-approved ATCO Electric distribution tariff, which is adjusted and approved by the Commission periodically, as well as, the retail energy costs as set by your retailer.

Village of Marwayne

\_\_\_\_\_  
Chief Administrative Officer

\_\_\_\_\_  
Date

\_\_\_\_\_  
LED Conversion Letter March 2020

**Summary of Streetlights for  
Village of Marwayne**

Site ID #	Service	Price Schedule	Site Reference	New LED Wattage
0010047176748	100W HPS Street Co Invested	61BT	LITE 408 4 AVE N MARWAYNE AB	38 W
0010043237335	100W HPS Street Co Invested	61BT	LITE 407 4 ST N MARWAYNE AB	38 W
0010021072125	100W HPS Street Co Invested	61BT	LITE 413 6 ST MARWAYNE AB	38 W
0010044532156	100W HPS Street Co Invested	61BT	LITE 410 4 AVE N MARWAYNE AB	38 W
0010031434838	100W HPS Street Co Invested	61BT	LITE 404 NORTH 5 ST MARWAYNE AB	38 W
0010012911320	100W HPS Street Co Invested	61BT	LITE 410 6 ST MARWAYNE AB	38 W
0010013553736	100W HPS Street Co Invested	61BT	LITE 203 5 AVE N MARWAYNE AB	38 W
0010009016765	100W HPS Street Co Invested	61BT	LITE 10 3 ST N MARWAYNE AB	38 W
0010022754662	100W HPS Street Co Invested	61BT	LITE 403 6 AVE MARWAYNE AB	38 W
0010003852277	100W HPS Street Co Invested	61BT	LITE 418 6 ST MARWAYNE AB	38 W
0010034238027	100W HPS Street Co Invested	61BT	LITE 404 4 AVE N MARWAYNE AB	38 W
0010022584588	100W HPS Street Co Invested	61BT	LITE 420 5 ST N MARWAYNE AB	38 W
0010000220944	100W HPS Street Co Invested	61BT	LITE 509 N 5 STREET CLOSE MARWAYNE AB	38 W
0010025707137	150W HPS Street Co Invested	61BT	LITE 13 CENTRE ST MARWAYNE AB	73W
0010029948672	150W HPS Street Co Invested	61BT	LITE 17 RAILWAY AVE MARWAYNE AB	73W
0010033817328	150W HPS Street Co Invested	61BT	LITE 35 CENTRE ST MARWAYNE AB	73W
0010003608348	150W HPS Street Co Invested	61BT	LITE 16 CENTRE ST MARWAYNE AB	73W
0010004795724	150W HPS Street Co Invested	61BT	LITE 42 CENTRE ST MARWAYNE AB	73W
0010046480928	150W HPS Street Co Invested	61BT	LITE 43 CENTRE ST MARWAYNE AB	73W
0010004287531	150W HPS Street Co Invested	61BT	LITE 28 CENTRE ST MARWAYNE AB	73W
0010023775262	150W HPS Street Co Invested	61BT	LITE 11 RAILWAY AVE MARWAYNE AB	73W
0010023081974	150W HPS Street Co Invested	61BT	LITE 21 CENTRE ST MARWAYNE AB	73W
0010013459322	150W HPS Street Co Invested	61BT	LITE 15 RAILWAY AVE MARWAYNE AB	73W
0010004077181	150W HPS Street Co Invested	61BT	LITE 40 CENTRE ST MARWAYNE AB	73W
0010021950760	150W HPS Street Co Invested	61BT	LITE 38 CENTRE ST MARWAYNE AB	73W
0010013153727	150W HPS Street Co Invested	61BT	LITE 41 CENTRE ST MARWAYNE AB	73W
0010048607326	150W HPS Street Co Invested	61BT	LITE 12 CENTRE ST MARWAYNE AB	73W

The Village of Marwayne would like proceed with conversion of the above HPS lights to LED lights. We understand that an LED Conversion Multiplier will be applied to the Streetlight Price Schedule D61B in accordance with the approval from the Alberta Utility Commission (AUC).

\_\_\_\_\_  
Municipality Approval (Please print name)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Municipality Approval (Signature)



March 9, 2020

Village of Marwayne  
Box 113  
Marwayne, AB T0B 2X0

Attention: Shannon Harrower, CAO

Dear Ms. Shannon Harrower:

**RE: Village of Marwayne – Street Light Rate Conversion  
‘Non-Investment’ Rate to ‘Investment’ Rate**

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Within the Village of Marwayne municipal limits there are 103 street lights. Of the 103 lights, 76 are currently on the ATCO non-invested streetlight rate (61E).

ATCO would like to offer the Village of Marwayne the opportunity to change the non-invested streetlights to the investment rate. The invested rate places responsibility for all end of life costs on ATCO, in addition, the Village of Marwayne will receive \$65,841.08 in investment to convert 76 lights. Please find attached a copy of our current price schedules for lights for your information.

New monthly wires charges rate will be approximately \$38.86/fixture/month\* for 100HPS street lights and \$40.16/fixture/month\* for 150HPS street lights.

If you wish to proceed with the proposed conversion, please sign this proposal and return to us by March 28, 2020.

If you have any questions or concerns, please call me at (587) 217-5748

Yours truly,

Nola Davis  
Customer Sales Representative  
East Central Region

March 4, 2020

Page 2 of 2

**CUSTOMER ACKNOWLEDGEMENT  
PROJECT ACCEPTANCE**

**Project Acceptance**

I \_\_\_\_\_ am legally authorized to execute this agreement on behalf of  
Print Name

On behalf of the Village of Marwayne, I request ATCO Electric to proceed with the conversion of 21 lights to the Investment Option. I acknowledge that I have reviewed this Proposal for Electric Service in its entirety and understand these Terms and Conditions, Additional Terms of Agreement, Project Scope and Commercial Terms and agree to be bound by them.

Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Nola Davis  
Customer Sales Representative  
Box 11590, 620 63 Avenue  
Lloydminster, AB T9V 3B8  
Email: nola.davis@atco.com

\* The monthly wire charges based on current approved 2020 Distribution Rates (effective January 1, 2020) plus current approved Rider B, Rider G and Rider S (effective January 1, 2020)



Summary of Streetlights for  
Village of Marwayne

Site ID #	Service	Price Schedule	Site Reference	New LED Wattage
0010463800811	100W HPS Street Non Invested	61ET	106 3 AVENUE N	38W
0010469138118	100W HPS Street Non Invested	61ET	201 RAILWAY AVE S	38W
0010467841015	100W HPS Street Non Invested	61ET	115 CENTRE STREET	38W
0010464175218	100W HPS Street Non Invested	61ET	139985	38W
0010465136616	100W HPS Street Non Invested	61ET	108 1 AVENUE N	38W
0010467948411	100W HPS Street Non Invested	61ET	26 1 STREET S	38W
0010468082217	100W HPS Street Non Invested	61ET	18 1 STREET S	38W
0010466474813	100W HPS Street Non Invested	61ET	101 RAILWAY AVE	38W
0010465181017	100W HPS Street Non Invested	61ET	14 1 STREET N	38W
0010465886711	100W HPS Street Non Invested	61ET	420 RAILWAY AVE	38W
0010465205113	100W HPS Street Non Invested	61ET	107 1 STREET N	38W
0010465234316	100W HPS Street Non Invested	61ET	113 2 AVENUE N	38W
0010468406913	100W HPS Street Non Invested	61ET	21 S RAILWAY AVE	38W
0010467838217	100W HPS Street Non Invested	61ET	111 CENTER STREET	38W
0010468491110	100W HPS Street Non Invested	61ET	13 1ST STREET S	38W
0010467836113	100W HPS Street Non Invested	61ET	105 CENTER STREET	38W
0010468622016	100W HPS Street Non Invested	61ET	19 1ST STREET S	38W
0010466316816	100W HPS Street Non Invested	61ET	12 3 STREET N	38W
0010466299310	100W HPS Street Non Invested	61ET	204 RAILWAY AVE	38W
0010468781218	100W HPS Street Non Invested	61ET	26 1ST STREET S	38W
0010463741414	100W HPS Street Non Invested	61ET	112 3 AVENUE N	38W
0010468920113	100W HPS Street Non Invested	61ET	107 RAILWAY AVE S	38W
0010468951912	100W HPS Street Non Invested	61ET	13 2 STREET S	38W
0010463598618	100W HPS Street Non Invested	61ET	204 3 AVENUE N	38W
0010463564113	100W HPS Street Non Invested	61ET	210 3 AVENUE N	38W
0010463527311	100W HPS Street Non Invested	61ET	401 2 STREET N	38W
0010465549012	100W HPS Street Non Invested	61ET	103 2 AVENUE N	38W
0010466335713	100W HPS Street Non Invested	61ET	107 RAILWAY AVE	38W
0010464599413	100W HPS Street Non Invested	61ET	303 2 AVENUE N	38W
0010466940516	100W HPS Street Non Invested	61ET	201 2 AVENUE S	38W
0010464919316	100W HPS Street Non Invested	61ET	207 2 AVENUE N	38W
0010467166918	100W HPS Street Non Invested	61ET	201 2 STREET S	38W
0010467168215	100W HPS Street Non Invested	61ET	113 RAILWAY AVE S	38W
0010466780212	100W HPS Street Non Invested	61ET	111 2 STREET S	38W
0010464836917	100W HPS Street Non Invested	61ET	201 2 AVENUE N	38W
0010464968018	100W HPS Street Non Invested	61ET	215 2 AVENUE N	38W
0010467387518	100W HPS Street Non Invested	61ET	109 RAILWAY AVE S	38W
0010467481214	100W HPS Street Non Invested	61ET	107 RAILWAY AVE S	38W
0010464809614	100W HPS Street Non Invested	61ET	18 3 STREET N	38W
0010467502511	100W HPS Street Non Invested	61ET	105 RAILWAY AVE S	38W
0010467515013	100W HPS Street Non Invested	61ET	101 RAILWAY AVE S	38W

# AGENDA ITEM #4.1

0010464198416	100W HPS Street Non Invested	61ET	205 2 STREET	38W
0010467590416	100W HPS Street Non Invested	61ET	STREET LIGHTS	38W
0010463556718	100W HPS Street Non Invested	61ET	410 2 STREET N	38W
0010464525511	100W HPS Street Non Invested	61ET	203 5 AVENUE N	38W
0010467654512	100W HPS Street Non Invested	61ET	309 2 STREET S	38W
0010466575117	100W HPS Street Non Invested	61ET	105 2 STREET S	38W
0010467710516	100W HPS Street Non Invested	61ET	410 2 STREET S	38W
0010464434316	100W HPS Street Non Invested	61ET	311 3 STREET N	38W
0010467716615	100W HPS Street Non Invested	61ET	STREET LIGHTS	38W
0010464399415	100W HPS Street Non Invested	61ET	307 3 STREET N	38W
0010467747616	100W HPS Street Non Invested	61ET	27 2 STREET S	38W
0010464336811	100W HPS Street Non Invested	61ET	208 3 STREET N	38W
0010466521911	100W HPS Street Non Invested	61ET	19 RAILWAY AVE	38W
0010464260917	100W HPS Street Non Invested	61ET	202 3 STREET N	38W
0010467576218	100W HPS Street Non Invested	61ET	23 RAILWAY AVE S	38W
0010469151315	100W HPS Street Non Invested	61ET	16 3 STREET S	38W
0010465844013	100W HPS Street Non Invested	61ET	101 1 STREET N	38W
0010465907711	100W HPS Street Non Invested	61ET	428 5 STREET N	38W
0010469530718	100W HPS Street Non Invested	61ET	301 4 STREET	38W
0010465632115	100W HPS Street Non Invested	61ET	15 1 STREET N	38W
0010469427912	100W HPS Street Non Invested	61ET	311 4 STREET	38W
0010462693410	100W HPS Street Non Invested	61ET	112 4 AVENUE N	38W
0010469483314	100W HPS Street Non Invested	61ET	307 4 STREET	38W
0010469947517	100W HPS Street Non Invested	61ET	116 4 STREET	38W
0010462620110	100W HPS Street Non Invested	61ET	101 4 AVENUE	38W
0010462619917	100W HPS Street Non Invested	61ET	400 2 STREET S	38W
0010462962313	100W HPS Street Non Invested	61ET	208 4 AVENUE N	38W
0010469239712	100W HPS Street Non Invested	61ET	27 2 STREET S	38W
0010462641612	100W HPS Street Non Invested	61ET	104 4 AVENUE N	38W
0010469664916	100W HPS Street Non Invested	61ET	11 3 STREET S	38W
0010469216310	100W HPS Street Non Invested	61ET	22 3 STREET S	38W
0010469769011	100W HPS Street Non Invested	61ET	205 4 STREET	38W
0010465584712	100W HPS Street Non Invested	61ET	100 CENTRE ST	38W
0010465953317	100W HPS Street Non Invested	61ET	309 N RAILWAY AVE	38W
0010465940110	100W HPS Street Non Invested	61ET	422 5 STREET N	38W

\*\*Current Price Schedule 61E (March 9/2020) Once Signed, will move to Price Schedule 61B.  
 The Village of Marwayne would like proceed with conversion of the above HPS lights to LED lights.  
 We understand that an LED Conversion Multiplier will be applied to the Streetlight Price Schedule D61B  
 in accordance with the approval from the Alberta Utility Commission (AUC).

\_\_\_\_\_  
 Municipality Approval (Please print name)

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Municipality Approval (Signature)



**FEBRUARY 2020 PUBLIC WORKS FOREMAN REPORT**

Task	Completed (Yes/No) & Date	Notes
Check & Grade Back Alleys	Yes	we
Shovel Municipal Sidewalks (After Each Snow)	Yes	we
Sanding (As Needed)	Yes	we
Review of Water Code Practice & Reservoir Cleaning (Done in 2007/2014/2019)	Completed.	All Res cleaned 2019 ef
"Dipping" Water Wells (Pumping & Non Pumping)	Monthly - Done.	ef
Building Inspections (What Work needs to be done this year? Are plumbing fixtures working?)	all good.	we
Visual Street Sign Inspections & HWY 897 Signs (Noted in Writing in your Book)	all time	we
Lagoon Inspection (Remove cattails with backhoe, assess fencing & signs, maintenance of area)	Sprayed 2019. Regular inspections	ef
Hazard Assessment & Risk Management (Follow up from month prior)	OK	we
Check Fire Extinguishers (1 Office, 3 Shop, Vehicles, 2 Water Treatment Plant, 1 Fire Hall, 1 Lift Station, 2 Well House & 1 Clinic)	OK	we
Check First Aid Kit for Sticker (Office, Shop, Vehicles and Water Treatment Plant)	OK	we

Submitted by: wd

Date: 3 MAR



**FIELD LEVEL RISK ASSESSMENT FORM**

DATE: Feb 18

LOCATION: Marwayne

PROJECT: Vehicle

COMPLETED BY: Wilson

Check off the hazards that apply to this job. Always stop and think before completing any work. Look around, identify potential hazards, assess the potential hazards, control the hazards and devise a plan to eliminate the hazards in order to resume your work.

Potential Hazard	Yes	No	Rate Hazard (High, Medium, Low)	Corrective Actions to control/eliminate	Notes
Personal Protective Equipment (PPE)					Do you have steel toed boots? Protective eyewear? Hearing protection? A reflective vest? Gloves? Breathing apparatus? Is your PPE in good working order?
Road Conditions					
Vehicle Walk Around	<input checked="" type="checkbox"/>				
Heavy Equipment					<b>Please circle:</b> bobcat / mower / grader / whipper snipper
Traffic					
Overhead Lines					
Buried Cables/Pipelines					
Excavations					Have the underground utilities been marked? Have you contacted Alberta 1 <sup>st</sup> Call? Has traffic been re-routed? Barricades installed?
Gases (including H2S)					
Terrain					
Water					
Animals (dogs/cats/wildlife)					
Land Owners					





**FIELD LEVEL RISK ASSESSMENT FORM**

DATE: Feb 10-14

LOCATION: Marwayne

PROJECT: Snow

COMPLETED BY: Wiston

Check off the hazards that apply to this job. Always stop and think before completing any work. Look around, identify potential hazards, assess the potential hazards, control the hazards and devise a plan to eliminate the hazards in order to resume your work.

Potential Hazard	Yes	No	Rate Hazard (High, Medium, Low)	Corrective Actions to control/eliminate	Notes
Personal Protective Equipment (PPE)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low		Do you have steel toed boots? Protective eyewear? Hearing protection? A reflective vest? Gloves? Breathing apparatus? Is your PPE in good working order?
Road Conditions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low		
Vehicle Walk Around	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low		
Heavy Equipment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	med.		Please circle bobcat / mower / grader / whipper snipper
Traffic	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low		
Overhead Lines	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low		
Buried Cables/Pipelines	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
Excavations	<input type="checkbox"/>	<input checked="" type="checkbox"/>			Have the underground utilities been marked? Have you contacted Alberta 1 <sup>st</sup> Call? Has traffic been re-routed? Barricades installed?
Gases (including H2S)	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
Terrain	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low		
Water	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
Animals (dogs/cats/wildlife)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Low		
Land Owners	<input type="checkbox"/>	<input checked="" type="checkbox"/>			





**FIELD LEVEL RISK ASSESSMENT FORM**

DATE: 24 Feb

LOCATION: Marwayne

PROJECT: \_\_\_\_\_

COMPLETED BY: wilson

Check off the hazards that apply to this job. Always stop and think before completing any work. Look around, identify potential hazards, assess the potential hazards, control the hazards and devise a plan to eliminate the hazards in order to resume your work.

Potential Hazard	Yes	No	Rate Hazard (High, Medium, Low)	Corrective Actions to control/eliminate	Notes
Personal Protective Equipment (PPE)					Do you have steel toed boots? Protective eyewear? Hearing protection? A reflective vest? Gloves? Breathing apparatus? Is your PPE in good working order?
Road Conditions	✓		Low		
Vehicle Walk Around					
Heavy Equipment	✓		Low		<b>Please circle:</b> bobcat / mower / <u>grader</u> / whipper snipper
Traffic	✓		Low		
Overhead Lines	✓		Low		
Buried Cables/Pipelines					
Excavations					Have the underground utilities been marked? Have you contacted Alberta 1 <sup>st</sup> Call? Has traffic been re-routed? Barricades installed?
Gases (including H2S)					
Terrain					
Water					
Animals (dogs/cats/wildlife)					
Land Owners					





**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**

February 2020

**Common information:**

Other than ongoing maintenance and corrections, Erimosa Engineering has completed the changes to reports. Win Tun of Alberta Environment did a presentation on the lead protocols. Lead testing program will begin in May. Some details yet to be worked out. Annual reports have been submitted for all three Villages. Regional operator was away from Feb. 15<sup>th</sup> to 24<sup>th</sup>. Local operators covered and did an excellent job.

**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.

**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 February 2020 was electronically submitted on AEP site.  
New pump for the West lift station has arrived. Will install as soon as the weather breaks.  
One line frozen and thawed. Some issues with contractor.  
ACE has a leak on the line coming into the plant. A temporary feed is in place.  
Cl2 levels are up to better levels.

*Welcome to the*

**THE VILLAGE OF MARWAYNE**  
**MUNICIPAL DEVELOPMENT PLAN**

*Public Open House*



# MUNICIPAL DEVELOPMENT PLAN

## WHAT IS A MUNICIPAL DEVELOPMENT PLAN (MDP)?

The MDP is a statutory planning document that sets the long-term framework for land use, growth, and development within a community. The update of the Village's MDP is a reflection of the way in which Council sees Marwayne growing and developing in the years to come. Alberta's Municipal Government Act (MGA) mandates the requirement of all municipalities to develop and adopt an MDP.

An MDP must address:

- » Future land uses and development;
- » The provision of transportation systems;
- » The provision of municipal services and facilities;
- » The provision of land for parks and schools; and
- » The protection of agricultural operations.

## SHOULD, SHALL & MAY USED IN POLICY MEANS:

### Shall

indicates that actions are mandatory.

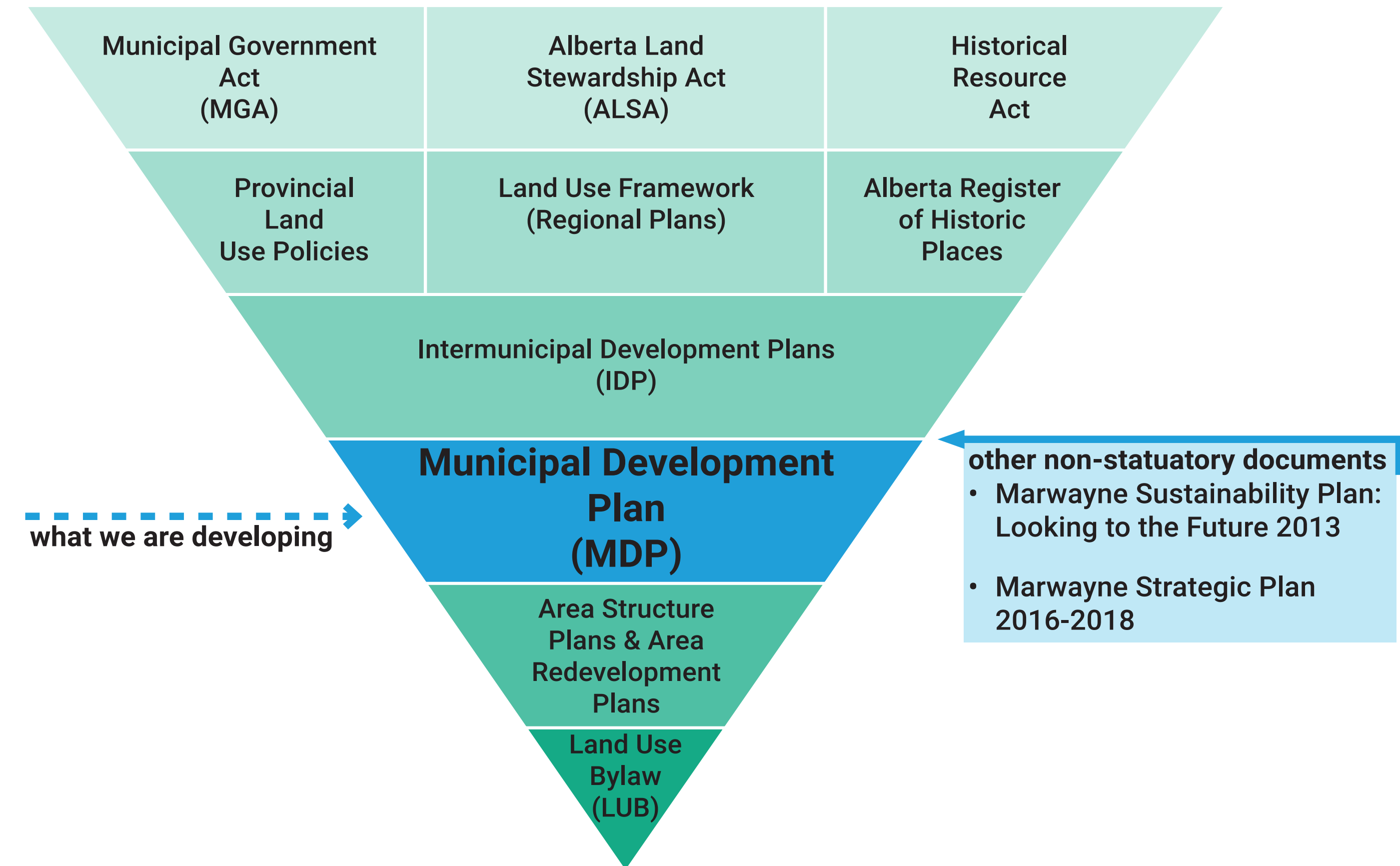
### Should

indicates direction to strive to achieve the outlined action but is not mandatory.

### May

is discretionary, meaning the policy in question can be implemented if the municipality chooses to do so. This is typically dependent on context and individual circumstance.

## PLANNING DOCUMENT HIERARCHY



## MARWAYNE'S COMMUNITY VISION

**ENSURING QUALITY OF LIFE IN A SAFE, VIABLE AND THRIVING COMMUNITY.**

## TOPICS + GOALS

Marwayne's community vision is interpreted under seven topics identified in accordance with the requirements of the MGA. Each topic, along with its associated goal, form the foundation of the Village's objectives and policies.

<b>GROWTH + LAND USE</b>	<b>TRANSPORTATION</b>	<b>MUNICIPAL SERVICES</b>	<b>ECONOMIC DEVELOPMENT</b>	<b>ENVIRONMENT</b>	<b>COMMUNITY DEVELOPMENT + AMENITIES</b>	<b>IMPLEMENTATION + MONITORING</b>
To promote orderly and economical growth and land use development.	To plan and develop a safe, efficient, and effective transportation network.	To plan and develop an efficient, effective, and economical municipal infrastructure system.	To promote Marwayne's long-term economic resilience.	To protect and enhance the natural environment for future generations.	To develop and maintain excellent community amenities and services for local residents and the broader region.	To establish a framework for implementation and monitoring of the vision, goals, objectives and policies of this MDP.

# GROWTH + LAND USE

TO PROMOTE ORDERLY AND ECONOMICAL GROWTH IN LAND USE DEVELOPMENT.

## 4.1 GROWTH OF THE VILLAGE

### OBJECTIVE 4.1.1

TO SUPPORT REGIONAL COLLABORATION.

- Policy 4.1.1.1** The Village **shall** continue working with municipalities in the region to promote economic development.
- Policy 4.1.1.2** The Village **shall** work with the County of Vermilion River on implementing the policies of any adopted IDP.
- Policy 4.1.1.3** In the absence of an IDP, the Village **shall** refer all subdivision or discretionary development permits to the County where the property adjoins the boundary with the County.
- Policy 4.1.1.4** In the absence of an IDP, the Village **should** work with the County and other regional municipalities on economic development initiatives.

### OBJECTIVE 4.1.2

TO ENCOURAGE COMPACT, ORDERLY AND ECONOMICAL GROWTH OF THE VILLAGE.

- Policy 4.1.2.1** The Village **should** direct new development to the areas with existing municipal services.
- Policy 4.1.2.2** The Village **shall** consider future expansion/ annexation in a manner that is sustainable and consistent with the policies and objectives outlined in this MDP and any adopted IDP.
- Policy 4.1.2.3** The Village **may** work with landowners and developers to seek opportunities to finance and/or recover the capital costs of providing servicing resulting from the new development.
- Policy 4.1.2.4** The Village **shall** require all new subdivisions to provide either 10% of the land for municipal reserve, or cash-in-lieu, or a combination thereof, in compliance with the provisions in the MGA.

### OBJECTIVE 4.1.3

TO WORK WITH THE LOCAL SCHOOL BOARDS TO IDENTIFY AND ACQUIRE LANDS TO MEET FUTURE NEEDS.

- Policy 4.1.3.1** The Village **shall** work with local school boards to identify appropriate land to meet the boards' needs.
- Policy 4.1.3.2** The Village **may** obtain land for future school sites through municipal reserve dedication in accordance with Policy 4.1.2.4.
- Policy 4.1.3.3** The Village **may** seek to acquire additional lands if it is determined that the Village land supply does not meet the needs of the local school boards.

## 4.2 RESIDENTIAL AREA

### OBJECTIVE 4.2.1

TO ENSURE ADEQUATE LAND SUPPLY FOR FUTURE RESIDENTIAL GROWTH.

- Policy 4.2.1.1** The Village **shall** direct residential development into those areas designated as "Residential" as noted in Figure 4: Future Land Use Designation Map.
- Policy 4.2.1.2** The Village **should** monitor population age structures and demand to plan for the supply of adequate land to meet the growth.
- Policy 4.2.1.3** The Village **should** consider orderly, cost effective and economically feasible extension of utilities and roadways in examining the suitability of new residential development.

### OBJECTIVE 4.2.2

TO ENSURE ACCESS TO LOCAL OPEN SPACE AND RECREATIONAL AMENITIES.

- Policy 4.2.2.1** The Village **should** pursue opportunities to enhance open space and recreational amenities in residential neighbourhoods.
- Policy 4.2.2.2** The Village **should** provide functional walkways in subdivisions linking residential areas with parks, trail systems, and public and commercial facilities.
- Policy 4.2.2.3** The Village **should** ensure that walkways are landscaped, lighted, hard surfaced and well drained.

### OBJECTIVE 4.2.3

TO PROMOTE A SENSE OF PLACE.

- Policy 4.2.3.1** The Village **should** promote cost effective streetscapes and pedestrian safety with sufficient infrastructure and public amenities in the areas designated as "Future Growth Area".
- Policy 4.2.3.2.** The Village **should** require boulevard trees and on-street parking in the neighbourhoods, where possible and feasible, to separate pedestrians from traffic.
- Policy 4.2.3.3.** The Village **should** encourage front porches in new and existing residential areas.

# GROWTH + LAND USE

## 4.2 RESIDENTIAL AREA (CONTINUED)

### OBJECTIVE 4.2.4

TO MAINTAIN THE PHYSICAL CHARACTERISTICS OF THE EXISTING NEIGHBOURHOODS.

- Policy 4.2.4.1** The Village **should** encourage new development within the existing neighborhood to be sensitive to the surrounding form and bulk.
- Policy 4.2.4.2** The Village **should** allow for the development of new modular housing provided that when completed such housing is consistent with the form and bulk of the immediate neighbourhood.

### OBJECTIVE 4.2.5

TO SUPPORT AGING IN PLACE.

- Policy 4.2.5.1** The Village **should** encourage the provision of sufficient self-contained housing for senior citizens by incorporating such uses within the Land Use Bylaw.
- Policy 4.2.5.2** The Village **should** encourage the provision of housing for other groups with special housing needs by incorporating such uses within the Land Use Bylaw.

### OBJECTIVE 4.2.6

TO ENCOURAGE HOUSING DIVERSITY.

- Policy 4.2.6.1** The Village **should** encourage a range of dwelling and lot sizes and a variety of housing types while maintaining single detached housing as the predominant housing form through provisions in the Land Use Bylaw.
- Policy 4.2.6.2** The Village **should** ensure that higher density housing is located in residential areas close to public facilities such as schools and major recreation facilities, major commercial development, and arterial roadways.
- Policy 4.2.6.3** The Village **should** create and maintain an up-to-date housing inventory to assist in making land use decisions.
- Policy 4.2.6.4** The Village **should** encourage higher density mixed-use development in the Village Centre.
- Policy 4.2.6.5** The Village **should** support home businesses to be located in residential districts to support local business development.
- Policy 4.2.6.6** The Village **should** encourage narrow-lot housing and affordable housing through provisions of the Land Use Bylaw in older parts of the Village where lot sizes are smaller.

## 4.3 VILLAGE CENTRE

### OBJECTIVE 4.3.1

TO PROMOTE AN ATTRACTIVE AND SAFE VILLAGE CENTRE.

- Policy 4.3.1.1** The Village **shall** continue to focus on enhancing the visual appeal of the Village Centre.
- Policy 4.3.1.2** The Village **should** encourage businesses to have rear entry doors to accommodate customer and staff parking in the rear of buildings.
- Policy 4.3.1.3** The Village **shall** consider provisions in the Marwayne Downtown Historic Area Design Guidelines when evaluating development permits for renovations, alterations and additions to existing buildings, and any new development in the Village Centre.
- Policy 4.3.1.4** The Village **should** adopt universal design principles with new development.
- Policy 4.3.1.5** The Village **should** continue to promote crime prevention through applying design principles of Crime Prevention Through Environmental Design (CPTED).
- Policy 4.3.1.6** The Village **should** seek infill development opportunities for vacant lands before considering to expand the Village Centre.
- Policy 4.3.1.7** If expansion of the Village Centre is deemed appropriate, the Village **should** direct the future expansion southwest along Centre Street and northwest and southeast along the west side of Railway Avenue (refer to Figure 4: Future Land Use Designation Map).
- Policy 4.3.1.8** The Village **should** encourage and assist in organizing and coordinating community events in the Village Centre.

### OBJECTIVE 4.3.2

TO PROMOTE DIVERSE SHOPS, SERVICES AND EMPLOYMENT OPPORTUNITIES.

- Policy 4.3.2.1** The Village **shall** continue to investigate tools to assist existing business to stay and expand, and attract additional business opportunities in the Village Centre.
- Policy 4.3.2.2** The Village **shall** encourage development of retail business firstly in the Village Core and secondly along Highway 897 and 45 in the lands designated as "Commercial" on the Figure 4: Future Land Use Designation Map.
- Policy 4.3.2.3** The Village **should** encourage government offices and services to be relocated or remain in the Village Centre.
- Policy 4.3.2.4** The Village **should** encourage private sector offices to be located in the Village Centre.

# GROWTH + LAND USE

## 4.3 VILLAGE CENTRE (CONTINUED)

### OBJECTIVE 4.3.3

TO ENCOURAGE MIXED-USE DEVELOPMENTS WITH RESIDENTIAL COMPONENTS.

- Policy 4.3.3.1** The Village **should** encourage infill of vacant land and redevelopment of older buildings to accommodate residential units above ground level.
- Policy 4.3.3.2** The Village **should** explore the option of adapting older buildings to serve as mixed-use affordable and/or senior's housing.

## 4.4 HIGHWAY COMMERCIAL AND INDUSTRIAL DEVELOPMENT

### OBJECTIVE 4.4.1

TO PROVIDE AN ADEQUATE SUPPLY OF INDUSTRIAL AND COMMERCIAL LAND.

- Policy 4.4.1.1** The Village **should** enable adequate land for transportation-oriented business along the Highway 897 corridor and industrial areas as shown in Figure 4: Future Land Use Designation Map.
- Policy 4.4.1.2** The Village **shall** work with developers to provide necessary infrastructure and amenities for the properties in the designated areas.
- Policy 4.4.1.3** The Village **shall** seek opportunities, such as Provincial and Federal programs and incentives, to assist industrial development.

### OBJECTIVE 4.4.2

TO ENSURE SAFE MOVEMENT OF GOODS AND PEOPLE THROUGHOUT THE VILLAGE.

- Policy 4.4.2.1** The Village **should** require dangerous or hazardous goods transported by road is limited to main truck routes.
- Policy 4.4.2.2** The Village **may** require appropriate noise attenuation measures to be implemented to create acceptable noise levels for residential development adjacent to collector roads.

### OBJECTIVE 4.4.3

TO ENSURE FUNCTIONAL AND EFFICIENT SITE LAYOUT AND DESIGN.

- Policy 4.4.3.1** The Village **should** ensure that vehicular and pedestrian circulation patterns and facilities, landscaping, waste collection, and other aspects of individual industrial and commercial developments in proximity to one another are coordinated.
- Policy 4.4.3.2** The Village **should** examine applications for Highway Commercial development in respect to access, circulation, parking and signage.
- Policy 4.4.3.3** The Village **should** require that Industrial Subdivision Plans contain lot sizes and configurations appropriate to anticipated industry demand.
- Policy 4.4.3.4** The Village **should** encourage Low Impact Development (LID) suitable for cold climates.
- Policy 4.4.3.5** The Village **may** require additional buffering where industrial parcels abut roadways, municipal reserves, and non-industrial lands.
- Policy 4.4.3.6** The Village **should** work with Alberta Transportation to maintain safe access points along Highway 897 and 45.
- Policy 4.4.3.7** The Village **shall** direct all subdivision and development permit applications to Alberta Transportation.

### OBJECTIVE 4.4.4

TO CONSIDER RISKS ASSOCIATED WITH OIL AND GAS INSTALLMENTS AND ACTIVITIES AND INCORPORATE THEM INTO LAND USE PLANNING TO ACHIEVE COMPATIBILITY TO ADJACENT LAND USES.

- Policy 4.4.4.1** The Village **should** develop and maintain up-to-date pipelines and wells information to assist in making appropriate land use decisions.
- Policy 4.4.4.2** The Village **should** work with the Alberta Energy Regulator (AER) to guarantee that adequate setbacks from sour gas facilities, pipelines, and wells are met through the subdivision and/or development permit approval process.
- Policy 4.4.4.3** The Village **should** collaborate with the Alberta Energy Regulator (AER), the Government of Alberta, industry operators and the development industry to minimize negative impacts from oil and gas activities to adjacent land uses.

# GROWTH + LAND USE

## 4.5 RECREATION

### OBJECTIVE 4.5.1

TO PROVIDE WELL CONNECTED AND EASY TO ACCESS PARKS AND TRAIL SYSTEM FOR ALL AGES, STAGES, AND ABILITIES.

- Policy 4.5.1.1** The Village **should** preserve and maintain parks and open spaces in the existing neighbourhoods.
- Policy 4.5.1.2** The Village **should** provide sidewalks, trails and green corridors connection throughout the whole Village to promote active lifestyles.

### OBJECTIVE 4.5.2

TO ADVOCATE FOR THE DEVELOPMENT OF NEW RECREATIONAL FACILITIES.

- Policy 4.5.2.1** The Village **should** monitor the use of existing recreational facilities and identify trends in the facilities usage.
- Policy 4.5.2.2** Where viable, the Village **should** continue to enhance and incorporate new recreational facilities into their existing infrastructure.

## 4.6 FUTURE GROWTH AREA

### OBJECTIVE 4.6.1

TO SUPPORT A BROAD RANGE OF DEVELOPMENT AND ENSURE COMPATIBILITY BETWEEN THE NEW DEVELOPMENT AND THE ADJACENT EXISTING USES.

- Policy 4.6.1.1** The Village **should** support residential and residential related uses close to the existing school site.
- Policy 4.6.1.2** The Village **should** require landowners and private developers to pay for services resulting from the new development.
- Policy 4.6.1.3** The Village **may** consider temporary solutions in water and sewer services that are efficient and economical for a new development. In doing so, the Village **should** provide timing of municipal service extension to service the development.
- Policy 4.6.1.4** The Village **should** require effective transition between new development and the adjacent uses through adequate setbacks and landscaped buffers.

### OBJECTIVE 4.6.2

TO ENSURE PROPER LAND USE COMPLIANCE WITHIN THE NON-OPERATING LANDFILL SETBACK AREA.

- Policy 4.6.2.1** The Village **should** continue to assist new development to obtain the required variance from Alberta Environment and Parks.

# TRANSPORTATION

TO PLAN AND DEVELOP A SAFE, EFFICIENT AND EFFECTIVE TRANSPORTATION NETWORK.

## OBJECTIVE 5.1.1

TO CREATE AN ADEQUATE ROAD NETWORK THAT MEETS THE NEEDS OF THE RESIDENTS, BUSINESSES, AND INDUSTRY.

- Policy 5.1.1.1** The Village **shall** develop cost effective road design standards for accommodating industrial, commercial and residential development, recognizing that each use and demand of the roads is not the same.
- Policy 5.1.1.2** The Village **shall** work with Alberta Transportation to monitor and maintain Highway 897.
- Policy 5.1.1.3** The Village **shall** protect lands to create sufficient right of ways to enable future roadway expansion, where necessary.

## OBJECTIVE 5.1.2

TO CREATE A WALKABLE COMMUNITY THAT FACILITATES THE SAFE AND EFFICIENT MOVEMENT OF PEDESTRIANS.

- Policy 5.1.2.1** The Village **shall** require the provision of sidewalks on at least one side of the road in residential districts.
- Policy 5.1.2.2** The Village **should** promote the construction of a walking/cycling trail system as an alternate form of transportation that provides non-motorized access between residential areas, parks and other public facilities.
- Policy 5.1.2.3** The Village **should** promote the use of narrower intersections in the form of reduced pavement width.
- Policy 5.1.2.4** The Village **should** provide traffic and pedestrian control as required through lane markings, crosswalks, signage and other control devices.
- Policy 5.1.2.5** The Village **should** adopt universally accessible design standards to accommodate all residents.

## OBJECTIVE 5.1.3

TO LINK NEW AND OLD INFRASTRUCTURE SYSTEMS TOGETHER.

- Policy 5.1.3.1** When reviewing and dealing with Area Structure Plans, Outline Plans and proposed tentative subdivision plans, the Village **should** ensure there is adequate provision for future road linkages with adjacent undeveloped quarter sections.
- Policy 5.1.3.2** The Village **should** create compatible transportation networks with adjacent land uses.
- Policy 5.1.3.3** The Village **should** encourage street layout in the new development that are suited to existing topography and other natural features of the area to minimize cut-and-fill and grading throughout the site.

# MUNICIPAL SERVICES

TO PLAN AND DEVELOP AN EFFICIENT, EFFECTIVE AND ECONOMICAL MUNICIPAL INFRASTRUCTURE SYSTEM.

## OBJECTIVE 6.1.1

TO DEVELOP AND MAINTAIN AN EFFICIENT, EFFECTIVE AND ECONOMICAL UTILITY SYSTEM TO MEET FUTURE DEVELOPMENT OPPORTUNITIES.

- Policy 6.1.1.1** The Village **shall** encourage new development to be located in the existing serviced area.
- Policy 6.1.1.2** The Village **shall** enable the continued expansion of utility services as required by development.
- Policy 6.1.1.3** The Village **should** avoid development that requires the installation of a lift station that would have to be absorbed by the Village.
- Policy 6.1.1.4** The Village **may** allow alternative sustainable onsite servicing solutions when a development requires a lift station.
- Policy 6.1.1.5** The Village **should** require planning of all future development to consider the direction of prevailing winds and stormwater drainage flow.
- Policy 6.1.1.6** The Village **should** include the projected costs of future utility development in the capital works budget.
- Policy 6.1.1.7** The Village **should** annually update its servicing plans to provide guidance for future development of water, sewer and stormwater systems and to assist with capital works budgeting.
- Policy 6.1.1.8** The Village **should** finance lane lighting and paving which is of local benefit through a local improvement plan.
- Policy 6.1.1.9** The Village **should** develop an infrastructure asset management plan to track the life cycle of infrastructure to assist with budget allocations.

## OBJECTIVE 6.1.2

TO KEEP THE DEVELOPMENT AND MAINTENANCE OF THE UTILITY SYSTEM AT MINIMUM COST TO EXISTING TAX PAYERS.

- Policy 6.1.2.1** As a condition of subdivision or development permit approval, the Village **should** enter into an agreement with the developer indicating responsibility of the developer for all servicing, infrastructure and utility costs associated with the development.
- Policy 6.1.2.2** The Village **should** require developers to prepare a stormwater management plan for approval from the Village prior to development being approved.

# ECONOMIC DEVELOPMENT

TO PROMOTE MARWAYNE'S LONG-TERM ECONOMIC RESILIENCY.

## OBJECTIVE 7.1.1

TO CONTINUE TO IDENTIFY WAYS TO ATTRACT AND RETAIN BUSINESSES.

- Policy 7.1.1.1** The Village **should** establish a community marketing strategy that promotes the advantage and opportunities for business and tourism in Marwayne.
- Policy 7.1.1.2** The Village **should** pursue diversification of industrial and commercial development.
- Policy 7.1.1.3** The Village **should** adopt a "business friendly" approach in the processing of development and building permits.
- Policy 7.1.1.4** The Village **may** explore innovative ways to sell the Village's land as encouragement for development.
- Policy 7.1.1.5** The Village **may** explore creative approaches to attract businesses through tools, such as tax incentives or supporting infrastructure installation, in a managed approach.

## OBJECTIVE 7.1.2

TO CONTINUE COLLABORATION WITH NEARBY MUNICIPAL AND REGIONAL ORGANIZATIONS.

- Policy 7.1.2.1** The Village **should** continue to work with the Vermilion River Regional Alliance (VRRRA) and Alberta HUB to seek regional solutions and support for commercial and industrial development and initiatives.

## OBJECTIVE 7.1.3

TO ADVOCATE FOR INVESTMENT IN EDUCATION AND TRAINING TO PROMOTE A SKILLED LOCAL LABOUR FORCE.

- Policy 7.1.3.1** The Village **may** seek opportunities to partner with school boards and other educational institutions.
- Policy 7.1.3.2** The Village **should** support the development of the Business Communication room with adequate telecommunication tools.

# ENVIRONMENT

TO PROTECT AND ENHANCE THE NATURAL ENVIRONMENT FOR FUTURE GENERATIONS.

## OBJECTIVE 8.1.1

TO CONSERVE AND PROTECT THE NATURAL FEATURES IN THE VILLAGE.

- Policy 8.1.1.1** The Village **should** assess subdivision and development permit applications for their impact on the environment.
- Policy 8.1.1.2** The Village **should** encourage new developments to protect special natural features and incorporate them into the design of the development, particularly in regard to environmentally sensitive land along the Marwayne Creek.
- Policy 8.1.1.3** The Village **should** not allow development that will negatively affect the natural environment through air, noise, water or visual pollution.
- Policy 8.1.1.4** The Village **should** encourage innovative approaches to develop and operate a utility system to effectively reduce the amount of greenhouse gas emissions and provide cleaner air.
- Policy 8.1.1.5** The Village **should** encourage conservation of water use through education, promotion, and development of policies where appropriate for large water users.
- Policy 8.1.1.6** The Village **should** implement sustainable technologies into all Village assets.
- Policy 8.1.1.7** The Village **should** encourage developers, businesses and residents to adopt energy saving measures.
- Policy 8.1.1.8** The Village **should** continue to take regular "energy audits" of Village controlled buildings and consider implementing ways to reduce energy consumption, e.g., Village vehicles and equipment, street lighting, heating and ventilation and energy efficient light bulbs.
- Policy 8.1.1.9** The Village **should** encourage planting more trees in new residential, commercial and industrial developments, and in other public areas throughout the Village.
- Policy 8.1.1.10** The Village **should** continue to encourage individuals, businesses and community groups to participate in the annual community clean-up.
- Policy 8.1.1.11** The Village **should** consider helping community groups in providing receptacles for recycling and composting.

## OBJECTIVE 8.1.2

TO ENSURE NEW DEVELOPMENT'S COMPLIANCE TO ALL APPLICABLE REGULATIONS WITHIN THE LANDFILL BUFFERING AREA.

- Policy 8.1.2.1** The Village **shall**, on behalf of landowners and developers, apply for a non-operating landfill variance through AEP.
- Policy 8.1.2.2** The Village **shall** continue to identify ways to remove the 300 m setback control.

# COMMUNITY DEVELOPMENT AND SERVICES

TO DEVELOP AND MAINTAIN EXCELLENT COMMUNITY AMENITIES AND SERVICES FOR LOCAL RESIDENTS AND BROADER REGION.

## OBJECTIVE 9.1.1

TO EMPOWER AND SUPPORT VOLUNTEERS.

- Policy 9.1.1.1** The Village **should** encourage public participation in its planning and development endeavors.
- Policy 9.1.1.2** The Village **may** encourage the development of neighbourhood and community groups and initiatives that support community well-being.
- Policy 9.1.1.3** The Village **should** continue to support the Marwayne Agricultural Society and its umbrella governance structure as an approach to making the Village sustainable.

## OBJECTIVE 9.1.2

TO PROMOTE ESSENTIAL SERVICES TO ALL THE RESIDENTS AND SPECIAL NEEDS GROUPS.

- Policy 9.1.2.1** The Village **should** maintain public amenities where families can gather and socialize.
- Policy 9.1.2.2** The Village, in conjunction with the County of Vermilion River, **should** continue to provide ambulance and fire protection services in accordance with their agreement. Maintenance and upgrading of equipment will be considered in the five (5) year capital budget.
- Policy 9.1.2.3** The Village **should** endeavor to enable places of worship according to community needs.
- Policy 9.1.2.4** The Village **may** encourage the provision of a privately-run senior's transportation service to promote access to healthcare services in larger centres in the region.
- Policy 9.1.2.5** The Village **should** provide transportation services to seniors and people with physical disabilities, subject to the availability of funding from senior levels of government.

## OBJECTIVE 9.1.3

TO INCREASE AWARENESS OF COMMUNITY EVENTS AND INCREASE COMMUNICATION.

- Policy 9.1.3.1** The Village **should** explore the feasibility of installing an electronic screen to advertise all events and information and encourage residents to use the screen.
- Policy 9.1.3.2** The Village **should** continue to utilize its newsletter, website and social media for information sharing and communication.
- Policy 9.1.3.3** The Village **should** investigate innovative tools to raise awareness of community events and initiatives.

## OBJECTIVE 9.1.4

TO ENCOURAGE THE UTILIZATION OF EXISTING PUBLIC FACILITIES.

- Policy 9.1.4.1** The Village **should** promote the usage of the new and existing facilities for cultural and recreational programming.

## OBJECTIVE 9.1.5

TO REDUCE CAPITAL AND OPERATING COSTS OF PUBLIC FACILITIES.

- Policy 9.1.5.1** The Village **should** move towards making the operations of recreation facilities financially self-supporting.
- Policy 9.1.5.2** The Village **should** support community organizations in the maintenance of recreation areas.

## OBJECTIVE 9.1.6

TO IDENTIFY LONG-TERM CONSIDERATION FOR THE DEVELOPMENT AND MAINTENANCE OF PUBLIC FACILITIES.

- Policy 9.1.5.1** The Village **should** develop a comprehensive asset management plan to assist in the understanding of all Village's assets, their lifecycle and replacement costs. This information **should** be considered in the Village's long-term budget management plan.



# ECONOMIC DEVELOPMENT

TO ESTABLISH A FRAMEWORK FOR IMPLEMENTATION AND MONITORING OF THE VISION, GOALS, OBJECTIVES AND POLICIES OF THIS MDP.

## OBJECTIVE 10.1.1

ACHIEVE CONSISTENCY BETWEEN ALL GUIDING POLICY DOCUMENTS.

- Policy 10.1.1.1** If an IDP exists between the Village and the County of Vermilion River and an amendment is made to the IDP, the MDP **shall** be review, and where required, updated to be consistent with the IDP.
- Policy 10.1.1.2** The goals, objectives, and policies of all Village Statutory Plans and bylaws and amendments **shall** be consistent with the provisions of this MDP.

## OBJECTIVE 10.1.2

TO ENCOURAGE THE EFFECTIVE IMPLEMENTATION OF THE VISIONS, GOALS, OBJECTIVES AND POLICIES CONTAINED WITHIN THIS MDP.

- Policy 10.1.2.1** The Village **shall** work towards collaboration with other government agencies, other municipalities, and public and private agencies to advance the implementation of the policies and objectives of this MDP.
- Policy 10.1.2.2** The Village **should** use the Land Use Bylaw and other associated bylaws as key tools to achieve the objectives and implement the policies of this MDP.
- Policy 10.1.2.3** The Village **may** provide incentives, through a formal policy, to promote various forms of development. Incentives will only be offered when there is a clear public interest or policy objective in doing so.
- Policy 10.1.2.4** The Village **shall** prioritize projects according to the municipal budget. The Village **should** prioritize projects in conjunction with the asset management plan should it be developed as outlined in Policy 9.1.6.1.

## OBJECTIVE 10.1.3

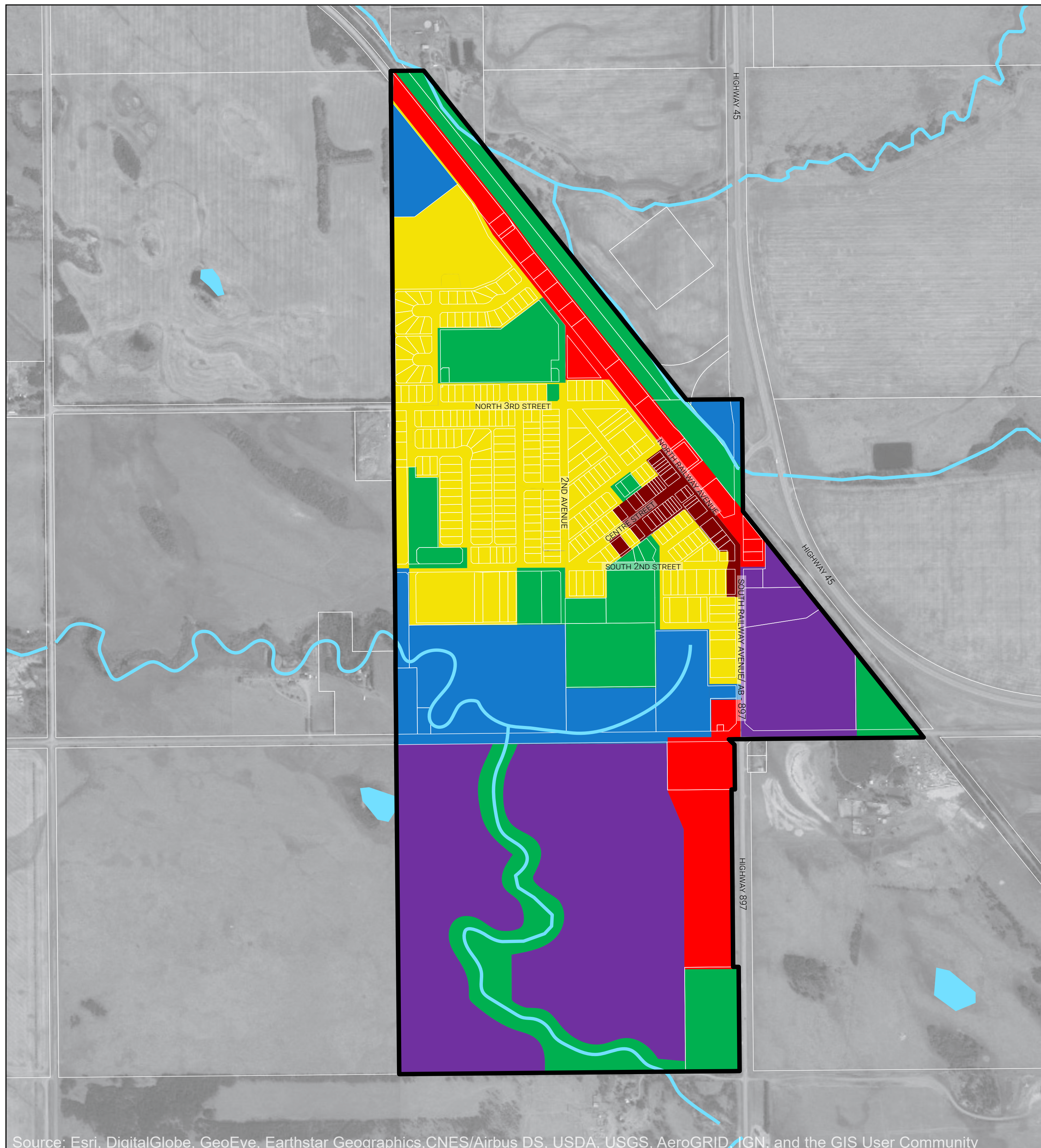
MONITOR THE EFFECTIVENESS AND APPLICABILITY OF THE MDP.

- Policy 10.1.3.1** A comprehensive review **shall** occur at least once every five (5) years, in conjunction with reviewing and updating the Village's Sustainability Plan 2013, and in alignment with the municipal election cycle to keep this MDP relevant and current.
- Policy 10.1.3.2** Administration **shall** solicit comments and suggestions for improvements to this MDP on an on-going basis, and carry-out an annual amendment to reflect these comments where desirable.
- Policy 10.1.3.3** Amendments to this MDP **shall** be in accordance with the requirements of the MGA.
- Policy 10.1.3.4** Council **shall** establish key monitoring measures to be carried out by administration to assist with making decisions when implementing policies outlined in this MDP.

# GLOSSARY

<b>Asset Management</b>	Data of all the Village assets, detailing maintenance costs, operating costs and life-cycle to aide in budget allocation.
<b>Crime Prevention Through Environmental Design (CPTED)</b>	A multi-disciplinary approach to deterring criminal behavior through environmental design. CPTED strategies rely upon the ability to influence offender decisions that precede criminal acts. Generally speaking, most implementations of CPTED occur solely within the urbanized, built environment. Specifically altering the physical design of the communities in which humans reside and congregate in order to deter criminal activity is the main goal of CPTED. CPTED principles of design affect elements of the built environment ranging from the small-scale (such as the strategic use of shrubbery and other vegetation) to the overarching, including building form of an entire urban neighbourhood and the amount of opportunity for "eyes on the street".
<b>Environmentally Significant Areas</b>	Reserve land dedicated at the time of subdivision for the purposes of preserving natural features and open space, and must be preserved in its natural state or used as a public park. ER can be dedicated on lands that consist of a swamp, gully, ravine, coulee, natural drainage course, land that is unstable, subject to flooding, or a strip of land not exceeding six metres wide abutting the shore of any water body.
<b>Intermunicipal Collaboration Framework (ICF)</b>	is a mandated legal document required by the Municipal Government Act that requires the development of a formal document between bordering municipalities that identifies opportunities for collaboration around mutual services provided.
<b>Intermunicipal Development Plan (IDP)</b>	is a legal document used by adjoining municipalities to develop a land use plan related to the future development of lands along the peripheral boundaries of the respective municipalities? This document can include provision around future annexation of lands as well as other topics as discussed in the Municipal Government Act.
<b>Low Impact Development (LID)</b>	mimics natural hydrology (movement of water) by managing stormwater close to its source. Wherever possible, natural landscape features that contribute to local hydrology are preserved and incorporated into urban design.
<b>Municipal Government Act (MGA)</b>	is the main provincial legislation that sets out the roles of municipal officials and municipalities, including the content of a Municipal Development Plan.
<b>Municipal Reserve (MR)</b>	Lands designated as Municipal Reserve are lands for schools, parks and public recreation purposes provided by the developer as part of the subdivision process.
<b>School Reserve</b>	Lands designated as Municipal Reserve are lands for schools, parks and public recreation purposes provided by the developer as part of the subdivision process.
<b>Statutory Plan</b>	A Planning Document, such as a Municipal Development Plan, Inter-municipal Development Plan or Area Structure Plan which is accepted through the Bylaw process at the Municipal Government Level.
<b>Universal Design</b>	The design of buildings, streets, roadway systems and public spaces that accommodate the widest range of potential users. This is accomplished by removing barriers for those with mobility, visual and hearing impairments, and accounting for other special needs.
<b>Walkable Community</b>	A community designed to make travel on foot convenient, attractive, and comfortable for people of various ages and abilities. Considerations include the directness of the route, safety, amount of street activity, separation of pedestrian and auto circulation, street furniture, surface material, sidewalk width, prevailing wind direction, intersection treatment, curb cuts, ramps and landscaping.

# FUTURE LAND USE MAP



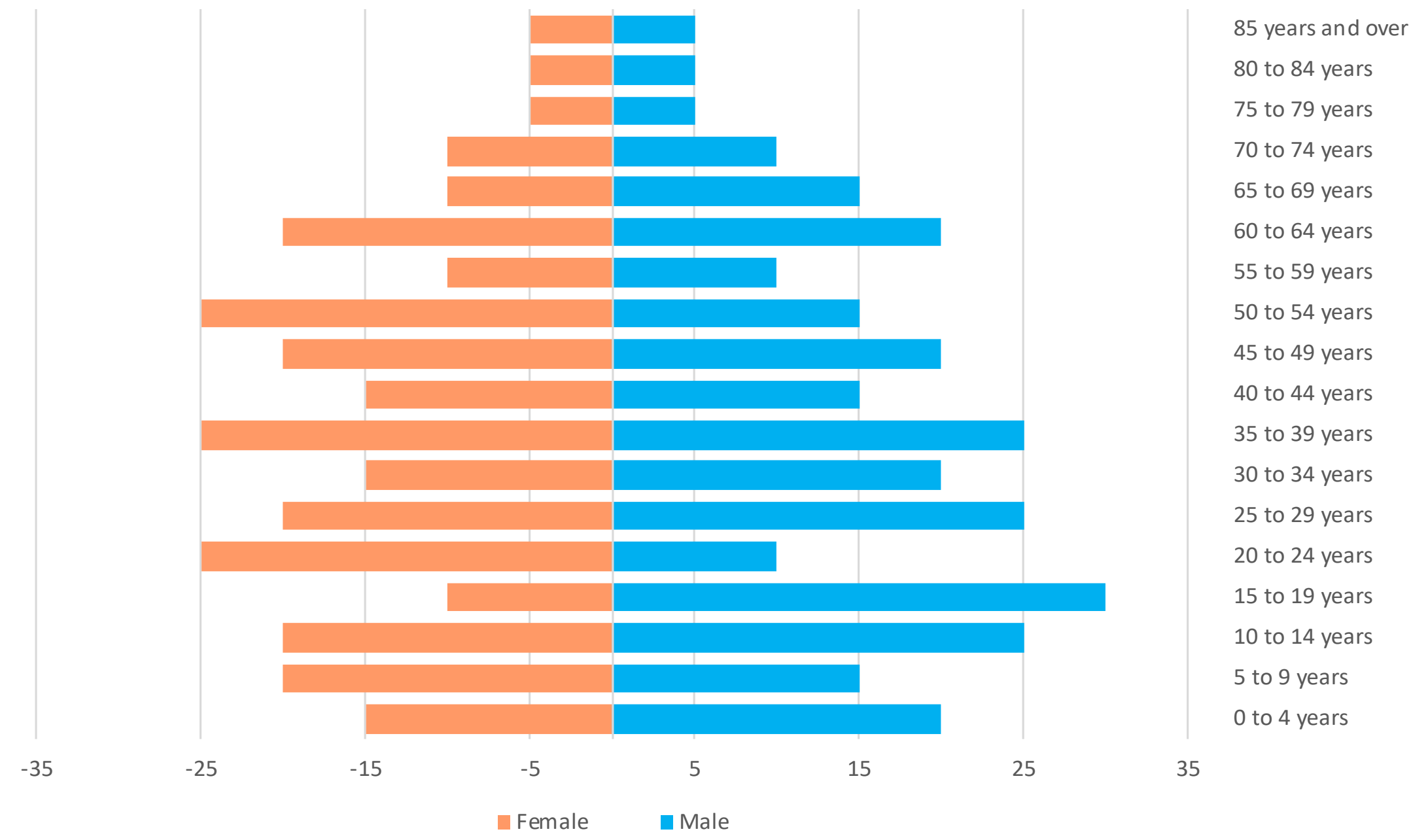
Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

<p><b>TITLE:</b> Village of Marwayne MDP: Land Use Designation Map</p>	<p><b>LEGEND:</b></p> <table border="0"> <tr> <td> VILLAGE BOUNDARY</td> <td> RESIDENTIAL</td> <td> INDUSTRIAL</td> </tr> <tr> <td> LAND PARCEL (2016)</td> <td> VILLAGE CENTRE</td> <td> HIGHWAY COMMERCIAL</td> </tr> <tr> <td> WATER COURSE</td> <td> RECREATION</td> <td> FUTURE GROWTH AREA</td> </tr> </table>	VILLAGE BOUNDARY	RESIDENTIAL	INDUSTRIAL	LAND PARCEL (2016)	VILLAGE CENTRE	HIGHWAY COMMERCIAL	WATER COURSE	RECREATION	FUTURE GROWTH AREA	<p><b>SCALE:</b> 1:15,000</p>
VILLAGE BOUNDARY	RESIDENTIAL	INDUSTRIAL									
LAND PARCEL (2016)	VILLAGE CENTRE	HIGHWAY COMMERCIAL									
WATER COURSE	RECREATION	FUTURE GROWTH AREA									
<p><b>CLIENT:</b> Village of Marwayne</p>	<p><b>DATA SOURCE(S):</b> Village of Marwayne, Government of Alberta Open Data, Government of Canada Open Data, Alberta Environment and Parks</p>										
<p><b>PROJECT:</b> C19-085 <b>DATE:</b> 10/02/2020</p>											

# MARWAYNE'S DEMOGRAPHIC SNAPSHOT

## WHAT IS THE DEMOGRAPHIC OF MARWAYNE?

(Source: Statistics Canada)



## MARWAYNE'S ECONOMIC DRIVERS:

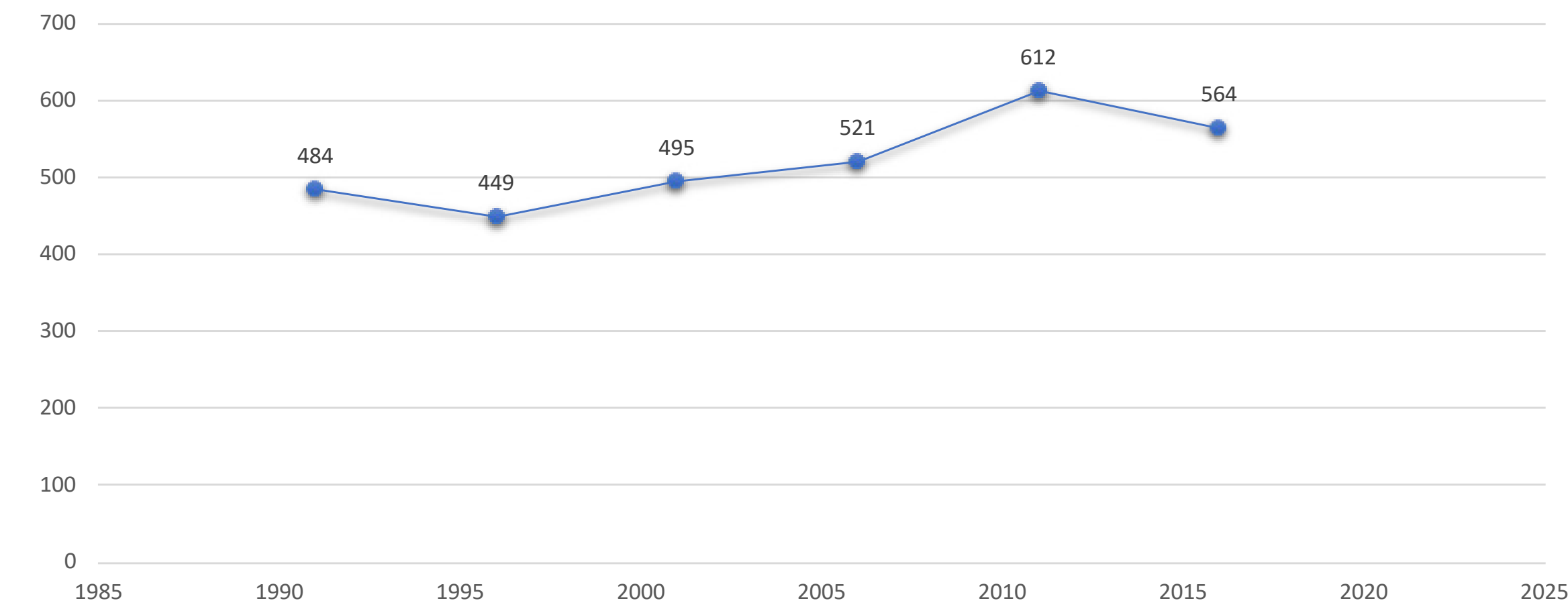
(Source: Statistics Canada)



## WHAT HAS BEEN MARWAYNE'S POPULATION TREND?

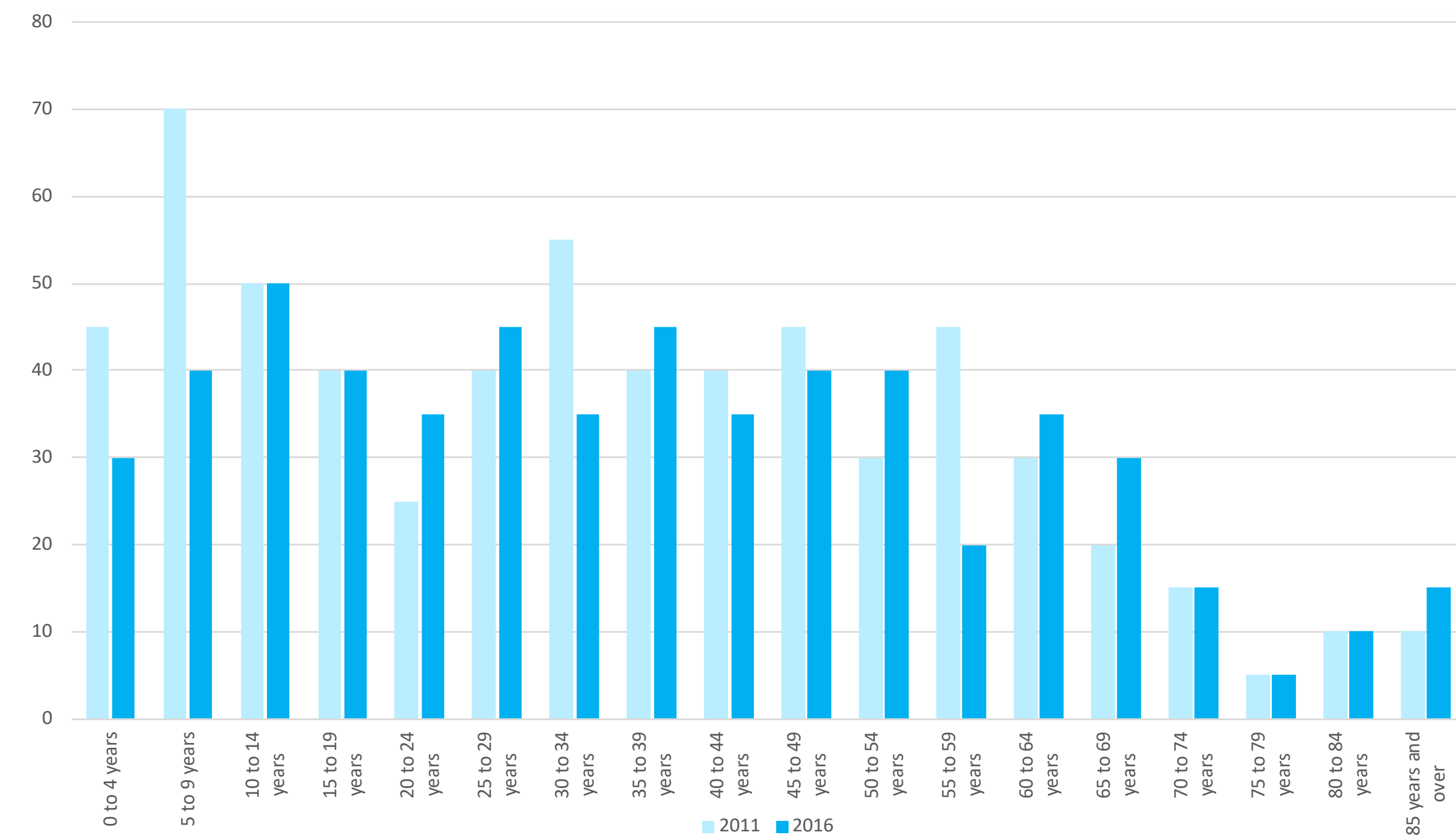
Marwayne Population Change 1991 - 2016

(Source: Statistics Canada)



Age Category Comparison 2011 vs 2016

(Source: Statistics Canada)



# LAND USE BYLAW AMENDMENTS

## PROPOSED AMENDMENTS

### AMENDMENT NO. 1

**PURPOSE:**

Add a new Use *“Animal Breeding and Boarding Facility”* as a discretionary Use in the M – Industrial District and UR – Urban Reserve District, along with the Use Definition as listed below in Section 11 of the Village of Marwayne Land Use Bylaw 572-19.

*“Animal Breeding and Boarding Facility: means development used for the breeding, boarding, caring or training of animals, normally considered household pets. Typical facilities include pet breeding, pet boarding and pet training establishments.”*

**RATIONALE:**

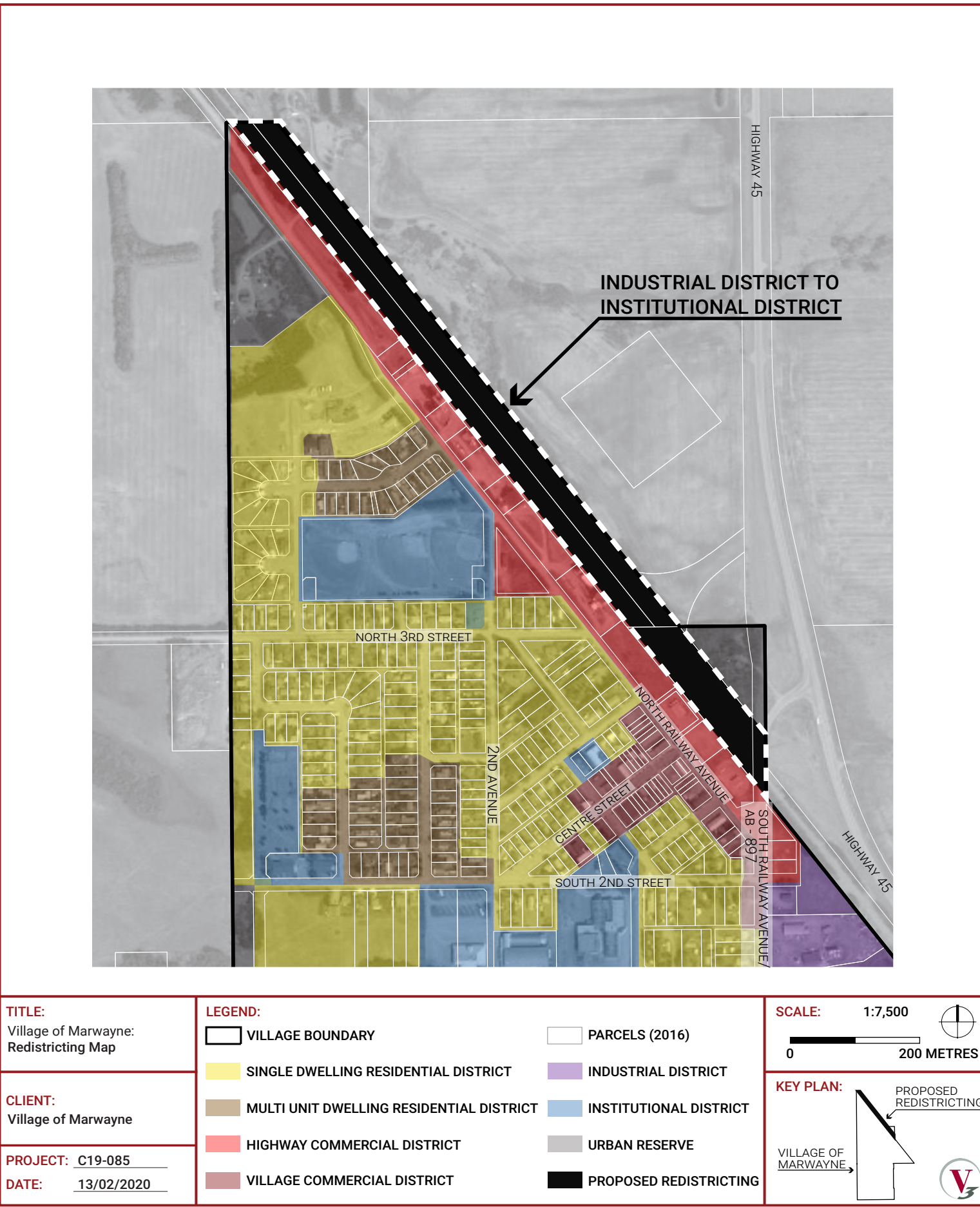
1. The amendment will allow for additional development opportunities within both of the Districts without impacting residential development.
2. The new use will be discretionary in both Districts to enable the development authority have the ability to prescribe development regulations for a development that may produce nuisances, such as noise, dust and odour or deny the application if the use may compromise a neighbourhood.
3. The new Use is compatible with the existing Uses listed in both Districts. The impact/ nuisances potentially produced by such a facility is at the similar intensity level of the existing discretionary uses in both Districts. Therefore, the proposed amendment is appropriate and suitable.

### AMENDMENT NO. 2

**PURPOSE:**

Redistricting the lands owned by Marwayne and the Crown, along the CN rail, to I-Institutional District will allow Uses for public and recreational purposes, instead of Industrial related development. These lands are in a narrow, linear shape with limited road access which makes them very difficult to be utilized by any development. The redistricting reflects the physical constraint and fits the public land ownership statutes.

Lands impacted by this amendment are shown below.



**RATIONALE:**

1. The amendment will make the subject lands available for public and recreational uses. The physical constraints of these lands make them very difficult to be utilized by any industrial or commercial development. Meanwhile, the current District only allows these lands to be utilized for industrial and/or commercial purposes. The redistricting removes the obstacle.
2. The subject lands are publicly owned. Therefore, the proposed amendment to make them available for public and recreational purpose is appropriate and suitable.



**BETWEEN  
THE VILLAGE OF MARWAYNE &  
THE COUNTY OF VERMILION RIVER**

**FINAL DRAFT**

Last Revised: 2020-03-06

INSERT BYLAW TEXT OR COUNCIL RESOLUTIONS HERE

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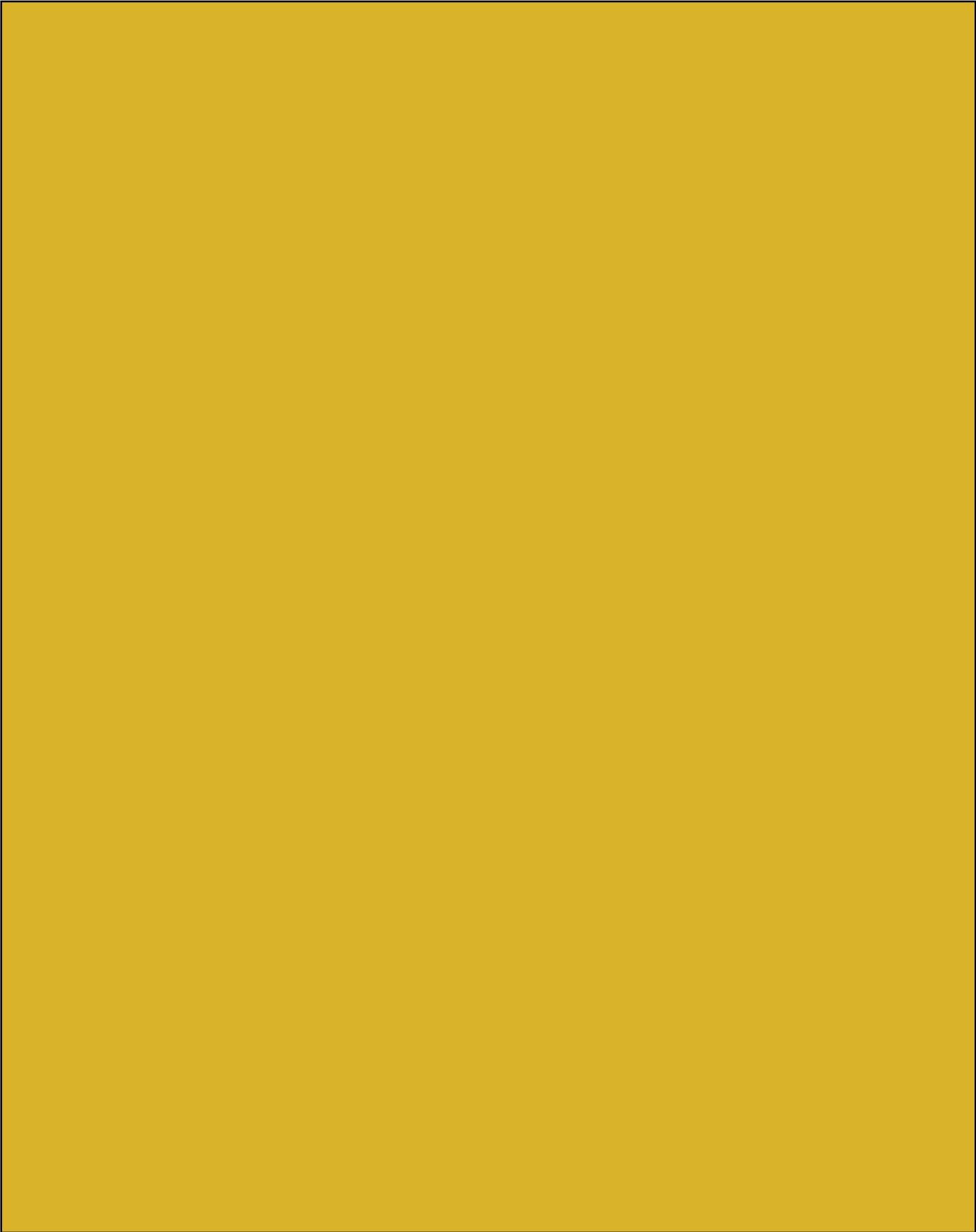
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**1 INTRODUCTION**

**1.1 What is an Intermunicipal Collaboration Framework Agreement?**

An Intermunicipal Collaboration Framework Agreement (herein referred to as the “ICF”) establishes the principles and guidelines for communication and cooperation in the identification and development of current and future intermunicipal and regional partnerships. It serves as a means for integrated and strategic service delivery with the intention of achieving efficiencies and balancing benefits and burdens between municipal partners. By acknowledging the importance of respect, trust and goodwill in all dealings and communications, this ICF is intended to outline the way in which the provision of cooperative rather than competitive services will be offered for the benefit of all residents within the respective municipalities.

**1.2 What are the requirements of an Intermunicipal Collaboration Framework?**

This ICF has been prepared under the legislative authority prescribed in Section 17.2 of the Municipal Government Act (herein referred to as the “MGA”). The MGA states that municipalities that have common boundaries must create a framework with each other by April 1, 2020 through the adoption of a bylaw or by resolution of Council.

There are several compulsory topics that an ICF is required to address. In summary, an Intermunicipal Collaboration Framework **must**:

- Provide for the integrated and strategic planning, delivery and funding of intermunicipal services;
- Steward scarce resources efficiently in providing local services;
- Ensure municipalities contribute funding to services that benefit their residents;
- Describe the services to be provided under it that benefit residents in more than one of the municipalities that are parties to the framework;
- Identify which municipality is responsible for providing which services and outline how the services will be delivered and funded;
- Contain provisions establishing a process for resolving disputes that occur while the framework is in effect; and
- Not contain any provisions that conflict or are inconsistent with a growth plan or an Alberta Land Stewardship Act plan.

**1.3 How the Intermunicipal Collaboration Framework was Prepared**

To be consistent with the guiding principles as outlined in an Intermunicipal Development Plan (herein referred to as the "IDP"), this document considered the IDP prepared between the County of Vermilion River (herein referred to as the "County") and the Village of Marwayne (herein referred to as the "Village") as it was being developed. The parties' intention within the context of this framework was to create protocols which formalize, streamline, and help advance areas of intermunicipal interest and relevance.

The ICF is a framework that provides a means of exploring opportunities and developing common solutions and responses to service delivery gaps and/or challenges that affect this region. In addition, the ICF encourages communication at all levels of municipal organizations to ensure that opportunities are recognized, explored and pursued to their fullest potential.

The ICF builds on a series of amendments to the MGA as well as shared agreements and information obtained from Council meetings held throughout the process, including:

**Working Together Agreement – September 2018**

In light of the legislative changes, the County of Vermilion River and the Villages of Marwayne, Kitscoty, Dewberry and Paradise Valley began planning for the development of their respective ICF's and IDP's to meet the statutory requirements. The commitment to further ongoing collaboration between the municipalities was ratified by the adoption of the Working Together Agreement which serves to guide the process for the development of the ICF's and IDP's in order to allow for their completion and ultimately, formalized adoption.

**Terms of Reference for the Intermunicipal Liaison Committee – September 2018**

The terms of reference outline the structure, functions, and operations of the Intermunicipal Liaison Committee (herein referred to as the "ILC") in accordance with the provisions and procedures under the Working Together Agreement.

**Public Open Houses – January 2019 and November 2019**

In response to the provincial requirements, the County of Vermilion River and the Villages of Marwayne, Kitscoty, Dewberry and Paradise Valley launched the Beyond Boundaries Project. The Beyond Boundaries Project consisted of two (2) rounds of open houses – two (2) in the winter and two (2) in the fall. The first series of open houses were held in Marwayne on January 21, 2019 and in Kitscoty on January 28, 2019. The purpose of these open houses was to provide an opportunity for interested residents and stakeholders to learn more about the provincial collaboration requirements, the work that the municipalities were undertaking to meet those requirements, and to express any questions, concerns and/or considerations about the requirements of the work being done.

The second series of open houses were held in Marwayne on October 28, 2019 and in Kitscoty on November 12, 2019 after the draft ICF and IDP documents had been prepared. The purpose of these subsequent open houses was to provide residents with the opportunity to review the draft documents and provide their feedback.

**1.4 Framework Interpretation and Organization**

The structure of this ICF is intended to allow for easy interpretation of its provisions. This structure works best when the document is interpreted in a holistic manner where each of the policies are viewed in the context of one another rather than separately. Generally, the objectives, and ultimately the goals and vision of the ICF are more likely to be achieved by addressing the complete set of provisions.

The ICF contains the operative terms 'shall', 'should', and 'may'. The interpretation of these shall be as follows:

**Shall**

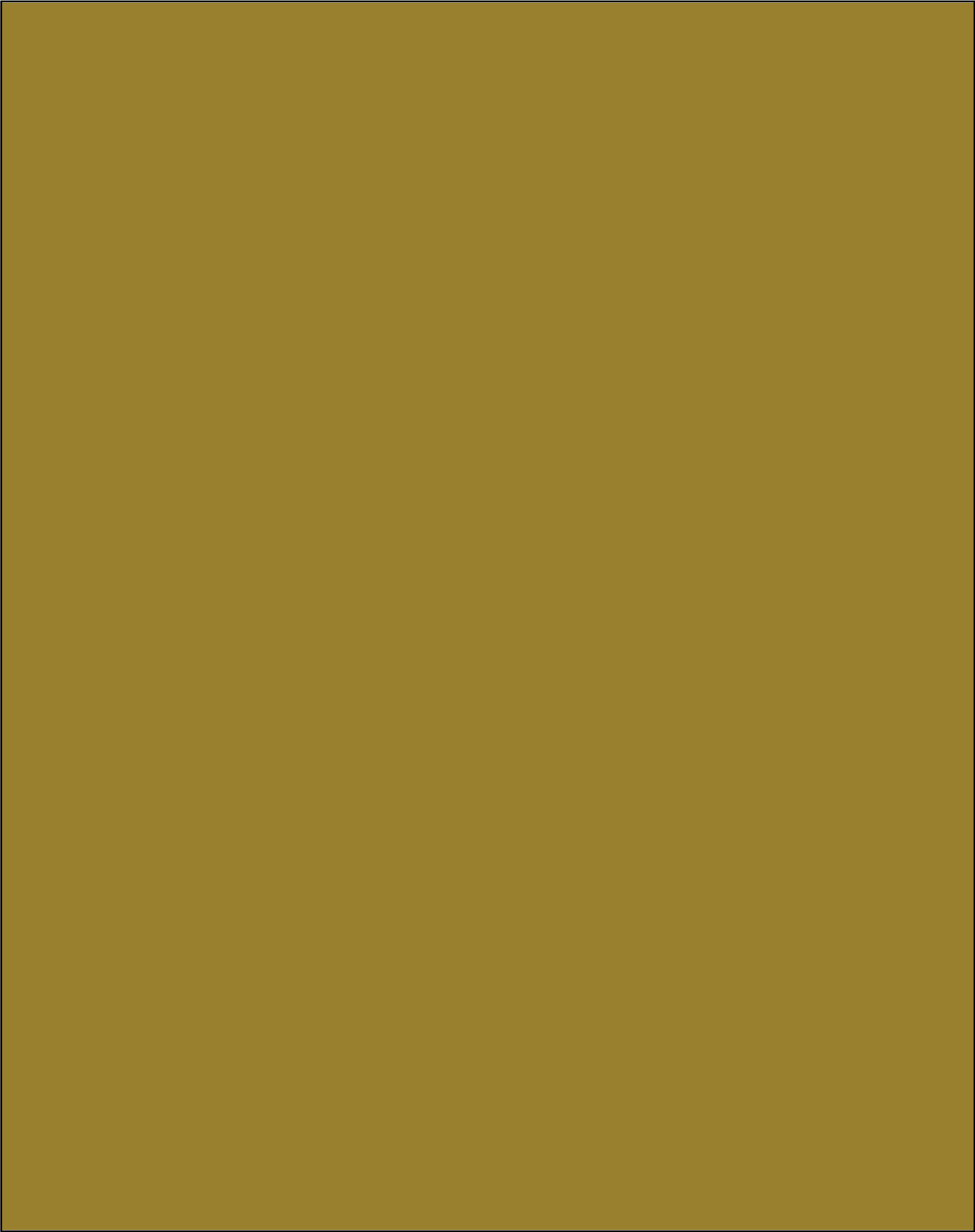
indicates that actions are mandatory.

**Should**

indicates direction to strive to achieve the outlined action but is not mandatory.

**May**

is discretionary, meaning the policy in question can be implemented if the municipalities choose to do so. This is typically dependent on context and individual circumstances.



**2 INTERMUNICIPAL SERVICES**

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**2.1 Transportation**

The County of Vermilion River shall provide operational assistance in the maintenance of local Village streets, including the portion of Range Road 32 and Township Road 524 adjacent to the Village boundary, upon request through the Urban Road Maintenance Agreement. Under the Urban Road Maintenance Agreement, the services to be provided include, but are not limited to:

- Snow removal;
- Road and street maintenance;
- Groundskeeping;
- Application of dust abatement;
- Grader maintenance; and
- Maintenance for Bridge File 74613.

The Urban Road Maintenance Agreement outlines the terms and costs of these service provisions while other transportation services are provided independently by each municipality.

---

**2.2 Water**

Water services for both the Village and the County are provided by the Alberta Central East Water Corporation (herein referred to as “ACE”) under separate third-party agreements. Services are provided via the ACE regional waterline which was originally constructed as part of the 2016 provincial and federal government program – Water for Life. Ninety (90) percent of the costs were funded by the provincial and federal governments while the remaining ten (10) percent of the costs were prorated and shared between the thirteen (13) member municipalities based on population for each phase of construction. Municipalities who have connected to the ACE regional waterline are responsible for contributing to the annual operation and maintenance costs based on their actual/individual water consumption.

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**2.3 Wastewater**

Wastewater services are provided independently by each municipality.

---

**2.4 Solid Waste**

The Village and the County’s solid waste services (capital and operational) are provided for under a third-party agreement with the Vermilion River Regional Waste Management Services Commission and as established under the Vermilion River Regional Waste Management Services Commission Regulation. An annual flat rate is paid by each member municipality as outlined in the individual yearly agreements.

The Waste Management Authority Lease Agreement allows for the lease of lands for the construction, management, and operation of waste transfer stations for the purpose of recovering, handling, and disposing of waste. Both the Village and the County, amongst other municipalities, have consented to the granting of the leasehold interest to the Vermilion River Regional Solid Waste Management Authority. The current lease term is for twenty (20) years and was entered into on January 1, 2005.

---

**2.5 Emergency Services**

Emergency services are provided for under the Disaster Services Mutual Aid Agreement and the Fire Services Agreement. These agreements have been established as a means for the Village and County to provide mutual aid services in the event of a disaster, emergency, or fire in specified/designated areas. Cost recovery for services and equipment are as outlined in the individual agreements with each municipality being responsible for the maintenance, operation and upkeep of their respective fire halls.

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**2.6 East Central 9-1-1 Call Answer Society**

Services are provided pursuant to the individual agreements executed between the East Central 9-1-1 Call Answer Society and the respective municipality.

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**2.7 Enforcement and Policing**

Bylaw Enforcement and Policing services are provided by the Royal Canadian Mounted Police (herein referred to as the "RCMP"), pursuant to the Police Act. RCMP officers responsible for patrolling and responding to County emergency situations shall also patrol and respond to those emergency situations which occur within the municipal boundary of the Village.

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**2.8 Recreation**

Recreational facility funding is provided for under the County's Community Enhancement and Recreation Grant Program. The program was established as a means of funding community organizations, agricultural societies, recreational societies/associations and hall boards that operate community facilities and programs within the municipal boundary of the County.

The goal of recreation funding is to build experiences that:

- Bring enjoyment;
- Encourage active participation;
- Create and enhance community spirit;
- Support recreation, arts, and culture;
- Are educational; and
- Are open for use by all residents.

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**2.9 Cemeteries**

Through their Cemetery Improvement Fund Program, the County reviews applications on an annual basis for requests related to operational assistance and/or upgrades, improvements, and major equipment purchases. Capital improvement funding is allocated based on the amount of funding the County has budgeted while operational assistance funding is limited to \$250.00 per applicant, annually.

Although the Village is presently responsible for both summer and winter maintenance of the grounds, in conjunction with the local cemetery volunteer organization, the Village may require the County's assistance from time to time. Requests for assistance shall be honoured provided that they have been made in writing and shall be funded on a cost share basis.

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**2.10 Libraries**

Public library services are provided through the Northern Lights Library System (herein referred to as the "NLLS") Board through a third-party agreement with each municipality. The NLLS issues annual requisition contracts on a per capita basis to maintain their operations.

The County provides additional funding for public libraries utilizing their Municipal Sustainability Initiative (herein referred to as "MSI") grant monies in the amount of \$1500.00 annually. The allocation of these funds is based on the service levels provided by each public library and may be adjusted annually depending on the amount of MSI funding the County receives.

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**2.11 Vermilion River Regional Alliance**

The Village and the County, amongst other municipalities, participate in this regional information gathering and idea-sharing initiative. Annual fees shall be remitted, as per the terms of reference, in order for each respective municipality to have voting privileges.

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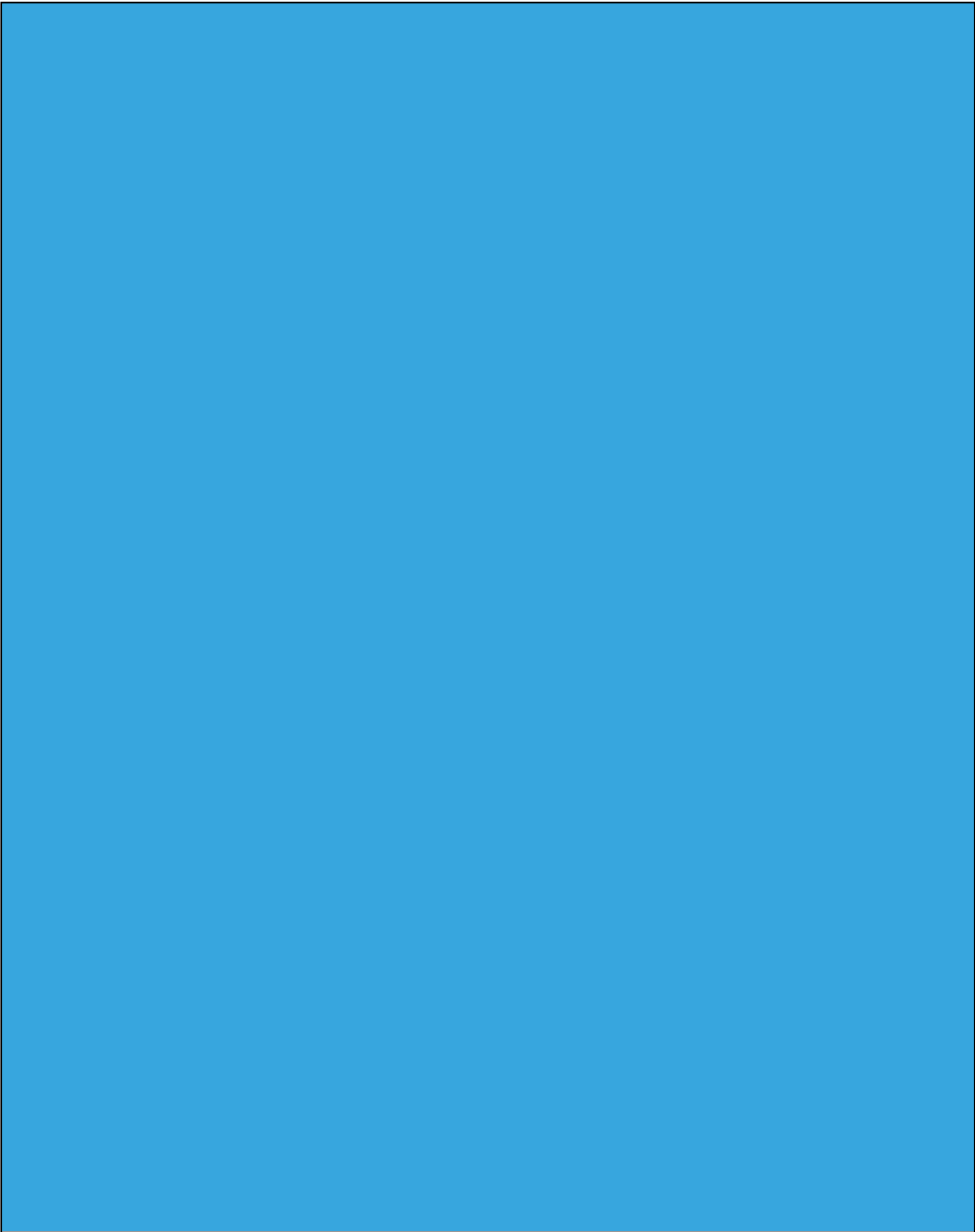
**2.12 Natural Gas**

The County provides natural gas services within the intermunicipal boundary area as well as within the Village pursuant to the Natural Gas Agreement.

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**2.13 Planning and Development**

The commitment to working together for the purpose of this ICF was ratified by the execution of the Planning and Development Services Sharing Agreement.





3 IMPLEMENTATION

3.1 Adoption

As per the legislative requirements, municipalities must adopt their respective ICF by April 1, 2020. In doing so, the Village and County agree to continue to cooperate in pursuing mutually beneficial economic development initiatives that aim to attract investment and create employment opportunities within the region. If or when infrastructure costs and/or tax revenue sharing agreements are established, the Village and County agree that there will be a fair and equitable recognition of existing investment in roads and water and sewer infrastructure. Any agreements for cost and revenue sharing shall be to benefit future development of the lands located in the Intermunicipal Boundary.

3.2 Repeal, Review and Amendment Procedures

When it is in the mutual interests of the Village and County to do so, this section sets forth the process by which the ICF may be repealed, reviewed and/or amended. Pursuant to the regulations set forth in the MGA, the ICF shall be reviewed by resolution of each municipality's Councils at intervals not to exceed a five (5) year period. However, a shorter review period may be agreed to by Council resolution of each municipality provided that the review is conducted no less than one (1) year following a municipal election.

The ICF may be amended from time to time subject to an agreement in writing by each municipal Council. Amendments may include but are not restricted to:

- Policy changes;
- Text and/or language changes;
- Order/formatting changes; and
- Boundary adjustments.

Other changes, not listed above, may be made provided that an agreement has been executed in writing by each municipality. This ICF shall remain in effect until each municipality agrees in writing to repeal the bylaw or rescind the Council resolution under the provisions of the provincial legislation.

If there is a conflict and/or inconsistency between the ICF and an existing agreement between the Village and the County, the ICF must address the conflict and/or inconsistency and, if necessary, alter or rescind the agreement.

3.3 Dispute Resolution

Pursuant to the MGA, a municipality that is party to an ICF that fails to participate in the dispute resolution process set out in the framework or fails to comply with an agreement reached by the parties as a result of that process, understands and acknowledges that the other party to the framework, may s Bench for an order directing the non-adherent municipality to comply with the process and/or agreement.

The dispute resolution process, as outlined below, is consistent with the ICF regulation. The purpose of the dispute resolution process at the municipal level is to provide the option of mediation between the municipalities prior to any appeal being filed with the Municipal Government Board (herein referred to as the “MGB”). As such, disputes shall only be initiated by the Councils of either the Village or the County.

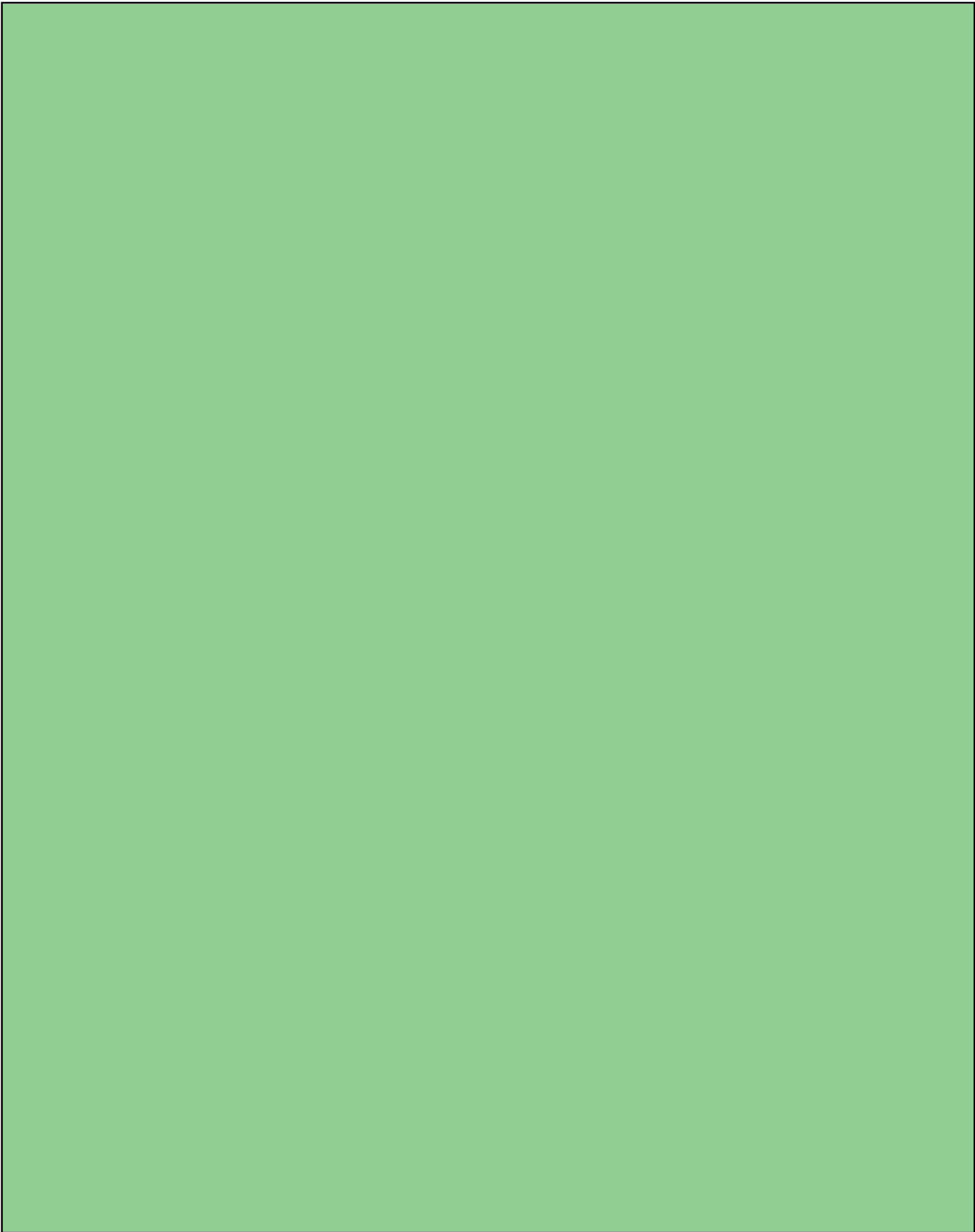
A dispute, for the purposes of this ICF, is defined as any statutory plan, or amendment thereto, that is given first reading by the Village’s or the County’s Council, which the other Council deems to be inconsistent with the provisions of an agreement under the ICF.

Disputes, as defined above, shall be addressed and shall be resolved through any of the following mechanisms, either singularly or in combination with each other:

- Administrative review;
  - Either municipality is within their purview to dispute any item, or agreement, within the context of this ICF. The municipality disputing the matter shall provide details of their concerns in writing to the other municipality who shall undertake an evaluation and provide a response in writing to the disputed items and/or agreements within twenty (20) days.
  - Following receipt of a response, the municipalities shall arrange a meeting within twenty (20) days to discuss the issue and attempt to resolve the matter.
  - Should the dispute be resolved at the administrative level, the municipality who originated the dispute shall provide notice to the other municipality that their dispute has been resolved following notification in writing that the appropriate actions to address the disputed matter have been undertaken.
  
- ILC meeting;
  - For disputes that cannot be solved at the administrative level, either municipality is within their purview to refer the matter to the ILC.
  - Upon referral of a dispute, the ILC shall schedule a meeting within twenty (20) days to allow for the administrative bodies of each municipality to present their positions on the matter.
  - After consideration of the matter by the ILC, the ILC may:
    - Provide suggestions and/or revisions to the administrative bodies to make the proposal acceptable;
    - Come to a consensus in support of, or in opposition of, the proposal which shall then be presented to each municipality’s Council; and/or
    - Conclude that no agreement can be reached.
  - If agreed to by the ILC, a facilitator may be employed to assist the committee toward a consensual resolution at an equal cost to each municipality.
  
- Municipal Council Review;
  - If a proposal cannot be satisfied at the ILC level, the matter is then referred to the municipal Councils of each municipality.
  - Upon receipt of the position of the ILC with respect to the disputed matter, each municipality’s Council shall establish their position on the proposal.
  - If both Councils are in agreement with the ILC proposal, the amendment process shall be carried out as per the terms of this ICF. However, if one, or neither Council supports the proposal, the matter shall be referred to the mediation process.

- Mediation;
  - For the mediation process to begin, each municipal Council shall agree that it is necessary.
  - Each municipal Council shall appoint an equal number of elected officials to take part in the mediation process.
  - Together, the municipalities shall engage and equally share the costs of an impartial and independent mediator. At such time that a mediator has been engaged, the municipalities shall establish and approve a mediation schedule inclusive of the date, time and location of the mediation meetings as well as a deadline for the completion of the mediation process.
  - If agreed to by both municipalities, any members of the ILC or administrative bodies from either municipality may act as information resources either in or out of the mediation room, as determined by the mediator.
  - All participants of the mediation process shall keep the details of the mediation proceedings confidential.
  - Upon conclusion of the mediation, the mediator shall submit a report to each municipal Council.
  - Should an agreement be reached through mediation, the agreement shall be referred to each municipality’s Council for review and consideration. Should the municipal Councils be in favor of the mediated agreement, the agreement may be approved by resolution of Council. The mediated agreement is binding only at such time when each municipality has formally passed a resolution of Council to adopt the agreement.
  
- MGB Appeal Process;
  - If an agreement cannot be reached through mediation, the matter shall then be referred to the MGB.
  - Each of the municipality’s are within their purview to file an appeal with the MGB.
  - Notice of an appeal with the MGB shall be given pursuant to the legislation.
  
- Arbitration; and
  - The Arbitration Act of Alberta shall be adhered to for any arbitration proceedings commenced in relation to this ICF.
  
- Court of Queen’s Bench.
  - Each of the municipality’s are within their purview to file an appeal with the Court of Queen’s Bench.
  - Notice of an appeal with the Court of Queen’s Bench shall be given pursuant to the legislation.

In the event of a dispute, the regulations set forth under the MGA shall prevail.



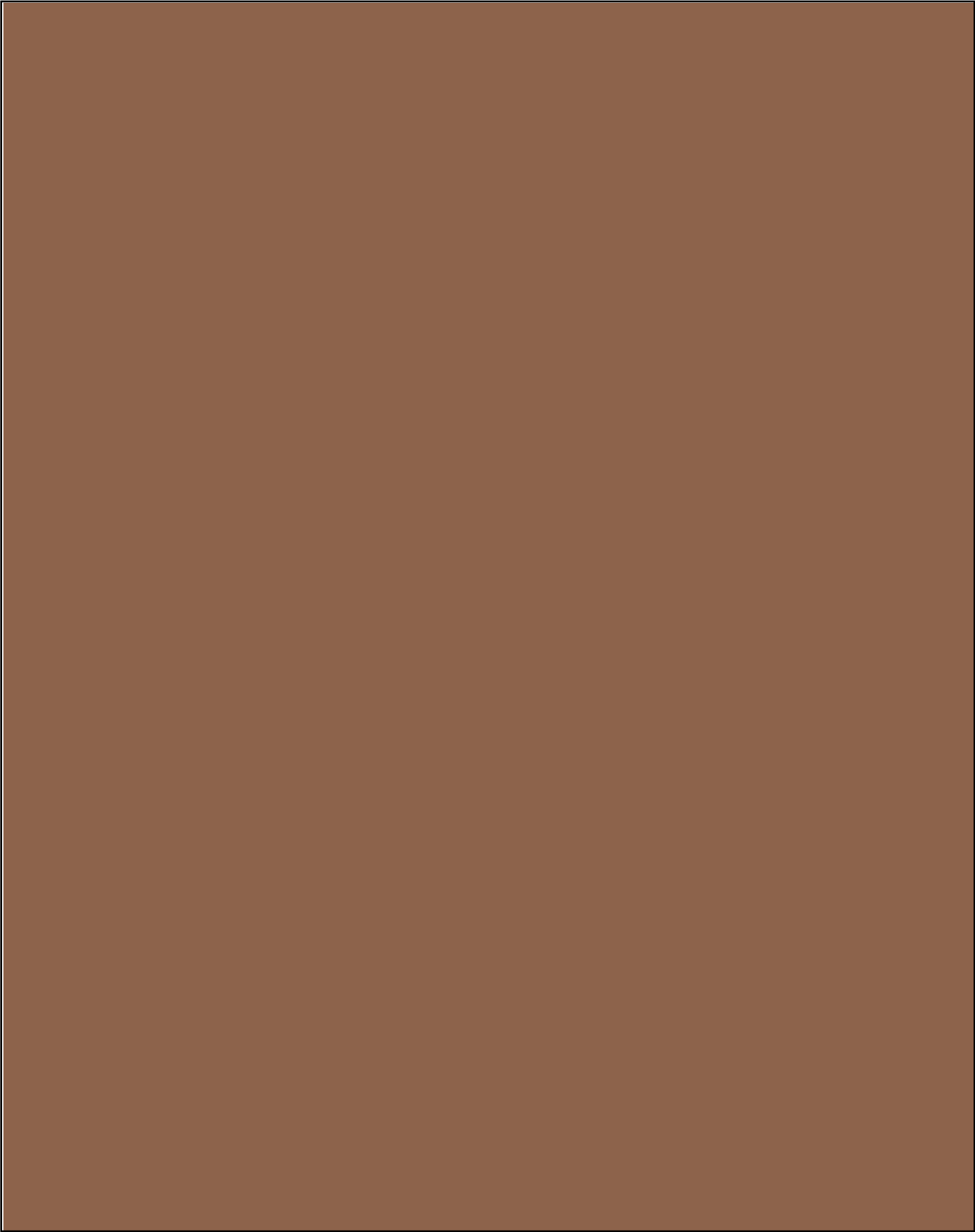
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**4 COST SHARING**

In the event that either municipality initiates the commencement of a new project and/or service that may require a cost and/or revenue sharing agreement, the initiating municipality’s Chief Administrative Officer (herein referred to as the “CAO”) shall notify the other municipality’s CAO. Once either municipality has received written notification of a new project, an ILC meeting must be scheduled and held within thirty (30) days of the date the notice was received unless both municipalities’ CAO’s agree in writing otherwise.

For the purpose of this ICF, the ILC shall be utilized to address and develop future shared service, cost sharing, and/or revenue sharing agreements. In the event the ILC is unable to reach an agreement, the dispute resolution process, as outlined in this ICF, shall be followed.

COST SHARING



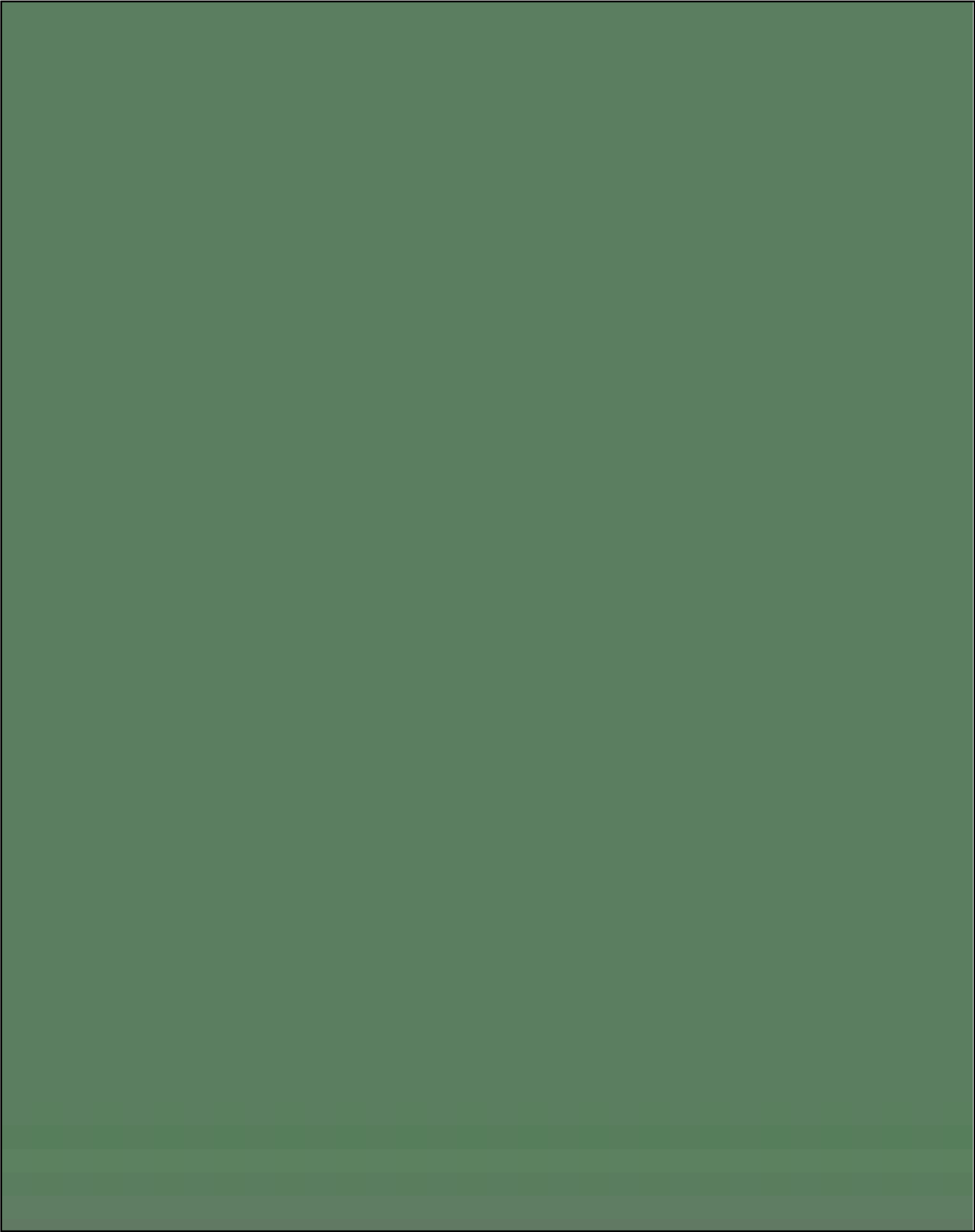
**5 TERM AND INDEMNITY**

In accordance with the MGA, this ICF constitutes a permanent agreement between the Village and the County and shall come into force upon adoption of the ICF bylaw or by resolution of Council.

It is understood and agreed to that the County shall indemnify and hold harmless the Village, its employees, and/or agents from any and all claims, actions, and costs whatsoever that may arise directly or indirectly out of any act of omission of the County, its employees and/or agents in the performance of the duties as outlined in this ICF.

It is understood and agreed to that the Village shall indemnify and hold harmless the County, its employees, and/or agents from any and all claims, actions, and costs whatsoever that may arise directly or indirectly out of any act of omission of the Village, its employees and/or agents in the performance of the duties as outlined in this ICF.

**5  
TERM AND INDEMNITY**





**6 SCHEDULE A**

**6.1 Agreements**

Included below is a list of the mutually beneficial agreements referenced throughout this ICF, as amended by the Village and the County, from time to time.

- Urban Road Maintenance Agreement (November 6, 2019);
- Planning and Development Services Sharing Agreement (April 9, 2019);
- Disaster Services Mutual Aid Agreement (January 22, 1997);
- Fire Services Agreement (December 17, 2019);
- Enhanced Officer Royal Canadian Mounted Police Agreement (XXXXX);
- Natural Gas Agreement (July 13, 1994);
- Terms of Reference (September 20, 2018);
- Work Together Agreement (September 20, 2018);
- Alberta Central East Water Corporation Agreements;
- Vermilion River Regional Waste Management Services Commission Agreements;
- East Central 9-1-1 Call Answer Society Agreements; and
- Northern Lights Library System Agreements.



Business No.: 859162505

Russell Leer (780)205-1369  
 Krystal Monteith (780)870-4454  
 Fax (780)875-2063

7187-56 Street  
 Lloydminster, AB  
 T9V 3N6

January 3, 2020

**Project:** Proposed Walking Trail Development  
**Owner:** Village of Marwayne  
**Contact:** Shannon Harrower, CAO **Email:** [cao.marwayne@hmsinet.ca](mailto:cao.marwayne@hmsinet.ca)

Thank you for the opportunity to provide pricing for the proposed walking trails in the community of Marwayne, AB.

**Walking Trail price to include:**

- Strip topsoil, haul off excess topsoil, stockpile
    - Estimated topsoil/grass disposal depth of 100mm – additional topsoil removed to be utilised on site
    - Disposal site at Marwayne, AB landfill (approximately 0.5 miles from project site)
  - Common excavation, dispose – Maximum excavation depth of 225mm from existing surface
  - Subgrade Preparation – 150mm depth at 98% SPD
  - Granular Base Preparation (20mm GBC) – 150mm depth at 98% SPD
  - SS-1 emulsified asphalt prime coat
  - Asphalt Pavement (Type S1) – 75mm depth at 96% by Marshall Method
  - North trail between existing fences to be concrete sidewalk – 1.5 meter width over 39 linear meters
1. Price provided is for budget purposes
    - a. Location of property lines and exact location of trail to be determined
    - b. If major changes to scope, price may have to be adjusted
  2. Estimated quantities provided are approximate
  3. Payment for work carried out on a by unit prices shall be made on the basis of actual quantities, as measured at completion of the work item
  4. Trails to be built to match existing landscape contours
  5. The owner shall provide any required clay fill, at no charge to the contractor
    - a. Price does not include cost of over-excavation or placement of imported clay fill or granular fill in over excavation areas
  6. Materials sampling and density testing to be completed by and at the cost of Other, if required
    - a. Contractor will provide sieves and mix designs for approval
  7. Topsoil to be replaced adjacent to trails upon completion of paving
    - a. Seeding is the responsibility of Other
  8. All locations shall be cleared of all excess material resulting from construction activities and swept clean
  9. Price does not include replacing fence posts between west lots and field – only to be performed if required
  10. Price includes cost to locate and expose underground lines, as required

**PRICING BREAKDOWN**

2.5 meter Asphalt Trail	1,361 lin.m	\$196.00/lin.m	\$266,756.00
1.5 meter Concrete Walk	39 lin.m	\$330.00/lin.m	\$12,870.00
<b>PROJECT SUB-TOTAL</b>			<b>\$279,626.00</b>



Business No.: 859162505


Russell Leer (780)205-1369 7187-56 Street  
Krystal Monteith (780)870-4454 Lloydminster, AB  
Fax (780)875-2063 T9V 3N6

January 3, 2020

**CONTRACT CONDITIONS**

1. This proposal is made on the basis of current materials and costs. A delay in acceptance of more than 30 days will require a review of the proposal and re-dating before the agreement becomes binding.
2. **Prices listed within this quotation are in effect for the 2020 season only**; for 2021, a likely increase to the given rates of 5% should be considered.
3. Acceptance shall constitute an agreement between the two parties.
4. Rights under the Builder's Lien Act may be exercised.
5. Payment shall be made no later than 30 days from the date of invoice unless otherwise noted.
6. Unspecified licenses, bonds or taxes, if applicable shall be additional to price quoted.
7. These prices do not include surveying costs for the site. It is the responsibility of Other to establish boundary markings, lines, levels and underground connections to insure proper location, drainage and safeguard against damage from the work or action of any other party.
8. No work will be commenced prior to receipt of signed acceptance of offer and there is no obligation to commence work within fifteen days of such receipt.
9. Prices do not include work outside the property line.
10. Not responsible for damage due to trench settlement due to actions of any other party.
11. Not responsible for drainage if grades less than 1.0%.
12. Not responsible for failures resulting from overloading or use for which product was not intended.
13. Not responsible for work outside that listed in the scope of each unit price.
14. Asphalt prices based on one mobilization to jobsite.
15. The Owner shall indemnify, fully protect, and save harmless Sveer Maintenance and its affiliated and associated companies and, their respective directors, officers, servants, agents, contractors, subcontractors and employees against and from any and all direct, indirect, and consequential losses, costs, liabilities, deficiencies, damages, interest, penalties, professional fees, and expenses, including legal fees and disbursements on a solicitor and his own client full indemnity basis, suffered by any of them as a result of the Owner not complying with any of its obligations in this contract and any proceedings, actions, claims, suits, liens or demands in relation thereto.

Sveer Maintenance Ltd.

Per:  \_\_\_\_\_

If the foregoing meets with your acceptance, please sign and return a copy, which upon receipt by us, becomes a contract subject to the terms and conditions contained within.

Date: \_\_\_\_\_

Name: \_\_\_\_\_  
Print Clearly

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

Contact Number: \_\_\_\_\_



Business No.: 859162505

Russell Leer (780)205-1369  
Krystal Monteith (780)870-4454  
Fax (780)875-2063

7187-56 Street  
Lloydminster, AB  
T9V 3N6

February 13, 2020

---

**Project:** Proposed Walking Trail Development – *Optional Revision #1*  
**Owner:** Village of Marwayne  
**Contact:** Shannon Harrower, CAO **Email:** [cao.marwayne@hmsinet.ca](mailto:cao.marwayne@hmsinet.ca)

---

Thank you for the opportunity to provide pricing for the proposed walking trails in the community of Marwayne, AB.

**Walking Trail price to include:**

- Strip topsoil, haul off excess topsoil, stockpile
    - Estimated topsoil/grass disposal depth of 100mm – additional topsoil removed to be utilised on site
    - Disposal site at Marwayne, AB landfill (approximately 0.5 miles from project site)
  - Common excavation, dispose – Maximum excavation depth of 225mm from existing surface
  - Subgrade Preparation – 150mm depth at 98% SPD – 2.5 meter subgrade width
  - Granular Base Preparation (20mm GBC) – 150mm depth at 98% SPD – 2.5 meter granular base width
  - SS-1 emulsified asphalt prime coat
  - Asphalt Pavement (Type S1) – 75mm depth at 96% by Marshall Method – 1.5 meter asphalt surface width
  - North trail between existing fences to be concrete sidewalk – 1.5 meter width over 39 linear meters
1. Price provided is for budget purposes
    - a. Location of property lines and exact location of trail to be determined
    - b. If major changes to scope, price may have to be adjusted
  2. Estimated quantities provided are approximate
  3. Payment for work carried out on a by unit prices shall be made on the basis of actual quantities, as measured at completion of the work item
  4. Trails to be built to match existing landscape contours
  5. The owner shall provide any required clay fill, at no charge to the contractor
    - a. Price does not include cost of over-excavation or placement of imported clay fill or granular fill in over excavation areas – *location of trail may affect requirement of over-excavation and imported fill*
  6. Materials sampling and density testing to be completed by and at the cost of Other, if required
    - a. Contractor will provide sieves and mix designs for approval
  7. Topsoil to be replaced adjacent to trails upon completion of paving
    - a. Seeding is the responsibility of Other
  8. All locations shall be cleared of all excess material resulting from construction activities and swept clean
  9. Price does not include replacing fence posts between west lots and field – only to be performed if required
  10. Price includes cost to locate and expose underground lines, as required
  11. Price is provided based on completion of the trail project in three stages, with rates representative of completing one-third of the total project in each stage



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February 13, 2020

Business No.: 859162505

**PRICING BREAKDOWN**

**2020**

1.5 meter Asphalt Trail	428 lin.m	\$173.75/lin.m	\$74,365.00
1.5 meter Concrete Walk	39 lin.m	\$330.00/lin.m	\$12,870.00
<b>2020 SUB-TOTAL</b>			<b>\$87,235.00</b>

**2021**

1.5 meter Asphalt Trail	467 lin.m	\$182.40/lin.m	\$85,180.80
<b>2021 SUB-TOTAL</b>			<b>\$85,180.80</b>

**2022**

1.5 meter Asphalt Trail	467 lin.m	\$191.50/lin.m	\$89,430.50
<b>2022 SUB-TOTAL</b>			<b>\$89,430.50</b>

**PROJECT SUB-TOTAL \$261,846.30**



Business No.: 859162505

Russell Leer (780)205-1369  
Krystal Monteith (780)870-4454  
Fax (780)875-2063


7187-56 Street  
Lloydminster, AB  
T9V 3N6

February 13, 2020

**CONTRACT CONDITIONS**

1. This proposal is made on the basis of current materials and costs. A delay in acceptance of more than 30 days will require a review of the proposal and re-dating before the agreement becomes binding.
2. **Prices listed within this quotation are in effect for the years indicated only, and postponing the project beyond the timeframe provided would be subject to re-pricing.**
3. Acceptance shall constitute an agreement between the two parties.
4. Rights under the Builder's Lien Act may be exercised.
5. Payment shall be made no later than 30 days from the date of invoice unless otherwise noted.
6. Unspecified licenses, bonds or taxes, if applicable shall be additional to price quoted.
7. These prices do not include surveying costs for the site. It is the responsibility of Other to establish boundary markings, lines, levels and underground connections to insure proper location, drainage and safeguard against damage from the work or action of any other party.
8. No work will be commenced prior to receipt of signed acceptance of offer and there is no obligation to commence work within fifteen days of such receipt.
9. Prices do not include work outside the property line.
10. Not responsible for damage due to trench settlement due to actions of any other party.
11. Not responsible for drainage if grades less than 1.0%.
12. Not responsible for failures resulting from overloading or use for which product was not intended.
13. Not responsible for work outside that listed in the scope of each unit price.
14. Asphalt prices based on one mobilization to jobsite.
15. The Owner shall indemnify, fully protect, and save harmless Sveer Maintenance and its affiliated and associated companies and, their respective directors, officers, servants, agents, contractors, subcontractors and employees against and from any and all direct, indirect, and consequential losses, costs, liabilities, deficiencies, damages, interest, penalties, professional fees, and expenses, including legal fees and disbursements on a solicitor and his own client full indemnity basis, suffered by any of them as a result of the Owner not complying with any of its obligations in this contract and any proceedings, actions, claims, suits, liens or demands in relation thereto.

Sveer Maintenance Ltd.

Per:  \_\_\_\_\_

If the foregoing meets with your acceptance, please sign and return a copy, which upon receipt by us, becomes a contract subject to the terms and conditions contained within.

Date: \_\_\_\_\_

Name: \_\_\_\_\_  
Print Clearly

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

Contact Number: \_\_\_\_\_



Toll Free: 1 877 362 3133 | Email: sales@softlinesolutions.net | Website: www.softlinesolutions.net  
 Serving Canada and the United States. Head Office: 4611 Morris Road, Edmonton, Alberta T6B 2V9  
 Thank you for the opportunity to provide this quotation to you. If you have any questions or require any further information, please contact us.

Created Date	21/03/2019	Quote Number	19-4221
Expiration Date	18/04/2019		
Sales Rep	Joshua Skinner	Contact Name	Jordan Willner
		Phone	(780) 847-3962
		Email	cao.marwayne@mcsnet.ca
Bill To Name	Village of Marwayne	Ship To Name	Marwayne Rubber Pathways
Bill To	Box 113 Marwayne AB T0B 2X0		

Product Code	Product Description	Quantity	Unit	Sales Price	Total Price
SL_exc8"	Excavate area to a 7-8" depth. Supply and install 6" depth road crush base compacted to 98%.	2,100.00	Sq M	\$26.91	\$56,511.00
SL_FS	Budgetary Estimate. To supply and install Softline FlexiStep pour in place rubber pathway system finished in fine grade black SBR. (2" depth)	2,100.00	Sq M	\$125.00	\$262,500.00

Subtotal	\$319,011.00
Grand Total	\$319,011.00

**Softline FirstBase Play Surfaces are certified by IPEMA (ASTM F1292) to meet safety and quality standards for 6ft and 10ft fall heights.**

Required compaction standard for 20mm Road Crush/Granular A base layers is 98% S.P.D. If base is installed by others and third-party compaction testing services are not utilized to confirm the compaction standard, Softline Solutions cannot be held liable for complications due to compaction and sub-soil conditions.

Applicable taxes (apart from PST in B.C) are not included in this quotation and are in addition to the value above, unless otherwise noted. Quotation valid 30 days unless otherwise noted. To proceed with this project, please read the Contract Terms & Conditions and sign and return this document to Softline Solutions AB. Inc. GST/HST: 830807368. Full colour surfaces may temporarily discolour due to UV effects.

**Quotation Acceptance & Contract Engagement**

Terms & Conditions:  
 1. Measurements and pricing are subject to remeasure and are based on good site access.  
 2. Supplies will not be ordered or project scheduled until Deposit Funds have been received (if applicable) and Contract signed.  
 3. Site security is Client's responsibility, unless agreed in Contract.  
 4. Standard payment terms are 30% Deposit, balance due within 30 days of project completion unless otherwise stated. Small value or repair project payment terms are balance due on receipt. Past due amounts are subject to 24% Interest per annum, charged monthly.  
 5. If Warranty is expressly included in our quote, the Warranty period begins when install is complete. Claims will not be accepted until payment has been received in full.

I have authority to bind the Company, and understand that my signature constitutes an agreement with Softline Solutions AB. Inc. I have reviewed this Contract and confirm that all details are complete and correct. I agree to all Terms & Conditions, including Payment Terms.

_____	_____
Print Name	PO Number (If applicable)
_____	_____
Signature	DATE (mm/dd/yy)

**MINUTES OF THE MEETING OF THE VERMILION RIVER REGIONAL WASTE  
MANAGEMENT SERVICES COMMISSION HELD ON JANUARY 28, 2020, AT THE  
VERMILION TRANSFER SITE**

RECEIVED

MAR 03 2020

**PRESENT:**

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

**ABSENT:**

*Director:* D. Bergquist  
The meeting was called to order at 6:01 P.M.

**AGENDA:**

**Additions to Agenda:**

None

**MOVED** by S. Hryciuk that the agenda be adopted as presented.  
*Carried.*

**MINUTES OF THE DECEMBER 17, 2019, MEETING:**

**MOVED** by S. Hryciuk that the minutes from the December 17, 2020, meeting be adopted as presented.  
*Carried.*

**DECEMBER 2019 FINANCIAL REPORT:**

S. Schwartz presented the financial report for December 2019, and provided explanations as required. The December 2019 report showed a balance of **\$183,180.19**. 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 December 2019 financial report be accepted as presented.  
*Carried.*

**MUNICIPAL REQUISITION REPORT:**

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

**ACCOUNTS FOR APPROVAL:**

S. Schwartz presented the December 2019 cheques numbered from 5529 to 5557, and the debit memos and credit card charges, and provided explanations as required.

**MOVED** by S. Hryciuk that the cheques numbered from 5558 to 5590, 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. S. Schwartz explained that the long past-due account for Paramount Roofing has been paid, and there are no other outstanding accounts at the Vermilion transfer site.

**JANUARY 2020 CHIEF ADMINISTRATIVE OFFICER'S REPORT:**

S. Schwartz presented the January 2020 Chief Administrative Officer's report, and provided explanations as required.

**MOVED** by J. Thompson that the January 2020 Chief Administrative Officer's report be accepted as presented.  
*Carried.*

**BUSINESS ARISING FROM THE CHIEF ADMINISTRATIVE OFFICER'S REPORT:**



None.

**FOR INFORMATION:**

**a) Alberta CARE Spring Seminar:**

The 2020 Alberta CARE spring seminar is scheduled for February 25 to February 28, 2020, in Westlock Alberta. There was discussion about Board attendance at this seminar. The cost for the seminar is \$475/entry. The hotel room and mileage would be reimbursed. J. Thompson and R. McDonald volunteered to attend the seminar. There was other discussion about the Commission funding Rick Borysiuk or a designate to attend as well.

**MOVED** by K. Haney that the Commission pay the entry fee for Rick Borysiuk or his designate to attend the conference if he wants to attend.

*Carried.*

**b) Used Paint Recycling Update;**

S. Schwartz informed the Board that the used paint recycling program is adding other paint-related products to the "acceptable for recycling" list in 2020. An updated list of acceptable paint products will be sent to transfer site and contractor staff.

**NEW BUSINESS:**

**a) Vermilion Transfer Site and Satellite Transfer Site 2019 to 2018 Volume Comparison Charts:**

S. Schwartz presented charts comparing metric tonnages for 2019 and 2018 for the Vermilion transfer site for information. The metric tonnage comparisons for household waste at the Vermilion transfer site (in mT) are as follows:

	<b>2019</b>	<b>2018</b>
County	3,476	3,498
Town	2,380	2,450
Contractors	377	434

A chart outlining the total household waste bins emptied at the satellite transfer stations, as well as the total number of recycling bins emptied was also presented.

**Household Waste Bins:**

**Recycling Bins**

	<b>2019</b>	<b>2018</b>	<b>2019</b>	<b>2018</b>
PVTS	352	358	32	29
KTS	790	871	211	268
MTS	377	444	83	136
DTS	372	462	84	80
TLTS	99	97	20	16
PrTS	240	260	32	32
ECTS	30	30	N/A	N/A

**b) Transfer Site Work Alone Policy:**

S. Hryciuk informed the Board that the funding requirements for the work-alone program have changed, and is now being offered to all 911 members free of charge. It works as a simple "text-in/text-out" system. S. Schwartz is to get more information about the program and it will be discussed at the next meeting.

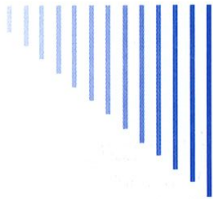
The next meeting will be held on Tuesday, February 25, 2020, at 6:00 P.M. at the Vermilion transfer site.

The meeting adjourned at 6:43 P.M.

**These minutes have been adopted in their entirety at the February 25, 2020, meeting.**

Chair 

Date Feb 25/2020



**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

February 28, 2020

Village of Marwayne  
 P.O. Box 113  
 Marwayne, AB T0B 2X0  
 Village Administrator: Shannon Harrower

Dear Shanon:

Re: 2019 Budget Reconciliation:

I have completed the Budget Reconciliation for the 2019 Budget to actual costs, as well as a requisition comparison for 2019.

	BUDGET	RECEIVED	CR/DB	ADJ TTL	ACTUALS	VARIANCE
<b>MARWAYNE</b>	\$69,366	\$57,139	\$12,227	\$69,366	\$65,156	\$4,210

I have determined that the Commission retains a credit for the Village of Marwayne of \$4,210 when balancing to the actual costs incurred in 2019. Due to our charter the Commission cannot issue a cheque for credit, so would ask that you deduct this amount from your remittance total in 2020. I have enclosed a credit note for this amount.

Following is a breakdown of the actual to budget costs for the Village of Marwayne for 2019.

<i>Village of Marwayne</i>		BUDGET	ACTUAL	DIFFERENCE
	Administration	\$7,158	\$5,680	\$1,479
	Transfer Stations	\$21,993	\$20,063	\$1,930
	Residential Waste	\$21,000	\$22,805	-\$1,805
	Recycling	\$3,500	\$978	\$2,522
	Ldfl/Trans	\$12,986	\$12,901	\$85
	Capital Reserve	\$2,730	\$2,730	\$0
<b>Total</b>		\$69,367	\$65,157	\$4,210

If you have any questions, please do not hesitate to contact me.

Yours truly,

S.A. Schwartz  
 Chief Administrative Officer

Vermilion River Regional Waste Mgt. Services Commission

P.O. Box 3125  
 Vermilion  
 Alberta  
 T9X 2B1

**Credit Memo**

Date	Credit No.
2020-02-28	2020-04

<b>Customer</b>
Village of Marwayne P.O. Box 113 Marwayne, AB T0B 2X0 Canada

P.O. No.	Project

Description	Qty	Rate	Amount
Village of Marwayne Overpayment on 2019 Budget		4,210.00	-4,210.00
		<b>Total</b>	-4,210.00
		<b>Invoices</b>	\$0.00
		<b>Balance Credit</b>	-4,210.00

GST/HST No. 899283931



## CHIEF ADMINISTRATIVE OFFICER REPORT

MEETING DATE: MARCH 9<sup>TH</sup>, 2020

### ADDRESSING SERVICE NEEDS

- **ACE Water Line Leak**
  - Temporary line has now been installed and is fully functional. The water restriction for residents has been lifted and a local notice was posted on our website, Facebook and on local advertising boards.
  - There remains a water restriction for bulk water customers (agricultural, commercial and industrial) until further notice.

### PLANNING FOR GROWTH AND CHANGE

- **Intermunicipal Collaboration Framework & Intermunicipal Development Plan**
  - ILC meeting took place on March 3<sup>rd</sup>, 2020 between the County of Vermilion River and the Village. The Village raised its concerns regarding restructuring and rewording the entirety of the document inclusive of all proposed changes.
  - The goal is to adopt the ICF by the April 1, 2020 deadline provided that CVR honors their agreement to move forward with the new format.
  - The IDP will not be adopted by the deadline due to the amount of work still required but we are hopeful that perhaps it can be adopted by the end of April 2020 provided that both parties agree on the new format once it has also been transitioned and simplified.

### SAFE, CARING & ACTIVE COMMUNITY

- **Community Welcome Garden**
  - Met with Janette from FCSS and discussed the potential for funding our yearly garden under their program. Although 2020 allocations have already been determined, administration could look at developing an initiative for 2021 so as to not utilize budgeted funds for the cost of planting our garden.
  - In my discussions with Laura from "F'Laura N' Company Greenhouse, from whom the Village purchased trees last year, to obtain a quote for flowers for this spring. Laura advised that the Village is eligible for a 20% discount should we place an order for delivery in early spring. Further to this, she also indicated that she provides planning services for community gardens in which she designs the layout, recommends flower options and provides the product for an all inclusive cost. The charge for this service is the cost of plants plus 20%.

### PURSUING OPERATION & ORGANIZATIONAL EXCELLENCE

- **2019 Audit**
  - Continuing to carry out the work and gathering reports in order to complete the Villages 2019 financial audit.

- In reviewing the administrative procedures related to finances at the Village, I have undertaken several amendments to our processes for better reporting and accountability.
- **Regional SDAB/ARB Agreement**
  - CAO met with the surrounding Villages, the Town of Vermilion, the County of Vermilion River and the City of Lloydminster on March 3<sup>rd</sup>, 2020 regarding the development of a regional SDAB/ARB pool.
  - In order to comply with the outstanding items of the Village's MAP review, we must execute these agreements by May 20<sup>th</sup>, 2020.
  - Is council agreeable to having a regional pool of resources for the SDAB/ARB in so that we do not have to train and retain local members for the position on a three year rotational basis?
  - Further, the County of Vermilion River and the City of Lloydminster would be municipalities in charge of administering the program and allocating the resources as they have the capacity and resources to do so, unlike the smaller villages. The Villages would cost share for training, and pay outright the actual costs should a hearing occur and the need for services arise.

## ATTACHMENTS

- 1) February 19<sup>th</sup> & March 4<sup>th</sup>, 2020 Staff Meeting Minutes
- 2) Chief Administrative Officer Action List



**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

**Thursday, February 20, 2019**  
**11:30 AM Staff Meeting**  
**Minutes**

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

**1) First Aid Refresher Course Offerings**

- Andrew Abbott agreed that he requires a recertification in First Aid training and was reminded that he is booked to attend the offering at Aztec Safety in Lloydminster on April 29, 2020.

**2) CAO Vacation**

- Reminded staff that CAO is away on vacation from February 21<sup>st</sup> to the 28<sup>th</sup>.
- Should anything arise while CAO away, staff have been instructed to contact the CAO by telephone/email.

**3) ACE Water Restriction**

- The water restriction is set to be lifted to residential customers next week when the temporary above ground water line has been installed.
- Brent Romanchuk from ACE has agreed to provide the CAO with updates while away on vacation in order to make the required local notices and advise the public when they can resume their normal water usage.
- Commercial, industrial and agricultural bulk water users will remain on a ban until further notice. Wilson Curtis is to continue turning off the bulk water stations at 4:30pm each night as well as on the weekend to prevent unauthorized fills.

The meeting adjourned at 12:00 PM.



**Village of Marwayne**  
Box 113, 210 2nd Ave N  
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marwayne@mcsnet.ca  
marwayne.ca

**Wednesday, March 4, 2019**  
**8:00 AM Staff Meeting**  
**Minutes**

**Present:** Carry Grant, Wilson Curtis, Shannon Kennedy, Shannon Harrower

**Absent:** Andrew Abbott

**1) Professional Development and Safety**

- CAO reviewed all staff requirements for professional development for 2020.
- In doing so, advised that Wilson Curtis and Andrew Abbott both require skid steer training, hazard identification training and WHMIS. Unfortunately, without those basic certifications, the Village is at risk of violating OH&S regulations.
- CAO booked Wilson Curtis for skid steer training on March 23<sup>rd</sup>, 2020 while the other two courses will be taken online at the administration office.
- Being that Andrew Abbott was away this week, training dates will be scheduled upon his return.

**2) CAO Vacation Update**

- Staff provided an update of the Village operations during the week the CAO was away on vacation.

**3) Council Meetings and Open Houses**

- CAO informed staff of this month's council meeting dates/agenda items as well as the upcoming MDP open house.
- CAO asked for public works staff to bring forward any budget line items they believe will be required for 2020 in so that administration can plan for them accordingly.

The meeting adjourned at 9:00 AM.



Village of Marwayne  
 Box 113, 210 2nd Ave S  
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## CHIEF ADMINISTRATIVE OFFICER ACTION LIST

Item	Description	Resolution #	Staff Responsible	Status	Notes
<b>Planning for Growth and Change</b>					
Assessment Review Board	Estimated costs for the required documents and contributions from each community will be brought back to each council for ratification before proceeding towards engagement of a Law firm.	2018-11-2V: Be it resolved the Council of the Village of Marwayne agrees in principle to participate in the establishment of a Regional Subdivision and Development Appeal Board, and a Regional Assessment Review Board for the Vermilion River Regional Alliance municipalities.	Doug Rodwell (City of Lloydminster) to hire RMRF legal. Legal – Estimates maximum \$10,000 cost shared at 50% costs x \$0.72/per capita. Sharon Williams – Kitscoty Project coordinator	In progress	Council reviewed 6/10/19, no feedback. Waiting on other municipalities now. Jordan tried pushing the project along again on July 22nd, Aug 21st, Oct 16th. Email sent on January 15, 2020 to all neighboring CAO's to get a status update on the development of the agreements. Municipal Affairs has advise we may get an extension, but that they would like copies of the agreements as soon as possible. Spoke to Sharon from Village of Kitscoty on January 15 and she has advised that draft agreements will be circulated by the end of the week. Submitted our request for an extension to Jeff Nixon on January 15, 2020. Extension has been approved to May 20, 2020 and meeting has been scheduled for February 4th, 2020 in Kitscoty with subsequent meeting to be held on March 3rd in Lloydminster. CAOs to bring to Council and reconvene on March 20th with outcomes.
Marwayne Sustainability Plan Version 3	Version 2.0 completed in July 2013 in partnership with the AG society (CDO position).		Council / CAO / V3	Deferred to 2021	Due for revision in 2019-2020. Included in CAO report for January 20, 2020 for Council direction. Defer to 2021 in order to focus on MDP, ICF and IDP.



Ratepayer Amalgamation of Properties	Jill Applegate bought the vacant lot		CAO	Complete	Jordan was working with Jill since June 2019 on acquiring property from the messy estate. Bylaw has been passed #575-19. Land titles is the next step. Paperwork created using land titles online software on January 3 <sup>rd</sup> , 2020 and mailed off for processing. Used SPIN > DRR > Create DRR. May also contact Merlynn at 780 643 1392. Received approval on February 11, 2020 - lots have been consolidated.
Municipal Development Plan	\$30,879 in ACP grants available to do a new MDP. Applied for another extension for the ACP grant with a deadline to spend the funds and receive deliverables of February 29, 2020.	2019-11-10V	CAO in conjunction with Nick from V3	In progress	Met with Council on Monday December 2, 2019. Requested questionnaires to be returned within two weeks for processing (all submitted). Draft to be finalized in January 2020. Administration has completed everything on our end with respect to advertising for the open house on March 9th. V3 is compiling the materials to move forward with adoption.
Residential Development	Some lots on Center Street are 25ft. Actively trying to sell serviced residential lots.	2017-11-24-V	Karen Lapointe Remax Agent 780-205-1800. karenlapointe@remax.net. Merlynn @ land titles 780-643-1392		In September 2019, renewed agreement with Remax for listing residential properties for development. Multiple downtown lots on one title and registered prior to 1950. Village must separate the lots. Plan cancellation bylaw must be passed for each plan and then registered at land titles.
2020 Economic Development Committee Project	October 28, 2019 was the last EDC Meeting		CAO		Need design quotes and AB transportation rules for roadside signage. Schedule meeting in early 2020 - looking at April.

Ure/Industrial Land	Purchased in 2019, need to move forward with a plan for it. Can use IDP ACP grant funds to hire CVR planning to create a multi-lot scoped ASP. Bob at AB Hub might have ideas to move forward and would attend a council meeting.		Council/CAO/Public Works for lot clean up		Need to clean up buildings and have them cleared so that the land is ready for development. Can begin to carry out in the spring when access is simpler. Look at the implications of subdividing the land for potential commercial buyers.
<i>Item</i>	<i>Description</i>	<i>Resolution #</i>	<i>Staff Responsible</i>	<i>Status</i>	<i>Notes</i>
<b>Addressing Service Needs</b>					
Westview Park	Playground inspection received 11/9/2018 with 15 non compliance issues identified.	15-Aug-16	Keri Debnam – Volunteer Keri.debnam@hotmail.com. CAO and Foreman	In progress	Completed the CVR grant claim on October 8, 2019. Jordan received report 11/14, signage and parts ordered. Last item required is more sand for the playground - CAO obtained quote from Feldspar in Lloydminster and will order the required 150 yards as soon as the weather gets nicer to ensure we meet all of the requirements identified in the report.

Raw Water Wells

Marwayne connected to ACE in February 2019. Kitscoty is taking the lead on decommissioning because they were connected 4 months before Marwayne. Regional utility operator Carry Grant uncertain of expenses, Keeping the power lines connected to the wells is at the expense of approximately \$200/month.

Discussed on January 6, 2020 with Council. Given the go ahead to proceed.

CAO/Utility Operator Carry Grant/Kathryn Stacey – AEP - Supplied forms to cancel the wells

In progress

If a farmer wants the wells, license gets cancelled and they have to submit new application. Offered to CVR in August 2019 but received response in December 2019 that they are not interested in the wells at this time. Decommissioning is the next step. CAO contacted Sharon at the Village of Kitscoty for pricing on filling in the wells - they used McAllister Drilling and their costs were approximately \$11 000. They also utilized their own staff to assist in the project to save on additional costs as much as possible. Discussed the next steps at the January 14th staff meeting - CAO to contact McAllister for a quote and proceed with decommissioning/sale of wells. Waiting on quote and on site inspection.

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. Broadband moving forward in Vermilion as per VRRRA AGM on January 23, 2020. Cheryle provided study and USB to CAO on January 24, 2020. Waiting on new quote from Vermilion as we were advised the cost would be decreasing. Check budget to see what funds we can set aside moving forward. Will incorporate upon receipt from our assessment at the end of February 2020. CVR and Lloydminster have pulled out of VRRRA.
Item	Description	Resolution #	Staff Responsible	Status	Notes
<b>Pursuing Operation &amp; Organizational Excellence</b>					
Marwayne Seniors Society	Need their 2018-2019 financials. Only have a record of content insurance for 2018.	10-06-19	CAO and treasurer for seniors - OLLIE	In progress	Requested insurance documents on 6/13. Provided new proof of insurance for 2019. Jordan wrote a letter on August 19, 2019 to arrange an annual meeting. In the MOA, the seniors are required to provide us with financials. Jordan attempted to schedule this for a November council meeting with no luck. Still awaiting financials. Spoke to Council on January 6, 2020 - Cheryle provided Vern Tupper's contact in hopes that the CAO can obtain required information from him. Spoke to Vern on February 11th and he advised that he will bring in the financials, insurance, 2020 plans - received February 28th. CAO to review in March.

Item	Description	Resolution #	Staff Responsible	Status	Notes
<b>Safe and Caring Community</b>					
Community Peace Officer	All villages came together to fund a joint CPO position. CVR reallocated funds to hire 2 enhanced police officers. 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.		CAO/Council		Should discuss next steps with other Villages or hold a regional CAO meeting to figure out our next steps in closing off this grant. Spoke to Bernice Gonzalez from CVR on January 31st who advised that the remaining grant funds were used towards the enhanced officer program which is intended to benefit all Villages - advised that this agreement needs to be included as part of our ICF agreement. No response from CVR to date. Unwilling to justify their actions, ongoing topic of discussion.
	Lots 2& 3, Block 7, Plan 3914. Two lots: Conocophillips site Lot 3: Tier 2 Guideline Adjustment and		Karen Gervais from AB Environment 403-755-2280 or		Conoco phillips tier 2 guideline adjustment and management plan. Suncore remedial action plan. CAO submitted letters to them in May 2019 as per description information. Suncore had until October

Brownfield Contaminated Lots

Management Plan sitting on Alberta Environment desk since March 2017. As of March 2018 it is in the queue and nowhere near being reviewed. Suncore Site Lot 2: Remedial Action Plan. In regards to Lots 2 & 3, Block 7, Plan 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. The Village of Marwayne withdraws offering the above lots for sale.

09-Dec-13

karen.gervais@gov.ab.ca (talked to on 2/21/18, 3/6/18, 5/14/18. Emailed for update on 12/3 - no anticipated date. Paul Gordon from Suncor 604-933-2664 or pgordon@suncore.com. Talked to on 3/23/18 and 5/10/18. Donna Szemesi from ConocoPhillips 403-260-1820 or donna.j.szemesi@cop.com. Talked to on 2/12/18. Rob Hoffman from Canadian Fuels Association 403-266-7567 or robhoffman@canadianfuels.ca. Talked to on 4/26/18

31, 2019 to respond to our demands for full remediation. No reply. Meeting scheduled for January 23rd with Conoco Phillips to review the remediation plans. Wrote and mailed letters May 30, 2019. They replied in July 2019 and have until October 2019 to reply with results. Never got anything after October 31, 2019. Cancelled their meeting with CAO for January 22, 2020 - awaiting to reschedule for a later date. The Village's approach will now be to push for full remediation of Lots 2 and 3 and its undeveloped road and back alley, so that it can offer the lands for sale knowing that it meets tier 1 guidelines for commercial lands, thereby reducing the overall risk while rendering the lands more attractive to prospective purchasers on a pure as-is, where is basis. Risk management can be an effective remediation process over a long period of time, but the Village as the affected landowner, is not agreeable to this slow process. Canadian Fuels Association – advocate for full closure of regulatory liability, support Risk Management when Tier 1 or 2 constraints. Only can work with Suncor.

**VILLAGE OF MARWAYNE**

**Monthly Council Revenue Expense Repo  
Expense Report**

For Period Ending 29-Feb-2020



GL5410

Date : Mar 06, 2020

Page : 1

Time : 2:08 pm

	BUDGET	CURRENT	YTD VARIANCE
<b>GENERAL OPERATING FUND</b>			
<b>Operating Revenue</b>			
General Government	(148,303.00)	(21,997.61)	(126,305.39)
Protective Services	(2,000.00)	(4,483.75)	2,483.75
Transportation Services	(1,500.00)	(439.67)	(1,060.33)
Utility - Water Services	(303,954.00)	(54,641.73)	(249,312.27)
Utility - Wasterwater Services	(62,500.00)	(8,207.31)	(54,292.69)
Environmental Health Services	(74,000.00)	(12,742.00)	(61,258.00)
Community Services	(107,277.00)	(10,880.65)	(96,396.35)
Recreation and Cultural Services	(12,204.00)	0.00	(12,204.00)
<b>Total Operating Revenue</b>	<b>(711,738.00)</b>	<b>(113,392.72)</b>	<b>(598,345.28)</b>
<b>Capital Revenue</b>			
Government Transfer For Capital	(458,600.00)	(13,658.73)	(444,941.27)
Reserve Capital	(31,800.00)	0.00	(31,800.00)
Deferred Revenue Capital	(259,042.00)	0.00	(259,042.00)
<b>Total Capital Revenue</b>	<b>(749,442.00)</b>	<b>(13,658.73)</b>	<b>(735,783.27)</b>
<b>Operating Expense</b>			
Legislative Services	32,250.00	1,688.67	30,561.33
Administrative Services	257,447.00	37,207.43	220,239.57
Protective Services	52,150.00	8,474.29	43,675.71
Transportation Services	193,820.00	62,492.04	131,327.96
Utility - Water Services	340,246.00	28,356.48	311,889.52
Utility - Wasterwater Services	88,444.00	3,142.29	85,301.71
Environmental Health Services	73,785.00	11,975.24	61,809.76
Community Services	108,435.00	5,335.32	103,099.68
Recreation and Cultural Services	67,188.00	4,267.38	62,920.62
<b>Total Operating Expense</b>	<b>1,213,765.00</b>	<b>162,939.14</b>	<b>1,050,825.86</b>
<b>Capital Expense</b>			
Municipal	1,000.00	0.00	1,000.00
Utility	366,515.00	94,740.23	271,774.77
Capital Purchase	27,500.00	0.00	27,500.00
Additional Cash Requirements	263,319.00	0.00	263,319.00
<b>Total Capital Expense</b>	<b>658,334.00</b>	<b>94,740.23</b>	<b>563,593.77</b>
<b>Taxation</b>			
Municipal Taxation	(410,919.00)	0.00	(410,919.00)
School Taxation In	(125,639.00)	0.00	(125,639.00)
School Taxation Out	125,639.00	0.00	125,639.00
Local Improvements In	(23,203.00)	0.00	(23,203.00)
Local Improvements Out	23,203.00	0.00	23,203.00
<b>Total Taxation</b>	<b>(410,919.00)</b>	<b>0.00</b>	<b>(410,919.00)</b>
<b>Total GENERAL OPERATING FUND</b>	<b>0.00</b>	<b>130,627.92</b>	<b>(130,627.92)</b>
<b>Total Surplus (-)/Deficit</b>	<b>0.00</b>	<b>130,627.92</b>	<b>(130,627.92)</b>

VILLAGE OF MARWAYNE

**Monthly Council Revenue Expense Repo  
Expense Report**

For Period Ending 29-Feb-2020



GL5410

Date : Mar 06, 2020

Page : 2

Time : 2:08 pm

Report Options Accounts : All

Cost Center 1 : All

Cost Center 2 : All

Cost Center 3 : All

Rollup Accounts Selected  
Summarize Cost Centers Selected

Fund Level Selected

Group Level Selected  
Sub Group Level Selected

Group Total Selected  
Sub Group Total Selected

Print Surplus(-)/Deficit Selected



**VILLAGE OF MARWAYNE**  
**Bank Reconciliation Statement**



MARWAYNE

BR5020

Date : Feb 19, 2020

Page : 1

Time : 3:45 pm

Period : 12  
 Year : 2019  
 For Bank : ATB

Statement Date : 31-Dec-2019  
 Sort By : Year and Period

Reference #	Cheque Date	Src	Period	Year	Amount	Description
3090	15-Nov-2019	AP	11	2019	-397.69	Lakeland Fire & Safety
3122	23-Dec-2019	AP	12	2019	-7682.92	Receiver General For Canada
3123	23-Dec-2019	AP	12	2019	-2487.22	AMSC Insurance Services Ltd
3124	23-Dec-2019	AP	12	2019	-798.07	Tannas Bros. Hardware Ltd
3125	23-Dec-2019	AP	12	2019	-560.46	Gas Utility CVR
3126	23-Dec-2019	AP	12	2019	-715.39	Parkland Industries- Race Trac Gas
3127	23-Dec-2019	AP	12	2019	-494.78	TELUS
3128	23-Dec-2019	AP	12	2019	-12054.84	ACE
3129	23-Dec-2019	AP	12	2019	-5309.69	AMSC Insurance Services Ltd
3130	23-Dec-2019	AP	12	2019	-5579.95	Alberta Municipal Services Corporation
3131	23-Dec-2019	AP	12	2019	-907.04	ATB Mastercard
3132	23-Dec-2019	AP	12	2019	-38.30	Element Materials Technology Canada Inc.
3133	23-Dec-2019	AP	12	2019	-50.00	Government of Alberta
3134	23-Dec-2019	AP	12	2019	-782.32	Alberta 1171363 Ltd. Hendricks Microtech
3135	23-Dec-2019	AP	12	2019	-73.40	MCSNet-Lemalu Holdings Ltd.
3136	23-Dec-2019	AP	12	2019	-9027.99	Marwayne Fire and Rescue Dept.
3137	23-Dec-2019	AP	12	2019	-1897.98	Pinnacle Computers Inc.
3138	23-Dec-2019	AP	12	2019	-275.00	Society Local Government Managers
3139	23-Dec-2019	AP	12	2019	-577.78	Saunders Repair Service Ltd.
3140	23-Dec-2019	AP	12	2019	-77.54	TELUS
3141	23-Dec-2019	AP	12	2019	-5949.22	Vadim Computer Management Group
3142	23-Dec-2019	AP	12	2019	-4053.00	V3 Companies of Canada Ltd.
3143	23-Dec-2019	AP	12	2019	-681.45	Wainwright Assessment Group Ltd
3144	23-Dec-2019	AP	12	2019	-44.80	Willner Jordan
3145	14-Jan-2020	AP	12	2019	-144.84	Receiver General For Canada
3175	20-Jan-2020	AP	12	2019	-853.07	Gas Utility CVR
3176	20-Jan-2020	AP	12	2019	-560.33	Parkland Industries- Race Trac Gas
3177	20-Jan-2020	AP	12	2019	-1096.26	County Of Vermilion River
3178	20-Jan-2020	AP	12	2019	-13428.98	ACE
3179	20-Jan-2020	AP	12	2019	-5575.70	Alberta Municipal Services Corporation
3180	20-Jan-2020	AP	12	2019	-404.78	Bi-Systems Electric & Controls Ltd.
3181	20-Jan-2020	AP	12	2019	-1236.90	Chem International
3182	20-Jan-2020	AP	12	2019	-56.44	Vadim Computer Management Group
3183	20-Jan-2020	AP	12	2019	-681.45	Wainwright Assessment Group Ltd
1901	06-Jan-2020	CR	12	2019	6148.30	CR; DEPT:[VILLAGE OFFICE] D#[19].
3118	19-Dec-2019	PA	12	2019	-1626.20	Eikeland Cheryle

**VILLAGE OF MARWAYNE**  
**Bank Reconciliation Statement**



MARWAYNE

BR5020

Date : Feb 19, 2020

Page : 2

Time : 3:45 pm

Period : 12  
 Year : 2019  
 For Bank : ATB

Statement Date : 31-Dec-2019  
 Sort By : Year and Period

Reference #	Cheque Date	Src	Period	Year	Amount	Description
						<b>Bank Balance Statement</b> 895600.16 as of 31-Dec-2019
						<b>Add outstanding deposits</b> 6148.30 (Includes all debits)
						<b>Cancelled deposits</b> 0.00
						<b>Less outstanding withdrawals/charges</b> -86181.78 (Includes all credits)
						<b>Cancelled withdrawals/charges</b> 0.00
						<b>Calculated Bank Balance</b> 815566.68
						<b>GL Bank Account Balance</b> 811990.07 as of Period : 12 Year : 2019
						<b>Difference</b> 3576.61
<b>Adjustments:</b>						
						One Off Disbursement ATB - Missed Carry Grant Pay (paid out) -3576.61
						<b>Adjusted Balance</b> 0.00



ALBERTA  
ECONOMIC DEVELOPMENT, TRADE AND TOURISM

*Office of the Minister  
MLA, Calgary-Peigan*

February 25, 2020

AR 77289

Reeve Steve Upham  
County of St. Paul  
Chair, Northeast Alberta Information HUB Ltd.  
5015 49 Avenue  
St. Paul AB T0A 3A4  
[countysp@county.stpaul.ab.ca](mailto:countysp@county.stpaul.ab.ca)

Dear Reeve Upham,

Economic Development, Trade and Tourism leads the efforts to make Alberta's economy resilient, attract investments, ensure business competitiveness, and deliver opportunities for job creation. Thank you for your letter regarding the contributions the Northeast Alberta Information HUB has made in northeast Alberta and for participating in the teleconference with the Regional Economic Development Alliance Chairs on December 17, 2020.

As you note, our government is managing Alberta through a period of fiscal restraint with the mandate to deliver a balanced budget in four years. We are presently reviewing funding requests to ensure alignment with government and ministry priorities and resources.

In the meantime, if you require additional information or assistance, I urge you to contact James Tessier, Regional Economic Development Specialist, at 780-815-4036, or via email at [james.tessier@gov.ab.ca](mailto:james.tessier@gov.ab.ca).

Sincerely,

Tanya Fir  
Minister of Economic Development, Trade and Tourism

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

425 Legislature Building, 10800 - 97 Avenue, Edmonton, Alberta T5K 2B6 Canada Telephone 780-644-8554 Fax 780-644-8572

*Printed on recycled paper*



ALBERTA  
MUNICIPAL AFFAIRS

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

February 27, 2020

Dear Chief Elected Officials and Chief Administrative Officers:

I am writing to provide more information about Budget 2020 that my colleague Minister Travis Toews has delivered in the legislature. Specifically, I would like to give some details on the key items for Municipal Affairs that impact municipalities in Budget 2020.

Overall, Budget 2020 maintains the direction set in Budget 2019, with a few minor changes.

First of all, it is important to note that there is no change to the Municipal Sustainability Initiative (MSI) funding announced in Budget 2019 for fiscal years 2020-21 and 2021-22.

The Local Government Fiscal Framework begins in 2022-23 at \$860 million, as announced in Budget 2019. We look forward to working closely with the Alberta Urban Municipalities Association and the Rural Municipalities of Alberta in determining how the Local Government Fiscal Framework funding will be allocated to individual municipalities, and in designing program criteria that provide the right balance of flexibility, autonomy, and accountability.

As announced in Budget 2019, the Grants in Place of Taxes payments are being reduced by an additional 25% in 2020-21 to 50% of requested amounts in 2018-19. Government needs to reduce operating spending while still providing municipalities a share of the cost of municipal services to Crown properties.

A new change in Budget 2020 is the elimination of the fire training grants to municipalities of \$500,000.00. This program has been eliminated to reduce operating costs and administrative burden. We will work with impacted communities to help build their own training capacity.

Budget 2020 also proposes that the Alberta Fire Responder Radio Communications System (AFRRCS) be transferred to the Alberta Emergency Management Agency from Service Alberta. This transfer will streamline emergency planning by consolidating critical emergency management infrastructure.

.../2

-2-

We have made some challenging decisions to get our fiscal house in order to ensure we have reliable funding for public services in the future. In addition to reductions to municipal grants, we have made significant department-level reductions in personnel and expenses. Through a variety of red tape reduction initiatives, we will continue to work with stakeholders to reduce the regulatory burden we impose on you, and to help you do the same for your businesses and residents.

All of us together, as leaders of this province, are committed to doing everything we can to get Alberta's economy back on track.

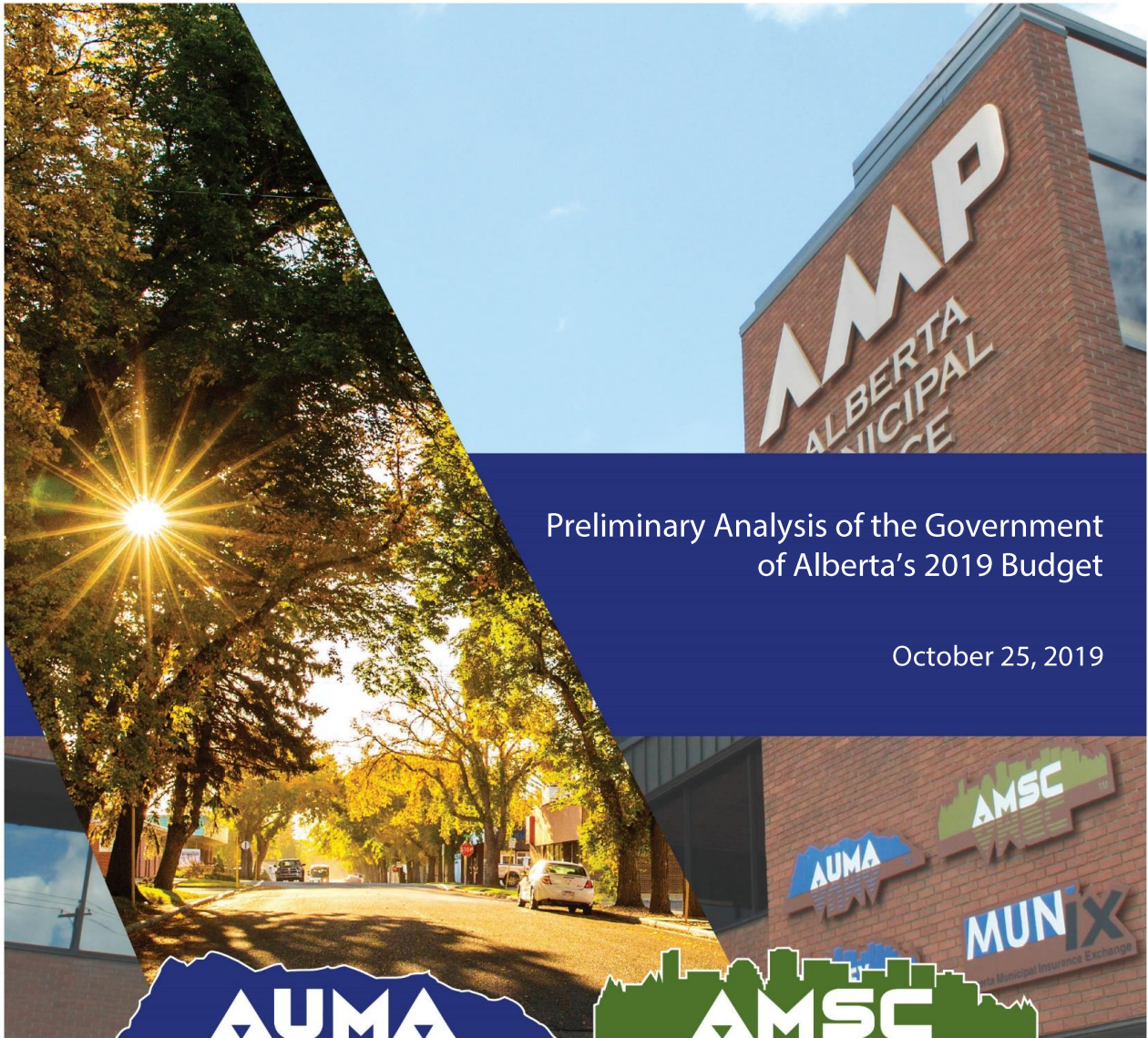
I look forward to working together with municipalities to realize a better future for all Albertans.

Yours very truly,

A handwritten signature in black ink, appearing to read 'Kaycee Madu', written in a cursive style.

**Kaycee Madu**  
Minister

cc: All Government Members



Preliminary Analysis of the Government  
of Alberta's 2019 Budget

October 25, 2019



WE ARE <b>economies</b> OF SCALE	WE ARE THE <b>support</b> YOU NEED	WE ARE THE <b>experts</b> IN MUNICIPALITIES	WE ARE YOUR <b>advocate</b>
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## Introduction

AUMA expected a budget of restraint, and that is what the province delivered.

At the same time, Minister Toews' budget speech emphasized the priorities laid out in the UCP platform:

- Getting Albertans back to work
- Making life better for Albertans
- Standing up for Alberta

While the budget advances many UCP commitments, a great deal of work remains to establish the provincial- municipal partnership required to restore the Alberta advantage.

AUMA and its members are up to the challenges presented by the current period of fiscal restraint. However, many of the cuts made in this budget compromise municipalities' ability to support and execute the goals laid out by our provincial government. Municipalities are key to achieving real change for communities where Albertans live, work, and thrive, but the funding allocated, and costs downloaded to municipalities in this budget mean that the tools, strategies and resources for success may be out of reach. (For example, while the province reduces its budget by 2.8 per cent over the next four years, it has proposed reducing our infrastructure funding by almost 10 times that amount.)

The following document includes AUMA's preliminary analysis of Budget 2019 and how it relates to municipal priorities and the financial future of Alberta communities. In addition, it summarizes the province's fiscal outlook and includes highlights of ministry business plans that most impact our communities.

## Priorities for Alberta's Municipal Governments

AUMA and our members have been calling on the province to recognize that strong communities build Alberta. We have highlighted priority items that require partnership between municipalities and the province to address. These include:

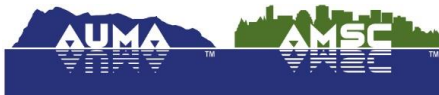
### **Adequate, predictable, and sustainable infrastructure funding**

AUMA was pleased that the UCP platform acknowledged that "municipalities need a positive partnership with the provincial government and long-range planning to meet their community planning." We also appreciate that Budget 2019 indicates the province will legislate a new Local Government Fiscal Framework (LGFF) linked to provincial revenue.

Regrettably, when it is introduced in 2022-23, the LGFF's base amount will be 30 per cent less than 2017 funding levels. In addition, this base funding will only grow at half the rate of revenue growth. In addition, the intent of establishing a positive partnership is undermined by the province tearing up the *City Charter Fiscal Framework Act*. This is a broken election platform promise.

### **Increased Resources for Policing**

AUMA has been advocating for a more equitable police funding model and broader review of the Police Act as part of a strategy to increase the police resources available on the ground to support community safety. Budget 2019 notes that the current distribution model for municipal policing grants will be maintained, and we look forward to a plan for a comprehensive review of police resourcing issues.



## **Cannabis Revenue Sharing**

Municipalities are at the front lines of providing protection services and preventative social programs in communities large and small. The province projects cannabis tax revenues of \$70 million in 2019-20, \$74 million in 2020-21, \$79 million in 2021-22, and \$84 million in 2022-23. However, the budget does not include any plans to share this revenue with municipalities, who bear the costs for providing administrative oversight for cannabis legalization, including stores, land use planning and more.

## **Access to High Speed Internet**

Improved access to highspeed internet is key to achieving the province's goals of attracting businesses, tourists and immigrants to Alberta. While Service Alberta's business plan mentions developing a strategy to high-speed broadband, it does not appear to include any funding for this initiative.

## **Modernizing Alberta's Recycling Framework**

AUMA is asking the provincial government to introduce an Extended Producer Responsibility (EPR) paper and packaging program and expand existing recycling programs. Alberta's municipalities are struggling with increased municipal recycling costs, and lack of action by the Government of Alberta is forcing municipalities to spend more to operate residential recycling programs.

While additional funding is not required to implement these programs, the Environment and Parks business plan does not currently include a strategy to implement these measures.

## **Red Tape Reduction**

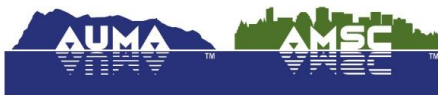
The provincial government reaffirmed its promise to reduce one-third of regulatory requirements in the Government of Alberta statutes, regulations, policies, guidelines, and forms. \$1.5 million is allocated to support removing needless red tape in Budget 2019.

With feedback from municipalities, AUMA provided the province a thorough red tape reduction analysis, which we submitted to the provincial government in August 2019. Our recommendations highlight ways that municipal and provincial governments can work together to:

- reduce the Alberta government's footprint;
- explore alternative service delivery to provide services;
- streamline the regulatory process for approvals;
- implement outcome-based regulations; and
- simplify provincial grant criteria and administration.

The red tape reduction initiative is emblematic of the opportunity for municipalities and the province to work collaboratively toward common goals, if the right resources are in place.

Municipalities are the most efficient stewards of financial resources. They are continually required to make tough economic decisions, since, unlike the other two orders of government, municipalities cannot run operating deficits. While strong communities build Alberta, municipalities will have to make tough decisions without adequate support for items that were cut in this provincial budget.



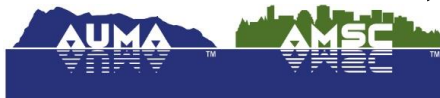


## Planning for your community's financial future

### Core Capital Funding to Municipal Governments (\$ millions)

Capital Program	2018-19 Budget	2019-20 Budget	2020-21 Forecast	2021-22 Forecast	2022-23 Forecast
Municipal Sustainability Initiative (MSI) Capital <sup>1</sup>	694	<b>694</b>	600	525	-
Basic Municipal Transportation Grant (BMTG)	344	<b>347</b>	363	372	-
Local Government Fiscal Framework (LGFF)	-	-	-	-	860
Water for Life	75	<b>40</b>	51	50	50
Municipal Water and Wastewater Partnership	45	<b>32</b>	18	27	23
Strategic Transportation Infrastructure Program (STIP)	27	<b>22</b>	15	21	25
Alberta Community Transit Fund	22	-	-	-	-
Alberta Community Resilience Program	-	<b>23</b>	20	-	-
First Nations Water Tie-In Program	24	<b>18</b>	13	12	10
Subtotal	1,231	<b>1,176</b>	1,080	1,007	968
		<b>(4.5%)</b>	(8.1%)	(6.7%)	(3.9%)
<b>Capital Funding Linked to Government of Canada Funding Programs</b>					
Gas Tax Fund (GTF)	230	<b>477</b>	244	255	255
GreenTRIP	250	<b>125</b>	60	5	-
Public Transit Infrastructure Fund (PTIF) – Phase 1	137	<b>138</b>	35	-	-
Clean Water Wastewater Fund (CWWF) – Phase 1	59	<b>77</b>	20	-	-
New Building Canada Fund – Small Communities Fund	17	<b>10</b>	-	-	-
Edmonton and Calgary LRT	-	<b>151</b>	192	485	569
Subtotal	692	<b>978</b>	551	745	824
		<b>41.4%</b>	(43.7%)	35.2%	10.6%
Total – Core Capital Funding	1,923	<b>2,154</b>	1,631	1,752	1,792
		<b>12.0%</b>	(24.3%)	7.4%	2.3%

<sup>1</sup> Each of the 2018-19 and 2019-20 figures includes 50% (\$400 million) of the March 2018 advance of \$800 million in MSI Capital. AUMA opted to present it in this format to demonstrate the year-to-year comparison of funding even though 2019-20 MSI Capital is actually \$294 million.

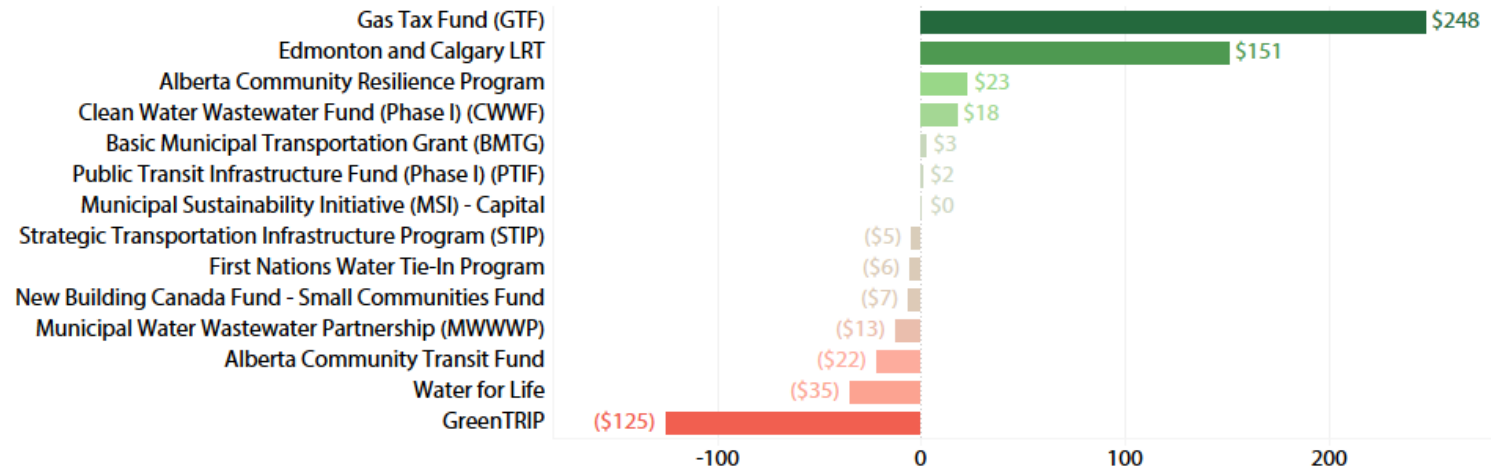


**Summary of changes in capital funding for municipalities**

Compared to Budget 2018, there has been an increase in capital funding for Alberta municipalities. However much of this increase can be attributed to the federal government's doubling of the Gas Tax Fund and investments in light rail transit for Edmonton and Calgary. The Edmonton and Calgary LRT program is part of a 10-year \$3 billion commitment, where the majority of cash flows are now being deferred until after 2022-23. While a number of municipal programs declined in funding in 2019-20, many of the reductions were expected as Budget 2018 had forecasted reductions for programs such as Water for Life, Municipal Water Wastewater Partnership, Strategic Transportation Infrastructure Program. Other notable items include:

- MSI Operating and Capital were fully funded as per the commitments in Budget 2018. More information about MSI and its future is available on page 6-7.
- The declines in GreenTRIP and the New Building Canada Fund – Small Communities Fund were expected as the programs are closed, and the budget only represents the remaining cashflows.
- Budget 2019 increased funding for the Alberta Community Resilience Program but announced that it will end in 2020-21.

**Year-over-year change in municipal funding: Budget 2019 versus Budget 2018 (\$ millions)**



## Core Operating Funding to Municipal Governments (\$ millions)

Operating Program	2018-19 Budget	2019-20 Budget	Note
Municipal Sustainability Initiative (MSI) – Operating	30.0	<b>30.0</b>	
Alberta Community Partnership	18.5	<b>16.5</b>	1
Family and Community Support Services (FCSS)	100.7	<b>100.0</b>	2
Municipal Police Assistance Grant	57.7	<b>57.7</b>	3
Police Officer Grant Program	30.0	<b>30.0</b>	3
Grants in Place of Taxes (GIPOT)	58.7	<b>44.6</b>	4
<b>Total – Core Operating Funding</b>	<b>295.6</b>	<b>278.8</b>	

### Notes

1. The \$2 million reduction to the Alberta Community Partnership means that there will be less funding available for local capacity building and regional collaboration initiatives.
2. FCSS funding remains stable and the Ministry's business plan indicates that the government will introduce multi-year funding agreements for FCSS to reduce red tape.
3. The Municipal Police Assistance Grant and Police Officer Grant Program remain stable and any changes to allocations will be due to fluctuations in local populations.
4. The \$14 million reduction in GIPOT was unexpected and further cuts to this program will be implemented in 2020-21 and 2021-22. The province indicates that the result is part of an effort to reduce its operating spending while still providing municipalities a share of the costs of municipal services to Crown properties. More information is available on page 9.

## Municipal Sustainability Initiative – Now and Into the Future

AUMA is pleased that the province recognizes the importance of MSI Operating as it will remain stable at \$30 million per year for the next three years. Budget 2019 also fully-funds the forecasted amounts for MSI Capital and BMTG for 2019. Looking ahead, BMTG remains as projected in Budget 2018 but 2020 MSI Capital will be 14 per cent less than Budget 2018's forecast and 2021 MSI Capital will be 21 per cent less.

<i>MSI Capital</i> (excluding BMTG) (\$ millions)	2019-20	2020-21	2021-22	Total
Budget 2018 Forecast	694 <sup>2</sup>	694	667	1,655
Budget 2019 Forecast	694 <sup>2</sup>	600	525	1,419
Change (\$)	-	(94)	(142)	(236)
Change (%)	-	(14%)	(21%)	(14%)

AUMA will advocate that Municipal Affairs release an estimate of the 2020 and 2021 MSI allocations so that municipalities can have some assurance of their funding for planning purposes. Alternatively, municipalities can use past year allocations to estimate their future funding. For example, to estimate your 2020 allocation of MSI Capital, AUMA recommends using your 2018 allocation, plus 50 per cent of your March 2018 advance of MSI Capital and then reduce that amount by approximately 15 per cent.

<sup>2</sup> The 2019-20 figures include 50% (\$400 million) of the March 2018 advance of \$800 million in MSI Capital. This is shown this way to demonstrate the year-to-year comparison of funding even though the Budget 2019 figure is actually \$294 million.



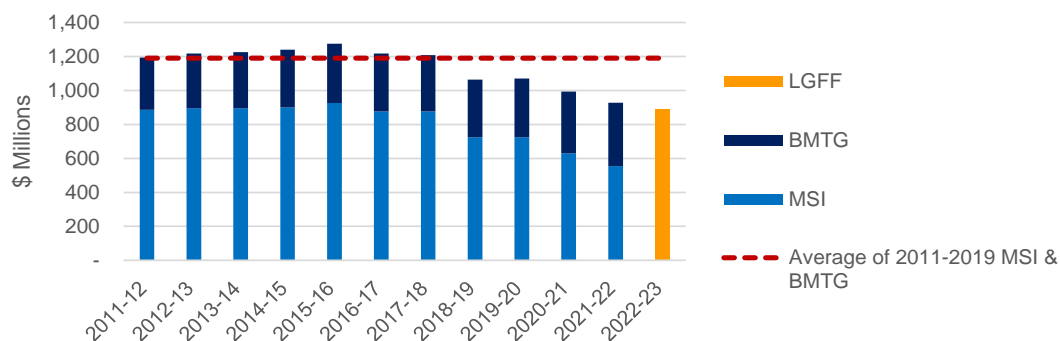
## 2019-22 Forecast for the MSI Program

(\$ millions)	2018-19 Budget	2019-20 Budget	2020-21 Forecast	2021-22 Forecast	2022-23 Forecast
<b>Capital</b>					
MSI Capital	294	<b>294</b>	600	525	-
Advanced in March 2018	400	<b>400</b>	-	-	-
BMTG	344	<b>347</b>	363	372	-
LGFF Capital <sup>3</sup>	-	-	-	-	860
<b>Subtotal Capital</b>	<b>1,038</b>	<b>1,041</b>	963	879	860
<b>Operating</b>					
MSI Operating	30	<b>30</b>	30	30	-
LGFF Operating <sup>4</sup>	-	-	-	-	30
<b>Subtotal Operating</b>	<b>30</b>	<b>30</b>	30	30	30
<b>Total</b>	<b>1,068</b>	<b>1,071</b>	993	927	890

## A New Funding Future for Municipalities

The unpredictable changes in MSI Capital in 2020 and 2021 demonstrate the need for a new infrastructure funding framework so that municipalities can effectively plan for their future. While Calgary and Edmonton secured a new agreement in 2018 in the form of the *City Charters Fiscal Framework Act*, Budget 2019 announces that the *Act* will be repealed and replaced with a new Local Government Fiscal Framework (LGFF) that will apply to all municipalities. LGFF will replace MSI and BMTG in 2022-23 with base amounts of \$455 million for Calgary and Edmonton and \$405 million for non-Charter municipalities, plus a \$30 million operating component. The annual pot of funding will grow each year at a rate of 50% of the growth of provincial revenues.

The proposed funding level for the new Local Government Fiscal Framework represents a 25% reduction from the annual average levels of MSI and BMTG between 2011 and 2019

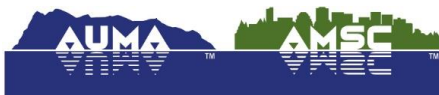


Source: Budget 2019 Fiscal Plan and Municipal Affairs' MSI Allocation Tables

Note: Advances of MSICapital in March 2014 and 2018 are presented in the year that funding was available to municipalities.

<sup>3</sup> LGFF = Local Government Fiscal Framework

<sup>4</sup> The LGFF Operating component is assumed based on figures in Municipal Affairs' 2019 Business Plan, but will be clarified with the Ministry in the future.



Local Government Fiscal Framework (LGFF)	
Pros	Cons
<ul style="list-style-type: none"> <li>Signals the province's understanding of the value of investing in community infrastructure</li> <li>The new framework will create funding predictability so that municipalities can realistically plan for their community's future</li> <li>The program will be legislated and the base funding linked to provincial revenue growth, which aligns with AUMA's <a href="#">2018 resolution</a></li> <li>AUMA will have an opportunity to design a new allocation formula for the new LGFF program</li> </ul>	<ul style="list-style-type: none"> <li>AUMA was not consulted on the amount of base funding, nor the design of the program</li> <li>The replacement of the City Charters Fiscal Framework reduces Calgary and Edmonton's 2022 funding by \$45 million and breaks one of the government's election promises</li> <li>The annual funding is proposed to grow at half the rate of provincial revenue growth, which is unlikely to keep pace with the long-term needs of community</li> <li>The starting base amount represents a 25% reduction from the average annual amount of MSI and BMTG over the last nine years</li> </ul>

## Property Taxes

### Education Property Tax

The 2019 provincial education property tax rates remain unchanged from 2018. Despite the rates being frozen, the growth of the assessment base will increase the calendar year education property taxes by \$37 million to \$2.482 billion in 2019. Some municipalities with assessment from oil and gas property, primarily municipal districts, may seek a credit on their education property tax requisition through the [Shallow Gas Tax Relief Initiative](#) and the [Provincial Education Requisition Credit](#) for uncollectable education property taxes on oil and gas properties. The credit programs are estimated to lower the net education property tax requisition by \$27 million.

2019 education property tax mill rates per \$1,000 of equalized assessment	
Residential/farmland	Non-residential
\$2.56	\$3.76

The deferral of the province's 2019-20 budget until fall forced municipalities to estimate their 2019 education property tax requisition. If a municipality's actual 2019 requisition amount is different than its estimate, Municipal Affairs has directed that municipalities shall reconcile any difference using one of two options:

Education Property Tax Requisition <sup>5</sup>		
(\$ millions)	2018-19	2019-20
Fiscal Year	Actual	Budget
Residential	1,518	1,509
Non-Residential	923	947
Total	2,441	2,455
Calendar Year	2018	2019
Residential	1,516	1,558
Non-Residential	929	924
Total	2,445	2,482

- 1) If the actual requisition is greater than the amount estimated by the municipality, the municipality will need to use municipal funds or reserves to cover the difference and can recoup the difference in the 2020 education property tax rate calculation.
- 2) If the actual requisition is less than the amount estimated by the municipality, the municipality should reduce the amount of education property tax collected from property owners by an equivalent amount in the 2020 education property tax rate calculation.

<sup>5</sup> Source: Alberta Municipal Affairs



## Grants in Place of Taxes (GIPOT)

The government will be reducing the Grants in Place of Taxes program by 24 per cent in 2019/20 and a further 32 per cent in 2020/21. This will reduce GIPOT funding from \$58.7 million in 2018 to \$30.0 million in 2020 and continuing at that level thereafter. This revenue is normally based on property taxes that the Crown would pay if the property were not exempt from taxation. Municipalities are still required to provide services to these properties. While municipalities can recover some costs from the province through user fees for items such as water, wastewater and waste collection, the province is effectively downloading the costs of other municipal services such as policing and fire to other property taxpayers. As an example, to make up for the reduction, the City of Edmonton would need to increase its property tax rate by 0.8 per cent.

## Good to Know: An Overview of Budget 2019's Fiscal Plan

As per the government's election promises, Budget 2019 outlines a plan to balance Alberta's budget by 2022-23. By holding spending on health, education, and social services, and reducing costs in other ministries, Budget 2019 proposes that the province will post a surplus within four years. That surplus is dependent on realizing notable growth in personal income tax and corporate income tax and resource revenue.

### Government of Alberta: Statement of Operations<sup>6</sup>

(\$ millions)	2018-19	2019-20	2020-21	2021-22	2022-23
	Actual	Budget	Forecast	Forecast	Forecast
Revenue					
Personal income tax	11,874	<b>11,990</b>	12,619	13,451	14,335
Corporate income tax	4,871	<b>4,177</b>	4,614	5,031	5,388
Other tax revenue	6,833	<b>5,766</b>	5,803	5,991	6,207
Resource revenue	5,429	<b>6,527</b>	5,386	6,738	8,591
Investment income	2,349	<b>2,585</b>	2,697	2,893	3,009
Premiums, fees, and licenses	3,911	<b>3,872</b>	4,047	4,131	4,241
Other own-source revenue	6,344	<b>5,899</b>	6,030	5,968	6,026
Federal transfers	8,013	<b>9,200</b>	8,883	9,426	9,746
Total revenue	49,624	<b>50,016</b>	50,079	53,629	57,543
Expense by function					
Health	21,921	<b>22,155</b>	22,262	22,228	22,259
Basic/advanced education	14,848	<b>14,541</b>	14,405	14,314	14,207
Social services	5,867	<b>6,301</b>	6,219	6,232	6,263
Other program expenses	11,918	<b>13,795</b>	10,931	11,002	11,015
Total program expense	54,554	<b>56,792</b>	53,817	53,776	53,744
Debt servicing costs	1,971	<b>2,265</b>	2,520	2,780	3,013
Pension Provisions	(190)	<b>(337)</b>	(375)	(324)	(248)
Total Expense	56,335	<b>58,720</b>	55,962	56,232	56,509
Surplus / (Deficit)	(6,711)	<b>(8,704)</b>	(5,883)	(2,603)	584

<sup>6</sup> Source: Government of Alberta 2019-23 Fiscal Plan, pg. 194



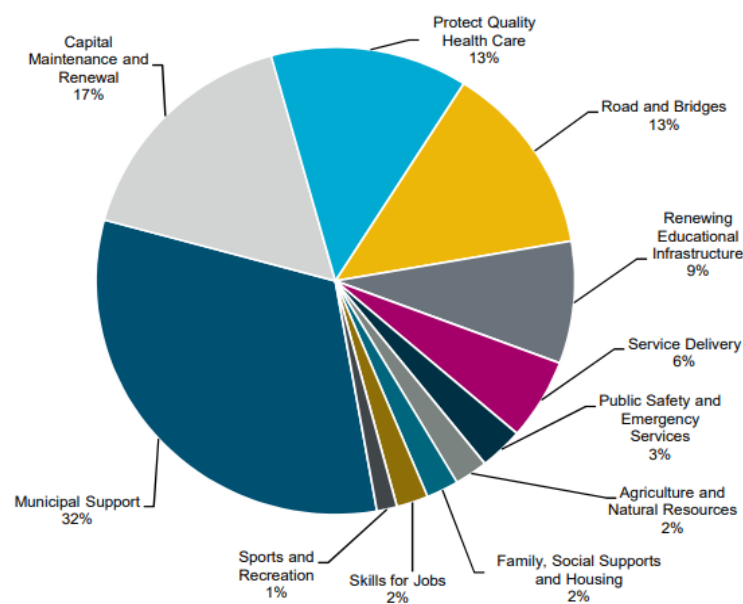
## Report | Preliminary Analysis of the Government of Alberta's 2019 Budget

### Key Energy and Economic Assumptions

Fiscal Year Assumptions	2018-19 Actuals	2019-20	2020-21	2021-22	2022-23
<b>Crude Oil Prices</b>					
WTI (US\$/bbl)	62.77	<b>57.00</b>	58.00	62.00	63.00
Light-Heavy Differential (US\$/bbl)	23.31	<b>14.20</b>	18.40	21.00	17.10
WCS @ Hardisty (US\$/bbl)	51.65	<b>56.60</b>	52.10	54.00	59.70
<b>Natural Gas Price</b>					
Alberta Reference Price (Cdn\$/GJ)	1.34	<b>1.30</b>	1.60	1.90	2.00
<b>Production</b>					
Convention Crude Oil (000s barrels/day)	489	<b>490</b>	501	509	511
Raw Bitumen (000s barrels/day)	3,008	<b>3,108</b>	3,266	3,424	3,534
Natural Gas (billions of cubic feet)	4,158	<b>4,108</b>	4,114	4,116	4,065
<b>Interest Rates</b>					
3-month Canada Treasury Bill (%)	1.50	<b>1.60</b>	1.50	1.70	1.70
10-year Canada Bonds (%)	2.19	<b>1.50</b>	1.90	2.10	2.20
Exchange Rate (US/Cdn)	76.30	<b>75.00</b>	76.00	77.00	78.00

### 2019 Capital Plan – Spending by Category<sup>7</sup>

#### Budget 2019 – Capital Plan



*Note:* Excludes schools, universities, colleges, hospitals (SUCH) sector – self financed investment.

<sup>7</sup> Full details of the 2019 Capital Plan can be found on page 126 of Alberta's 2019-23 Fiscal Plan



## Ministry Highlights

### **Municipal Affairs**

In addition to the municipal grant programs discussed elsewhere in this document, Municipal Affairs' business plan highlights key allocations and initiatives including:

- \$37 million for public library services, including operating grants.
- An assessment model review that is expected to reduce assessed values of shallow gas wells next year.
- \$3.3 million for the Residential Protection Program, which includes processing builder license applications and renewals, and promoting and enforcing legislated requirements.
- \$0.35 million for the Alberta Emergency Alert notification system.
- \$17 million for 911 call centres.
- \$150.8 million for municipalities, provincial departments and residents impacted by 2018 and 2019 wildfire and flood events.
- \$0.8 million to support municipal Assessment Review Boards across Alberta.

Budget 2019 also proposes ending the use of municipal census data to allocate population-based grants starting in 2021 and instead use population estimates. Annual estimates will be based on a methodology used in other jurisdictions and will be produced by the Government of Alberta in collaboration with Statistics Canada.

### **Infrastructure**

Budget 2019 indicates the province will introduce infrastructure planning legislation in the spring of 2020. This will include the commitment to publish the annual Alberta Infrastructure report, as well as a 20-year strategic capital plan to ensure Alberta has a long-term view of meeting the province's infrastructure needs.

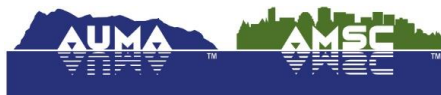
### **Transportation**

In addition to the grants for municipalities included in the previous section, the ministry is responsible for a number of other transportation investments. Targets for investment in roads and bridges are outlined in the following chart:

(\$ millions)	2018-19 Budget	2019-20 Estimate	2020-21 Target	2021-22 Target	2022-23 Target
Budget 2018	674	<b>659</b>	719	657	605
Budget 2019	n/a	<b>673</b>	792	734	674
Change	n/a	<b>14</b>	73	77	69

The capital plan includes investment of \$2.9 billion over the next four years (or 13 per cent of the total plan) in transportation networks and roads. Among many other projects, the plan commits funding of \$77 million to construct Highway 1A upgrades through the Stoney First Nation and \$210 million for Deerfoot Trail upgrades.

Reductions affecting municipalities will come in the form of reduced amounts for road maintenance (\$137 million), roadway preservation activities (\$63 million) and reducing operations in Traffic Safety Services. It is important to note that the reduction in road maintenance will only apply to non-safety, summer maintenance activities, therefore winter maintenance such as snow removal will not be impacted.





## **Environment and Parks**

Highlights of the Environment and Parks' 2019 budget and business plan include:

- \$4.0 million is allocated to the Wetland Restoration Program to enable the Government of Alberta to collect wetland replacement fees and expend them on wetland restoration projects.
- \$8.0 million for the Integrated Regulatory Business Process initiative to improve business process, efficiency, and allow better collaboration among decision-makers during the regulatory approval process.
- Improve recreational access management through effective public lands management, introducing an *Alberta Trails Act* and establishing a trail fee to restore and create trails.
- \$41.9 million is allocated to Flood Adaptation and Resilience to help communities adapt to and mitigate on-going flood risks.
- \$231.3 million to address climate change through the Technology Innovation and Emission Reduction (TIER). Regulated facilities will have options to reduce their emissions, pay directly into a TIER fund, submit emission offsets or reduction credits. The TIER fund will be used to develop and implement technologies that further reduce greenhouse gas emissions. Over the next four years, a portion of TIER funding will be used to support the Canadian Energy Centre and pay down the overall provincial debt.

## **Economic Development, Trade and Tourism**

While the province applies a tourism levy of 4 per cent on most types of temporary accommodation rentals, the levy was not originally designed with short-term rentals (STRs), such as Airbnb and HomeAway, in mind. Economic Development, Trade and Tourism (EDTT) intends to bring forward legislation in spring 2020 to level the playing field among temporary accommodation providers and apply the tourism levy to STRs. To facilitate the collection of the tourism levy from STR operators, online marketplaces will be authorized to collect and remit the levy to government on their behalf.

EDTT also plans to develop a 10-year Tourism Strategy and launch a Tourism Partnership Incentive Fund to attract private sector support for tourism. \$42 million is allocated for Travel Alberta, the provincial tourism-marketing agency for the Government of Alberta.

## **Community and Social Services**

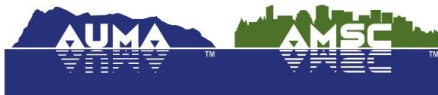
Budget 2019 increases the budget for Community and Social Services by 7.6 per cent, from \$3.63 million in 2018-19 to \$3.91 million in 2019-2020. The budget increase will be used to address the UCP's commitments on human trafficking and sexual exploitation, caseload pressures, and a comprehensive review of programming to ensure value for money. Municipalities are mentioned in the ministry's business plan in relation to emergency shelters, housing first, persons with disabilities, inclusion and other preventative social programs

While Budget 2019 notes that the Family and Community Support Services (FCSS) program will be maintained, it does not specify annual program funding amounts. However, in 2019-20, \$100,000 is allocated to reduce red tape by streamlining reporting and introducing multi-year funding agreements for the FCSS program.

## **Justice and Solicitor General**

Justice and Solicitor General's operating expenses

- \$8 million over four years to target and reduce rural crime through closer coordination between police services, and an increased focus on high-risk repeat offenders.



- \$50 million over four years for the Alberta Law Enforcement Response Teams (ALERT) and its sub-units, which investigate issues such as child pornography, gang violence, drug trafficking, stalking, and domestic violence.
- \$20 million over four years to expand drug treatment courts.
- \$40 million over four years to hire 50 new prosecutors and their support staff.

JSG's 2019-20 business plan notes that the current model of victim service delivery, victim assistance funding and victim compensation will be reviewed. However, the business plan is silent with respect to the review of the *Police Act*.

### **Health**

Budget 2019 increases the budget for Health by 1.0 per cent, from \$21.9 billion in 2018-19 to \$22.1 billion in 2019-20. This includes the following increases:

- \$100 million over four years for a mental health and addiction strategy.
- \$40 million over four years for opioid response.
- \$20 million over four years for palliative care.
- \$6 million over four years for a new sexual assault hotline.

The province's Capital Plan continues to support healthcare facilities including the Calgary Cancer Centre, the Norwood Long Term Care Facility in Edmonton, and the Grande Prairie Hospital. The plan also includes planning funds for potential future projects such as redevelopment of the Red Deer Regional Hospital and the proposed Brain Centre at the University of Alberta. However, the plan defers the proposed Child and Adolescent Mental Health building at the Royal Alexandra Hospital, and the four-year budget for the new Edmonton hospital has been adjusted with the opening delayed to 2030.

### **Seniors and Housing**

Budget 2019 decreases the budget for Seniors and Housing by 3.0 per cent, from \$726 million in 2018-19 to \$704 million in 2019-20. Operating budgets for housing management bodies will be reduced by an average of 3.5 per cent beginning January 1, 2020. Additionally, the province's Rental Assistance Program will be reduced by 24 per cent, or \$44 million, over three years, beginning in 2020-21. The Capital Plan commits the following for housing:

(\$ millions)	2018-19 Budget	<b>2019-20 Budget</b>	2020-21 Forecast	2021-22 Forecast	2022-23 Forecast
Family and Community Housing Development and Renewal	45	<b>30</b>	37	9	-
Indigenous Housing Capital	1	<b>5</b>	10	10	10
New Affordable and Specialized Housing	20	<b>14</b>	22	24	12
Seniors' Housing Development and Renewal	144	<b>63</b>	99	61	31

The Capital Plan also allocates \$38.4 million to projects that help Alberta's youth and homeless, including the Yellowhead Youth Centre redevelopment and Hope Mission projects.



## **Service Alberta**

The ministry's business plan includes the following objectives and initiatives:

- Improve Albertans' access to registry services and land titles.
- \$1.1 million is allocated to expand and enhance online delivery of services through MyAlberta eServices and My Alberta Digital ID, and to build out new features and functions in support of registry services modernization.
- Develop a strategy to support widespread access to high-speed broadband and realize the opportunities for innovation and efficiency inherent in digital service delivery. No funding is explicitly allocated for this strategy.

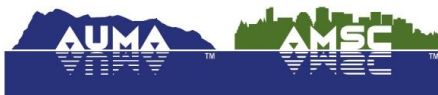
## **Energy**

Budget 2019 confirms previously announced initiatives such as the launch of the Canadian Energy Centre (the 'energy war room'), reform of the Alberta Energy Regulator, changes to the Petrochemical Diversification Program, and red tape reduction for the energy sector.

## **Labour and Immigration**

Budget 2019 allocates \$2.5 million for the development of the Alberta Advantage Immigration Strategy to support foreign qualification recognition and newcomers. The Alberta Advantage Immigration Strategy will focus on attracting talented newcomers and job-creating entrepreneurs with a focus on settlement in smaller communities.

Alberta Labour is eliminating the Student Temporary Employment Program (STEP) after the 2019-20 program year in order to save approximately \$32 million over four years. The province previously announced ending the program in 2013 but reinstated it based on the negative impacts its elimination would have on municipalities, community groups, and the young labour force.



## Next Steps

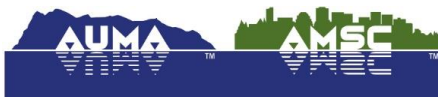
AUMA will continue to advocate for a provincial partnership focused on building a strong Alberta. Our advocacy efforts will focus on key priorities, including but not limited to, advocating for:

- A Local Government Fiscal Framework (LGFF) that includes an adequate base amount, a growth factor that keeps pace with provincial revenue and an equitable allocation formula.
- A fair cannabis assessment and revenue model that recognizes the essential community services that municipalities provide.
- Implementation of AUMA's red tape reduction recommendations. Much of our feedback was reflected in the recommendations in the MacKinnon Report. AUMA wants to support the province on a program review to assess opportunities to enhance effectiveness and efficiency and reduce the Alberta government's footprint.
- Investment in the broadband internet required to power Alberta's move to the modern economy. Reliable broadband connections enable economic development in communities across Alberta. Without it, communities can't attract skilled workers and risk falling farther away from sharing in the Alberta advantage.

We will reach out to the province to seek clarity and further details on funding for essential programs Albertans rely on.

In addition, we will engage our members in how the budget impacts their communities and identify solutions to help municipalities steer programs and services forward while potentially making do without critical resources and tools from the provincial government.

Despite a tough budget AUMA and our members remain committed to building a partnership with the province that gets Alberta back to work, improves the lives of all Albertans, and stands up for Alberta.



## AUMA's news release in response to Budget 2019

October 24, 2019

AUMA expected a provincial budget of restraint, and that was the budget the government delivered. We are relieved that the budget supports municipalities by maintaining critical programs for policing, libraries, Family and Community Support Services (FCSS), and the infrastructure operating budgets for small communities. We look forward to further funding details.

However, the planned changes to some municipal programs cause us concern. While Budget 2019 keeps the Municipal Sustainability Initiative (MSI) stable for this year, it will be depleted over subsequent years, leading to a new fiscal framework with a funding level that fails to address the long-term infrastructure needs of Alberta's communities.

"Despite a lack of consultation from the government on a new municipal funding framework, AUMA will continue to advocate for a framework that supports the province's financial goals while also meeting the needs and responsibilities of our communities," says AUMA President Barry Morishita.

"While the province reduces its budget by 2.8 per cent over the next four years, it has proposed reducing our infrastructure funding by almost 10 times that amount. With municipal governments currently facing a multibillion-dollar infrastructure deficit, these funding cuts will lead to crumbling community infrastructure or higher taxes for property owners for years to come," President Morishita explains.

Additionally, AUMA is extremely disappointed with the government's decision to replace the *City Charters Fiscal Framework Act*, backtracking on their campaign promise. We also have significant concerns about the extraordinary reduction to Grants in Place of Taxes (GIPOT) for municipalities that are home to provincially owned buildings and facilities. A reduction in grant revenue equivalent to one per cent of property taxes for a city the size of Edmonton is a substantial impact and could result in downloading provincial costs onto city taxpayers. We understand that those municipalities with more than five per cent of their revenue coming from GIPOT will be exempt, which we appreciate.

Changing the terms of these agreements restructures the relationship our largest cities have with the provincial government.

"We're here to support each other – rural and urban, municipal and provincial – through Alberta's current economic context so we can all share in brighter times ahead. These are the things our local governments want to build strong communities, and a stronger Alberta," says President Morishita.

