



Village of Marwayne

Agenda

Regular Village Council Meeting
 Monday, December 11, 2023 @ 7:00 PM
 ATB Financial Boardroom

		Page
1	CALL TO ORDER	
2	ADDITIONS	
3	ADOPTION OF AGENDA	
3.1	December 11th, 2023 Regular Village Council Meeting Agenda	
	Be it resolved that the December 11th, 2023 Regular Village Council Meeting Agenda be approved as presented.	
4	ADOPTION OF MINUTES	
4.1	November 20th, 2023 Regular Village Council Meeting Minutes	4 - 7
	Be it resolved that the November 20th, 2023 Regular Village Council Meeting Minutes be approved as presented.	
5	DELEGATIONS/PUBLIC HEARINGS	
6	KEY STRATEGY: ADDRESSING SERVICE NEEDS	
6.1	Public Works Foreman Report	8
	Be it resolved that the Public Works Foreman Report be received as information.	
6.2	Regional Water Operator Report	9
	Be it resolved that the Regional Water Operator Report be received as information.	
7	KEY STRATEGY: SAFE & CARING COMMUNITY	
7.1	Grain Elevator Project	10
	Be it resolved that the Grain Elevator Project Proposal be received as information.	
7.2	Regional Emergency Management Collective Agreement	11 - 28
	Be it resolved that the Regional Emergency Management Collective Agreement be received as information.	

8	KEY STRATEGY: PLANNING FOR GROWTH & CHANGE	
8.1	DRAFT Area Structure Plan	29 - 56
	Be it resolved that the draft Area Structure Plan be received as information.	
9	KEY STRATEGY: PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE	
9.1	Appointment of Auditors	
	Be it resolved that Metrix Group be appointed as the Village of Marwayne's Auditors for the fiscal year ending on December 31, 2023.	
10	ADMINISTRATIVE REPORTS	
10.1	Councillor Reports	
	Be it resolved that the Councillor Reports be received as information.	
11	FINANCIAL	
11.1	Cheque Distribution Report	57 - 58
	Be it resolved that the Accounts Payable Invoices being over \$5,000.00 but within budget be approved and authorized to be paid as presented. Be it further resolved that the Accounts Payable Invoices being less than \$5,000.00 but within budget be received as information.	
11.2	Bank Reconciliation Report	59
	Be it resolved that the November 2023 Bank Reconciliation Report be received as information.	
11.3	Monthly Utility Bill Report	60
	Be it resolved that the November 2023 Monthly Utility Bill Report be received as information.	
12	CORRESPONDENCE	
12.1	Go East of Edmonton Roadtrip Game Results	61 - 71
	Be it resolved that the Go East of Edmonton Roadtrip Game Results be received as information.	
12.2	Letters	72
	Be it resolved that the correspondence listing be received as information.	
13	CONFIDENTIAL	

13.1 FOIP Section 17 (1) - Personnel - CAO Evaluation and Report

14 SETTING OF THE NEXT MEETING

14.1 January 15th, 2023 Regular Village Council Meeting

15 ADJOURNMENT



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

Minutes of the Regular Meeting of the Council of the Village of Marwayne
In the Province of Alberta, held on Monday October 23rd, 2023
Commencing at 7:00 PM in the ATB Financial Boardroom

PRESENT

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

1. CALL TO ORDER

Mayor C. Neureuter called the November 20th, 2023 Village of Marwayne Council Meeting to order at 6:59 p.m. with all members in attendance.

2. ADOPTION OF AGENDA

November 20th, 2023 Council Meeting Agenda

2023-11-01

Moved By Councillor R. Parkyn

Be it resolved that the November 20th, 2023 Village Council Meeting Agenda be approved with the following addition as presented.

CARRIED

3. ADOPTION OF MINUTES

October 23rd, 2023 Village Organizational Meeting Minutes

2023-11-02

Moved By Deputy Mayor A. Rainey

Be it resolved that the October 23rd, 2023 Village of Marwayne Organizational Meeting Minutes be approved as amended.

CARRIED

October 23rd, 2023 Village Council Meeting Minutes

2023-11-03

Moved By Deputy Mayor A. Rainey

Be it resolved that the October 23rd, 2023 Village of Marwayne Regular Village Council Meeting Minutes be approved as presented.

CARRIED

4. DELEGATIONS/PUBLIC HEARINGS

Cpl. Brian Weisbrod on behalf of the Kitscoty RCMP

2023-11-04

Moved By Deputy Mayor A. Rainey

Be it resolved that the Quarterly Crime Statistics overview be received as information.

CARRIED



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5. KEY STRATEGY: ADDRESSING SERVICE NEEDS

Public Works Foreman Report

2023-11-05

Moved By Deputy Mayor A. Rainey

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

CARRIED

Regional Water Operator Report

2023-11-06

Moved By Councillor R. Parkyn

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

CARRIED

6. KEY STRATEGY: PLANNING FOR GROWTH & CHANGE

Northern and Regional Economic Development Program

2023-11-07

Moved By Councillor R. Parkyn

Be it resolved that the Village of Marwayne submit an application to the Northern and Regional Economic Development Program for the purpose of revitalizing our downtown core through the redevelopment and renovation of underutilized buildings on Centre Street.

CARRIED

2024 Interim Operating and Capital Budgets

2023-11-08

Moved By Deputy Mayor A. Rainey

Be it resolved that the 2024 Interim Operational and Capital Budgets be approved as presented.

CARRIED

7. CLOSED SESSION - CONFIDENTIAL

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

2023-11-09

Moved By Deputy Mayor A. Rainey

Be it resolved that the Village of Marwayne move into a closed session at 9:22 p.m. with all members in attendance.

CARRIED

2023-11-10

Moved By Councillor R. Parkyn

Be it resolved that the Village of Marwayne revert to an open session at 9:56 p.m. with all members in attendance.

CARRIED



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8. KEY STRATEGY: PURSUING OPERATIONAL & ORGANIZAIONAL EXCELLENCE

2023-2024 Tax Recovery

2023-11-11

Moved By Councillor R. Parkyn

Be it resolved that the terms and conditions be approved as presented.

Be it resolved that the reserve bid for Lot 9 Block 8 Plan 56HW be set at \$94,500.

Be it resolved that the public auction for Lot 9 Block 8 Plan 56HW be scheduled for February 12th, 2024 at 7:00PM at the Village of Marwayne administration office in the ATB Boardroom.

CARRIED

9. ADMINISTRATIVE REPORTS

Councillor Reports

2023-11-12

Moved By Deputy Mayor A. Rainey

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

CARRIED

Chief Administrative Officer Report

2023-11-13

Moved By Councillor R. Parkyn

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

CARRIED

10. FINANCIAL

Cheque Distribution Report

2023-11-14

Moved By Deputy Mayor A. Rainey

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

CARRIED

Bank Reconciliation Report

2023-11-15

Moved By Deputy Mayor A. Rainey

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

CARRIED



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Monthly Utility Bill Report

2023-11-16

Moved By Councillor R. Parkyn

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

CARRIED

11. ADJOURNMENT

Being that the November 20th, 2023 Council Meeting agenda matters for the Village of Marwayne have concluded, the meeting adjourned at 10:10 p.m.

Approved this 11th day of December 2023.

Chris Neureuter, Mayor

Shannon Harrower, CAO



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

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

marwayne.ca

Regional Operator report

November 2023

Common information:

Monthly reports up to date.

A few problems with the water op cell phone. One complete shutdown.

Kitscoty operator training ongoing.

Regional operator attended Awwoa Water Week training November 14 -17.

Regional operator took annual vacation Nov 8, 2023

Regional operator off sick Nov. 9th for 5.5 hours. In for AEP inspection 2.5 hours.

Regional operator off sick Nov.14 for 5 hours. Then drive to Edmonton for water week.

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

Kitscoty working on no longer using the alarm or backup SCADA server in Marwayne.

Lagoon discharges were done in November.

Large stone hit windshield on truck. Will have to be replaced.

AEP did regular inspections on Water Plants in Marwayne and Kitscoty, waiting for reports.

Drinking water safety plans were updated.

Marwayne:

Data for October 2023 was electronically submitted on AEP site.

Consumption remains low, minimum nighttime consumption down to 9 lpm at times.

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

A couple of problem valves were replaced by Rusway along with one hydrant.

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

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

Xylem was in and got the new pump running but not service lift station pumps this year.

Still trying to get Element to submit THM results to AEP.

The distribution meter at the plant gave us a bit of trouble but seems to be fine now. Bi systems was in to check it.

Lagoon fall discharge started on Oct. 31, 2023, sample taken and submitted on Nov, 1 as per code of practice and approval.

Lagoon fall discharge samples results were fine, valve closed Nov.6th.

Bi-Systems had to adjust VFD on one pump. Working fine now.



REGIONAL EMERGENCY MANAGEMENT COLLECTIVE AGREEMENT

BETWEEN:

CITY OF LLOYDMINSTER
in the Provinces of Alberta and Saskatchewan



LLOYDMINSTER

- and -

COUNTY OF VERMILION RIVER
in the Province of Alberta



- and -

RURAL MUNICIPALITY OF BRITANNIA NO. 502
in the Province of Saskatchewan



- and -

RURAL MUNICIPALITY OF WILTON NO. 472
in the Province of Saskatchewan



- and -

TOWN OF VERMILION
in the Province of Alberta



- and -

VILLAGE OF KITSCOTY
in the Province of Alberta



- and -

VILLAGE OF MARWAYNE
in the Province of Alberta



- and -

VILLAGE OF PARADISE VALLEY
in the Province of Alberta



- and -

TOWN OF LASHBURN
in the Province of Saskatchewan



- and -

TOWN OF MARSHALL
in the Province of Saskatchewan



- and -

RURAL MUNICIPALITY OF ELDON NO. 471
in the Province of Saskatchewan



(Hereinafter collectively referred to as the "Parties")

WHEREAS every Alberta Municipality is legislated by the *Emergency Management Act* and Local Authority Emergency Management Regulation to: through a Bylaw, appoint an Emergency Advisory Committee of Elected Officials with prescribed duties; through a bylaw, appoint an Emergency Management Agency of administrative personnel with prescribed duties; through a bylaw, appoint a Director of Emergency Management who will oversee the Local Authority's Emergency Management program; meet minimum training and exercise requirements as prescribed; create and annually update an Emergency management plan with prescriptive components.

AND WHEREAS every Saskatchewan Municipality is legislated by the *Emergency Planning Act* to establish a local Emergency Measures Organization; appoint an Emergency Measures Co-ordinator; establish a Local Emergency Planning Committee which oversees a municipal Emergency plan; be responsible at all times for the direction and control of the local authority's response unless relieved by the Minister.

AND WHEREAS the Parties have all expressed interest in further developing their emergency management programs, capacity, and ability to provide protection to their residents.

NOW THEREFORE the Parties have agreed through this agreement to establish a Regional Emergency Management Collective that includes the appointment of a Regional Director of Emergency Management/Emergency Measures Coordinator; Regional Emergency Management Agency; Regional Emergency Advisory Committee; Regionalized Emergency Management Preparedness/Mitigation Services.

NOW THEREFORE the Parties hereto agree as follows:

1. DEFINITIONS

In this Agreement, the following words and terms have the subsequent meanings:

- a) **Acts** means the *Emergency Management Act*, R.A. 2000, c E-6.8 and all amendments thereto and the *Emergency Planning Act*, E-8.1, and all applicable regulations enacted thereunder.
- b) **Biennial** means occurring once every two (2) years.
- c) **Council** means the duly elected official from the respective municipality.
- d) **Director of Emergency Management** means an individual appointed by resolution of Council designated to organize the local authority's Emergency management program, or in Saskatchewan, the person identified as the Emergency Measures Coordinator.
- e) **Disaster** means an event that results in serious harm to the safety, health or welfare of people, the environment or in widespread damage to property.
- f) **Emergency** means an event requiring prompt coordination of action or special regulation of persons or property to protect people's safety, health, or welfare or to limit damage to property and the environment.
- g) **Emergency Coordination Centre** means a location that functions on behalf of a specific municipality or specific combination of municipalities to provide co-ordination to the needs of said municipalities throughout the hazard impacts to ensure continuity of business services while resources are consumed by the Incident Command Post.
- h) **Emergency Social Services** are services that provide for the basic essential needs of victims, evacuees and/or affected residents as may be required.
- i) **Incident Command Post** means a location for carrying out co-ordinated Emergency or disaster response activities including planning, logistical, and operational requirements.
- j) **Local Authority** and **Local Authorities** means the Council of a municipality.
- k) **Mutual Aid** means the reciprocal provision of resources or services for Emergency management purposes where practical and possible between signatory Parties of this Agreement.
- l) **Party** or **Parties** means a signatory municipality to this Agreement.
- m) **Regional Director of Emergency Management (Regional Director)** means the appointed individual through the Regional Emergency Management Collective who shall oversee service provisions of the Agreement schedules and Emergency management programming for all parties. This does NOT include assuming command of an Emergency Response.

- n) **Regional Emergency Advisory Committee (Committee)** is the regional committee that advises the Regional Emergency Management Agency on the development of regional Emergency Management plans and programs as established by the Regional Emergency Management Collective Agreement and the bylaws of the Parties.
- o) **Regional Emergency Management Agency (Agency)** is the agency appointed to act as the agent of the local authorities of each of the partnering municipalities of the Regional Emergency Management Collective in exercising the local authorities' powers and duties under the *Emergency Management Act* of Alberta or the *Emergency Planning Act* of Saskatchewan as established by the Regional Emergency Management Collective and the bylaws of the partners. The Agency provides feedback, guidance, and expertise regarding the Regional Emergency Management Plans and programs.
- p) **Regional Emergency Management Plan** means the Regional Emergency Management Plan prepared by the Regional Emergency Management Agency to guide and coordinate the response to an Emergency or disaster, including training and governance/administrative functions.

2. ESTABLISHMENT OF REGIONAL EMERGENCY MANAGEMENT COLLECTIVE

- 2.1. The signatory municipal Councils have agreed to enter into this Agreement to demonstrate their commitment to a regional approach and to further facilitate a Regional Emergency Management Collective that is organizationally and operationally sound for the mutual benefit of all municipalities within the region.
- 2.2. This Regional Emergency Management Collective Agreement is separate from any existing Fire Service Mutual Aid Agreements or any Emergency Management Mutual Aid Agreements (including the Borderlands Emergency Management Mutual Aid Agreement) and does not in any way void, negate, or replace any such agreements.
- 2.3. It is agreed that each municipality will retain its own autonomy to respond to Emergency or disaster incidents at a local municipal level including authority for the power to declare, renew or terminate a State of Local Emergency or State of Emergency for its respective jurisdiction.

3. REGIONAL EMERGENCY ADVISORY COMMITTEE

- 3.1. The municipal Councils of each of the signatory Parties to this Agreement may pass an Emergency Management Bylaw to establish the Regional Emergency Advisory Committee.
- 3.2. The Regional Emergency Advisory Committee consists of one (1) elected official from each party who shall be appointed by their respective local authority to represent their jurisdiction on the Regional Advisory Committee. Each member will act as a liaison between the Committee and their local authority by communicating information from each meeting and bringing forth items requiring Council decision or approval to their elected Council on behalf of the Committee.
- 1.1. If requested, the Regional Director of Emergency Management shall make best efforts to attend or send a delegate in their place to attend the requestor's Council

Meeting to provide information as requested.

- 3.3. Each party, at any time, may appoint an alternate Council member to the Committee to attend and vote in the absence of the primary member.
- 3.4. The members of the Committee will elect from the membership a Chairperson and in alternating years, a Vice-Chairperson, each of which shall be elected on a biennial rotating basis.
- 3.5. The Regional Emergency Advisory Committee shall:
 - 3.5.1. provide policy, direction, guidance, and oversight to the Regional Emergency Management Agency through the Regional Director of Emergency Management;
 - 3.5.2. each member will act as a liaison between the Committee and their local authority by communicating information from each meeting and bringing forth items requiring Council decision or approval to their respective Council on behalf of the Committee;
 - 3.5.3. review, and where appropriate, approve the annual objectives of the Regional Emergency Management Agency;
 - 3.5.4. review any corrective or after-action reports submitted by the Regional Emergency Management Agency and determine a process for approval where appropriate.

4. REGIONAL EMERGENCY MANAGEMENT AGENCY

- 4.1. The municipal Councils of each of the signatory Parties to this Agreement may pass an Emergency Management Bylaw to establish the Regional Emergency Management Agency.
- 4.2. The Agency is responsible for the administration of any Regional Emergency Management Plans and programs.
- 4.3. Members of the Regional Emergency Management Agency include:
 - 4.3.1. Regional Director of Emergency Management;
 - 4.3.2. all municipally appointed Emergency management personnel as invited by the Regional Director through consultation with the CAO/City Manager of each respective party;
 - 4.3.3. representatives from public and private organizations or other stakeholders who may provide expertise or assist with Emergency management activities within the region as invited by the Agency.
- 4.4. The Agency shall be chaired by the appointed Regional Director of Emergency Management.
- 4.5. The Regional Emergency Management Agency shall meet at least annually but may meet more often as determined by the Regional Director of Emergency Management.
- 4.6. The Agency shall report to the Regional Emergency Advisory Committee at least once (1) per year and provide an update on the Agency's review of the Regional

Emergency Plan and program.

4.7. The Regional Emergency Management Agency shall:

- 4.7.1. work collaboratively with the partnership communities through the Regional Emergency Advisory Committee, Alberta Emergency Management Agency, Saskatchewan Public Safety Agency and other government departments or agencies as necessary to develop, implement and maintain all Emergency plans and programs for the Region;
- 4.7.2. determine the direction of the Regional Emergency Management Agency and any of its subgroups or committees;
- 4.7.3. coordinate the provision of services and operations in preparation for an emergency or disaster;
- 4.7.4. set annual objectives for the Regional Emergency Management Agency and submit them to the Regional Emergency Advisory Committee for approval;

5. REGIONAL DIRECTOR OF EMERGENCY MANAGEMENT

5.1. Through this Agreement, the City of Lloydminster shall provide the services of the person in the position of Manager, Emergency Management for the City of Lloydminster to act as the Regional Director of Emergency Management.

5.1.1. The City of Lloydminster shall make reasonable effort to provide staffing should the Manager, Emergency Management position become vacant due to reasons from position vacancies or long-term medical leave.

5.1.1.1. If the City of Lloydminster cannot supply a staff member for the position of Regional Director, The City of Lloydminster must either

5.1.1.2. contribute annual payments as per Section 6.1.1 or;
Withdraw from the agreement and allow existing Parties to appoint a new Regional Director

5.2. The Regional Director of Emergency Management shall oversee all Parties' Emergency Management programming and work on defined objectives approved by the Emergency Advisory Committee.

5.3. The Regional Director of Emergency Management shall ensure that all service provisions set out through Schedule "A" of this Agreement are continually developed on an annual basis to each parties' satisfaction.

6. CONDITIONS OF AGREEMENT

6.1. It is hereby agreed that signatory municipalities to this Agreement shall pay to the City of Lloydminster an annual fee of \$3.00 per populous within their respective communities to participate in the Regional Emergency Management Collective.

6.1.1. Statistics Canada data from 2021, or more recent Government of Canada data, shall be utilized to determine a party's populous (see Table 1.0). The parties acknowledge and agree that the annual fees set out in Table 1.0 are subject to adjustment from time to time based on more recent Government of Canada becoming available from time to time.

6.1.2. The City of Lloydminster's contribution shall be considered in kind through the staffing of the Regional Director of Emergency Management.

- 6.1.3. Annual fees shall be invoiced at the beginning of each year with payment to be provided by January 31st of each calendar year.
- 6.1.4. Any Party which requests an altered annual fee for participation, shall be reviewed and voted on by all Parties.
- 6.2. All monies collected from these annual fees shall be utilized to complete the objectives approved by the Emergency Advisory Committee, support the delivery of service provision outlined in Schedule "A," and/or used to support additional staffing support in accordance with budgetary approval.
 - 6.2.1. Annual fees collected are at the discretion of the Regional Director of Emergency Management to allocate.
 - 6.2.2. Annual fees collected by the City of Lloydminster shall not be utilized to offset the City of Lloydminster's existing staff costs as this would be in contradiction to the in-kind portion for the City of Lloydminster membership fees.
- 6.3. A Party may choose to terminate their participation in this Agreement at any time by providing a minimum of SIXTY (60) DAYS written notice to the other Parties to this Agreement.
 - 6.3.1. Annual fees, or any portion of annual fees, contributed are not eligible for reimbursement and are considered forfeited when a party terminates the Agreement.

Municipality	Population	Annual Fee
City of Lloydminster	31,582	In-Kind
County of Vermilion River	7,994	\$23,982.00
Town of Vermilion	3,552	\$10,656.00
R.M. of Britannia No 502	2,061	\$6,183.00
R.M. of Wilton No 472	1,473	\$4,419.00
Town of Lashburn	870	\$2,610.00
Village of Kitscoty	852	\$2,556.00
R.M of Eldon No 471	700	\$2,100.00
Village of Marwayne	543	\$1,629.00
Town of Marshall	522	\$1,566.00
Village of Paradise Valley	153	\$459.00
Total	50,302	\$56,160.00

Table 1.0 – Party Population / Annual Fee

7. INSURANCE AND INDEMNITY

- 7.1. Each party (an "Indemnifying Party") agrees to indemnify, defend and hold the other Parties (the "Indemnified Parties") harmless from and against any and all claims, actions, suits, demands, assessments, or judgements asserted, and any and all losses, liabilities, damages, costs and expenses (including, without limitation, legal fees, accounting fees, and investigation costs to the extent permitted by law) alleged or incurred arising out of or relating to any operations, acts, or omissions of the Indemnifying Party or any of its employees, agents and

invitees in the exercise of the Indemnifying Party's rights or the performance or observance of the Indemnifying Party's obligations under this Agreement. Prompt notice must be given of any claim, and the Indemnifying Party who is providing the indemnification will have control of any defence or settlement.

- 7.2. Each Party agrees to forward a copy of this Agreement to their municipal insurer and to be responsible for the costs of any increase in insurance premiums which may result.
- 7.3. In the event of any dispute arising under this Agreement which cannot be resolved by mutual agreement between the respective Parties the same shall be submitted to arbitration in accordance with the *Arbitration Act* of Alberta, as amended. The decision rendered in respect of the proceedings shall be binding upon the respective Parties. The cost of the arbitrator will be shared equally by the Parties involved in the dispute.

8. GOVERNING LAW

- 8.1. The Parties will always and in all respects comply with and conform to all municipal bylaws, rules or regulations and all other legal requirements whatsoever whether imposed by Municipal, Provincial or Federal authority. The Parties are not required, however, to remedy work done by another Party in contravention of the law.
- 8.2. This Agreement shall be governed by and construed in accordance with the laws of the province of Alberta for all Alberta municipalities.
- 8.3. This Agreement shall be governed by and construed in accordance with the laws of the province of Saskatchewan for all Saskatchewan municipalities.

9. TERM AND TERMINATION

- 9.1. Any member of the Regional Emergency Management Collective Committee may withdraw their membership by providing all other Parties hereto with SIXTY (60) DAYS' written notice. The withdrawal of any Party from this Agreement shall in no way impact the remaining Parties hereto, and this Agreement shall continue in full force and effect as between the remaining Parties.
- 9.2. This Agreement shall come into force when it has been signed by the City of Lloydminster and any other Party.
- 9.3. This Agreement shall be updated on a Biennial basis unless requested early by a Party. The parties will meet every two years to consider updates to the Agreement and enter into good-faith negotiations in relation to any updates that are necessary or desirable. Final decision-making on the agreement revisions shall be voted on by all parties.
- 9.4. The City of Lloydminster, as the facilitator of this Agreement, may terminate their participation of this Agreement upon providing all other Parties hereto with SIXTY (60) DAYS' written notice, however, shall return monies collected on a prorated basis for the current calendar year to the respective Parties. Further, any documents, campaigns, goods, materials, or devices that were purchased or created will be handed over to the remaining Parties.

10. SEVERABILITY

10.1. If any one or more of the provisions contained in this Agreement should be invalid, illegal, or unenforceable in any respect, the remaining provisions contained herein shall not in any way be affected or impaired thereby, unless, as a result of such determination, this Agreement would fail in its essential purpose.

11. NON-ASSIGNMENT

11.1. No Party may assign its rights under this Agreement without the prior written consent of all the other Parties hereto.

12. NOTICES

12.1. All notices required or permitted under this Agreement be in writing and (a) delivered personally, or (b) sent by e-mail to the parties to this Agreement as follows:

CITY OF LLOYDMINSTER

Andrew DeGruchy
Manager, Emergency Management
Adegruchy@Lloydminster.ca

Dion Pollard
City Manager
Dpollard@Lloydminster.ca

COUNTY OF VERMILION RIVER

Kirk Hughes
Director of Protective Services
khughes@county24.com

Alan Parkin
Chief Administrative Officer
Aparkin@county24.com

RURAL MUNICIPALITY OF BRITANNIA NO. 502

Bryson Leganchuk
Chief Administrative Officer
CAO@rmbritannia.com

RURAL MUNICIPALITY OF WILTON NO. 472

Krista Bondy
Assistant Administrator
hrit@rmwilton.ca

Jill Parton
Administrator
cam@rmwilton.ca

TOWN OF VERMILION

Kevin Lucas
Chief Administrative Officer
Klucas@vermilion.ca

VILLAGE OF KITSCOTY

Jason Olson
Chief Administrative Officer
CAO@vokitscoty.ca

VILLAGE OF MARWAYNE

Shannon Harrower
Chief Administrative Officer
CAO@marwayne.ca

VILLAGE OF PARADISE VALLEY

James Warren
Chief Administrative Officer
PVAdmin@Mcsnet.ca

TOWN OF LASHBURN

TOWN OF MARSHALL

RURAL MUNICIPALITY OF ELDON NO. 471

Lee Torraine
Administrator
Rm471lee@sasktel.net

IN WITNESS WHEREOF, this Agreement is executed on behalf of the participating Parties, by the hands of their officers duly authorized in that behalf and under each municipal seal affixed:

CITY OF LLOYDMINSTER

COUNTY OF VERMILION RIVER

Mayor

Reeve

City Manager

Chief Administrative Officer

**RURAL MUNICIPALITY OF BRITANNIA
NO. 502**

RURAL MUNICIPALITY OF WILTON NO. 472

Reeve

Reeve

Chief Administrative Officer

Chief Administrative Officer

TOWN OF VERMILION

VILLAGE OF KITSCOTY

Mayor

Mayor

Chief Administrative Officer

Chief Administrative Officer

VILLAGE OF MARWAYNE

VILLAGE OF PARADISE VALLEY

Mayor

Mayor

Chief Administrative Officer

Chief Administrative Officer

TOWN OF LASHBURN

TOWN OF MARSHALL

Mayor

Mayor

Chief Administrative Officer

Chief Administrative Officer

RURAL MUNICIPALITY OF ELDON NO. 471

Reeve

Chief Administrative Officer

SCHEDULE "A"
**REGIONAL EMERGENCY MANAGEMENT COLLECTIVE
SERVICE PROVISIONS**

2. PURPOSE

- 2.1. The items documented throughout this schedule are considered the duties of the Regional Emergency Management Collective for each party who has signed this Agreement and contributed annual dues.
- 2.2. The Regional Director of Emergency Management shall be responsible for overseeing annual programming and ensuring that all aspects of the schedule are continually grown and developed to ensure constant regional growth.
- 2.3. The Regional Emergency Management Agency and Regional Advisory Committee shall establish annual objectives for growth in each area of these service provision areas for the Regional Director of Emergency Management to work towards.
- 2.4. The success of these service provisions will be reviewed annually through a report from the Regional Director of Emergency Management who showcases the growth or development of each service provision area compared to objectives established by the Regional Emergency Management Agency and Regional Advisory Committee.

3. REGIONAL EMERGENCY MANAGEMENT COLLECTIVE ADMINISTRATION

- 3.1. The Regional Director of Emergency Management shall oversee all administrative components of the Regional Emergency Management Collective including:
 - 3.1.1. obtaining Party signatures on the Agreement;
 - 3.1.2. conducting Biennial Reviews of the Agreement;
 - 3.1.3. invoicing and reception of funds from Parties;
 - 3.1.4. administrative duties related to recruiting, onboarding, retention, management, and evaluation of any staff members working under this Agreement;
 - 3.1.5. draft and submit grant applications that support Regional Emergency Management Collective initiatives.

4. PROVINCIAL LEGISLATIVE REQUIREMENTS

- 4.1. The Regional Director shall work to ensure that all parties work towards and remain in compliance with Provincial or Federal regulations related to Emergency management. This includes remaining aware of any upcoming or implemented legislative changes.

- 4.2. The Regional Director shall review all Parties' bylaws related to the provision of Emergency Management to ensure compliance with provincial legislation and no contradictions with the Regional Emergency Management Collective Agreement. The Regional Director shall make presentations on new proposed bylaws to the respective councils where required.
- 4.3. The Director shall remain available to any provincial authority that requests to audit any Party's Emergency management programming.

5. FACILITATION

- 5.1. The Regional Director shall work with each signatory to identify a member of Council and alternate to be onboarded on the Regional Emergency Advisory Committee
- 5.2. The Regional Director shall schedule and facilitate Regional Emergency Advisory Committee meetings on an annual basis.
- 5.3. The Regional Director shall compose an annual report to present to the Regional Emergency Advisory Committee.
- 5.4. The Regional Director will be responsible for ensuring the minutes of these meetings are retained and distributed to all parties.
- 5.5. The Regional Director shall work with each Party to identify which internal staff members or external stakeholders shall comprise the Regional Emergency Management Agency.
- 5.6. The Regional Director shall schedule, facilitate, and chair Regional Emergency Management Agency meetings on a minimum of an annual basis.
- 5.7. The Regional Director will be responsible for ensuring the minutes of Agency meetings are retained and distributed to all Parties.
- 5.8. The Regional Director may at their discretion schedule and facilitate any further meeting of the Agency or Committee as required for legislative or program development purposes.

6. TRAINING AND EXERCISES

- 6.1. Training, workshops or exercises shall be coordinated to best serve the Regional Emergency Management Collective's current needs and capacities to ensure continued development.
- 6.2. The Regional Director shall conduct municipal interviews with select staff to gain insight and knowledge surrounding current baselines for the creation of a regional training syllabus to be presented and approved by the Agency.

- 6.3. Each Party shall make available staff rosters and organizational charts for the Regional Director's review to determine appropriate members for training and exercises.
- 6.4. Each Party shall make staff members available for contact, training, and exercise on a basis that is considered responsible.
- 6.5. Tabletop, functional, and full-scale exercises shall be conducted on a basis to adhere to legislative requirements and may be completed regionally, or for each municipality.

7. PUBLIC EDUCATION AND PREPAREDNESS MESSAGING

- 7.1. Strategy and effort are to be contributed towards increasing the public's capacity and knowledge around remaining prepared for hazards in an effort to increase resiliency.
- 7.2. Costs associated with creating public messaging and preparedness campaigns shall be offset from annual fees collected from this Agreement. Should a need for additional funding or sponsorship be required, written approval must first be granted from the Parties.
- 7.3. Parties shall make available to a reasonable effect, access to social media and websites through a communications department or individual, for the purposes of releasing information from the Regional Emergency Management Collective to their constituents. This may include:
 - 7.3.1. information posters;
 - 7.3.2. public education event or seminar promotion;
 - 7.3.3. hazard related information.
- 7.4. Attendance at public events from Regional Emergency Management Collective members may occur at the Regional Director's discretion. Notice shall be given to relevant Parties to ensure this is completed in a coordinated manner with other municipal attendees. Parties may, at any time, request to the Regional Director that the Regional Emergency Management Collective attend a specific event, however, the Regional Director will have discretion on attendance based upon availability.

8. INCREASE RESPONSE CAPACITY

- 8.1. The Regional Director shall, through the municipal interview process, determine a municipality's ability to respond to an Emergency or Disaster. The Regional Director shall provide recommendations to each municipality on how they may be able to increase their capacities.
- 8.2. Costs and procurement for goods or materials that a Party may use to increase their response capacity will not be covered by the annual fees of this Agreement.

Each Party has sole discretion to invest in these initiatives and recommendations.

- 8.3. The Regional Director shall work with each Party to identify local non-government organizations or groups which may supplement their response abilities. Agreements with non-government agencies that increase capacity around Emergency response or Emergency Social Services may be presented to Parties.
- 8.4. One or more agreements pertaining to mutual aid shall be identified or created that create a regional methodology to request neighbouring municipality resources and costs associated with the response, subject to the approval of the participating municipalities.

9. HAZARD IDENTIFICATION AND PLANNING

- 9.1. The Director shall be responsible for the creation of a regional hazard identification, risk and vulnerability document that includes a matrix surrounding the predicted frequency and severity of each identified hazard.
- 9.2. Through the hazard identification process, mitigation efforts may be recommended to the affected parties. Any costs associated with mitigating said hazards are the sole responsibility of each Party.
- 9.3. The Director may work towards the creation of a Regional Emergency Management Plan, or assist each Party in the creation/updating of a municipal-level Emergency management plan which contains annex pertinent to their processes, procedures, and policies.
 - 9.3.1. Should a contract be awarded for the development of a Regional Emergency Management Plan, the contractor shall report to the Regional Emergency Management Agency through the Director.

10. EMERGENCY RESPONSE

- 10.1. Any response to an Emergency is the sole responsibility of the Party in which the Emergency exists.
 - 10.1.1. Should an Emergency occur which crosses multiple jurisdictions, two (2) or more Parties may agree to enter into unified command to work on the Emergency together. Alternatively, they may choose not to enter into unified command and continue to perform a single command at the municipal level while still working collaboratively.
- 10.2. Any Party may request that the Director attend the Parties Incident Command Post or Emergency Coordination Centre through the duration of an Emergency response. The Director shall make best efforts to attend or send a delegate in their place to support, however, is not mandated to attend.

- 10.3. Should the Director attend, they shall not be identified as the Incident Commander.
- 10.4. The Director may, in person or through virtual option, assist a party in the declaration of a State of Local Emergency or State of Emergency Declaration.
- 10.5. The Director, or other identified members of the Agency, may create and distribute a broadcast intrusive emergency alert at the request of the Incident Commander of the event. This alert must meet the conditions established by the respective authority for a broadcast intrusive alert to be distributed.

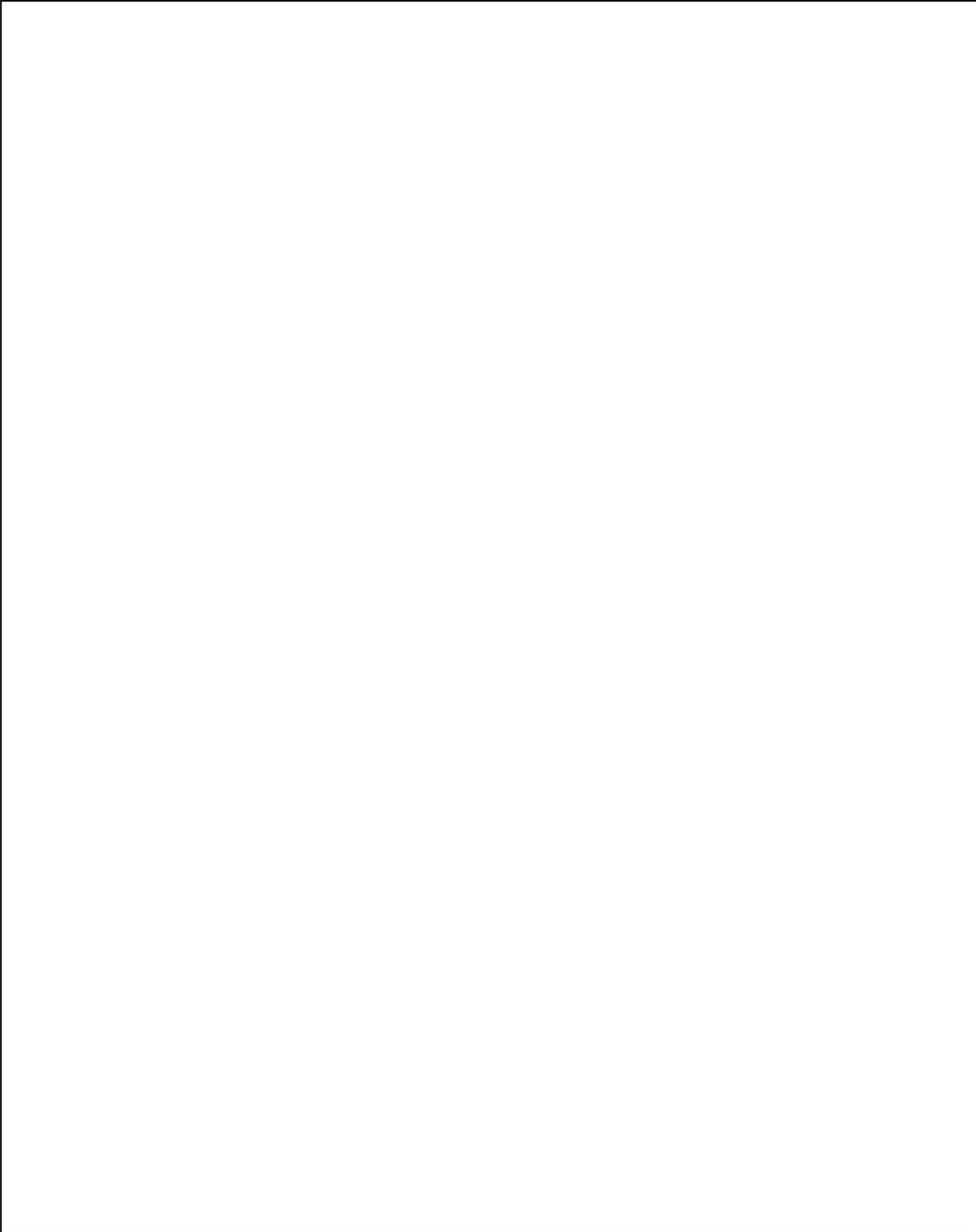
11. EMERGENCY RECOVERY

- 11.1. Recovery programming from a hazard shall be the sole responsibility of the Party in which the event occurred.
- 11.2. The Director shall work with the affected Party to create, implement and oversee a recovery plan that seeks to return the community to a pre-hazard or better state.
- 11.3. The Director shall work with the Party's internal department for the creation and application of insurance or Disaster Recovery Program applications where applicable.

12. LIABILITY

- 12.1. The Regional Director will work in good faith equally with every Party within this Agreement. Throughout the implementation of these service provisions, the Regional Director is responsible for ensuring programming impacts to inter-departments or political spheres are kept to a minimal effect.
- 12.2. The Director shall ensure programming time and resources are completed that ensure the objectives created by the Regional Emergency Management Agency, which have been approved by the Regional Advisory Committee are given higher priority than any other service provision listed within these provisions.
- 12.3. A Party and its elected officials, employees, and any volunteers and officials performing duties under the direction of any of them (the "Released Party") are not liable for anything said or done or omitted to be done in good faith in the intended or intended performance of their functions, duties or powers under this Agreement. Each Party hereby waives and releases claims against a Released Party arising as a result of anything said or done or omitted to be done in good faith in the intended or intended performance of the Released Party's functions, duties or powers under this Agreement

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**BUSINESS PARK
AREA STRUCTURE PLAN
Village of Marwayne**



Adopted by Council **DATE**

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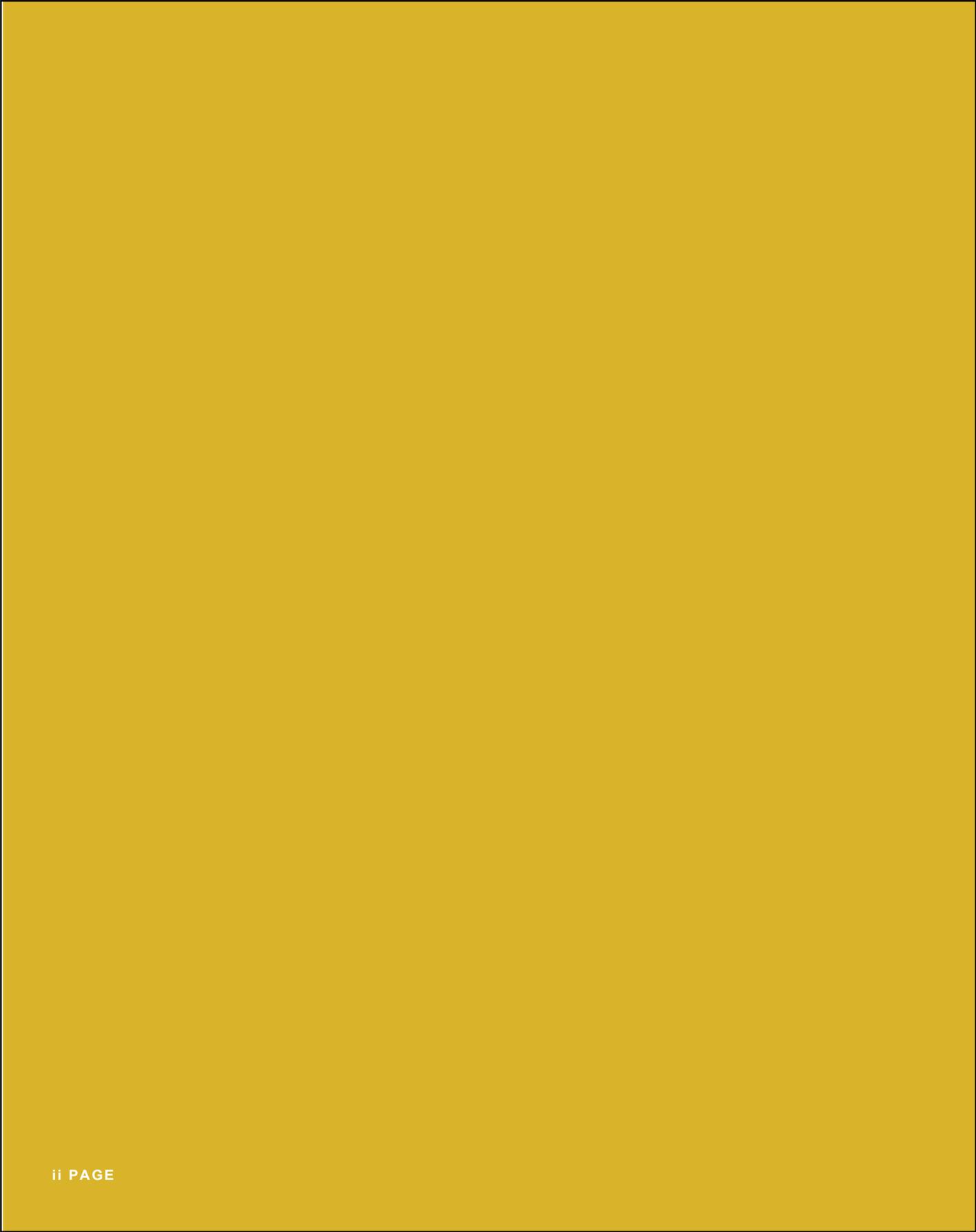
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1 INTRODUCTION

1.1 Overview

An Area Structure Plan (ASP) is a statutory document that aligns with the Village’s Municipal Development Plan (MDP). In accordance with the Municipal Government Act, an ASP outlines the future development of an area with regard to land use, transportation, natural environment, proposed population density and utility service requirements. An ASP must also describe the sequence of development proposed for the area. It is approved by Council and adopted by bylaw.

Having an ASP reduces land use conflicts and ad hoc development that can have an impact on the natural environment, council’s fiscal budget, existing roads, water and wastewater systems, and surrounding land owners. An ASP provides land owners and prospective developers with an idea of appropriate future land uses, and helps streamline rezoning and subdivision applications if they are in compliance with the ASP and the outline plans.

The Village of Marwayne sought to develop an ASP on lands currently owned by the Village to maximize the development potential for non-residential uses that will support the Village’s tax base and attract people to live in and visit the community. This land is located on Highway 897 and feeds into Highway 45 that is a major corridor to the north towards Cold Lake where there is economic activity arising from farming, the oil and gas sector, and tourism related to people heading north. Marwayne is strategically located near the City of Lloydminster to the east making it an attractive community for those looking for a small-town lifestyle with the amenities of a larger urban centre nearby. It is a strong and resilient community that is full of pride for its history, achievements, and an excellent quality of life.

Figure 1 – Area Structure Plan Area



1

INTRODUCTION

1.2 Purpose

The purpose of the Business Park Area Structure Plan is to guide the development of the Plan area in an orderly and phased manner while enabling commercial and industrial development to occur. The Plan is intended to drive development in Marwayne in a contiguous, compact manner.

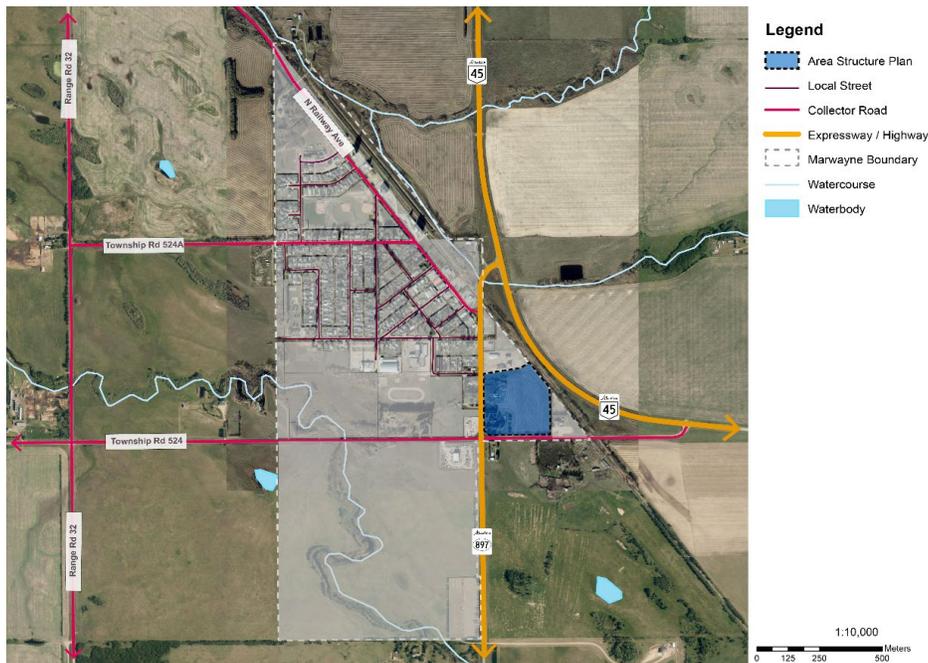
This Plan contains a vision statement, strategies, goals, objectives, and policies to guide council, approving authorities, review agencies and the public in directing and managing growth and change within the Plan area. The Plan describes:

- the sequence of development proposed for an area;
- the land uses proposed for the area, either generally or with respect to specific parts of the area;
- the density of population proposed for the area, either generally or with respect to specific parts of the area; and
- the general location of major transportation routes and public utilities.

1.3 Plan Area

The Plan area is located on the eastern edge of the Village boundaries, with access to the site off of Township Road 524 and Hwy 897. The Plan area is bordered by an existing industrial development to the north, and the east side runs close to an abandoned railroad.

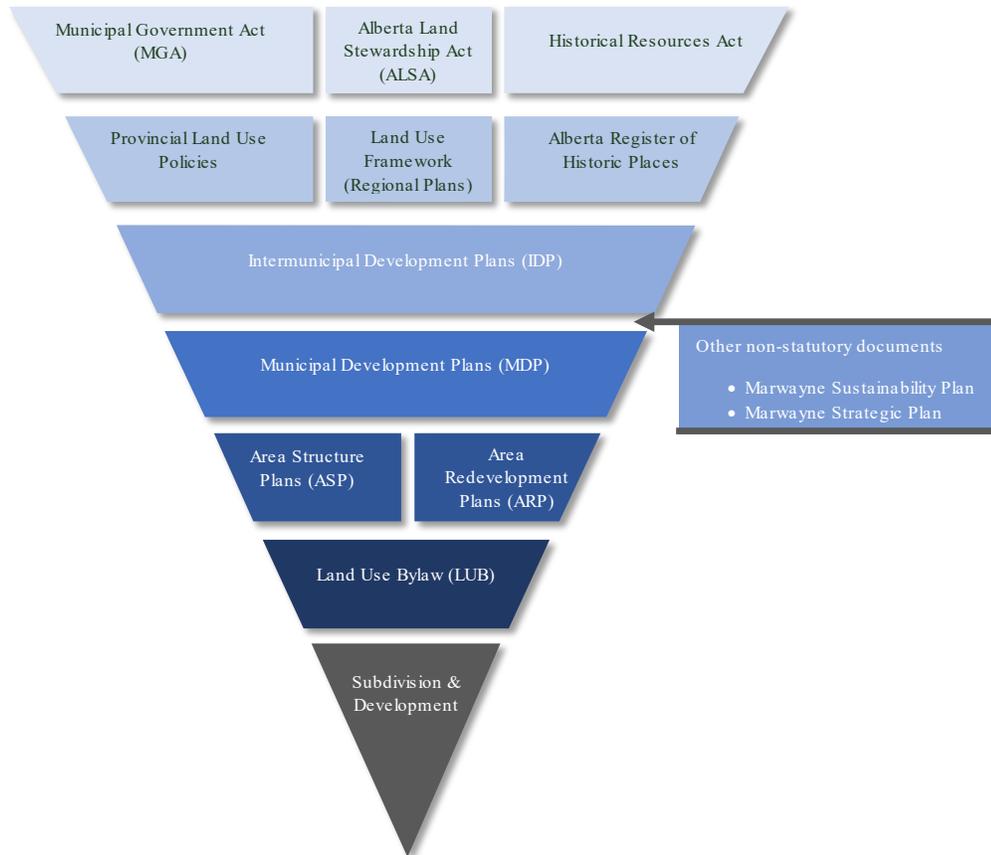
Figure 1 – Plan Context Map



1.4 Policies & Relevant Planning Documents

The following is a review of the statutory plans relevant to the Marwayne ASP. Figure 3 shows the Planning Hierarchy, or the level of each planning document and its interaction with other documents filtering down towards the development of an individual parcel.

Figure 3 – Planning Hierarchy



To achieve the community’s vision, it is best that all the documents highlighted in Figure 3 – Planning Hierarchy complement and work with one another, with the municipality and the community holistically addressing the initiatives, policies, and strategies identified. The documents above the ASP in the Planning Hierarchy directly affect the ASP, while those below are directly affected by the ASP.

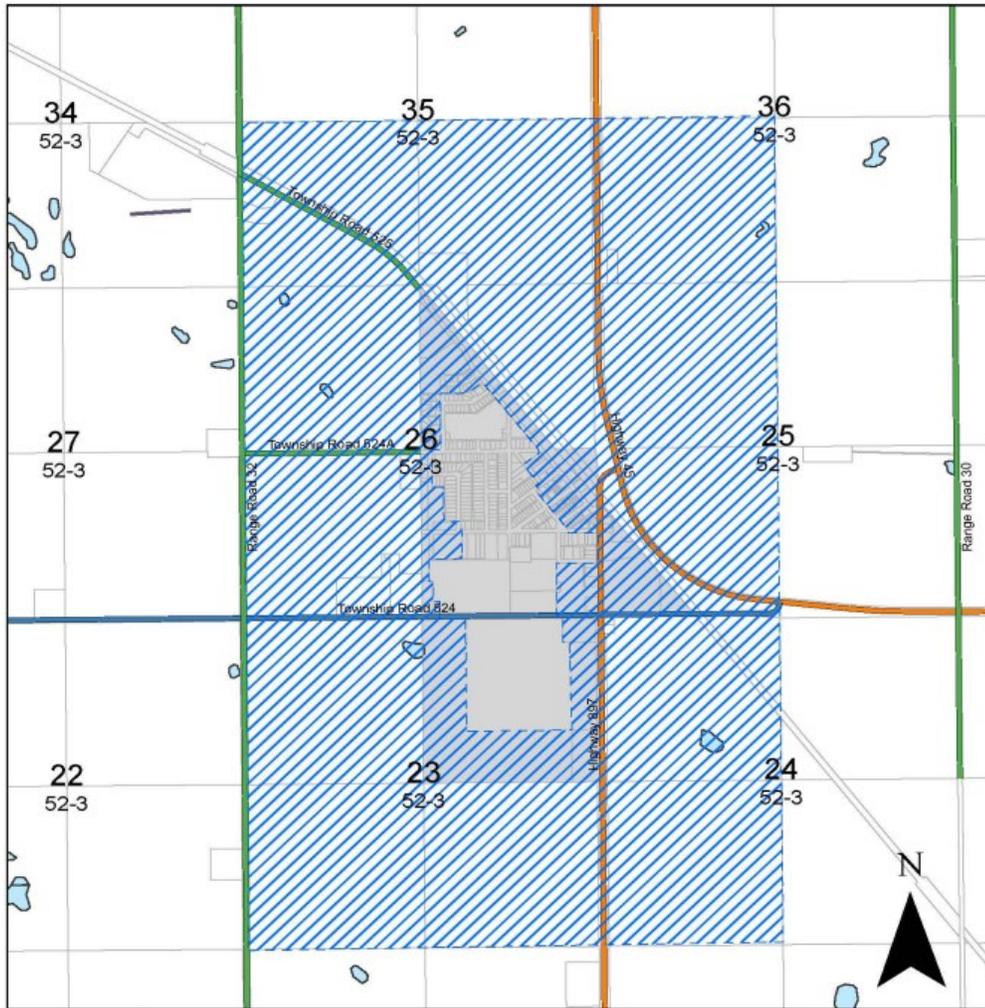
1

INTRODUCTION

1.5 Intermunicipal Development Plan

Adopted in April 2021, the Village of Marwayne and the County of Vermilion River jointly prepared their Intermunicipal Development Plan (IDP). The IDP boundary area is included for reference below:

Figure 4 – Village of Marwayne and County of Vermilion River Intermunicipal Development Plan (IDP)



1.6 Intermunicipal Collaboration Framework (2020)

Adopted in March 2020, the Intermunicipal Collaboration Framework between the County of Vermillion River and the Village of Marwayne outlines integrated and strategic service delivery that seeks to achieve efficiencies and mutual benefits for residents within both municipalities.

The Planning and Development Services Sharing Agreement (April 9, 2019) may impact development of the proposed ASP. Developers should consult this document when preparing subdivision or development applications within the ASP area.

1.7 Strategic Plan (2022)

The Strategic Plan was adopted in 2022 and outlines Councils long-term priorities. A number of Priority Focus Areas are identified for the Village of Marwayne which will have the most impact on the long-term resilience and sustainability of the community. This ASP aligns with the Strategic Plan goals and objectives and core values, as shown in Figure 5 below. For a full analysis, please refer to Appendix A.

Figure 5 – Core Values Graphic from the Strategic Plan



VALUE 1: INTEGRITY

The Village of Marwayne governs in an open, honest, and transparent manner by considering resident values and needs when making decisions.



VALUE 2: RESPONSIBILITY

The Village of Marwayne provides quality, efficient, and effective service utilizing best practices and innovative “Marwayne-made” approaches to achieve constant improvement.



VALUE 3: COOPERATION & COLLABORATION

The Village of Marwayne works well with regional neighbours and other levels of government, as well as empowers community volunteers and community groups to achieve the shared community vision.



VALUE 4: COMMUNITY

The Village of Marwayne strives to be a safe, vibrant, active, and healthy community that supports families and fosters a strong sense of togetherness.

1.8 Municipal Development Plan

Adopted in June 2020, the Marwayne Municipal Development Plan (MDP) provides the Village a comprehensive, long-term land use policy framework for growth and development, while also guiding Council decisions related to the natural environment, investments in infrastructure and services, and characteristics of future development. This ASP aligns with the MDP goals and objectives. For a full analysis, please refer to Appendix A.

1

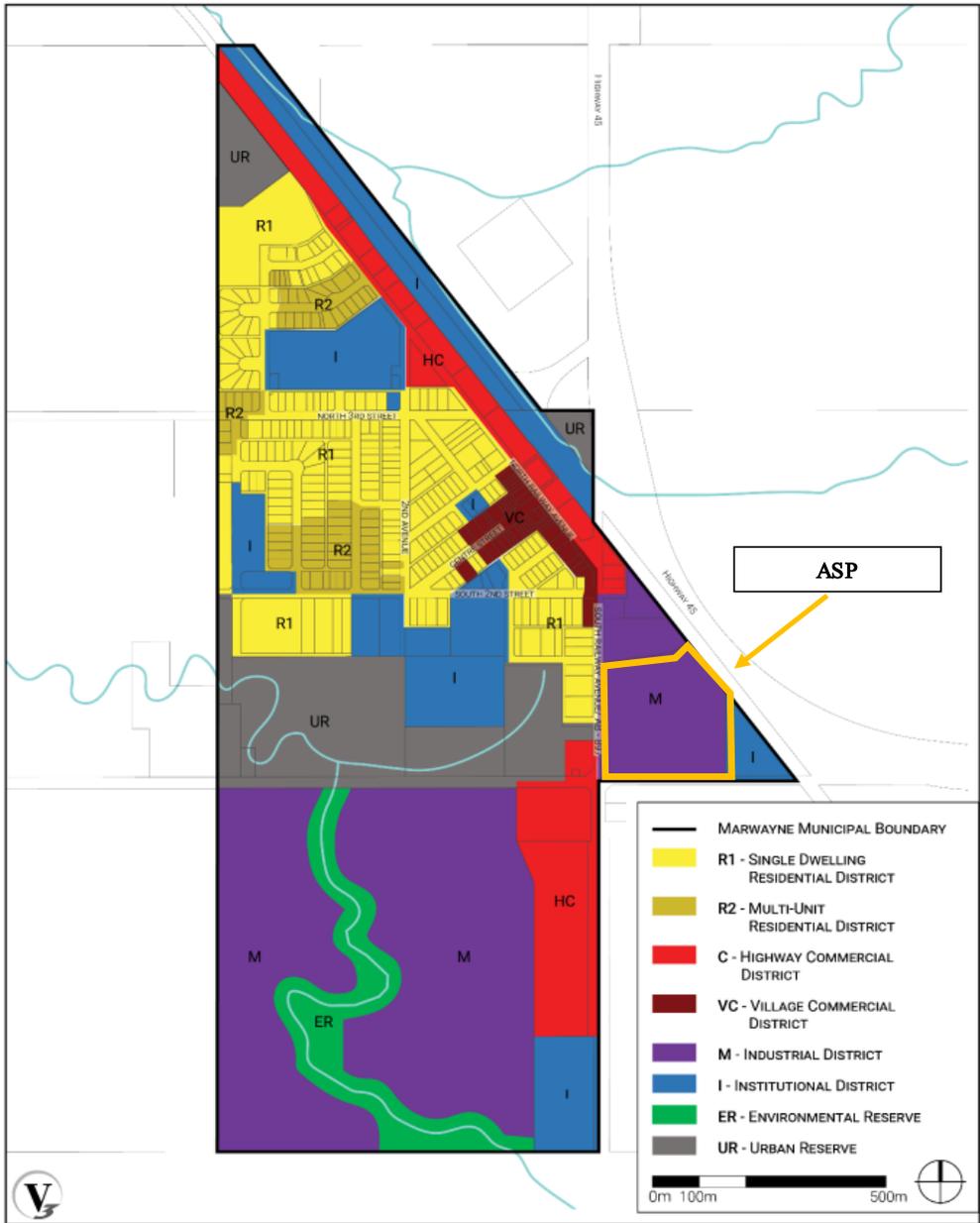
INTRODUCTION

1.9 Land Use Bylaw

Adopted in 2019 and last amended in 2020, the Land Use Bylaw of the Village of Marwayne identifies the proposed ASP as M – Industrial District.

The Land use District Map is included below:

Figure 6 – Marwayne Land Use District Map Future Land Use Designation Map (LUB)



1.10 Plan Interpretation

Policies within this Area Structure Plan contain key operative terms such as “Shall”, “Should”, and “May”. The interpretation of these terms is as follows:

- **SHALL, REQUIRE, MUST, or WILL** - directive terms that indicate the actions outlined are mandatory and apply to all situations.
- **SHOULD** - a directive term that indicates a strongly preferred outcome or course of action but one that is not mandatory.
- **MAY** - a permissive and/or discretionary term that denotes a choice in applying the policy.

2

PLAN CONTEXT & DEVELOPMENT CONSIDERATIONS

2 PLAN CONTEXT & DEVELOPMENT CONSIDERATIONS

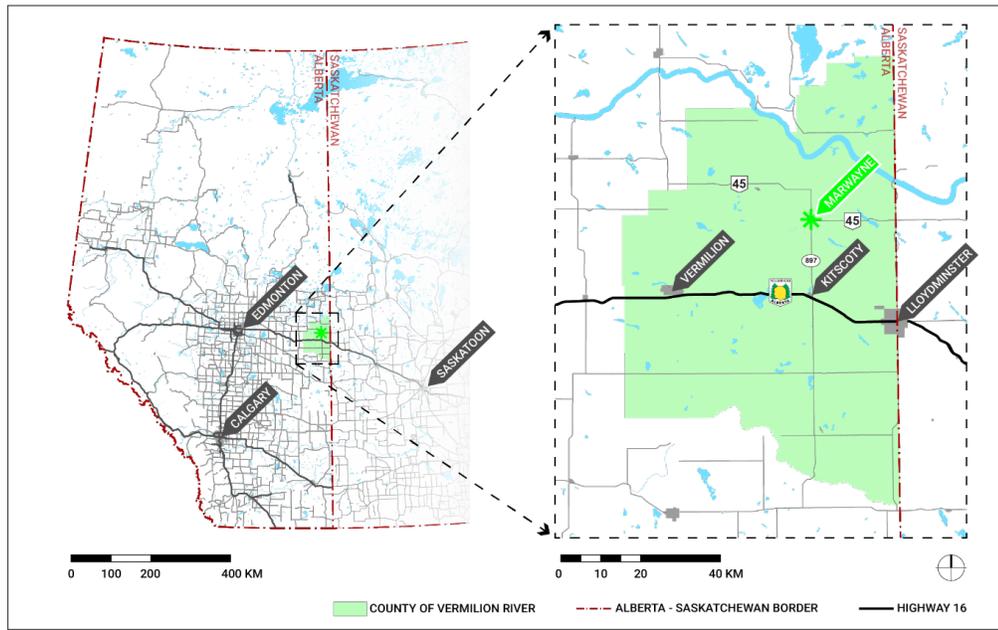
2.1 Site Context

The Village of Marwayne is located approximately 20 km north of TransCanada Hwy 16 along Hwy 897, approximately 20 km west of the Alberta/Saskatchewan border along Hwy 45 and is surrounded on all sides by the County of Vermilion River. Due to the proximity to the river, a biophysical assessment was completed and is available in Appendix G.

The site is located in the eastern corner of the Village of Marwayne directly adjacent to S 5 St (Township Rd 524) and Railway Ave S (Highway 897). It is in proximity to Hwy 45 located to the northeast across a decommissioned Canadian National (CN) rail right-of-way. Onion Lake Cree Nation reserve Makaoo 120 is located approximately 25 km to the northeast.

Nearby major settlements include the City of Lloydminster approximately 35 km to the southeast and the Town of Vermilion approximately 40 km to the southwest. Other settlements include the Village of Kitscoty approximately 20 km to the south and the Hamlet of Dewberry approximately 15 km to the northwest. Nearby airports include Lloydminster Municipal Airport (YLL) approximately 30 km to the southeast and Vermilion Airport approximately 40 km to the southwest. Marwayne Jubilee School, Community Park, and Community Arena are located to the west of the project site. Downtown Marwayne is located approximately 500 m to the northwest of the project site.

Figure 7 – Regional Context Map



Map created by V3 Companies of Canada Ltd using data from the following sources: Government of Alberta and Government of Canada

2.2 Adjacent Lands & Surrounding Development

The surrounding region is also referred to as “The Lakeland Region” due to its numerous lakes and rivers. Lea Park is a ten-minute drive north and Whitney Lakes Provincial Park is a half-hour drive north. The lakes and rivers provide the community with an opportunity to take on a larger role as a seasonal service provider for tourists in the region.

The area immediately adjacent to the project site to the north is designated for Industrial uses, the area immediately adjacent to the project site to the east is designated for Recreational uses in the MDP. Areas adjacent to the project site across Railway Ave S (Highway 897) are designated for Residential, Highway Commercial, and Future Growth in the MDP. The parcel immediately adjacent to the project site to the north is districted in the LUB as M – Industrial, has a total area of approximately 1.39 ha, and is currently used for Light Industrial uses.

The parcel immediately adjacent to the project site to the east is districted in the LUB as P – Community District has a total area of approximately 1.34 ha where Marwayne Alliance Church is currently operating. Parcels adjacent to the project site to the northwest across Railway Ave S (Highway 897) are districted in the LUB as R1 – Single Dwelling Residential.

A parcel adjacent to the project site to the west across Railway Ave S (Highway 897) is districted in the LUB as UR – Urban Reserve.

2.3 Roads

The Plan area is served by Township Road 524 to the south, and Highway 897 to the west. The intersection of Railway Ave S (Highway 897) and S 3 St is located adjacent to the project site at the extreme northwest corner. The intersection of Railway Ave S (Highway 897) and S 5 St is located adjacent to the project site at the extreme southwest corner.

The project site is in proximity to Hwy 45 located to the northeast across a decommissioned rail right-of-way. A full Traffic Impact Assessment (TIA) has been completed and is available in Appendix F.

2.4 Public Participation

The Village of Marwayne used a variety of engagement methods in order to obtain feedback on the creation of this Area Structure Plan. This included open houses, and the information being posted on the Village’s website.

The public open house event was conducted May 31, 2023 at the Village of Marwayne office from 4:00PM to 8:00PM. In total, four participants joined the event to learn more about the project, proposed policies, and proposed land use concept. No comments cards were filled out during the event, and no comments were emailed or called in to the Village after the event.

3

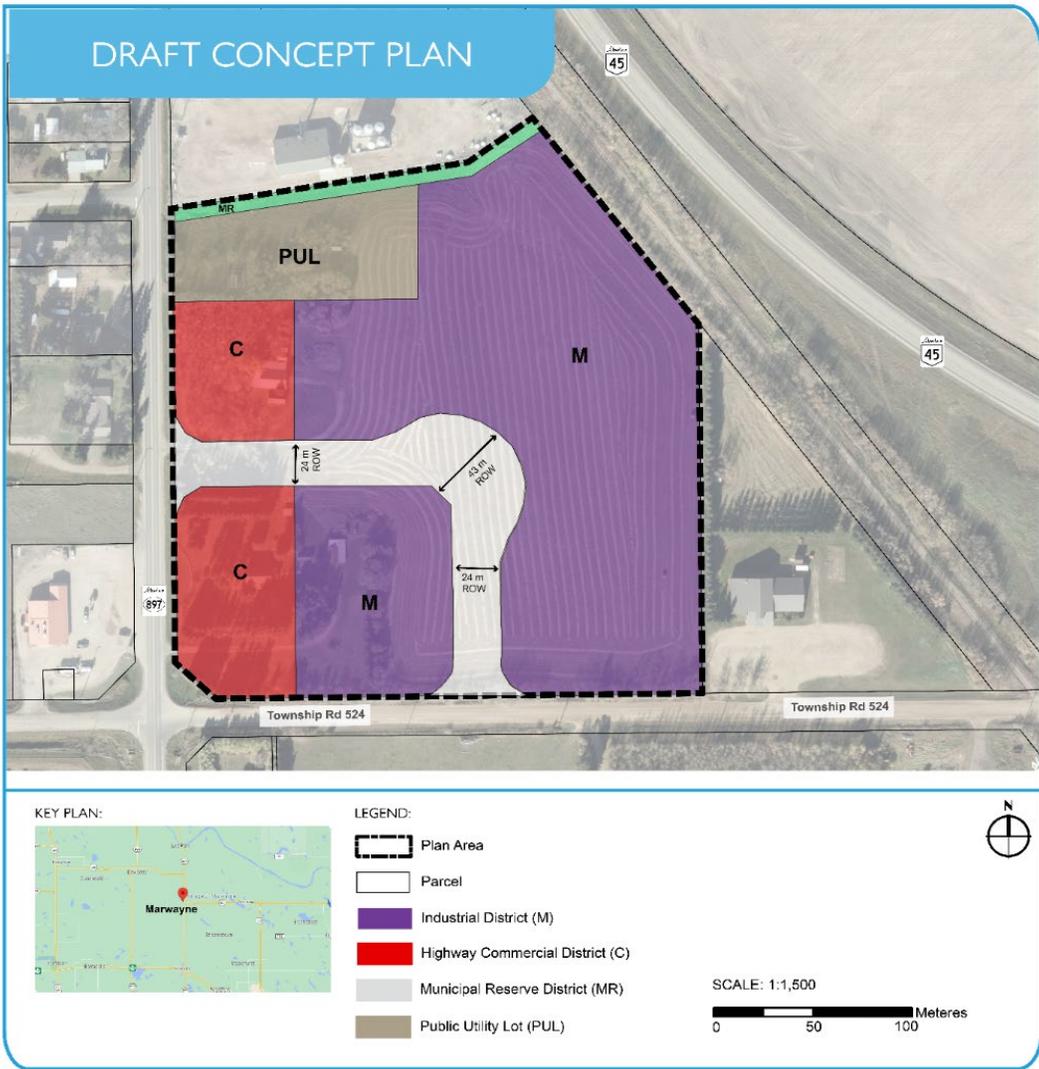
VISION

3 VISION

3.1 Vision & Land Use Concept Plan

The Business Park Area Structure Plan will enhance the economic opportunities in the Village while limiting the impact on existing residents and the natural environment.

Figure 8 – Business Park Area Structure Land Use Concept Map



The following land use table outlines the gross area and gross developable area for the site.

Land Uses	Area (ha)	Percentage (%)
Gross Area	6.77	100%
Public Utility Lot	0.62	9.1%
ROW (Existing Roads, etc.)	0.78	11.6%
Municipal Reserve	0.12	1.7%
Commercial	1.04	15.40
Light Industrial	4.22	62.23
Total Area	6.77	100.0%
Gross Developable Area	5.26	77.6%
Gross Non-developable Area	1.52	22.4%

4

DEVELOPMENT CONCEPT

4 DEVELOPMENT CONCEPT

4.1 Commercial & Industrial Development

Objective: To facilitate diverse economic opportunities within the Plan area through responsible land use planning.

POLICIES

The Village will:

- 1. Seek opportunities to work with existing businesses who wish to expand their operations and prospective new businesses to encourage them to locate in the Business Park ASP.
- 2. Utilize a transition of land uses and districting to support a buffer from the existing residential areas to the new business area.

4.2 Trails & Open Space

Objective: To provide a safe trail network connecting existing development to the recreation space to the northeast of the Plan area that promotes active lifestyles.

POLICIES

The Village will:

- 1. Require developers to establish a public trail along the north edge of the development to provide connectivity with existing developments and trail networks.

The Village should:

- 1. Encourage internal pedestrian movement by requiring appropriate provisions for pedestrians in all new commercial developments.
- 2. Incorporate a trail into the construction of new storm water management facility utilizing the County of Vermillion River's Engineering Design Standards.

4.3 Environmental Stewardship & Natural Environment

Objective: To protect and enhance the natural landscape where appropriate and to mitigate adverse impacts to the natural environment as best as possible at all stages of development, including construction and operation of industrial and commercial land uses.

POLICIES

The Village **will**:

1. Require developers to meet the goals and strategies of the Village of Marwayne's Sustainability Plan where applicable.
2. Require developers to protect the environment at all stages of development including construction, operation and site reclamation.
3. Require developers to manage all environmental nuisances including light, sound, dust and noise pollution within their developments.
4. Require developers to landscape the street facing frontage of their site.

The Village **should**:

5. Require on-site containment systems to be used by all developments in the Plan area to minimize seepage of oil, gas and other materials into the groundwater.

4.4 Transportation

Objective: To create a safe, efficient, and functional road network within the Plan area.

POLICIES

The Village **will**:

1. Require that access to the Plan area is from major roadways as shown in Figure 9: Transportation Network.
2. Require that the construction of the internal roadway meets the Village's municipal engineering standards and is designed to minimize surface runoff from entering the stormwater system. Techniques such as landscaped ditches, bioswales and landscaped shoulders **may** be used to reduce surface runoff.
3. Consider the implementation of a modified southbound bypass lane at the new collector/Highway 897 intersection based on currently available spacing.

The Village **should**:

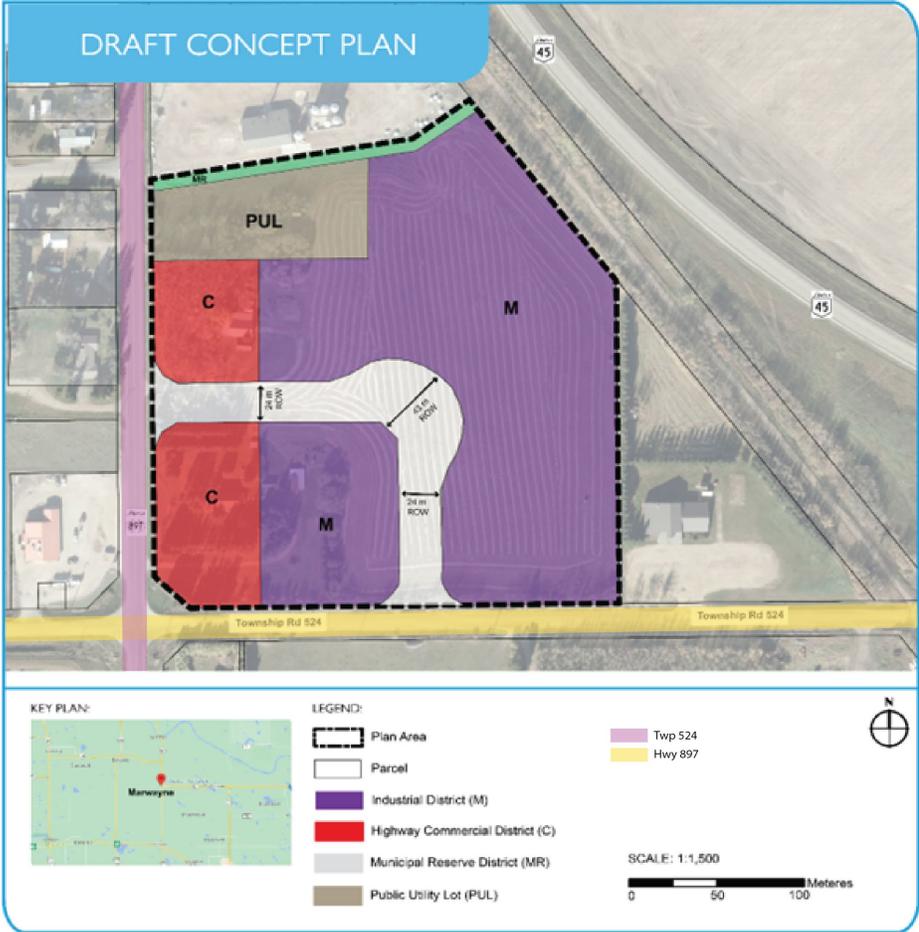
4. work with Alberta Transportation to complete a corridor study for Highway 897 to determine potential upgrading options to address existing deficiencies as identified by TEC guidelines.

4

DEVELOPMENT CONCEPT

- a. Pending the outcome of the corridor study, consider cost sharing options for the outcomes of the study and/or to develop the new collector/S 5 Street intersection to include a single travel lane on each approach.

Figure 9 – Transportation Network



5 MUNICIPAL UTILITIES

5.1 Water & Sanitary Servicing

Objective: To create and maintain an efficient, effective and economical utility system that meets the demands of future development.

POLICIES

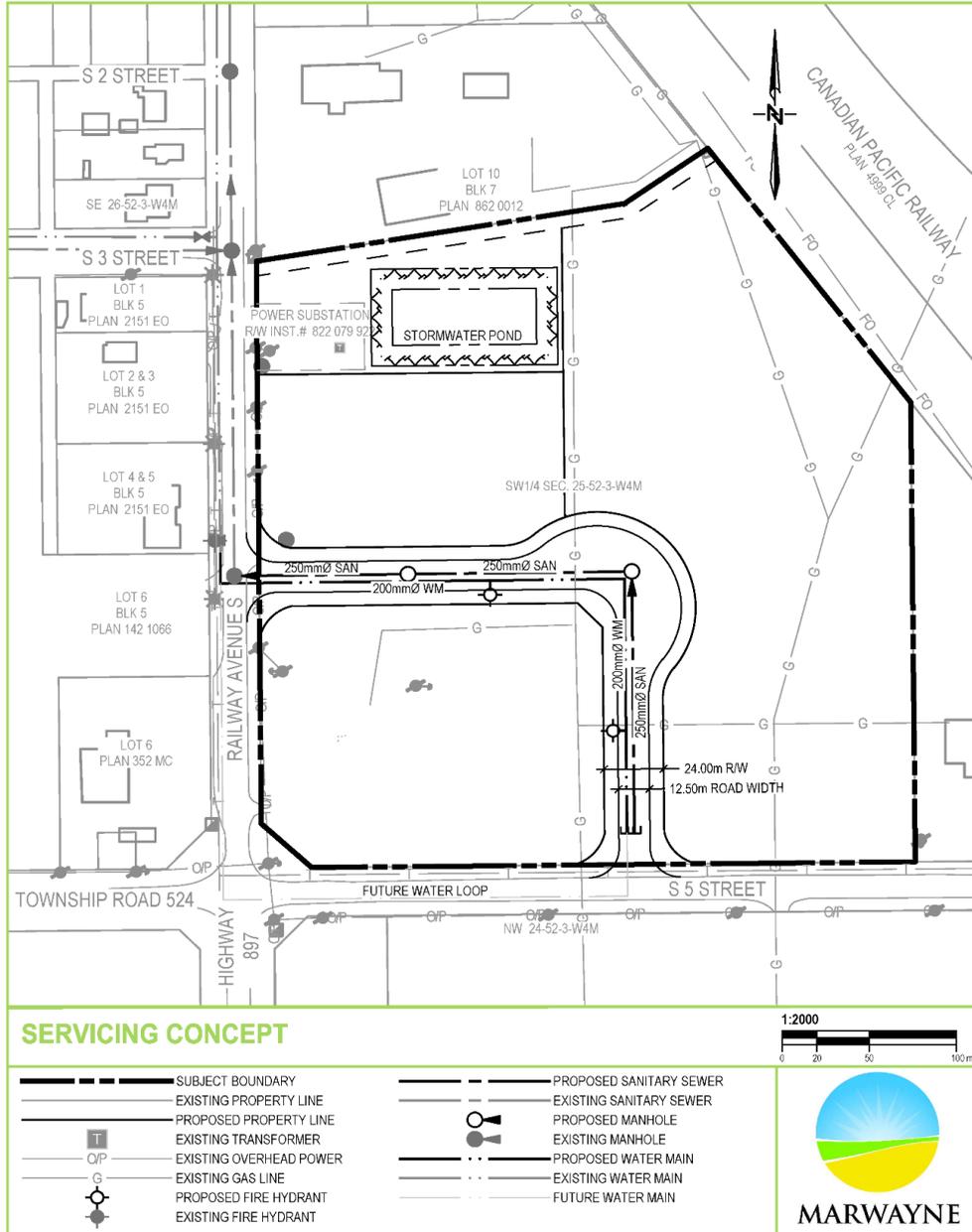
The Village **will**:

1. Provide water servicing to the Plan area as generally shown in Figure 10: Servicing Plan. If upgraded water servicing is required to service the future developments, the Village **should** explore opportunities for a cost contribution model, future identified in policy 6.1.2.
2. Provide sanitary services to the Plan area as generally shown in Figure 10: Servicing Plan. If upgraded sanitary servicing is required to service the future developments, the Village **should** explore opportunities for a cost contribution model, future identified in policy 6.1.2.
3. Require that the construction of new and expansion of existing water and sanitary servicing systems comply with the policies and recommendations identified in the water and sanitary servicing studies for the Plan area.

5

MUNICIPAL UTILITIES

Figure 10 – Servicing Concept



5.2 Stormwater Management

Objective: To manage stormwater throughout the Plan area to avoid any increase in runoff resulting from development.

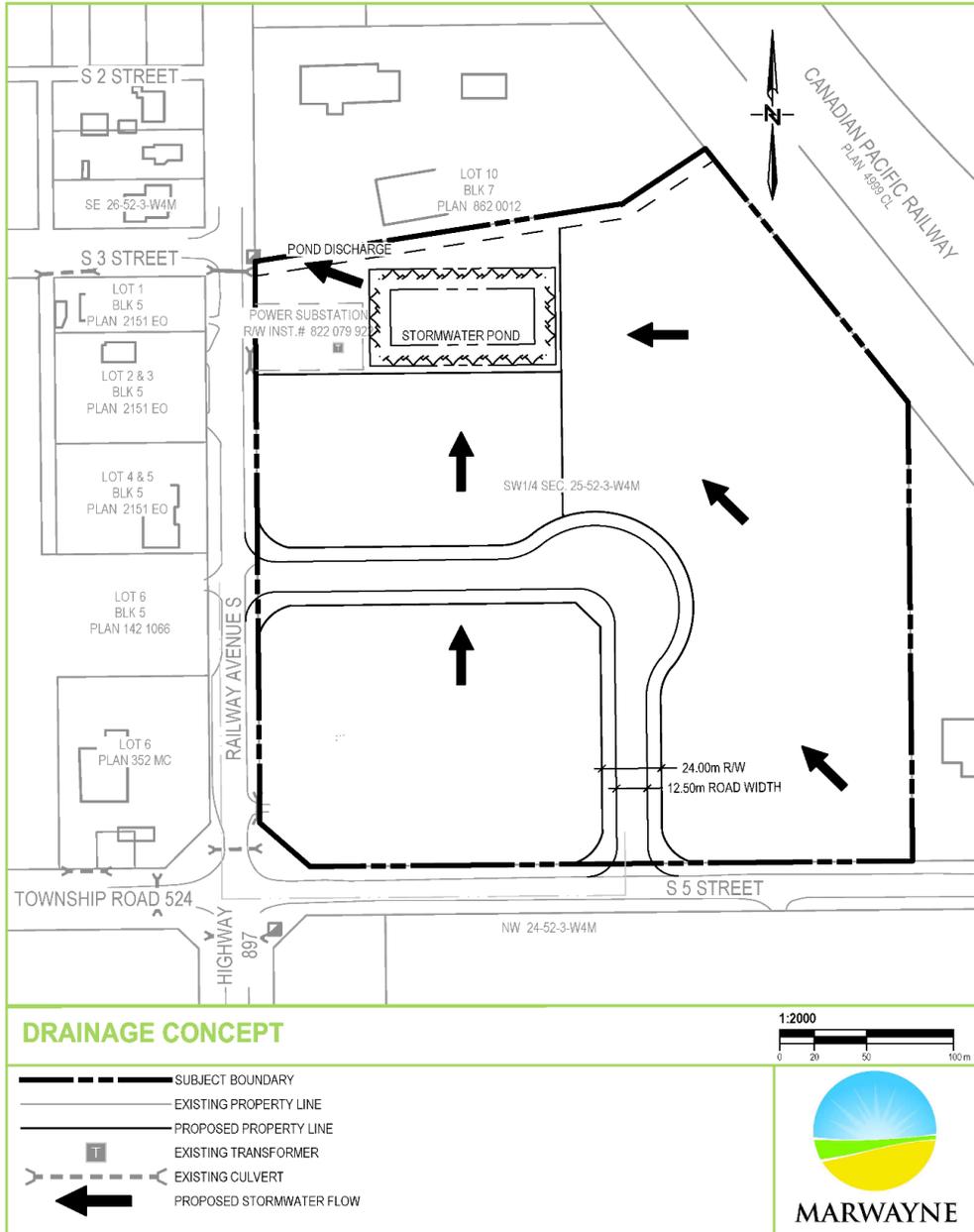
POLICIES

- The Village **will**:
1. Require that the stormwater management facility within the Plan area is situated as shown in Figure 11: Stormwater Infrastructure Network.
 2. Require that all on-site stormwater is managed to the Village’s Engineering Design Standards.

5

MUNICIPAL UTILITIES

Figure 11 – Stormwater Infrastructure Network.



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6 PLAN IMPLEMENTATION

6.1 Phasing & Future Development

Objective: To require compact, orderly and economical growth within the Plan area.

POLICIES

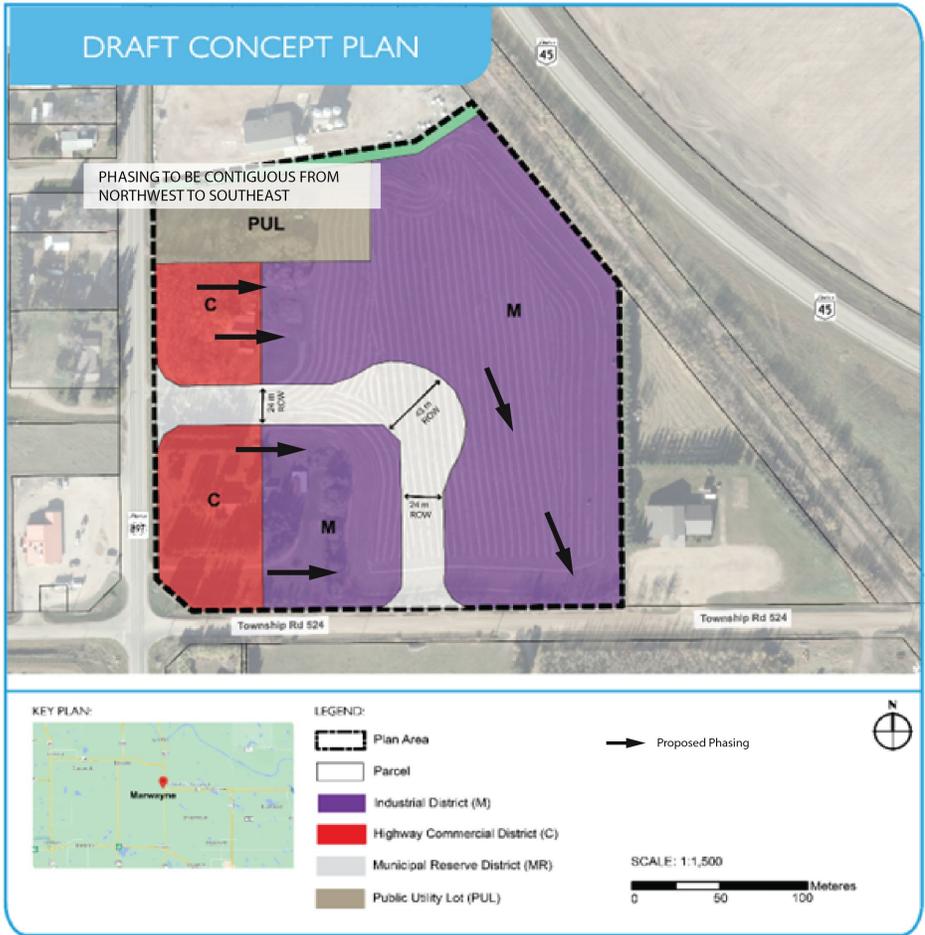
The Village **will:**

1. Require development in the Plan area follows the general pattern of land uses and development phasing established in the Plan.
2. Develop a business plan that will leverage a variety of cost recovery mechanisms and the phasing of development to encourage new businesses, employment opportunities, increased assessment and recover the land and servicing costs, and limit the Village's financial liabilities.
3. Explore all possible funding sources to offset roadway and infrastructure improvements, including but not limited to levies, federal and provincial grants, developer contributions, and public private partnerships.

6

PLAN IMPLEMENTATION

Figure 12 – Development Phasing



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BUSINESS PARK ASP
Village of Marwayne



VILLAGE OF MARWAYNE

Cheque Register-Summary-Bank



AP5090

Page : 1

Date : Dec 04, 2023

Time : 10:39 am

Supplier : 10 To ZARC
 Cheque Dt. 01-Dec-2023 To 04-Dec-2023
 Bank : 01 - ATB To 99 - Penny Clearing

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

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
4766	01-Dec-2023	10032	Receiver General For Canada	Issued	85	C	1,050.00
Total Computer Paid :		1,050.00	Total EFT PAP :	0.00	Total Paid :		1,050.00
Total Manually Paid :		0.00	Total EFT File :	0.00			

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

VILLAGE OF MARWAYNE

Cheque Register-Summary-Bank



AP5090

Date : Dec 07, 2023

Page : 1

Time : 2:47 pm

Supplier : 10 To ZARC

Cheque Dt. : 07-Dec-2023 To 07-Dec-2023

Bank : 01 - ATB To 99 - Penny Clearing

Seq : Cheque No.

Status : All

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

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
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4768	07-Dec-2023	10025	Vermilion River Regional Waste	Issued	88	C	11,828.00
4769	07-Dec-2023	10032	Receiver General For Canada	Issued	88	C	7,252.75
4770	07-Dec-2023	10113	TELUS	Issued	88	C	286.95
4771	07-Dec-2023	18	Rusway Construction	Issued	88	C	25,597.83
4772	07-Dec-2023	ACE	ACE	Issued	88	C	9,335.20
4773	07-Dec-2023	AISL	AMSC Insurance Services Ltd	Issued	88	C	3,745.05
4774	07-Dec-2023	ASTEC	Astec Safety Inc.	Issued	88	C	1,238.29
4775	07-Dec-2023	COOP	Federated Co-Operatives Limited	Issued	88	C	986.66
4776	07-Dec-2023	CURW2	Curtis, Wilson	Issued	88	C	90.90
4777	07-Dec-2023	DEBKER	Debnam, Keri	Issued	88	C	120.00
4778	07-Dec-2023	FLAUR	F'Laura N' Company Greenhouse Ltd.	Issued	88	C	1,176.00
4779	07-Dec-2023	GRARO	Gray, Robert	Issued	88	C	1,524.29
4780	07-Dec-2023	HMS2	Alberta 1171363 Ltd. Hendricks Microtech	Issued	88	C	820.86
4781	07-Dec-2023	MFRD	Marwayne Fire and Rescue Dept.	Issued	88	C	5,589.70
4782	07-Dec-2023	PATLAW	Patriot Law	Issued	88	C	997.50
4783	07-Dec-2023	SHAHAR	Harrower, Shannon	Issued	88	C	255.94
4784	07-Dec-2023	STMP000004	Bristow, Royle	Issued	88	C	6.95
4785	07-Dec-2023	TFCHI	Time for a Change Home Improvement Ltd	Issued	88	C	975.83
4786	07-Dec-2023	VCOC	V3 Companies of Canada Ltd.	Issued	88	C	1,172.06
4787	07-Dec-2023	WAGL	Wainwright Assessment Group Ltd	Issued	88	C	751.80

Total Computer Paid :	74,537.94	Total EFT PAP :	0.00	Total Paid :	74,537.94
Total Manually Paid :	0.00	Total EFT File :	0.00		

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

VILLAGE OF MARWAYNE
Bank Reconciliation Statement



MARWAYNE

BR5020

Date : Dec 07, 2023

Page : 1

Time : 1:34 pm

Period : 11
 Year : 2023
 For Bank : ATB

Statement Date : 30-Nov-2023
 Sort By : Year and Period

Reference #	Cheque Date	Src	Period	Year	Amount	Description
25	31-Aug-2023	PT	8	2023	181.08	Property Tax Posting for transactions upto 07 Sep,23 All accounts
4724	19-Oct-2023	AP	10	2023	-131.25	Grant Carry
4738	14-Nov-2023	AP	11	2023	-2089.39	All Weather Sealant Ltd.
4743	14-Nov-2023	AP	11	2023	-525.00	Franklin Ilona
4745	14-Nov-2023	AP	11	2023	-262.50	Janelle Millhouse - Horizon Bookkeeping
4762	16-Nov-2023	AP	11	2023	-73.40	MCSNet-Lemalu Holdings Ltd.
4763	16-Nov-2023	AP	11	2023	-621.55	2005450 AB Ltd. o/a Sign Solutions
4765	16-Nov-2023	AP	11	2023	-785.52	Wells Fargo Equipment Fin Co

Bank Balance Statement	714258.78	as of 30-Nov-2023
Add outstanding deposits	181.08	(Includes all debits)
Cancelled deposits	0.00	
Less outstanding withdrawals/charges	-4488.61	(Includes all credits)
Cancelled withdrawals/charges	0.00	
Calculated Bank Balance	709951.25	
GL Bank Account Balance	709951.25	as of Period : 11 Year : 2023
Difference	0.00	

**VILLAGE OF MARWAYNE
Billing Register Report Detailed**



UB4110 Page : 28
Date : Dec 04, 2023 Time : 9:48 am

Report Options

Customer Selection : All

Calculation Type : All

Batch Number

From : [2023120401]
To : [2023120401]

Include Billing Transaction From Transaction Maintenance : No
Svc. End Date On/Before : 04-Dec-2023 Final Bills Only : No

Cat	Srv	Service Description	Count	Total Discount	Total Units	Total Amt	Total Cons.	Avg. Cons.
01	WCOM	Commercial Water	24		24.00	1,963.05	213.00	8.88
01	WINS	Institutional Water	3		3.00	630.00	100.00	33.33
01	WLF	Water Line Fee	253		253.00			
01	WMUN	Municipal Properties	3		3.00		11.00	3.67
01	WPUB	Public Building Water	8		8.00	1,063.85	171.00	21.38
01	WRES	Residential Water	235		235.00	18,304.45	2,047.00	8.71
02	SCOM	Commercial Sewer	24		24.00	460.67		
02	SINS	Institutional Sewer	3		3.00	225.00		
02	SPUB	Public Building Sewer	8		8.00	160.00		
02	SRES	Residential Sewer	236		236.00	4,720.00		
03	GIN	Institutional Garbage	3		3.00	33.00		
03	GRES	Residential Garbage	236		236.00	6,254.00		
Book 000 Totals :			1036		1,036.00	33,814.02	2,542.00	
Totals			1036		1,036.00	33,814.02	2,542.00	

INNOVATIVE TOURISM DEVELOPMENT SUCCESS

Roadtrip Adventure Game!

- A One-of-a-Kind promotion.
- Started for Covid Recovery
- A success story...

STICKER STATION



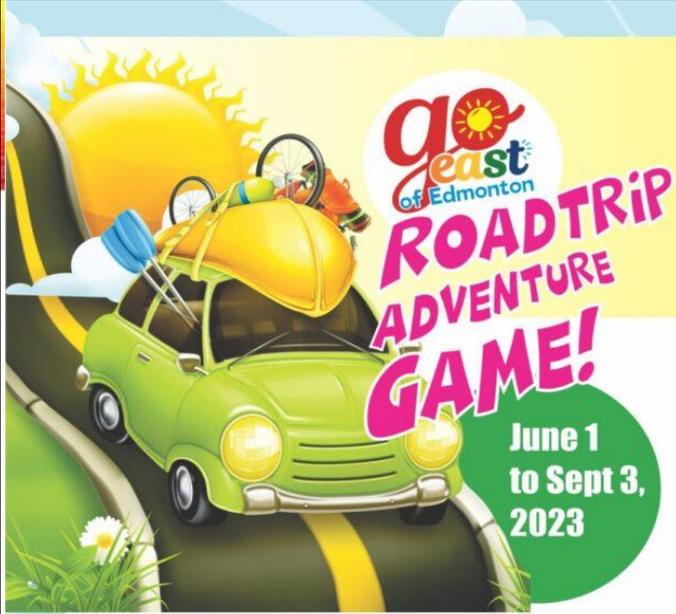
GoEastofEdmonton.com





GREAT RESULTS FOR 2023!

- **Better results than 2022! Increased Travellers and More stickers Given away in 2023!**
- Over 1000 have signed up for the Roadtrip Adventure Game on the website from Edmonton region mostly.
- Hundreds of Families played the game and spent money across the region from as far as Tennessee and Ak!
- Over **1500 downloads** of gameboards and Prizes contributed from the partners actually topped **over \$8000.00**
- Some sticker stations reported to double the amount of stickers given away, while some others had **significant increases** of 100 or more. Nearly all reported more stickers given away in 2023 as compared to 2022.
- **Results are that: 40% more stickers given away to a total of over 8900 stickers across the region and 630 entries submitted from all prize categories.**
- **The amount of people that went to every Community – all 43 locations doubled over last year.**
- **Over 40 families tripped to all 43 Communities, Over 80 tripped to over 21 communities, and Over 100 tripped to over 16 communities.**
- This is a very significant amount of increased roadtripping and expenditures projected across the region.
- We are estimating once again that the ROI and **spending generated from the Roadtrip Adventure Game is over \$150,000 in 2023.**
- **Over \$500,000 spent in the region** by Game Roadtrippers since 2021.
- **It is our recommendation to continue the Game across the region for 2024!**



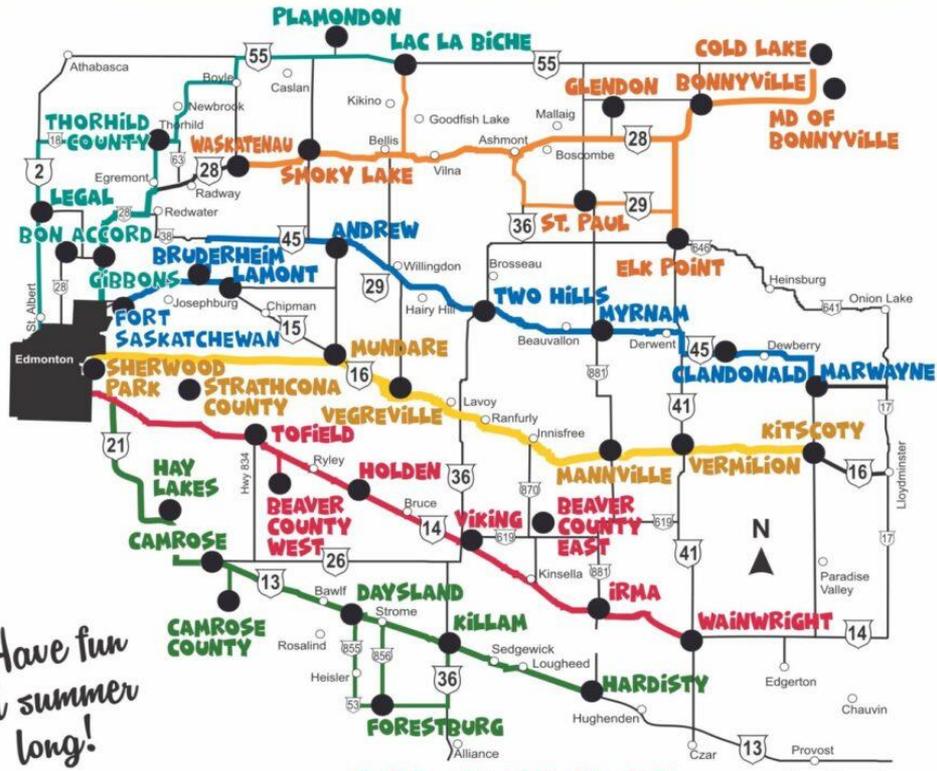
More Ways to **PLAY & WIN** in 2023!
Over \$6000 in Prizes!

Win the Awesome Roadtrip Prize Packages!

What you can win – Fuel, Food, Dining, Beverages, Shopping, Gifts, Golf, Camping, Accommodations, Attractions Passes, Cash and much more! See GoRoadtripGame.ca for complete details.

Collect Stickers on
6 Highway Routes

Teal	Hwy 2 - 55	NE
Orange	Hwy 28	
Blue	Hwy 15 - 45	East
Yellow	Hwy 16	
Red	Hwy 14	SE
Green	Hwy 13	



Have fun
all summer
long!

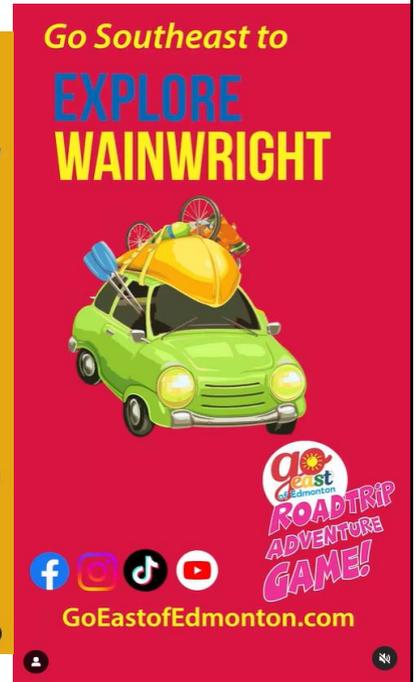
FIND THE **STICKER STATIONS**
AT THE HIGHLIGHTED COMMUNITIES & WATCH FOR SIGNS & POSTERS!





OVER 100,000 REACHED THROUGH ADVERTISING CAMPAIGNS

- Ads, Posters, Reels & more!
- Plus Thanks to all our Partners and Sponsors!



STICKER STATION

You must present your Gameboard at the Sticker Stations to collect your sticker.

Collect your sticker here!

And don't forget to Scan for more Deals & Prizes!

ROADTRIP ADVENTURE GAME!

PLAY & WIN

Over **\$6000** in Prizes!

Get your Gameboard here in the 2023 Go East of Edmonton Travel Guide or Download it at GoEastofEdmonton.com

June 1 to Sept 3 2023

Questions? Contact us... info@goeastofedmonton.com 1-888-632-8755

Sponsored by MCS, CANALTA, 840 CFCW



ROADTRIPPERS SCAN HERE

Enter for Bonus Prizes of over \$1000

Get Deals & Special Offers

Must See Local Events & Attractions

Find out the BEST places to EAT and SHOP!

Includes Google Maps



POST YOUR TRIP WITH
#GoEastofEdmonton
#GoRoadtrips2023



OVER 1000 SCANS...

- 200 people used the Scan for maps and to enter bonus prizes! 2 ladies scanned over 40x each!
- All Total Map views June to Sept 10 over 18,000!

ROADTRIP ADVENTURES

View our interactive map and get started on your trip along Highway 13!

- See the Roadtrip Game Sticker Stations
- Events along this Route
- Deals & Offers
- Recommended Businesses

LEARN MORE ABOUT THE ROADTRIP ADVENTURE GAME



		Town of Gibbons gibbons.ca	Town of Bon Accord bonaccord.ca	Town of Legal legal.ca	Hwy 2-55 Northeast	Thorhild County thorhildcounty.com	Plamondon - Lac La Biche Region Plamondon (Lac La Biche Region)	Lac La Biche Region laclabichecounty.com		
SIGN HERE ↓ Player Name: _____ For complete game details visit: GoRoadtripGame.ca	Village of Waskatenau waskatenau.ca	Town of Smoky Lake smokylake.ca	Town of St. Paul stpaul.ca	Town ofca	Village of Glendon ...ca	Town of Bonnyville town.bonnyville.ab.ca	M.D. of Bonnyville md.bonnyville.ab.ca	City of Cold Lake coldlake.com	SIGN HERE ↓ Player Name: _____ For complete game details visit: GoRoadtripGame.ca	
	Fort Saskatchewan fortsask.ca	Town of Bruderheim bruderheim.ca	Town of Lamont lamont.ca	Town ofca	... myrnam.ca	Village of Marwayne marwayne.ca	Hamlet of Clondonald clondonaldalberta.ca			
CANALTA HOTELS MCS NET 840.CFCW <small>Alberta's Country Legend</small>	Sherwood Park strathcona.ca	Strathcona County strathcona.ca	Town ofca	Village of Mannville mannville.com	Town of Vermilion vermilion.ca	Village of Kitscoty vokitscoty.ca				
Town of Tofield tofieldalberta.ca	Beaver County - West beaver.ab.ca	Village of Holden holden.ca	Hwy 14 Southeast	Village of Irma irma.ca	Town of Wainwright wainwright.ca	CANALTA HOTELS MCS NET 840.CFCW <small>Alberta's Country Legend</small>				
 Post your Trip to WIN Bonus Prizes. Use #GoRoadtrips2023 and #GoEastofEdmonton 	Village of Hay Lakes villageofhaylakes.com	City of Camrose explorecamrose.ca	Camrose County county.camrose.ab.ca	Hwy 13 Southeast	Town of Daysland daysland.ca	Village of Forestburg forestburg.ca	Town of Killam town.killam.ab.ca	Town of Hardisty hardisty.ca		

TO PLAY & DOWNLOAD GAMEBOARD VISIT: GoRoadtripGame.ca

Call 1-888-632-8755 or email info@goeastofedmonton.com

2023

AMAZING TESTIMONIALS YEAR AFTER YEAR!

- **Where do the People come from?**
- 64% Edmonton Area (Incl Sh Park, Fort Sask)
- 32% Local East Area
- 2% Calgary, Red Deer, other AB
- 2% Sask, Ontario, USA
- **Amazing Sylvia visits all 43 locations in June!**
- <https://goeastofedmonton.com/2023-roadtrip-adventures/sylvia-goes-east-of-edmonton-on-an-epic-adventure/>

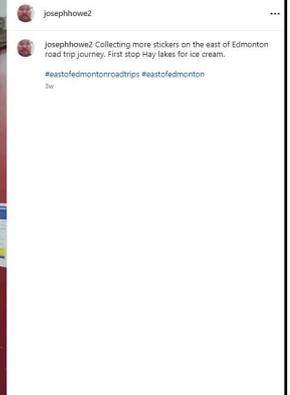


- Over 50 people/families are repeat Gamers playing year after year!
- A lot of people came and said **they loved it and they will be back to visit the community again!**
- The people and families enjoyed themselves, and more came than last year.
- Some people said **they would not have come here** if not for the Go East Roadtrip Game!
- Most stations (where applicable) said that travellers made purchases at the station and around the town. Some came specifically to make purchases. As much as 25% to 50%, and even 90% made purchases at a station!
- Travellers said it was great fun and the Best Roadtrip ever!
- Many said they used the "travel guide" and "played last year" as a reason for hearing about it.
- Overall was very good and we should do the game again next year!

WALL OF FAME

SHOWCASES WINNERS AND PARTICIPANTS
WWW.GOROADTRIPGAME.CA

- **How did they hear about the game?**
- 30% Go East Travel Guide
- 26% Played Before
- 22% Social Media, Online Ads
- 11% Word of mouth
- 2% Radio, TV
- 2% from a local Business
- 5% Other



WALL OF FAME

SHOWCASES 2023 WINNERS

WWW.GOROADTRIPGAME.CA

- **Ultimate Prize Winner** - Cecile Cyr-Greyson, Edmonton
- **Blackjack Prize Winner** – Lyndsay Sommerfeldt, Edmonton
- **Hwy 2-55 Prize Winner** - Dominic Rudyk, Vegreville
- **Hwy 28 Prize Winner** - Pat Van Meer, Edmonton
- **Hwy 15/45 Prize Winner** - Tunde Holca, Bonnyville
- **Hwy 16 Prize Winner** - Jenn Leskow, Edmonton
- **Hwy 14 Prize Winner** - Nicole Werbicki, Sherwood Park
- **Hwy 13 Prize Winner** - Rebekah Srochenski, Edmonton
- **Northeast Prize Winner**– Michelle Westre, Ardmore
- **East Prize Winner** – Christian Martin, Fort Saskatchewan
- **Southeast Prize Winner** – Heather Howe, Camrose
- **Lucky 7 Prizes** - Orlean Moran, Edm, Mary Weston, Stony Plain, Jordan Saitz, Leduc.
- **Bonus Scan Winners** – Tracy Aisenstat, St Albert, Angela Hotchkiss, Lloydminster.
- **Repeat Gamer Prize Winners** – Janelle Byrna, Edmonton, Janelle Cadrin, Mallaig
- Plus over 100 other Bonus Prize winners!



PLANNING FOR THE 2024 ROADTRIP GAME!

It is our recommendation to continue the Game across the region for 2024!

Goal: Continue to develop and promote experiences and packages for summer, fall and winter to make consumers stay longer and spend more \$.

Game: June 1 to Sept 1, 2024

Shoulder Season - Roadtrip Adventures Development

Great Potential for Tourism Development and Growth!

Planning Meetings over the Winter.

go east of Edmonton
ROADTRIP ADVENTURE GAME!



- **A Success Year after Year...survey results** from Game Roadtrippers
- 30% replied in our last survey – great results.
- Nearly 100 Room nights booked of Hotels, Camping and BnB-Unique accommodations.
- Approx 90% stated they Ate and shopped locally
- Over 75% visited attractions.
- Over 75% booked paid accommodations.
- Example- Tunde Holca- 2450km, 7 tanks gas, \$700 Fuel bill, 5 hotels, plus food and shopping.
- **Over \$500,000 spent in the region** by Game Roadtrippers since 2021.

- **We are looking forward to the future...** and we are pleased to **Promote, Develop, Support** and help your Community, Businesses, and NPO's to have the greatest potential for **Tourism Growth** and Potential **Economic Development** annually.
- **Contact us:** info@goeastofedmonton.com
- Kevin.goeast@gmail.com 780-632-6191

It's Time to...
go east
of Edmonton.com



ATTRACTIONS • CAMPING • EVENTS • ROADTRIPS



County of
VERMILION River

County Council

November 15, 2023

RECEIVED

NOV 21 2023

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

Dear Shannon,

RE: 2023 – 2024 Council Appointments

Please be advised that at the Organizational Meeting of Council, held October 24, 2023, Councillor Marty Baker was declared elected as Reeve and Councillor Leslie Cusack as Deputy Reeve for the 2023 – 2024 term. Council also approved the Council appointments to all Committees and Boards for the 2023 – 2024 term at its Regular Meeting of Council on November 14, 2023.

Please be advised that **Councillor Clinton Murray** (div6@county24.com) and **Councillor George Kuneff** (div4@county24.com) will represent the County of Vermilion River on the Intermunicipal Liaison Committee.

You may contact your representatives on meeting information via executive.assistant@county24.com or through the above email addresses.

Sincerely,



Alan Parkin
County Administration