



# Village of Marwayne

## Agenda

Regular Village Council Meeting  
Monday, September 18, 2023 @ 7:00 PM  
ATB Financial Boardroom

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	Page
1 CALL TO ORDER	
2 ADOPTION OF AGENDA	
2.1 September 18th, 2023 Regular Village Council Meeting Agenda	
<b>Be it resolved that the September 18th, 2023 Regular Village Council Meeting Agenda be approved as presented.</b>	
3 ADOPTION OF MINUTES	
3.1 August 21st, 2023 Regular Village Council Meeting Minutes	4 - 8
<b>Be it resolved that the August 21st, 2023 Regular Village Council Meeting Minutes be approved as presented.</b>	
4 DELEGATIONS/PUBLIC HEARINGS	
5 BUSINESS ARISING FROM PRIOR MEETINGS	
6 KEY STRATEGY: ADDRESSING SERVICE NEEDS	
6.1 Public Works Foreman Report	9
<b>Be it resolved that the Public Works Foreman Report be received as information.</b>	
6.2 Regional Water Operator Report	10
<b>Be it resolved that the Regional Water Operator Report be received as information.</b>	
7 KEY STRATEGY: SAFE & CARING COMMUNITY	
7.1 Regional Food Initiative	11 - 13
<b>Be it resolved that the Regional Food Initiative Discussion be received as information.</b>	
8 KEY STRATEGY: PLANNING FOR GROWTH & CHANGE	
9 KEY STRATEGY: PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE	
9.1 Marwayne Library Financials	14 - 24

**Be it resolved that the 2021 and 2022 Marwayne Library Board Financials be received as information.**

10 ADMINISTRATIVE REPORTS

10.1 Councillor Reports

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

- Vermilion River Regional Waste Management Services Commission Meeting Minutes

10.2 Chief Administrative Officer Report 25 - 26

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

11 FINANCIAL

11.1 Monthly Financial Report 27 - 28

**Be it resolved that the September 2023 Monthly Financial Report be received as information.**

11.2 Cheque Distribution Report 29

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

11.3 Bank Reconciliation Report

**Be it resolved that the August 2023 Bank Reconciliation Report be received as information.**

11.4 Monthly Utility Bill Report 30

**Be it resolved that the August 2023 Monthly Utility Bill Report be received as information.**

12 CORRESPONDENCE

12.1 North Saskatchewan Watershed Alliance Letter 31 - 35

**Be it resolved that the funding request from the Northern Saskatchewan Watershed Alliance be received as information.**

13 CONFIDENTIAL CLOSED SESSION

13.1 FOIP Section 17 (1) Advice from Officials

14 SETTING OF THE NEXT MEETING

14.1 October 23rd, 2023 Organizational Meeting and Regular Village Council Meeting

15 ADJOURNMENT



210 2<sup>nd</sup> Avenue South, Box 113  
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## **Minutes of the Regular Meeting of the Council of the Village of Marwayne**

In the Province of Alberta, held on Monday August 21<sup>st</sup>, 2023  
Commencing at 7:00 PM in the ATB Financial Boardroom

### **PRESENT**

Mayor Chris Neureuter  
Councillors Rod McDonald and Ashley Rainey  
Chief Administrative Officer Shannon Harrower

### **1. CALL TO ORDER**

Mayor C. Neureuter called the August 21<sup>st</sup>, 2023 Village of Marwayne Council Meeting to order at 6:54 p.m. with all members in attendance.

### **2. ADOPTION OF AGENDA**

#### **August 21<sup>st</sup>, 2023 Council Meeting Agenda**

**2023-08-01**

**Moved By Councillor A. Rainey**

Be it resolved that the August 21<sup>st</sup>, 2023 Village Council Meeting Agenda be approved as presented.

**CARRIED**

### **3. ADOPTION OF MINUTES**

#### **July 17<sup>th</sup>, 2023 Regular Council Meeting Minutes**

**2023-08-02**

**Moved By Deputy Mayor R. McDonald**

Be it resolved that the July 17<sup>th</sup>, 2023 Village of Marwayne Council Meeting Minutes be approved as presented.

**CARRIED**

### **4. DELEGATIONS**

#### **Bobbi Jo on behalf of the Marwayne Community Playground Association**

**2023-08-03**

**Moved By Councillor A. Rainey**

Be it resolved that the presentation by Bobbi Jo regarding the Marwayne Community Playground Association's fundraising initiatives be received as information. Be it further resolved that the Village of Marwayne send a letter in support of their grant applications and direct administration to bring back options to contribute towards the new playground construction.

**CARRIED**

#### **Brian Weisbrod on behalf of the Kitscoty RCMP**

**2023-08-04**

**Moved By Deputy Mayor R. McDonald**

Be it resolved that the presentation on crime statistics and discussion with Cpl. Brian Weisbrod be received as information.

**CARRIED**



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

**Public Works Foreman Report**

**2023-08-05**

**Moved By Deputy Mayor R. McDonald**

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

**CARRIED**

**Regional Water Operator Report**

**2023-08-06**

**Moved By Councillor A. Rainey**

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

**CARRIED**

**6. KEY STRATEGY: SAFE AND CARING COMMUNITY**

**Cancellation of Subdivision Plan 5426CL Bylaw No. 599-23**

**2023-08-07**

**Moved By Deputy Mayor R. McDonald**

Be it resolved that the Village of Marwayne give first reading to Bylaw No. 599-23, being a bylaw in the Village of Marwayne registered in respect of part of SE 26 52 3 4 to cancel part of Subdivision Plan 5426CL and consolidate lots 17, 18, 19 & 20 into one parcel.

**CARRIED**

**2023-08-08**

**Moved By Councillor A. Rainey**

Be it resolved that the Village of Marwayne give second reading to Bylaw No. 598-23, being a bylaw in the Village of Marwayne registered in respect of part of SE 26 52 3 4 to cancel part of Subdivision Plan 5426CL and consolidate lots 17, 18, 19 & 20 into one parcel.

**CARRIED**

**Mayor C. Neureuter stepped down as chair and Deputy Mayor R. McDonald assumed the role of chair.**

**2023-08-09**

**Moved By Mayor C. Neureuter**

Be it resolved that the Village of Marwayne introduce for third reading Bylaw No. 598-23, being a bylaw in the Village of Marwayne registered in respect of part of SE 26 52 3 4 to cancel part of Subdivision Plan 5426CL and consolidate lots 17, 18, 19 & 20 into one parcel.

**CARRIED UNANIMOUSLY**

**Mayor C. Neureuter resumed the role of chair.**

**2023-08-10**

**Moved By Councillor A. Rainey**

Be it resolved that the Village of Marwayne give third and final reading to Bylaw No. 598-23, being a bylaw in the Village of Marwayne registered in



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respect of part of SE 26 52 3 4 to cancel part of Subdivision Plan 5426CL and consolidate lots 17, 18, 19 & 20 into one parcel.

**CARRIED**

**7. KEY STRATEGY: PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE**

**Intermunicipal Subdivision and Development Appeal Board**

**2023-08-11**

**Moved By Councillor A. Rainey**

Be it resolved that the Village of Marwayne appoint the following Clerks to the Intermunicipal Subdivision and Development Appeal Board for a term ending June 26<sup>th</sup>, 2025:

- Jennifer Hodel – Village of Mannville
- Donna Poliakiwski – Village of Mannville
- Doug Rodwell – City of Lloydminster
- Shannon Rowan – City of Lloydminster

**CARRIED**

**8. ADMINISTRATIVE REPORTS**

**Councillor Reports**

**2023-08-12**

**Moved By Councillor A. Rainey**

Be it resolved that the Councillor Reports be received as information.

**CARRIED**

**Chief Administrative Officer Report**

**2023-08-13**

**Moved By Councillor A. Rainey**

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

**CARRIED**

**9. FINANCIAL**

**Cheque Distribution Report**

**2023-08-14**

**Moved By Deputy Mayor R. McDonald**

Be it resolved that the Accounts Payable Invoices being over \$5,000 but within budget be approved and authorized to be paid as presented. Be it further resolved that the Accounts Payable Invoices and Credit Card Expenses being less than \$5000 but within budget be received as information.

**CARRIED**

**Bank Reconciliation Report**

**2023-08-15**

**Moved By Councillor A. Rainey**

Be it resolved that the July 2023 Bank Reconciliation Reports be received as information.

**CARRIED**



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**Monthly Utility Bill Report**

**2023-08-16**

**Moved By Councillor A. Rainey**

Be it resolved that the June 2023 Utility Bill Report be received as information.

**CARRIED**

**10. CORRESPONDENCE**

**Distribution Revenue Forecast**

**2023-08-17**

**Moved By Councillor A. Rainey**

Be it resolved that the Village of Marwayne receive the distribution revenue forecast as information.

**CARRIED**

**11. CLOSED SESSION - CONFIDENTIAL**

**CLOSED SESSION – FOIP SECTION 17 (1) – ADVICE FROM OFFICIALS**

**2023-08-18**

**Moved By Councillor A. Rainey**

Be it resolved that the Village of Marwayne move into a closed session at 8:13 p.m. with all members in attendance.

**CARRIED**

**2023-08-19**

**Moved By Councillor A. Rainey**

Be it resolved that the Village of Marwayne revert to an open session at 9:07 p.m. with all members in attendance.

**CARRIED**

**Letter from Karen Boyarchuk**

**2023-08-20**

**Moved By Deputy Mayor R. McDonald**

Be it resolved that the Village of Marwayne send a letter in response to the letter received from Karen Boyarchuk.

**CARRIED**

**Speed Bumps**

**2023-08-21**

**Moved By Councillor A. Rainey**

Be it resolved that the Village of Marwayne direct administration to bring back pricing on temporary vs. fixed speed bumps.

**CARRIED**



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**12. ADJOURNMENT**

Being that the August 21<sup>st</sup>, 2023 Council Meeting agenda matters for the Village of Marwayne have concluded, the meeting adjourned at 9:12 p.m.

**Approved this 18<sup>th</sup> day of September 2023.**

\_\_\_\_\_  
Chris Neureuter, Mayor

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







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## **Regional Operator report**

### **August 2023**

#### **Common information:**

Monthly reports up to date.

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

Kitscoty operator training ongoing.

Hach service technician scheduled to do both Kitscoty and Marwayne analyzers.

#### **Outstanding items:**

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

Marwayne lift station second pump still with Xylem. New pump is in Edmonton.

One more CC to repair in Kitscoty with hydro vac after we remove portion of sidewalk.

M-log leak sensors off line in and Kitscoty but back on line in Marwayne.

#### **Marwayne:**

Splash park up and running using a bit of water on hot days.

Data for July 2023 was electronically submitted on AEP site.

Lead and THM samples taken and submitted for analysis and returned well within guidelines.

Consumption remains low, minimum nighttime consumption down to 8 lpm at times.

One service on 3<sup>rd</sup> Ave and one on 3<sup>rd</sup> street have leaks on home owner's side and are turned off right now.

A couple of problem valves need some attention. Rusway to dig.

Monitoring pump cycles when bulk water is used. Might be a problem for Bi-systems.

Might be issue with lag pump on power failure, more testing is needed

The Hach service technician was in and serviced the CI 17 chlorine analyzer and bench instruments.

Cam trac was in town and cleaned some mains and both lift stations.

## Regional Food System Discussions – Summary Notes

Kitscoty, August 24<sup>th</sup>, 2023

**Attending:** Alan, Cole, Corrine, Mary Lee, Emily, Josie, Bob, Matt, Helen, Eileen, Perry, Brooke, Keleigh

### **Purpose of Regional Food Systems:**

A regional food system will help to drive economic development in the region, creating jobs and more sustainable businesses and rural communities. It can only be successful if a diverse array of stakeholders are involved – from producers and processors to distributors to educators to government to consumers and beyond. Being part of this initiative from the early stages will help ensure the organization leading the charge develops a robust, forward-looking plan that will benefit all the players and ensure a sustainable regional food system becomes a reality.

### **Setting the Stage for our Discussion:**

- We affirmed (through workshops) that there is support, in theory, for a community-based, inclusive approach for developing the regional food system.
- Community Futures (CF) was successful in acquiring funding to support development of an initiative and champion organization.
- Keleigh and Perry have been contracted by CF to move forward.
- We are seeking input from key stakeholders on some fundamental, important questions.

The purpose /role of a regional food initiative is to connect all stakeholders, facilitate purposeful dialogue, provide the environment for new business relationships, and serve as a catalyst to enhance all aspects of the food ecosystem.

### **Characteristics critical to a sustainable, regional food system (updated):**

- Food safety and bio security
- Environmental stewardship & animal welfare
- Affordability, accessibility of food and inclusivity for consumers
- Eat what we grow, grow what we eat and support regenerative practises
- Education and awareness
- A complimentary relationship between production and processing of varying scale
- Coexistence of regional and imported food sources as well as an increased regional use and value-adding of commodities traditionally exported
- Rules & regulations cohesive with a regional food system
- Transportation/distribution is optimized to minimize carbon footprint
- Financial services specializing in supporting food production and processing

### **Discussion:**

#### **1. Is there value in / opportunities for / a NEED, for a regional approach to developing a more regional food ecosystem?**

Everyone agreed there is value in a regional approach for a food ecosystem.

#### **2. Barriers to developing an organization to champion a regional initiative?**

Comments included:

Hard to engage the producers, everyone is busy.

## Regional Food System Discussions – Summary Notes

Kitscoty, August 24<sup>th</sup>, 2023

Need a diverse set of people to be engaged and involved, including champions who can represent segments of the food wheel.

To make change a group of people would need to support an initiative and make a case, rather than individuals approaching the government on their own. The Government of Alberta has a “red tape” portal to facilitate concerns.

Communication between boards, organizations and individuals is lacking.

### **3. What is the potential role of municipalities in a regional food initiative / organization?**

A first step would be to get municipalities in a region onboard to support this initiative. Municipalities can be a supporter of initiatives but not a leader / driver. This role must come from business owners who come together as a group or organization. Municipalities can take supported initiatives (by business owners) and bring them to the government, as a briefing document, to get a discussion started.

Some examples of positive changes that have been made in Alberta include:

- The cottage brewing industry getting required production volumes reduced and letting more businesses become sustainable.
- Approval for On-farm slaughter.

### **4. How would you like to be involved?**

Its important for stakeholders in the region be involved in the development of an organization going forward. Several choices were discussed:

- No further involvement
- Kept informed
- Actively involved (help with events, advocacy, etc.)
- Advisory role (development & design of organization and ongoing input)
- Director / Board Member

### **Next Steps:**

These initial meetings support open dialogues with no pre-conceived solutions on how to proceed.

While barriers are often the go-to conversation, participants recognized that barriers are simply challenges that need innovative solutions best brought forward through an organized effort. We need more diversity of stakeholders in the room to avoid service providers leading the initiative. Challenges can be overcome if we work together.

### **Action Items:**

- Let municipalities and organizations, like Alberta HUB, know these discussions have been happening and ask them to share the information with key stakeholders, representing the food wheel.

## Regional Food System Discussions – Summary Notes

Kitscoty, August 24<sup>th</sup>, 2023

- Please help us by sending contact information of individuals who would be a good fit to Keleigh, and we will reach out. [keleigh@clearthinkinc.com](mailto:keleigh@clearthinkinc.com).
- Please jot down a comment or two on why you feel that a regional initiative is needed and send to us, [keleigh@clearthinkinc.com](mailto:keleigh@clearthinkinc.com). It would be very helpful if we can use your comments to engage people and encourage their involvement.

We will be organizing more of these small discussion meetings in the region to have more of these discussions over the next several months.

Best regards,  
Perry & Keleigh

2022

Financial Review

For the: Village of Marwayne Library Board  
Legal name of library board\*

\*The name must match the legal library board name on the grant application form

To be completed by the person/firm approved by municipal council as financial reviewer (as per section 9 or 12.7 of the *Libraries Act*), not a library board member.

Print Name: Amy Parker

Signature: [Handwritten Signature]

Date: May 16, 2022



Village of Marwayne

Village of Marwayne

Library Board

RECEIPTS FOR YEAR	Reporting Period 2021
<b>Cash balance at beginning of year, January 1</b>	
01 Cash on hand	\$20.00
02 Total in current bank accounts	\$33,105.00
03 Total in savings accounts	
04 Term deposits	
05 Other committed funds (e.g. trust funds and bequests)	
<b>06 TOTAL OPENING CASH ON HAND (add lines 01 to 05)</b>	<b>\$33,125.00</b>
<b>Government contributions</b>	
07 Local appropriation (Cash transfer from your municipality for operations)	\$1,394.00
08 Provincial library operating grant (do not combine with other provincial funding)	\$8,503.00
<b>Other government contributions</b>	
09 Cash transfer from neighbouring municipality	
10 Cash transfer from another municipal or intermunicipal library board	
11 Cash transfer from regional library system (e.g. Library Services Grant)	\$8,918.00
12 Cash transfer from Improvement District/Summer Village	
13 Cash transfer from School board, FCSS	
14 Employment programs (e.g. Canada Summer Jobs)	
15 Other grants (e.g. capital grants from your municipality, CFEP, CIP) please list	
15a MSI funding County of Vermilion River	\$1,500.00
15b	
15c	
<b>Other revenue</b>	
16 Book sales	
17 Fundraising (donations and other fundraising activities, incl. from Friends groups)	\$100.00
18 Fees and fines (card fees, fines, non-resident deposits)	
18a Fees	
18b fines for lost & damaged books	\$251.00
19 Program revenue	
20 Room rentals	
21 Other service revenue (e.g. photocopying, faxing, contracts)	
22 GST refund	
23 Interest	
24 Transfers from reserve accounts	
25 Other income (please list)	
25a	
25b	
25c	
<b>26 TOTAL CASH RECEIPTS (add lines 07 to 25)</b>	<b>\$20,666.00</b>
<b>27 TOTAL CASH TO BE ACCOUNTED FOR (add lines 06 and 26)</b>	<b>\$53,791.00</b>



Village of Marwayne

Village of Marwayne

Library Board

<b>CASH DISBURSEMENTS FOR YEAR</b>		<b>Reporting Period 2021</b>
<b>Staff</b>		
28	Salaries, wages and benefits	\$10,902.00
29	Honoraria (volunteers)	
30	Moving expenses	
31	Course or conference fees	
32	Travel and hospitality (staff)	
<b>33</b>	<b>TOTAL STAFF EXPENSE (add lines 28 to 32)</b>	<b>\$10,902.00</b>
<b>Library resources</b>		
34	Books (include freight and purchased cataloguing; <b>do not</b> include money you transfer to your library system for book purchases, that info goes on line 59)	\$1,549.00
35	Periodicals and newspapers	
36	Non-print materials (e.g. audio-visual materials, loanable objects)	\$215.00
37	Digital and electronic resources	
<b>38</b>	<b>TOTAL LIBRARY RESOURCES (add lines 34 to 37)</b>	<b>\$1,764.00</b>
<b>Administration</b>		
39	Audit and/or annual financial review	\$50.00
40	Board expenses (incl. honoraria, travel, course and conference fees)	\$650.00
41	Equipment rentals and maintenance	
42	Contracts for services (e.g. bookkeeping, IT services)	
43	Legal fees, bank charges, refunds and deposits	
44	Library supplies (incl. binding & repair)	\$315.00
45	Association memberships ( <b>Do not include payments to a regional library system, that info goes on line 59</b> )	
46	Postage and box rental	\$213.00
47	Program expense (incl. publicity/advertising, equipment rental, artist's fees)	\$202.00
48	General office supplies (incl. stationery, printing and copier supplies)	\$203.00
49	Telephone and telecommunications (incl. internet connections)	
50	Other materials and supplies	
51	other expense Lost disk fee	\$78.00
<b>52</b>	<b>TOTAL ADMINISTRATION EXPENSE (add lines 39 to 51)</b>	<b>\$1,711.00</b>





Village of Marwayne

Village of Marwayne

Library Board

<b>CASH DISBURSEMENTS FOR YEAR (cont'd)</b>		<b>Reporting Period 2021</b>
<b>Building costs</b>		
53	Insurance	\$722.00
54	Janitorial and maintenance (janitorial service/supplies, maintenance and minor repairs to building and grounds)	
55	Utilities	
56	Occupancy costs (e.g. share of building costs in joint-use buildings)	
57	Rent	
<b>58</b>	<b>TOTAL BUILDING EXPENSE (add lines 53 to 57)</b>	<b>\$722.00</b>
<b>Transfer payments</b>		
59	Transfer to other library boards ( <u>please specify boards</u> : may include municipal or library system boards for membership fees, etc.)	
59a	Northern Lights Library System	\$3,169.00
59b		
59c		
59d		
59e		
59f		
60	Contract payments to library societies (please list)	
60a		
60b		
60c		
60d		
<b>61</b>	<b>TOTAL TRANSFER PAYMENTS (add lines 59 and 60)</b>	<b>\$3,169.00</b>
<b>62</b>	<b>TOTAL OPERATING EXPENDITURE (add lines 33, 38, 52, 58, and 61)</b>	<b>\$18,268.00</b>
63	Loan interest and payments	
64	Transfer to other accounts (e.g. capital, operating reserves)	
<b>Capital expenditures</b>		
65	Building repairs and renovations (e.g. roof, carpet, partitions)	
66	Furniture and equipment (incl. computer hardware)	\$2,625.00
67	Other (please list)	
67a		
67b		
<b>68</b>	<b>TOTAL CAPITAL EXPENDITURE (add lines 65 to 67)</b>	<b>\$2,625.00</b>
<b>69</b>	<b>TOTAL CASH DISBURSEMENTS (add lines 62, 63, 64, 68)</b>	<b>\$20,893.00</b>

<b>Cash balance at end of reporting year</b>		
70	Cash on hand	\$20.00
71	Total in current bank accounts	\$32,878.00
72	Total in savings accounts	
73	Term deposits	
74	Other committed funds (e.g. trusts and bequests, reserves, capital)	
<b>75</b>	<b>TOTAL CASH ON HAND (add lines 70 to 74)</b>	<b>\$32,898.00</b>
<b>76</b>	<b>TOTAL CASH ACCOUNTED FOR (add lines 69 and 75)</b>	<b>\$53,791.00</b>



**Summary of cash receipts and disbursements statement**

**For the year ended December 31, 2021**

	<b>Reporting Period 2021</b>
Total cash receipts for the year (from line 26)	\$20,666.00
<b>SUBTRACT</b> Total cash disbursements for the year (from line 69)	\$20,893.00
Net cash increase or (decrease) from operations	(\$227.00)
<b>ADD</b> Total opening cash on hand and in bank (from line 6)	\$33,125.00
<b>TOTAL CLOSING CASH ON HAND IN BANK</b> (from line 75)	\$32,898.00

**Please continue on to page 7 if your municipality made any payments on behalf of the library board.**

**Please have the Municipal Administrator fill out page 7.**

2022

Alberta

Village of Marwayne Library Board

Financial Review For 2022

Village of Marwayne Library Board Legal name of library board\*

\*The name must match the legal library board name on the grant application form

To be completed by the person/firm approved by municipal council as financial reviewer (as per section 9 or 12.7 of the Libraries Act), not a library board member or staff member.

Print Name: Amy Parker

Signature: [Handwritten Signature]

Date: May 10, 2023



\_\_\_\_\_ Village of Marwayne \_\_\_\_\_

Library Board

**Financial Review**

*For 2022*

Village of Marwayne Library Board

Legal name of library board\*

\*The name must match the legal library board name on the grant application form

To be completed by the person/firm approved by municipal council as financial reviewer (as per section 9 or 12.7 of the *Libraries Act*), not a library board member or staff member.

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

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

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



Village of Marwayne

Library Board

RECEIPTS FOR YEAR	Reporting Period 2022
<b>Cash balance at beginning of year, January 1</b>	
01 Cash on hand	\$20.00
02 Total in current bank accounts	\$32,878.00
03 Total in savings accounts	
04 Term deposits	
05 Other committed funds (e.g. trust funds and bequests)	
<b>06 TOTAL OPENING CASH ON HAND (add lines 01 to 05)</b>	<b>\$32,898.00</b>
<b>Government contributions</b>	
07 Local appropriation (Cash transfer from your municipality for operations)	\$1,534.00
08 Provincial library operating grant (do not combine with other provincial funding)	\$8,503.00
<b>Other government contributions</b>	
09 Cash transfer from <u>neighbouring municipality</u>	
10 Cash transfer from <u>another municipal or intermunicipal library board</u>	
11 Cash transfer from <u>regional library system</u> (e.g. Library Services Grant)	\$9,140.00
12 Cash transfer from Improvement District/Summer Village	
13 Cash transfer from School board, FCSS	
14 Employment programs (e.g. Canada Summer Jobs)	
15 Other grants (e.g. capital grants from your municipality, CFEP, CIP) please list	
15a <u>MSI Funding County of Vermilion River</u>	\$8,625.00
15b _____	
15c _____	
<b>Other revenue</b>	
16 Book sales	
17 Fundraising (donations and other fundraising activities, incl. from Friends groups)	\$100.00
18 Fees and fines (card fees, fines, non-resident deposits)	
18a Fees	
18b Fines	\$186.00
19 Program revenue	
20 Room rentals	
21 Other service revenue (e.g. photocopying, faxing, contracts)	
22 GST refund	
23 Interest	
24 Transfers from reserve accounts	
25 Other income (please list)	
25a _____	
25b _____	
25c _____	
<b>26 TOTAL CASH RECEIPTS (add lines 07 to 25)</b>	<b>\$28,088.00</b>
<b>27 TOTAL CASH TO BE ACCOUNTED FOR (add lines 06 and 26)</b>	<b>\$60,986.00</b>



Village of Marwayne

Library Board

CASH DISBURSEMENTS FOR YEAR	Reporting Period 2022
<b>Staff</b>	
28 Salaries, wages and benefits	\$12,018.00
29 Honoraria (volunteers)	
30 Moving expenses	
31 Course or conference fees	\$170.00
32 Travel and hospitality (staff)	\$80.00
<b>33 TOTAL STAFF EXPENSE (add lines 28 to 32)</b>	<b>\$12,268.00</b>
<b>Library resources</b>	
34 Books (include freight and purchased cataloguing; <b>do not</b> include money you transfer to your library system for book purchases, that info goes on line 59)	\$2,001.00
35 Periodicals and newspapers	
36 Non-print materials (e.g. audio-visual materials, loanable objects)	\$597.00
37 Digital and electronic resources	
<b>38 TOTAL LIBRARY RESOURCES (add lines 34 to 37)</b>	<b>\$2,598.00</b>
<b>Administration</b>	
39 Audit and/or annual financial review	\$50.00
40 Board expenses (incl. honoraria, travel, course and conference fees)	\$973.00
41 Equipment rentals and maintenance	
42 Contracts for services (e.g. bookkeeping, IT services)	
43 Legal fees, bank charges, refunds and deposits	
44 Library supplies (incl. binding & repair)	\$178.00
45 Association memberships ( <b>Do not include payments to a regional library system, that info goes on line 59</b> )	
46 Postage and box rental	\$248.00
47 Program expense (incl. publicity/advertising, equipment rental, artist's fees)	\$416.00
48 General office supplies (incl. stationery, printing and copier supplies)	\$514.00
49 Telephone and telecommunications (incl. internet connections)	
50 Other materials and supplies	
51 Other expenses (Lost Disc)	\$105.00
<b>52 TOTAL ADMINISTRATION EXPENSE (add lines 39 to 51)</b>	<b>\$2,484.00</b>



Village of Marwayne

Library Board

<b>CASH DISBURSEMENTS FOR YEAR (cont'd)</b>		<b>Reporting Period 2022</b>
<b>Building costs</b>		
53	Insurance	\$813.00
54	Janitorial and maintenance (janitorial service/supplies, maintenance and minor repairs to building and grounds)	
55	Utilities	
56	Occupancy costs (e.g. share of building costs in joint-use buildings)	
57	Rent	
<b>58</b>	<b>TOTAL BUILDING EXPENSE (add lines 53 to 57)</b>	<b>\$813.00</b>
<b>Transfer payments</b>		
59	Transfer to other library boards ( <b>please specify boards:</b> may include municipal or library system boards for membership fees, etc.)	
59a	NLLS	\$3,488.00
59b	Ebooks Fund to NLLS	\$500.00
59c		
59d		
59e		
59f		
60	Contract payments to library societies (please list)	
60a		
60b		
60c		
60d		
<b>61</b>	<b>TOTAL TRANSFER PAYMENTS (add lines 59 and 60)</b>	<b>\$3,988.00</b>
<b>62</b>	<b>TOTAL OPERATING EXPENDITURE (add lines 33, 38, 52, 58, and 61)</b>	<b>\$22,151.00</b>
63	Loan interest and payments	
64	Transfer to other accounts (e.g. capital, operating reserves)	
<b>Capital expenditures</b>		
65	Building repairs and renovations (e.g. roof, carpet, partitions)	
66	Furniture and equipment (incl. computer hardware)	
67	Other (please list)	
67a	Cushions for Bench and Storage Box	\$482.00
67b		
<b>68</b>	<b>TOTAL CAPITAL EXPENDITURE (add lines 65 to 67)</b>	<b>\$482.00</b>
<b>69</b>	<b>TOTAL CASH DISBURSEMENTS (add lines 62, 63, 64, 68)</b>	<b>\$22,633.00</b>

<b>Cash balance at end of reporting year</b>		
70	Cash on hand	\$20.00
71	Total in current bank accounts	\$38,333.00
72	Total in savings accounts	
73	Term deposits	
74	Other committed funds (e.g. trusts and bequests, reserves, capital)	
<b>75</b>	<b>TOTAL CASH ON HAND (add lines 70 to 74)</b>	<b>\$38,353.00</b>
<b>76</b>	<b>TOTAL CASH ACCOUNTED FOR (add lines 69 and 75)</b>	<b>\$60,986.00</b>



Village of Marwayne

Library Board

**Summary of cash receipts and disbursements statement**

For the year ended December 31, 2022

	Reporting Period 2022
Total cash receipts for the year (from line 26)	\$28,088.00
<b>SUBTRACT</b> Total cash disbursements for the year (from line 69)	\$22,633.00
Net cash increase or (decrease) from operations	\$5,455.00
<b>ADD</b> Total opening cash on hand and in bank (from line 6)	\$32,898.00
<b>TOTAL CLOSING CASH ON HAND IN BANK</b> (from line 75)	\$38,353.00

Please continue on to page 7 if your municipality made any payments on behalf of the library board.

Please have the Municipal Administrator fill out page 7.

N/A





## CHIEF ADMINISTRATIVE OFFICER REPORT

MEETING DATE: SEPTEMBER 18<sup>TH</sup>, 2023

### 1. Splash Park

- a. The splash park has now been winterized for the 2023 season. We hope that everyone enjoyed their time there and from the feedback we received, it appears that they did!
- b. In total, we used 1770 cubic meters of water for the splash park this summer. This is equivalent to roughly \$4,956.00. We came in under budget of our \$10,000 projection.

### 2. Spraying

- a. The lagoon and the walking paths have been sprayed for weeds and scentless chamomile. This concludes our spraying program for 2023.

### 3. Capital and Operational Budget

- a. Interim budgets to be presented in November.

### 4. Emergency Management Directive

- a. Still working with the city of Lloydminster and our neighboring municipalities on the emergency management collaboration directive. I am in the process of coordinating a presentation to Council so that everyone has a better understanding of what it entails.

### 5. AB Municipalities Conference

- a. Reminder that I will be attending September 27 to 29 in Edmonton.

### 6. VRRRA Meeting

- a. Thursday September 21<sup>st</sup> in Marwayne. Dinner will be provided by farmstead out of Kitscoty.

### 7. Area Structure Plan

- a. The ASP is moving ahead smoothly. I am meeting with V3 on September 22<sup>nd</sup> in Vegreville to go over next steps and discuss the project so far. Adoption will likely be in early to mid 2024.

### 8. ATCO Streetlight Conversion Project

- a. ATCO has been in town today, tomorrow and early next week to gather information on the street light conversion project. They are taking photos, measurements, flying drones, etc.
- b. This has been posted to social media for resident awareness.

**9. Conoco Phillips and Suncor**

- a. I have a meeting with them on September 21<sup>st</sup> to discuss the lands that require remediation.

**VILLAGE OF MARWAYNE**

**Monthly Council Revenue Expense Repo  
Expense Report**

For Period Ending 30-Sep-2023



GL5410

Date : Sep 14, 2023

Page : 1

Time : 3:20 pm

	BUDGET	CURRENT	YTD VARIANCE
<b>GENERAL OPERATING FUND</b>			
<b>Operating Revenue</b>			
General Government	(61,750.00)	(99,963.62)	38,213.62
Protective Services	(1,600.00)	(5,997.14)	4,397.14
Transportation Services	(50,450.00)	(661.76)	(49,788.24)
Utility - Water Services	(331,150.00)	(269,917.86)	(61,232.14)
Utility - Wasterwater Services	(76,540.00)	(50,261.16)	(26,278.84)
Environmental Health Services	(78,330.00)	(56,948.94)	(21,381.06)
Community Services	(408,025.00)	(44,020.50)	(364,004.50)
Recreation and Cultural Services	(2,220.00)	(3,150.00)	930.00
<b>Total Operating Revenue</b>	<b>(1,010,065.00)</b>	<b>(530,920.98)</b>	<b>(479,144.02)</b>
<b>Capital Revenue</b>			
Government Transfer For Capital	(95,165.00)	0.00	(95,165.00)
Reserve Capital	(125,000.00)	0.00	(125,000.00)
<b>Total Capital Revenue</b>	<b>(220,165.00)</b>	<b>0.00</b>	<b>(220,165.00)</b>
<b>Operating Expense</b>			
Legislative Services	29,900.00	7,946.14	21,953.86
Administrative Services	296,145.00	172,230.19	123,914.81
Protective Services	41,932.00	29,443.15	12,488.85
Transportation Services	208,579.00	300,116.47	(91,537.47)
Utility - Water Services	394,975.00	230,096.28	164,878.72
Utility - Wasterwater Services	50,598.00	46,832.70	3,765.30
Environmental Health Services	74,695.00	49,618.74	25,076.26
Community Services	524,900.00	127,287.00	397,613.00
Recreation and Cultural Services	68,257.00	38,282.76	29,974.24
<b>Total Operating Expense</b>	<b>1,689,981.00</b>	<b>1,001,853.43</b>	<b>688,127.57</b>
<b>Capital Expense</b>			
Utility	80,000.00	0.00	80,000.00
Capital Purchase	45,000.00	0.00	45,000.00
Additional Cash Requirements	54,000.00	0.00	54,000.00
<b>Total Capital Expense</b>	<b>179,000.00</b>	<b>0.00</b>	<b>179,000.00</b>
<b>Taxation</b>			
Municipal Taxation	616,241.00	(501,276.05)	1,117,517.05
School Taxation In	112,676.00	(107,798.78)	220,474.78
School Taxation Out	0.00	56,338.37	(56,338.37)
Local Improvements In	(23,203.00)	(22,380.00)	(823.00)
Local Improvements Out	37,500.00	0.00	37,500.00
<b>Total Taxation</b>	<b>743,214.00</b>	<b>(575,116.46)</b>	<b>1,318,330.46</b>
<b>Total GENERAL OPERATING FUND</b>	<b>1,381,965.00</b>	<b>(104,184.01)</b>	<b>1,486,149.01</b>
<b>Total Surplus (-)/Deficit</b>	<b>1,381,965.00</b>	<b>(104,184.01)</b>	<b>1,486,149.01</b>

VILLAGE OF MARWAYNE

**Monthly Council Revenue Expense Repo  
Expense Report**

For Period Ending 30-Sep-2023



GL5410

Date : Sep 14, 2023

Page : 2

Time : 3:20 pm

Report Options Accounts : All

Cost Center 1 : All

Cost Center 2 : All

Cost Center 3 : All

Unposted Included

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**  
**Cheque Register-Summary-Bank**



MARWAYNE

AP5090

Date : Aug 29, 2023

Page : 1

Time : 11:50 am

Supplier : 10 To ZARC  
 Cheque Dt. 29-Aug-2023 To 29-Aug-2023  
 Bank : 01 - ATB To 99 - Penny Clearing

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

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount	
4662	29-Aug-2023	10001	Gas Utility CVR	Issued	60	C	185.45	
4663	29-Aug-2023	10032	Receiver General For Canada	Issued	60	C	10,158.50	
4664	29-Aug-2023	10113	TELUS	Issued	60	C	179.86	
4665	29-Aug-2023	ABBAN	Abbott, Andrew	Issued	60	C	14.69	
4666	29-Aug-2023	AISL	AMSC Insurance Services Ltd	Issued	60	C	1,942.62	
4667	29-Aug-2023	ASC	AMSC Insurance Services Ltd	Issued	60	C	197.73	
4668	29-Aug-2023	COOP	Federated Co-Operatives Limited	Issued	60	C	1,113.27	
4669	29-Aug-2023	GRACA	Grant, Carry	Issued	60	C	459.00	
4670	29-Aug-2023	KNEEK	Kneen, Kathleen 'Kay'	Issued	60	C	156.57	
4671	29-Aug-2023	MBE3	Marwayne Community Hall	Issued	60	C	7,000.00	
4672	29-Aug-2023	MCSNE	MCSNet-Lemalu Holdings Ltd.	Issued	60	C	73.40	
4673	29-Aug-2023	PLAQ	PlayQuest Recreation	Issued	60	C	24,110.78	
4674	29-Aug-2023	SHAHAR	Harrower, Shannon	Issued	60	C	130.06	
4675	29-Aug-2023	SPC	Border Paws Animal Shelter	Issued	60	C	150.00	
4676	29-Aug-2023	SRSL2	Saunders Repair Service Ltd.	Issued	60	C	481.75	
4677	29-Aug-2023	WRD	Wells Fargo Equipment Fin Co	Issued	60	C	785.52	
<b>Total Computer Paid :</b>		<b>47,139.20</b>	<b>Total EFT PAP :</b>		<b>0.00</b>	<b>Total Paid :</b>		<b>47,139.20</b>
<b>Total Manually Paid :</b>		<b>0.00</b>	<b>Total EFT File :</b>		<b>0.00</b>			

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

**VILLAGE OF MARWAYNE**  
**Billing Register Report Detailed**



UB4110 Page : 28  
 Date : Sep 08, 2023 Time : 10:21 am

**Report Options**

Customer Selection : All

Calculation Type : All

Batch Number

From : [2023090801]  
 To : [2023090801]

Include Billing Transaction From Transaction Maintenance : No

Srv. End Date On/Before : 08-Sep-2023 Final Bills Only : No

Cat	Srv	Service Description	Count	Total Discount	Total Units	Total Amt	Total Cons.	Avg. Cons.
01	ONOFF	Water On/Off	3		3.00	105.00		
01	WCOM	Commercial Water	23		23.00	2,152.95	257.00	11.17
01	WIND	Industrial Water	1		1.00	369.50	70.00	70.00
01	WINS	Institutional Water	3		3.00	377.70	42.00	14.00
01	WLF	Water Line Fee	253		253.00			
01	WMUN	Municipal Properties	3		3.00		652.00	217.33
01	WPUB	Public Building Water	9		9.00	499.20	32.00	3.56
01	WRES	Residential Water	236		236.00	20,410.70	2,522.00	10.69
02	SCOM	Commercial Sewer	22		22.00	440.00		
02	SINS	Institutional Sewer	3		3.00	225.00		
02	SPUB	Public Building Sewer	9		9.00	180.00		
02	SRES	Residential Sewer	237		237.00	4,740.00		
03	GIN	Institutional Garbage	3		3.00	33.00		
03	GRES	Residential Garbage	237		237.00	6,280.50		
<b>Book 000 Totals :</b>			<b>1042</b>		<b>1,042.00</b>	<b>35,813.55</b>	<b>3,575.00</b>	
<b>Totals</b>			<b>1042</b>		<b>1,042.00</b>	<b>35,813.55</b>	<b>3,575.00</b>	



**RECEIVED**  
SEP 12 2023



202, 9440 49 Street, Edmonton, AB T6B 2M9 | [NSWA.AB.CA](http://NSWA.AB.CA)

September 5, 2023

His Worship Chris Neureuter  
Mayor, Village of Marwayne  
PO Box 113  
Marwayne, AB T0B 2X0

Dear Mayor and Council,

**RE: Supporting Watershed Management for a Thriving Village of Marwayne**

I hope this letter finds you in good health and spirits. I am writing to you on behalf of the North Saskatchewan Watershed Alliance (NSWA) to kindly request your support for the NSWA in 2024. Last year, Marwayne **was not among the more than 40 municipalities who supported the NSWA**. This year, as we embark on another year of collaborative efforts, we are again asking for positive consideration by you and your Council in 2024 for a **contribution of \$270.00**.

As you are aware, water and environmental management stands as a pillar of Marwayne's growth and prosperity. The well-being of our citizens and our economy depends on secure access to clean drinking water, the sustained health of our watershed, protection against flooding and drought, and effective stormwater management.

Marwayne is important to our watershed because the water the village needs comes from the landscape upstream of the city, while city stormwater and wastewater can affect the ecosystem downstream. This means that improving sustainability is best achieved at a watershed scale and in collaboration with other water managers.

At the NSWA, we believe the complex, multi-faceted nature of water and environmental management is best tackled by bringing people and communities together to collaborate. For more than 23 years, the NSWA has worked tirelessly to bring partners together to improve how we collectively manage our rivers, wetlands, and lakes using the best and most applicable science. This important work is accomplished because of the generous support of municipalities like Marwayne, the provincial government, and water utilities.

Your support means that the NSWA can continue to bring municipalities and partners together to address water quality and quantity challenges, build new tools for decision-makers, and improve our understanding of the watershed. One such project is the NSWA's update to the State of the Watershed assessment, last completed in 2005. NSWA is using an internationally recognized method called the Freshwater Health Index developed by Conservation International to calculate a numeric rating for the watershed's vitality, ecosystem services, and governance. The State of the Watershed enables Marwayne to make decisions and set priorities armed with the best information on the health of the



watershed. The assessment is also a valuable tool for the village to communicate basin health with its citizens.

We believe that through collective efforts, we can build a future where water resources are managed sustainably, benefiting not only Marwayne but our entire watershed. Your continued support is invaluable in shaping this vision into reality. We invite you to explore our 2022-2023 Annual Report and the NSWA website for more information ([www.nswa.ab.ca](http://www.nswa.ab.ca)). Enclosed is an invoice to facilitate the administration of your suggested contribution.

I would be happy to connect with you and your Council to provide more information. The NSWA Executive Director, Scott Millar ([scott.millar@nswa.ab.ca](mailto:scott.millar@nswa.ab.ca)) is also available to present to Marwayne and to answer any questions you may have about the NSWA.

Sincerely,

Stephanie Neufeld  
Chair, North Saskatchewan Watershed Alliance

Cc: Chief Administrative Officer





**Invoice**

Date	Invoice #
9/05/2023	2024.077

202 - 9440 49  
Street NW  
Edmonton, Alberta  
T6B 2M9

<b>Phone #</b>	587.525.6821
<b>E-mail</b>	ellen.cust@nswa.ab.ca
<b>Web Site</b>	www.nswa.ab.ca

<b>Invoice To</b>
Village of Marwayne PO Box 113 Marwayne AB T0B 2X0

Description	Amount
Municipal Contribution January 1 to December 31, 2024 - Per Capita Funding Request	270.00
Thank you for your support	<b>Total</b> \$270.00

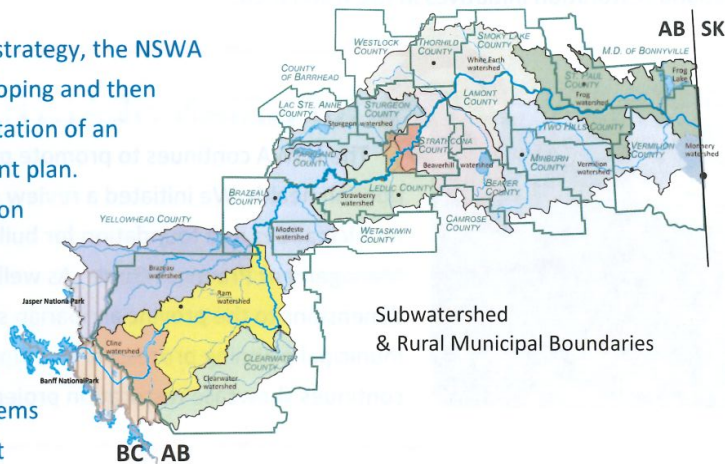
**GST/HST No.** 890443419



## HIGHLIGHTS FROM 2022-2023

The North Saskatchewan Watershed Alliance (NSWA) is a non-profit, multi-stakeholder organization dedicated to **improving the health and sustainability of the North Saskatchewan River and its watershed.**

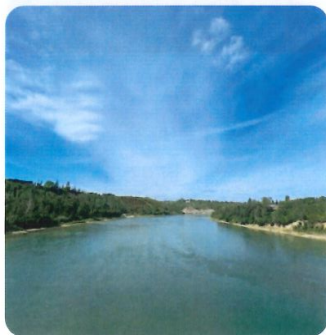
Under the Alberta *Water for Life* strategy, the NSWA carries the responsibility of developing and then encouraging voluntary implementation of an integrated watershed management plan. Implemented through collaboration and community engagement, the plan sets out the actions needed to protect and enhance the quantity and quality of water and the health of aquatic ecosystems within the watershed and support the social and economic well-being of the region.



Subwatershed & Rural Municipal Boundaries

## STATE OF THE WATERSHED ASSESSMENT

The State of the Watershed assessment examines numerous aspects of watershed health so that we have a baseline from which to determine if actions are needed to improve watershed health.



Building upon the NSWA's 2005 assessment, the **State of the Watershed will make use of an internationally recognized methodology called the Freshwater Health Index (FHI),** developed by Conservation International. This will be the first use of FHI in a North America. The index scores watershed vitality, services, and governance to create scientifically supported, scalable, consistent results that integrate available data and the expertise of local stakeholders, subwatershed alliances, and the NSWA.

[www.nswa.ab.ca](http://www.nswa.ab.ca)



- 2 -

## WETLAND STRATEGY

The NSWA is developing the **Strategy to Improve Wetland Management for the North Saskatchewan River in Alberta**. This collaborative strategy is intended to coordinate and align the work of partners across the watershed to advance wetland management and implementation of the Alberta Wetland Policy. The NSWA is offering a **Wetland Education Sponsorship** to support municipal partners as they elevate their knowledge and technical capacity to conserve wetlands and implement wetland restoration initiatives in the watershed.



## RIPARIAN HEALTH ACTION PLAN

The NSWA continues to promote practices and policies that support riparian health. We initiated a **review of riparian regulations for 24 municipalities** as a foundation for building a **Riparian Regulations Best Management Practices Guide**. As well, we are working to add new dimensions to the provincial riparian setback calculator to support municipal planning processes. The **Riparian Web Portal** ([riparian.info](http://riparian.info)) continues showcase restoration projects from across the watershed.

## EDUCATION AND OUTREACH

A key role for the NSWA is sharing knowledge and information on the North Saskatchewan River watershed. Staff attend community events throughout the summer, publish a monthly newsletter, hosts workshops and webinars, and is actively growing our social media network. We are proud to say we have engaged with more than **1,900 community members** and reach over **5,700 people** through our social media channels in 2023.



## STAY CONNECTED TO NSWA

Email us at [water@nswa.ab.ca](mailto:water@nswa.ab.ca) to join our newsletter and event mailing list.

Visit us at [www.nswa.ab.ca](http://www.nswa.ab.ca) to see more on our partners, our work, and our results.

Connect with us on the social media platform of your choice.

 NorthSaskRiver 
  north\_sask\_river 
  @NorthSaskRiver 
  northsaskriver