



Village of Marwayne

Agenda

Regular Village Council Meeting
 Tuesday, August 20, 2024 @ 7:00 PM
 ATB Financial Boardroom

		Page
1	CALL TO ORDER	
2	ADDITIONS	
3	ADOPTION OF AGENDA	
3.1	August 20, 2024 Regular Village Council Meeting Agenda	
	Be it resolved that the August 20, 2024 Regular Village Council Meeting Agenda be approved as presented.	
4	ADOPTION OF MINUTES	
4.1	July 15, 2024 Regular Village Council Meeting Minutes	4 - 6
	Be it resolved that the July 15, 2024 Regular Village Council Meeting Minutes be approved as presented.	
5	DELEGATIONS/PUBLIC HEARINGS	
5.1	7:15PM Area Structure Plan Public Hearing	7 - 8
	Be it resolved that the Village of Marwayne give second reading to Bylaw No. 601-25, being a bylaw to adopt the Area Structure Plan for a portion of SW 25 52 3 W4 located along Highway 897 within the Village of Marwayne.	
	Be it resolved that the Village of Marwayne give third reading to Bylaw No. 601-25, being a bylaw to adopt the Area Structure Plan for a portion of SW 25 52 3 W4 located along Highway 897 within the Village of Marwayne.	
6	KEY STRATEGY: ADDRESSING SERVICE NEEDS	
6.1	Public Works & Utilities Reports	9 - 11
	Be it resolved that the Public Works & Utilities Reports be received as information.	
7	KEY STRATEGY: SAFE & CARING COMMUNITY	
7.1	Richardson Ground Squirrel Control	12 - 16
	Be it resolved that the briefing note on the Control of Richardson Ground Squirrel's be received as information.	

7.2	Sidewalk, Trail and Curb Inspections	17 - 20
	Be it resolved that the Sidewalk, Trail and Curb Inspections Policy PW 04 and briefing note be received as information.	
7.3	Quarter 1 RCMP Crime Statistics	21 - 23
	Be it resolved that the Quarter 1 Royal Canadian Mounted Police Crime Statistics be received as information.	
8	KEY STRATEGY: PLANNING FOR GROWTH & CHANGE	
8.1	Amendment to the Fees & Charges Bylaw No. 544-15	24 - 25
	Be it resolved that the Village of Marwayne give first reading to Bylaw No. 601-26, being a bylaw to amend the Fees and Charges Bylaw No. 544-15.	
	Be it resolved that the Village of Marwayne give second reading to Bylaw No. 601-26, being a bylaw to amend the Fees and Charges Bylaw No. 544-15.	
	Be it resolved that the Village of Marwayne introduce for third reading Bylaw No. 601-26, being a bylaw to amend the Fees and Charges Bylaw No. 544-15.	
	Be it resolved that the Village of Marwayne give third and final reading to Bylaw No. 601-26, being a bylaw to amend the Fees and Charges Bylaw No. 544-15.	
9	KEY STRATEGY: PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE	
9.1	WT 04 - Curb Cock Replacement and Repair	26 - 30
	Be it resolved that the Curb Cock Replacement and Repair Policy WT 04 be received as information.	
10	ADMINISTRATIVE REPORTS	
10.1	Councillor Reports	
	Be it resolved that the Councillor Reports be received as information.	
10.2	Chief Administrative Officer Report	31 - 33
	Be it resolved that the Chief Administrative Officer Report be received as information.	
11	FINANCIAL	
11.1	Cheque Distribution Report	34 - 35

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.

11.2 Bank Reconciliation Report 36 - 38

Be it resolved that the June and July 2024 Bank Reconciliation Report be received as information.

11.3 Monthly Utility Bill Report 39

Be it resolved that the June 2024 Monthly Utility Bill Report be received as information.

12 CORRESPONDENCE

12.1 Canada Community Building Fund Letter, ATCO Franchise Fee Increase Approval and 2025 Forecast Letters 40 - 46

Be it resolved that the Correspondence be received as information.

13 CONFIDENTIAL

13.1 FOIP Section 17 (1) - Advice from Officials - Land and Advice from Officials

14 SETTING OF THE NEXT MEETING

14.1 September 16, 2024 at the ATB Financial Boardroom

15 ADJOURNMENT



210 2nd Avenue South, Box 113
Marwayne AB T0B 2X0
P: 780-847-3962 F: 780-847-3324
E: admin@marwayne.ca W: www.marwayne.ca

Minutes of the Regular Meeting of the Council of the Village of Marwayne
In the Province of Alberta, held on Monday July 15th, 2024
Commencing at 7:00 PM in the ATB Financial Boardroom

PRESENT

Mayor Chris Neureuter
Councillors Roger Parkyn and Ashley Rainey
Chief Administrative Officer Shannon Harrower

1. CALL TO ORDER

Mayor C. Neureuter called the July 15th, 2024 Village of Marwayne Council Meeting to order at 6:59 p.m. with all members in attendance.

2. ADOPTION OF AGENDA

July 15th, 2024 Council Meeting Agenda

2024-07-01

Moved By Deputy Mayor A. Rainey

Be it resolved that the July 15th, 2024 Village Council Meeting Agenda be approved with the following addition as presented:

- Alberta Hub Appointment

CARRIED

3. ADOPTION OF MINUTES

June 10th, 2024 Council Meeting Minutes

2024-07-02

Moved By Councillor R. Parkyn

Be it resolved that the June 10th, 2024 Village of Marwayne Regular Village Council Meeting Minutes be approved as presented.

CARRIED

4. DELEGATIONS AND PUBLIC HEARINGS

Sergeant Mark Cusack from the Kitscoty Royal Canadian Mounted Police Detachment

2024-07-03

Moved By Deputy Mayor A. Rainey

Be it resolved that the delegation with Sergeant Mark Cusack from the Kitscoty RCMP be received as information.

CARRIED

5. KEY STRATEGY: ADDRESSING SERVICE NEEDS

Public Works Foreman Report

2024-07-04

Moved By Deputy Mayor A. Rainey

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

CARRIED



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Regional Water Operator Report

2024-07-05

Moved By Deputy Mayor A. Rainey

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

CARRIED

6. KEY STRATEGY: SAFE & CARING COMMUNITY

Tree Removal adjacent to the Fire Hall

2024-07-06

Moved By Deputy Mayor A. Rainey

Be it resolved that the Village of Marwayne cost share the tree removal adjacent to the Fire Hall at a flat rate of \$2650.00.

CARRIED

7. ADMINISTRATIVE REPORTS

Councillor Reports

2024-07-07

Moved By Councillor R. Parkyn

Be it resolved that Councillor R. Parkyn be appointed to the Alberta HUB board on behalf of the Village of Marwayne and that the Councillor Reports be received as information.

CARRIED

Chief Administrative Officer Report

2024-07-08

Moved By Deputy Mayor A. Rainey

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

CARRIED

8. FINANCIAL

Cheque Distribution Report

2024-07-09

Moved By Councillor R. Parkyn

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

2024-07-10

Moved By Councillor R. Parkyn

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

CARRIED



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Monthly Utility Bill Report

2024-07-11

Moved By Deputy Mayor A. Rainey

Be it resolved that the June 2024 Utility Bill Report be received as information.

CARRIED

9. CORRESPONDENCE

Letter from Olga Kovaluk re: Rain Barrel Rebate Program

2024-07-12

Moved By Councillor R. Parkyn

Be it resolved that the Village of Marwayne send a letter to Olga Kovaluk in response to the concerns raised in her correspondence dated July 8, 2024.

CARRIED

10. CLOSED SESSION – CONFIDENTIAL

2024-07-13

Moved By Deputy Mayor A. Rainey

Be it resolved that the Village of Marwayne move to a closed session at 8:26 p.m. with all members in attendance.

CARRIED

FOIP Section 17 (1) – Advice from Officials

2024-06-14

Moved By Deputy Mayor A. Rainey

Be it resolved that the Village of Marwayne revert to an open session at 8:45 p.m. with all members in attendance.

CARRIED

9. NEXT MEETING

7:00 PM on August 19th, 2024 at the ATB Financial Boardroom

10. ADJOURNMENT

Being that the July 15th, 2024 Council Meeting agenda matters for the Village of Marwayne have concluded, the meeting adjourned at 8:47 p.m.

Approved this 19th day of August 2024.

Chris Neureuter, Mayor

Shannon Harrower, CAO



Village of Marwayne
Area Structure Plan Bylaw No. 601-25

A BYLAW OF THE VILLAGE OF MARWAYNE TO ADOPT THE AREA STRUCTURE PLAN FOR A PORTION OF SW 25 52 3 4 LOCATED ALONG HIGHWAY 897 WITHIN THE VILLAGE OF MARWAYNE.

WHEREAS The Village of Marwayne is the registered owner of land legally described as follows:

**BLOCK 7
PORTION OF SW 25 52 3 4
EXCEPTING THEREOUT ALL MINES AND MINERALS**

AND WHEREAS It is deemed advisable that the Village of Marwayne adopt the Area Structure Plan;

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

1. **THAT** Bylaw No. 601-25 be cited as the Village of Marwayne Area Structure Plan;
2. **THAT** the Village of Marwayne Area Structure Plan, attached hereto as Schedule "A", is hereby adopted;
3. **SHOULD** any provision of this Bylaw be determined to be invalid, then such provisions shall be severed and the remaining bylaw shall be maintained.

This Bylaw shall come into force and effect upon receiving third and final reading and having been signed by the Mayor and Chief Administrative Officer for the Village of Marwayne.

READ A FIRST TIME IN COUNCIL THIS 13th DAY OF MAY, 2024.

READ A SECOND TIME IN COUNCIL THIS ____ DAY OF _____, 2024.

READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS ____ DAY OF _____, 2024.

Chris Neureuter, Mayor

Shannon Harrower, CAO

AGENDA ITEM #5

PUBLIC HEARING

Business Park Area Structure Plan Village of Marwayne



ABOUT THE PROJECT

The Village of Marwayne in partnership with the County of Vermilion River is developing an Area Structure Plan on lands currently owned by the Village.

In this Open House, we will discuss the amendments to the Municipal Development Plan, rezoning, and the Area Structure Plan in regards to the Business Park Area Structure Plan (ASP). The ASP will help ensure development and infrastructure is managed appropriately.

To learn more, please visit www.marwayne.ca or contact the Village at **780-847-3962**.



YOU ARE INVITED TO THE PUBLIC HEARING FOR THE AREA STRUCTURE PLAN.



When: Tuesday, August 20th, 2024

Time: 7:15 PM

Where: ATB Financial Board Room - Marwayne Community Hall
210 - Second Ave S, Marwayne, Alberta T0B 2X0



PUBLIC WORKS REPORT

MEETING DATE: AUGUST 20, 2024

1. Mowing

- a. Public works have continued to regularly mow and weed whack throughout the Village when needed.

2. Signs

- a. A few signs were bent and damaged over the August 9-11 ball tournament weekend.
- b. Public works were able to retrieve the signs, bend back into shape, and return to designated areas.

3. Sidewalks

- a. Zoey and Andrew completed the annual asset inspection forms for the sidewalks in the Village. Shannon K is currently working on transferring this information into an excel file to rate which locations need attention first.
- b. Shannon K will be entering the sidewalk data into our Decision Optimization Technology (DOT) System Software.
- c. W&R Concrete Construction was in to repair the sidewalks located at 113 3rd Ave North and 301 3rd Street North.

4. Valves/Hydrants

- a. Andrew has been going around town and exercising check valves.
- b. Zoey painted all the hydrants in the Village.

5. Water Breaks

- a. Rusway came to the Village July 17, 2024, to fix the water break located in front of the Marwayne gas station. The leak was located on both sides and the appropriate repairs were made and charged 50% to the Village and 50% to the owner.
- b. We are waiting on Bi Systems to provide budget pricing for a SCADA upgrade and PLC upgrade for the water treatment plant.

6. Roads

- a. ASL paving will be advising Shannon H as to the exact date for road repairs for 2nd Street South – 2nd Ave to 3rd Ave, 3rd Street North – 3rd Ave to 4th Ave, Railway Avenue – Centre St to 1st St N, and the Basketball Court (expected end of August / September).
- b. Wilson has gone through the Village with Shannon K to rate which roads should be the next priority for repairs.
 - i. Shannon K will document and meet with Shannon H to update the 5 year capital project plan in advance of the 2025 budget cycle.



JULY PUBLIC WORKS FOREMAN REPORT

Task	Completed (Yes/No) & Date	Notes
Check & Grade Back Alleys	good	
Playground Inspection and Rototilling	good	
Water Valve Maintenance – Turn on & off	done	
Lagoon Berm & Fence Maintenance	good	
Visual Street Sign Inspections & HWY 897 Signs (Noted in Writing in your Book)	ok	
Sidewalk Inspections	done	
Marwayne Signs Painted with Linseed Oil	done.	
Mowing/Whipper Snipping/Garbage/Check Trees/Cultivate	ok.	
Dead End Hydrants Flushed	done	
Check Fire Extinguishers (1 Office, 3 Shop, Vehicles, 2 Water Treatment Plant, 1 Fire Hall, 1 Lift Station, 2 Well House & 1 Clinic)	good.	
Check First Aid Kit for Sticker (Office, Shop, Vehicles and Water Treatment Plant)	good	
Special Project (Clean up URE Land Site)		

Submitted by: wd

Date: 14 Aug



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

August 2024

Common information:

Monthly reports up to date.

Kitscoty operator training ongoing. Lead operator wrote level 1 exams passed wastewater collection, rewrite in September.

Second Pw op in Kitscoty enrolled in Level 1 prep course.

Admin support for Marwayne back on track with Level 1 prep course.

Regional operator took annual June 6th to 26th. Local operators covered operations with little or no problems.

Regional operator off half day Dentist appointment July 10.

Drinking water safety plans updated for 2024.

Regional operator has been taken out of the on call rotation but will fill in when needed for annual vacation etc.

Alberta Health has changed the way they report bacteriological results back to us. Needed to update some sign in information in the electronic reporting system.

Lead tests are completed for both Marwayne and Kitscoty

Hydrant testing and maintenance due.

Marwayne:

Data for June 2024 was electronically submitted on AEP site.

Consumption remains low, minimum nighttime consumption down to 18.5 lpm at times. We still suspect a leak somewhere.

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

Monitoring pump cycles when bulk water is used. Bi-systems was in to check.

Marwayne spring lagoon discharge started May 27th 68" Sample taken May 28th. Results were well within the guidelines.

One leak repaired on Hwy 897. Costs split with Hwy Service.

Atco power upgrades causing some problems but things are working so far.

Alarms not functioning at plant we have Bi-systems working on it.



REQUEST FOR COUNCIL DECISION

SUBJECT

Control of Richardson Ground Squirrels (also known as Gophers)

RECOMMENDATION

Be it resolved that the Control of Richardson Ground Squirrels briefing note be received as information.

BACKGROUND

Deputy Mayor A. Rainey approached administration to inquire as to whether or not the Village would be able to assist with the control gophers near 6th Street and the ball diamonds.

Unfortunately, despite our best efforts, previous attempts at gopher extermination (in and around the ball diamonds) proved unsuccessful. The Village staff is not equipped to address the issue in house, however, should Council wish for us to contract the services of a reputable company to address the gopher presence, we can most certainly look at options moving forward.

Administration has proactively created a "pest control" page on our website to provide residents with more information in this respect, as well as other nuisances, such as skunks, racoons, etc.

Administration also contacted the Village of Kitscoty in regards to their practices with respect to gopher control. The Village used to employ SCAT Pest Control for an annual fee of \$5000.00. More recently, they have switched to putting ROZOL (one of the control methods listed on our website) down the holes in April and early May and have seen a 90% success rate in their parks and ball diamonds. They utilize signage to advise residents to beware of the ROZOL as it can be harmful to pets and children. UFA sells the product for \$299.00 per 50 lb bag. Pellets need to be placed in all gopher holes, as much as is possible, to be effective and the Village would need to sign a liability waiver with UFA for use of the product.

IMPLICATIONS

Health Canada ended the sales of 2% Liquid Strychnine for gopher control as of March 2022. The possession and use of any previously purchased Strychnine was prohibited as of March 2023. As a result of this change in the regulations, the Village of Marwayne is

not in a position to provide methods for gopher control to our residents. Rather, the Village reached out to other municipalities to gain an understanding of what methods they were recommending for gopher control in their communities and have attached a very informative 3 page booklet prepared by the County of Vermilion River. This booklet provides alternatives for residents to utilize in their attempt to exterminate gophers in their respective yards.

ATTACHMENTS

1. Gopher Information Booklet


Gophers, Gophers, and More Gophers

Spring brings warmer weather, longer days, new calves, and new crops. But it also brings the problematic Richardson Ground Squirrels (aka Gophers). With Health Canada removing strychnine as an option for gopher control, farmers need new control options.



LIFE CYCLE

Knowing the gopher's life cycle helps you make better control decisions. The most effective time to control is before the adult females start having their pups. The chart shows typical timing of gopher spring emergence. Note that males emerge about two weeks before females. During this time, they don't eat much and are busy fighting for territory. When females emerge, they breed immediately (which is why the males fight so hard to stake out territory). It generally takes about two weeks after emergence before the females start feeding much. So, the best time to put out poison for gopher control is mid-March to the end of April because the adults are looking for high energy foods, new litters have not been born yet and ideally plant green-up has not yet occurred. This makes bait a more appealing food source, and provides the most effective control, before the gopher do much crop damage. The best way to determine this window of opportunity is to actively monitor gopher emergence. Once the first gophers have been spotted, plan to start baiting 4 to 6 weeks later.

	Richardson Ground Squirrels Emerge Above Ground	Richardson Ground Squirrels Enter Hibernation
Adult Males	Mid-February to Early March	Mid-June to Early July
Adult Females	Early to Mid-March	Early to Late July
Juvenile Females	Early to Mid-May	Early to Mid-August
Juvenile Males	Early to Mid-May	Mid-September to October

Timelines are based on Southern Alberta. Gopher emergence is dependent on weather (ambient temperature regularly above freezing), so active monitoring is needed.

INTEGRATED PEST MANAGEMENT

Proactive best practices like encouraging predation (such as birds of prey nesting boxes), tall vegetation cover/buffers to shelter small carnivores, crop rotations, etc. should be considered in context with the land suitability and characteristics. Users of pest control products should always follow label directions and best practices while considering human and environmental safety concerns.

Several different strategies for controlling ground squirrels such as supporting predation, shooting, asphyxiation, or poisoning/ baiting should be used together. Multiple strategies may be ultimately more effective than a singular plan with timing of methods key to long term gopher control.



Hawk Post

Hawks and other birds of prey can provide a valuable service to producers and landowners in the form of pest control. One pair of nesting hawks can consume up to 500 ground squirrels in a single nesting season! Installing a hawk post can encourage hawks to nest and hunt on your land.

BAITING OPTIONS

Products described below are not meant to be a complete available list of options. These are not recommendations but are being presented as information to integrate with best practices and effective control for your specific needs and conditions. **Always follow label directions for the product you are using.**

Burrow Oat Bait (Zinc phosphide) and other similar bait products with zinc phosphide as the active ingredient (ZP Rodent Oat Bait AG) works comparably to strychnine. This is an acute, single dose, fast acting poison. It has no antidote. It has a very low secondary poisoning risk for scavengers. This product is intended for Certified Applicators and Farmers. Pre-baiting 7 days before using the product is recommended for the best results. The active ingredient is a powder on the bait and when it is exposed to moisture/acid, it starts to release highly toxic phosphine gas. When the gas forms and contacts the rodents stomach acid, even more gas is rapidly generated causing asphyxiation. Use by hand baiting directly into burrow entrances or in approved bait stations. UFA and Co-op Agricultural supply stores carry it in some parts of Alberta.

Rozol RTU (Chlorophacinone) is a premixed, anticoagulant bait that is ready to be used in crop and rangeland areas. Vitamin K is the antidote for Rozol. The bait has a consistent blend, is moisture resistant and can be used without pre baiting. Rozol requires

April 2024

multiple feedings and is slow acting (4-8 days). It is used by hand baiting directly into burrows, and rebaiting in 48 hours. It may require a third application. It can also be used in bait stations – provide an uninterrupted supply for at least 3 weeks. Rozol has a low risk of secondary poisoning, but dying ground squirrels may be a target for predators when they are sick and slow. Since vitamin K1 is the antidote, this product may not work well on fields with a lot of alfalfa or sweet clover. Available in local agricultural supply stores.

Ramik Green (Diphacinone) is another anticoagulant bait which requires multiple feedings. It is often less appealing to Ground squirrels due to the flavor. Ramik Green is used by hand baiting directly into burrows and rebaiting in 48 hours. A third rebaiting may be needed. Bait stations may be used; provide an uninterrupted supply for at least 3 weeks. Bait stations must be secured and labeled. Ramik Green has a low risk of secondary poisoning, but dying ground squirrels may be a target for predators when they are sick and slow. Available in local agricultural supply stores.

The Giant Destroyer eliminates burrowing rodents by suffocating via sulphur gas. The burrow exits need to be closed off to prevent escape and the device lit at the fuse and placed in the last opened entrance, then filled in quickly. This creates an asphyxiating smoke if escape is prevented. Purchase is available in 4 packs. Available in local hardware and agricultural supply stores.

Rocon is a registered mustard-based pesticide that is a non-toxic mixture of a biodegradable foaming agent used to asphyxiate ground squirrels in their burrow system. Using a specialized electric pump system, the mixture is injected into the burrow system while escape and other exits are closed off using plastic perforated cones. The cones allow the operator to inject the mixture to enter and spread completely throughout the underground burrow system. Since Rocon is nontoxic there are few concerns about predators and scavengers consuming carcasses and exposure to people. Purchase is available by 4x4L solution and a pump/wand combo kit.

Health Canada ended the sales of 2% Liquid Strychnine for gopher control in March 2022. Strychnine possession and use is prohibited as of March 2023. The County of Vermilion River stopped supplying strychnine in March 2022.

April 2024



REQUEST FOR COUNCIL DECISION

SUBJECT

Grass, Weeds and Shrub Encroachment on Municipal Sidewalks

RECOMMENDATION

Be it resolved that the Sidewalk, Trail and Curb Inspection Policy PW 04 and this briefing note be received as information.

BACKGROUND

Councillor R. Parkyn inquired as to previous levels of service provided by Public Works Staff in the upkeep and maintenance of municipal sidewalks. Over the years, processes have changed due to staffing and resources.

In the past, when the Village had multiple summer students this task was easily added to the workload. However, given our decrease in staff in the public works department, and given that this maintenance was not included in any of our policies, administration removed it from the public works department's responsibilities some time ago.

Our inspections that we carry out annually are in respect to the condition of the sidewalk and in alignment with structural implications, as opposed to cosmetic ones.

IMPLICATIONS

Amending the policy to include the maintenance of overgrown grass, weeds and shrubs on municipal sidewalks may be done at the discretion of Council. Should we move forward in this direction, time spent by staff addressing the overgrown weeds, grass and shrubs will be taken away from other priorities such as grass mowing and weed whacking public property. Further, the Village will need to purchase equipment for this purpose (roughly \$2000.00), apply for a secondary summer student in 2025 and provide staff with adequate training so as to prevent any damage to the sidewalks and neighboring lands.

ATTACHMENTS

1. Sidewalk, Trail and Curb Inspection Policy PW 04



POLICY – PW 04 SIDEWALK, TRAIL, AND CURB INSPECTIONS

APPROVAL DATE:	2007-06-04	CROSS-REFERENCE:	
RESPONSIBILITY:	Administration		
APPROVER:	Council	APPENDICES:	
REVISION DATE (s):	2009; 2022-09-26	REVIEW DATE:	2027

POLICY STATEMENT

To establish the guidelines and processes by which sidewalks, pedestrian trails and curb/gutter infrastructure are inspected and managed by the Village of Marwayne.

BACKGROUND

This policy was developed in support of the Village of Marwayne's Asset Management Plan and Policy to adequately ensure that sidewalks, pedestrian trails and curb/gutter infrastructure is inspected on an annual basis in order to carry out the necessary maintenance and/or repairs.

OBJECTIVE

To set the standard by which sidewalks, pedestrian trails and curb/gutters are maintained and inspected within the Village of Marwayne.



DEFINITIONS

CAO is the Chief Administrative Officer for the Village of Marwayne in the Province of Alberta.

Council are the Councillors for the Village of Marwayne in the Province of Alberta.

Employee is a full-time permanent Employee of the Village of Marwayne in the Province of Alberta.

Employer is the Village of Marwayne in the Province of Alberta.

Village is the Village of Marwayne in the Province of Alberta.

GUIDING PRINCIPLES

This policy sets forth the work to be undertaken by Village of Marwayne Public Works Employees and is subject to the following:

- The Village of Marwayne shall inspect all sidewalks, pedestrian trails and curb/gutters annually.
- All inspections must assess the condition of the sidewalks, pedestrian trails and curb/gutters with the results of the inspections to be recorded in the Village's MIMS software.
- The Village of Marwayne shall conduct maintenance and/or repairs on sidewalks, pedestrian trails and curb/gutters, as is required, using the following parameters:
 - Vertical separation;
 - Crack width;
 - Spalled concrete;
 - Multi-directional cracking;
 - Back-sloped concrete; and/or
 - Gutter ponding.
- The Village of Marwayne assesses and establishes which sidewalks, pedestrian trails and/or curb/gutters are to be maintained and or replaced in conjunction with our asset management plan and policy, as well as for reasons related to safety, liability, budget and drainage.
- The Village of Marwayne shall consider all viable options in determining the best course of action relating to the maintenance and/or repair of



sidewalks, pedestrian trails and/or curbs/gutters. This includes but is not limited to:

- o Crack sealing;
- o Grinding;
- o Surface treatments;
- o Asphalt overlays; and/or
- o Replacement.

ROLES & RESPONSIBILITIES

ROLE/TASK	TITLE (s) OF PERSON RESPONSIBLE
HANDLING INQUIRIES & COMMUNICATING POLICY	Chief Administrative Officer
MONITORING REVIEWS AND REVISIONS	Administrative Assistant

RCMP



ROYAL CANADIAN MOUNTED POLICE

2024-08-08

Shannon Harrower
CAO
Marwayne, AB

Dear Mrs. Harrower,

Please find attached the quarterly Community Policing Report for the period from April 1st to June 30th, 2024. This report provides a detailed overview of human resources, financial data, and crime statistics for the Kitscoty Detachment.

As we progress through summer, I would like to reflect on the 2023 wildfire season, which was one of the most devastating in Alberta's history. In preparation for the 2024 wildfire season, the Alberta RCMP has ensured that we are well-prepared to meet the needs of the communities we serve. This proactive approach involved early staffing of our Division Emergency Operations Center to facilitate the processing of information and the deployment of additional resources to communities under threat. Although the moderate weather in May and June resulted in fewer wildfires compared to 2023, we have observed an increase in wildfire activity towards the end of July. The Alberta RCMP remains vigilant and ready to respond as these wildfires continue to threaten our citizens and communities.

Additionally, the recently announced G7 meeting scheduled to take place in Kananaskis in 2025 will require significant coordination and effort. While the specific dates have yet to be released, planning is already underway. As more information becomes available regarding the event and the expectations for the Alberta RCMP, we will keep our communities informed.

Thank you for your ongoing support and engagement. I am always available to discuss your community-identified policing priorities and any ideas you may have to enhance our service delivery. As the Chief of Police for your community, please do not hesitate to contact me with any questions or concerns.

Best regards,

Sgt. Mark Cusack
Chief of Police
Kitscoty Detachment



Royal Canadian Mounted Police Gendarmerie royale du Canada

Canada



**Kitscoty Provincial Detachment
Crime Statistics (Actual)
April – June: 2020 - 2024**

All categories contain "Attempted" and/or "Completed"

July 5, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		1	1	2	0	0	-100%	N/A	-0.3
Drug Enforcement - Trafficking		0	1	1	0	0	N/A	N/A	-0.1
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		1	2	3	0	0	-100%	N/A	-0.4
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	1	3	2	N/A	-33%	0.7
TOTAL FEDERAL		1	2	4	3	2	100%	-33%	0.3
Liquor Act		3	4	3	8	1	-67%	-88%	0.0
Cannabis Act		1	1	2	0	0	-100%	N/A	-0.3
Mental Health Act		4	16	13	8	8	100%	0%	0.0
Other Provincial Stats		30	35	44	22	34	13%	55%	-0.5
Total Provincial Stats		38	56	62	38	43	13%	13%	-0.8
Municipal By-laws Traffic		0	1	0	0	0	N/A	N/A	-0.1
Municipal By-laws		4	2	5	2	3	-25%	50%	-0.2
Total Municipal		4	3	5	2	3	-25%	50%	-0.3
Fatals		0	0	1	1	0	N/A	-100%	0.1
Injury MVC		2	3	7	10	2	0%	-80%	0.7
Property Damage MVC (Reportable)		22	28	40	32	31	41%	-3%	2.2
Property Damage MVC (Non Reportable)		6	2	2	5	2	-67%	-60%	-0.5
TOTAL MVC		30	33	50	48	35	17%	-27%	2.5
Roadside Suspension - Alcohol (Prov)		0	4	8	1	2	N/A	100%	0.1
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		172	405	290	179	147	-15%	-18%	-27.6
Other Traffic		2	2	2	0	0	-100%	N/A	-0.6
Criminal Code Traffic		8	17	10	2	7	-13%	250%	-1.7
Common Police Activities									
False Alarms		10	13	11	10	18	80%	80%	1.3
False/Abandoned 911 Call and 911 Act		30	6	3	6	6	-80%	0%	-4.8
Suspicious Person/Vehicle/Property		51	35	18	23	32	-37%	39%	-5.0
Persons Reported Missing		0	2	0	2	4	N/A	100%	0.8
Search Warrants		0	0	1	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		10	12	12	11	6	-40%	-45%	-0.9
Form 10 (MHA) (Reported)		0	0	0	1	1	N/A	0%	0.3



**Kitscoty Provincial Detachment
Crime Statistics (Actual)
April – June: 2020 - 2024**

All categories contain "Attempted" and/or "Completed"

July 5, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	1	0	0	N/A	N/A	0.0
Sexual Assaults		0	3	1	2	0	N/A	-100%	-0.1
Other Sexual Offences		0	0	0	1	0	N/A	-100%	0.1
Assault		6	14	9	13	10	67%	-23%	0.7
Kidnapping/Hostage/Abduction		0	0	0	1	2	N/A	100%	0.5
Extortion		0	1	2	3	1	N/A	-67%	0.4
Criminal Harassment		3	5	4	5	4	33%	-20%	0.2
Uttering Threats		3	3	3	2	3	0%	50%	-0.1
TOTAL PERSONS		12	26	20	27	20	67%	-26%	1.7
Break & Enter		27	18	19	18	13	-52%	-28%	-2.8
Theft of Motor Vehicle		23	11	16	9	15	-35%	67%	-1.8
Theft Over \$5,000		4	7	7	1	7	75%	600%	0.0
Theft Under \$5,000		14	12	29	15	11	-21%	-27%	-0.3
Possn Stn Goods		5	7	4	6	4	-20%	-33%	-0.3
Fraud		3	5	9	5	8	167%	60%	1.0
Arson		1	3	2	0	0	-100%	N/A	-0.5
Mischief - Damage To Property		14	6	17	12	8	-43%	-33%	-0.6
Mischief - Other		9	8	3	7	2	-78%	-71%	-1.5
TOTAL PROPERTY		100	77	106	73	68	-32%	-7%	-6.8
Offensive Weapons		3	8	12	2	0	-100%	-100%	-1.2
Disturbing the peace		0	0	0	5	4	N/A	-20%	1.3
Fail to Comply & Breaches		8	17	16	16	11	38%	-31%	0.5
OTHER CRIMINAL CODE		4	3	6	6	2	-50%	-67%	-0.1
TOTAL OTHER CRIMINAL CODE		15	28	34	29	17	13%	-41%	0.5
TOTAL CRIMINAL CODE		127	131	160	129	105	-17%	-19%	-4.6



Village of Marwayne
Senior Centre Rental Rates and Disposal Fee Schedule Bylaw No. 601-26

A BYLAW OF THE VILLAGE OF MARWAYNE TO AMEND THE FEES AND CHARGES BYLAW NO. 544-15.

WHEREAS the Village of Marwayne in the Province of Alberta is permitted to amend or repeal a bylaw, under the authority and subject to the provisions of the Municipal Government Act, Statutes of Alberta 2000, Chapter M26 and amendments thereto, Section 191;

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

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

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

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

- 1. **THAT** Bylaw No. 544-15 Schedule "A" Fees & Charges for Goods and Services is amended to incorporate the Senior Centre Rental Rates and Fees set forth below. Every person, firm or corporation who wishes to utilize the Seniors Centre must pay to the Village, upon receipt of their invoice, the fees for rental as set forth below:

CLASSIFICATION	FLAT FEES
(a) Weekly Rental	\$50.00
(b) Daily Rental	\$85.00
(c) Specialty Programming	\$10.00

- 2. **THAT** the minimum monthly charges for classification (a), (b) and (c) be equivalent to those established in the table set forth above;
- 3. **THAT** Bylaw No. 544-15 Schedule "A" Fees & Charges for Goods and Services is amended to incorporate a Hydrovac disposal fee of \$86.00 per tonne. Every person, firm or corporation who wishes to dispose of Hydrovac waste at the Village of Marwayne compound, as approved by the Public Works Foreman, must pay to the Village, upon receipt of their invoice, the fees for disposal as set forth above.

Village of Marwayne

Senior Centre Rental Rates and Disposal Fee Schedule Bylaw No. 601-26



- 4. **THAT** this bylaw amendment come into force and effect upon receiving third and final reading and having been signed by the Mayor and Chief Administrative Officer;
- 5. **Should** any provision of this Bylaw be determined to be invalid, then such provisions shall be severed and the remaining bylaw shall be maintained.

READ A FIRST TIME IN COUNCIL THIS 20th DAY OF AUGUST, 2024.

READ A SECOND TIME IN COUNCIL THIS 20th DAY OF AUGUST, 2024.

READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS 20th DAY OF AUGUST, 2024.

Chris Neureuter, Mayor

Shannon Harrower, CAO



POLICY – WT 04 Curb Cock Replacement and Repair

APPROVAL DATE:	2007-09-17	CROSS-REFERENCE:	
RESPONSIBILITY:	Administration		
APPROVER:	Council	APPENDICES:	
REVISION DATE (s):		REVIEW DATE:	2024-08-19

POLICY STATEMENT

To ensure proper knowledge of the maintenance and repair of water and sewer curb cocks.

BACKGROUND

This policy was developed as a means of summarizing and providing clarity of the Village of Marwayne's Utility Bylaw. Specifically, this policy outlines the responsibilities of the homeowner and the responsibilities of the Village in terms of water and sewer maintenance, repair and emergencies.

OBJECTIVE

To summarize the relevant clauses and implications of the Village's Utility Bylaw No. 543-15.



DEFINITIONS

CAO is the Chief Administrative Officer for the Village of Marwayne in the Province of Alberta.

Curb Cock means the stopcock shut-off valve at or near the property line of the premises on which water and wastewater services are being provided.

Employee is a full-time permanent Employee of the Village of Marwayne in the Province of Alberta.

Employer is the Village of Marwayne in the Province of Alberta.

Homeowner is the resident of the property within the Village of Marwayne, as registered on the land title.

Village is the Village of Marwayne in the Province of Alberta.

GUIDING PRINCIPLES

- The Village of Marwayne owns, operates, maintains and is responsible for all water and sewer system components on public property.
- The Homeowner owns, operates, maintains and is responsible for the water and sewer service lines on private property.
- All Homeowners must keep and maintain service piping in proper working condition and free from leaks.
- All water and sewer service connections are tied to the Village's water and wastewater main. As such, the Village must be present when a repair is done to a leaking or malfunctioning water or sewer service, curb cock, or curb box.
- The Village of Marwayne shall retain an independent contractor for repairs to water and/or sewer connections, both on private and public property. Should the Homeowner disagree with the recommended contractor, the Homeowner may suggest an alternative contractor for consideration by the Village of Marwayne. The suggestion of an alternative contractor does not guarantee their approval by the Village of Marwayne.
- Leaks are investigated by the Village of Marwayne to determine where they originated. If a leak on a service stops when the curb cock is turned off, the leak is deemed to be the Homeowner's responsibility. If the leak



continues after the curb cock is turned off, the leak is deemed to be the Village's responsibility.

- **Village Responsibilities**

- When the service leak originated on public property, the Village is responsible for the costs of the repair.
- The Village will supply the labour, equipment and materials necessary to excavate, repair and backfill the water or sewer service and curb cock when the leak originated from public property.
- When the repair and/or replacement of the curb cock necessitates the rebuilding or repairing of pavement, concrete, sidewalk, roadway or any other type of finished product surrounding the curb cock that was placed or built by the Village, the responsibility for the repair and replacement of this material is that of the Village, regardless of whether the leak originated from private or public property.
- When a curb cock is exposed due to a leak, the Village will preventatively replace the service line to the main based on the condition of the line following an assessment. The Village assumes all costs related to the replacement of the service line from the main to the curb cock, even in instances when the leak originated from private property.

- **Homeowner Responsibilities**

- When the service leak originated from private property, the Homeowner is responsible for the costs of the repair.
- When the repair and/or replacement of the curb cock necessitates the rebuilding or repairing of pavement, concrete, or any other type of finished product (i.e. driveways, walkways, stone pathways, retaining walls, etc.) surrounding the curb cock that was placed or built by the Homeowner, the responsibility for the repair and replacement of this material is that of the Homeowner, regardless of whether the leak originated from private or public property.
- When the repair and/or replacement of the curb cock necessitates the replacement of any landscaping such as grass, decorative rock, flowers, shrubs, trees, etc. that were placed or planted by the



Homeowner, the responsibility for the repair and replacement of these materials and items is that of the Homeowner, regardless of whether the leak originated from private or public property.

- The Homeowner is responsible for all costs including all Village supplied labour, equipment and materials as well as the cost of repair or replacement of all surface improvements on the Village's right of way and the Homeowner's lands when the leak is determined to have originated on private property.

- If any portion of this policy is deemed to be incorrect or inconsistent with the Village of Marwayne's Utility Bylaw No. 543-15, the Utility Bylaw shall prevail.

ROLES & RESPONSIBILITIES

ROLE/TASK	TITLE (s) OF PERSON RESPONSIBLE
HANDLING INQUIRIES & COMMUNICATING POLICY	Chief Administrative Officer
MONITORING REVIEWS AND REVISIONS	Administrative Assistant



ACKNOWLEDGEMENT OF POLICY WT 04 AND BYLAW NO. 545-15

I, _____, being the registered Homeowner of
_____ (Roll # _____) in the Village of
Marwayne, hereby agree to the Village of Marwayne's Curb Cock Replacement and
Repair Policy WT 04 and the Village's Utility Bylaw No. 545-15. My agreement to the
above noted policy and bylaw constitutes my acknowledgement of the allocation of
costs as outlined herein.

I understand that my signature constitutes a legally binding obligation to remit payment
to the Village of Marwayne in accordance with the provisions of this policy and failure
to do so will result in the amount owing being placed on the tax roll associated with my
property and subject to the applicable penalties and enforcement under the Municipal
Government Act.

I further understand that I am not required to proceed with the repairs if I am not in
agreement with this policy or the Village's Utility Bylaw No. 545.15. In the event that I am
not in agreement, I acknowledge that my water and/or wastewater service will be
turned off at the curb cock(s) and service will be discontinued until such time that a
mutually agreeable solution can be reached.

Homeowner Name Homeowner Signature Date

Witness Name Witness Signature Date



CHIEF ADMINISTRATIVE OFFICER REPORT

MEETING DATE: AUGUST 19, 2024

1. Iron Contract for Water Reads

- a. Renewal pushed to 2028
- b. We will need to explore options for new software in 2027, in advance of our support contract ending

2. Bobcat services

- a. Administration has implemented a new waiver for all requested bobcat services
- b. Persons and businesses will be required to sign a form prior to any assistance being provided by staff using our equipment. This form will provide consent to the Village for carrying out the work, remove our liability and approve the cost for the goods and/or services.

3. Laundromat

- a. Potential purchase of the laundromat is scheduled for August 30th, 2024. New owner is requesting a discretionary development permit to reside in the rear of the building. Administration will be processing that request upon receipt.

4. Garage Sale

- a. Scheduled for September 14th, 2024.

5. Speed Bump on Railway

- a. We received a request for a speed bump on railway while we carry out the project in a few weeks. The addition of a speed bump on railway is not part of the project budget.
- b. Should Council wish to add a speed bump, it would be roughly an extra \$235 per linear meter.

6. Unsightly premises

- a. Letters have been mailed for unsightly premises.
- b. Concerns have been raised by multiple residents regarding a change to the bylaw for business owners and reducing the enforcement window for the maintenance of their properties (both in summer and in winter).
- c. Should Council wish for this to be explored, I would be able to bring back more information in September for consideration.

7. Franchise Fee Increase

- a. The Alberta Utilities Commission approved the 1% increase to the Franchise Fee effective September 1, 2024.

8. Complaints on Trees at Lunkers Plumbing

- a. Lloyd's Limbs took care of this on July 4th.
- b. Trees were left on our sidewalk and roadway, adjacent to Lunkers for 4 weeks.
- c. Administration advised that the trees needed to be removed by August 9th, 2024. Trees were removed on August 1st.

9. Outdoor Newsletter Box

- a. The Vermilion Standard agreed to sell us one of their old boxes for \$75.00. Andrew will refurbish it and we will have newsletters available outdoors on a 24/7 basis for residents.

10. ASP Billboard and Land Value

- a. V3 Group of Companies is designing our billboard for the ASP lands and sign solutions will install it before fall, on the ASP lands.
- b. Noble Appraisals is scheduled to assess the land on August 23rd and provide us with a cost per acre within the next few weeks.

11. Sidewalk Repair

- a. The sidewalk repair at the Young's was \$1520.00.

12. Staff Meeting

- a. Held on July 31st, 2024 to celebrate all of the summer birthdays and go over operations.

13. Use of Village Equipment

- a. All service requests made under the Village's Fees and Charges Bylaw will now be accompanied by a waiver. This waiver will ensure the resident consents to the service being provided, waives any liability from the Village and is aware of the fees associated with their service request, prior to the service being completed. There is a minimum one hour charge for all service requests using Village equipment (with laborer).

14. Records Management

- a. Administration is carrying out a new records management project and reorganizing the entire vault and electronic records for simplicity and future users

15. Splash Park Water

- a. 2024 Budget set at \$8000.00
 - i. June costs were \$1736.00
 - ii. July costs were \$2852.00

16. Penalties on utility bills

- a. Utility bills were mailed August 14, 2024 due to an error within our software program. The network error affected multiple municipalities and was out of our control. As a result, administration is wondering if Council would be in favor of waiving the penalties for the August billing, or delaying them until mid September to allow everyone ample time to pay. During the outage, administration did advertise that residents could call the office to obtain their amount owing, we just couldn't generate the physical bills. Many residents did opt to pay using this method, while others wanted to wait for the bill.

17. Storage on municipal lands

- a. Staff are currently conducting a review of the items and vehicles stored on our municipal lands. In 2024, we didn't have anyone renew their agreements, despite their belongings still being on our property. We will be posting a notice on Facebook, in our newsletter, and leaving flyers on the vehicles/items to advise people who have their items stored on our land to complete the required paperwork to have it remain there. Failure to contact us by September 30th will result in the Village clearing the equipment and/or having the vehicles towed, as per our policy.
- b. Unfortunately, more and more items are accumulating on the lands and it has become an extension of some residents' back yard.

VILLAGE OF MARWAYNE

Cheque Register-Summary-Bank



AP5090

Date : Jul 31, 2024

Page : 1

Time : 4:43 pm

Supplier : 10 To ZARC

Cheque Dt. : 31-Jul-2024 To 31-Jul-2024

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	
5025	31-Jul-2024	10001	Gas Utility CVR	Issued	34	C	292.18	
5026	31-Jul-2024	10025	Vermilion River Regional Waste	Issued	34	C	6,872.25	
5027	31-Jul-2024	10032	Receiver General For Canada	Issued	34	C	11,602.38	
5028	31-Jul-2024	10113	TELUS	Issued	34	C	515.14	
5029	31-Jul-2024	AISL	AMSC Insurance Services Ltd	Issued	34	C	2,194.14	
5030	31-Jul-2024	CARST	Carstar Vermilion	Issued	34	C	1,109.31	
5031	31-Jul-2024	COOP	Federated Co-Operatives Limited	Issued	34	C	1,150.08	
5032	31-Jul-2024	ELEME	Element Materials Technology Canada Inc.	Issued	34	C	60.59	
5033	31-Jul-2024	GRACA	Grant, Carry	Issued	34	C	4,361.09	
5034	31-Jul-2024	HMS2	Alberta 1171363 Ltd. Hendricks Microtech	Issued	34	C	525.90	
5035	31-Jul-2024	HORBO	Janelle Millhouse - Horizon Bookkeeping	Issued	34	C	262.50	
5036	31-Jul-2024	IFEL	Ireland Farm Equipment Ltd.	Issued	34	C	319.82	
5037	31-Jul-2024	KNEEK	Kneen, Kathleen 'Kay'	Issued	34	C	105.61	
5038	31-Jul-2024	LUNPL	LUNKERS PLUMBING Inc.	Issued	34	C	2,650.00	
5039	31-Jul-2024	MABBOT	Mabbott Holdings Ltd. OA W&R Concrete Constu	Issued	34	C	4,693.50	
5040	31-Jul-2024	MCSNE	MCSNet-Lemalu Holdings Ltd.	Issued	34	C	73.40	
5041	31-Jul-2024	PCI	Pinnacle Computers Inc.	Issued	34	C	5,746.34	
5042	31-Jul-2024	SHAHAR	Harrower, Shannon	Issued	34	C	267.63	
5043	31-Jul-2024	SRSL2	Saunders Repair Service Ltd.	Issued	34	C	340.20	
5044	31-Jul-2024	VCOC	V3 Companies of Canada Ltd.	Issued	34	C	11,285.56	
Total Computer Paid :		54,427.62	Total EFT PAP :		0.00	Total Paid :		54,427.62
Total Manually Paid :		0.00	Total EFT File :		0.00			

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

VILLAGE OF MARWAYNE

Cheque Register-Summary-Bank



AP5090

Date : Aug 15, 2024

Page : 1

Time : 11:35 am

Supplier : 10 To ZARC

Cheque Dt. : 15-Aug-2024 To 15-Aug-2024

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
5045	15-Aug-2024	10	Tannas Bros. Hardware Ltd	Issued	36	C	545.14
5046	15-Aug-2024	10113	TELUS	Issued	36	C	295.03
5047	15-Aug-2024	18	Rusway Construction	Issued	36	C	10,857.22
5048	15-Aug-2024	ACE	ACE	Issued	36	C	17,852.90
5049	15-Aug-2024	AISL	AMSC Insurance Services Ltd	Issued	36	C	3,896.28
5050	15-Aug-2024	ASC3	Alberta Municipalities Strength in Members	Issued	36	C	7,433.75
5051	15-Aug-2024	ATSED	ATS Traffic Alberta	Issued	36	C	1,008.91
5052	15-Aug-2024	COOP	Federated Co-Operatives Limited	Issued	36	C	1,154.97
5053	15-Aug-2024	DEBKER	Debnam, Keri	Issued	36	C	195.00
5054	15-Aug-2024	FGD	Frontier Glass & Door	Issued	36	C	199.50
5055	15-Aug-2024	GRACA	Grant, Carry	Issued	36	C	469.50
5056	15-Aug-2024	MCSNE	MCSNet-Lemalu Holdings Ltd.	Issued	36	C	73.40
5057	15-Aug-2024	RSL	Reid Signs Ltd.	Issued	36	C	337.05
5058	15-Aug-2024	SLGM	Society Local Government Managers	Issued	36	C	546.00
5059	15-Aug-2024	WAGL	Wainwright Assessment Group Ltd	Issued	36	C	773.85

Total Computer Paid : 45,638.50

Total EFT PAP : 0.00

Total Paid : 45,638.50

Total Manually Paid : 0.00

Total EFT File : 0.00

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

VILLAGE OF MARWAYNE
Bank Reconciliation Statement



MARWAYNE

BR5020

Date : Aug 01, 2024

Page : 1

Time : 2:08 pm

Period : 6
 Year : 2024
 For Bank : ATB

Statement Date : 30-Jun-2024
 Sort By : Year and Period

Reference #	Cheque Date	Src	Period	Year	Amount	Description
4779	07-Dec-2023	AP	12	2023	-1524.29	Gray Robert
4979	05-Jun-2024	AP	6	2024	-271.64	Federation of Canadian Municipalities
4980	05-Jun-2024	AP	6	2024	-126.00	Grant Carry
4991	20-Jun-2024	AP	6	2024	-12424.80	ACE
4995	20-Jun-2024	AP	6	2024	-492.45	Federated Co-Operatives Limited
4997	20-Jun-2024	AP	6	2024	-73.40	MCSNet-Lemalu Holdings Ltd.
4999	20-Jun-2024	AP	6	2024	-1646.31	Marwayne Fire and Rescue Dept.
26101	03-Jul-2024	CR	6	2024	59243.83	CR; DEPT:[VILLAGE OFFICE] D#[261].
26201	03-Jul-2024	CR	6	2024	33716.25	CR; DEPT:[VILLAGE OFFICE] D#[262].

Bank Balance Statement	507405.98	as of 30-Jun-2024
Add outstanding deposits	92960.08	(Includes all debits)
Cancelled deposits	0.00	
Less outstanding withdrawals/charges	-16558.89	(Includes all credits)
Cancelled withdrawals/charges	0.00	
Calculated Bank Balance	583807.17	
GL Bank Account Balance	583807.17	as of Period : 6 Year : 2024
Difference	0.00	

VILLAGE OF MARWAYNE
Bank Reconciliation Statement



MARWAYNE

BR5020

Date : Aug 07, 2024

Page : 1

Time : 2:25 pm

Period : 7
 Year : 2024
 For Bank : ATB

Statement Date : 31-Jul-2024
 Sort By : Year and Period

Reference #	Cheque Date	Src	Period	Year	Amount	Description
4779	07-Dec-2023	AP	12	2023	-1524.29	Gray Robert
4980	05-Jun-2024	AP	6	2024	-126.00	Grant Carry
5012	10-Jul-2024	AP	7	2024	-13841.50	ACE
5025	31-Jul-2024	AP	7	2024	-292.18	Gas Utility CVR
5026	31-Jul-2024	AP	7	2024	-6872.25	Vermilion River Regional Waste
5027	31-Jul-2024	AP	7	2024	-11602.38	Receiver General For Canada
5028	31-Jul-2024	AP	7	2024	-515.14	TELUS
5029	31-Jul-2024	AP	7	2024	-2194.14	AMSC Insurance Services Ltd
5030	31-Jul-2024	AP	7	2024	-1109.31	Carstar Vermilion
5031	31-Jul-2024	AP	7	2024	-1150.08	Federated Co-Operatives Limited
5032	31-Jul-2024	AP	7	2024	-60.59	Element Materials Technology Canada Inc.
5033	31-Jul-2024	AP	7	2024	-4361.09	Grant Carry
5034	31-Jul-2024	AP	7	2024	-525.90	Alberta 1171363 Ltd. Hendricks Microtech
5035	31-Jul-2024	AP	7	2024	-262.50	Janelle Millhouse - Horizon Bookkeeping
5036	31-Jul-2024	AP	7	2024	-319.82	Ireland Farm Equipment Ltd.
5037	31-Jul-2024	AP	7	2024	-105.61	Kneen Kathleen 'Kay'
5038	31-Jul-2024	AP	7	2024	-2650.00	LUNKERS PLUMBING Inc.
5039	31-Jul-2024	AP	7	2024	-4693.50	Mabbott Holdings Ltd. OA W&R Concrete Constuction
5040	31-Jul-2024	AP	7	2024	-73.40	MCSNet-Lemalu Holdings Ltd.
5041	31-Jul-2024	AP	7	2024	-5746.34	Pinnacle Computers Inc.
5042	31-Jul-2024	AP	7	2024	-267.63	Harrower Shannon
5043	31-Jul-2024	AP	7	2024	-340.20	Saunders Repair Service Ltd.
5044	31-Jul-2024	AP	7	2024	-11285.56	V3 Companies of Canada Ltd.
26501	01-Aug-2024	CR	7	2024	4124.99	CR; DEPT:[VILLAGE OFFICE] D#[265].

Bank Balance Statement	631639.99	as of 31-Jul-2024
Add outstanding deposits	4124.99	(Includes all debits)
Cancelled deposits	0.00	
Less outstanding withdrawals/charges	-69919.41	(Includes all credits)
Cancelled withdrawals/charges	0.00	
Calculated Bank Balance	565845.57	
GL Bank Account Balance	561374.71	as of Period : 7 Year : 2024
Difference	4470.86	

Adjustments:

VILLAGE OF MARWAYNE
Bank Reconciliation Statement



MARWAYNE

BR5020

Date : Aug 07, 2024

Page : 2

Time : 2:25 pm

Period : 7
Year : 2024
For Bank : ATB

Statement Date : 31-Jul-2024
Sort By : Year and Period

Reference #	Cheque Date	Src	Period	Year	Amount	Description
Adjustments:						
	July 25	BMO			-4470.86	Payment Returned August 7 2024
					<u>0.00</u>	Adjusted Balance

VILLAGE OF MARWAYNE
Billing Register Report Detailed



UB4110 **Page : 28**
Date : Aug 02, 2024 **Time : 10:57 am**

Report Options

Customer Selection : All

Calculation Type : All

Batch Number

From : [2024080201]
To : [2024080201]

Include Billing Transaction From Transaction Maintenance : No
Srv. End Date On/Before : 02-Aug-2024 Final Bills Only : No

Cat	Srv	Service Description	Count	Total Discount	Total Units	Total Amt	Total Cons.	Avg. Cons.
01	WCOM	Commercial Water	25		25.00	2,575.80	312.00	12.48
01	WINS	Institutional Water	3		3.00	482.10	66.00	22.00
01	WLF	Water Line Fee	251		251.00			
01	WMUN	Municipal Properties	4		4.00		923.00	230.75
01	WPUB	Public Building Water	8		8.00	476.60	36.00	4.50
01	WRES	Residential Water	237		237.00	20,437.65	2,519.00	10.63
02	SCOM	Commercial Sewer	24		24.00	480.00		
02	SINS	Institutional Sewer	3		3.00	225.00		
02	SPUB	Public Building Sewer	8		8.00	160.00		
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	7,038.90		
Book 000 Totals :			1040		1,040.00	36,649.05	3,856.00	
Totals			1040		1,040.00	36,649.05	3,856.00	



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR115493

July 23, 2024

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

Dear Mayor Neureuter:

I am pleased to announce that Canada and Alberta have signed an agreement renewing the Canada Community-Building Fund (CCBF) to March 31, 2034. I can also confirm that Alberta will receive \$265 million in funding in 2024 under the newly negotiated CCBF agreement. This partnership between the province and the federal government will help ensure local governments in Alberta can continue to make needed investments in local infrastructure.

To that end, I am happy to confirm the allocation amounts to your community for the CCBF program. For the Village of Marwayne, the 2024 CCBF allocation is \$81,634.

Payments to local governments are anticipated to flow by the end of summer, as communities meet the payment criteria.

CCBF funding amounts for all municipalities and Metis Settlements are also posted on the Government of Alberta website at open.alberta.ca/publications.

Your community's allocation reflects an updated allocation formula under the CCBF agreement, which ensures base funding for all local governments, with the remainder of funds allocated on a per capita basis.

In addition, the renewed CCBF agreement involves several other changes, including to local government reporting and new housing-related reporting requirements for larger local governments. Municipal Affairs will share the updated CCBF program guidelines reflecting these changes as soon as possible.

.../2

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

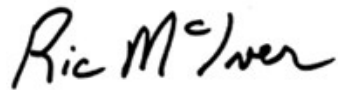
Classification: Protected A

- 2 -

The department will also be providing a Memorandum of Agreement for the renewed CCBF. Execution of this agreement is a condition to receive your community's 2024 CCBF allocation.

I look forward to working together with you and the federal government to help your community in addressing its infrastructure needs.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver". The signature is written in a cursive, slightly slanted style.

Ric McIver
Minister

cc: Shannon Harrower, Chief Administrative Officer, Village of Marwayne

Classification: Protected A



July 25, 2024

Disposition 29176-D01-2024

Carey MacNeil
Business Analyst, Service Standards
ATCO Electric Ltd.
10035 105 Street
Edmonton, Alta. T5J 1C8

Dear Carey MacNeil:

**ATCO Electric Ltd.
Franchise Fee Update for the Village of Marwayne
Proceeding 29176**

1. The Alberta Utilities Commission received ATCO Electric Ltd.'s July 24, 2024, filing requesting acknowledgment of a change to the franchise fee from 6.0 per cent to 7.0 per cent for the Village of Marwayne. The application was filed according to Rule 029,¹ and included the municipal franchise fee rider schedule, attached to this decision as [Appendix 1](#).
2. Municipalities have the ability to revise the franchise fee on an annual basis pursuant to Clause 5(b) of the Standard Electric Distribution System Franchise Agreement. The Commission recognized this in Decision 2012-294² where it approved the template franchise agreement for ATCO Electric that allowed for the level of the franchise fee to be changed once annually at the sole discretion of the municipality, to a maximum franchise fee level of 20 per cent.
3. Prior to any change in the level of the franchise fee pursuant to the franchise agreement, customers shall be notified as outlined in Section 6 of Rule 029. Under Rule 029, any change in the level of the franchise fee to be charged under an approved franchise agreement is required to be filed with the Commission for acknowledgment.
4. Notice of the proposed franchise fee for the Village of Marwayne was advertised on June 27, 2024, in the Meridian Source and circulated a notice to residents in the Village of Marwayne's June newsletter. No objections or concerns related to the proposed franchise fee were received.
5. The Commission is satisfied that the municipalities provided adequate notice of the franchise fee change through publication in a newspaper having the widest circulation in the municipality and the village's newsletter. Furthermore, the franchise fee does not exceed the rate cap of 20 per cent.

¹ Rule 029: *Applications for Municipal Franchise Agreements and Associated Franchise Fee Rate Riders*.

² Decision 2012-294: Town of Fairview, Franchise Agreement with ATCO Electric Ltd. and Amendment to Rider A, Application 1608821-1, Proceeding 2124, October 31, 2012.

6. Given the above, the Commission acknowledges ATCO Electric's franchise fee adjustment for the Village of Marwayne from 6.0 per cent to 7.0 per cent, effective September 1, 2024.

7. The Commission may, no later than 60 days from the date of this disposition and without notice, correct typographical, spelling and calculation errors and other similar types of errors and post the corrected disposition on its website.

(original signed by)

Nicole Morter
Director, Electric and Gas Transmission Rates
On behalf of the Alberta Utilities Commission

Attachment

Appendix 1 – Annual franchise fee adjustment

[\(return to text\)](#)



Appendix 1 - Annual
franchise fee adjustm
(consists of 1 page)



Village of Marwayne Franchise Fee Adjustment

TABLE 1: TOTAL RIDER A	[1]	[2]	[3]	[4]
Municipal Authority (Price Area)	Municipal Tax from Table 2 (%)	Franchise Fee (%)	Franchise Fee Effective Date (yy/mm/dd)	Rider A Total (%) = [1] + [2]
MANNING (T556)	1.59	12.00	23/01/01	13.59
MANNVILLE (V559)	2.82	10.00	24/01/01	12.82
MARWAYNE (V562)	2.10	7.00	24/09/01	9.10
MCLENNAN (T574)	2.59	3.75	22/01/01	6.34
MINBURN (V589)	3.94	1.00	18/01/01	4.94
MORRIN (V598)	1.37	3.50	12/01/01	4.87
MUNDARE (T604)	1.25	6.00	20/04/01	7.25
MUNSON (V607)	2.81	1.00	10/07/01	3.81
MYRNAM (V610)	1.99	8.00	24/01/01	9.99
NAMPA (V619)	1.77	2.00	16/01/01	3.77
NORTHERN LIGHT (M022)	0.97	0.00		0.97
NORTHERN SUNRISE COUNTY (M131)	0.77	0.00		0.77
OPPORTUNITY (M017)	1.08	0.00		1.08
OYEN (T648)	1.59	8.00	22/01/01	9.59
PADDLE PRAIRIE (N221)	2.77	0.00		2.77
PAINTEARTH (C018)	1.30	0.00		1.30
PARADISE VALLEY (V654)	1.61	10.00	22/01/01	11.61
PEACE (M135)	1.16	0.00		1.16
PEACE RIVER (T657)	2.19	12.50	24/01/01	14.69
PEAVINE (N172)	1.30	0.00		1.30
PELICAN NARROWS S.V. (S659)	0.37	0.00		0.37
RAINBOW LAKE (T690)	1.83	13.00	15/01/01	14.83
RED DEER (C023)	1.72	0.00		1.72
ROCHON SANDS S.V. (S708)	0.96	0.00		0.96
ROSALIND (V717)	2.29	0.50	13/04/09	2.79
RYCROFT (V729)	1.97	7.00	20/04/01	8.97
SADDLE HILLS (M020)	0.58	0.00		0.58
SADDLE LAKE F. N. (B638)	1.59	0.00		1.59
SEXSMITH (T754)	1.87	5.50	12/01/01	7.37
SLAVE LAKE (T766)	1.40	14.40	24/01/01	15.80
SMOKY LAKE (T769)	1.92	7.00	19/04/01	8.92
SMOKY RIVER (M130)	1.65	0.00		1.65
SPECIAL AREAS (A001)	0.58	0.00		0.58
SPIRIT RIVER (M133)	0.79	0.00		0.79
SPIRIT RIVER, TOWN OF (T778)	1.44	5.50	12/02/01	6.94
ST. PAUL, COUNTY OF (C019)	0.87	0.00		0.87

Disposition 29176-D01-2024 (July 25, 2024)



August 13, 2024

Village of Marwayne
 PO Box 113
 Marwayne, Alberta T0B 2X0

Attention: Shannon Harrower

Re: ATCO Electric Distribution Revenue Forecast for 2025 Franchise Fee

As per the electric distribution system franchise agreement between ATCO Electric (ATCO) and the Village of Marwayne, ATCO pays the Village of Marwayne a franchise fee. The franchise fee is collected from customers within the Village of Marwayne that receive electric distribution service and is calculated as a percentage of ATCO's revenue derived from the distribution tariff.

The franchise agreement requires that we provide you ATCO's total revenues derived from the distribution tariff within the Village of Marwayne for 2023 and an estimate of total revenues to be derived from the distribution tariff within the Village of Marwayne for 2025. The chart below provides this information as well as the estimated franchise fees for the Village of Marwayne in 2025.

ATCO's Delivery Tariff Revenue in 2023	ATCO's Estimated Delivery Tariff Revenue for 2025	Your Current Franchise Fee Percentage	Your Estimated Franchise Fees for 2025
\$615,087	\$647,382	6%	\$38,843

The estimates above are based on the best information currently available. These estimates are subject to change due to final approval of tariffs by the Alberta Utilities Commission, weather variations, and changes in customer consumption.

Under the franchise agreement, the Village of Marwayne has the option of changing its franchise fee percentage for 2025. If you are considering changing the franchise fee in 2025, please contact us as soon as possible to learn about the process and timing requirements. We will guide you through the process and file an application with the Alberta Utilities Commission for approval. A request to change the franchise fee must be made in writing and must be received by ATCO on or before October 1st, 2024.

We trust you will find this information useful. Should you have any questions or require anything further, please do not hesitate to contact me at 780-205-0842.

Yours truly,

JM Ares
 Customer Sales Representative
 ATCO Electric Ltd.