

Village of Marwayne

Agenda
Regular Village Council Meeting Monday, April 12, 2021 @ 7:00 PM **Horton Agencies Board Room**

			Page
1	CALL	TO ORDER	
2	ADO	PTION OF AGENDA	
	2.1	April 12th, 2021 Regular Village Council Meeting Agenda	
		Be it resolved that the April 12th, 2021 Regular Village Council Meeting Agenda be approved as presented.	
3	ADO	PTION OF MINUTES	
	3.1	March 15th, 2021 Regular Village Council Meeting	5 - 8
		Be it resolved that the March 15th, 2021 Regular Village Council Meeting Minutes be approved as presented.	
4	DELE	EGATIONS/PUBLIC HEARING	
	4.1	7:00 PM Sergeant Corey Buckingham from the Kitscoty RCMP	9 - 15
		Be it resolved that the RCMP quarterly report be received as information.	
	4.2	7:15 PM Bylaw No. 580-21, being a bylaw to adopt the Intermunicipal Development Plan between the Village of Marwayne and the County of Vermilion River	16 - 68
		Be it resolved that the Village of Marwayne give first reading to Bylaw No. 580-21, being a bylaw to adopt the Intermunicipal Development Plan with the County of Vermilion River.	
5	FINA	NCIAL	
	5.1	Cheque Distribution and Credit Card Transaction Reports	69 - 71
		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 and Credit Card Charges being less than \$5,000.00 but within budget be received as information.	
	5.2	Bank Reconciliation Reports	72 - 75
		Be it resolved that the January, February and March 2021 Bank	

Reconciliation Reports be received as information.

	5.3	Monthly Utility Bill Report	76
		Be it resolved that the March 2021 Monthly Utility Bill Report be received as information.	
	5.4	2021 Operational and Capital Budgets	77
		Be it resolved that the 2021-2025 Village of Marwayne Operational and Capital Budgets be approved as presented.	
6	KEY	STRATEGY: PLANNING FOR GROWTH & CHANGE	
	6.1	Fire Hall Addition	78 - 90
		Be it resolved that the Village of Marwayne proceed with the construction of the Fire Hall Addition and award the contract to Tar Row Construction in the amount of \$ plus GST.	
	6.2	Walking Trail Project Phase 2	91 - 98
		Be it resolved that the Village of Marwayne award the contract for Phase 2 of the Walking Trail Project to in the amount of \$ plus GST.	
	6.3	Downtown Investment Opportunities	99 - 109
		Be it resolved that the Village of Marwayne approve the Downtown Investment Opportunities information package as presented.	
7	KEY	STRATEGY: ADDRESSING SERVICE NEEDS	
	7.1	Public Works Foreman Report	110
		Be it resolved that the Public Works Foreman Report be received as information.	
	7.2	Regional Water Operator Report	111
		Be it resolved that the Regional Water Operator Report be received as information.	
	7.3	Street Sweeping	112 - 113
		Be it resolved that the Village of Marwayne receive the Street Sweeping quotation for information.	

8	KEY :	STRATEGY: PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE	
	8.1	Extension Request to the Minister	114
		Be it resolved that the Village of Marwayne send a letter to the Minister of Municipal Affairs requesting an extension to the deadline of May 1st, 2021 for the completion of the municipal audit as per the letter received from Leckie and Associates.	
9	KEY	STRATEGY: SAFE & CARING COMMUNITY	
	9.1	Declaration of National Public Works Week	115 - 118
		Be it resolved that the Village of Marwayne declared May 16th through to the 22nd, 2021 as National Public Works Week.	
	9.2	Declaration of Seniors Week	119
		Be it resolved that the Village of Marwayne declare June 7th through to the 13th, 2021 as Senior's Week.	
	9.3	Marwayne Public Library Board	120 - 129
		Be it resolved that the Village of Marwayne appoint Eileen Hines, Sharon Hutchings, Arlene Parker, Raelle Kissick, Norma Omstead, Liz Fournier and Cheryle Eikeland as Marwayne Public Library Board members for a three year term effective immediately.	
		Be it resolved that the Village of Marwayne approve and endorse Amy Parker as the Marwayne Public Library Board's financial reviewer.	
		Be it resolved that the Marwayne Public Library Board's plan for service be received as information.	
10	ADMI	NISTRATIVE REPORTS	
	10.1	Councillor Reports	130 - 147
		 Be it resolved that the following Councillor Reports be received as information: Chamber of Commerce Meeting Minutes and Financials Northern Lights Library System Reports Vermilion River Regional Waste Management Services Commission Meeting Minutes Agricultural Society Meeting Minutes 	
	10.2	Chief Administrative Officer Report	148 - 150
		Be it resolved that the Chief Administrative Officer Report be received as	

information.

11	CORRESPONDENC	ì.F
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11.1 ATCO 2020 Year in Review

151 - 153

Be it resolved that the 2020 ATCO Year in Review be received as information.

11.2 Letter from the Minister of Municipal Affairs

154 - 155

Be it resolved that the Letter from the Minister of Municipal Affairs regarding the approval of the Village of Marwayne's election extension request be received as information.

- 12 CONFIDENTIAL
 - 12.1 FOIP Section 17 (1) Advice from Officials CAO Report
- 13 SETTING OF THE NEXT MEETING
 - 13.1 April 26th, 2021 at the Horton Agencies Boardroom and via Zoom Video Conferencing
- 14 ADJOURNMENT



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

In the Province of Alberta, held on Monday March 15th, 2021 Commencing at 7:00 PM at the Horton Agencies Boardroom and via Zoom Video Conferencing

PRESENT

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

1. CALL TO ORDER

Mayor C. Eikeland called the March $15^{\rm th}$, 2021 Village of Marwayne Council Meeting to order at 7:01 p.m.

2. ADOPTION OF AGENDA

March 15th, 2021 Regular Council Meeting Agenda

2021-03-13

Moved By Councillor R. McDonald

Be it resolved that the March 15th, 2021 Regular Village of Marwayne Council Meeting Agenda be approved with the following additions as presented:

- Snow clearing on streets
- Animal Control Bylaw No. 557-17

CARRIED

3. ADOPTION OF MINUTES

March 1st, 2021 Regular Council Meeting Minutes

2021-03-14

Moved By Deputy Mayor C. Neureuter

Be it resolved that the March 1st, 2021 Regular Village of Marwayne Council Meeting Minutes be approved as presented.

CARRIED

4. KEY STRATEGY: PLANNING FOR GROWTH & CHANGE

Bylaw No. 580-21 Intermunicipal Development Plan with the County of Vermilion River

2021-03-15

Moved By Councillor A. Rainey

Be it resolved that the Village of Marwayne give first reading to Bylaw No. 580-21, being a bylaw to adopt the Intermunicipal Development Plan with the County of Vermilion River.

CARRIED



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marwayne.ca

2021-03-16

Moved By Deputy Mayor C. Neureuter

Be it resolved that the Village of Marwayne schedule a public hearing for Bylaw No. 580-21, being a bylaw to adopt the Intermunicipal Development Plan with the County of Vermilion River on Monday April 12th, 2021 at 7:15 p.m. via Zoom Video Conferencing.

CARRIED

2021-03-17

Moved By Councillor R. McDonald

Be it resolved that the Village of Marwayne support the County of Vermilion River's request for an extension to the legislated deadline of April 1st, 2021 for the completion of the Intermunicipal Development Plan between the Village of Marwayne and the County of Vermilion River.

CARRIED

5. ADMINISTRATIVE REPORTS

Councillor Reports

2021-03-18

Moved By Councillor R. McDonald

Be it resolved that the following Councillor Reports be received as information: Pioneer Lodge Meeting Update, Community Hall Meeting Update and the Northern Lights Library System Report.

CARRIED

Chief Administrative Officer Report

2021-03-19

Moved By Councillor A. Rainey

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

CARRIED

6. FINANCIAL

Utility Billing Report

2021-03-20

Moved By Councillor R. McDonald

Be it resolved that the Utility Billing Report be received as information.

CARRIED

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Cheque Distribution Report

2021-03-21

Moved By Councillor 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 being less than \$5000 but within budget be received as information.

CARRIED

7. CORRESPONDENCE

Impacts of Bill 48 and Letter from the Municipality of Crowsnest Pass

2021-03-22

Moved By Deputy Mayor C. Neureuter

Be it resolved that the Impacts of Bill 48 be received as information and that the Village of Marwayne send a letter in support of the correspondence sent to the Minister of Justice and Solicitor General by the Municipality of Crowsnest Pass regarding the President's Summit on Policing.

CARRIED

8. CLOSED SESSION - CONFIDENTIAL

2021-03-23

Moved By Councillor A. Rainey

Be it resolved that the Village of Marwayne move to a closed session under FOIP Section 17 (1) at 7:50 p.m. with all members in attendance.

FOIP Section 17 (1) – Advice from Officials – Animal Control Bylaw No. 557-17

2021-03-24

Moved By Councillor R. McDonald

Be it resolved that the Village of Marwayne revert to a regular session at 8:02 p.m. with all members in attendance.

CARRIED

9. KEY STRATEGY: ADDRESSING SERVICE NEEDS

Street Clearing

2021-03-25

Moved By Councillor R. McDonald

Be it resolved that the Street Clearing Update be received as information.

CARRIED

10. NEXT MEETING

April 12th and 26th, 2021 at the Horton Agencies Boardroom and via Zoom Video Conferencing

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11. ADJOURNMENT

Being that the March $15^{\rm th}$, 2021 Council Meeting agenda matters for the Village of Marwayne have concluded, the meeting adjourned at 8:11 p.m.

Approved this 12th day of April 2021.

Cheryle Eikeland, Mayor

Shannon Harrower, CAO

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AGENDA ITEM #4.1



March 31st, 2021

Sgt. Corey Buckingham Detachment Commander Kitscoty, Alberta

Dear Mayor Eikeland

Please find attached the quarterly Community Policing Report for the Kitscoty Detachment that covers the January 1 to March 31st, 2021 reporting period. Starting this year, quarterly updates on community-identified policing priorities will be shared through this new policing report to all communities served by the Alberta RCMP.

Our first priority is the safety and security of Albertans, in addition to providing accountable, effective and transparent policing to your community. This reporting, along with community insights and guidance that you readily provide, will further help us optimize our services to address the priorities that are important to you.

The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Kitscoty Detachment. Further analysis on local trends and updates on resourcing and financial forecasting is included. Community priorities and consultations that inform these quarterly updates are also documented in this report.

We recognize that having a voice in policing priorities is a top concern for communities. As part of maintaining engagement with the Albertans we serve, this new quarterly policing report is a tool for us to report our progress on community-identified priorities. This report also reinforces our commitment to communicate the work we do to enhance public safety in your community.

As the Chief of Police for your community, please feel free to contact me if you have any questions or concerns regarding this report.

Sgt. Corey Buckingham Detachment Commander Kitscoty Detachment



RCMP Provincial Policing Report

Detachment

Kitscoty Provincial

Detachment Commander

Sgt. Corey Buckingham

Quarter

2020-21 Q4

Date of Report

2021-03-29

Provincial Police Service Composition¹

Staffing Category	Established Positions	Working	Soft Vacancies ²	Hard Vacancies ³
Police Officers	8	7	0	1
Detachment Support	2	2	0	0

Comments

Police Officers – All Detachment positions are currently filled with one member in an administrative work only capacity. This is anticipated to improve in the coming months. One of two enhanced positions are awaiting staffing action.

Detachment Support – All support positions are currently filled.

Quarterly Financial Drivers

On average, expenditures within PPSA detachment areas are lower this fiscal year. Reductions have been realized primarily within extra duty pay and unit operating costs, including travel, fuel and guarding costs. Surplus funds have allowed for the reallocation of funds to deferred information technology and operational equipment requirements.

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 $^{^{1}}$ Data extracted on March 12th, 2021 and is subject to change over time.

² Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

³ Hard Vacancies are full FTE positions that are vacant and need to be filled.

AGENDA ITEM #4.1



Crime Statistics⁴

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

	Jar	nuary – Febr	uary	Jan	uary – Dece	mber
Category	2020	2021	% Change Year-over- Year	2019	2020	% Change Year-over- Year
Total Criminal Code	124	46	-63%	647	564	-13%
Persons Crime	13	11	-15%	67	77	15%
Property Crime	105	30	-71%	543	429	-21%
Other Criminal Code	6	5	-17%	37	58	57%
Traffic Offences						
Criminal Code Traffic	5	3	-40%	35	36	3%
Provincial Code Traffic	127	130	2%	793	891	12%
Other Traffic	0	0	N/A	4	8	100%
CDSA Offences	0	0	N/A	3	4	33%
Other Federal Acts	2	0	-100%	9	10	11%
Other Provincial Acts	22	21	-5%	193	153	-21%
Municipal By-Laws	0	0	N/A	4	12	200%
Motor Vehicle Collisions	45	35	-22%	222	189	-15%

Trends/Points of Interest

January to February year-over-year (2020-2021) decrease in Property Crime (-71%) was primarily driven by Break & Enter (from 33 to 5), Theft of Motor Vehicle (-88%, from 33 to 4), and Theft Under \$5,000 (from 18 to 5).

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⁴ Data extracted from a live database (PROS) and is subject to change over time.



Community Priorit	ies
Priority 1	Crime Reduction by reducing select property crime by 7% and increasing clearance rates on select crime to 26%
Current Status & Results	Results for Q4 have not been released at the time of writing this report. An updated report will be forwarded once that report is received. The current status of clearance rates on select property crimes (up to Q3) is 10.1%. The current status of reducing select property crimes (up to Mar 25, 2021) is an approximate reduction of 43%. (To be verified once official reports received.) NOTE: Select Property Crimes include: (1) break and enter, (2) theft of motor vehicle
Priority 2	Enhance Public Confidence and Engagement by hosting at least two community/town hall/consultation type events.
Current Status & Results	Goal: Host two community/town hall/consultation type events Result: Kitscoty Detachment has completed two Zoom type community consultation type meetings with the assistance of the County of Vermilion River. Both meetings had relatively minimal attendance, however received positive feedback. Additional Zoom meetings have been and will be scheduled into the new fiscal year with additional awareness/promoting to be completed.
Priority 3	Crime Prevention - Prevent and Reduce Property Crimes by increasing police visibility through vehicle stops in all communities.
Current Status & Results	Goal: 75 Vehicle stops Result: To date, members have completed 123 vehicle stops which is well above the goal set.

AGENDA ITEM #4.1



Community Consultations

Date	Attendee(s)	Notes
2021-02-18	Area residents	ZOOM - Virtual Coffee with a Cop
2021-02-16	Area residents	ZOOM - Virtual Coffee with a Cop
2020-07-23	Marwayne Council	Stats submitted to council -Meeting postponed
2020-09-14	Marwayne Council	Marwayne Council Meeting
2021-02-08	Marwayne Council	ZOOM - Marwayne Council Meeting
2020-01-06	N/A	Email RE APP Priorities Consultations



Kitscoty Provincial Detachment Crime Statistics (Actual) January to February: 2017 - 2021

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

March 3, 2021

CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Homicides & Offences Related to Death	\sim	0	1	0	1	0	N/A	-100%	0.0
Robbery	\langle	0	4	0	1	1	N/A	0%	-0.1
Sexual Assaults	△	1	2	0	1	0	-100%	-100%	-0.3
Other Sexual Offences	~	0	1	0	3	0	N/A	-100%	0.2
Assault	\	3	2	8	2	7	133%	250%	0.8
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		0	1	3	3	1	N/A	-67%	0.4
Uttering Threats	\	2	1	5	2	2	0%	0%	0.1
TOTAL PERSONS		6	12	16	13	11	83%	-15%	1.1
Break & Enter		23	22	24	33	5	-78%	-85%	-2.5
Theft of Motor Vehicle	/	10	18	20	33	4	-60%	-88%	0.3
Theft Over \$5,000	\sim	2	3	1	2	0	-100%	-100%	-0.5
Theft Under \$5,000)	34	23	19	18	5	-85%	-72%	-6.3
Possn Stn Goods		9	13	6	3	2	-78%	-33%	-2.4
Fraud	>	3	2	9	8	3	0%	-63%	0.6
Arson	/	1	1	0	0	2	100%	N/A	0.1
Mischief - Damage To Property		0	0	0	6	5	N/A	-17%	1.6
Mischief - Other	/	43	33	21	2	4	-91%	100%	-10.9
TOTAL PROPERTY		125	115	100	105	30	-76%	-71%	-20.0
Offensive Weapons	^	1	3	0	1	0	-100%	-100%	-0.4
Disturbing the peace	_	1	1	2	1	1	0%	0%	0.0
Fail to Comply & Breaches		7	10	5	3	2	-71%	-33%	-1.7
OTHER CRIMINAL CODE	~	0	5	4	1	2	N/A	100%	0.0
TOTAL OTHER CRIMINAL CODE		9	19	11	6	5	-44%	-17%	-2.1
TOTAL CRIMINAL CODE		140	146	127	124	46	-67%	-63%	-21.0



ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA Kitscoty Provincial Detachment

Crime Statistics (Actual) January to February: 2017 - 2021

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

March 3, 2021

All categories contain "Attempted" and/or "C	ompleted"								March 3, 202
CATEGORY	Trend	2017	2018	2019	2020	2021	% Change 2017 - 2021	% Change 2020 - 2021	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession	_	1	2	0	0	0	-100%	N/A	-0.4
Drug Enforcement - Trafficking		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs	1	1	2	0	0	0	-100%	N/A	-0.4
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General	$\overline{\sim}$	1	2	1	2	0	-100%	-100%	-0.2
TOTAL FEDERAL	~	2	4	1	2	0	-100%	-100%	-0.6
Liquor Act		0	1	1	0	1	N/A	N/A	0.1
Cannabis Act	, ,	0	0	0	0	0	N/A	N/A	0.0
Mental Health Act		3	1	3	5	6	100%	20%	1.0
Other Provincial Stats		56	52	33	17	14	-75%	-18%	-11.9
Total Provincial Stats		59	54	37	22	21	-64%	-5%	-10.8
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		0	0	0	0	0	N/A	N/A	0.0
Total Municipal		0	0	0	0	0	N/A	N/A	0.0
Fatals	$\overline{\wedge}$	0	1	0	0	0	N/A	N/A	-0.1
Injury MVC		4	1	3	4	3	-25%	-25%	0.1
Property Damage MVC (Reportable)	<u> </u>	38	32	43	36	28	-26%	-22%	-1.6
Property Damage MVC (Non Reportable)	<u> </u>	3	4	7	5	4	33%	-20%	0.3
TOTAL MVC	~	45	38	53	45	35	-22%	-22%	-1.3
Roadside Suspension - Alcohol (Prov)	/	0	0	0	0	5	N/A	N/A	1.0
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic	~	82	142	116	127	130	59%	2%	8.1
Other Traffic	^	2	4	1	0	0	-100%	N/A	-0.8
Criminal Code Traffic	_	11	11	6	5	3	-73%	-40%	-2.2
Common Police Activities									
False Alarms		36	37	7	7	9	-75%	29%	-8.4
False/Abandoned 911 Call and 911 Act	~	8	9	6	15	0	-100%	-100%	-1.0
Suspicious Person/Vehicle/Property	<u> </u>	3	7	23	44	14	367%	-68%	5.9
Persons Reported Missing	/	1	0	0	1	2	100%	100%	0.3
Search Warrants		0	1	0	0	0	N/A	N/A	-0.1
Spousal Abuse - Survey Code (Reported)	/	5	1	6	7	11	120%	57%	1.8
Form 10 (MHA) (Reported)		0	0	0	0	0	N/A	N/A	0.0



BETWEEN THE VILLAGE OF MARWAYNE & THE COUNTY OF VERMILION RIVER

FINAL DRAFT

Last Revised: 2021-03-09

ACKNOWLEDGEMENTS

Thank you to the Councillors and Administration of the Village of Marwayne and the County of Vermilion River for the time and enthusiasm dedicated toward the development of this Intermunicipal Development Plan. It is through mutual understanding and collaboration that this IDP was ultimately established.





VILLAGE OF MARWAYNE - APRIL 12TH, 2021 COUNCIL MEETING

Bylaw 580-21 – Intermunicipal Development Plan between the Village of Marwayne and the County of Vermilion River

2021-04-xx

Moved By Councillor

Be it resolved that the Village of Marwayne give third and final reading to Bylaw No. 580-21, being a Bylaw of the Village of Marwayne to adopt the Intermunicipal Development Plan with the County of Vermilion River.

CARRIED

COUNTY OF VERMILION RIVER -XXXXXXXXXXX COUNCIL MEETING

Bylaw XX – Intermunicipal Development Plan between the County of Vermilion River and the Village of Marwayne

2021-xx-xx

Moved By Councillor XXXXXXXXX

INSERT MOTION TEXT

CARRIED

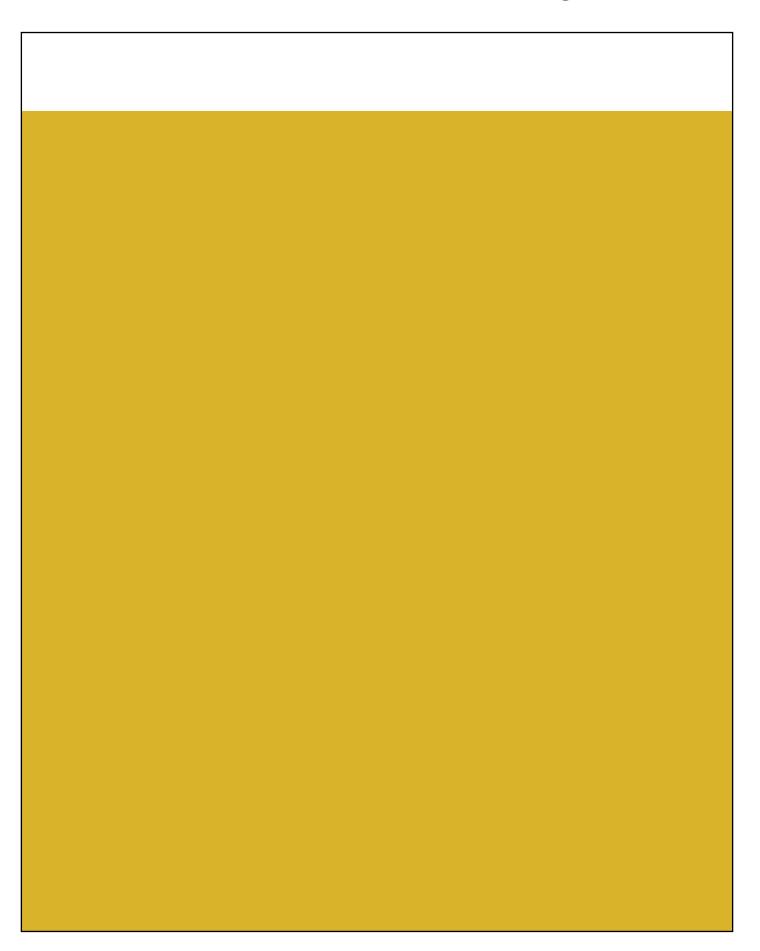
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1 INTRODUCTION

1.1 Title

The title of the Bylaw shall be the Village of Marwayne and the County of Vermilion River Intermunicipal Development Plan.

1.2 Purpose

The purpose of the Intermunicipal Development Plan (hereinafter referred to as the "IDP") between the Village of Marwayne (hereinafter referred to as "the Village") and the County of Vermilion River (hereinafter referred to as "the County") is to foster an interjurisdictional approach to proactively address planning and development initiatives on the lands that connect the two municipalities over a thirty (30) year horizon.

A comprehensive IDP built on a solid foundation can strengthen the local economy and community as well as enhance the region's vibrancy through collaborative governance. This IDP will provide a long-term, mutually beneficial and supported framework for the future development and growth in the area.

1.3 Context

The Village of Marwayne and the County of Vermilion River are rurally located in east central Alberta roughly two hundred kilometers (200 km) east of the City of Edmonton. The Village and the County are inextricably interconnected; the County surrounds the Village, necessitating an environment where collaboration and proactive planning is essential in determining where and how the two municipalities intend to grow and pursue developmental opportunities in the future.

Village of Marwayne

The Village of Marwayne is located eighteen kilometers (18 km) north of the Yellowhead Highway at the intersection of Highways 45 and 897. With its advantageous proximity to the City of Lloydminster and the Saskatchewan border, the Village is a community proud of its small-town atmosphere and known for its award-winning sustainable community development initiatives. Spanning over approximately one hundred and sixty-seven hectares (167 ha.), the Village is situated in a bucolic location offering scenic views of Lea Park and agricultural pasture.

The Village consists of approximately two hundred and thirty (230) residential dwellings, the majority of which are single family houses, with a population of five hundred and sixty-four (564) residents according to the 2016 Statistics Canada Census. The Village's economic and social makeup demonstrates consistency across all sectors from agricultural producers and ranchers, oil and gas industry partners and a variety of small local businesses. The Village offers many amenities and services which support the community including an active agricultural society, full-service campground, community hall, curling club, hockey arena, library, fire hall, historical buildings and many other sports and civic groups and associations. With a commuting radius of approximately forty kilometers (40 km), the average travel time for alternative housing, employment or recreational

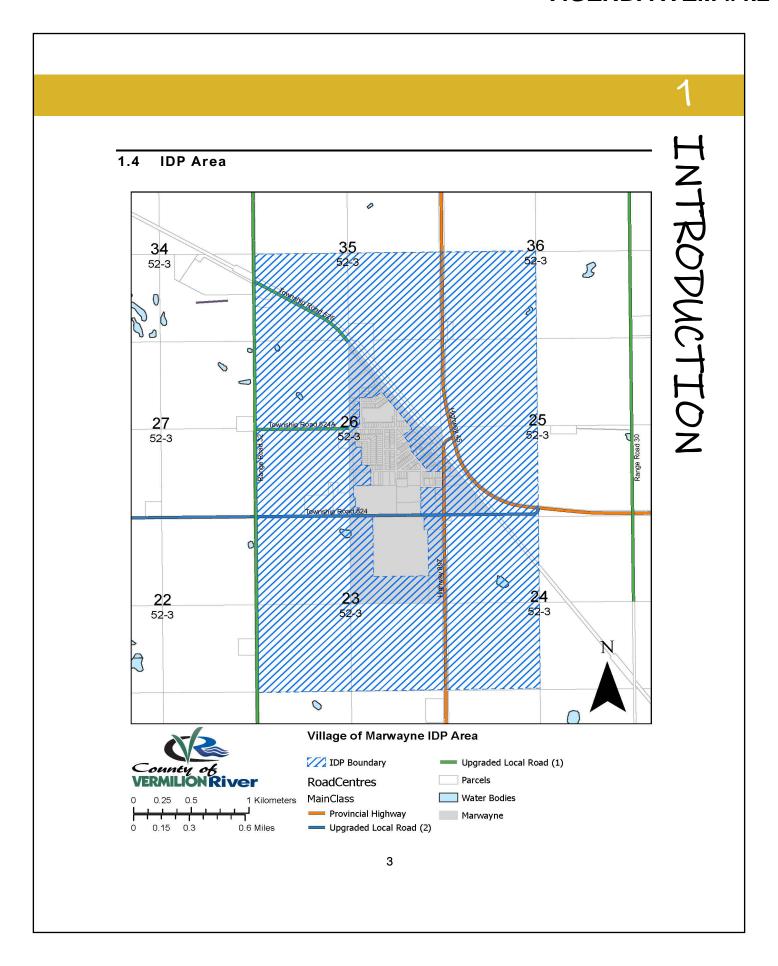
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facilities is merely twenty-six (26) minutes away. The Village of Marwayne has built its reputation on being a great place to live, work, and experience life from all angles.

County of Vermilion River

The County of Vermilion River is home to approximately eight thousand two hundred and sixty-seven (8267) residents, eight (8) unincorporated hamlets, three (3) villages and one (1) town according to the 2016 Federal Census. The many features and amenities in the municipality make it a sustainable, vibrant and diversified community with opportunities for all. With municipal operations based out of Kitscoty, the County is in the heart of a prosperous agricultural region and thriving energy sector built on innovative entrepreneurial spirit. Residents of the County enjoy a rural lifestyle amongst rolling hills and prairie vistas that stretch to the North Saskatchewan River, South to the Battle River and roughly seventy kilometers (70 km) west from the Alberta/Saskatchewan border.

The County consists of roughly three thousand two hundred and sixty-eight (3268) private dwellings with an average household size of two point seven (2.7) persons. Boasting a median total household income of one hundred thousand five hundred and sixty-nine dollars (\$100,569), the County is proud to be the home of blue collar, white collar, tradesmen and self-employed persons alike. With the vast majority of the population having an average commuting time of thirty (30) minutes or less, the County of Vermilion River is easily accessible through its superior transportation corridors easing travel to and from all directions.



INTRODUCTION

1.5 Legislative Requirements

This IDP has been prepared under the legislative authority prescribed in Section 631 of the Municipal Government Act (hereinafter referred to as the "MGA"). The MGA requires that two or more councils of municipalities that have common boundaries that are not members of a growth region as defined in section 708.01 must, by each passing a bylaw in accordance with this Part or in accordance with sections 12 and 692, adopt an intermunicipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary.

Section 631 (2) of the MGA states than an IDP must:

Address

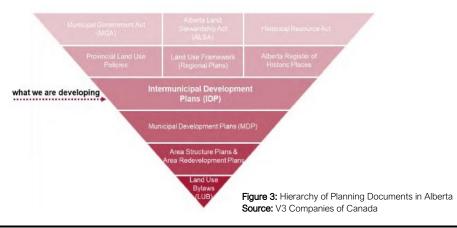
- > The future land use within the area;
- > The manner of and the proposals for future development in the area;
- > The provision of transportation systems for the area, either generally or specifically;
- > The coordination of intermunicipal programs relating to the physical, social and economic development of the area;
- > Environmental matters within the area, either generally or specifically;
- Any other matter related to the physical, social, or economic development of the area that the councils consider necessary; and

Include

- A procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan;
- A procedure to be used, by one or more municipalities, to amend or repeal the plan; and
- > Provisions relating to the administration of the plan.

The MGA identifies the hierarchy and relationship of other statutory plans, with the intent of each plan being consistent with the plan above it, and in the event of inconsistency, which provisions in what plan are to prevail. Upon adoption, the Village and the County will need to review their existing MDP's to ensure they are consistent with this IDP. This IDP can only be repealed if it is being replaced by a new IDP or if the Minister of Municipal Affairs has granted an exemption in accordance with the provisions under the MGA.

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1.6 Vision and Goals

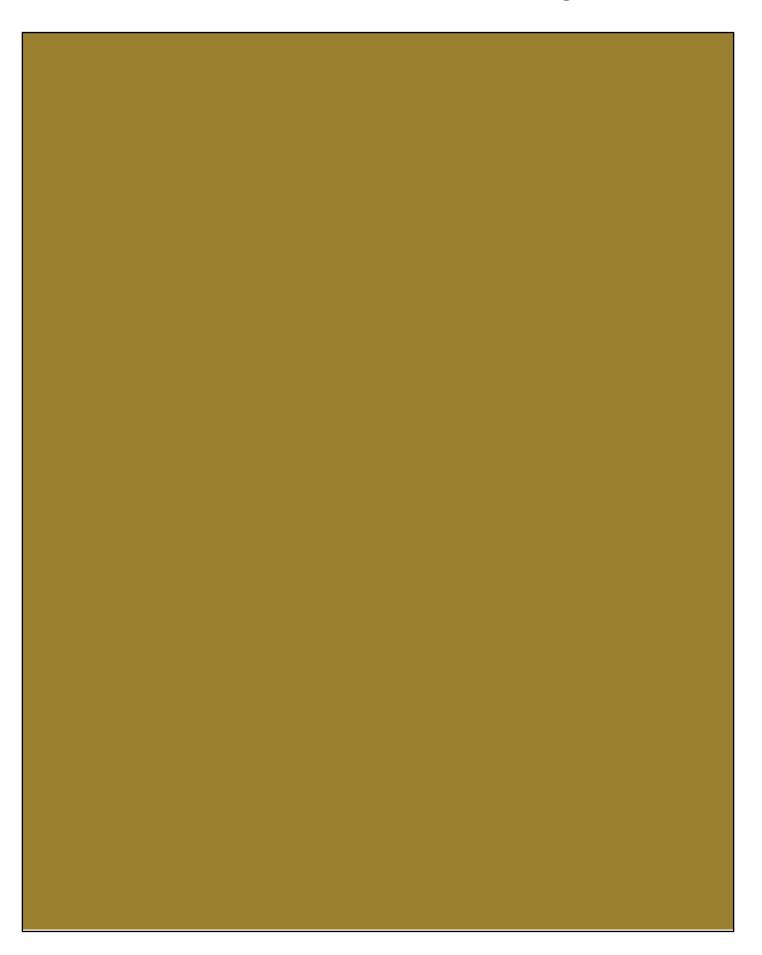
The fundamental purpose of an IDP is to provide opportunities for collaboration and communication between municipalities sharing a common border. By creating a regional framework to coordinate land use, future growth patterns and opportunities within the IDP area, the Village and the County will be able to pinpoint and address intermunicipal matters related to planning and development. The establishment and implementation of specific directives ensures that the policies outlined within this IDP are handled reasonably, equitably and in a timely manner for both municipalities.

The Village and the County are committed to:

- Establishing concepts which outline the future land uses that may develop over a thirty (30) year horizon;
- Identifying mutual and shared interests relative to the lands within the IDP area;
- Developing decision making processes that promote collaboration and mitigate potential conflicts;
- Honoring the mutually beneficial agreements that have been executed;
- Pursuing development opportunities to support strong communities;
- Adhering to provincial, federal and other jurisdictional mandates where applicable in the implementation of plans and strategies relevant to this IDP; and
- Recognizing the importance of trust, respect and goodwill in all dealings and communications.

This IDP will ultimately serve as the primary policy document in negotiations with the Province of Alberta in the development of a regional plan for the Village and the County.





IMPLEMENTATION

2 PLAN IMPLEMENTATION

2.1 Interpretation of the Plan

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

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

Shall

indicates that actions are mandatory.

Should

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

May

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

2.2 Intermunicipal Cooperation

The responsibility for the implementation of the provisions contained within this IDP are vested with each respective municipality as it pertains to the lands contained within their own boundaries in accordance with the relevant MDP, LUB, policies and standards.

The Village and the County will continue to be responsible for subdivision and development permit approvals within their respective boundaries as well as the adoption or amendment of statutory plans where the subject lands are located.

The Village and the County agree to the following guiding principles which have been utilized to guide the policies contained within this IDP:

The IDP in combination with the ICF and referenced agreements shall be used by the Village
and the County as guidelines to encourage the location of new business in the IDP area. The
Village and the County shall make every effort to use the IDP as a means to highlight the
unique benefits of the area in brochures, trade shows, correspondence and other promotional
avenues for economic development purposes;

- Administration, provision and funding of services within the IDP area shall be in accordance with the agreements in the Village and the County's ICF;
- Mutual referral of subdivision, development and redesignation applications is essential to the proper administration of this IDP;
- In the event that either municipality does not reply to an intermunicipal circulation within ten
 (10) business days, excluding statutory holidays, or request an extension to respond beyond
 the ten (10) business day allotment, it may be assumed that the responding municipality
 has no comment or object to the referred matter.

2.3 Circulation and Referral Process

In response to the legislative requirements, the Village and the County hosted open houses to allow for public consultation. These sessions provided residents and stakeholders the opportunity to learn about the provincial collaboration requirements, the work the municipalities have undertaken to meet those requirements and to ask any questions and express any concerns and/or considerations that they may have had.

The open houses were advertised through direct mail as well as media advertisements in the Lloydminster Source, the Vermilion Standard and the Vermilion Voice newspapers in the month leading up to the sessions. Further to these initiatives, an online survey form was also created and circulated via social media to those who were unable to attend in person.

2.4 Administration, Amendment and Appeal

As is the case with any municipal bylaw, this IDP shall come into force at which time the Village and the County Councils have given third and final reading to the matching bylaws in accordance with section 692 of the MGA.

This IDP shall be reviewed by resolution of each respective Council at intervals not to exceed a five (5) year period. A review may be conducted earlier, provided each municipality agrees by resolution of Council however the timing of the review shall be no less than one (1) year after municipal elections.

This IDP may be amended from time to time subject to the agreement of both municipalities' Councils. This IDP shall remain in effect until such time that both municipalities agree to repeal the associated bylaws by Council resolution.

2.5 Intermunicipal Dispute Resolution

The dispute resolution process is intended to be a collaborative approach towards achieving a solution at the municipal level prior to the matter escalating into an appeal to the Municipal Government Board. The dispute resolution process shall be carried out in consideration of the rights of the landowners whom may be the subject of the intermunicipal dispute.

2

Disputes are limited to decisions on matters relevant to this IDP and are not inclusive of development permits which shall be made to the respective municipality or the Municipal Government Board when appropriate.

Disputes may only be initiated by the Council for the Village of Marwayne or the County of Vermilion River. Disputes may be resolved through any of the following mechanisms, either alone, or in combination of one another:

- · Administrative Review;
- Intermunicipal Liaison Committee Meeting;
- Municipal Councils;
- Mediation;
- Municipal Government Board Appeal;
- · Arbitration; and
- Litigation.

In the event of a dispute, neither municipality shall give approval to the matter being disputed until the dispute has been resolved through the resolution process set forth above.

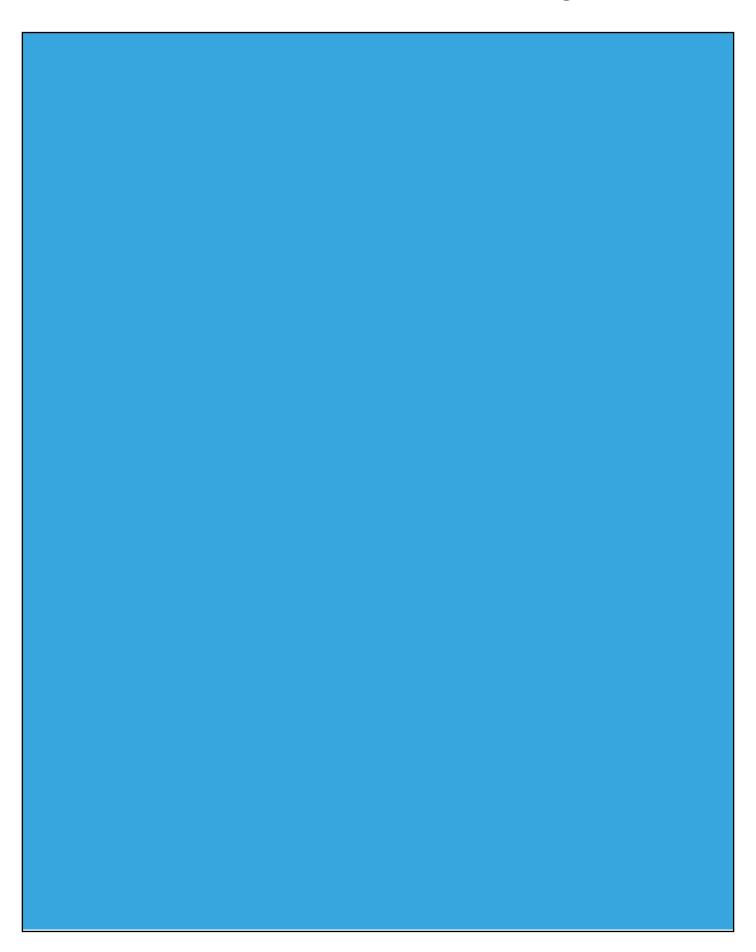
2.6 Incorporation by Reference

All provisions under Section 3 of the Village of Marwayne and County of Vermilion River Intermunicipal Collaboration Framework are hereby incorporated by reference into this IDP.

The protocols and procedures established within the Villages of Marwayne, Kitscoty and Paradise Valley and the County of Vermilion River Intermunicipal Liaison Committee terms of reference are hereby incorporated by reference into this IDP.

IMPLEMENTATION





3 GROWTH AND LAND USE

3.1 Area Size

The IDP area comprises the land as shown in Map 1 and constitutes approximately nine hundred and five hectares (905 ha.).

3.2 Topography

The topography in the IDP area, as shown in Map 9, is an undulated landscape that varies from high points of six hundred and twenty meters (620 m) in the northeast to low points of five hundred and ninety-five meters (595 m) in the west. The total relief is roughly twenty-five meters (25 m). The majority of the land around the Village boundary maintains an elevation of six hundred meters (600 m).

3.3 Slope Analysis

A slope analysis of the land terrain revealed a large portion of the IDP area to be under 1% slope. This means that the lands are generally developable and only presenting few topographical constraints. The majority of the slopes on the lands over 1% are located in the northwest and west areas of the IDP area.

3.4 Agricultural Assessment

The agricultural land assessment performed per quarter section served to identify those high quality agricultural lands within the IDP area that may be subject to conversion to non-agricultural uses. High quality agricultural lands are mostly found to the north and northeast area of the IDP area, across Highway 45 as per Map 11. Comparatively, the lands adjacent to the Village boundary and south of Highway 45 present the least amount of concerns in terms of conversion to non-agricultural uses and may be more readily developable, since their location makes for a feasible extension of service lines. The percentage numbers, as outlined on Map 11, indicate a qualitative assessment of farmland capability whereas the colors indicate actual usage.

3.5 Water Bodies

The Village of Marwayne only has small waterbodies located within the IDP area. Although they have been recognized for the purpose of this IDP, they do not constitute a limitation for any potential future growth.

3.6 Features and Landscapes

The IDP area is largely undeveloped, except for some country residential development, a cemetery, and the Village's non-operational landfill to the west. A number of oil and gas wells are concentrated towards the north and northeast of the IDP area. Pipelines have the most impact along the north boundary, although they

are mostly aligned with the transportation corridors. A large portion of the remaining lands are improved pasture and cultivated lands of lower quality.

3.7 Existing Land Use

Each municipality has established the current land uses within the IDP area for lands located within their respective boundaries. The Village and the County will continue to guide development of the lands in their municipalities that are located within the IDP area following the principles and policies outlined herein.

A majority of the lands within the IDP boundary are County lands, as per Maps 2 and 3, apart from the landfill, composting and waste lands that contain one of two non-operating landfills to the west of the Village's boundary. Land within the IDP area in the Village are designated for diverse uses – Industrial (M), Institutional (I), Highway Commercial (C), Residential (R1), Urban Reserve (UR) and Environmental Reserve (ER) as per the Village's LUB. The IDP therefore serves to guide development in proximity to the Village to ensure its future integration with urban densities and uses.

The vast majority of County lands in the IDP area are designated under the Agricultural (A) district with several overlays – Urban Growth (UG) to the north and a Highway Profile Area (HPA) along Highway 897 and Highway 45. Most of SE 34-52-3-W4M is within the Landfill, Composting, and Waste (LC-W) District and Waste and Wastewater Facility (WWF). Both the UG and HPA districts provide for a variety of medium to high residential, light to medium industrial and highway commercial and business uses. The HPA district extends east and north of the intersection of Highway 897 and Highway 45 along the latter, and the Roadway Profile Area (RPA) extends south along Highway 897. The design concept and the subdivision and development guidelines that were part of the repealed Marwayne ASP, have been incorporated within the IDP policies.

3.8 Landownership Patterns

Landownership has not experienced significant change in the past ten (10) years. The most significant change in landownership has been from private to County and/or Crown ownership. These changes, pertaining to lands that contain municipal services and infrastructure, are namely the sewage lagoon and non-operating landfill as per Maps 2 and 3.

Another significant change is the annexation of NE 23-52-3-W4M by the Village. Other minor changes have taken place during this time including the strip of municipally owned lands (shown in light grey on Maps 2 and 3), along the railway line northeast of the Village boundary and a small portion outside of the southeast end, which is now Crown land. Nearly all parcels within the IDP area are unsubdivided quarter sections apart from a few large acreages.

3.9 Existing Municipal Servicing

The Village's water is serviced via the Alberta Central East (ACE) regional waterline. Water allocations for ACE partner municipalities were drawn using 2011 Census, at which time the Village had a population of six hundred and twelve (612) people living in two hundred and thirty-two (232) of its two hundred and sixty-three (263) total dwellings. With a land area of 1.68 km², the Village had a population density of 364.3/km² in 2011. The ACE population projection for 2046 of one thousand

two hundred and twenty-five (1225) allocates a total of 99m3/per capita/year for the Village. The Village's reservoir storage capacity is adequate to accommodate the requirements of the twenty (20) year growth horizon identified in the intermunicipal infrastructure assessments³ for a forecasted population of six hundred and fifty (650) by 2037⁴.

The Village's sanitary sewer system utilizes a conventional earthen berm lagoon for wastewater treatment. The existing lagoon capacity is adequate to accommodate the required volume for the above mentioned forecasted growth⁵. An inventory and future discussion on the provision of services is contained within the Village's and the County's ICF. The existing services are as shown on Maps 8, 13 and 14.

- ³ Intermunicipal Infrastructure Systems and Community Services Assessments. 12 April 2019. BAR Engineering.
- ⁴ Population, Employment & Housing Growth Study Working Paper Version 1 Draft, "Base Scenario", Applications Management Consulting Ltd., January 17, 2019. In the Final Report from Applications Management (1 April 2019), for comparison purposes, the forecasted population for the Village of Marwayne indicates, "In the High Scenario, a higher rate of job growth in the region increases population to 781 by 2047."
- ⁵ Existing lagoon size for Marwayne is based on theoretical calculated volumes. Determination of actual existing lagoon cell storage sizes should be completed to confirm expansion requirements. Ibid 1.

3.10 Site Assessment

Overall, the IDP area is well suited for development. There is only one (1) well site and a few pipelines that have a more significant impact on future subdivision and development of the lands located west and south in the IDP area as per Map 1. The Village is ideally located at the intersection of Highways 897 and 45 and thus has potential to greatly benefit from purely its geographical location. The Village's location, along Highway 897, presents an advantage for development with readily accessible major transportation routes that connect the Village to the rest of the province. The Village could easily extend its settlement pattern through on-site servicing of Highway Commercial and light to medium Industrial uses.

To the east of the IDP area, pipes run from the north to the southeast directly affecting six (6) quarter sections. Although there are no significant waterbodies in the IDP area, there are an abundance of hydrographic contours that have a tendency to become seasonal streams during heavy rain periods. Development on these lands would therefore require mitigative measures, such as proper grading and drainage, to prevent future flooding.

Environmental Reserve areas identified in the Village's MDP provide the community with an opportunity to take on a larger role as a seasonal service provider for not only tourists in the region but also for residents year-round. There are servicing opportunities for development that take place within the IDP area as shown on Maps 4 and 5.

The County's gas utility is one of the main natural gas providers for residential locations in the region. Further to this, there are opportunities for connecting regional water and municipal sewer servicing for development west of Highway 897 as well as along both Highway 897 and 45.

GROWTH AND LAND USE

3.11 Wetland Classes

The following table is the Wetland classes, forms and types in the *Alberta Wetland Classification System*. Wetland classification codes for mapping uses are in brackets. *Source: Alberta Wetlland Classification System (AWCS), 1 June 2015.*

		TYPES	7	
CLASS	FORM	SALINITY	WATER PERMANENCE	ACIDITY & ALKALINITY
Bog [B]	Wooded coniferous [Wc], Shrubby [S], Graminoid [G]	Freshwater [f]	-	Acidic [a]
Fen [F]	Wooded	Freshwater [f]	1	Poor [p]
	coniferous	Freshwater [f]	-	Moderate rich [mr]
	Shrubby, Graminoid [G]	Freshwater [f] to slightly brackish [sb]	-	Extreme rich [er]
		I = 1	T = 5113	T
Marsh [M]	Graminoid [G]	Freshwater [f] to slightly brackish [sb]	Temporary [II]	-
		Freshwater [f] to moderately brackish [mb]	Seasonal [III]	-
		Freshwater [f] to brackish [b]	Semi- permanent [IV]	-
			T	ı
Shallow Open Water [W]	Submersed and/or	Freshwater [f] to slightly brackish [sb]	Seasonal [III]	-
	floating aquatic	Freshwater [f] to moderately brackish [mb]	Semi- permanent [IV]	-
	vegetation [A] or Bare [B]	Freshwater [f] to brackish [b]	Permanent [V]	-
	[A]	Saline [s]	Intermittent [VI]	-
0 503	\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\	I = 1	T = 5112	1
Swamp [S]	Wooded coniferous	Freshwater [f] to slightly brackish [sb]	Temporary [II] 2	-
	[Wc], Wooded	Freshwater [f] to slightly brackish [sb]	Seasonal [III] 2	-
	mixed wood [Wm], Wooded deciduous [Wd], Shrubby [S]	Moderately brackish [mb] to subsaline [ss]2	Seasonal [III] 2	-

¹Roman numerals are equivalent to wetland classes by Stewart and Kantrud (1971)² Swamp types are not applicable to wooded swamps due to a lack of available information

4 POLICIES

4.1 Future Land Use Concept Policies

The FLUC, as per Map 7, outlines the framework for land use(s), subdivision, and development within the IDP area over the next thirty (30) year horizon. The objectives and policies in this section have been designed to assist each of the municipalities in understanding their intended interpretation and to describe the shared vision for future development within the IDP area. The following objectives and policies align with the overall goals of the IDP which are:

- 1. Establish a land use concept that outlines the future land uses that may develop over a 30-year horizon within the IDP area.
 - o Policy
 - Development is encouraged in areas of significantly reduced capability for crops thus preserving higher yielding lands for agricultural uses.
 - Provisions are made for a broad mix of land uses throughout the IDP area with opportunities for both the Village and the County.
 - The FLUC is not proscriptive in nature. Areas generally intended for a specific use may also be designated for other uses.
 - Subdivision and development for lands located in the IDP area and within 800m of a highways right of way shall first be approved by Alberta Transportation.
 - The serviced business/commercial areas are designated to allow for mixeduse business/commercial development that is compatible with surrounding land uses.
 - The areas of NW 26-52-3-W4M and SW 26-52-3-W4M between the lagoon lands and the Village are designated for residential and non-residential uses. Development in this area is subject to the required setbacks for the non-operational landfill facilities along the western boundary of the Village.
- 2. Promote the IDP area as a desirable location for future development and economic activity;
 - o Policy
 - The Village has the opportunity to provide services to development within a forty kilometers (40 km) radius. The FLUC allows for land adjacent to the western boundary of the Village be part of a piped water and sewer scheme.
 - The value and recreational potential of natural areas within the IDP area may be negatively affected by inappropriate development. Therefore, both

municipalities shall cooperate to protect these areas for eventual incorporation into an open space system.

- The Village and the County shall work together to encourage the preservation of the natural and aesthetic quality of the environment and rural landscape as well as to facilitate the eventual establishment of continuous open space systems to attract activities and provide recreational opportunities as a stimulus to the local economy. This commitment to work together is consistent with the provincial land use policies which support the protection of the natural environment, water and historical resources.
- 3. Outline a framework for the more detailed implementation of land development, economic development, municipal infrastructure, and timing of development and servicing;
 - Policy
 - Identify serviced pipe water and sewer as well as un-serviced on-site water and on-site sanitary sewage disposal within the IDP area.
 - The FLUC does not preclude servicing areas that are more distant.
 However, it acknowledges that the costs to do so may prove inordinate for most, and perhaps, are best leveraged by intensive servicing users, such as those for commercial or industrial purposes.
 - The investment by the Village in water supply and sanitary sewage treatment should be used to its greatest advantage in the IDP area and kept in a concentrated location around the Village as is feasible.
 - Applications for redesignation, subdivision, or development should consider incorporating design requirements that ensure a high-quality form of development, servicing and encompass the necessary growth, storm water and transportation management plans.
 - Provisions of the Agricultural Operations Practices Act should apply to the mitigation of nuisance and environmental impacts of agricultural operations.
 - The lands affected by waste sites and sanitary sewage treatment facilities have been placed within the Landfill, Composting and Waste (LC-W) district designation. Although mitigation is in place, when planning adjacent areas it is important to be mindful of the development setbacks from these existing facilities and any expansions thereof that may be required consistent with the MGA subdivision and development regulation.

- 4. Maintain and enhance mutually beneficial policies and relationships between the two (2) municipalities;
 - Policy 0
 - The Village and the County shall work collaboratively to identify appropriate lands and implement policies and regulations with respect to environmentally sensitive areas, riparian zones, and development buffers that can have a positive impact on the natural environment as well as provide healthy, outdoor spaces within the IDP area for the recreational enjoyment of residents and tourists alike.
 - The Village and the County shall work together to ensure compatibility of land use interfaces and future growth patterns to monitor effectiveness of the IDP provisions and update them accordingly,
- 5. Continue to develop and maintain open lines of communication to resolve problems and seize opportunities of mutual benefit.
 - Policy
 - The Village and the County agree to adhere to the implementation principles as outlined in section 2 of this IDP, including the guiding principles of communication and conflict resolution.

4.2 Other Policies

The following policies should be interpreted narrowly and used only as a framework for working cooperatively, communicating and making decisions amongst each municipality. Variances may be allowed only when specifically identified and pursuant to the provisions of this IDP.

- 1. Land Use
 - Policies
 - Future subdivision and development shall be in accordance with the provisions of this IDP. Major deviations to the IDP design and policies shall require an amendment to the IDP. Minor variances may be considered without requiring an amendment to the IDP in instances when the developer can demonstrate to the satisfaction of the ILC, Subdivision Authority or Development Authority as the case may be, that the reconfiguration of parcels and road design would maintain the overall intent of the IDP policies.
 - Existing uses, which may be viewed as incompatible with the FLUC designated uses, may remain on an 'as is' basis pursuant to the nonconforming use provisions of the MGA. Section 643. Re-development of the lands shall be consistent with the policies contained in this IDP and in conformity with the provisions of the Village and/or the County's LUB,

permitted that the land is not required for urban growth and/or an extension of urban services.

- The Village and the County shall amend their respective MDP's, LUB's and other statutory documents as required to be consistent with the policies and provisions of this IDP.
- Land use, subdivision and development within the IDP area north of Highway 45 and east of Highway 897 shall accommodate un-serviced development while land use, subdivision and development south of Highway 45 and west of the Village boundary shall accommodate serviced development. Land use, subdivision and development along Highway 897 shall accommodate serviced development, whenever possible.
- Regulation and approval of Confined Feeding Operations (CFO's) rests with the Natural Resources Conservation Board (NCRB). The NRCB reviews local plans and requests comments from the affected municipalities prior to making their decision on these matters. In response to the NRCB, the Village, the County and the ILC shall stipulate that they do not support any new or the expansion of any existing CFO or manure storage facilities within the IDP area which may require an approval, authorization, or registration under the Agricultural Operation Practices Act.
- The Village and the County have limited capacity to control the development and life span of oil and gas wells within the IDP area. As such, the future ability of the Village and the County to approve contiguous and orderly development is significantly affected by the presence of existing and future oil and gas leases. The Village and the County shall therefore work with oil and gas companies and landowners to identify well site development and production schedules compatible with land use designations within the IDP area. In working with oil and gas companies and landowners, the Village and the County shall strongly recommend that the following principles be adhered to, when possible:
 - Wells should be clustered;
 - Flow lining to a common location for multiple wells should be utilized;
 - Clustered well sites should be located next to public utility lots, storm water lakes and future municipal reserves and parks;
 - Road access to clustered wells should be combined and access routes made to fit existing and identified future roadways;

- Operating conditions of well and battery sites should be adjusted as follows:
 - Flow lining to battery site outside the urbanized area/urban growth area should be utilized;
 - Fluids should be hauled, tanks should be vacuumed/cleaned, and servicing/maintenance should take place during regular daytime hours;
 - Storage tank temperature should be kept at a level such that associated impacts, particularly odour, are minimized to the fullest extent possible;
 - Portable generators should not be used to provide power; and
 - Every effort shall be made, using the necessary measures required, to minimize odours, noise, dust, vibration and any other negative impacts.
- Subdivision applicants shall be required to dedicate the full amount of the municipal reserve owing in the forms provided for in the MGA. In the case of lands within the County Residential designation, all municipal reserve amounts owing shall be taken by the Village and the County in the form of a deferred reserve caveat to provide for future urban municipal reserve needs. The Village and the County shall consider establishing a jointly administered cash-in-lieu of municipal reserve fund into which reserve proceeds would be placed for the purposes of assembling and developing regional recreational land and facilities within the IDP area. This would not only serve the recreational needs of the residents of the area but could also serve to attract sporting, recreational, and cultural events thereby providing a stimulus to the local economy.

2. Agricultural

o *Policies*

- Premature development of existing agricultural lands within the County should be avoided and such land should continue to be used for agricultural purposes.
- Non-intensive agricultural uses may be approved at the discretion of the County in accordance with the provisions of the Agricultural District and any additional applicable regulations in the County's LUB.

- Existing intensive agricultural uses may continue at the discretion of the County. Approval of any new intensive agricultural operations shall only be considered when the appropriate intermunicipal referral and communication process has been adhered to.
- The following shall continue to be permitted at the discretion of the County in accordance with the Agricultural (A) District regulations of the County's LUB and MDP:
 - > Any permitted or discretionary uses;
 - Subdivision of the first parcel out of an unsubdivided quarter section; and
 - Redesignation of lands to the appropriate land use district subject to referral and communication as outlined in this IDP.
- Each municipality recognizes the importance of agriculture to the local, regional and provincial economy. The rights of agricultural operators shall be taken into consideration as it pertains to development decision making and potential impacts on lands and/or adjacent uses.

3. Urban Reserve and Urban Growth

Policies

- Non-intensive agricultural uses may continue to be approved at the discretion of the County in accordance with the Urban Growth Area (UGA) overlay district of the County's LUB.
- Any existing intensive agricultural uses within the Urban Reserve designation may continue at the discretion of the Village. Any proposals for additional intensive agricultural operations should only be considered subject to appropriate intermunicipal referral and communication as outlined in this IDP.
- For Urban Reserve designated areas, the Village may approve an ASP or community plan for urban residential purposes. ASP's and community plans providing for further urban residential development within the IDP area should be evaluated according to the following criteria:
 - Conversion of good agricultural land in the most prudent and efficient manner possible;
 - Efficient and cost effective development of roads and servicing systems and facilities;

- thin
- Impacts of development on existing adjacent land uses within both municipalities;
- Impacts caused by incompatible rural and urban land uses;
- Traffic impacts within both municipalities;
- Adequate access through developing areas for residents of both municipalities;
- Proper protection of natural areas and continuous open space systems;
- > Effects of development in environmentally sensitive or hazardous areas; and
- Appropriate intermunicipal referral and communication as outlined in this IDP.

4. Country Residential

o Policies

- Subdivision and development within the Country Residential designation shall consider those proposed non-residential uses that will not have negative effects on future urban densities by virtue of excessive odour, heat, vibration, visual impact, noise or light. This does not apply to such effects that arise in the course of normal, non-intensive farming operations.
- Land designated for future County Residential shall be allowed to be developed in accordance with the provisions of the County's LUB and MDP.
- Subdivision applications within designated Country Residential areas must address servicing requirements such as water, sanitary sewer and roads, for the proposed development. The servicing requirements must be met in accordance with the County's LUB, MDP and General Municipal Servicing Standards framework.
- In addition to these requirements, Country Residential subdivision applications shall take into consideration:
 - Creating Country Residential conservation development;
 - Provision for direct access to municipal roads without the creation of panhandle lots, when possible;

19

POLICIES

POLICIE

- Mitigation of impacts on the surrounding land uses within the adjacent municipality;
- Mitigation of impacts on provincial, regional and intermunicipal transportation systems;
- Consideration of environmental impacts;
- Long term servicing requirements; and
- Appropriate intermunicipal referral and communication as outlined in this IDP.

5. Institutional

o *Policies*

- Land designated under the Institutional District within the Village's or the County's LUB may continue to exist as is at the time of the IDP approval.
 New proposals for development, subdivision, or rezoning shall be in accordance with the policies of this IDP and not undermine the ability of the land to accommodate future intended uses.
- Future uses for land designated Institutional shall be defined in collaboration with the relevant school division board and in consultation with the ILC.

6. Un-Serviced Industrial Development

o *Policies*

- Land designated in the IDP as Un-serviced Industrial may continue under the LUB district as it currently exists at the time of the IDP approval. However, new proposals for development, subdivision or redesignation shall be in accordance with the policies of this IDP and applicable provisions under the relevant LUB, and not undermine the ability of the land to accommodate future intended uses.
- Applications for Un-serviced Industrial subdivision or development within the IDP area shall require redesignation to the appropriate Land Use district as part of a subdivision or development approval.
- Proposed Un-serviced Industrial uses shall be in accordance with those, permitted or discretionary, uses allowed for in the designated district within the LUB of the municipality in which the lands are located.
- Applications for Un-serviced Industrial subdivision or development within the IDP area shall be evaluated according to the following criteria:
 - > Impacts of development on future urban growth;

- Impacts on future servicing and transportation corridors and facilities;
- > Any potential traffic impacts within either municipality;
- Impacts on adjacent land uses within both municipalities;
- Effects of development in environmentally sensitive or hazardous areas;
- Adequate access to roads, water supply, and septic systems;
 and
- Appropriate intermunicipal referral and communication as outlined in this IDP.

7. Un-Serviced Business and Commercial Development

Policies

- Land designated in the IDP as Un-serviced Business/Commercial may continue under the same LUB district as it currently exists at the time of the IDP approval. However, new proposals for development, subdivision or redesignation shall be in accordance with the policies of this IDP, the applicable provisions of the authorizing municipality under the relevant bylaws and policies, and not undermine the ability of the land to accommodate future intended uses.
- Applications for Un-serviced Business/Commercial subdivision or development within the IDP area shall be in accordance with the existing business and commercial land uses of the LUB of the municipality in which the lands are located.
- Proposed uses shall be in accordance with those uses, permitted or discretionary, allowed for in the Designated District within the LUB of the municipality in which the lands are located.
- Applications for Un-serviced Business/Commercial subdivision or development within the IDP area shall be evaluated according to the following criteria:
 - Impacts of development on future urban growth;
 - Impacts on future servicing and transportation corridors and facilities;
 - > Any potential traffic impacts within either municipality;

- Impacts on adjacent land uses within each municipality;
- Effects of development in environmentally sensitive or hazardous areas;
- Adequate access to roads, water supply and septic systems; and
- Appropriate intermunicipal referral and communication as outlined in this IDP.

8. Serviced Development

o Policies

- Serviced development areas are closely connected to the provision of municipal servicing. Servicing of lands in the Serviced Development areas, especially when adjacent to but outside of the Village's boundary, are subject to the Village's ability to provide municipal servicing to those lands. The County, in accordance with the provisions of their bylaws and policies, may consider alternative servicing where municipal servicing is not or may not be made available at the time of subdivision or development.
- The Village and the County shall collaborate in finding the most efficient means of providing municipal services to developments requiring such services.
- The means by which municipal servicing can be extended to proposed or existing development in the IDP area, including front end capital and operating costs, will be assessed on its merits on a case by case basis, consistent with the County's and the Village's ICF.
- Serviced Residential areas, northwest of the Village boundary are
 designated for urban residential development and extension of municipal
 services. These areas shall be developed in a way that does not prejudice
 the future expansion of the Village, in accordance with the provisions of the
 Urban Growth overlay district in the County's LUB.
- Serviced Business/Commercial areas, northwest of the Village boundary are designated for serviced non-residential development that can take place within the landfill's setback buffer.
- Serviced Business/Commercial development must be planned such that appropriate buffers and/or transitional uses are provided for on any adjacent residential development.

9. Open Space

Policies

- The Village and the County shall promote public awareness of any significant historic and cultural sites in the IDP area and their connection with the larger region as part of heritage tourism efforts.
- Existing agricultural operations and residential property owners shall be encouraged to maintain a high-water quality standard for wetlands, creeks, lakes, and other water bodies through the application of best management practices to privately owned riparian areas.
- Development on flood prone land is not permitted.
- Environmental reserves will be taken in accordance with Section 664 of the MGA in the form of a lot or as an environmental reserve easement. The Village or the County, as the case may be, may require an owner or developer to provide hazard land as environmental reserve as part of a subdivision application. Where the Village or the county wish to ensure public access to a water body, environmental reserve in the form of a lot shall be taken. All environmental reserves are to remain in their natural state except as permitted in accordance with the MGA. In some instances, conservation easements may be considered in place of environmental reserves, as provided for in the Environmental Enhancement and Protection
- Municipal reserve dedication within the IDP area shall generally be dedicated as land to be used for school and/or park purposes within residential developments.
- Areas along water bodies are designated to provide for enhancements to existing trails, new trail development, and passive recreation uses that are compatible with the environment and adjacent land uses. Both municipalities shall work together to create an interconnected trail system within the IDP area.
- Agreed upon standards for trail development dealing with such issues such as fencing, berming, screening, landscaping, site coverage, setbacks, and height restrictions applicable to development adjacent to the highways shall be implemented through each of the respective municipality's LUB's.
- When appropriate, the Village and the County shall endeavour to find efficiencies in bylaw enforcement through public education regarding safe and responsible trail use, water body health, off highway vehicle regulations, fishing and hunting regulations, property ownership and the exploration of shared bylaw services.

10. Municipal Servicing and Roads

o Policies

- The Village and the County shall establish strategies and standards for the orderly, efficient, and economical extension of wastewater collection, water distribution, storm water management and roads within the IDP area.
- Servicing with municipal water and sewer within the IDP area shall be considered for the Urban Reserve and Institutional designations in the Village's LUB and the Serviced Residential, Serviced Business/Commercial, and Urban Growth FLUC designations.
- On site servicing within the IDP area may be considered for the following IDP FLUC designations – Country Residential, Recreation, Un-serviced Business/Commercial, Un-serviced Industrial and Agriculture.
- Where it is deemed appropriate, necessary, and/or desirable, further to this IDP, the Village and the County shall endeavour to enter into agreements respecting municipal servicing, including for the development of roads, consistent with the Village's and the County's ICF. If and when the municipalities adopt new agreements the IDP and the ICF shall be amended accordingly.
- Right of ways for any future regional services shall be considered and anticipated in future subdivision and development, site development plans, ASP proposals as well as any other intermunicipal servicing agreements affecting lands in the IDP area. The Village and the County shall ensure that the right of way alignment determined for any future regional servicing best serves both the Village and the County, in addition to the region as a whole.
- If and/or when the opportunity arises as part of a subdivision or development permit application, following review of the application be the ILC, road right of ways up to thirty meters (30 m) shall be protected without compensation at the time of subdivision or development permit approval, as the case may be.

11. Discretion and Variances

Policies

- The exercise of variance or discretion in deciding an application must be both reasonable and defensible within the letter and purpose of the IDP as well as the widely accepted planning principles and development best practices.
- If a requirement or provision of the IDP is to be deviated from, it is essential
 that those exercising the discretion or deciding upon the variance clearly

understand the rationale behind the requirement or provision they are being asked to vary.

- Discretion and variance shall only be considered if it can be demonstrated that the discretion or variance in questions shall, at a minimum, not jeopardize the IDP's goals, objectives or policies.
- Any variance or discretion exercised shall be fully documented in so that the reasons and rationale for the variance or discretion to be exercised are accurately recorded and clearly understood.

12. Annexation Criteria

o *Policies*

- There will continue to be a boundary between the Village and the County for the exercise of municipal responsibilities as provided for in the MGA.
- There is a recognition of the periodic need for urban expansion of the Village and the need to engage in a collaborative annexation negotiation process in a positive, orderly, timely and agreed upon manner, once a clear and present need for additional land is established through a Joint Growth Study.
- The Village and the County shall engage in a Joint Growth Study prior to entering into an annexation negotiation process.
- In determining the timing, size, and location of an annexation area, the outcomes identified in the Joint Growth Study shall be considered.
- A Joint Growth Study shall serve to inform the annexation negotiation process, consistent with the Municipal Government Board Annexation principles, with respect to the following:
 - Justifiable and mutually agreeable current and future growth rates. Growth rates are defined at the rate at which land is consumed for residential, commercial and industrial purposes, typically expressed in acres per year.
 - Availability and cost of servicing. The physical and economic feasibility of extending municipal services from the Village to specific areas within the County in a logical, reasonable and cost effective manner.
 - Adequacy of transportation systems to accommodate new development. The annexation area should be either serviced with road network or be able to be serviced with a logical extension of existing road networks.

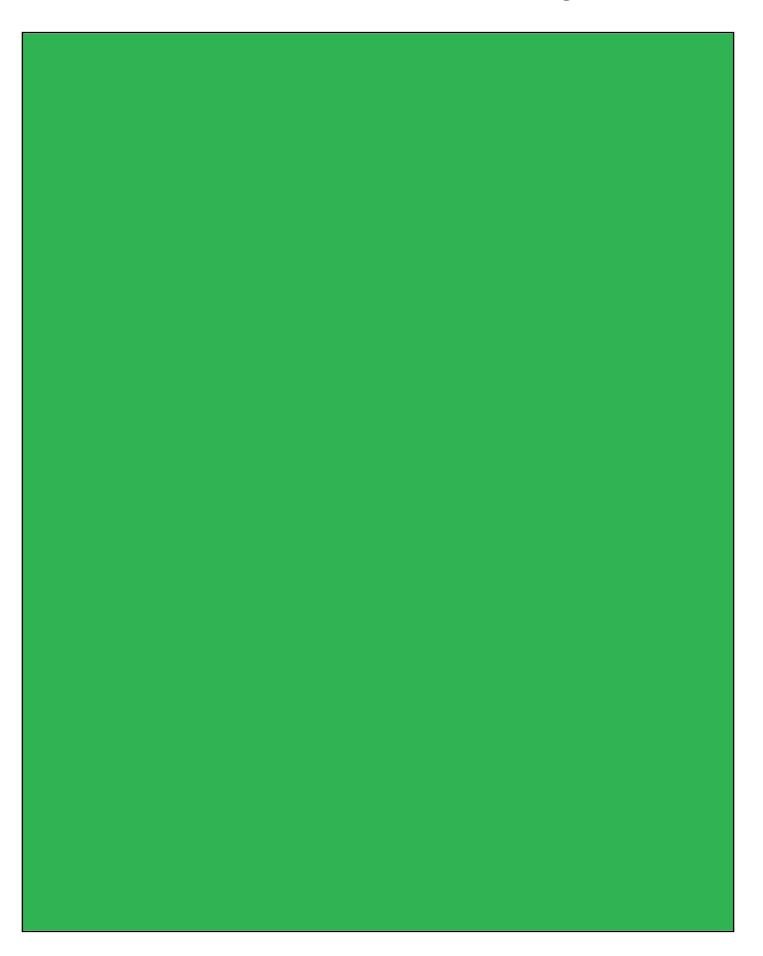
Annexations should follow legal boundaries or natural features where possible to avoid creating a fragmented pattern of landownership.

- Annexations should as much as possible have the support of the landowners involved.
- Annexations should be consistent with the policies of this IDP, each municipalities' MDP, and any other applicable statutory document.
- Planning annexations should consider a thirty (30) year horizon for the land requirements.
- Annexations should be a logical extension of the Village fabric and may include developed areas.
- Annexations should not dramatically alter the taxes collected from agricultural lands in the annexation area. The Village and the County may look at harmonizing their agricultural mill rates should annexation proceedings occur.
- > Any other matter that each municipal Council may consider necessary.
- The Village and the County may establish agreements separate from, or supplemental to, this IDP. The terms of these agreements shall only be for the purpose of delaying, avoiding, or fixing a time frame for annexation.
- Both municipalities favor periodic annexations involving smaller amounts of land occurring on an 'as needed' basis as opposed to a long-range basis that may limit interim development on the lands of the proposed annexation area.
- No land in the IDP area north of Highway 45 shall be subject to annexation for the life of this IDP.
- Each municipality shall collaboratively manage the lands identified in the IDP suitable for municipal servicing and development to prevent or mitigate the impacts from land use and development that may unduly interfere with future urbanization.
- Both municipalities shall follow the annexation process as outlined in the MGA at the time an annexation application is made.

- In the event of annexation where land is not currently serviced by the Village, the Village may enter into a service agreement with the County for the existing municipal servicing on the annexation lands.
- When and if the Village and the County enter into an agreement to service land in the County, the agreement shall address annexation. When new agreements are adopted by the municipalities, the IDP and the ICF shall be amended accordingly.

POLICIES



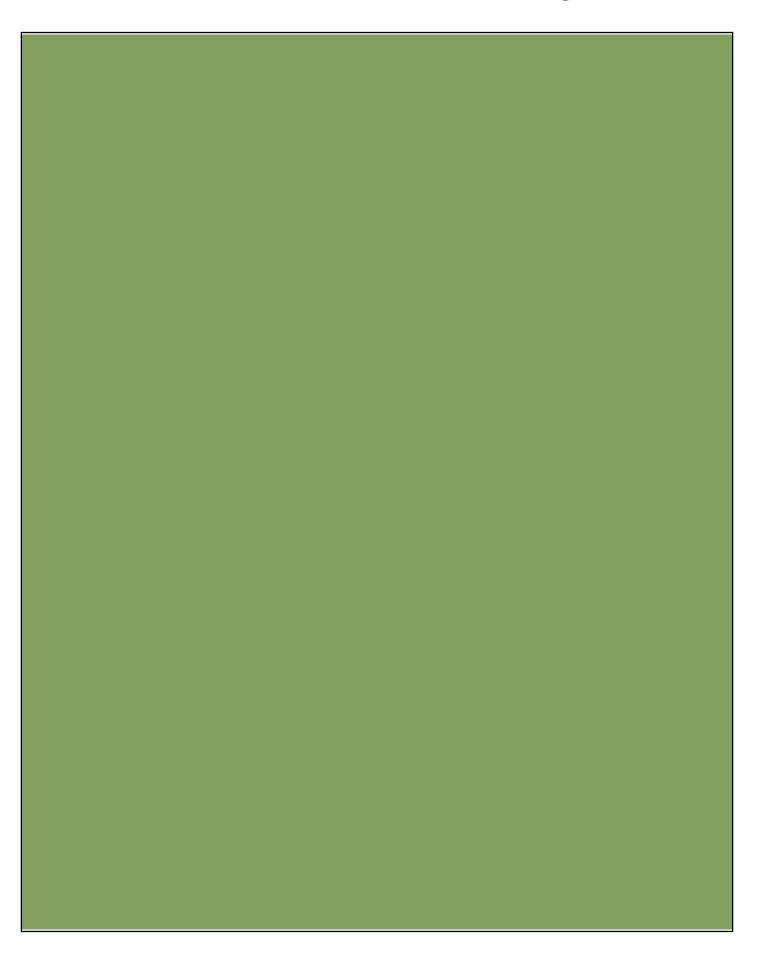


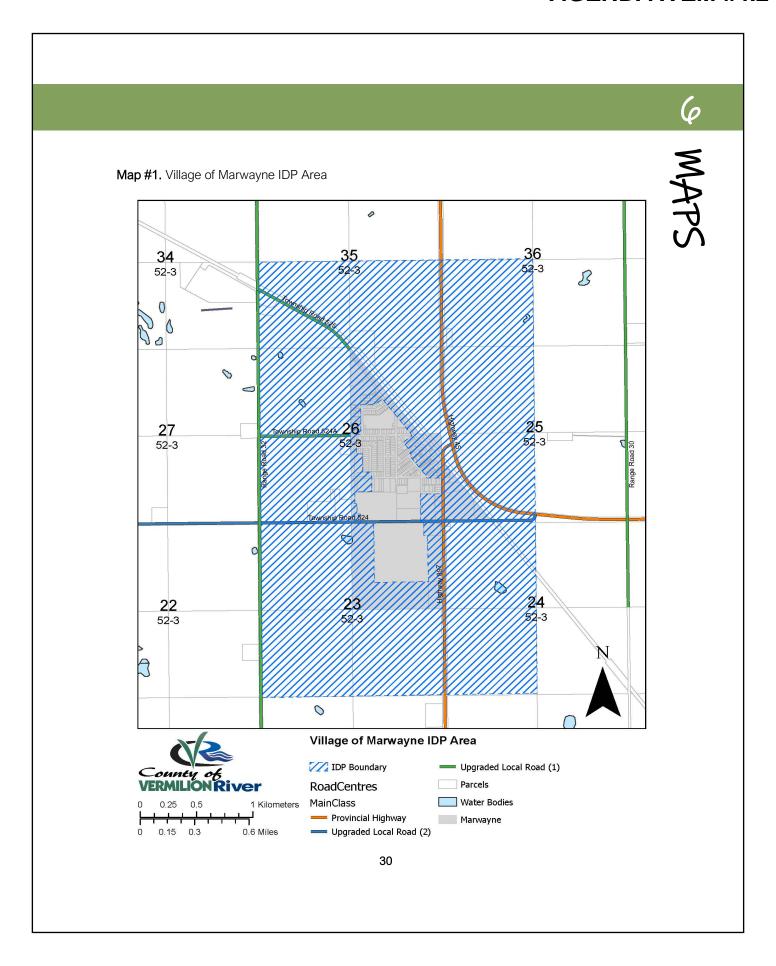
5 DEFINITIONS

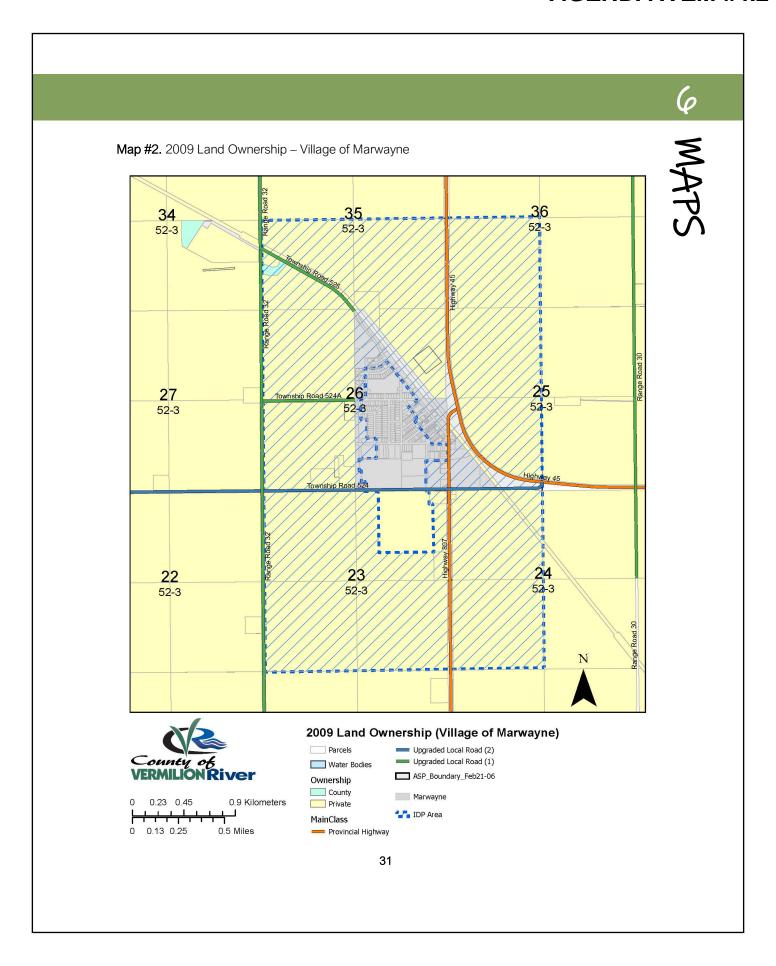
- "Adjacent Land(s)" is any land that abuts or is contiguous to the parcel of land that is being described and includes land that would be contiguous if not for a highway, road, lane, walkway, watercourse, utility lot, pipeline right of way, powerline, railway or similar feature and any other land identified in the Village or County's land use bylaws as adjacent for the purpose of notification under the MGA.
- "Adjacent Municipality" is a municipality as established under the MGA that shares one or more adjoining boundary with another municipality and its contiguous lands; and any land that would be contiguous if not for a highway, road, lane, walkway, watercourse, utility lot, pipeline right of way, power line, railway, or similar feature and any other land identified in the Village or County's land use bylaws as adjacent for the purpose of notification under the MGA.
- "Agreement" is the Working Together Agreement between the Villages of Marwayne, Kitscoty, and Paradise Valley and the County of Vermilion River.
- "ALSA" is the Alberta Land Stewardship Act.
- "ASP" is a statutory plan in accordance with the MGA for the purpose of providing a framework for subdivision and development of an area of land in a municipality.
- "Conceptual Scheme" is a non-statutory land use plan intended to serve as a basic guideline to evaluate a small subdivision or development in the context of the development of a larger area.
- "Council" is the Council of the Village of Marwayne and/or the Council of the County of Vermilion River in the province of Alberta.
- "County" is the County of Vermilion River in the province of Alberta.
- "Country Residential Use" is a land designation whereas the primary purpose of the land is for a dwelling or the establishment of a dwelling in a rural area compatible with the natural character of the terrain.
- "Discretionary Use" is the use of land or a building in a district for which a development permit may be approved at the discretion of the Development Authority either with or without conditions.
- "Dispute" is any intermunicipal matter, approval, statutory plan or LUB, of which the Council for either municipality deems to be inconsistent with the provisions of the IDP or the Intermunicipal Collaborative Framework between the Village of Marwayne and the County of Vermilion River.
- **"FLUC"** means Future Land Use Concept. It is a graphical representation of the long-term vision for a community and illustrates the concepts that will guide the planning and development of a particular area.
- "Hazard Lands" are lands that are unsafe for development in their natural state, that pose severe constraints on certain types of development, or lands that may be prone to flooding, shoreline erosion, or slope instability.
- **"ILC"** is the Intermunicipal Liaison Committee for the administration of the Intermunicipal Development Plan on behalf of the Village of Marwayne and the County of Vermilion River.

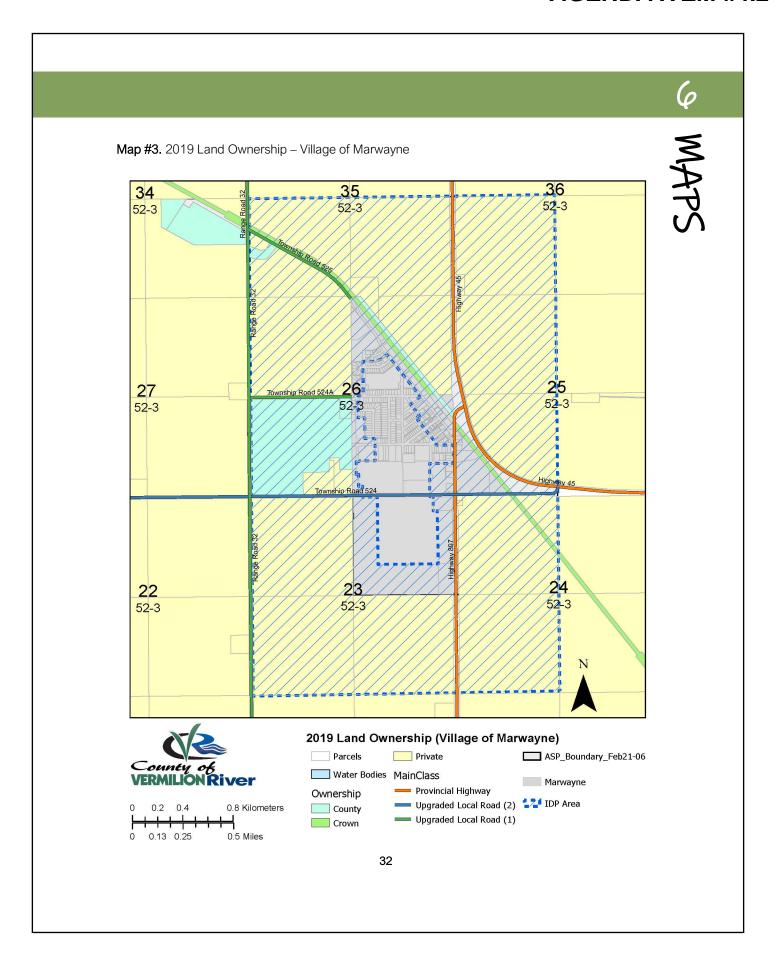
- "IDP Area" is the Intermunicipal Development Plan area. The extension of land identified by both municipalities that encompass areas of particular importance and/or concern of which the policies of this document pertain.
- "IDP" refers to this Intermunicipal Development Plan. A statutory document between two or more municipalities, adopted by bylaw in accordance with Section 631 of the MGA, used by municipalities as a long-range planning tool to address land use matters.
- "Joint Growth Study" is a long-range planning tool designed to inform planning decisions by identifying growth directions and development trends within a particular study area.
- **"LUB"** refers to the Land Use Bylaws of the Village of Marwayne and the County of Vermilion River in the province of Alberta.
- "May" is discretionary, meaning the policy in question can be implemented if the municipalities choose to do so. This is dependent on context and individual circumstances.
- "Mediation" is the non-adversarial intervention between conflicting parties to promote understanding, consensus, and resolution on disputed items or issues. It is an informal, confidential, and structured process to resolve disputes before they proceed to litigation.
- **"MDP"** are the statutory plans adopted by bylaw in accordance with Section 632 of the MGA and used by the Village of Marwayne and the County of Vermilion River as long-range planning instruments.
- "MGA" is the Municipal Government Act, as amended from time to time.
- "Negotiation" is the disclosure and discussion process between two or more parties to promote understanding, consensus, and agreement on items and issues that are of concern.
- "Non-Statutory Plan" is a municipal planning document or conceptual scheme or plan that is endorsed or approved by resolution of Council, typically to guide future land use development or subdivision of a specific area within a municipality.
- "Shall" is an operative term that means the action outlined is mandatory and therefore must be complied with, without discretion.
- "Should" is a directive term that indicates the direction to strive to achieve the outlined action but is not mandatory.
- "Statutory Plan" is an Intermunicipal Development Plan, a Municipal Development Plan, an Area Structure Plan or an Area Re-Development Plan, as per Part 17 of the MGA.
- "Surveillance Suite" is a manufactured or modular dwelling or seasonal residence without a basement, used solely for the purpose of accommodating a household, or person whose official function is to provide surveillance, maintenance, and/or security for a commercial or industrial development in a specific land use district.
- "Village" is the Village of Marwayne in the province of Alberta.

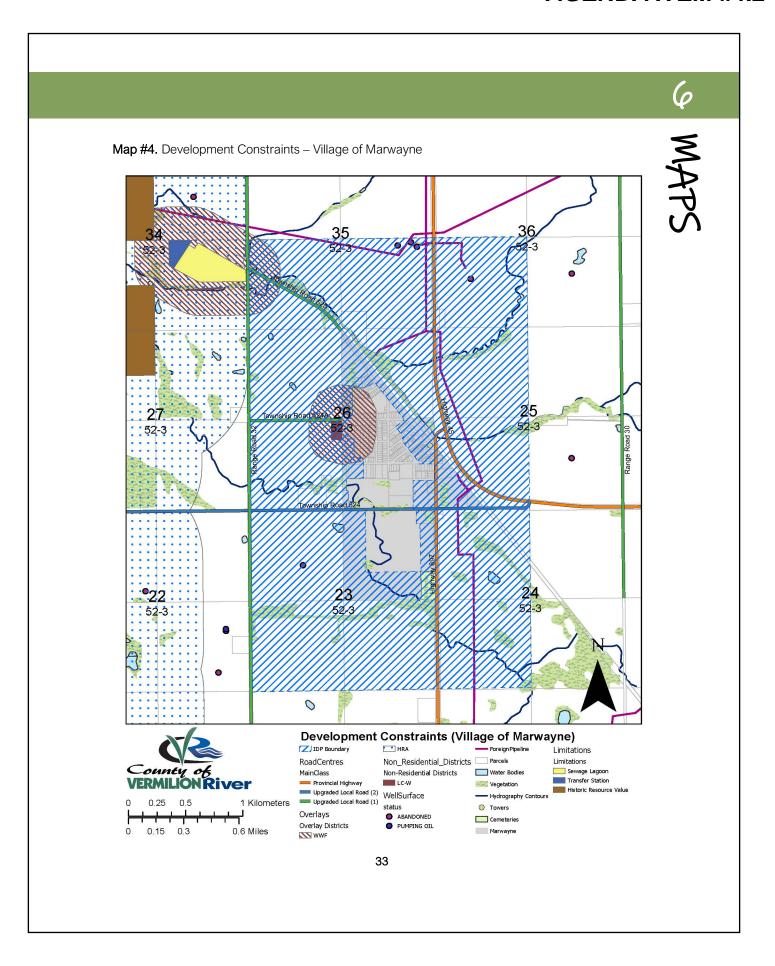


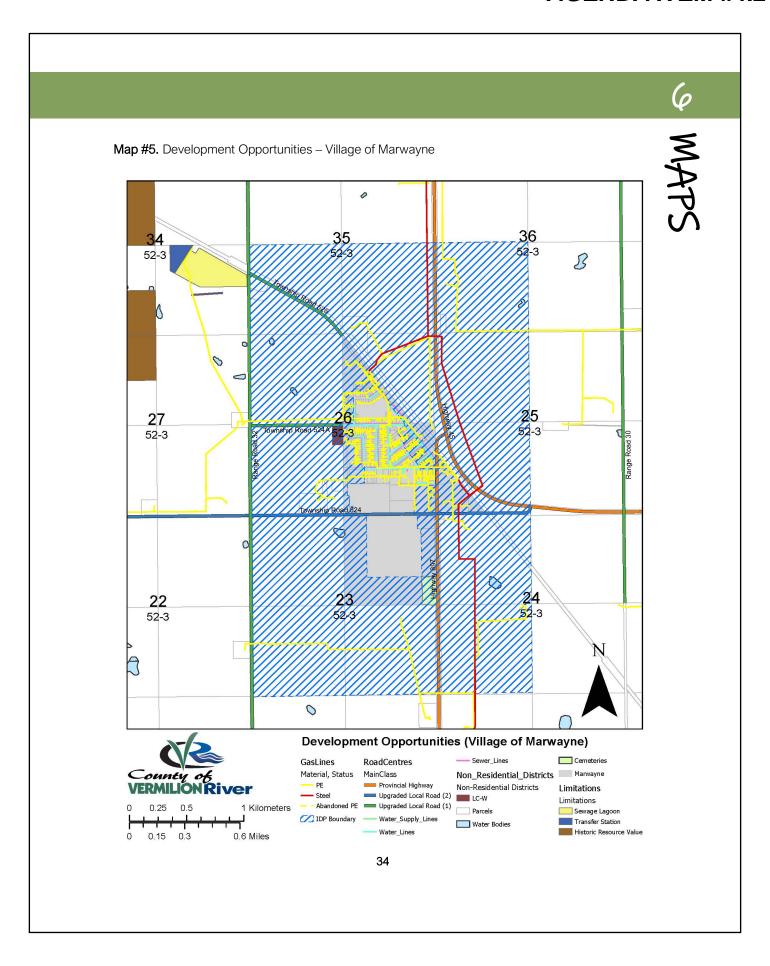


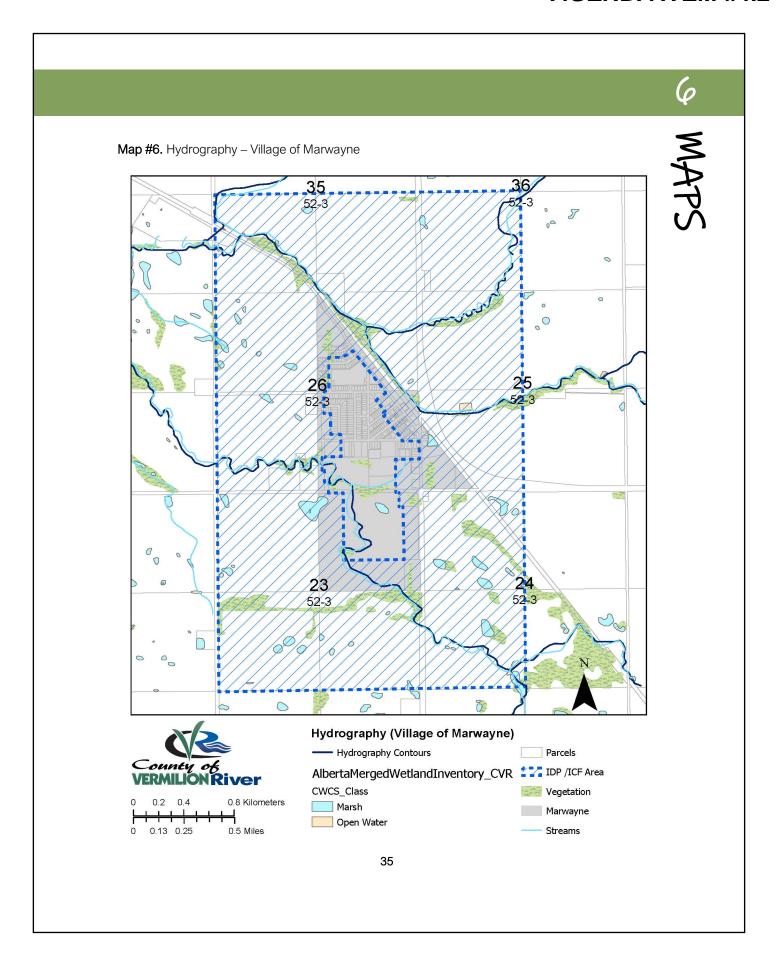


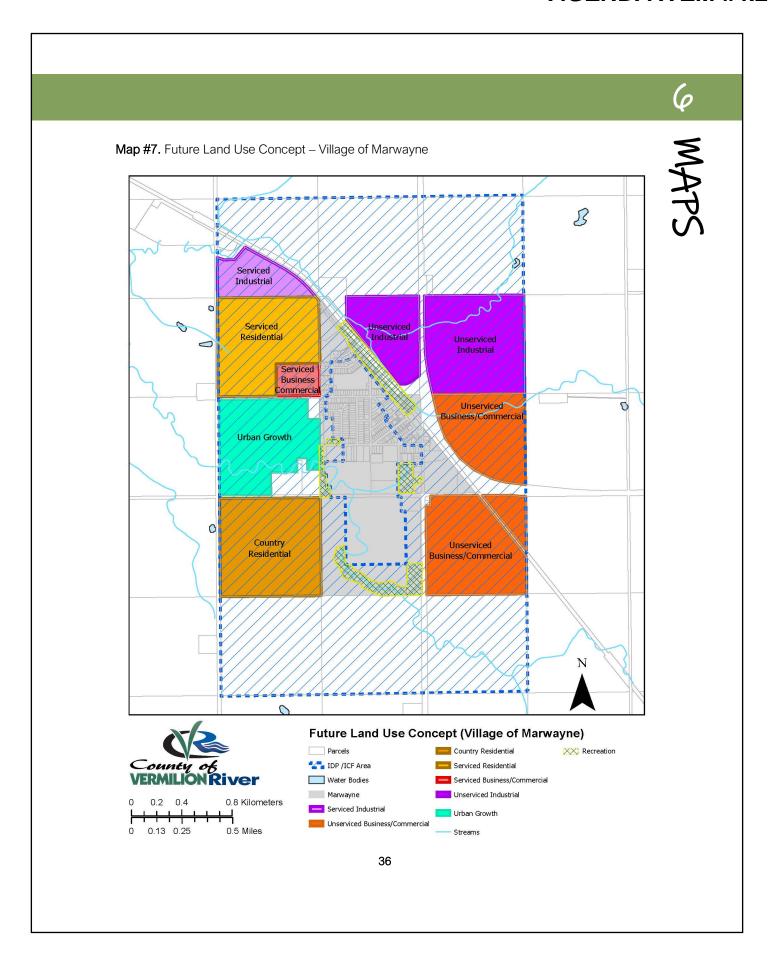


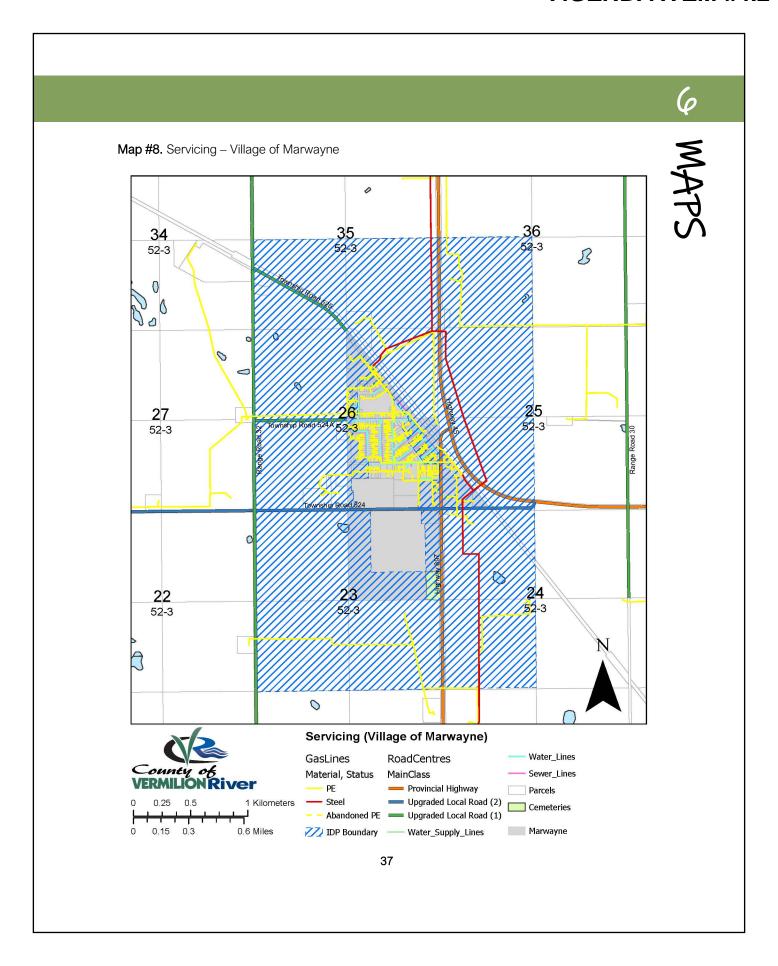


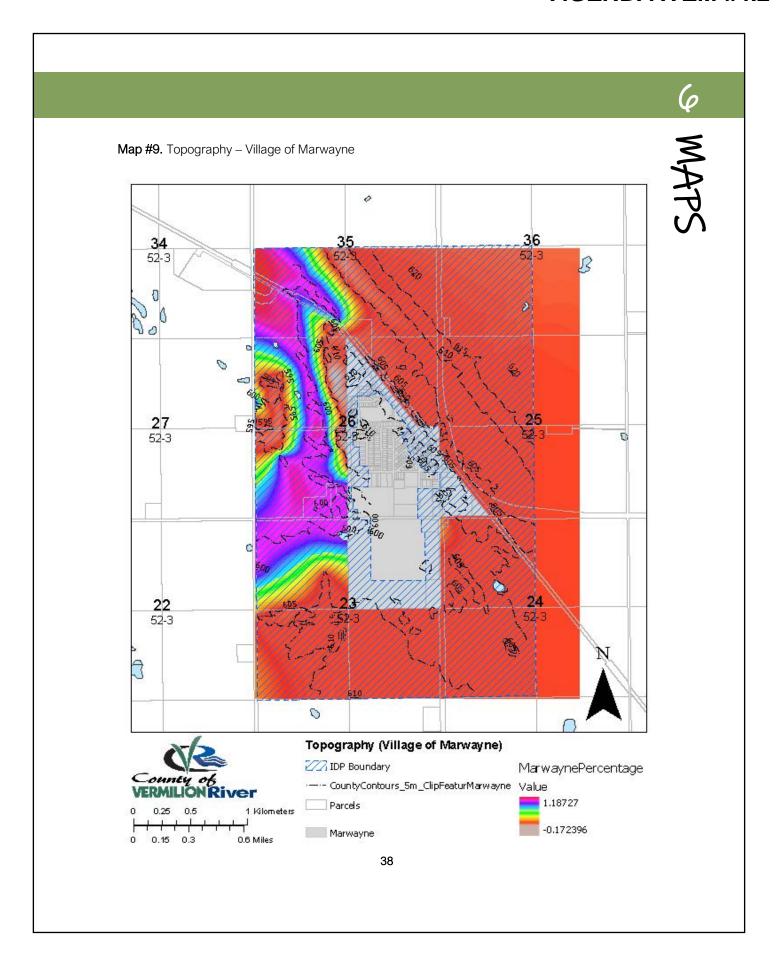


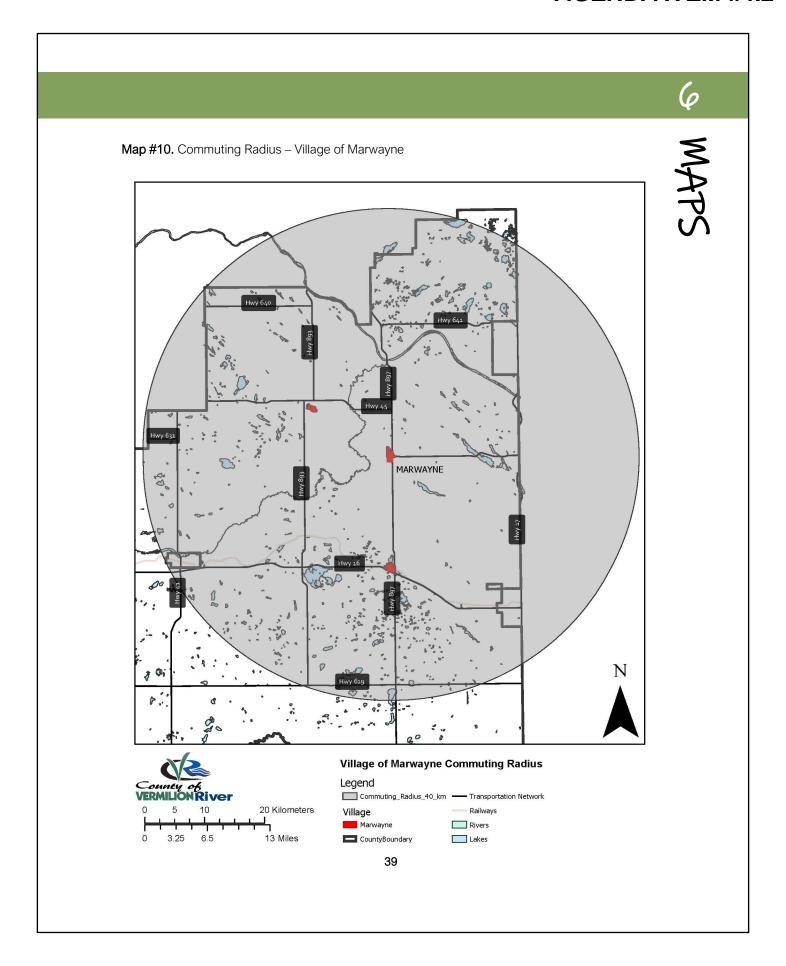


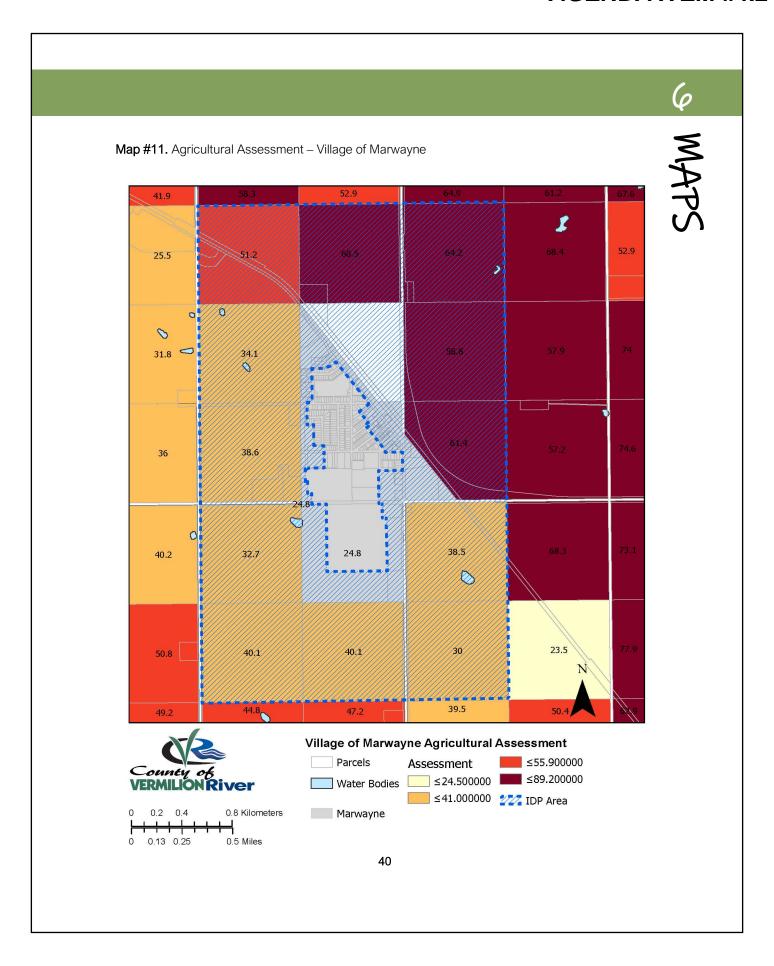




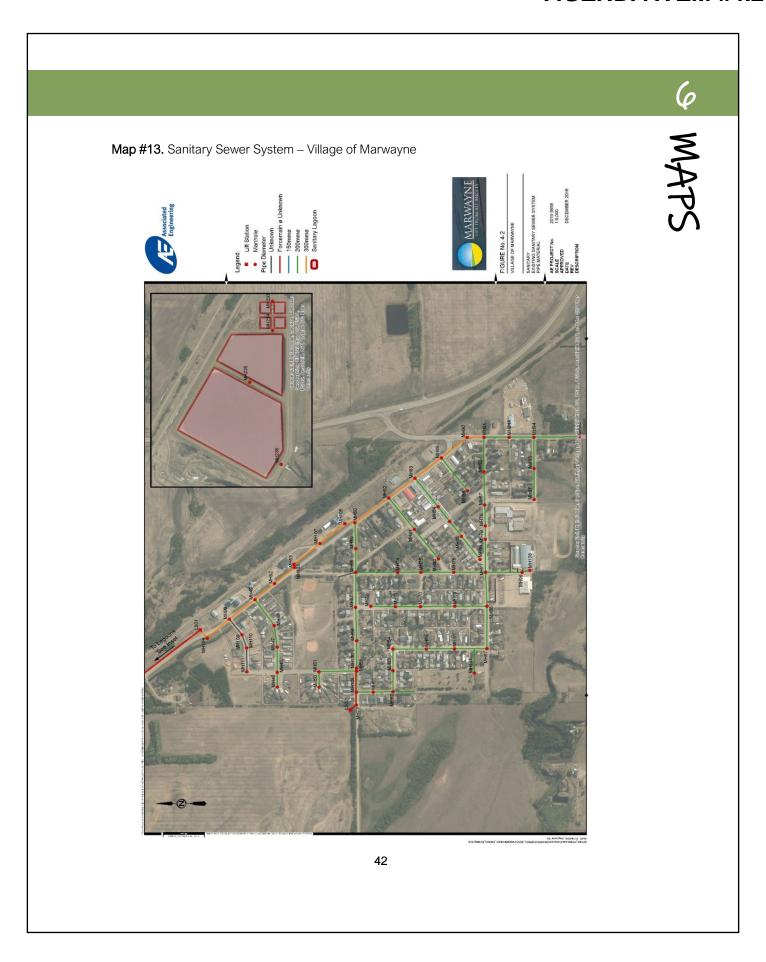


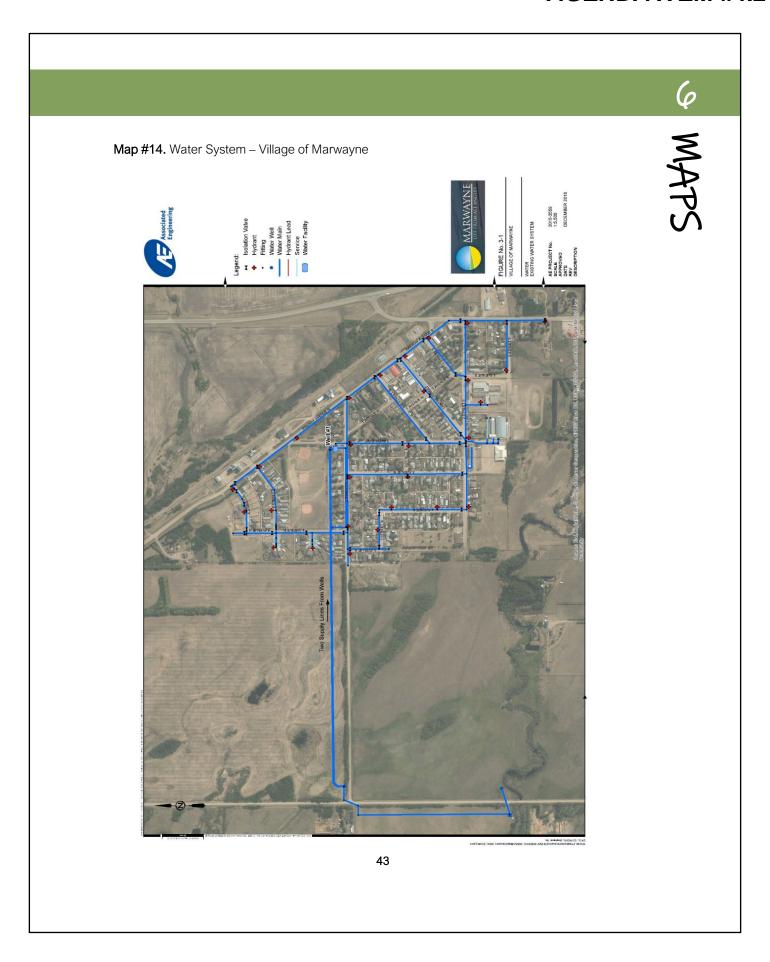












Village of Marwayne



Intermunicipal Development Plan Bylaw No. 580-21

A BYLAW OF THE VILLAGE OF MARWAYNE TO ADOPT THE INTERMUNICIPAL DEVELOPMENT PLAN WITH THE COUNTY OF VERMILION RIVER.

WHEREAS the Village of Marwayne in the Province of Alberta adopts the

Intermunicipal Development Plan with the County of Vermilion River in

accordance with the Municipal Government Act;

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:

- THAT Bylaw No. 580-21, being a Bylaw to adopt the Intermunicipal Development Plan between the Village of Marwayne and the County of Vermilion River, attached hereto as "Schedule A" be adopted as presented;
- THAT Bylaw No. 580-21 be cited as the Village of Marwayne and County of Vermilion River Intermunicipal Development Plan; and
- SHOULD any provisions of this Bylaw be deemed invalid, then such provisions shall be severed and the remaining Bylaw shall be maintained.

Shannon Harrower, CAO

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 15th DAY OF MARCH, 201	21.
READ A SECOND TIME IN COUNCIL THIS DAY OF APRIL, 2	2021.
READ A THIRD TIME IN COUNCIL AND FINALLY PASSED THIS _	DAY OF APRIL, 2021.
	Cheryle Eikeland, Mayor

AGENDA ITEM #5.1

VILLAGE OF MARWAYNE Cheque Register-Summary-Bank

AP5090 Date :

Mar 26, 2021

Page: 1 Time: 1:30 pm

Supplier: 10 To XYLCA

Cheque Dt. 26-Mar-2021 To 26-Mar-2021

Bank : 01 - ATB To 99 - Penny Clearing

Seq:

Seq: Cheque No. Status: All

Medium: M=Manual C=Computer E=EFT-PA

Amount	Medium	Batch	Status	Supplier Name	Supplier	Cheque Date	Cheque #	
1,179.0	С	44	Issued	Gas Utility CVR	10001	26-Mar-2021	3633	
767.0	С	44	Issued	Workers Compensation Board	10016	26-Mar-2021	3634	
5,707.0	С	44	Issued	Vermilion River Regional Waste	10025	26-Mar-2021	3635	
582.9	С	44	Issued	TELUS	10113	26-Mar-2021	3636	
128.8	С	44	Issued	Wheat Kenyon LLP Lawyers & Mediators	10124	26-Mar-2021	3637	
17,074.3	С	44	Issued	Rusway Construction	18	26-Mar-2021	3638	
26,433,2	С	44	Issued	AMSC Insurance Services Ltd	AISL	26-Mar-2021	3639	
163.1	С	44	Issued	AMSC Insurance Services Ltd	ASC	26-Mar-2021	3640	
2,774.0	С	44	Issued	ATCO Electric	ATCE2	26-Mar-2021	3641	
796,6	С	44	Issued	Alberta 1171363 Ltd. Hendricks Microtech	HMS2	26-Mar-2021	3642	
73.4	С	44	Issued	MCSNet-Lemalu Holdings Ltd.	MCSNE	26-Mar-2021	3643	
75,1	С	44	Issued	TELUS	TM	26-Mar-2021	3644	
112.8	С	44	Issued	CentralSquare Canada Software Inc.	VADSO	26-Mar-2021	3645	
11,361.8	С	45	Issued	CentralSquare Canada Software Inc.	VADSO	26-Mar-2021	3646	
8,757,2	С	46	Issued	Receiver General For Canada	10032	26-Mar-2021	3647	
2,089.2	С	46	Issued	AMSC Insurance Services Ltd	AISL	26-Mar-2021	3648	
78,075.9	tal Paid :	Tot	0.00	Total EFT PAP :	78,075.93	ıter Paid :	Total Computer Paid :	
			0.00	Total EFT File :	0.00	ally Paid :	Total Manually Paid :	

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

ATB MasterCard Purchases - January/February 2021

Date	Vendor Name	Description of Purchase	GL Account	Debit		Credit
09-Feb-21	Vermilion Chrysler	Oil Change PW Truck - Dodge Ram	1-2-3100-521	\$	88.38	
		TOTAL PURCHASES	FOR WILSON CURTIS	\$	88.38	\$
21-Jan-21	Staples	Office Supplies	1-2-1200-519	\$	52.38	
11-Jan-21	ADOBE ACROPRO	Monthly Subscription	1-2-1200-220	\$	20.50	
03-Feb-21	ATB Mastercard	Annual Fee	1-2-1200-810	\$	35.00	
		TOTAL PURCHASES FOR SH.	ANNON HARROWER	\$	107.88	\$
		TOTAL MASTE	RCARD PURCHASES	\$	196.26	\$
		LESS PA	YMENTS AND CREDITS	\$	-	
			ACTUAL BALANCE DUE	\$	196.26	

AGENDA ITEM #5.1

APPROVED ON: 04-Feb-21

APPROVED BY: Shannon Harrower, CAO

SIGNATURE: SHOWWU

AGENDA ITEM #5.1

Dote Vendor Name Description of Purchase GL Account Debit Credit	11-Mar-21 Martin Plumbing and Heating 20-Feb-21 Marks 23-Feb-21 ADOBE	Comb Motor TOTAL P		Debit	Credit
TOTAL PURCHASES FOR WILSON CURTIS 367.50	20-Feb-21 Marks 23-Feb-21 ADOBE	TOTAL P	1 2 2100 521		
20-Feb-21 Marks Gloves for Wilson 1-2-3100-521 \$ 171.13 23-Feb-21 ADOBE Monthly Subscription 1-2-1200-220 \$ 20.99 11-Mar-21 UOFA Faculty of Extension NACLAA Course Registration 1-2-1200-214 \$ 845.00 **TOTAL PURCHASES FOR SHANNON HARROWER \$ 1,037.12 \$ **TOTAL MASTERCARD PURCHASES \$ 1,404.62 \$ **LESS PAYMENTS AND CREDITS \$ - **ACTUAL BALANCE DUE \$ 1,404.62 **APPROVED ON: 06-Apr-21 **APPROVED BY: Shannon Harrower, CAO	23-Feb-21 ADOBE	Gloves for Wilson			\$ -
11-Mar-21			1-2-3100-521	\$ 171.13	
TOTAL MASTERCARD PURCHASES 1,404.62					
APPROVED ON: 06-Apr-21 APPROVED BY: Shannon Harrower, CAO		TOTAL PURCHA	SES FOR SHANNON HARROWER	\$ 1,037.12	
APPROVED ON: 06-Apr-21 APPROVED BY: Shannon Harrower, CAO		10	LESS PAYMENTS AND CREDITS	\$ -	\$ -
APPROVED BY: Shannon Harrower, CAO			ACTUAL BALANCE DUE		
SIGNIATION		_			
OHOTEMAN AND AND AND AND AND AND AND AND AND A	CICNIATURE.				
	QHM10000				

VILLAGE OF MARWAYNE Bank Reconciliation Statement

Period: 1

For Bank: ATB

Year :

2021

MARWAYNE

BR5020 Page: 1 Date: Apr 07, 2021 **Time:** 9:14 am

31-Jan-2021 Statement Date :

Year and Period

Sort By:

Reference #	Cheque Date	Src	Period	Year	Amount	Description
3422	09-Oct-2020	AP	10	2020	-7.30	Grant Carry
3555	08-Jan-2021	AP	1	2021	-236.25	Local Government Administration
3556	08-Jan-2021	AP	1	2021	-6615.00	CentralSquare Canada Software Inc.
3559	22-Jan-2021	AP	1	2021	-1699.46	Parkland Industries- Race Trac Gas
3560	22-Jan-2021	AP	1	2021	-2774.43	ACE
3561	22-Jan-2021	AP	1	2021	-5755.72	Alberta Municipal Services Corporation
3564	22-Jan-2021	AP	1	2021	-2079.72	AMSC Insurance Services Ltd
3565	22-Jan-2021	AP	1	2021	-10490.50	ATCO Electric
3566	22-Jan-2021	AP	1	2021	-1287.09	Alberta Urban Municipalities
3567	22-Jan-2021	AP	1	2021	-493.44	Alberta 1171363 Ltd. Hendricks Microtech
3568	22-Jan-2021	AP	1	2021	-73.40	MCSNet-Lemalu Holdings Ltd.
3569	22-Jan-2021	AP	1	2021	-146.16	Saunders Repair Service Ltd.
3570	22-Jan-2021	AP	1	2021	-2968.35	TAXERVICE
8501	01-Feb-2021	CR	1	2021	352.80	CR; DEPT:[VILLAGE OFFICE] D#:[85].

Bank Balance Statement 622605.34 as of 31-Jan-2021 Add outstanding deposits 352.80 (Includes all debits) Cancelled deposits 0.00

Less outstanding withdrawals/charges -34619.52 (Includes all credits) Cancelled withdrawals/charges -7.30

> Calculated Bank Balance 588331.32

GL Bank Account Balance 588331.32 as of Period: 1 Year: 2021

> Difference 0.00

Page 73 of 155

BR5020 Page: 1

Date: Apr 07, 2021 **Time**: 2:05 pm

Period:2MARWAYNEStatement Date:28-Feb-2021Year:2021Sort By:Year and Period

For Bank: ATB

VILLAGE OF MARWAYNE

Bank Reconciliation Statement

Reterence #	Cheque Date	Src	Period	Year	Amount	Description
3422	09-Oct-2020	AP	10	2020	-7.30	Grant Carry
3555	08-Jan-2021	AP	1	2021	-236.25	Local Government Administration
3582	10-Feb-2021	AP	2	2021	-1290.34	Receiver General For Canada
3583	19-Feb-2021	AP	2	2021	-172.12	Tannas Bros. Hardware Ltd
3584	19-Feb-2021	AP	2	2021	-10114.00	Vermilion River Regional Waste
3585	19-Feb-2021	AP	2	2021	-344.40	TELUS
3586	19-Feb-2021	AP	2	2021	-2793.04	Alberta Municipal Services Corporation
3587	19-Feb-2021	AP	2	2021	-1850.00	Buffalo Trail Public School
3588	19-Feb-2021	AP	2	2021	-1300.00	Catholic Social Services
3589	19-Feb-2021	AP	2	2021	-761.05	Mako Mechanical Ltd.
3590	19-Feb-2021	AP	2	2021	-2792.00	Marwayne Arena
3591	19-Feb-2021	AP	2	2021	-10000.00	Marwayne Agriculture Society
3592	19-Feb-2021	AP	2	2021	-1338.65	Marwayne Curling Club
3593	19-Feb-2021	AP	2	2021	-73.40	MCSNet-Lemalu Holdings Ltd.
3594	19-Feb-2021	AP	2	2021	-1000.00	Marwayne Fire and Rescue Dept.
3595	19-Feb-2021	AP	2	2021	-5400.00	Marwayne Lil' Critters Playschool
3596	19-Feb-2021	AP	2	2021	-444.44	Marwayne Minor Ball
3597	19-Feb-2021	AP	2	2021	-593.49	Digital Connection Inc.
3598	19-Feb-2021	AP	2	2021	-1250.00	Senior Support Program
3599	19-Feb-2021	AP	2	2021	-275.00	Society Local Government Managers
3600	19-Feb-2021	AP	2	2021	-71.49	TELUS
3601	19-Feb-2021	AP	2	2021	-1000.00	Vermilion and Area Brighter Beginnings
3602	19-Feb-2021	AP	2	2021	-903.00	CentralSquare Canada Software Inc.
3603	19-Feb-2021	AP	2	2021	-1500.00	VIBE (Vermilion Is Being Empowered)
3604	19-Feb-2021	AP	2	2021	-700.00	Walking Through Grief Society
3606	26-Feb-2021	AP	2	2021	-1001.88	Gas Utility CVR
3607	26-Feb-2021	AP	2	2021	-438.96	Alberta 1171363 Ltd. Hendricks Microtech
3608	26-Feb-2021	AP	2	2021	-370.00	Marwayne Fire and Rescue Dept.
3609	26-Feb-2021	AP	2	2021	-112.88	CentralSquare Canada Software Inc.
3610	26-Feb-2021	AP	2	2021	-785.52	Wells Fargo Equipment Fin Co
3611	26-Feb-2021	AP	2	2021	-7065.98	Receiver General For Canada
3612	26-Feb-2021	AP	2	2021	-1075.82	AMSC Insurance Services Ltd
3613	26-Feb-2021	AP	2	2021	-787.50	Rhino Roofing
8901	01-Mar-2021	CR	2	2021	12207.69	CR; DEPT:[VILLAGE OFFICE] D#:[89].
3605	25-Feb-2021	PA	2	2021	-600.00	Lawrence Tara

VILLAGE OF MARWAYNE Bank Reconciliation Statement

Date: Apr 07, 2021 **Time:** 2:05 pm

Page: 2

MARWAYNE

28-Feb-2021

BR5020

Sort By:

Statement Date :

Year and Period

For Bank: ATB

2021

Period: 2

Year :

Reterence # **Cheque Date** Description Src Period Year Amount

> **Bank Balance Statement** Add outstanding deposits Cancelled deposits

596353.20 as of 28-Feb-2021 (Includes all debits)

12207.69

0.00

Less outstanding withdrawals/charges

-56389.82 (Includes all credits)

Cancelled withdrawals/charges

-2058.69

550112.38

Calculated Bank Balance **GL Bank Account Balance**

550112.38 as of Period: 2

Year: 2021

Difference

0.00

AGENDA ITEM #5.2

VILLAGE OF MARWAYNE Bank Reconciliation Statement

Date: Apr 08, 2021

BR5020

Time: 2:03 pm

Page: 1

31-Mar-2021 Statement Date : MARWAYNE Sort By: Year and Period

For Bank: ATB

2021

Period: 3

Year :

Reterence #	Cheque Date	Src	Period	Year	Amount	Description
3587	19-Feb-2021	AP	2	2021	-1850.00	Buffalo Trail Public School
3592	19-Feb-2021	AP	2	2021	-1338.65	Marwayne Curling Club
3616	12-Mar-2021	AP	3	2021	-11699.75	ACE
3620	12-Mar-2021	AP	3	2021	-100.00	Faculty of Extension
3638	26-Mar-2021	AP	3	2021	-17074.39	Rusway Construction
3641	26-Mar-2021	AP	3	2021	-2774.06	ATCO Electric
3643	26-Mar-2021	AP	3	2021	-73.40	MCSNet-Lemalu Holdings Ltd.
3645	26-Mar-2021	AP	3	2021	-112.88	CentralSquare Canada Software Inc.
3646	26-Mar-2021	AP	3	2021	-11361.82	CentralSquare Canada Software Inc.
3647	26-Mar-2021	AP	3	2021	-8757.27	Receiver General For Canada
9601	01-Apr-2021	CR	3	2021	1796.55	CR; DEPT:[VILLAGE OFFICE] D#:[96].

Bank Balance Statement 481455.66 as of 31-Mar-2021 Add outstanding deposits 1796.55 (Includes all debits) Cancelled deposits 0.00

Less outstanding withdrawals/charges -55142.22 (Includes all credits) Cancelled withdrawals/charges 0.00

> Calculated Bank Balance 428109.99

GL Bank Account Balance 428109.99 as of Period: 3 Year: 2021

> Difference 0.00

VILLAGE OF MARWAYNE Billing Register Report Detailed



UB4110

Total Units

3.00

5.00

23.00

1.00

3.00

269.00

236.00

Date: Apr 07, 2021

Total Amt

91.45

248.51

65.00

796.75

6,243.75

2,250.95

Page: 28

Time: 9:26 am

Report Options

01

03

WLF

GRES

Customer Selection: All

Calculation Type: All

Batch Number

Total Cons.

7.70

293.00

145.00

From: [2021040701] To: [2021040701]

Avg. Cons.

1.54

12.74

48.33

11.00

9.63

9.46

Include Billing Transaction From Transaction Maintenance: No Srvc. End Date On/Before: 07-Apr-2021 Final Bills Only: No

Final Bills Only: No Count Total Discount Cat Srvc Service Description 01 ONOFF Water On/Off 3 01 WBULK Bulk Water 5 01 WCOM Commercial Water 23 01 WIND Industrial Water 01 WINS Institutional Water 3

Water Line Fee

Residential Garbage

01 WMUN Municipal Properties 2.00 22.00 01 **WPUB** Public Building Water 8 8.00 639.55 77.00 01 **WRES** Residential Water 236 236.00 18,687.32 2,232.00 02 SCOM Commercial Sewer 23 23.00 460.00 02 SINS Institutional Sewer 3 3.00 225.00 02 **SPUB** Public Building Sewer 8 8.00 160.00 **SRES** 02 Residential Sewer 236 236.00 4,712.25 03 **GINS** Institutional Garbage 3 3.00 33.00

236

269

 Book 000 Totals :
 1059
 1,059.00
 34,613.53
 2,776.70

 Totals
 1059
 1,059.00
 34,613.53
 2,776.70

AGENDA ITEM #5.4

VILLAGE OF MARWAYNE BUDGET SUMMARY

		REVENUE			EXPENSES			N	IET	
	ACTUAL	BUDGET	BUDGET	ACTUAL	BUDGET	BUDGET	ACTUAL	BUDGET	BUDGET	VARIANCE
	2020	2020	2021	2020	2020	2021	2020	2020	2021	(2020-2021)
GENERAL	(227,162)	(160,373)	(130,489)	-	-	-	(227,162)	(160,373)	(130,489)	29,884
PROTECTIVE SERVICES	(3,175)	(2,000)	(1,150)	14,618	36,550	43,883	11,443	34,550	42,733	8,183
LEGISLATIVE	-	-	-	14,709	32,500	25,850	14,709	32,500	25,850	(6,650)
ADMINISTRATION	-	-	-	184,297	205,735	222,341	184,297	205,735	222,341	16,606
PUBLIC WORKS	(1,066)	(1,000)	(650)	188,932	201,656	260,676	187,866	200,656	260,026	59,370
UTILITIES	(375,265)	(376,863)	(369,400)	354,882	449,755	450,420	(20,383)	72,892	81,020	8,128
ENVIRONMENTAL HEALTH	(68,259)	(76,522)	(70,000)	65,670	107,179	108,470	(2,589)	30,657	38,470	7,813
COMMUNITY SERVICES	(29,328)	(58,473)	(30,400)	47,243	108,435	61,562	17,916	49,962	31,162	(18,800)
RECREATION & CULTURE	(23,500)	(12,204)	(23,654)	37,309	64,516	51,469	13,810	52,312	27,815	(24,497)
CAPITAL	(242,192)	(748,386)	(335,266)	703,507	599,710	227,000	461,315	(148,676)	(108,266)	40,410
DEBT PRINCIPLE REPAY.	-	-	-	-	88,456	-	-	88,456	-	(88,456)
CHANGE IN CASH (SURPL)	-	-	-	-	-	-	-	-	-	-
TOTAL	(969,946)	(1,435,821)	(961,009)	1,611,168	1,894,492	1,451,670	641,222	458,671	490,661	31,990

APPROVED: April XX, 2021



Box 654 Marwayne, AB T0B 2X0 780-870-0453

garrettfaltermeier@gmail.com

Bus No. **731124723RT0001**

March 15, 2021

Estimate for Marwayne Fire Hall Addition 30x50

Price includes:

- Building package all material needed to build.
- Electric Run sub panel from new shop to old
 - Run circuits for plugs on inside walls
 - 6 overhead UFO style lights
 - 2 ceiling fans + 1 exhaust fan c/w louvers
 - Power for 2 overhead doors
 - 2 exterior wall packs w/photo cell
 - 2 plugs on each exterior wall
 - exit sign on each man door
- Overhead Doors
 - 2 14x12'6" c/w openers
 - 1 10x10 c/w chain hoist
- Concrete
 - 12x16 thickened edge slab
 - 5" slab through
 - sump in middle of shop
 - 2" styrofoam under pad (energy code)

Fire Hall Addition Page 78 of 155

- Framing
 - Building of walls
 - interior and exterior metal
 - insulation/vapour barrier
 - R28 insulation in walls c/w 1" styrofoam on exterior walls (energy code)
- Heating
 - gas fitting to unit
 - forced air furnace do to lower head room

Estimated Cost

With Energy Code \$125,917.87

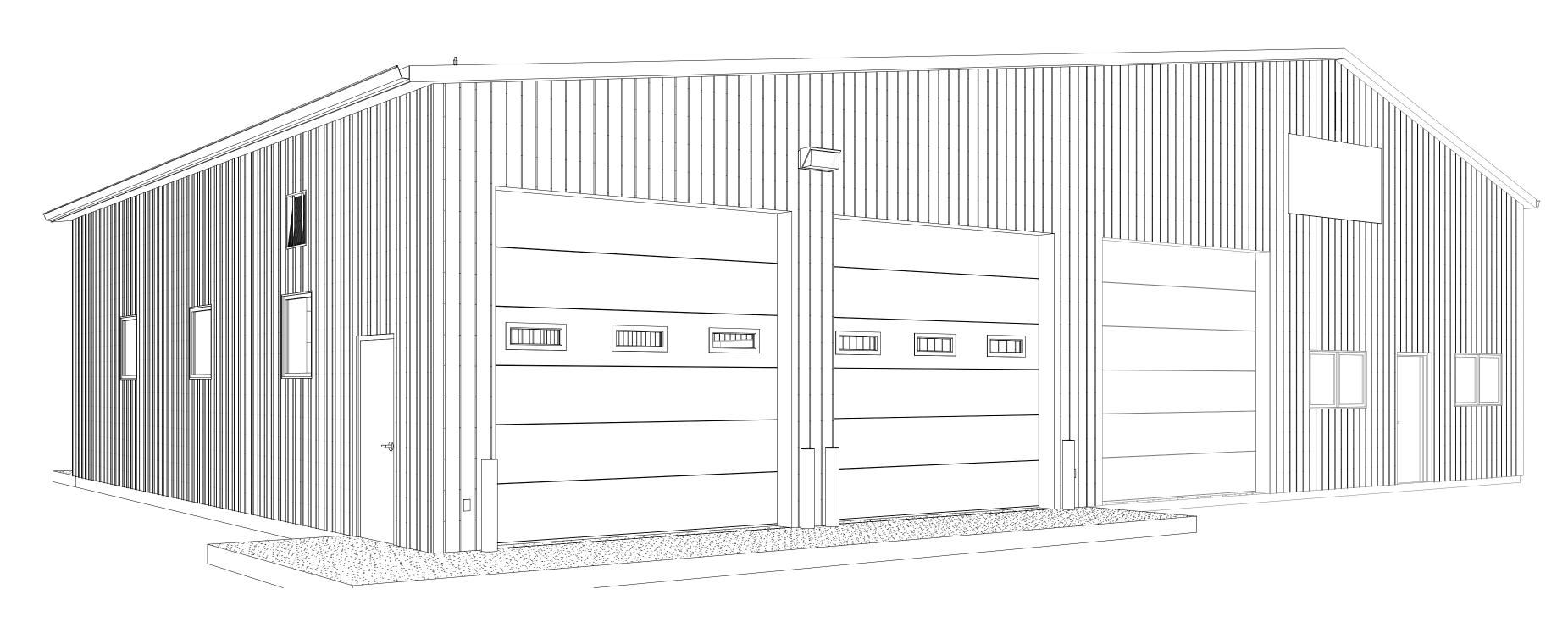
NOTES:

- Price is valid for 60 days
- Price does not include permits or engineering as cost is unknown
- Dirt work by other
- Changes and any unforeseen subject to an hourly charge.
- Deposit for materials will be required
- Tar-Row Construction will be the general contactractor on job at 5% of job cost.
- Progress payments throughout build may be required
- 10% interest on bills over 30 days
- Building to meet energy code
- Pricing may vary do to material increase/decrease

Thank you for the opportunity to bid on this project.

Tar- Row Construction
Garrett Faltermeier

Fire Hall Addition Page 79 of 155



Marwayne Fire & Rescue

Drawing Index

A000 Title Sheet

A001 Legends & Schedules

A002 Site Plan

A101 Main Floor Plan

Elevations Section

Specifications Specifications

Structural Specifications

Structural Plans & Details

Electrical & Mechanical Plan

Consultants:

Prime Consultant:

UCG Universal Consulting Group Ltd. Lloydminster, AB PH. (780) 875-7550 FAX (780) 875-7862 Email: kjacquesucgplans@gmail.com

Structural Consultant:

WEM Engineering Ltd. Edmonton, AB Wemphy Hanafi, MSc., P.E., P.Eng.

PH. (780) 808-9079 Email: wemphyh@gmail.com

Revision Schedule Revision Revision Revision

Date Number Description <u>=</u> Marwayne Addition DATE: Issue Date FILE: CREN2018-1206 DRAWN: ER/KJ CHECKED: PR DMG No **A000**

Symbol Legend Section Callout Name -Level Indicator Elevation Room Tag & Number 1 / A101 View Reference ? Exterior Elevation Tag Interior Elevation Tag <(A101) CW-1 Curtain Wall Tag BL-1 Borrowed Light Tag SF-1 Storefront Tag GB-1 Glass Block Tag Section/Detail Number Sheet Number Elevation Number View Number View Name

Ceiling Legend 2'x4' Suspended Ceiling (Armstrong Fissured Square Lay-In 15/16") 2'x2' Suspended Ceiling (Armstrong Fissured Square Lay-In 15/16") Gypsum Board Ceiling 2'x4' Recessed Light Fixture - See Electrical 1'x4' Recessed Light Fixture - See Electrical 2'x2' Recessed Light Fixture - See Electrical 1'x4' Surface Mount Light Fixture - See Electrical Supply Air Diffuser - See Mechcanical Return Air Grill - See Mechcanical Supply Air Diffuser - See Mechcanical Ceiling Fan Return Air Grill - See Mechanical Supply Air Grill - See Mechcanical

Recessed Light - See Electrical

Building Code/By-Law Info Building Use & Classification - One Storey - Facing Two Streets - Group F2, Meeting 3.2.2.78 of the 2019 National Building Code, Alberta Edition - Building is Not Sprinklered - Combustible/Non-Combustible Allowed Legal Description - Lots 7-9, Blk 6, Plan 1846EO

103 Railway Ave S, Marwayne, Alberta
Building Area - Existing Building: 295.43m² (3,180ft²) - Addition: 139.35m² (1,500ft²) - Total: 434.79m² (4,680ft²)

Building Height
- Existing Ridge Height: 7.08m [23'-2 5/8"] Fire Ratings, Etc Required - 45min FRR (Fire Resistance Rating) Fire Separation on Floor Assembly if of Combustible Construction. - 45min FRR (Fire Resistance Rating) Fire Separation on

Load Bearing Walls, Arches, Columns & Beams

- Metal Roof Cladding on Engineered Wood Trusses

- Fire Alarm System is not Req'd - Standpipe & Hose System is not Req'd **Building Construction**

if of Combustible Construction.

- Metal Cladding on Existing Walls. - Metal Cladding on Wood Stud Walls. - Finished Flooring on Slab on Grade.

Limiting Distance Calculation

- F2 Classification (South East Wall) - Limiting Distance - 5.18m - Wall Length - 15.24m - Wall Height - 4.27m - Wall Area - 65.03m² - Ratio - 3.57 : 1

- Area of Unprotected Openings Calculated from Table: +/- 36% - Construction of Exposing Building Face as per 2019 NBC-AE 3.2.3.7.

- 45min Rating Required on South East Exterior Wall - Combustible/Non-Combustible Construction Allowed - Combustible Cladding Allowed - F2 Classification (South West Wall) - Limiting Distance - 15.17m (To Centre of Lane) - Wall Length - 9.14m - Wall Height - 4.27m

- Area of Unprotected Openings Calculated from Table: >100% - No Ratings Required on South West Wall

- Wall Area - 39.03m²

- Ratio - 2.14 : 1

- No Ratings Required on Wall Facing Street

Energy Code Summary (Building over 300m² - NECB 2017)

- Building Foot Print Area (Addition): 139.35m² - Conditioned Space Area (Addition): 139.35m² - Climate Zone (HDD): 5740 (7A) - Vertical Opaque Envelope Area: 405.69m² - Vertical Fenestration Area: 76.20m2 - Allowed FDWR: 29% - Proposed FDWR: 19% - Horizontal Opaque Envelope Area: 401.09m² - Horizontal Fenestration Area: 0% - Horizontal Fenestration (Skylight) Ratio: 0%

Compliance Summary

Part 3: Building Envelope: **Trade Off** (see attached worksheets) Part 4: Lighting: Prescriptive Part 5: Heating, Ventilation and Air Conditioning Systems: Prescriptive Part 6: Service Water Heating Systems: N/A Part 7: Electrical Power Systems and Motors: Prescriptive

	Door Schedule												
				Door Data				Fran	ne Data				
					Dime	ensions			Jamb	Wall			
Mark	From Room: Name	To Room: Name	Door Type	Door Finish	Width	Height	Hardware	Frame Type	Width	Thickeness	Frame Finish	Fire Rating	Comments
103A	New Firehall Addition	Exterior	OH Door	Paint	12' - 0"	12' - 0"	1						c/w Row of Dual Glazed Windows - See Note 1
103B	New Firehall Addition	Exterior	OH Door	Paint	12' - 0"	12' - 0"	1						c/w Row of Dual Glazed Windows - See Note 1
103C	New Firehall Addition	Exterior	16ga Metal Man Door	Paint	3' - 0"	7' - 0"	2	16ga Welded Steel - Thermally Broken	0' - 8 1/4"	0' - 11 3/8"	Paint		Exterior Door - Insulated
103D	New Firehall Addition	Exterior	16ga Metal Man Door	Paint	3' - 0"	7' - 0"	2	16ga Welded Steel - Thermally Broken	0' - 8 1/4"	0' - 11"	Paint		Exterior Door - Insulated
103E	New Firehall Addition	Exterior	OH Door	Paint	10' - 0"	10' - 0"	1						

Door Hardware Schedule

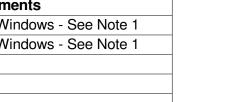
ALL SAFETY ACCESSORIES.

NOTE 1:
O.H. DOOR INSTALLER RESPONSIBLE TO INSTALL

Referencing Sheet Number | R101 | 1/8" = 1'-0"

- 3" HEAVY DUTY HARDWARE OPERA-MH ELECTRIC OPENER 3 BUTTON OPERATOR c/w REMOTE OPERATOR (PROVIDE 2 PER DOOR)
- KEYED INTERCONNECTED LOCKSET SCHLAGE LV9453 06 HANDLE w/N ESCUTCHEON 626 FINISH CLOSER CHAIN CHECK NRP HINGES (1 1/2 PAIR) WEATHER STRIPPING DOOR SWEEP

- CONTRACTOR TO CONFIRM KEYING SYSTEM AND MATCH TO EXISTING.



Wall Schedule

EXTERIOR WALLS

EXTERIOR WALL (EFFECTIVE RSI 4.73)

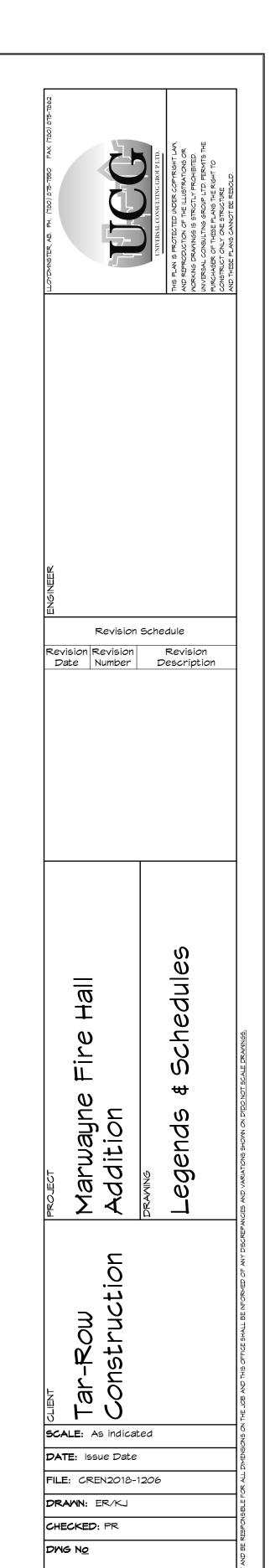
METAL WALL CLADDING (COLOUR - MATCH EXISTING) 1" XPS INSULATION (FOAMULAR 250 OR EQUAL) 1" 'Z' GIRTS @ 48"o.c. BLUESKIN VP120 1/2" PLYWOOD SHEATHING (FIRST 4'-0" TO BE PWF) 2x8 WOOD STUDS @ 16"o.c. 2x8 WOOD BLOCKING @ 48"o.c. R28 BATT INSULATION 6mil POLY VAPOUR BARRIER 1x4 STRAPPING @ 48" o.c. METAL LINER PANEL

EXTERIOR WALL - 45 Minute RATED (EFFECTIVE RSI 5.04)

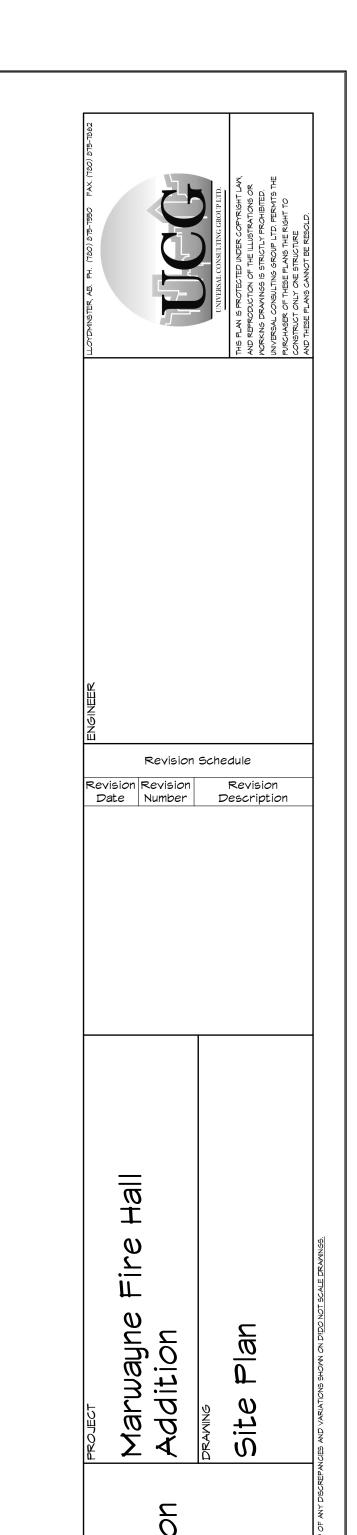


METAL WALL CLADDING (COLOUR - MATCH EXISTING) 1" XPS INSULATION (FOAMULAR 250 OR EQUAL) 1" 'Z' GIRTS @ 48"o.c. BLUESKIN VP120 1/2" PLYWOOD SHEATHING (FIRST 4'-0" TO BE PWF) 2x8 WOOD STUDS @ 16"o.c. 2x8 WOOD BLOCKING @ 48"o.c. R28 BATT INSULATION 6mil POLY VAPOUR BARRIER 2 LAYERS 5/8" TYPE 'X' GYPSUM BOARD 1x4 STRAPPING @ 48"o.c. METAL LINER PANEL

FASTEN SHEATHING TO STUDS w/2 1/2" NAILS @ 4"o.c. ON EDGES & 12" o.c. ON FIELD STUDS



1 Site 1/16" = 1'-0"



SCALE: 1/16" = 1'-0"

FILE: CREN2018-1206

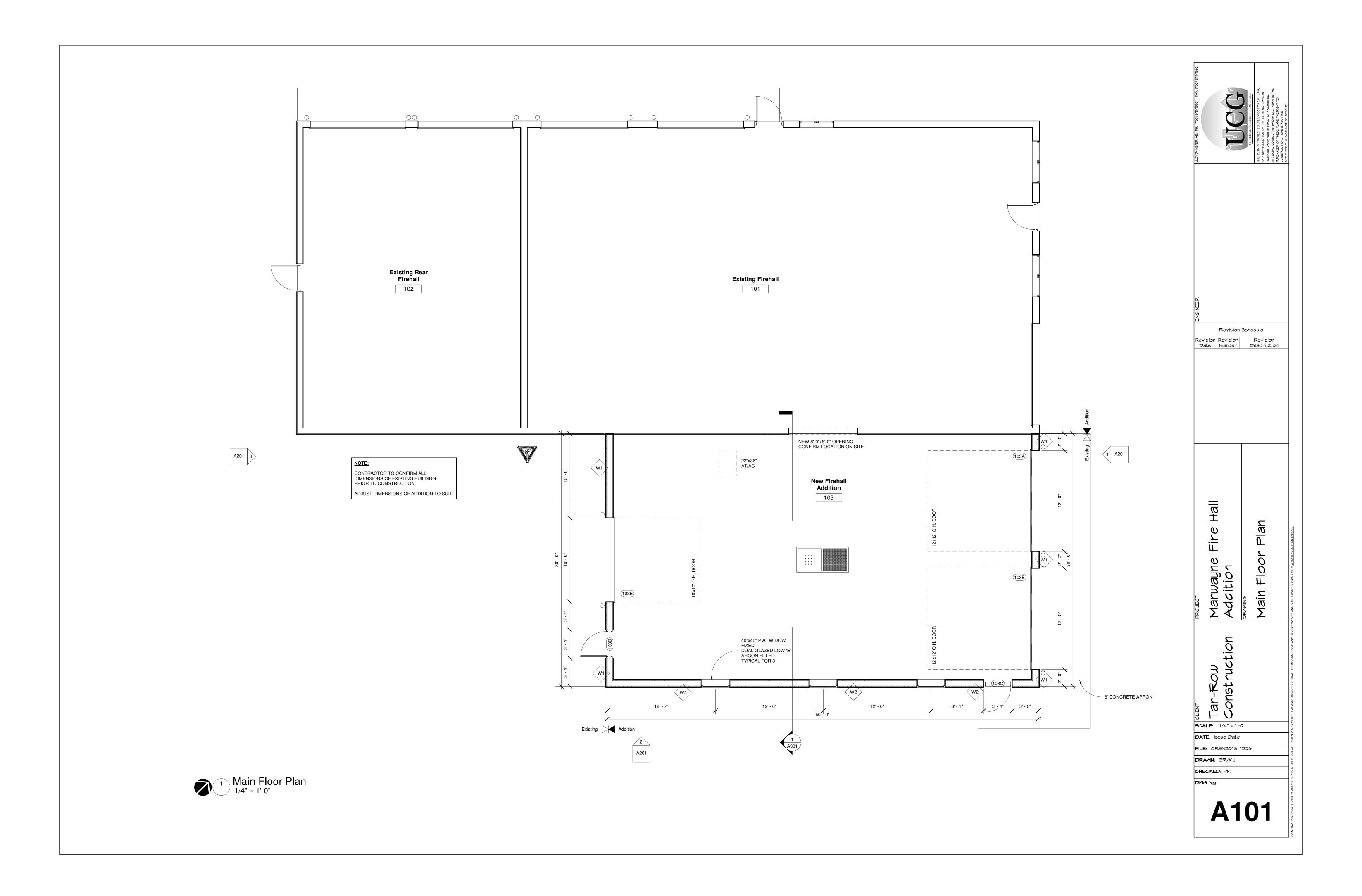
A002

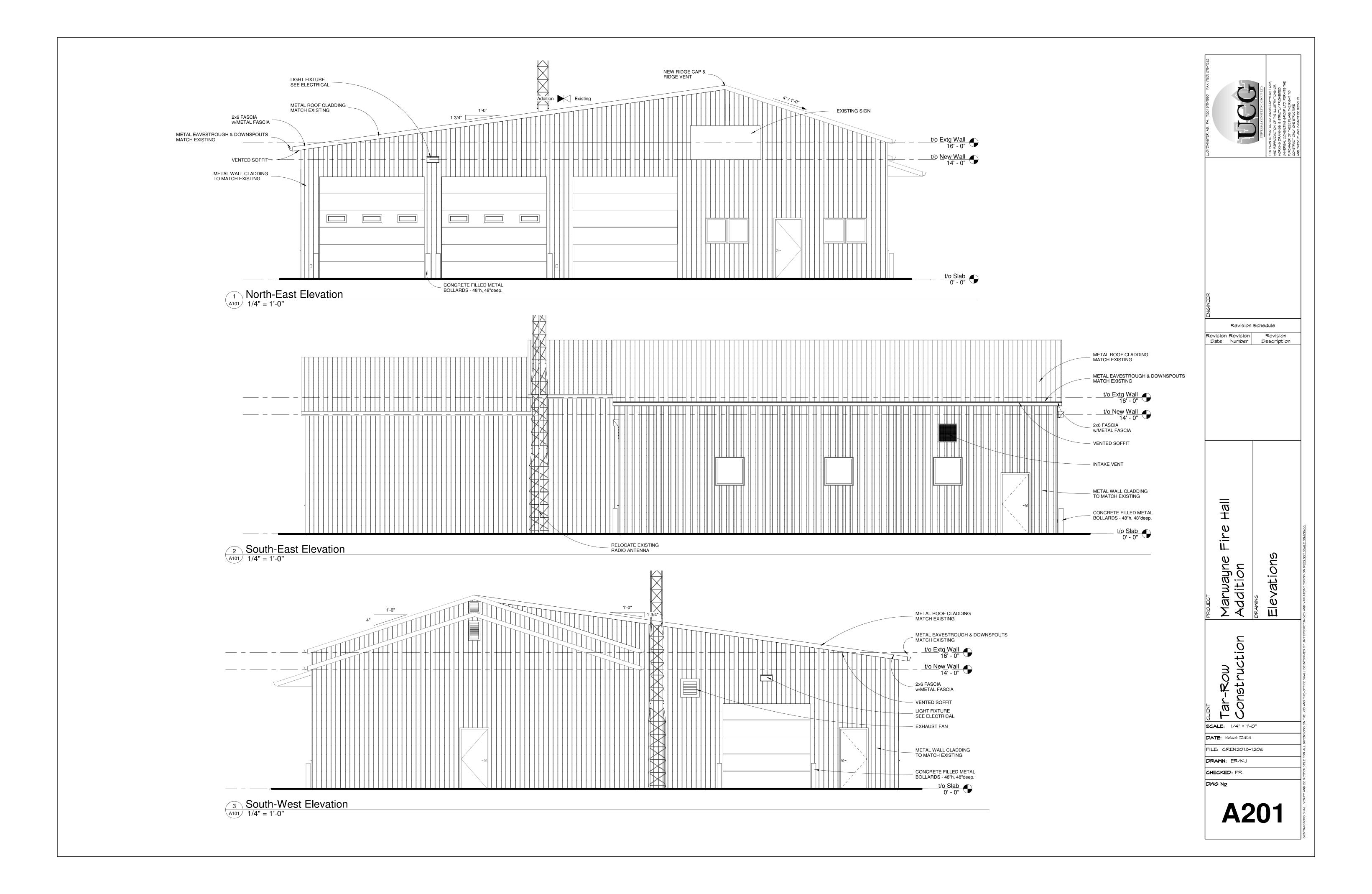
DATE: Issue Date

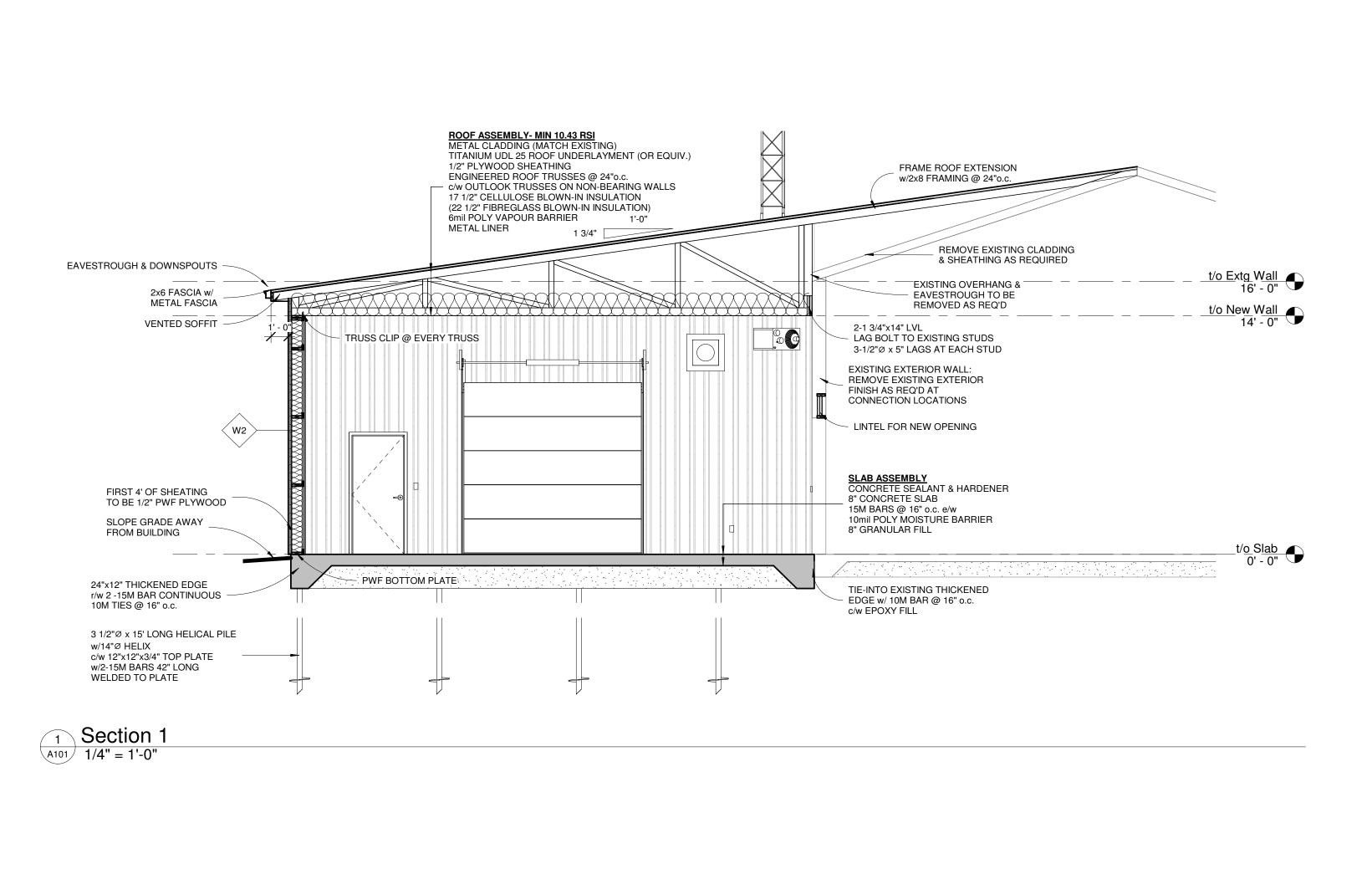
DRANN: ER/KJ CHECKED: PR

DMG No

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Revision Schedule Revision Revision Revision

Date Number Description <u>=</u> Marwayne Addition Section SCALE: 1/4" = 1'-0" DATE: Issue Date FILE: CREN2018-1206 DRAWN: ER/KJ CHECKED: PR DMG No **A301**

GENERAL REQUIREMENTS (NOT ALL SECTIONS APPLY TO ALL BUILDINGS)

GENERAL CONDITION

- The General Conditions governing the Work of these Contract Documents are the General Conditions Agreement, and Definitions of the "Stipulated Price Contract", Standard Construction Document CCDC-2008, and Supplementary General Conditions. For owner acting as the General Contractor; the Owner shall enter separate contracts with all sub-trades.
- .2 Be responsible for the co-ordination of all aspects of the work.
- The contractor and the Sub-Contractors shall check and verify all dimensions wherever referring to work. All dimensions when pertaining to the work of all other trades, shall be verified with the Sub-Contractor concerned. Any discrepancies with the Contract Documents must be reported to the owner and the consultants immediately. DO NOT SCALE DRAWINGS.
- .4 The Owner, Consultant, Alberta Labour, Building Standards Branch, Municipality and Consultants shall have access to the work for inspection purposes. Testing work will be paid for by the Owner, when it is deemed
- Conform to Alberta Regulations Governing General Safety during construction, and the Workers' Compensation Board and other regulations governing safety.
- .6 Notify the Owner and Consultant immediately, in the event of any structural uncertainties, during construction.
- .7 The Specifications and Drawings are arranged in a manner to indicate the total content of the Work. For clarity, Specifications are arranged in Standardized Work Sections and Drawings are arranged to show specific consent. The Contractor shall interpret these documents as a whole. The arrangement of Specifications and Drawings does not obligate the Consultant or the Owner to establish limits of responsibility between the Contractor and Sub-Contractors
- .8 Contractor shall pay for and provide all insurance in accordance with requirements of General Conditions, CCDC 2-1982.
- .9 Contractor and sub-trades are allowed to submit equal and or alternate materials and prices during the tender

GENERAL REQUIREMENTS

requirements in the completed work.

- The intent of the drawings and specifications are to include the labour, products, and services nnecessary for the performance of the work. Contractor shall co-ordinate the work of each trade to ensure that each work is consistent with the requirements for the work of all trades.
- .2 The drawings and specifications are not shop drawings or as-built drawings. The Contractor is responsible for the verification co-ordination of all dimensions as shown on the drawings and as specified.
- .3 Contractor shall maintain as-built drawings from construction drawings and record deviations from Contract
- Documents caused by site conditions and changes ordered by the owner.

 .4 Specifications are not intended as a detailed description of installation methods, but serve to indicate particular
- Drawings are, in part diagrammatic and are intended to convey scope of work and indicate general and approximate location arrangements and size of fixtures and equipment. Obtain more accurate information about locations, arrangement, and sizes from study and co-ordination of shop drawings including architectural, structural, mechanical, sanitary, electrical drawings and landscape and become familiar with the conditions and spaces affecting these matters before proceeding with work.
- .6 Contractor shall provide sub-contractor with, and be responsible for, levels and dimensions which a sub-contractor requires to relate his work to the work of the Contractor or other sub-contractors. All such levelsand dimensions shall be obtained from the contractor.
- .7 Take field dimensions relative to the work. Fabricate and erect work to suit field dimensions and field conditions. Provide all forms, templates, anchors, sleeves, inserts, and accessories required to be fixed to or inserted in the work and set in place or instruct the related trades as to their locations.
- .8 The Contractor shall make himself fully aware of the requirements of every section of the Specifications and shall be responsible for assisting and making proper preparations for the work of all trades.
- The responsibility as to which sub-trade provides required articles or materials to be built in or supplied rests entirely on the Contractor. Differences in interpretation of the Specifications or drawings as to which trade shall provide certain specialties or materials shall not be grounds for payments of extras.
- .10 The Contractor is responsible for obtaining manufacturer's literature and for the correct roughing-in and hook-in of all equipment, fixtures, etc., included in the Contract.
- 1 The Contractor shall hold regular site coordination meetings with his subtrades.
- .12 Contractor coordinate with all architectural, structural, mechanical, and electrical drawings and verify all locations, sizes, measurements, etc.
- .13 Frame openings and around built-in equipment, cabinets, access panels, etc. On four sides. Extend furring into reveals. Check clearances with respective equipment suppliers.
- Furr to form bulkheads between ceiling at different levels and furr for beams, columns, pipes and around exposed surfaces, or dropped ceilings.
- .15 Furr out structural members as required to obtain U.L.C fire resistance ratings noted on drawings.

.16 Furr out wall thickness to accommodate wood columns, as required for site conditions.

.17 See structural drawings for exact column, beam and piles locations.

SITE EXAMINATION

Visit and examine the site and existing structures and foundations to be demolished and removed. Note all characteristics and features which may affect the work, and make allowances as required.

CODES

- All materials, construction and workmanship shall conform to the National Building Code 2019 Alberta Edition, as a minimum and as further indicated in these documents.
- .2 Conform to and comply with requirements of Alberta Occupational Health and Safety Regulations, and the Canadian Construction Safety Code, as they apply to this project.
- .3 Conform to all Municipal bylaws, rules and regulations governing the work. Keep building and property clean of debris and waste material at all times.

PERMITS

- .1 The Contractor will pay for utility and service connections.
- The Contractor shall obtain and pay for all other permits and charges as required by Municipal, Provincial or Federal bodies, for the proper performance of the work.

MATERIAL QUALITY

- .1 Unless otherwise stipulated in these Contract Documents, provide and pay for all labor, products, construction and plant equipment, machinery, tools, transportation and all other facilities and services necessary for the proper and complete performance of the work.
- .2 All products shall be new, unless otherwise specified in these Contract Documents. Any products which are not specified shall be of a quality best suited for the purpose required, and their use subject to the approval of the Consultant.
- Conform to all CGSB, CSA, CAN Series, ASTM, and ULC standards as noted, and provide the Consultant with proof of material conformity, if so requested.
- .4 Where published Trade Association Standards or Manuals are referred to in these specifications or drawings, conform to those standards or manuals, unless approval to vary is given by the Consultant.
- 5 Promptly remove all materials not conforming to the Contract Documents or containing defects deemed irreparable by the Consultant.

HOARDINGS AND BARRICADES

- .1 Provide all required shorings, hoardings, barricades, signs and lights in accordance with municipal and/or other applicable regulatory governing body requirements. Retain Professional Engineer to design any temporary structure for shorings, hoardings, etc.
- .2 Maintain all in good condition during the progress of the work. Remove same from site at the completion of the work.

EXISTING UTILITIES

- .1 Make all necessary arrangements with municipality and utility companies, and comply with their requirements. Pay all costs.
- .2 Make good all curbs, gutters, roads, walks, etc., where any existing work cut into, joined, altered or damaged. All work shall match existing as a minimum, and comply with Local standards, such as Servicing Standard Manual.
- Prior to any demolition or clearing, arrange for services and utilities authorities to locate all lines below grade within the area of work. All underground lines shall be accurately staked. Where above grade lines or services are affected by the work, make arrangements with applicable authorities to remove, relocate or protect as necessary. Pay all costs.

RECORD DRAWINGS

- 1 Provide record drawings of the mechanical and electrical work showing the exact location of buried services and all other work such as circuiting, finally installed.
- .2 The Consultant will provide the contractor with one set of white prints for the sole purpose of marking these items.
- Drawings are to be maintained at the site, kept up to date and be available for viewing at all times at the site.

CLEAN UP

- Continually remove all waste material and rubbish from the site as it accumulates. Co-ordinate the work of the various trades in this respect. The cost of such removal by the various trades is subject to arrangement between the contractor and the trades. Do not permit any waste material or rubbish to accumulate.
- Immediately prior to inspection and acceptance for Substantial Performance, clean the grounds and site of all construction material and debris. Sweep exterior clean, and clean building exterior, including cleaning and polishing glass and metal fixtures. Clean building interior thoroughly.

SUBMITTALS

- Submit copies of shop drawings, brochures, catalogue cuts, samples, colours, finishes, etc., as required and in accordance with General Conditions, for Consultant's review. Submit three (3) white prints. The Consultant will return the marked and reviewed white prints.
- .2 Shop drawings are required to be submitted to and examined by the Contractor/Builder. They include but are not limited to the following:
 - Piling/foundations
 - Reinforcing

 Built-Up Roofing and Specifications
 - Engineered roof and floor joist systems c/w supplier's and manufacturer's Engineers' Seals
 Aluminum Entrances. Storefronts and Windows
 - .6 Finish Hardware .7 Doors
- .8 Washoom Hardware
- .7 Mechanical Equipment and Fixtures.8 Electrical Equipment and Fixtures
- All Sub-trades are required to submit 4 copies of operating and maintenance manuals which will be in three ring hard cover binders.

TEMPORARY FACILITIES

- Provide temporary water, power, telephone, sanitary facilities etc., during course of work.
- .2 Make arrangements with utility authorities, and pay all charges, for water and electric power. Provide extensions and connections as required. disconnect and make good after.
- Provide construction site office, heated in cold weather to 21°, complete with lighting and plywood layout table. Provide and pay costs for telephone, toll charges to be paid for by person making call.
- .4 Provide and maintain sanitary facilities for use of site personnel.
- .5 Provide a first aid kit acceptable to the authorities having jurisdiction.
- .6 Erect a site sign, painted in two colours by a professional sign painter. Size 1200 x 2400 x19 mm. (48" x 96" x ¾) Crezon faced plywood, on 100 x 100 mm. (4" x 4") fir ports, set securely into grade. Sign to be painted as directed by Consultant with the following:
 - .1 Owner's Name
 - 1 Owner's Name 2 Consultant's Name
 - .3 Consultant's Names.4 General Contractor's Name.5 Major Subcontractor's Names

SITE SUPERINTENDENCE

.1 Contractor/ Owner shall maintain an experienced superintendent, or foreman, who shall be on the job site at all times during the course of the work. Superintendent, or foreman, shall be satisfactory to both Owner and Consultant and shall represent the Contractor at the site. Instructions or information given to him by the Consultant shall be deemed as given to the Contractor/Owner.

ALLOWANCES / TESTING / CONTINGENCIES

.2 The Owner shall pay all costs for testing and inspection by an independent testing consultant appointed by the Consultant.

Consultant. Consultant. Testing and inspection will be required for the following:

- .1 Asphalt
- .2 Compacted fill.3 Pilings.4 Concrete
- .5 Structural steel.6 Roofing, flashings

END OF SECTION

- GUARANTEES AND WARRANTIES

 .1 The Contractor and/or the Sub-Contractor shall be responsible for the proper performance of the work.
- The Contractor and/or the Sub-contractors agree to correct promptly at his own expense defects or deficiencies in the work which appear prior to and during the period of one year from the date of Substantial Performance of the work.
- The Contractor and/or the Sub-Contractors shall issue a minimum 12 months warranty for labour and materials for all work to the Owner. Specific items for extended guarantee periods are specified under specific sections, and in the following:

TITLE	DESCRIPTION	DURATION
Asphalt paving	Warranty & Guarantee	2 Years
Waterproofing	Guarantee	5 Years
Metal Roof Cladding	ARCA Warranty	5 Years
	& Guarantee	
Caulking	Warranty & Guarantee	2 Years
Sealed Units & PVC Windows	Warranty	10 Years
Aluminum Window Assembly & Doors	Warranty	2 Years
Mechanical	•	As per specs
Electrical		As per specs

END OF SECTION

SITEWORK

- Prior to any site work, all new and existing site elevations, site services must be verified and located.
- EXCAVATION & BACKFILL
- (a) Prevent movement or settlement of adjacent work. Provide and place bracing or shoring and be responsible for safety and support of such work.
 (b) Carry out demolition in an orderly and careful manner so as to cause no inconvenience to adjacent properties.
 (c) Leave site in a condition acceptable for commencement of new construction.
- (c) Leave site in a condition acceptable for commencement of new construction.
 (d) Fill spaces and holes below grade beyond the structure with low plastic clay approved by engineer. Compact to 98% Standard Proctor Density in lifts 200 mm (8") compacted thickness.
 (e) Contractor shall conduct all Asbestos control work, Full Containment Procedures, during demolition and of construction waste.
- Strip all unwanted topsoil from construction site and dispose of it away from site. Excavate to elevations, depths, levels indicated, to solid undisturbed subgrade for basement, foundations, grade beams, slab on grade. Keep dry and free from frost. Excavate to allow placing of frames and services. Dispose of excavated material away from site except that approved for backfill.
- Supply and install weeping tiles around the exterior foundation walls at the footings.
- .5 Backfill with care in layers so as not to disturb or damage services, damp proofing, weeping tiles, foundation walls or grade beams. Do not exert undue pressure on foundation walls or grade beams.
- .6 Backfill by hand with care around and over service lines, after lines are inspected and approved, to a depth of 300 mm (12") over top of lines. Compact to required density.
- .7 Remove existing sub soil to depth indicated for asphalt paving. Scarify, grade and compact top 150 mm (6") of exposed subsoil, compacting to 98% Standard Proctor Density. Proof roll using loaded gravel truck. Excavate fill and re-compact soft spots. Grade to correct levels to receive fill or base material.
- .8 Granular fill, 19 mm. (3/4") crushed, washed gravel to City of Edmonton Servicing Standards Manual.

- .9 Under asphalt paved area provide 150 mm (6") of 19 mm (3/4") aggregate. Under sidewalks, place 50 mm (2") of sand
- .10 Place fills and back fills in 150 mm (6") layers, compacted to required Standard Proctor Densities and compaction as follows. (ASTM D698-78).

a) Service lines, protective cover:
b) Slabs on grade:
c) Foundation Walls:
d) Paving:
e) Landscaped areas:
Sand, 100%.
19 mm.(¾") aggregate, 98%.
Approved subsoil, 95%.
19 mm.(¾") aggregate, 100%.
Subsoil, 95%

- Grade remainder of site, to contours, levels as indicated. Ensure grade slopes away from building not less than 1:12. Subgrade to the following grades:
- a) Landscaped areas (grass):
 b) Plant, shrub areas:
 c) Concrete sidewalks:
 d) Asphalt Paving:
 150 mm. (6") below design grades.
 450 mm. (18") below design grades.
 150 mm. (6") below design grades.
 225 mm. (9") below design grades.
- Place topsoil to a minimum 150 mm. (6") depth, finish grades and contours. provide additional topsoil as required. Spread topsoil and roll lightly. Rake to remove stones, roots, debris, deleterious material.
- Cultivate and fine grade topsoil to receive sod to 75 mm. (3") depth applying 1-4-4 commercial slow release fertilizer and mixing in to manufacturer's instructions. Compact with 45 kg. (100 lb.) roller and rake lightly. Lay top quality common turf sod, free of weeds, moss or stones. Butt all sods, stagger end joints. Cut edges neatly. Roll with light roller and water thoroughly to provide water penetration through sod and 100 mm. (4") into topsoil under.
- Provide plants, shrubs, trees as required by the owner, all first grade nursery stock, all planted in strict accordance with Canadian Nursery Trade Association Horticultural Standards for the specific plant items, for this climatological area. Make plant material available for inspection at source of supply. Owner will retain right to reject unhealthy and damaged plant material upon arrival at site. Do not plant trees over site service lines.
- Provide all service lines, water, gas, sewage, electric power. Make all arrangements with utilities authorities including testing as required. Contractor will pay utilities street hook-up costs.
- .16 Excavate for plants, and install to detail. Provide all necessary stakes, guy wires, protection and maintain same for a minimum of one growing season. Prune plants properly after planting. Water and maintain for one full growing season
- .17 All plant material shall be warranted for one (1) years, failing which it shall be replaced by the contractor at no cost to the Owner. Sod shall be warranted for one full growing season.

END OF SECTION

CONCRETE PAVING (SEE STRUCTURAL)

END OF SECTION

ASPHALT PAVING

- .1 Asphalt paving to conform to ASTM Standards, Part 15, American Asphalt Institute Standards, and the City of Edmonton, Servicing Standards Manual, as a minimum.
- .2 Design and prepare asphalt mix in accordance with ASTM D3515-83, to suit site requirements, asphalt plant complying with ASTM D995-81. Submit design mix to Consultant.
- .3 Over graded and compacted granular fill, apply MC-30 primer at a rate of 0.90 to 1.50 L / m.
- .4 After primer set and absorbed completely, apply asphalt paving in compacted single lift to 75 mm. (3") thickness. Compact to 100% Marshall Design Density.
- Paving to slope to drains, and be true to design to design elevations and grades with variations not exceeding ± 5 mm. (1/4"). Where new asphalt meets existing, cut existing to a straight vertical edge and prime before new asphalt applied.
- Clean asphalt spillage and spatter off sidewalks and building finishes. Clean manholes, catchbasins, valve covers, etc., of asphalt.

END OF SECTION

<u>RY</u>

- .1 Concrete Masonry: to CAN3 R165-M85, H/7.5/C/M, Standard light weight autoclave or steam cured, size 190 (8") x 390 (16") x thickness, as indicated, smooth or roughface and including end, corner, lintel, bond beam and base units, all as required. The Owner shall select the colour and type
- 2 Mortar : (Concrete Masonry) Type N, to CSA A179-M with water repellent admixture, grey.

Horizontal reinforcing: to ASTM A82-79, 4.8 mm. diameter welded galvanized truss or ladder type, "Dur-o-wall" or

- .4 Anchors: 4.8 x 50 mm. bent galvanized steel, length to embed into 50% of masonry width, 50mm. x 90° bend, and drilled for anchorage to building structure.
- Veneer wall ties: Corrugated galvanized sheet steel, minimum 0.9 mm. thick x 38 mm. wide, length to embed 75% into masonry, end turned up 50mm (2"). for securing to wall structure.
- Fill insulation : Granular, water repellent treated, "Vermiculite", or "Perlite"
- .7 Flashing/Damp proofing: Copper/kraft paper as "Fibreen" 900 g/M², or 1 mm. thick "Rodoply" or "Nervastral".
 .8 Lay-up masonry to highest quality masonry practice, true to lines and with vertical faces plumb, with variation not exceeding 3mm. in 3M. Horizontal coursing level, and accurate. Vertical joints aligned perfectly plumb.
- .9 Place all units in full bed and head mortar joints. Tool joints to a dense smooth concave surface. Anchor to building
- structure at not over 610 mm. (24") vertically.

 10 Provide flashing for full area of concrete foundation between concrete and masonry.
- .11 Tie masonry to building structure, anchoring veneer wall ties to stud framing using #10, hex washer head steel screws, hot dip zinc coated, length to enter metal studs 16 mm.
- .12 Place horizontal reinforcing in concrete masonry units continuously, every second course.

be installed are in good condition and suitable for installation.

Place fill insulation in masonry cavities in maximum 1200 mm. (48") lifts, to completely fill cavities.

END OF SECTION

WATERPROOFING

- .1 The waterproofing system is for concrete structure/basement below grade. Areas of waterproofing include concrete
- basement walls, and grade beams.

 All concrete sheet waterproofing materials shall be manufactured by W.R. Grace & Co. of Canada, Bututhene System 3000 Waterproofing membrane, Bakelite, Thermosets Ltd, 'PQ 7100', and / or approved equal.
- Waterproofing systems shall be handled, protected and applied by a waterproofing Sub-Contractor, authorized by the manufacturers in recognized standing.
- .4 Waterproofing systems shall be installed in accordance with the recommendations and instructions from the manufacturers.
 .5 Manufacturer's representative shall inspect and certify that the surfaces on to which waterproofing membrane system to
- .6 Field quality control shall be provided including manufacturer's standard inspection, technical assistance and guidance. Flood test all horizontal areas after completion of waterproofing membrane system installed.

.7 The manufacturer and the installer provide the Owner a guarantee for 5 years, labour and material. **END OF SECTION**

NSULATION, AIR & VAPOUR RETARDERS

- Insulation: Mineral fibre batt type to CSA A101-M, Type 1A, unfaced, RSI 2.13 per 89 mm. thickness, friction fit, thickness as indicated, "Fibreglas" or Johns-Manville.
- .2 Roof Insulation: Plastispan expanded Polystyrene insulation as manufactured by "Plasti-Fab Ltd.", Dow or
- approved equal. Conforming to CAN/CGSB 51.20-M87. Type 1; thickness as indicated on drawings, and Type 2.

 3 Building Rigid Insulation: Extruded polystyrene foams, product to be Styrofoam SM by Dow or equal.
- .4 Fibreboard : Conforming to CAN/CSA.A24.M86.
- .5 T-bar: 20 ga. galvanized iron 2" (50 mm.) flange x thickness of insulation.
- Sheathing Paper: Spun bonded polyoiefin paper, "DuPont Tyvek".
- .7 Vapour Retarder Membrane : Sheet polyethylene, clear, to CAN@-51.33-M, 0.15 mm. thickness.
 .8 Rubberized Membrane : Rubberized asphalt sheet, self-adhesive back, 1.0 mm. thickness. Bakelite "Blueskin"
- VP120" or approved equal.

 Electrical Box Pans: Rigid formed PVC, "Polyhat".
- .10 Adhesives, Sealants : As recommended by membrane manufacturer, for specific application.
- .11 Apply batt insulation to fill stud space of all exterior walls and interior partitions for full depth as indicated in drawings, to provide a fully insulated thermal barrier. Pack tightly around exterior doors, window frames and other framed openings
- .12 Fill stud framed parapet walls for full height with batt (Roxul) insulation to eliminate air spaces.
- Apply rigid plastic insulation to full exterior face of foundation walls and grade beams, as indicated on the drawings from top of concrete to footings below grade (or bottom of grade beam). Butt pieces snugly together and secure to concrete with adhesive, to manufacturers recommendations. Ensure insulation and waterproofing is not damaged or displaced, during backfilling.
- Apply sheathing paper to full exterior walls, stapling securely to sheathing panels. Cut and fit to doors, window frames and other designed openings. Weather lap to divert all moisture to exterior. co-ordinate with other flashings.
- Apply polyethylene vapour membrane to full interior face of all insulated exterior frame walls, ceilings and floors, after all services and insulation are in place and approved, to provide a vapour tight seal on the warm side of the insulation. Lap, seal and staple all joints. Secure and seal electrical box pans at all penetrations and wiring.
- .16 Where vapour retarder has to be cut around framing, structure or other penetrations projecting through it, use rubberized membrane material lapped and sealed to the polyethylene, and/or cut, fitted and sealed around all penetrations

.17 Do not apply vapour membrane to parapet walls above the roof line.

END OF SECTION FIRESTOPPING AND SMOKESEALS

Double AD firebarrier firestopping.

- .1 Applicator shall be licensed by the manufacturer of fireproofing materials. All installation shall follow all
- manufacturers instructions.

 .2 Conform to flame and temperature ratings established by ULC S115M and ASTM E-814.
- .3 Submit manufacturer's certification that materials meet or exceed specified requirements.

Mineral fibrous insulation: mineral or ceramic fibre to CAN4-S114, ULC labeled, or Johns-Manville "Cerablanket",

- .5 One part silicone sealant: "Biotherm" by Bio Fire Protection Ltd
- .6 Expanding silicone foam sealant: 2 component foam silicone, Dow 3-6548 RTV Foam, CGE Pensil 851.
- .8 Mastic Sealant: Bio RS90-D by Bio Fire Protection Ltd.
 .9 Cementitious mortar: Bio mortars (K2, K3, K10) by Bio Fire Protection Ltd.

Caulking: Electrovert "Flameseal" Fire Stop Putty, 3M Fire Barrier Caulk CP 25/Putty 303.

- .10 Sheet metal: galvanized sheet steel to ASTM A446, A361, thickness as required. Manufacturer's labeled metal clip systems are acceptable if approved by the labeling authority.
- .11 Apply in strict accordance with manufacturer's recommendations to provide a temperature and flame rated seal equal as a minimum to the rating of the wall or floor surrounding.
 .12 Apply to mechanical and electrical service through-penetrations to formed, sleeved, or cored openings in smoke and
- fire rated masonry or drywall stud walls and structural floors and ceilings.

 Apply to head of smoke and fire rated masonry or drywall stud wall abutting underside of structure (concrete or

END OF SECTION

- METAL FLASHINGS
- .1 Metal: a) Galvanized to ASTM A361M, with Z275 zinc coating.
 b) Prefinished to ASTM A526, galvanized with factory applied colour finish to CSSBI Technical

Bulletin No. 5, in colour as selected by the Consultant.

- Accessories: Nails, screws, washers, etc., all hot dip zinc coated. Use nylon washers with prefinished metal. Solder for galvanized metal only.
 Form Flashing, and all roof sheet metal work where exposed, of coloured prefinished metal, to profiles as detailed or
- as required. All to Alberta Roofing Contractors Association (ARCA) Division 3, Section 12 and Division 4, as a minimum, all formed to a true, hard and flat face. All exposed drip edges to be hemmed 12.7 mm. (1/2"). Form all pieces to maximum length. Sub-Contractor is required to submit shop drawings for review.

 1.4 Install to direct all moisture to exterior, coordinating work of others, to ensure proper application. Fasten securely to
- building structure using concealed fastening systems. Do not solder prefinished metal. Make all connections allowing for thermal movement.

Flashings at wall openings:

END OF SECTION

- Minimum metal core thickness as follows:

 All flat sections, 300 mm. (12"), or over: 0.79 mm
 Concealed fastening strips: 0.79 mm.
- .6 Alternatively, to prefinished sheet metal, prefinished sheet aluminum may be used having factory applied colour enamel finish to AAMA 605.

0.478 mm.

.7 Provide metal flashing where roof meets vertical walls, at all roof penetrations (plumbing, etc.). Do not use gum boxes for roof penetrations.



Revision Schedule

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ENDA ITEM

ROUGH CARPENTRY

- .1 1.) Supply lumber graded by an agency certified by Canadian Lumber Standards Administrative Board. 2.) Supply lumber and panel components marked with a recognized, visible grade stamp.
- 2.) Store materials on raised supports. Cover materials with waterproof covering. Provide adequate air 3.) Do not store seasoned materials in wet or damp areas.
- .3 1.) Dimension board lumber: To CSA 0141-1970 and graded in accordance with National Lumber Grades Authority (NLGA) Standard Grading Rules for Canadian Lumber, effective 1984-09-01 2.) moisture content at time of installation: maximum 19%. 3.) S4S for members receiving finishes, S2S or S4S for members not receiving finishes.
- .4 PANEL COMPONENTS
 - 1.) Canadian softwood plywood: to CSA 0151-M1978. 2.) Douglas fir plywood: to CSA o121-M1978.

.2 1.) Protect materials from weather upon delivery to job site.

- 3.) Poplar plywood: to CSA 0153-M1980. 4.) Waferboard: to CAN3-0437.0-M85.
- 5.) Oriented Strand Board: to CAN3-0437.0-M85.
- .5 INSULATING FIBREBOARD
 - 1.) Insulating Fibreboard: to CSA A247-M1987 2.) Type II - Sheathing Board, [asphalt coated] [uncoated]. SPEC NOTE: Use asphalt coated board for exterior applications, uncoated board for interior applications.
- .6 FASTENING DEVICES AND HARDWARE
 - 1.) Nails, spikes and staples: in accordance with Alberta Building Code 1990 and as follows: a) Use common spiral nails and spiral spikes except where indicated otherwise. b) Use hot dip galvanized finished steel for exposed exterior work, highly humid
- interior areas, pressure preservation and fire retardant treated lumber. 2.) Bolt, nut, washer, screw and pin type fasteners: hot dip galvanized finish to CSA G164-M1981. 3.) Joist hangers: minimum 1.0 mm sheet steel, galvanized.
- 4.) Subflooring adhesive: to CGSB 71-GP-26M, cartridge loaded. 5.) Surface applied wood preservative: copper napthenate or pentachlorophenol base water repellent,
- Engineered Floor and Roof Joist Systems TJI, equivalent to Jager Super Floor System or MacMillan Ltd's Silent Floor System.
- 1.) Contractor shall submit shop drawings for floor and roof systems design for review. 2.) All designs and shop drawings shall bear Alberta Structural Engineer Seal. 3.) All design drawings shall clearly show all critical information pertaining to the project including: -Clear span(s) depth and type of member slope and overall length.
- -Spacing of joists, end reactions and bearing requirements. -Actual member stress and allowed stress. 4.) There shall be no cutting, notching or drilling of either the top or bottom chords. Any holes cut in the web of
- .8 Surface apply wood preservative to components required to be so treated.

the joist must be within the manufacturers guidelines or their approvals.

- .9 Pressure preservative treat components required to be so treated.
- .10 ERECTION OF FRAMING MEMBERS
 - 1.) Install members true to line, levels and elevations. Space uniformly. 2.) Construct continuous members from pieces of longest practicable length. 3.) Install spanning members with "crown-edge" up.

-Design live and dead loads as well as any concentrated with drift loads.

- 4.) Install blocking to facilitate installation of finishing materials, fixtures, specialty items and trim.
- .11 BUILDING IN OF SHEET AIR-VAPOUR BARRIER
- 1.) Build in sheet air-vapour barrier at following locations in framing where framing interrupts air-vapour 2) Between top and cap plates of walls. Leave minimum of 100 mm of sheet air-vapour material on each side of interior walls and inside face of exterior walls. 3) At intersection between interior and exterior walls, extend air-vapour barrier sheets past next stud adjacent.
- .12 PANEL-TYPE SUBFLOORING
 - 1.) Supplement National/Alberta Building Code section 9.23.14 subflooring as follows. 2.) Install subflooring with panel end-joints located on solid bearing, staggered at least 32". 3.) Apply subflooring adhesive under panels installed on wood joists. Place continuous single-bead on each joist and double-bead on joists where panel ends butt. Comply with adhesive manufacturer's installation
- .13 Construct wood curbs for roof mounted equipment, anchors and for roof penetrations except drains, all in accordance with ARCA Standards and roofing company approvals.

END OF SECTION

<u>SEALANTS</u>

- .1 Sealant for use on counters, cabinets, ceramic wall tile: one part mildew resistant silicone: Dow 697, GE
- .2 Sealant for use as an air seal at the interior face of exterior perimeter walls, and perimeters of door and window frames: non-hardening, non-skinning butyl: PRC 101, Tremco Curtain Wall Sealant.
- .3 Sealant for use as a filler at interior dry and non-moving vertical joints only (not to be used on floors): Paintable on part Acrylic Latex: Tremco Acrylic Latex.
- .4 Sealant for use on all floors: two component polysulphide, PRC Rubber Caulk 250. For roads, and paving where fuel or oil is present, use 2 component polyurethane, PRC 3105.
- .5 Sealant for interior and exterior general purpose use, except uses as indicated in preceding sentences: one part construction silicone: Dow 790, GE Silpruf.
- .6 Joint filler: extruded closed cell foam rod, 30 to 50% oversized, polyethylene, neoprene or butyl rubber which will not adhere to sealant.

END OF SECTION

ALUMINUM WINDOWS

- Design members to withstand, their own weight, the glass, and the minimum design loads to the presure and suction of wind as calculated in accordance with the Alberta Building Code.
- .2 No water penetration shall occur when tested in accordance with CAN/CSA A440-M90, B7 rating. Make provision to drain, to the exterior, any water entering at joints and/or condensation occurring within the wall construction all to the NRC 'Rain Screen Principle'.
- .3 Fabricate windows to CAN/CSA A440-M90 complete with polyvinyl chloride thermal break, and mullion of aluminum extrusions, reinforced to deflect maximum of 1/175 of clear span under loads specified herein.
- .4 Aluminum storefront windows product shall be Kawneer 451 TVG with 4 1/2 " deep mullion c/w 2 in. rigid insulation sandwich panel at the bottom part of the window. Refer to the wall sections in the drawings. Color shall be dark bronze or selected by the Owner.

END OF SECTION

GLASS, GLAZING

- .1 Glazing tape: preformed butyl with integral shimmying devices, black, Tremco Polyshim 3 mm thick.
- .2 Setting, spacer blocks: neoprene, black, size to suit glass.
- .3 Primers, sealants, cleaners as recommended for design and performance requirements.
- .4 Insulating glass to have shop hermetically sealed air space, stainless steel spacer channel with integral dehydrating agent, spacer parallel with glass edge (maximum 4.8 mm bow in or out in full length), edges clean without covering (metal or tape) of any kind.
- For aluminum doors, frames, windows set glass in accordance with frame manufacturer's approved system for proper weathertight performance.
- .6 All dwelling units PVC windows and PVC balcony patio doors, entrance doors, will be selected by the owner. Refer to drawings for fire rating.
- .7 Aluminum store front glazing and entrance door color and finishes will be selected by the Owner.

END OF SECTION

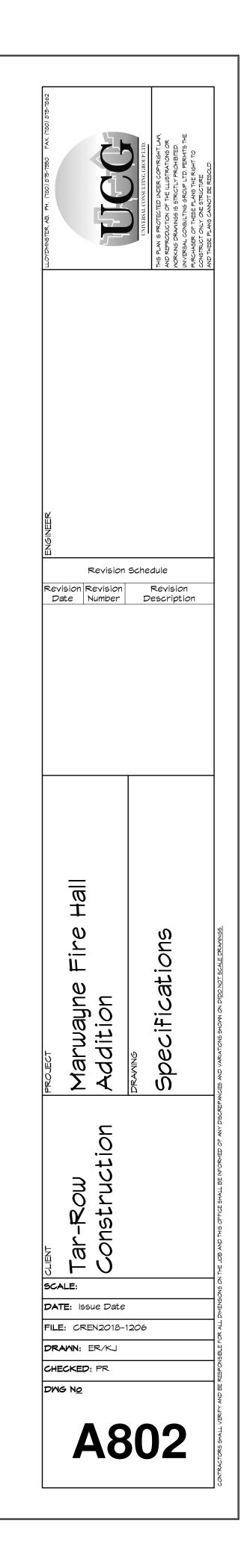
EXTERIOR STUCCO /ACRYLIC STUCCO

- Cement plaster stucco: cement/lime/sand/water mix to Lath, Plaster and Drywall Institute of Alberta (LPDIA) Standards. 2" x 2" sample finished products for main floor, and other floors will be required for submission for
- Reinforcing: (wire) 50 x 50 x 1.58 mm welded wire mesh, galvanized; (expanded) "Diamond Mesh" galvanized expanded steel, 1.63 kg/m.
- Accessories: corner, casing beads, screeds, drips, expansion and control joints, all with 70 mm expanded flanges, 0.48 mm pure zinc or rigid extruded PVC.
- .4 Hardware: nails, screws, washers, tie wire, all galvanized.
- Application of wire mesh, expanded mesh and stucco to LPDIA as a minimum. Minimum stucco coats total assembly shall be 1" or more.
- Secure wire mesh to paper covered sheathed structure. Provide 200 mm (8") wide x 900 mm (36") long expanded mesh diagonally across all door hear and sill corners. Break mesh at all control, expansion joints. Location of all control joints. Location of all control, expansion joints as directed by Architect but not over 3m
- Install all trim, accessories true to line, level and to proper plane. Align joints accurately. Ensure all flashings will divert moisture to exterior.
- Provide casing bead at all door, window frames and at junction with dissimilar materials. Provide corner beads at all vertical and horizontal corners.
- .9 Acrylic Stucco: See wall schedule

END OF SECTION

- The painting and finishing specification are based on and make reference to the Canadian Painting Contractors' Architectural Painting Specification Manual, 1993 Edition.
- All delivery, storage, handling, site interior and exterior conditions, preparation of surfaces for painting, the manufacturer's instructions and CPCA painting guidelines.
- All painting work must be prime plus 2 finish coats as minimum.
- .4 GLOSS LEVELS:
 - $Semi-gloss\ for\ public\ areas,\ kitchens,\ bath\ room,\ mechanical,\ electrical,\ storage,\ recreation\ rm.$ Eggshell for Offices.
 - Flat for ceiling. (See Materials Schedule)
- .5 All doors and frames shall be painted and /or stained. (See Materials Schedule)

END OF SECTION



<u>NOTES</u>

General:

- All material and workmanship shall conform to the applicable Building Code, and all applicable local codes and The contractor shall check all drawings immediately upon their receipt and shall verify all dimensions and site conditions before starting work. Contractor is responsible for coordination of all trades. Engineer shall be notified of any discrepancies or conflicts between drawings.
- Unless specifically shown on these plans no structural member shall be cut, neither drilled nor notched without prior written consent from the Structural Engineer.
- Connections and implied construction assemblies that are not specifically described or detailed shall be constructed using standard construction practices in compliance with the governing codes and ordinances. When details labeled 'Typical' or 'Similar' are given on the drawings, the contractor shall apply the intent of the detail to
- that specific condition. Written information and dimensions shall take precedence over graphic information. Do not scale drawings. Resolve any conflicts on the plans with the Structural Engineer before proceeding with construction.
- Structural drawings and specifications for this work have been prepared in accordance with general accepted engineering standards of practice to meet the minimum requirements of the applicable Building Code. Any omissions or discrepancies on the plans or any deviation from the plans which are necessitated by field conditions or any condition different from those indicated on the plans should be brought to the attention of Engineer prior to continuing construction. All work is to be coordinated so that cooperation between the trades where required is accomplished.
- Contractor is responsible for all temporary bracing and shoring during construction. Trade names and manufacturers referred to are for quality standards only, equivalent substitutions are permitted. Project inspectors shall not constitute authority to deviate from the plans and specifications. If at any time as the work progresses, prior to the issuance of the certification of compliance, it is found that modifications or changes are necessary to secure safety or comply with code requirements, the responsible Structural Engineer shall be notified of the necessity
- The structural systems have been designed to carry the superimposed live loads as prescribed by the applicable Building Code and in accordance with the standard engineering practices, with no special provisions to carry concentrated loads from storage and handling of construction materials or from operation of construction equipment.

Excavation & Fill-Site Preparation:

for such modifications or changes.

Vegetation and topsoil within all development areas shall be stripped and removed from the site. Following this removal the areas should be scarified to a minimum depth of 150mm (6") & moisture conditioned to within 2% of optimum moisture content. Following moisture conditioning, the stripped areas shall be proof-rolled to identify loosened or softened areas. Any soft areas shall be over-excavated and backfilled to 98% standard proctor maximum dry density (SPMDD) Should fill be required to raise the grade elevation, it shall be compacted to 98% standard proctor density (SPD) in lifts not

Subgrade Preparation:

- Subgrade under all slabs shall consist of 6mil vapour barrier over 6" compacted gravel over compacted soil/fill. S Measures shall be taken to ensure water is not allowed to pond on the subgrade prior to concrete placement
- The exposed subgrade shall not be permitted to dry out prior to concrete placement. Imported low to medium plastic cohesive general engineered fill, such as site clay till, may be used as interior subgrade fill provided the fill is placed and compacted prior to foundation excavations. This material should be moisture conditioned to within 2% of optimum moisture content. Cohesive engineered fill should be compacted with relatively large, sheepsfoot,
- ompaction equipment. Provide & allow for costs of subgrade compaction test.

reater than 150mm (6") in compacted thickness.

Provide positive site drainage away from the building.

Concrete:

- All concrete shall conform to the requirements of CSA Standard A23.3-04 and the Applicable Building Code. Detailing, fabrication, and erection of reinforcing bars shall be in accordance with the latest edition of CSA A23.1 "Concrete Material and Methods of Concrete Construction.
- Mixing water shall be clean and free from injurous amount of oil, acids, alkalies, organic material or other deleterious Coarse aggregate shall be hard, durable crushed stone or gravel graded per A.S.T.M. C33. Maximum aggregate size
- Sand shall be clean, hard, durable, washed free from silt, loam or clay.
- Cement shall conform to CSA 3001 Type HS. Except where detailed on structural drawings, reinforcement shall not be displaced or cut to provide clearance for penetrations.inserts. or embedments.
- All concrete shall be thoroughly consolidated during placement using a mechanical vibrator. Concrete forms for foundation slabs shall remain in place for two days minimum or until they can be removed without damaging the concrete surfaces. Loose soil, sawdust, and other debris shall be removed from the forms prior to placing concrete.
- Provide normal weight concrete (2400 kg / m³) conforming to A.S.T.M. C-94 with proven shrinkage characteristics of less than 0.04%, attaining a minimum compressive strength at 28 days as follows unless otherwise noted: DESIGN SLUMP
 - Spread footings 32 MPa HF 80 ± 20 mm Grade beams 32 MPa HF 80 ± 20 mm 32 MPa HR Slab on grade 80 ± 20 mm 80 ± 20 mm 25 MPa Retaining walls
- 37.5 MPa HB Sidewalks & Aprons 80 + 20 mmDo not embed conduits, pipes, or sleeves other than electrical conduits 25mm dia. and smaller in structural concrete except where specifically detailed or accepted by the Architect or Structural Engineer. Conduits shall be located, minimum 75 mm clear apart.
- Air content for exterior exposed concrete to be 4-7% Patch for tie holes in all exposed concrete.
- Provide & allow for costs of three (3) concrete tests (one for piles, one for grade beam and one for slab) by certified testing agency. Three cylinders per test, 1 @ 7 days, 2 @ 28 days. Send results to owner.

Foundation:

- Contractor shall verify all foundation dimensions with the architectural plans prior to beginning foundation construction. Unless otherwise shown, centre piles under columns, walls and grade beams. Piles shall be placed with the following tolerances:
- Not more than 2% of its length out of plumb for vertical piles. Piles to be centred within 50 mm of location shown on plan.
- Use the following anchor bolts at holdowns U.O.N Contractor to verify the foundation dimensions with the Arch plans prior to commencing foundation construction.

Concrete Reinforcement:

- Provide reinforcing steel complying with CSA Standard G30.18 Grade 400 MPa Billet Steel Bars for Concrete
- Reinforcement. Welded rebar to conform to CSA Standard W186 "Welding of Reinforcing Bars in Reinforced Concrete Construction." Concrete protection for reinforcement:
 - Slab on grade Concrete below grade, formed 50 mm 75 mm Concrete below grade, unformed Walls above grade, exposed to weather 50 mm Walls above grade, not exposed to weather 25 mm Concrete tilt-up panels cast against a rigid horizontal surface such as concrete slab exposed
 - 25mm and smaller 30mm and larger 50 mm Columns and beams (clear to face of ties and Structural slab
- Bend reinforcing steel cold unless authorized by Structural Engineer. Reinforcing bars shall not be re-bent without prior approval from Structural Engineer.
- Reinforcing steel shall be clean of mud, oil or other coating affecting bonding with concrete. Secure all reinforcing steel, anchor bolts, inserts, etc. in place prior to placing concrete. Submit reinforcing steel shop drawings indicating reinforcing placement, including splice location and lengths to Structural Engineer for review. Promptly notify Structural Engineer prior to developing reinforcing steel shop drawings if insufficient clear distances between reinforcing steel or rebar congestion is encountered
- Wire fabric shall be electrically welded steel conforming to A.S.T.M. A185. Lap 150 mm at edges. Detailing, fabrication and placing of reinforcing steel shall conform to or equal that set forth in CSA Standard A23.1 for d letailing reinforced concrete structures, and better where required by the drawings.
- Standard hooks shall comply with the recommended sizes as shown in the above standard, unless otherwise noted. Lap all rebar splices per table shown below. Splices shall be staggererd where applicable. Bars shall be continuous in

Lap and Eml	oedment Schedule -	Typical U.O.I	Ν			
Bar size	Lap length	Embedmen	t length	Lap length Concrete Strength		
	(compression)	Concrete st	rength			
		25 MPa	30MPa	25 MPa	30MPa	
25M	730	900	820	1170	1065	
20M	580	580	530	755	690	
15M	440	430	390	560	505	
10M	300	290	260	375	340	

- All pipes and ducts through concrete shall be sleeved. Verify openings with Plumber and Electrician. All welded wire fabric shall be 6x6-W4.0 x 4.0 U.O.N. Welded fabric shall be tied at three places to reinforcing dowels
- (where occur) except locations where slab is designed as an independent slab. Chairs, spacers or other devices shall be used to hold the reinforcing in its true horizontal and vertical positions. These devices shall be sufficiently rigid and numerous to prevent displacement of the reinforcing during the placing of the

- Shaft steel to meet requirements of ASTM A252, Grade 2 or 3, with a minimum yield strength of 240 MPa [35 ksi] (includes J55 and H40 grades of pipe). Material used for piles shall be new or good reclaimed pipe or new API well casing. Where reclaimed pipe is used,
- prior approval is required by Owner and the Owner shall inspect each piece. Any section not acceptable to the Owner shall be removed from site. Helix plate steel and pile cap steel to meet requirements of CSA G40.21 or 44W with a minimum yield strength of 300 MPa [43.5 ksi]. Plate steel may also meet ASTM A36 with a minimum yield strength of 248 MPa [36 ksi]. All welding to meet CSA W59 requirements. Pile splice welds, if required, shall be full penetration welds. Welding

electrodes shall be low hydrogen type E7011. Contractor shall ensure compatibility of welding electrodes with pile and

- cap plate materials. Minimum outside diameter for helix plate to be 305 mm [12"].
- Piles shall be placed to the following tolerances: Not more than 2% of length out of plumb
- Not more than 75mm [3"] off centre Where piles deviate from the above tolerances, the condition of the foundation shall be assessed by the Engineer. Where required, corrections shall be made by the installation of additional piles, by strengthening the piles, by lateral bracing, or by other suitable means determined by Engineer. Piles shall be open ended steel pipe as specified above, and piles shall be of size shown on pile schedule. Piles shall be installed continuously without interruption to the required embedment depth. In no case shall the pile embedment depth be less that the length indicated on pile schedule. If "practical refusal" is not achieved at the required embedment depth,
- then the pile depth is to be increased by 500 mm [20"] increments until practical refusal is achieved. If "practical refusal" is obtained prior to the embedment length shown on the pile schedule, Engineer shall be contacted for instructions "Practical refusal" shall be defined as being met if the installation torque is equal or greater than the value stated in pile schedule. Installation torque shall be determined by stopping the pile installation, then slowly increasing the hydraulic pressure (applied torque) until the pile starts to rotate. The point at which the pile starts to rotate is the installation
- torque. The hydraulic pressure is to be recorded and converted to a torque value. The contractor is to submit a conversion table for hydraulic pressure to torque. Contractor shall maintain installation records for each pile showing: date, time, size, length, helix size, hydraulic ressure, final torque and remarks. One copy of this record shall be sent to Engineer within one week of installation.
- Where doubt exists as to the type of soil present, a test pile shall be installed to determine the type and depth of the soil Field confirm the location of underground services, pipes, electrical cables or structures prior to installation of piles. Removal of the first 3.05 to 3.66 m [10 to 12 feet] of soil by hydrovac or similar process may be required.
- Pile cap plate to be minimum 10 mm [3/8"] thick. Final elevations to conform to structural drawings. Contractor shall excavate around piles sufficiently for accommodating welding of pile cap plates and for accessing interior piles for shimming and welding of skid members. Such excavations shall conform to provincial Occupational Health & Safety (OH&S) guidelines.
- Any stockpiles of excavated material should be removed from the construction site to a location designated by the
- Contractor shall immediately advise Engineer of any unusual situations encountered and obtain instructions in writing prior to continuing work

Driven Piles: (Not Applicable)

- Piles shall be placed with the following tolerances: a) Not more than 2% of its length out of plumb for vertical piles.
- b) Piles to be centred within 2" of location shown on plan. When piles deviate from the above tolerances, the condition of the foundation shall be assessed by Engineer. Where r equired, corrections shall be made by the installation of additional piles, by strengthening the piles, by lateral bracing, or by other suitable means determined by Engineer
- H40 grades of pipe). Material used for piles shall be new or good reclaimed pipe or new API well casing. Where reclaimed pipe is used, prior approval is required by Owner and Owner shall inspect each piece. Any section not acceptable to the Owner shall be

Pile steel to meet requirements of ASTM A252, Grade 2 or 3, with minimum yield strength of 240 MPa (includes J55 and

- Pile cap steel to meet requirements of CSA G40.21 or 44W with a minimum yield strength of 300 MPa. Plate steel may also meet ASTM A36 with a minimum yield strength of 248 MPa. All welding to meet CSA W59 requirements. Pile splice weld, if required, shall be full penetration welds. Welding
- electrodes shall be low hydrogen type E7011. Contractor shall ensure compatibility of welding electrodes with pile and Piles shall be open ended steel pipe as specified above, and piles shall be of size shown on pile schedule. Piles shall be installed continuously without interruption to the required refusal.
- Contractor shall maintain installation records for each pile showing: date, time, size, length, refusal achieved, and remarks. One copy of this record shall be sent to Engineer within one week of installation. Where doubt exists as to the type of soil present, a test pile shall be installed to determine the type and depth of the soil Field confirm the location of underground services, pipes, electrical cables, or structures prior to installation of piles.
- Removal of the first 3.05 m to 3.66 m (10 to 12 feet) of soil by hydrovac or similar process may be required. Pile cap plate to be minimum 10 mm (3/8") thick. Final elevations to conform to structural drawings. Contractor shall excavate around piles sufficiently for accommodating welding of pile cap plate. Such excavations shall
- conform to provincial Occupational Health & Safety (OH&S) guidelines. Any stockpiles of excavated materials should be removed from the construction site to a location designated by the

- All framing including cutting / notching of studs & joists, nailing, splicing, sill plate anchorage, blocking, and use of preservative treated lumber shall comply w/ all the requirements of Part 9 of the National Building Code. U.O.N Nails should be common wire nails. Use hot dipped galvanized nails for preservative treated wood. All stud walls shown on Architectural / Structural drawings shall be dimension lumber studs (38mm min.) placed at 16"
- All framing lumber shall be SPF and be stamped with a grade mark with the following grades by an approved grading Studs & Plates - No. 2 or better
 - Joists & Rafters No. 2 or better Lintels, Beams, & Girders - No. 2 or better Posts - No. 2 or better
- All connection hardware shall be installed per manuf. recommendations. Hardware shall be minimum G90 galvanized finish. Hardware exposed to weather and/or preservative treated wood shall have a G185 galvanized finish. All engineered wood shall be installed per manuf. recommendations.

Shearwall Notes:

- Where a shearwall is indicated on the plans, the following conditions shall be met: 1.1. The shearwall assembly shall run horizontally and continuously to the nearest wall opening or end of the wall unless otherwise indicated on these plans. 1.2. The sherwall assembly shall run vertically continuously from the bottom of the nearest sill plate or bottom plate up to the top of the nearest double top plate (or beam).
- 1.3. All plywood shall be blocked & edge nailed. Where holdown posts or studs are indicated at the end of a shearwall such members shall be plywood edge nailed and shall be run continuously from the sill plate to the double top plate. Min. shearwall plywood nailing is 2 1/2" common nails @ 150 mm o/c around panel perimeter and at 300 mm o/c at ntermediate supports U.O.N. Use 150 o/c for all nailing of any plywood piece which is 600 mm in width. No smaller
- Plywood at shearwalls shall run continuously behind intersecting framing or shall be installed in accordance with the typical details for these conditions.
- Holdowns are attached to posts at the end of shearwalls and extend to either framing below or to the foundations shown Shearwall plywood shall not be cut for pipe, ducts, sleeves, etc. U.O.N or detailed. See shearwall schedule for required shearwall nailing, anchor bolts, sill nails, and/or shear transfer hardware.

Shearwall Schedule 9.5 mm plywood 9.5 mm plywood 9.5 mm plywood Edge Nailir 21/2" common 2 1/2" common 2 1/2" common @ 150 o/c @ 100 o/c @ 75 o/c Intermediate Nailing 21/2" common 2 1/2" common 2 1/2" common @ 300 o/c @ 300 o/c @ 300 o/c op connection Simpson A35 @ 600 o/c 400 o/c 300 o/c

4.19 kN/m, 280 plf 6.12 kN/m, 420 plf Provide double stud (min.) at each end of shearwall. Nail studs together with 2 rows of 3" common nails per schedule,

Use glavanized nails in pressure treated wood. Where holdowns anchors are not provided, anchor bolts shall have 3x3x1/4 galvanized steel plate washers. Anchor bolts shall be located 300 (max.), 100 (min.) from the end of the sill plate. Additional anchor bolts may be required if sill plate is notched. Consult Structural Engineer. Add additional bolt each side of cut where sill plate is cut for pipe/conduit. Provide less anchor spacing as required to avoid interference with the wall studs & floor/roof joists.

See foundation notes for shearwall holdown anchor bolt requirements. Shearwall top connection hardware shall be fastened to double top plate & full depth blocking between rafters / joists

Preserved Wood Framing:

- Designed to CAN/CSA-S406-92 "Construction of Preserved Wood Foundations" PWF bottom plate not to be drilled for anchor bolts. Concrete nails or screws to footings only. PWF studs shall not be drilled for electrical, plumbing or other purpose.
- Nails shall be hot dipped galvanized (CSA B111)
- Staples shall be stainless steel, minimum 1.5 mm ø, 9.5 mm crown. Moisture barrier - CAN/CGSB-51.34 - polyethylene sheet.

Sill anchor bolt: 12.7 mm dia @ 750 o/c 600 o/c

Structural Steel

- Fabrication, erection, structural design, and detailing of all steel shall be in conformance with CSA S16-09, and the CISC Code of Standard Practice (R2002) Welding shall conform to CSA W59-03 and shall be performed by certified welders, the fabricating shop shall be certified by the Canadian Welding Bureau to the requirements of CSA W47 for Divisions 1 & 2. Connections shall be ASTM, A325 bolts, minimum of 2 bolts, unless otherwise noted on the plans. Shop connections shall be bolts or welds. Field connections shall be bearing type bolts unless otherwise noted. All fillet welds to be 6 mm
- All connections to be designed or verified by fabricator unless otherwise noted. All beam connections to be shear tab connections designed for the factored loads shown, unless otherwise noted. If factored loads are not shown connections shall be designed for a shear based on the member's full moment resistance capacity related to a uniform load on a simple supported span. Openings or holes through structural steel members shall not be permitted without the approval of a structural engineer.
- Steel shall be new and conform to CSA G40.21 with the following grades: Rolled sections (wide flange sections, channels, standard beams, angles) Plate material - Thickness ≤ 65 mm HSS sections - Class 'C' 350W Structural Connectors: ASTM A325
- Anchor Rods ASTM F1554 Gr. 36 Shop primer for steel to be painted shall meet the requirements of CSA S16-09 and CISC/CPMA 1-73A "Structural Steel All steel shall be free of mill scale, rust or other contaminants that would impair the bonding of concrete to the steel structural component. Surfaces shall be prepared in accordance with SSPC SP2.
- When fabricating beams and girders, place natural camber up. Submit shop drawings to Structural Engineer for review prior to fabrication. Fabricator shall certify all connections, design, and erection procedures have been supervised and carried out by a Professional Engineer, registered in the applicable province. Certification shall be in the form of a letter bearing the seal and signature of the Professional Engineer and shall be submitted with the shop drawings. Failure to submit certification will result in the shop drawings being rejected Provide hardened washer under nuts at all high strength bolts, except where plate washers are used per CISC
- All additional steel required for erection purposes shall be provided at no additional cost and shall be removed unless approved by the Owner. Weld shall be terminated at the end of a joint in a manner that will ensure sound welds. Whenever necessary this shall be done by use of extension bars and run off tabs.
- Grout shall be non-shrink type and reach a minimum of 48 MPa at 28 days, unless otherwise specified on plans. Provide 10 mm dia (3/8") weep holes at the tops & bottoms of HSS columns Provide 10 mm, dia (3/8") can plates on top of all HSS columns U.O.N.
- Frame openings in steel deck > 18" with C100x11 Frame under all roof top units with C200x17 U.O.N.

- Concrete masonry units shall conform to CSA-A165 Series-04-Standards on Concrete Masonry Units. Concrete block walls shall be laid in a running bond pattern with full bed & head joints and single wythe continuous ladder type reinforcement every second course vertically.
- Ladder reinforcement conforming to CSA-A370-04shall be galvanized to ASTM A123 with 2- 3.66 mm dia parallel side rods and 3.66 mm dia cross rods. Lap joint reinf. ends min. 150 mm. Mortar shall be type 'S' standard gray colour conforming to CSA-A179-04. Cold & hot weather requirements for installation per CSA-A371. Mortar joints shall be concave. Bent steel shape bar anchors conforming to CSA--A370-04, galvanized to ASTM A123, shall be installed where applicable in every 3rd course vertically in accordance with CSA-A370-04, CSA-A371-04, and CSA-S304.1.
- Masonry walls & partitions shall be anchored to their lateral supports by interlocking bond of masonry units in accordance with CSA-A371 or by anchors in accordance with CSA-A370. Provide control joints with backer rod & sealant at max. 25'-0" spacing U.O.N. Do not continue horizontal joint reinforcement through control joints. Isolate masonry partitions from vertical framing members with a control joint. Provide 15M vertical bar each side of opening >1200 mm wide, each side of control joint and at corners and ends. Provide 15M horizontal bar above and below openings >1200 mm.
- Fill cells containing reinforcement, anchor bolts and anchors for steel bearing plates solidly with 25 MPa concrete. Install reinforced unit masonry lintels over openings where steel or precast lintels are not scheduled in accordance with CSA-A371 and CSA-S304.1 as follows: 12.1. Span ≤ 1.8 m - 200 mm X 200 mm r/w 2-15M T & B.
- 12.2. All 400 mm and 600 mm deep lintels and bond beams shall be reinforced with 10M stirrups @ 600 o/c and three (3) additional 10M stirrups at 300 o/c each end. Bond beams shall be reinforced with 2 - 15M continuous U.O.N. and filled solidly with 25 MPa concrete.

14. Submit shop drawings indicating reinforcement sizes, spacings, locations, wall anchorage, and built-in items.

- Metal decking shall conform to CSA S136 & CSSBI Standards. Maximum live load deflection not to exceed 1/360th of the span.
- Deck shall be continuous over (3) bays wherever framing allows. Side laps mechanically fastened (clinched) or welded together at not more than 600 mm o/c.
- Button punching of deck seams is not permitted 19 mm Ø fusion welds at deck supports shall be at locations shown on approved shop drawings. Weld spacing shall not exceed 300 mm o/c. If not shown otherwise connect deck to structure for a shear of 3.5 kN/m. (Factored)
- Openings through steel deck on structural framing plans are not complete as to a number, size, and location. For complete information refer to drawings other than structural Frame openings between 150 mm (6") and 450 mm (18") with L 38x38x4.8 perpendicular to flutes. Larger openings shall be framed by structural steel erector. Provide hanger tabs in deck at all areas with suspended ceilings below or if required by other trades. Vent or hanger tabs
- may support acoustical tile only. If not shown otherwise all edges of metal decking shall be supported on continuous angle 102x102x6.4. Submit shop drawings for review prior to start of metal deck fabrication.
- Screed concrete parallel to metal decking to thickness indicated on plans. Construction joints are not required in fill on metal deck. Steel deck framing will deflect during placement of concrete. These deflections will require placement of concrete in excess of the amount based on nominal dimensions in order to bring the slab within tolerances of a horizontal plane. The
- contractor shall provide the excess concrete at no cost to the Owner.

Open Web Steel Joists

- Open web steel joists (OWSJ) shall conform to CSA Standard S16-09 Design of OWSJ shall conform to clause 16 of CSA Standard S16-09 Limit States Design of Steel Structures and S136 North American Specification for the Design of Cold-Formed Steel Structures. Based on the loadings indicated on the plans manufacturer must be able to show either by load tests or analysis which includes the effects of joint eccentricities, that the supplied joists are capable of resisting the total specified loads with normal overstress factors. Design joists to support the specified live and dead loads plus any additional weights of mechanical equipment.
- Mechanical equipment to be hung or supported on the OWSJ shall be supported at joist panel points to prevent overstressing of the joist member. Refer to both the architectural and mechanical drawings for location and magnitude of equipment loads. Report any discrepancies in loading or location the Structural Engineer prior to submission of shop Roof joists over mechanical rooms shall be designed for the specific live & dead loads plus a concurrent vertical point load of 4.5Kn factored acting on either the top or bottom chord near any panel point. The joist supplier shall provide an

structural items including nonstructural walls, which require special provisions during construction. Only openings requiring special

- attachment detail for this load to be used by the mechanical contractor for attachment of mechanical services and camber all joists for dead load unless otherwise noted. Provide a minimum camber of 15mm. Live load deflection shall not exceed 1/360th of the span.
- Provide OWSJ bridging in accordance with CSA-S16-09 unless other wise indicated. All welding shall conform to CSA W59-03.
- Submit shop drawings for review prior to start of joist fabrication. Shop drawings shall bear the seal of an Engineer registered in the province of Saskatchewan who is responsible for the design of the joists.

Note Regarding Structural Drawings: The structural drawings show only the basic structural framing. Refer to architectural, mechanical and electrical drawings for non-

framing are shown on structural plans. See typical details for reinforcing around normal openings not shown.

DESIGN NOTES:

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Structural Design conforms to National Building Code - 2019 Alberta Edition.
        Climatic Data for Vermilion, AB was used in design.
               Importance Category = High
              Snow load, Ss = 1.7 \text{ kPa}, Sr = 0.1 \text{ kPa}
              Hourly wind pressure, q10=0.28 q50=0.36 kPa
        The following soil parameters are assumed:
        Resistance Factor (ULS):
         Shallow foundations
               Vertical bearing:
        Deep foundations
               Downward axial load: 0.4
        Resistance Value (ULS):
         Shallow foundations
                Vertical bearing:
        Deep foundations:
                                          Skin Resistance (kPa) End Bearing (kPa)
                Depth (m)
                2.0 - 5.0
                 *Adfreeze taken as 40 kPa over 1.2 m.
3.3. Earth Pressure:
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"At-Rest" Earth Pressure Coefficient = 0.5 Soil Unit Weight = 20.0 kN/m³ Design Loads Design Loads (Unfactored) Service and Miscellaeous Live: First Floor: 4.8kPa, Second Level 2.4kPa Roof Dead + Collateral: 0.311kPa + 0.143kPa Floor Dead + Collateral: 2.011kPa + 0.25kPa

Partition: 0.25kPa

Snow: as per Roof Diagram or 42psf Site inspections are required to ensure the work is being carried out in general conformity with the intent of the plans and specifications. Please notify Engineer a minimum of two (2) days prior to required inspections.



Date Number Description

Revision | Revision | Revision

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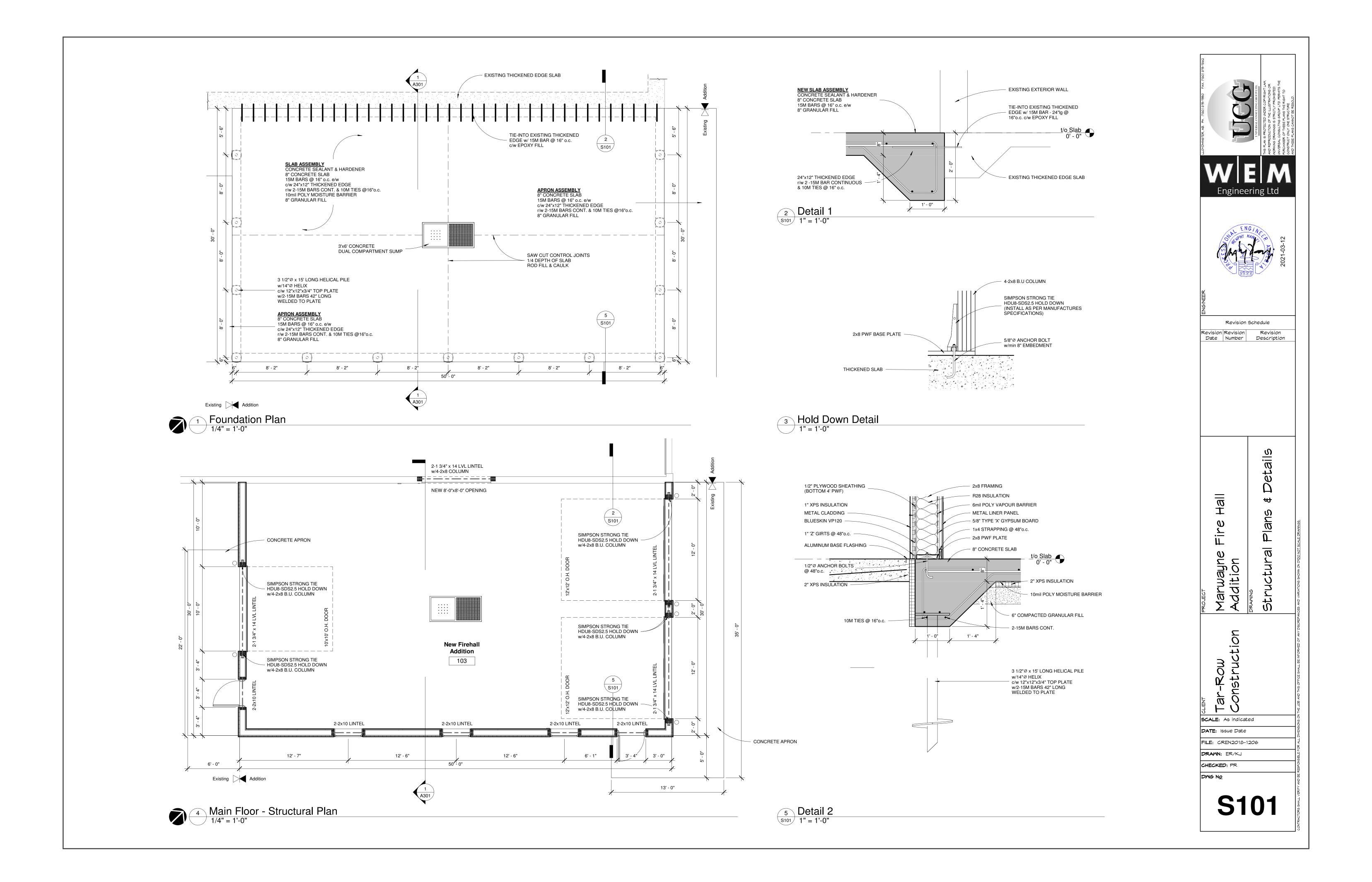
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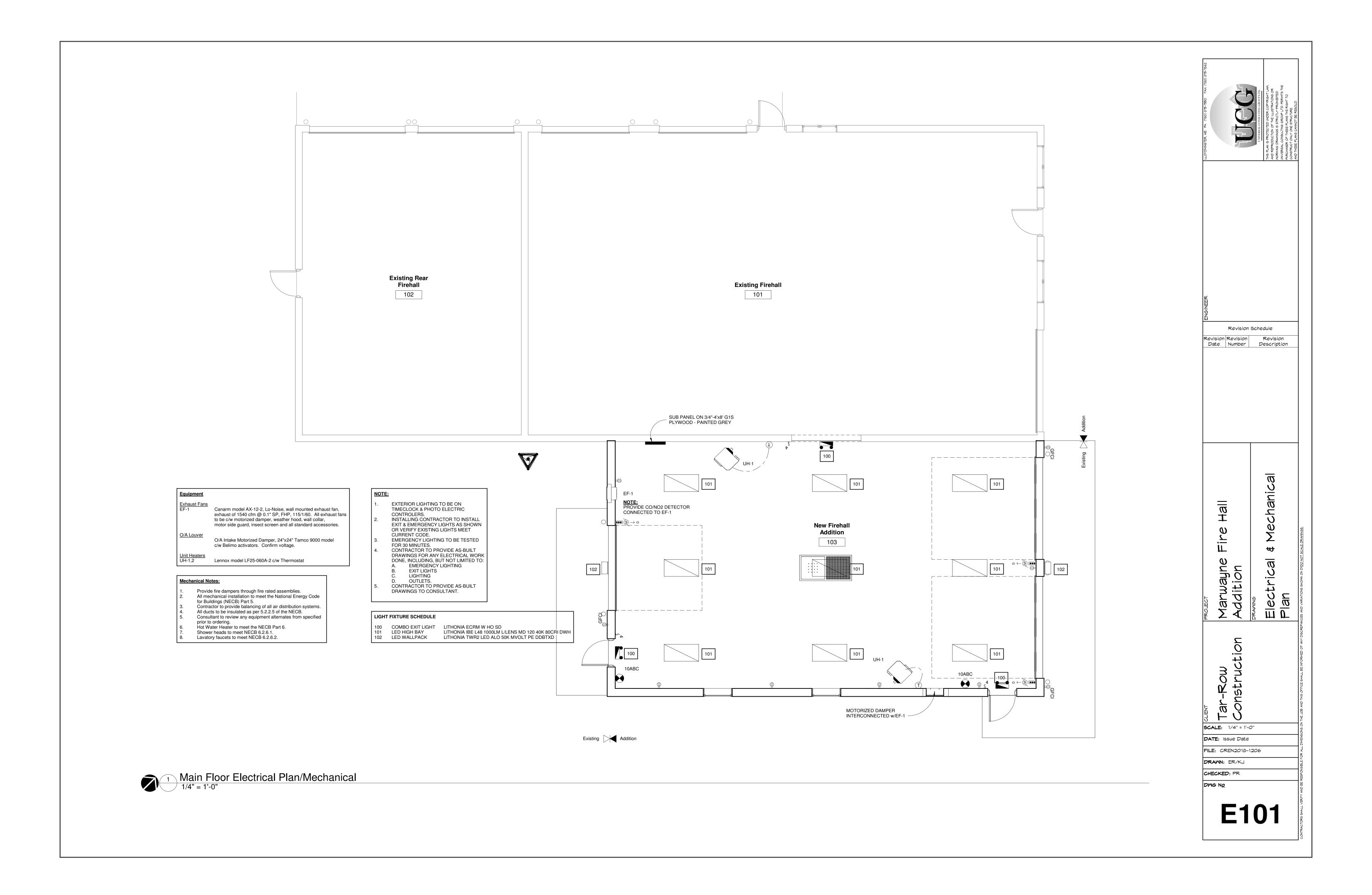
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SCALE: 1/4" = 1'-0" **DATE:** Issue Date FILE: CREN2018-1206

DRAWN: ER/KJ CHECKED: PR

DWG NO







Business No.: 859162505

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

7187-56 Street Lloydminster, AB T9V 3N6

February 16, 2021

Project:

2020-05 Asphalt Walking Trail Project - Phase II

Owner:

Village of Marwayne

Contact:

Shannon Harrower, CAO

Email: cao@marwayne.ca

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

Walking Trail price to include:

- Strip topsoil, haul off excess topsoil, stockpile; remove trees along path, haul, dispose
 - o Estimated topsoil/grass disposal depth of 100mm additional topsoil removed to be utilised on site
 - o Disposal site at Marwayne, AB landfill (approximately 0.5 miles from project site)
- Common excavation, dispose Maximum excavation depth of 225mm from existing surface
- Subgrade Preparation 150mm depth at 98% SPD 2.5 meter subgrade width
- Granular Base Preparation (20mm GBC) − 150mm depth at 98% SPD − 2.5 meter granular base width
- SS-1 emulsified asphalt prime coat
- Asphalt Pavement (Type S1) 75mm depth at 96% by Marshall Method 1.5 meter asphalt surface width
- Option #2 for trail north of 6th Street (between existing fences) to be concrete sidewalk 1.5 meter width over 39 linear meters
 - o Installation of culvert on north end of trail at connection to back alley, as required
- 1. Estimated quantities provided are approximate
 - a. Price is based on the provided total length of Phase 2 at 700 linear meters
- 2. Payment for work carried out on a by unit prices shall be made on the basis of actual quantities, as measured at completion of the work item
- 3. Trails to be built to match existing landscape contours
- 4. The owner shall provide any required clay fill, at no charge to the contractor
 - a. Price does not include cost of over-excavation or placement of imported clay fill or granular fill in over excavation areas
- 5. Materials sampling and density testing to be completed by and at the cost of Other, if required
 - a. Contractor will provide granular sieves and asphalt mix designs for approval
- 6. Topsoil to be replaced adjacent to trails upon completion of paving
 - a. Seeding is the responsibility of Other
- 7. All locations shall be cleared of all excess material resulting from construction activities and swept clean
- 8. Price includes cost to locate and expose underground lines, as required
- 9. Sveer Maintenance Ltd. is committed to completion of this project by September 30, 2021



Business No.: 859162505

Russell Leer Krystal Monteith Fax

(780)205-1369 (780)870-4454 (780)875-2063

7187-56 Street Lloydminster, AB T9V 3N6

February 16, 2021

Project:

2020-05 Asphalt Walking Trail Project - Phase II

Owner:

Village of Marwayne

Contact:

Shannon Harrower, CAO

Email: cao@marwayne.ca

OPTION #1 - Asphalt Walking Trail, as per Specifications

1.5 meter Asphalt Trail	700 lin.m	\$135.00/lin.m	\$94,500.00
PHASE II (Option #1) SUB-T	\$94,500.00		
GST (5%)		The second secon	\$4,725.00
TOTAL			\$99,225.00

OPTION #2 - Asphalt Walking Trail with Concrete Sidewalk Between Fences

1.5 meter Asphalt Trail	661 lin.m	\$135.00/lin.m	\$89,235.00
1.5 meter Concrete Walk	39 lin.m	\$300.00/lin.m	\$11,700.00
PHASE II (Option #2) SUB-TO	TAL		\$100,935.00
GST (5%)			\$5,046.75
TOTAL			\$105,981,75

Submitted by: Sveer Maintenance Ltd.

Signature:

Date: February 16, 2021

Print: Krystal Monteith, Director



Krystal Monteith Fax

Russell Leer

(780)205-1369 (780)870-4454 (780)875-2063

7187-56 Street Lloydminster, AB T9V 3N6

February 16, 2021

Business No.: 859162505

CONTRACT CONDITIONS

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

Sveer Maintenance Ltd.



9912 - 107 Street PO Box 2415 Edmonton AB T5J 2S5

Email: ebusiness.support@wcb.ab.ca Tel: (780) 498-3999 (1-866-922-9221) Fax: (780) 498-7999 WCB website: www.wcb.ab.ca

February 16, 2021

SHANNON HARROWER, CAO VILLAGE OF MARWAYNE PO BOX 113 MARWAYNE AB T0B 2X0

Reference Number: 666158

Dear Sir or Madam:

Re:

SVEER MAINTENANCE LTD.

7187 56 ST

LLOYDMINSTER AB T9V 3N6

ASPHALT TRAILS - PHASE II

The above named subcontractor has an account with WCB-Alberta in the following industry(ies):

account trade names(s)/industry

effective date

coverage

5013193 SVEER MAINTENANCE

HEAVY EQUIPMENT OPERATIONS

Feb 01, 2005

worker coverage personal coverage for: RUSSELL E LEER KRYSTAL R MONTEITH

Thank you for checking into the status of this contractor or subcontractor. Under Section 126 of the Workers' Compensation Act, you are responsible for obtaining a clearance on your contractor or subcontractor, in order to release you from any liability for unpaid WCB premiums owed by them. Please ensure clearance has been issued in the correct name and that there is coverage in the industry(ies) for which work was performed.

Please accept this letter as a clearance for work completed between the effective date of the account and the date of this letter. For this account, you are cleared of any liability under Section 126 of the Workers' Compensation Act up to the date of this letter. Any holdback may be released for contracts completed, and/or for work completed to the date of this letter. For an account that shows closed under the effective date, the clearance is only valid for work completed up to the close date. If work has not started, obtain a clearance prior to releasing final payment.

Please note, if any directors of the corporation are injured at work, you are protected from lawsuit if they have personal coverage. If they do not have personal coverage, you may not be protected in the case of a workplace injury.

If your contractor or subcontractor is performing work outside Alberta, contact the WCB in that jurisdiction to determine your clearance and any other WCB requirements.

Any alteration of this document is strictly prohibited.

Yours truly,

eBusiness Support Team (12411844)

SIGN UP FOR ONLINE SERVICES - GO TO MY.WCB.AB.CA





Foster Park Brokers Inc. #200 17704-103rd Avenue Edmonton, AB T5S 1J9

P 780-489-4961 F 780-486-0169 fosterpark.ca

CERTIFICATE OF INSURANCE

NAMED INSURED: Sveer Maintenance Ltd. 7187 - 56 Street Lloydminster, AB. T9V 3N6

POLICY

CERTIFICATE HOLDER:

To Whom It May Concern

This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policies herein is subject to all the terms, exclusions and conditions of such policies.

POLICY TERM (MM/DD/YYYY)

LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

	NUMBER	FROM	то	LIMITS OF LIA	ABILITY	
GENERAL LIABILITY	Intact Insurance Co.			Inclusive Limit	I s	5,000,00
Per Occurrence	5V1147736	March 15, 2020	March 15, 2021	General Aggregate	<u> </u>	0,000,00
* Contingent Employers Liability				Products/Completed Operations Aggregate	s	5,000,00
* Blanket Contractual Liability				Personal Injury & Advertising Liability Agg.	s	5,000,00
* Broad Form Property Damage				Non-Owned Automobile	s	5,000,00
* Cross Liability / Severability of Interest				SEF 94 - Hired Vehicle Damage	\$	75,00
* Primary Non-Contributory				Tenants Legal Liability	\$	500,00
* XCU Liability				Contractors Limited Pollution Liability	s	2,000,00
				Forest Fire Fighting Expenses	S	100,00
AUTOMOBILE LIABILITY	Intact Insurance Co.			Bodily Injury & Property Damage		
* Per Occurrence	7V0000738	March 15, 2020	March 15, 2021	Combined Single Limit	S	5,000,00
* Blanket Fleet						
EQUIPMENT	Intact Insurance Co.			Limit	l s	1,000,00
* All Risk ADDITIONAL INSURED/LOSS PAYABLE/LES	5V1147736 SSOR	March 15, 2020	March 15, 2021			1,000,00
		March 15, 2020	March 15, 2021			1,000,00
ADDITIONAL INSURED/LOSS PAYABLE/LES		March 15, 2020	March 15, 2021			1,000,00
ADDITIONAL INSURED/LOSS PAYABLE/LES	SSOR			ndeavor to mail		1,000,00
ADDITIONAL INSURED/LOSS PAYABLE/LES CANCELLATION: Should any of the above described policies be cancellant.	SSOR	date thereof, the iss	uing company will e	ndeavor to mail on or liability of any kind upon the company, its a		
ADDITIONAL INSURED/LOSS PAYABLE/LES	SSOR	date thereof, the iss	uing company will e	ndeavor to mail on or liability of any kind upon the company, its a		
ADDITIONAL INSURED/LOSS PAYABLE/LES CANCELLATION: Should any of the above described policies be cancellated any of the above the certificate holder in the certificate holde	SSOR	date thereof, the iss	uing company will e	ndeavor to mail on or liability of any kind upon the company, its a		
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ADDITIONAL INSURED/LOSS PAYABLE/LES CANCELLATION: Should any of the above described policies be cancellated any of the above the certificate holder in the certificate holde	SSOR celled before the expiration amed above, but failure to	date thereof, the iss	uing company will e	on or liability of any kind upon the company, its a	agents or representation	
ADDITIONAL INSURED/LOSS PAYABLE/LES CANCELLATION: Should any of the above described policies be cance. N/A days written notice to the certificate holder in ADDITIONAL INFORMATION	SSOR celled before the expiration amed above, but failure to	date thereof, the iss	uing company will e	on or liability of any kind upon the company, its a	agents or representation	

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend or alter the coverage afforded by the policies above.



ASL PAVING LTD.

4001 - 52nd Street Lloydminster, SK S9V 2B5 Phone 306-825-4984 Fax 306-825-3227

February 11, 2021

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

Attention: Shannon Harrower

Re: Asphalt Walking Trail Phase 2

We are pleased to offer the following quotation for your consideration:

Walking Trail Structure-

 \pm 700 l.m.

- □ Remove existing topsoil and take to supplied stockpile to 100mm depth.
- □ Excavate and dispose of waste to 125mm depth.
- Subgrade prep to 150mm depth.
- □ Supply, place and compact 20mm granular base to 150mm depth.
- Supply and place an emulsified SS-1 prime coat.
- □ Supply, place and compact 12.5mm asphalt concrete pavement to 75mm depth.
- ☐ Haul and place supplied topsoil adjacent to the new trail edge.
- Cleanup construction debris.

Unit rate @ \$132.36/l.m.

Extended price: \$ 92,652.00

Mobilization/ Demobilization

Move equipment to site, crew travel, move equipment from site.

Lump Sum price: \$ 5,930.00

The following qualifications form an integral part of this quotation:

- □ 2021 price.
- Payment based on field measured quantities.
- Sub cut excavation and backfill of unsuitable sub grade material below design grade is extra.
- □ Line locates and daylighting is included.
- □ Topsoil and waste disposal site supplied by customer within 5km of the village.
- Clay fill supplied by owner if needed.
- Topsoil for edging supplied from stockpile or by owner.
- Quality control testing is included.
- □ Work to conform to the City of Lloydminster specifications.
- □ Completion by September 30, 2021.
- □ Work not described in this proposal shall be extra.
- □ GST extra.

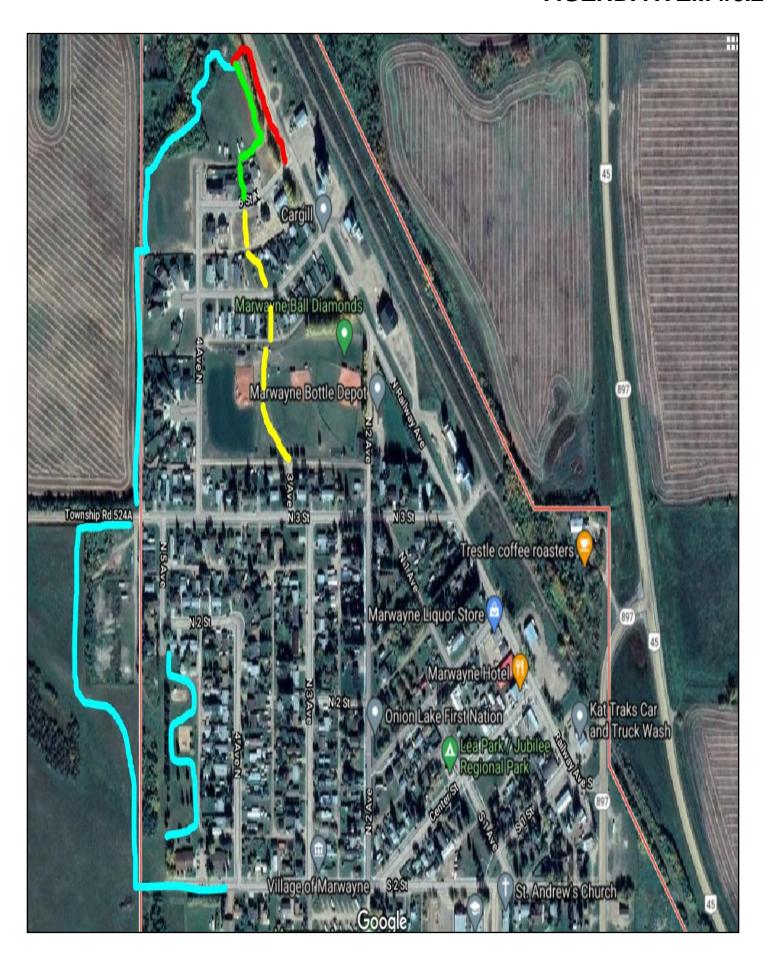
Thank you for providing ASL Paving Ltd an opportunity to quote on your project. If you require additional information do not hesitate to call the undersigned.

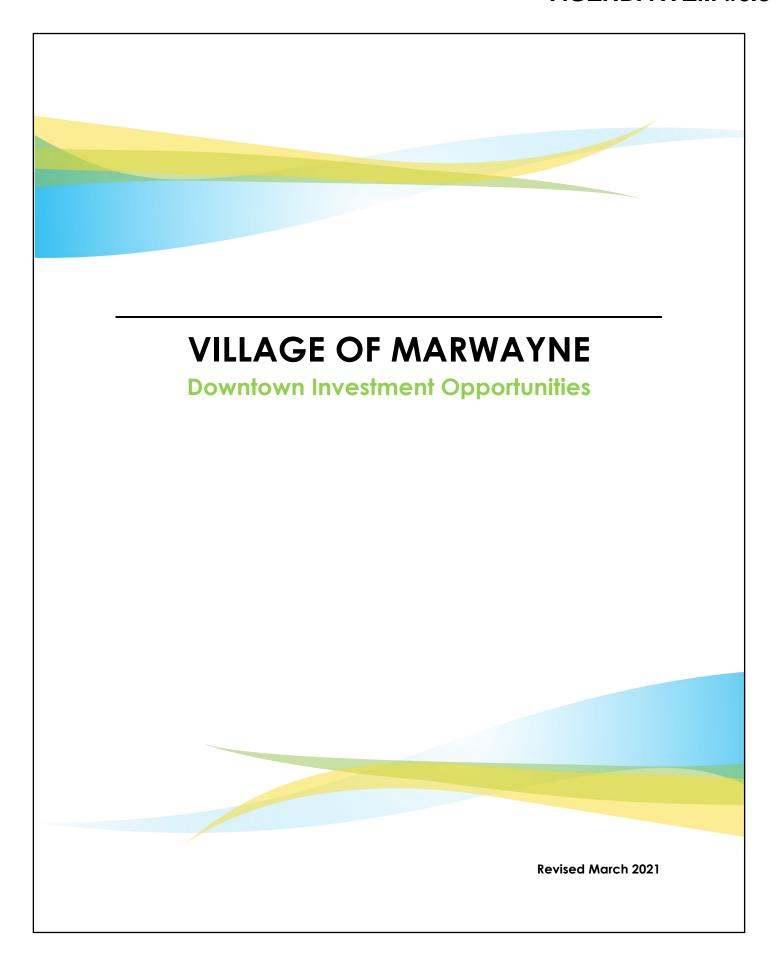
Regards.

Bill Kruining, General Manager

ASL Paving Ltd.

AGENDA ITEM #6.2





AGENDA ITEM #6.3



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Background	3
Vision	3
Available Lots for Sale	4
Lot Pricing	4
Lot Sizes	5
Land Use Bylaw Districts	6-9
Land Use Bylaw District Map	10
Contact	11

Page

A: Box 113 – 210 2nd Avenue South Marwayne AB T0B 2X0 P: 780-847-3962 E: admin@marwayne.ca



Background

In 2014, the Village of Marwayne carried out a 1.9-million-dollar construction project on Centre Street. The goal of the project was to upgrade the underground water and wastewater infrastructure. Through the installation of a much needed storm sewer system and by replacing old sewer mains and water/wastewater laterals, Centre Street has been completely overhauled to ensure the continued viability of our community for years to come.

Above ground, the Village added widened sidewalks for pedestrian traffic, green boulevards and new light fixtures. The revitalization of the Village of Marwayne's downtown core was an essential part of our sustainability plan and served as a means to attract and retain new business to the area for years to come.

Vision

With the new and improved downtown core, the Village of Marwayne looks forward to welcoming you and your business to our community. With multiple commercial lots available for sale, we encourage all interested parties to get in touch with our administrative staff who will assist you and your business in becoming a part of our ever-growing streetscape.

Our open and undeveloped commercial parcels of land are the perfect place for your small or large scale project. Please contact us with your proposal in so that we can easily guide you through the development process.

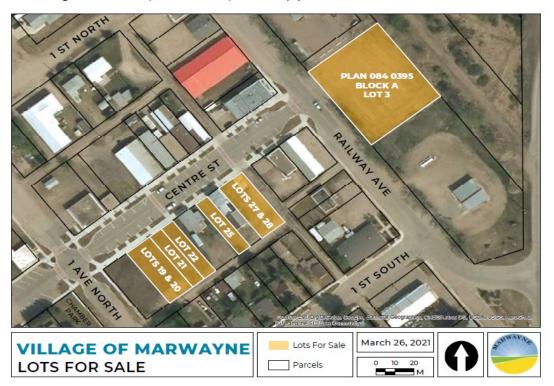
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Available Lots for Sale

The Village of Marwayne currently has six (6) commercial lots for sale:



Lot Pricing

LOT(S)	ADDRESS	WIDTH (ff)	DEPTH (ff)	PRICE
3	\$10 Railway Avenue	175	150	\$10,000
19 & 20	35 Centre Street	50	120	\$15,000
21	33 Centre Street	25	120	\$10,000
22	31 Centre Street	25	120	\$10,000
25	25 Centre Street	25	120	\$10,000
27 & 28	19 Centre Street	50	120	\$15,000

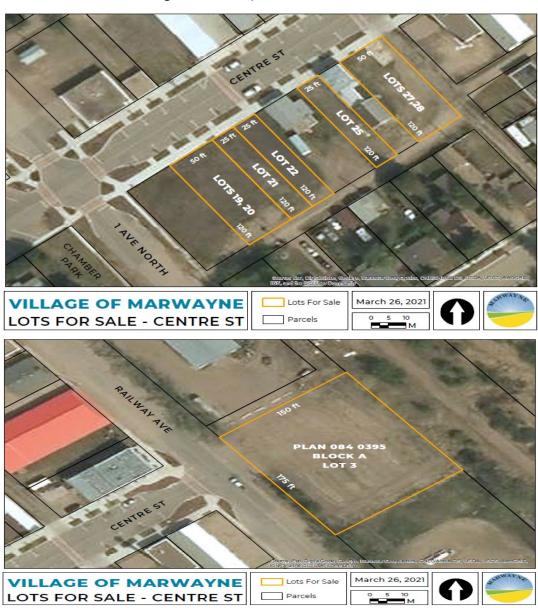
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age 4



Lot Sizes

The following map outlines the lot sizes of the six (6) available lots for sale on Centre Street in the Village of Marwayne.



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age 5



Village of Marwayne Land Use Bylaw Districts

Lots 19/20, 21, 22, 25 and 27/28 on Centre Street form part of the Village Centre District in accordance with the Village of Marwayne's Land Use Bylaw No. 572-19. The purpose of the Village Centre district is to promote development of a pedestrian-accessible, commercial-service district in which a variety of retail, commercial, office, civic, and residential uses are permitted. The Village Centre district is intended to discourage the development of separate off-street parking facilities for each individual use.

Permitted Uses

(a)	Accessory buildings and uses
(b)	Banks
(c)	Clinics
(d)	Coin laundries
(e)	Dry cleaners
(f)	Dwellings located above the ground floor
(g)	Mixed-use buildings
(h)	Offices
(i)	Parks, plazas, public gathering places
(j)	Personal service shops
(k)	Restaurants
(1)	Retail stores
(m)	Sidewalk Café as an accessory use
(n)	Tailoring and shoe repair shops

Discretionary Uses

(a)	Bowling alleys
(b)	Cannabis lounge
(c)	Cannabis retail sales
(d)	Cannabis retail store
(e)	Clubs and lodges
(f)	Commercial schools
(g)	Dance halls
(h)	Dwelling units in a building used for any of the above mentioned permitted or discretionary uses
(i)	Frozen food lockers
(j)	Funeral parlours
(k)	Hotels
(1)	Other uses which, in the opinion of the development authority, are similar to the above mentioned permitted and discretionary uses
(m)	Public or quasi-public buildings and uses
(n)	Theatres
(0)	Veterinary clinics

9 agp

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Regulation	Provision	
(a) Maximum building height	12m (39.4ft). In all cases, the maximum height shall include all rooftop appurtenances, architectural features, skylights, or other such roof mounted building amenities.	
(b) Minimum building setback requirements, except as otherwise specified herein, shall be:		
(i) Front yard (minimum)	Zero, except where the Village may deem it unnecessary considering existing development. Onsite parking shall not be located at the front of any site in Village Commercial.	
(ii) Rear yard (minimum)	None. If the rear line is adjacent to a Residential District, the minimum rear yard shall be 2.0m (6.6ft).	
(iii) Side yard (minimum)	None. If the side line is adjacent to a Residential District, the minimum side yard shall be 2.0m (6.6ft).	
(iv) Awnings, canopies, and projecting signs	orial from the described in frontal or the described of the front of the described of the	

- (c) Sidewalk Café are encouraged in public spaces to enhance the vitality of the street while maintaining pedestrian flow and safety standards.
 - (i) Sidewalk café shall be located adjacent to an existing business and shall be considered an accessory use.
 - (ii) The operator of a sidewalk café must carry a minimum of \$500,000 liability insurance.
 - (iii) A minimum clear passage way of not less the 1.5m (4.9ft) for pedestrians shall be maintained between the café and the curb or any physical obstructions.
 - (iv) Sidewalk cafe will be designed to have an open appearance with a defined edge such as a railing, fence, row of planters or pots.
 - (v) Perimeter fences around an outdoor café shall not be more than 1m (3.3ft) high.
 - (vi) The sidewalk café operator shall maintain the sidewalk café area and the immediately adjacent area in a clean and safe condition at all times.
 - (vii) If applicable, applications will be forwarded to Alberta Health Services and Alberta Gaming and Liquor Commission.
- (d) Renovations, alterations, and additions to existing buildings and all new development in the Village Centre District shall be in accordance with the Marwayne Downtown Historic Area Design Guidelines set out in Schedule B.

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7age 7



Lot 3 on Railway Avenue is part of the Highway Commercial District in accordance with the Village of Marwayne's Land Use Bylaw No. 572-19. The general purpose of this district is to permit vehicle-oriented commercial development appropriate for the municipality. Highway commercial uses are located away from the central business core of the municipality, on larger lots with better highway access and visibility.

Permitted Uses

(a)	Accessory buildings and uses
(b)	Automobile, light truck, and recreational vehicle sales
(c)	Dry cleaners
(d)	Hotels
(e)	Household appliance sales and repair
(f)	Motels
(g)	Service stations and bars

Discretionary Uses

(a)	Auctioneering establishments	
(b)	Bowling alleys	
(c)	Buildings and uses accessory to discretionary uses	
(d)	Cannabis lounge	
(e)	Cannabis production and distribution	
(f)	Cannabis retail sales	
(g)	Cannabis retail stores	
(h)	Clinics	
(i)	Clubs and lodges	
(j)	Commercial schools	
(k)	Dance halls	
(1)	Frozen food lockers	
(m)	Funeral parlours	
(n)	Light-industrial uses	
(0)	Other uses which, in the opinion of the development authority, are similar to the above mentioned permitted and discretionary uses	
(p)	Parking lots	
(q)	Public utilities	
(r)	Rentable unit	
(s)	Restaurants	
(†)	Retail stores	
(∪)	Storage and/or sale of building supplies, lumber, farm machinery, fertilizer, bulk oil, and propane gas	
(v)	Theatres	
(w)	Veterinary clinics	
(x)	Wholesale warehouses	

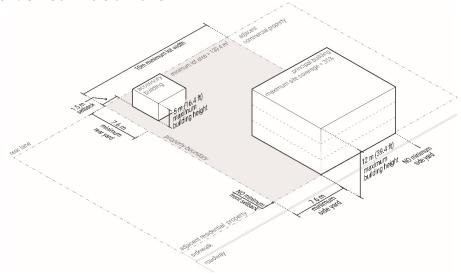
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age 8

Regulation	Provision
(e) Lot area (minimum)	139.4m² (1,500ft²)
(f) Lot width (minimum)	10m (32.8ft)
(g) Front yard (minimum)	None, except where the development authority may deem it necessary to conform with existing development
(h) Rear yard (minimum)	7.6m (25ft)
(i) Side yard (minimum)	
if adjoining a Commercial District	None
if adjoining a Residential District	7.6m (25ft)
(j) Building Heights (maximum)	
principal building	12m (39.4ft), three (3) storeys
accessory building	5m (16.4ft)
(k) Site coverage (maximum)	
principal building	35%
accessory building	15%

- (I) No use shall be established that may, in the opinion of the development authority, become obnoxious by way of noise, odour, dust, or fumes.
- (m) Notwithstanding any other provision of this Bylaw to the contrary, development of a *single detached* dwelling on Block D, Plan 8094ET shall be allowed only as the residence of the owner or operator of a use listed as a permitted or a discretionary use in 7.3(1) or 7.3(2) above. The regulations for the dwelling shall be as indicated for *single detached dwellings* in the Residential (R1) District in Section 7.1.

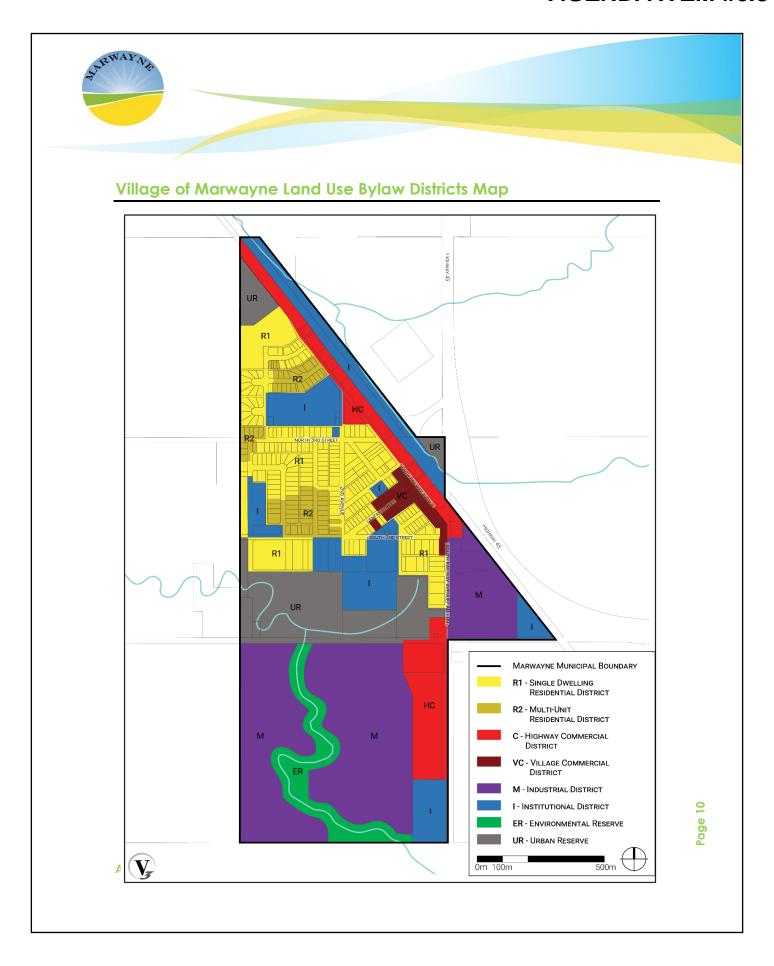
▼ Figure 1: C - Commercial District



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AGENDA ITEM #6.3





Contact

For more information on the Village of Marwayne's commercial lots for sale, please contact our Chief Administrative Officer Shannon Harrower at (780) 847-3962 or via email at <a @marwayne.ca.

Page 1

A: Box 113 – 210 2nd Avenue South Marwayne AB T0B 2X0 P: 780-847-3962 E: admin@marwayne.ca



MARCH 2020 PUBLIC WORKS FOREMAN REPORT

Task	Completed (Yes/No) & Date	Notes
Check & Grade Back Alleys	900d	19
Shovel Municipal Sidewalks (After Each Snow)	OK.	
Sanding (As Needed)	OK.	
Get Flusher Ready for thawing culverts	Ready TO go	
"Dipping" Water Wells (Pumping & Non Pumping)	ok	
Lagoon Inspection & Rotation		
Visual Street Sign Inspections & HWY 897 Signs (Noted in Writing in your Book) Spring Thaw (Check Culverts, Seed Cleaning	all Time.	
Site, Beaver Dams, Drainage, Railway) (Open Culverts as Need & Pump Water)	GLL Time.	
Hazard Assessment & Risk Management (Follow up from month prior)	ye.s	
Check that Outdoor Rink is Melted & Store Nets	OK.	
Check Fire Extinguishers (1 Office, 3 Shop, Vehicles, 2 Water Treatment Plant, 1 Fire Hall, 1 Lift Station, 2 Well House & 1 Clinic)	azz Time.	
Check First Aid Kit for Sticker (Office, Shop, Vehicles and Water Treatment Plant)	900 d	



Regional Operator report

March 2021

Common information:

We continue to use caution and monitor AEP recommendations regarding social distancing and covid

Continue working through the materials for Level II wastewater treatment prep course. Ready for exam. Itron leak sensors back on line. We continue to investigate as time permits.

Monthly reports up to date and annuals submitted.

Ground mic and contact mic equipment from Hetek has arrived. Still some questions regarding the unit. Regional op had a dentist appointment March 1.

Eris server dropped out Feb 8th. Luc Blancette was able to get us back up and running.

Working with Hach to get our equipment recertified (done every other year).

Outstanding items:

Decommissioning work on wells and plants is ongoing. Still a few outstanding items in both places.

Review Drinking water safety plans must be done this year.

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

Marwayne lift station pump.

Annual reports have all been submitted.

Decommissioning completion reports should be submitted to AEP.

The cover on the regional op truck was caught by the wind and damaged. Andrew repaired.

Marwayne:

Will submit decommission plan complete to AEP.

Data for February 2021 was electronically submitted on AEP site.

Still waiting on the new pump for the West lift station. They will repair and warranty.

Still getting some communication alarms from lift station. Not a big problem yet but could get worse.

Consumption is much lower but still a bit high. Lowest flow is about 35 lpm.

Ground mic and leak detection equipment have proved useful in a few places.

Bi Systems have genset for WTP and parts for installation and lift station communications. Scheduled to start in April 2021.

Water temperature tests showing some below freezing.

Will have to draw up a plant improvement plan for AEP.

Annual reports have been submitted to AEP.

One leak repaired on Hwy 897, minimum flow down to 35 to 40 lpm.

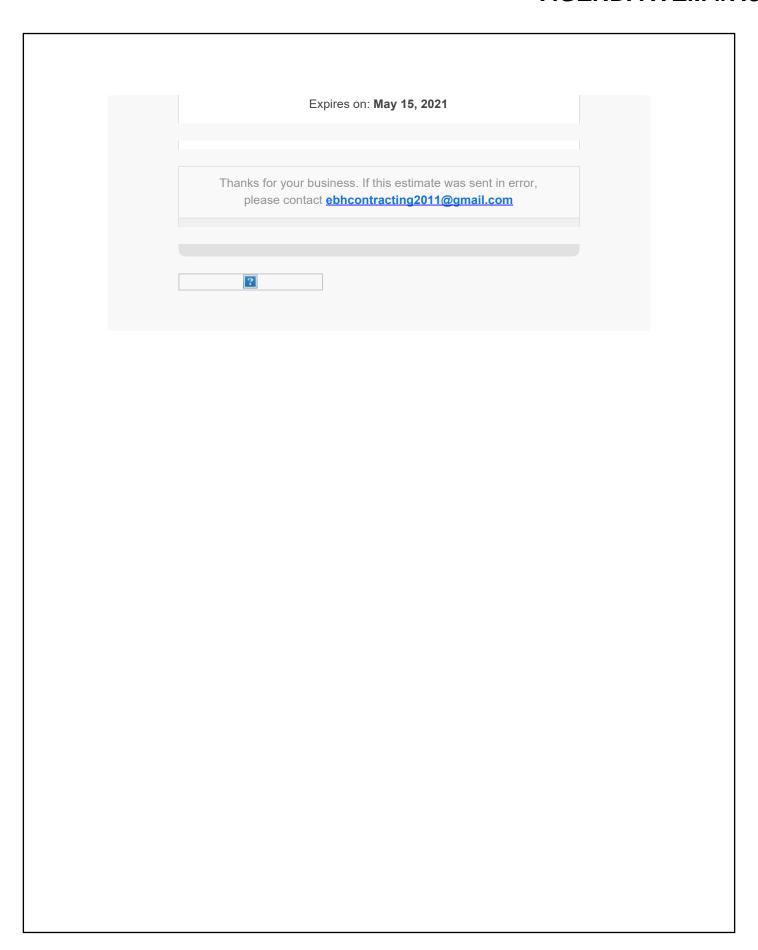
Flushed sewer on 3rd street East from hydrant, worked fine, Homeowner repaired sewer line so we changed water our line to main.

Troubles with one pump in West Lift station. Think we have it solved.

From: Village of Marwayne CAO Marwayne To: FW: Estimate #116 from BYRON CLARK O/A EBH CONTRACTING Subject: Date: March 31, 2021 1:15:40 PM Attachments: image002.png Hello, Please see below estimate for street cleaning. Last year Fenced in & Decked Out did it for \$3,780 even Shannon Kennedy Administrative Assistant Village of Marwayne Box 113 - 210 2nd Avenue South Marwayne AB ToB 2X0 P 780 847 3962 F 780 847 3324 From: BYRON CLARK O/A EBH CONTRACTING <mailer@waveapps.com> **Sent:** March 31, 2021 1:11 PM To: Village of Marwayne <admin@marwayne.ca> **Subject:** Estimate #116 from BYRON CLARK O/A EBH CONTRACTING Estimate #116 for village of marwayne issued on Mar 31, 2021 from BYRON CLARK O/A EBH CONTRACTING Grand Total: \$3,937.50 CAD View in browser

Street Sweeping Page 112 of 155

AGENDA ITEM #7.3



Street Sweeping Page 113 of 155



April 1, 2021

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

ATTENTION: Council

To members of council:

Re: Village of Marwayne 2020 Financial Reporting

We have been working diligently with your staff in an effort to clean up the bookkeeping and provide adequate support for the 2020 audit. At this point we are still making progress but still have work to be done before the accounting records are in adequate shape to be audited.

We need to acknowledge that we are now in our busiest month of the year and feel that the May 1st deadline is coming upon us quickly. Our intentions are to keep working with Shannon to get bookkeeping cleaned up and the audit completed. However, under the time frame we may not be able to make the current deadline as April is a very busy month for our office as a significant part of our business in April is preparing and filing person tax returns.

We propose reaching out to Alberta Municipal Affairs to request an extension to June 15, 2021. This will provide adequate time to properly put together the financial information and complete the audit. We are hopeful to complete everything well before June 15, 2021, however this gives everyone sufficient time to clean up the bookkeeping and get it ready for the audit while also allowing us to provide a quality audit.

If you have any questions please contact Ryan Deis at 780-875-9293.

Yours truly,

Ryan J. Deis, CPA, CA

PO Box 11706, 5012 - 46 Street, Lloydminster, AB T9V 3C1 | www.leckiecpa.com

P: (780) 875-9293 | F: (780) 875-3484 | E: main@leckiecpa.com





Garry Webster President

March 24, 2021

Mike Haanen President Elect Attention: Honourable Mayors/Reeve's, Members of Council and Chief Administrative Officers

Peter McDowell
Past President
APWA Delegate

Re: National Public Works Week, May 17-23, 2020 - "Stronger Together"

Patty Podoborozny CPWA Delegate The APWA Alberta Chapter is seeking your support to recognize and promote National Public Works Week (NPWW) by acknowledging May 16-22, 2021 as National Public Works Week in your community. This year's theme is "Stronger Together." This year's exciting poster challenges our members and their citizens to think about the role public works plays in creating a creating a great place to live. By working together, the impact citizens and public works professionals can have on their communities is magnified and results in the ability to accomplish goals once thought unattainable.

Mike Stasiuk Director, Sustainability

Public Works helps maintain a community's strength by working together to provide an infrastructure of services in transportation, water, wastewater, and stormwater treatment, public buildings and spaces, parks, and grounds, emergency management and first response, solid waste, and right-of-way management. Public Works provides togetherness needed for collaboration with all the stakeholders in capital projects, infrastructure solutions, and quality of life services.

Chris Dechkhoff Director, Allied Members

Greg Zirk

Leader

Director, Outreach

Dean Berrecloth

Director, Idea Group

Joe Guido Director, Special Events

National Public Works Week is observed each year during the third full week of May and this is the 61st year. The APWA encourages public works agencies and professionals to take the opportunity to celebrate the week by parades, displays of public works equipment, high school essay contests, open houses, programs for civic organizations and media events. The occasion is marked each year with scores of resolutions and proclamations from Mayors and Premiers and raises the public's awareness of public works issues and increases confidence in public works agencies like yours who are dedicated to improving the quality of life for present and future generations.

Brittany Wolbeck
Director, Emerging Leaders

For your convenience, I have attached a sample Council proclamation that you may consider using. You may wish to go to www.publicworks.ca for a digital copy of the proclamation and information about this year's theme and resources on making your Public Works Week a success. Also please consider entering your event for our annual awards as well as the National Public Works Week award from CPWA. www.cpwa.net If you have any further questions or require any additional information, please do not hesitate to contact Jeannette Austin, Executive Director at 403.990.2792. Thank you for making a difference.

Jeannette
Executive Director
APWA - Alberta Chapter
p: 403-990-APWA (2792)
admin@publicworks.ca

Please note that declarations should be forwarded to office@publicworks.ca or by mail to:
APWA Alberta Chapter
PO BOX 44095 Garside Postal Outlet
EDMONTON AB T5V 1N6

Yours truly,

Garry Webster, APWA President





National Public Works Week

May 16 - 22, 2021

"Stronger Together"

Provincial/Territorial Proclamation (SAMPLE)

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of [insert Province/Territory]; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in [Insert Province/Territory] to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2021 marks the 61st annual National Public Works Week sponsored by the American Public Works Association be it now,

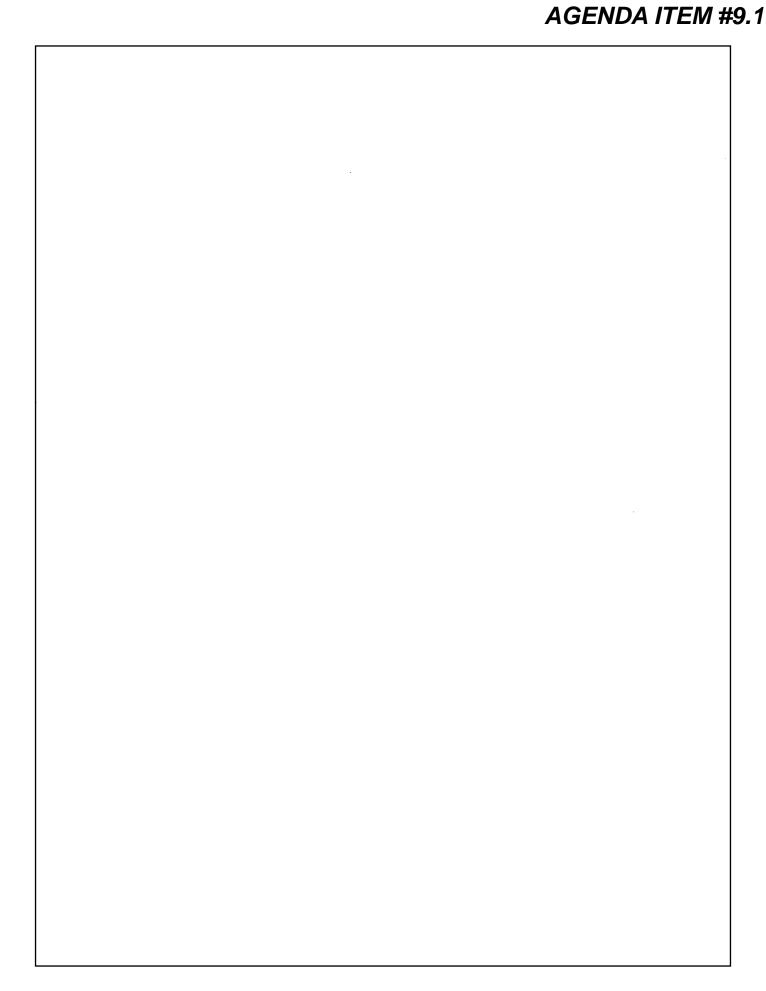
RESOLVED, I, [Insert Full Name], [Insert Premier -or- other title] of [Insert Province/Territory], do hereby designate the week May 16 – 22, 2021 as National Public Works Week; I urge all citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they make to protecting our national health, safety, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of [Insert Province/Territory] (to be affixed),

DONE at the [City/Town/R	tural Municipality] of [Insert City/Town/Rural Municipality], [Insert Province/Territory] this
day of	_2021.

[Insert Full Name of Premier]

[SEAL]





DECLARATION

In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I hereby declare June 7 – 13, 2021 to be Seniors' Week in

Community

Official Title

Official Signature

The Honourable Josephine Pon, Minister of Seniors and Housing

From: Village of Marwayne
To: CAO Marwayne

Subject: FW: Financial Reviewer for library **Date:** March 24, 2021 3:24:46 PM

I received the below email. Pretty sure we already received this type of request from Carmen Smart with the library for the next council meeting. I would of forwarded off to previously.

Shannon Kennedy

Administrative Assistant Village of Marwayne

Box 113 - 210 2nd Avenue South Marwayne AB ToB 2X0 P 780 847 3962 F 780 847 3324 www.marwayne.ca

From: Sharon Hutchings <sharda.hutchings@gmail.com>

Sent: March 24, 2021 2:28 PM

To: Village of Marwayne <admin@marwayne.ca>

Subject: Financial Reviewer for library

We need approval from the Village of Marwayne council for change for financial Reviewer for the Village of Marwayne Library Board financial statements . The library board has approved Amy Parker and we need approval from the village of Marwayne council so we may forward a copy to the Library Services Branch of the Alberta Government . Amy Parker is a college graduate and presently is the office adminstrator for Co-op Grocery Store , Lloydminster. In 1997 she received the Govenor General academic reward for high standard of achievement in High School. Thank you for your attention to this matter. You should have our March 16th, 2021 minutes on file . You can email me the approval if accepted. Sharon Hutchings. Village of Marwayne Library Board.



VILLAGE OF MARWAYNE LIBRARY BOARD

Plan of Service

2021-2026

Mission Statement:

The Village of Marwayne Library Board will promote the pursuit of knowledge for either personal or professional services, thereby enhancing social inclusion, personal development, and community awareness by providing a range of resources to facilitate and encourage lifelong learning and literacy with technology and hands on material.

Library Profile:

In 1972 the Marwayne Public Library was established and granted legal status. Marwayne Public Library has been housed within the community school ever since. The opening of the library was sponsored by school committees, churches, Royal Canadian Legion and various people from the community.

In 2020, the library was renamed Village of Marwayne Library Board to incorporate that we are part of a village. However, most people in the community know us as Marwayne Public Library. We are located within Marwayne Jubilee School at 105-2nd Street South, Marwayne, Alberta, T0B 2X0.

Information from Annual Report 2020:

Library Board of Directors:

Chairperson: Eileen Hines

Raelle Kissick Cheryle Eikeland Sharon Hutchings Arlene Parker Norma Omstead Liz Fournier

Library Staff:

Library Manager: Carmen Smart Library Clerk: Kirsten Hnatow

Collection and Resources:

Our physical collection both printed and non-printed, consists of 15,828 items.

Circulation:

Village of Marwayne Library Board is part of the consortium, Northern Lights Library Services. As such, libraires from around Alberta access our collection.

Circulation total: 6,663

Village of Marwayne Library Board Plan of Service -2-

Patrons:

In total there are between 498 and 516 patron memberships on any given year. Our memberships are free.

Usage:

On average the library has approximately 14,000 in-person visits and 800 virtual visits per year.

Library Services and Programs:

The library provides a large variety of services and programs:

Exam proctoring

Arts and crafts

Adult Education

Early Literacy

Daily Storytime

Pairy Peader

Resume and job search support

Summer Reading Programs

Winter Reading Programs

Childhood Literacy

Inter-Library Loans

Large Print Rooks

Daisy Reader
Audio books/DVDs
Gaming Laptop Labs
Programs for Seniors

Large Print Books
Canada-Wide Access
Programs for Teens
Author/Entertainer Visits

Goals and Objectives:

Goal 1: Access to information to all.

Objectives:

- 1) Encourage and increase public library membership awareness through promoting library resources and activities via online media, monthly village newsletters, school newsletters and community and library billboards.
- 2) Make use of a central source of information and wide variety of services at the library including programming, activities, technology, and resources.
- 3) By 2026, 90% of users surveyed will respond that the information provided by the library about community resources and services is very good.

Village of Marwayne Library Board Plan of Service -3-

Strategy:

- 1) Ensure library staff is knowledgeable about community organizations and what their role is in the community.
- 2) Ensure library staff is knowledgeable in the area of technology.
- **3)** Promote resources/services/events pages on library's website, community website and library Facebook.
- 4) Make use of social networking to inform patrons of library activities.

Goal 2: Expand the library collection.

Objectives:

- 1) Be sensitive to the requests of patrons and their interests.
- 2) Continue to expand our collection of audio books and large print items to support our visually challenged patrons.
- 3) To include a variety of genres including bestsellers to facilitate differences and disabilities within the community.

Strategy:

- 1) Purchase items according to patron's requests.
- 2) Purchase items according to recommendations on websites.
- 3) Purchase items that are not readily available on tracpac.
- 4) Purchase items that are bestsellers at the bookstores and websites.
- 5) Purchase books and materials that are of interest to our diverse community.

Goal 3: Establish the library as a community hub.

Objectives:

- 1) Promote community involvement, learning, and literacy in the library.
- 2) Draw different audiences/user groups.
- 3) Increase membership by 5% annually.

Village of Marwayne Library Board Plan of Service

-4-

4) See increase of attendance in adult and non-traditional programming.

Strategy:

- 1) Develop a program that incorporates learning and fun activities for all ages which will increase usage.
- 2) Research the best material for literacy.
- 3) Encourage community to visit the library during school hours.
- 4) Promote all programs offered to encourage learning.
- 5) Continue to offer Winter Reading and Summer Reading Programs and activities.
- 6) Offer material for intervention reading programs.
- 7) Provide materials for guided reading.
- 8) Encourage public usage of the public library during public library hours and school hours.
- 9) Library will offer at least two summer activities for all ages.
- 10) Continue story time for all children up to grade 5.
- 11)Provide technology classes for all ages.
- 12)Sponsor author/entertainer/event instructor visitation who appeal to various age groups in the community.

Goal 4: Provide a safe and welcoming environment for all.

Objectives:

1) Create comfortable indoor/outdoor spaces in our library. Enhance our outdoor atrium to encourage patrons to host gatherings and enjoy reading outside.

Strategy:

- 1) Purchase comfortable outdoor patio furniture to create a welcome area outside.
- 2) Purchase hand sanitizer and masks for patrons and staff usage.
- 3) Provide sanitation, masks, and covid questionnaires before entry into the library so patrons feel safe. Including quarantining of all materials.
- 4) Provide genre signage so items are easily found.
- 5) Sanitize the library and furniture after usage.
- 6) Quarantine items for the allocated 3 days before putting back on shelves.

Village of Marwayne Library Board Plan of Service -5-

- 7) Create a welcoming atmosphere inside and out.
- 8) When school hours are closed, all patrons must ring for the locked door to be opened in-order for library staff and patrons to feel safe.

Goal 5: Increase library's profile and usage.

Objectives:

1) The library board and library staff will seek out meaningful opportunities to promote the library in and around the Village of Marwayne.

Strategy:

- 1) Library board and staff members will promote the library whenever possible at community events whether in person or online.
- 2) Speak to classes in Marwayne Jubilee School about library services.
- 3) Send mailers home with students at Marwayne School.
- 4) Identify community events to attend with a display table, bringing puppets and a prepared story time to provide to kids at the event.

Goal 6: Promote our current Learning Commons to engage the community to explore, experiment and collaborate to improve learning.



Objectives:

1) Provide resources to incorporate independent thinking, collaborative learning, experimental learning, tinkering through fun and technology.

Strategy:

1) Continue promoting our Learning Commons centre and collection.

Village of Marwayne Library Board Plan of Service

-6-

Future Plans and Needs: Marwayne Public Library is here to serve the community of Marwayne and surrounding areas, including the Village of Dewberry, where library services are not available. Our library offers many services within our community. We are the only resource to come for use of free Wi-Fi, and use our in-house computers to print out important documents, create and update resumes, go on job searches, and apply for jobs. As such, we plan to continue upgrading our technology as required to keep up with the demands of our community. As this is a rural area, we are keenly aware that agriculture plays a vital part in our community life. Thus, we plan to address needs within our community where feasible. The demographics of our community is a mixture of age groups which we also keep in mind when planning projects and materials. We endeavour to meet the needs of our diverse community. This is an ongoing endeavour.

Update from our Plan of Service submitted in 2016:

Goal 1) Our objective was to increase library membership through promotion via

social networking.

Update: We incorporated a Library Facebook page which is kept up to date with

news and promotion of the library. Our membership has gone from 498-516. The number of people attending events and participating in reading

programs has risen.

Goal 2) Expand the library collection.

Update: We now have a Young Adult Fiction section for teens. We have purchased

more large print books and audio books for our visually impaired patrons.

Goal 3) Promote Community involvement in the library.

Update: We have offered a variety of classes, events, entertainers, authors and

reading programs to promote usage of the library. We also incorporated a Learning Commons Centre with a grant received from our county. The community came out for an open house night to celebrate the Learning

Commons Centre. It was a great success. The library was full.

Village of Marwayne Library Board Plan of Service -7-

Goal 4) Provide an environment that is appealing to library patrons.

Update: We purchased new wing back chairs for comfort and ease of reading. We

hired an artistic patron to paint murals on our library walls in the children's

section. We moved our DVD display for better access.











Goal 5) Continue our relationship with Northern Lights Library System (NLLS).

Update: Our staff continues to go to NLLS conferences. Our Library Manager is

sent to all advisory council meetings held by NLLS.

Goal 6) Utilize technology.

Update: We recently purchased 4 new computer towers and software in-order-to

upgrade our technology system. We have encouraged using e-books,

electronic magazines, and entertainment. With each new patron

registration, we hand out an app brochure to encourage the use of online

apps. Our statistics have tripled in the areas of online patron usage.

Marwayne Library Board Meeting - March 16, 2021

Meeting was called to order.

Agenda was accepted

Minutes from previous meeting accepted as written.

Treasurers Report was accepted

- 2021 Budget was reviewed and accepted.
- Norma Olmstead will be a new signing authority on the Bank Account since the passing of . She will be going to the bank once the treasurer has set up all the necessary paper work.
- Miss Parker will be the new auditor of the Library books.

Library Managers report accepted as written

- Library Conference "Spark Ideas Ignite Passion" will be on-line and it will be May 27 to 29, 2021.
- Library Website offers many options for the avid reader.
- Discussed Patio furniture purchase and will look into options. \$2500.00 was put aside for this venture
- The Government has advised the Library that they need to send a list of Library Board Members to the Village of Marwayne. This list needs to be approved by Council in a motion and recorded in the Village Minutes. The Library Manager will send a letter to the Village outlining what is needed. This list needs to be approved by the Village every 3 years.

Next Meeting will be in June. Date to be announced.

Cheryle Eikeland

Marwayne & District Chamber of Commerce

Annual General Meeting

March 18,2021

In attendance: Sharon Kneen, Ron Tannas, Cheryle Eikeland, Pat Fox, Charlene Hendricks

Sharon called the meeting to order at 7:10.

Charlene read minutes from our last meeting March 27,2019. Ron moved that the minutes be accepted as read. Sharon 2nd.

Sharon presented our agenda - 2020 financials

Board for 2021 Old Business Dissolution of Chamber

Disbursement of assets

Sharon distributed the financial statement for 2020. Charlene moved that the financial report be accepted as presented. Pat 2nd.

Pat moved that the executive remain the same for the 2021 year. Charlene 2nd. All in favor, carried.

The executive will be as follows:

President/Treasurer - Sharon Kneen

Vice President – Ron Tannas

Secretary – Charlene Hendricks

Directors - Cheryle Eikeland

Teresa Miskie

Old business -

Master operating agreement for campground operations (May 1, 2012) is null and void as of December 28,2012 when land ownership was transferred to the Marwayne Agricultural Society. Cheryle provided a letter to the Chamber from the Village of Marwayne as documentation of this change. To clarify, the Chamber is currently operating the campground under the Ag Society.

Dissolution of Chamber

After some discussion Sharon moved that the Chamber be dissolved by the end of this year allowing time for campground operations to be transferred to a new operator and assets of the chamber be disbursed. Ron 2^{nd} . All in favor. Carried.

Cheryle moved that the Ag Society be notified in writing that the Chamber of Commerce intends to dissolve by December 31,2021 and the Ag Society or their designated agent will be responsible for campground operations. Pat 2nd. All in favor. Carried.

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Charlene will write letter to Ag Society before their meeting next week.

Disbursement of Assets

Property – lot 8, pt lot 7, blk7 plan 1297 H.W. (101 Centre St.)

Sharon moved that we transfer title from the Chamber to the Village of Marwayne with the suggestion that any funds from the sale of said property would go to an Economic Development Committee within the village. Ron 2^{nd} . All in favor. Carried.

Cash (as of Dec.31/20) - \$67,177.03

Cheryl moved that our cash holdings be disbursed as follows:

\$20,000.00 - EDC

\$10,000.00 – Ag Society

\$10,000.00 - Historical Society

\$20,000.00 - future campground operator

With any remaining funds at the time of dissolution to the campground operator.

Sharon 2nd. All in favor. Carried.

Sharon and Charlene will complete the necessary paperwork to have membership current for this year and will notify members using any benefit plans that they must acquire membership in another Chamber of Commerce by the end of this year so their benefits can remain active.

Next meeting set for April 28,2021 at 7pm.

Ron moved meeting be adjourned at 8:22.

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Marwayne & District Chamber Of Commerce Financial Statements

Jan 1, 2020- to Dec. 31, 2020

RECEIPTS:

EXPENSES:

Campground income	\$ 8769.00	Campground Power	2850.78
Membership	435.00	Campground Waste	996.74
Group Insurance	848.30	Campground Cleaning	337.75
Equipment Rental	.00	Campground Insurance	759.33
		Campground Mowing & Spraying	1200.00
Pancake Breakfast	.00	Campground Maintenance	84.00
Flower Barrels	640.00	Campground Internet	1007.88
Interest Income	30.02	Campground Advertising	414.75
		Campground Utilities (water)	773.29
		Pancake Breakfast	.00
ž.		Memberships	286.35
		Donation (EDC - Ag. Soc.)	4473.77
		Equipment	173.25
		Flower Barrels	521.90
		Watering Flower Barrels	800.00
		Wreath	46.00
/		CDO Position	1000.00
		Bursary	300.00
		Donations	.00
		Office Expense	295.69
		Bank Charges (Debit Machine)	399.82

TOTALS

\$10722.32

\$16721.29

CHEQUING ACCOUNT

Bank Balance as of Jan 1, 2020	\$ 73176.00
Plus income for 2020	10722.32
Less payments for 2020	16721.29
Ledger balance as of Dec. 31, 2020	\$
Less outstanding deposits for 2020	.00.
Add outstanding payment for 2020	00,00

Bank Balance as of Dec. 31, 2020

\$67177.03

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Date: March 12, 2021

The following report is for your information. Your service to the Northern Lights Library System is valued and appreciated. If you have questions, concerns, compliments please direct them to the Executive Board representative for your zone. Contact information is found on page two of this report.

BOARD

- Next executive board meeting April 9, 2021 (10:00am)
- Next general board meeting May 29, 2021 (10:00am)

Approved meeting minutes are available on the website and meeting dates for the remainder of the year are also available on the same page: https://www.nlls.ab.ca/about-us/board2#grid. The entire General Board meeting package is available in the board vault on the website: https://www.nlls.ab.ca/board/board-meeting. You will need to login (passwords can be recovered directly on the site).

OPERATIONS

- Our all staff meeting on Monday March 8, 2021 was very productice as we discussed our organizational review and steps forward with that.
- I met with Margaret Law and Karla Palichuck from The Alberta Library (TAL) and discussed a number of potential efficiencies with them. TAL will be investigating wireless printing software for libraries. A need in many of our communities.
- We are thick in the planning of an organizational restructure in response to the recent review.
- We have renamed our Public Services Department to Member Library Services. We serve our members and they serve the public. The name better reflects our purpose - if anyone understands the power of words on one's thinking it ought to be us.

LIBRARIES

- As per the Province, libraries starting today (Friday March 12) need only quarantine items for 24 hours instead of 72! This will get materials moving in the system.
- I met with Library managers from a number of our libraries this week, including: Elk Point, Cold Lake, Athabasca, Gibbons, and Lac La Biche. So many wonderful things happening and such great feedback from these libraries.

I am currently reading: The Name of the Wind by Patrick Rothfuss on loan from the Standard Municipal Library. (I had to look up where Standard was... I had never heard of it)

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EXECUTIVE COMMITTEE MEMBERS

NAME	ZONE	EMAIL	PHONE NUMBER
Vicky Lefebvre	Chair	gillesvicky74@gmail.com	780-573-1926
Warren Griffin	Zone 1 - Vice Chair	wgriffin@athabascacounty.com	780 675-0470
Craig Lukinuk	Zone 1	clukinuk@smokylakecounty.ab.ca	780-656-3730
Larry Tiedemann	Zone 1	casperti@telus.net	780-975-0508
Barb Smith	Zone 1	bsmith@boylealberta.com	780-689-3643
Debra McQuinn	Zone 2	mcquinndac@msn.com	780-614-8288
Cyndy Heslin	Zone 3	heslin@ryley.ca	780-663-3653
Karen Shaw (Sturgeon County)	Zone 3	kshaw@sturgeoncounty.ca	587-879-0208
Jennifer Anheliger	Zone 3	jennifer.anehliger@morinville.ca	780-380-7296
Jill McLuckie	Zone 4	imcluckie@mannville.ca	780-763-3500

Zones

Zone 1	Zone 2	Zone 3	Zone 4
Athabasca County	City of Cold Lake	Beaver County	County of Minburn
S.V. of Bondiss	County of St. Paul	Lamont County	County of Vermilion River
S.V. of Sunset Beach	County of Two Hills	Sturgeon County	M.D. of Wainwright
S.V. of Island Lake	Lac La Biche County	Town of Bon Accord	Town of Vegreville
S.V. of Island Lake South	M.D. of Bonnyville	Town of Bruderheim	Town of Vermilion
S.V. of Mewatha Beach	S.V. of Pelican Narrows	Town of Gibbons	Town of Wainwright
S.V. of West Baptiste	Town of Bonnyville	Town of Lamont	Village of Chauvin
S.V. of Whispering Hills	Town of Elk Point	Town of Morinville	Village of Edgerton
Smoky Lake County	Town of St. Paul	Town of Mundare	Village of Innisfree
Thorhild County	Town of Two Hills	Town of Redwater	Village of Irma
Town of Athabasca	Village of Myrnam	Town of Tofield	Village of Kitscoty
Town of Smoky Lake		Town of Viking	Village of Mannville
Village of Boyle		Village of Andrew	Village of Marwayne
Village of Vilna		Village of Holden	Village of Paradise Valley
Village of Waskatenau		Village of Ryley	

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MINUTES OF THE MEETING OF THE VERMILION RIVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION ON MARCH 23, 2021, AT 6:00 P.M. ON ZOOM

PRESENT:

Chair: L. Wolgien Vice-Chair: R. McDonald

Directors; T. Pollard; S. Hryciuk; D. Bergquist; M. Baker; G. Barr;

J. Thompson

CAO: S. Schwartz

ABSENT:

None.

The meeting was called to order at 6:00 P.M.

AGENDA:

Additions to Agenda:

None.

MOVED by G. Barr that the agenda be adopted as presented. *Carried*.

MINUTES OF THE MEETING OF FEBRUARY 23, 2021:

MOVED by R. McDonald that the minutes of the meeting of February 23, 2021, be adopted as presented.

Carried.

FEBRUARY 2021 FINANCIAL REPORT:

S. Schwartz presented the financial report for February 2021, and provided explanations as required. The February 2021 report showed a balance of \$258,912.24 in the operating account. The capital reserve account increased to \$545,887.22 due to interest payments received. The operational reserve account remained unchanged at \$228,336.62. The closure/post-closure account remained unchanged at \$109,472.38.

MOVED by T. Pollard that the February 2021 financial report be adopted as presented. Carried.

FEBRUARY 2021 MUNICIPAL REQUISITION REPORT:

S. Schwartz presented the February 2021 municipal requisition report for information.

FEBRUARY 2021 ACCOUNTS FOR APPROVAL:

S. Schwartz presented the cheques numbered 5798, 5799 and 5919 to 5974, and the debit memos and credit card charges for February 2021, and provided explanations as required.

MOVED by D. Bergquist that the cheques numbered 5798, 5799, and 5919 to 5974, and the debit memos and credit card charges be accepted as presented.

Carried.

FEBRUARY 2021 VERMILION TRANSFER SITE OUTSTANDING ACCOUNTS:

S. Schwartz presented the February 2021 Vermilion transfer site outstanding accounts report for information.

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Minutes of the Meeting of VRRWMSC on March 23, 2021

MARCH 2021 CHIEF ADMINISTRATIVE OFFICER'S REPORT:

S. Schwartz presented the March 2021 Chief Administrative Officer's report, and provided explanations as required.

MOVED by D. Bergquist that the March 2021 Chief Administrative Officer's report be accepted as presented.

Carried.

BUSINESS ARISING FROM THE CHIEF ADMINISTRATIVE OFFICER'S REPORT:

NEW BUSINESS:

1. Spring and Summer 2021 Weed Spraying and Mowing for Satellite Transfer Stations: S. Schwartz presented the quote received from Trigger Control for mowing and spraying at the satellite transfer stations for the upcoming spring and summer. There was some discussion about the quote. The cost for mowing per site is the same as last year. (\$325/ site). The cost for spraying (which is done spring and fall at all satellite sites, increased by \$25.00/site to \$400/site). The Commission will be requesting a request for proposal for this service in 2022.

MOVED by R. McDonald that the quote presented by Trigger Control be accepted as presented for the 2021 season.

Carried.

2. Government Regulatory Changes for Management Services Commissions Regarding Bylaws:

S. Schwartz provided information regarding a Webinar that she had participated in which was moderated by Alberta Government Municipal Affairs staff. The Webinar was conducted for the benefit of Management Services Commissions within the province, and it was held to explain new Commission requirements for reporting bylaws. These changes took effect on December 31, 2020. It is now no longer necessary to file Commission bylaws with the Alberta government. We were informed that Commissions should prepare their own operating bylaws and keep them on file in a secure place.

It was suggested that there should be bylaws covering the following:

- The process for changing services provided by the Commission
- ii) Administration and staffing
- iii) The process for adding and removing members
- iv) Fees charged for services
- v) Disposal of assets
- vi) Terms for disestablishment
- vii) Commission safety policies
- viii) Security of documents

The government of Alberta now only requires written notice of major operational changes such as disestablishment and that notification is to be submitted before sixty (60) days after the occurrence.

S. Schwartz informed the Board that we have policies governing most of the above, so it will be possible to adapt these to a bylaw format and numbering system. She will begin working on these and present them for approval as they are completed. There is no deadline for completing these, but it was suggested that they be completed before the next municipal election.

Page 2 of 3

Minutes of the Meeting of VRRWMSC on March 23, 2021

9. Changes to Used Paint Stewardship and Hazardous Waste Handling:

- i) Used Paint Stewardship:
 - S. Schwartz explained that as of May 31, 2021, the Commission will no longer be required to pay additional fees for the collection of eligible used paint materials. The paint stewardship program is now going to be fully funded. This will save the Commission approximately \$9,000 annually based on 2020 costs.
- ii) Hazardous Waste Collection Rates:

As of May 31, 2021, the Alberta government will no longer be funding disposal costs for hazardous waste at the Swan Hills Treatment Centre. This household hazardous waste program has been funded by the government for 34 years, but because the government plans to close the Swan Hills facility by 2025, they won't be accepting any additional hazardous waste after May 2021. Waste Commissions will be responsible for funding 100% of disposal costs. We currently pay approximately \$857.00 per bin dump for hazardous waste. We have these bins at Paradise Valley, Kitscoty, Marwayne and Vermilion. In 2020 the total budget for handling hazardous waste was approximately \$11,000 which is equivalent to approximately 13 bins in total. These costs are a line item on the operating budget for each of the sites that listed above. It is difficult to determine what potential disposal costs will be, but our contractor estimates anywhere from \$1,300 to \$1,500 per bin. This is of major import to municipalities and Commissions throughout the province. There was discussion as to whether or not the Commission continue to fund this program in the short term. Further discussion and more information is required before a long-term decision can be made. The Commission is aware that if we stop the program, the hazardous waste will be deposited in the landfill, and that is not acceptable. We will be sending out more detailed information to our Commission municipalities and will continue to keep them informed as to the resolution of this issue.

MOVED by G. Barr that the Vermilion River Regional Waste Management Services Commission continue with our current collection system for hazardous waste as we pursue more clarification about the future of this program.

Date

SECOND by R. McDonald *Carried*.

OLD BUSINESS:

None.

Chair

The next meeting will be held on Tuesday, April 27. 2021 at 6:00 P.M. Place to be determined.

The meeting adjourned at 7:13 P.M.

These minutes have been adopted in their entiret	y at the April 27	', 2021, meeting.

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MINUTES OF THE MEETING OF THE VERMILION RIVER REGIONAL WASTE MANAGEMENT SERVICES COMMISSION ON FEBRUARY 23, 2021, ON ZOOM

PRESENT:

Chair:

L. Wolgien

Vice-Chair:

R. McDonald

Directors:

T. Pollard: M. Baker; S. Hryciuk; G. Barr; J. Thompson; D. Bergquist

CAO:

S. A. Schwartz

ABSENT:

None

The meeting was called to order 6:00 P.M.

AGENDA:

Additions to Agenda:

L. Wolgien - New Business - Performance Review for S. Schwartz

MOVED by G. Barr that the agenda be adopted with the above addition. *Carried*.

MINUTES OF THE MEETING OF JANUARY 26, 2021:

MOVED by T. Pollard that the minutes of the meeting of January 26, 2021, be adopted as presented.

Carried.

JANUARY 2021 FINANCIAL REPORT:

S. Schwartz present the financial report for January 2021, and provided explanations as required. The January 2021 report showed a balance of \$174,486.25 in the operating account. Ms. Schwartz explained that a capital expense of \$3,500.00 for the speaker system for the Vermilion transfer site was included in the January 2021 financial report. The capital reserve account increased to \$544,925.48 due to interest payments received. The operational reserve account remained unchanged at \$228,336.62. The closure/post-closure account remained unchanged at \$109,472.38.

MOVED by R. McDonald that the January 2021 financial report be adopted as presented.

Carried.

JANUARY 2021 MUNICIPAL REQUISITION REPORT:

Ms. Schwartz presented the January 2021 municipal requisition report for information.

MOVED by D. Bergquist that the January 2021 municipal requisition report be accepted for information.

Carried.

JANUARY 2021 ACCOUNTS FOR APPROVAL:

S. Schwartz presented the cheques numbered 5796, 5797 and 5917 to 5947, and the debit memos and credit card charges for January 2021, and provided explanations as required.

MOVED by R. McDonald that the cheques numbered 5796, 5797 and 5917 to 5947, and the debit memos and credit card charges be accepted as presented.

Carried.

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Minutes of the Meeting of the VRRWMSC on February 23, 2021

JANUARY 2021 VERMILION TRANSFER SITE OUTSTANDING ACCOUNTS:

S. Schwartz presented the January 2021 Vermilion transfer site outstanding accounts report for information.

MOVED by J. Thompson that the January 2021 Vermilion transfer site outstanding accounts report be accepted for information.

Carried.

FEBRUARY 2021 CHIEF ADMINISTRATIVE OFFICER'S REPORT:

S. Schwartz presented the February 2021 Chief Administrative Officer's report, and provided explanations as required.

MOVED by R. McDonald that the February 2021 Chief Administrative Officer's report be accepted as presented.

Carried.

BUSINESS ARISING FROM THE CHIEF ADMINISTRATIVE OFFICER'S REPORT: None.

FOR INFORMATION:

1. 2020 Satellite Transfer Site Household Waste and Recycling Bin Dump Comparison Charts:

A correction is to be made on these charts and the revised copies will be sent out to the directors.

2. 2020 Actual Costs to Budgeted Costs Variances:

Ms. Schwartz explained that all municipalities received a credit from the 2020 actual cost to budgeted cost comparisons. Letters have been sent and credit notes issued to each of the municipalities reflecting the credit. As the Commission cannot issue refund cheques due to our Charter restrictions, the municipalities have been asked to redeem their credit notes as part of their monthly requisitions in 2021.

MOVED by M. Baker that the 2020 satellite transfer site charts and the 2020 cost to budget variance information be accepted as information.

Carried.

NEW BUSINESS:

1. Chief Administrative Officer's Replacement Laptop:

S. Schwartz informed the Board that she will be purchasing the new laptop in March. This item has been budgeted in the 2021 capital budget.

2. Chief Administrative Officer's Annual Performance Appraisal:

L. Wolgien informed the Board that the performance appraisal for the Chief Administrative Officer has not been completed as of yet. It was decided that Ms. Schwartz is to send a copy of the blank performance appraisal form as well as a copy of the last completed one to each of the directors. The appraisal will then be completed based on director feedback.

OLD BUSINESS:

1. Amended Commission Bylaw Revision No. 2-2021:

Ms. Schwartz explained the changes to the original *Bylaw Revision No. 2-2011* which reflects the change in the number of directors from nine (9) to (8) which changed effective January 1, 2021.

FIRST READING: Ms. Schwartz read *Bylaw Revision No. 2-2021* to the Board. The Chair asked if there were any questions or concerns with *Bylaw Revision No. 2-2021* as it was written.

Page 2 of 3

Minutes of the Meeting of the VRRWMSC on February 23, 2021

MOVED by S. Hryciuk that the first reading of *Bylaw Revision No. 2-2021* was noted and recorded.

Carried.

SECOND READING: Ms. Schwartz read *Bylaw Revision No. 2-2021* to the Board. The Chair asked if there were any questions or concerns with *Bylaw Revision No 2-2021* as it was written.

MOVED by D. Bergquist that the second reading of Bylaw Revision No. 2-2021 was noted and recorded

Carried

MOVED by R. McDonald that *Bylaw Revision No. 2-2021* be read to the Board for the third and final reading.

Carried.

THIRD READING: Ms. Schwartz read *Bylaw Revision No. 2-2021* to the Board. The Chair asked if there were any questions or concerns with *Bylaw Revision No. 2-2021* as it was written.

MOVED by G. Barr that *Bylaw Revision No. 2-2021* be adopted as presented. *Carried*.

Paradise Valley Transfer Site Update:

M. Baker and D. Bergquist informed the Board that they would be meeting with County of Vermilion River representatives in early spring to discuss any changes or improvements that may help deal with any potential spring flooding.

The next meeting will be held on Tuesday, **March 23, 2021, at 6:00 P.M.** It will be determined at a later date whether the meeting will be at the Vermilion transfer site or on ZOOM. This decision is dependent on the ruling from the Government of Alberta and their Covid plan.

The meeting adjourned 6:39 P.M.

These minute have been adopted in their entirety at the March 23, 2021, meeting.

For Chair Mar 23/21

Date

Marwayne Agricultural Society March 24, 2021 7:30 pm Lea Park Rodeo Office Minutes

Attendance:

JoAnne Hughes

Yolanda Oberhofer

Todd Hames

Cory Hines

Sharon Kneen

Ron Tannas

Ilona Franklin

Ron Miskie

Marty Person

Rick Hozack

Melodie Pawliuk

WELCOME:

Yolanda Oberhofer opened the meeting at 7:35 pm and welcomed everyone to the meeting.

Amendments &/or Approval of the March 24, 2021 Agenda:

Sharon Kneen made a motion that the March 24, 2021 Marwayne Agricultural Society Agenda be approved as present. Seconded by Ilona Franklin, Carried.

Amendments &/or Approval of the October ,2020 Marwayne Agricultural Socjety **Meeting Minutes:**

Melodie Pawliuk made a motion that the October, 2020 Marwayne Agricultural Society minutes be approved as present. Seconded by Sharon Kneen. Carried.

Business arising from the Minutes:

- a. New Bylaws Finalized and approved by AAAS on February 3, 2021
- b. AAAS Annual Convention If anyone is interested please contact the Marwayne Agricultural Society office for details. At this time we are do not have anyone registered as we find the cost a bit steep for the content provided this year.
- c. AGLC License Reminded everyone must go through the Marwayne Agricultural Society office.
- d. Village contract update Both contracts have been updated and signed and will be reviewed in a year.

New Business:

a. Grant applications - Curling rink applied for a small CFEP grant. No word at present on the grant. For the Small & Medium Enhanced grant; the Community Hall has received their grant of \$8,989.80, Arena and Rodeo are still under review as of March 12. Stabilized grants the Arena and Rodeo have applied no word at present. Base and Operational Grants are sent in and will be receiving the grant money in May or June. County of Vermilion grants were all received later December for 2020.

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- b. Campsite Operations The Chamber of Commerce has voted to dissolve the Chamber as of December 21, 2021. They have presented a letter to the Marwayne Agriculture Society to make us aware of these changes as the campsite property is owned by the Ag Society. They have approached the Marwayne Legion to see if they are interested in taking over the campsite Operations in the town of Marwayne. The Legion hasn't had a meeting yet but it is looking positive that they will take it over. See attachment for details.
- c. Donation from the Village Office The Village Office gave the Marwayne Agricultural Society \$10,000.00 as a relief fund from COVID. Todd Hames made a motion that the \$10,000.00 be divided up as follows. Ag Society 5%, Marwayne Arena 40%, Marwayne Curling Club 30% and Community Hall 25%. Ilona Franklin seconded it. Carried.
- d. Year-end Books and final invoices for year end. Reminder books to be finalized and handed in to the Marwayne Agricultural Society office by middle of June and final invoice for 2020-2021 will be sent out early May.

Reports from the Committees:

Community Hall – At present there are 3 weddings booked, upcoming election and kitchen is rented for one occasion. The chairs are needing to be inspected and repaired if needed. No date set for this at present. June 25, 2022 the Hall will be doing a 10-year anniversary celebration.

Legion – At present there are no events scheduled. Last year they had lost income due to no rentals of the reunion building and are working off their reserves. The campsite income was fairly regular.

Arena – The arena was used for hockey practice for one month this year. They had a burger night that went over very well. They still have burgers and ground beef for sale if anyone is interested. Ice is now out and they will be scheduling a clean up for the ice surface. This year they are hoping the PBR will go and will be using the grounds at the Lea Park Rodeo instead of indoors at the arena. At present still working on dates and if available to go. They have sponsors lined up once the PBR is allowed to go ahead.

Marwayne Jubliee School – There are many students doing on line schooling. They have hired staff to mark the on-line schooling. They had one case in the school. They were inspected to make sure they were following the proper guide lines. The inspection report was well pleased and commented that the school was doing a great job. At present Grad will be still going forward, unless new regulations come out. They will be doing a live video of the grad. The numbers have decreased in the school over the last 10 to 12 years. They are now at present 240 students. The Clandonald school will be closing as well at the end of the school season.

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Rodeo – The rodeo is sitting financially well at present. They have started selling raffle tickets for this year's truck. The rodeo committee is preparing for this year's rodeo on June 11,12 and 13. Even if they can host the rodeo with no spectators they will still be able to make ends meet. The rodeo contestants are willing to donate part of their winnings back to the rodeo committee in order to help finance the rodeo in order to have a rodeo. This year the rodeo committee will be looking for more volunteers to help operate the rodeo instead of paying wages. At present they have presented this option to a number of people and everyone has agreed in order to help have a rodeo. As well the committee is planning on adding sand to the rodeo grounds to help improve the footing.

Ball – They have decided to take registration of names but no money at present. This way if ball is not allowed to be played this summer, they don't need to refund anyone. They are also still working on finishing Diamond 3.

Fire Hall – They have hired a new Fire Chief in the County of Vermilion River. This year they are wanting to have equipment updated, add on to the fire hall and do more upgrades for training.

Curling Club – The curling rink will be purchasing white sheets for the ice surface this will be faster for helping put the ice in as well they have a 20-25-year wear. The over all cost well be cheaper in the end. They cost \$5,000 per sheet and will be needing 3 sheets. The tickets are out for this year's side by side and can be purchased for \$40.00 per ticket from any curling member or Home Hardware in Marwayne. This summer the curling club is thinking of ideas on how to use the facilities to help cover cost. Ideas are like pickle ball or bean bags, etc.

Time and Place of Next Meeting

Later June either in the arena or curling rink.

Adjournment

Sharon Kneen adjourned the meeting at 8:55 pm

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Marwayne and District Chamber of Commerce PO Box 183 Marwayne, AB TOB 2X0

2021/03/22

Marwayne Agricultural Society PO Box 507 Marwayne, AB TOB 2X0

Ag Society Board,

Last Thursday at our AGM the Marwayne Chamber of Commerce Board of Directors voted to dissolve the Chamber. Our goal is for this process to be completed by the end of 2021.

This letter serves as notice that after December 31,2021 we will no longer operate the campground on your property. We are prepared to hand over that responsibility as soon as a replacement is ready to begin.

Part of our discussions surrounding the dissolution of the chamber involved the disbursement of our assets. It was decided that our funds would be divided between several community organizations including the Ag Society, with the bulk of those funds going to the future operator of the campground.

It has been our privilege to serve our community since 1938 and we look forward to the continued support to our business community by the Economic Development Committee.

Regard§

Sharon Kneen President

Marwayne Chamber of Commerce

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Regarding the Dissolution of the Chamber of Commerce and the required administration of the Marwayne RV Campground:

The Marwayne Branch of the Royal Canadian Legion proposes, if approved by all interested parties, that:

- The Marwayne Legion assumes the administration of the campground
- The Legion will form a committee for this purpose
- This committee will open a separate bank account for the Marwayne campground
- This committee will collect all camping revenue from the campground
- This committee will assume responsibility for expenses relating to the campground
- These expenses will include:
- 1. Power for the campground, the Community Hall parking lot lighting and Agriplex sign (with the understanding that in exchange that the Community Hall assumes the power and maintenance of the washrooms other than cleaning and supplies for same)
- 2. Waste Disposal expense for the campground
- 3. Internet Wi-Fi charges for the campground
- 4. Advertising expenses for the campground
- 5. Water and sewer utility for the campground
- 6. Liability insurance for the campground
- 7. Mowing, spraying and grounds keeping for the campground
- 8. Cleaning of the washroom facilities
- 9. General maintenance of the campground and it's related equipment
- 10. Any improvements or upgrades as seen fit by the committee

The Legion suggests that once annually 25% of any net profit generated in the season by the campground be assigned to the Economic Development Committee and 10% of any net profit be assigned to the Marwayne Agricultural Society as was the previous practice of the Chamber.

Any remaining funds will be used at the discretion of the Legion.

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Date: April 1, 2021

The following report is for your information. Your service to the Northern Lights Library System is valued and appreciated. If you have questions, concerns, compliments please direct them to the Executive Board representative for your zone. Contact information is found on page two of this report.

BOARD

- Next executive board meeting April 9, 2021 (10:00am)
- Next general board meeting May 29, 2021 (10:00am)
- The policy committee met this week and updates to several policies are in your email for your perusal and feedback.

Approved meeting minutes are available on the website and meeting dates for the remainder of the year are also available on the same page: https://www.nlls.ab.ca/about-us/board2#grid. The entire General Board meeting package is available in the board vault on the website: https://www.nlls.ab.ca/board/board-meeting. You will need to login (passwords can be recovered directly on the site).

OPERATIONS

- We are pleased to announce that Mary Dustow will be joining the team as our new part-time Indigenous Relations Advisor.
- Monday saw HQ without power. We appreciate the patience of our libraries. As the hub for Internet in our system when we are down all our libraries are down.
- Our job advertisement is up for the Manager, Technology Services and Infrastructure.
- Nearly the entire staff was in an all day training on Wednesday. We are all up to speed on the Freedom of Information and Protection of Privacy (FOIP) legislation.
- We have made a number of staffing and organizational changes. Too many for this one page report. I have included a second document for your reference, including the new organizational chart.

LIBRARIES

I met with the library manager from St. Paul this week. Unfortunately our power outage on Monday forced a reschedule of two other library manager meetings.

I just put a hold on: Project Hail Mary by Andy Weir. He wrote The Martian (later a movie with Matt Damon). It should be out early May... exciting.

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EXECUTIVE COMMITTEE MEMBERS

NAME	ZONE	EMAIL	PHONE NUMBER
Vicky Lefebvre	Chair	gillesvicky74@gmail.com	780-573-1926
Warren Griffin (ML)	Zone 1 - Vice Chair	wgriffin@athabascacounty.com	780 675-0470
Craig Lukinuk	Zone 1	clukinuk@smokylakecounty.ab.ca	780-656-3730
Larry Tiedemann (ML)	Zone 1	casperti@telus.net	780-975-0508
Barb Smith (ML)	Zone 1	bsmith@boylealberta.com	780-689-3643
Debra McQuinn	Zone 2	mcquinndac@msn.com	780-614-8288
Cyndy Heslin	Zone 3	heslin@ryley.ca	780-663-3653
Karen Shaw (Sturgeon County)	Zone 3	kshaw@sturgeoncounty.ca	587-879-0208
Jennifer Anheliger (ML)	Zone 3	jennifer.anehliger@morinville.ca	780-380-7296
Jill McLuckie	Zone 4	jmcluckie@mannville.ca	780-763-6495

ML = Member at Large

Zones

Zone 1	Zone 2	Zone 3	Zone 4
Athabasca County	City of Cold Lake	Beaver County	County of Minburn
S.V. of Bondiss	County of St. Paul	Lamont County	County of Vermilion River
S.V. of Sunset Beach	County of Two Hills	Sturgeon County	M.D. of Wainwright
S.V. of Island Lake	Lac La Biche County	Town of Bon Accord	Town of Vegreville
S.V. of Island Lake South	M.D. of Bonnyville	Town of Bruderheim	Town of Vermilion
S.V. of Mewatha Beach	S.V. of Pelican Narrows	Town of Gibbons	Town of Wainwright
S.V. of West Baptiste	Town of Bonnyville	Town of Lamont	Village of Chauvin
S.V. of Whispering Hills	Town of Elk Point	Town of Morinville	Village of Edgerton
Smoky Lake County	Town of St. Paul	Town of Mundare	Village of Innisfree
Thorhild County	Town of Two Hills	Town of Redwater	Village of Irma
Town of Athabasca	Village of Myrnam	Town of Tofield	Village of Kitscoty
Town of Smoky Lake		Town of Viking	Village of Mannville
Village of Boyle		Village of Andrew	Village of Marwayne
Village of Vilna		Village of Holden	Village of Paradise Valley
Village of Waskatenau		Village of Ryley	

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CHIEF ADMINISTRATIVE OFFICER REPORT

MEETING DATE: APRIL 12TH, 2021



SAFE & CARING COMMUNITY

• Community Wide Garage Sale Date

- We received a few calls regarding the date of the community wide garage sale.
 Residents are wanting to know if Council would be agreeable to changing the date to the second weekend in May or the last weekend in May.
- Should Council be in favor, we will issue a notice on social media and in the May newsletter.

• Go East Road trip Adventure

- We have renewed our agreement to participate in the 2021 Go East road trip adventure. This year, our sticker station will be Kat Tracks.
- We designed a new sticker this year and it is rodeo themed man riding on bucking bronco.
- o Attended a zoom meeting on Go East's 2021 initiatives on April 8th, 2021.

Tree Program

- Administration was contacted by Lloyd's Limb Service again this year about a proposal to conduct tree maintenance within the Village.
- o Does council want to plant flowers again at the welcome triangle?

PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE

Audit

- o The auditors have requested that we ask the Minister for an extension on our reporting deadline of May 1st, 2021 to June 30th, 2021.
- They have advised that they have only completed 20% of our audit and April is the busiest season for them in terms of personal income tax filings.
- We legislatively need to have an audit performed so we do not have another option but to request the extension.

Budget 2021

- Administration has proposed an increase to the 2021 budget in the amount of \$31,990 – a total of 7% over 2020.
- o Our assessment was reduced by \$1,305,330 this year, over and above the reduction of \$2,709,510 we saw in 2020.
- Council has the option to proceed with the increase or decrease the amounts dedicated toward the provision of services and capital projects.

BOX 113 MARWAYNE AB ToB 2Xo

780-847-3962

CAO@MARWAYNE.CA

PLANNING FOR GROWTH & CHANGE

• Commercial Lots for Sale

- Now that Municipal Planning Services (MPS) has finalized our downtown lot map, we are ready to advertise with Remax if Council would like more exposure to attract new business development.
- Remax could work with the Village to develop a billboard map showcasing what
 is available for sale within the Village's downtown core as well as those residential
 parcels that have yet to be developed (which we are already doing).

• Intermunicipal Development Plan with the County of Vermilion River

- Submitted the changes to the County with respect to the maps outlining the old landfills/development constraints. Have not heard back on these changes as of yet.
- The letter to the Minister was submitted by the County requesting an extension for the adoption of our IDP.

BOX 113 MARWAYNE AB ToB 2Xo

780-847-3962

CAO@MARWAYNE.CA

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Chief Administrative Officer Action List				
TOPICS	DATE / RESOLUTION	DESCRIPTION	STATUS	NOTES
Assessment Review Board/MAP Review	2018-11-2V: Be it resolved the Council of the Village of Marwayne agrees in principle to participate in the establishment of a Regional Subdivision and Development Appeal Board, and a Regional Assessment Review Board for the Vermilion River Regional Alliance municipalities.	Partner with our neighborhing municipalities for a regional SDAB/ARB. Bylaws have been sent to legal, we are in the final stages but have been unable to move forward with meetings due to COVID-19.	In progress	Emailed the partners in March 2021 to arrange virtual meeting - did not receive more than 3 responses. Extension has been granted to June 2021. Administration will keep pushing forward so that we can hopefully get the by
Marwayne Sustainability Plan	2020	Completed in July 2013 in partnership with the AG Society's CDO position.	On hold	Can complete in house or through a consultant utilizing grant funding. Would need dedicated funding towards the project.
Downtown Investment Opportunities	April 12th, 2021 agenda	Re-draft of the Village's downtown investment opportunities information package.	Completed	Engaged MPS to complete the maps for the project. Can further advertise using REMAX Lloydminster for our commercial parcels, not just our residential parcels of land for sale.
Residential Development	2020-2021	Advertise residential properties for sale with REMAX - complete. Next step is to complete the development of a billboard showcasing what is for sale within the Village.	In progress	MPS completed a map outlining the property boundaries of all commercial development. Using land titles spin software, administration has done the same for the residential properties.
EDC Project 2021	2020-2021	Hosted several meetings in 2020 to discuss the highway signage project. Circulated survey to gauge interest on advertising on a billboard along Highway 897. Received great response from the business owners.	In progress	Schedule a meeting this spring to move forward and approve the project given that we have received sufficient interest from our busines owners.
URE Industrial Land	2021-2022	After purchasing the lands, all buildings were removed (except for one quonset) from the property. Next step is to apply to ACP grant funding in 2021 to develop an Area Structure Plan of the lands for future industrial/commercial development.	In progress	2020 application was not successful as priority was given to the development and implementation of IDP's and ICF's amongst the impending deadline and ongoing COVID-19 pandemic restrictions.
Brownfield Contaminated Lots	2020	Received an update in December 2020 from Karen Gervais at AEP. More work is required on behalf of Conoco Phillips and AEP has issued a letter to advise of this.	In progress	Waiting on report from Conoco Phillips to advise as to their plans to remediate the lands.
Intermunicipal Development Plan with CVR	2020-2021	Extension request was submitted by CVR to the Minister to extend our timeline for approval.	In progress	Have not heard back on whether or not the extension was approved or if CVR was in favor of making the changes the Village outlined as it pertains to the maps.



The Village of Marwayne

Serving 403 Customer Sites in the Village of Marwayne

ATCO Electric strives to improve the lives of our customers by providing reliable, sustainable, innovative and comprehensive electricity solutions to our franchise communities.

Customer Breakdown

Rate Class	2019 Number of Sites	2020 Number of Sites
Company Farm	0	0
General Service	40	41
Industrial	1	1
Oilfield	2	0
Residential	256	256
Sentinel Lights	2	1
Street Lights	103	104
Total Number of Sites	404	403

Franchise Fee and Taxes

	2020 Actual	2021 Forecast
Wires Distribution Revenue	\$496,087	\$520,751
Franchise Fee %	@ 6%	@ 6%
Franchise Fee on Revenue	\$29,765	\$31,245
Distribution Linear Taxes	\$9,882	\$10,478
Total Estimated Fee + Tax	\$39,647	\$41,723

Based on 2020 actual revenue, a franchise fee increase of 1% would increase fee payments by \$4,960 per year.

System Reliability

Reliability data is derived from the number of outages (frequency) and length of outage (duration). Most unplanned outages are due to weather or third-party contact with lines. ATCO requires planned outages to conduct maintenance and repair work or to build a new electrical line. (*SAIDI/SAIFI definitions under Supporting Information)

Outages	2019	2020
*SAIFI (Feeder Average)	0.4	2.8
*SAIDI (Feeder Average)	0.1	7.9
ATCO Electric (System Average) SAIFI (Major Events Included)	1.6	1.7
ATCO Electric (System Average) SAIDI (Major Events Included)	4.1	6.2

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Distribution Asset Maintenance Programs

Completed in 2019	Completed in 2020	Proposed for 2021
Brushing Mechanical Program	Patrol & Consenting Program	Patrol & Consenting Program
	LED Conversion	

Street Lights

Inventory Summary

Lamp Type	Investment Rate
LED	104
Total	104

- Number of "lights-out" identified from the street light patrols: 1
- Number of temporary overhead repairs of streetlights: 0
- Number of underground repairs made: 0

Community Engagement

Our ATCO EPIC program is a grassroots initiative involving employee-led committees that plan, implement and administer workplace fundraising campaigns within the company. The program combines fundraising events, auctions, friendly team competitions and employee pledges that support more than 800 charitable and non-profit organizations. In 2020, our people raised \$2.15 million.

Regulatory Information

- The ATCO Electric Annual Rule 002 Service Quality and Reliability Performance Report for 2020 can be found
 at: http://www.auc.ab.ca/regulatory_documents/Pages/Service_quality_and_reliability_plans.aspx
- 0 Customer complaints were received by the Alberta Utilities Commission for the Village of Marwayne
- ATCO Electricity rates: https://www.atco.com/en-ca/for-home/electricity/rates-billing.html

Supporting Information

*SAIFI (System Average Interruption Frequency Index): The average number of interruptions per customer.

*SAIDI (System Average Interruption Duration Index): The total average number of hours each customer power is interrupted.

Active outage information can be found at: https://www.atco.com/en-ca/for-home/electricity/outages-emergencies/current-outage-map.html

More detailed information available upon request.

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AGENDA ITEM #11.1



Contact Us

If you have questions about ATCO's electricity distribution operations, customer service or community involvement in your area, please contact us.

Nola Davis

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

Harjinder Sokhal Regional Manager ATCO Electricity (780) 717-5879 Harjinder.Sokhal@atco.com

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Office of the Minister Deputy Government House Leader MLA, Calgary-Hays

AR104779

APR 0 1 2021

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

Dear Mayor Eikeland:

Thank you for your letter of March 2, 2021, requesting an extension to the requirement for a by-election due to a councillor resignation received on February 23, 2021.

After careful consideration of the legislation; the COVID-19 pandemic and associated safety of electors, candidates, and election officials; the costs associated with a by-election; and the composition of council, I am pleased to approve your request.

Attached is Ministerial Order No. MSD:038/21, granting the request for an extension to fill the vacancy on council, which enables the Village of Marwayne council to operate with one vacant councillor position until the next general municipal election on October 18, 2021.

I am pleased we were able to work together to find an effective solution that meets the operational requirements of your municipality and ensures the well-being of Albertans.

Sincerely,

Ric McIver Minister

Attachment: Ministerial Order No. MSD:038/21

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

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Office of the Minister Deputy Government House Leader MLA, Calgary-Hays

MINISTERIAL ORDER NO. MSD:038/21

I, Ric McIver, Minister of Municipal Affairs, pursuant to Section 605 of the *Municipal Government Act (MGA)*, make the following order:

That for the purpose of the Village of Marwayne council vacancy that occurred on February 23, 2021, the timeframe wherein council is exempt from the requirement to hold a by-election as per Section 162(a) of the *MGA*, is eight months before a general election.

Dated at Edmonton, Alberta, this 3/ day of March 2021

Ric McIver
Minister of Municipal Affairs

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