



Village of Marwayne

Agenda

Regular Village Council Meeting
Monday, June 16, 2025 @ 7:00 PM
ATB Financial Boardroom

Page

1 CALL TO ORDER

2 ADDITIONS

3 ADOPTION OF AGENDA

3.1 June 16, 2025

Be it resolved that the June 16, 2025 Regular Village Council Meeting Agenda be approved as presented.

4 ADOPTION OF MINUTES

4.1 May 26, 2025

Be it resolved that the May 26, 2025 Regular Village Council Meeting Minutes be approved as presented.

5 PUBLIC HEARING/DELEGATIONS

5.1 7:00 PM - Cpl. Brian Weisbrod with Kitscoty RCMP

4 - 10

Be it resolved that the presentation by Cpl. Brian Weisbrod, with the Kitscoty RCMP, be received as information.

5.2 7:30 PM - Marty & Kagan Kneen re: Stop Order Removal

Be it resolved that the presentation by Marty and Kagan Kneen be received as information.

6 KEY STRATEGY: ADDRESSING SERVICE NEEDS

6.1 Public Works & Regional Water Operator Report

11 - 13

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

7 KEY STRATEGY: PLANNING FOR GROWTH & CHANGE

7.1 Senior Centre Facelift

14 - 17

Be it resolved that the Village of Marwayne receive the Senior Centre Facelift ideas as information.

7.2 Wayfinding Pole Replacement.

18 - 26

Be it resolved the Village of Marwayne receive the wayfinding post replacement RFD as information.

8 KEY STRATEGY: PURSUING OPERATIONAL & ORGANIZATIONAL EXCELLENCE

8.1 2025 Public Auction for Property Tax Arrears

27

Be it resolved that the public auction for properties Lot 9 Block 8 Plan 56HW subject to tax arrears be scheduled on September 15, 2025 at 2:00PM at the ATB Financial Boardroom located within the Village of Marwayne Administration Office.

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

Be it resolved that the terms and conditions of sale for the 2025 public auction be approved as presented.

9 ADMINISTRATIVE REPORTS

9.1 Councillor Reports

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

•

9.2 Chief Administrative Officer Report

28 - 29

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

10 FINANCIAL

10.1 Cheque Distribution Report

30

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.

10.2 Bank Reconciliation Report

31

Be it resolved that the May, 2025 Bank Reconciliation Report be received as information.

10.3 Monthly Utility Bill Report

32

Be it resolved that the May, 2025 Monthly Utility Bill Report be received as information.

11 CORRESPONDENCE

Be it resolved that the following letters be received as information:

- **Pre-Election Disclosures**
- **VRRRA Advocacy Letter**

12 CONFIDENTIAL

13 CHIEF ADMINISTRATIVE OFFICE

13.1 Appointing new Chief Administrative Officer

Moved by _____ That the Village of Marwayne appoint Joshua Saskiw as the Chief Administrative Officer for the Village of Marwayne pursuant to the provisions of the Municipal Government Act of Alberta Chapter M-26 RSA 2000, effective June 16, 2025.

Moved by _____ That the Village of Marwayne approve the Chief Administrative Officer employment agreement setting out the terms and conditions of employment dated June 3, 2025 signed by Joshua Saskiw and Mayor Christopher Neureuter on behalf of the Village of Marwayne.

14 SETTING OF THE NEXT MEETING

14.1 July 21, 2025

15 ADJOURNMENT



May 9, 2025

Chris Neureuter
Mayor
Marwayne, AB

Dear Mayor Neureuter,

Please find attached the quarterly Community Policing Report covering the period from January 1st to March 31th, 2025. This report provides a snapshot of human resources, financial data, and crime statistics for the Kitscoty Detachment.

As we approach summer, I would like to highlight the preparations that the Alberta RCMP have made to address what may be another busy wildfire season. The wildfire seasons of 2023 and 2024 have provided our organization with many lessons on the best ways to handle the unpredictability of wildfires. In March, we began planning for the 2025 wildfire season and this included the early staffing of our Division Emergency Operations Center (DEOC). In the past two years, DEOC has been the cornerstone of the police response to the wildfires in Alberta. The members and staff in DEOC are able to process information from various sources to determine the most optimal way to deploy police resources in areas under threat of wildfires.

Depending on the severity of the fire season, it may be necessary to draw resources from your police service to ensure the safety of people and property in affected communities. I want to assure you that the Alberta RCMP will keep the needs of your community in mind and will work to deploy only the resources which will not adversely impact the security of our own community. The Alberta RCMP remains ready to respond to wildfires in coordination with other provincial resources to protect our citizens and communities.

Thank you for your ongoing support and engagement. As your Chief of Police for your community, please do not hesitate to contact me with any questions or concerns.

Best regards,

Cpl. Brian Weisbrod
Chief of Police (Acting)
Kitscoty RCMP Detachment



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Canada



Alberta RCMP - Provincial Policing Report

Detachment Information

Detachment Name

Kitscoty

Detachment Commander

Cpl. Brian Weisbrod (Acting Commander)

Report Date	Fiscal Year	Quarter
May 9, 2025	2024-25	Q4 (January - March)

Community Priorities

Priority #1: Crime Reduction - Property Crime

Updates and Comments:

Detachment goals have been achieved for this quarter and the recently completed fiscal year. There were 8 documented checks on the most prolific offenders and parolees in the detachment area. Meeting with the parole officer was well received and there will be continued checks for the new fiscal year.

Priority #2: Police / Community Relations - Police Visibility / Awareness / Consultation

Updates and Comments:

Detachment goals were achieved. The Paradise Valley Town Hall was small but well received. The events in Kitscoty were also well received. This year, instead of inviting the community to come to the RCMP, the Detachment went and met with the community members at a local establishment. It was a very comfortable setting and numerous topics were discussed.

Priority #3: Police / Community Relations - Community Consultations

Updates and Comments:

No updates provided.



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RCMP-GRC



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Community Consultations

Consultation #1

Date	Meeting Type
January 28, 2025	Community Connection
Topics Discussed	
Youth	
Notes/Comments:	
An officer attended the Dewberry School and participated in the outdoor education program. She went snowshoeing with the Outdoor Education Class along the Iron Horse Trail. The officer has been greatly accepted as this school's liaison and has a very good relationship with all people associated with the school.	

Consultation #2

Date	Meeting Type
March 11, 2025	Meeting with Elected Officials
Topics Discussed	
Crime Reduction Initiatives, Property Crime, Information Sharing	
Notes/Comments:	
Detachment Member attended the County of Vermilion River general meeting in Kitscoty. The Member presented the quarterly statistics, current strength report and reported call for service. There were some questions regarding some current crime trends that were discussed.	

Consultation #3

Date	Meeting Type
March 20, 2025	Community Connection
Topics Discussed	
Youth	
Notes/Comments:	
Member participated in a friendly game of basketball with at-risk youth from Lloydminster and surrounding area.	



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Canada

RCMP-GRC



ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

Consultation #4

Date	Meeting Type
March 22, 2025	Community Connection
Topics Discussed	
Education Session, Youth	
Notes/Comments:	
Two officers and an RCMP employee held an information session regarding the new police fitness assessment evaluation for RCMP members and applicants. Both officers participated in the event, as did members from the community (10 youth) that attended. The session was very well received.	

Consultation #5

Date	Meeting Type
March 24, 2025	Town Hall
Topics Discussed	
Education Session	
Notes/Comments:	
March 24, 2025 and March 25, 2025	
Two officers met with a number of community members and discussed local topics in an informal setting where the community members were able to get to know the detachment members in the area.	



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Provincial Service Composition

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

Notes:

1. Data extracted on March 31, 2025 and is subject to change.
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 reflect positions that do not have an employee attached and need to be filled.

Comments:

Police Officers: Of the eight established positions, seven officers are currently working with none on special leave. There is one hard vacancy at this time.

Detachment Support: Of the two established positions, three resources are currently working with none on special leave. One resource is a casual employee who occupies vacant positions due to illness or vacation.



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Canada



Kitscoty Provincial Detachment
Crime Statistics (Actual)
January to March: 2021 - 2025

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

April 3, 2025

CATEGORY	Trend	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		2	0	0	1	7	250%	600%	1.1
Sexual Assaults		1	2	4	1	2	100%	100%	0.1
Other Sexual Offences		0	0	5	0	0	N/A	N/A	0.0
Assault		12	9	6	9	9	-25%	0%	-0.6
Kidnapping/Hostage/Abduction		0	0	0	2	0	N/A	-100%	0.2
Extortion		0	0	1	0	0	N/A	N/A	0.0
Criminal Harassment		3	2	4	2	5	67%	150%	0.4
Uttering Threats		8	7	2	3	7	-13%	133%	-0.6
TOTAL PERSONS		26	20	22	18	30	15%	67%	0.6
Break & Enter		16	20	14	23	12	-25%	-48%	-0.5
Theft of Motor Vehicle		8	18	6	8	12	50%	50%	-0.2
Theft Over \$5,000		0	2	1	7	3	N/A	-57%	1.1
Theft Under \$5,000		11	12	9	22	11	0%	-50%	1.0
Possn Stn Goods		4	6	5	8	9	125%	13%	1.2
Fraud		7	11	8	6	14	100%	133%	0.9
Arson		2	3	0	4	1	-50%	-75%	-0.1
Mischief - Damage To Property		10	7	9	9	13	30%	44%	0.8
Mischief - Other		4	2	0	4	3	-25%	-25%	0.0
TOTAL PROPERTY		62	81	52	91	78	26%	-14%	4.2
Offensive Weapons		4	2	1	3	6	50%	100%	0.5
Disturbing the peace		3	0	0	0	0	-100%	N/A	-0.6
Fail to Comply & Breaches		6	12	19	16	10	67%	-38%	1.2
OTHER CRIMINAL CODE		3	4	3	0	5	67%	N/A	0.0
TOTAL OTHER CRIMINAL CODE		16	18	23	19	21	31%	11%	1.1
TOTAL CRIMINAL CODE		104	119	97	128	129	24%	1%	5.9



Kitscoty Provincial Detachment
Crime Statistics (Actual)
January to March: 2021 - 2025

All categories contain "Attempted" and/or "Completed" April 3, 2025

CATEGORY	Trend	2021	2022	2023	2024	2025	% Change 2021 - 2025	% Change 2024 - 2025	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	1	0	3	2	N/A	-33%	0.6
Drug Enforcement - Trafficking		1	0	0	2	0	-100%	-100%	0.0
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		1	1	0	5	2	100%	-60%	0.6
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		0	1	0	3	2	N/A	-33%	0.6
TOTAL FEDERAL		1	2	0	8	4	300%	-50%	1.2
Liquor Act		3	3	0	4	2	-33%	-50%	-0.1
Cannabis Act		0	1	1	1	0	N/A	-100%	0.0
Mental Health Act		11	10	6	8	12	9%	50%	0.0
Other Provincial Stats		29	22	32	19	18	-38%	-5%	-2.5
Total Provincial Stats		43	36	39	32	32	-26%	0%	-2.6
Municipal By-laws Traffic		0	0	0	0	0	N/A	N/A	0.0
Municipal By-laws		0	3	0	0	3	N/A	N/A	0.3
Total Municipal		0	3	0	0	3	N/A	N/A	0.3
Fatals		0	1	0	0	1	N/A	N/A	0.1
Injury MVC		3	5	3	3	4	33%	33%	0.0
Property Damage MVC (Reportable)		33	53	30	29	26	-21%	-10%	-3.8
Property Damage MVC (Non Reportable)		8	13	4	7	17	113%	143%	1.2
TOTAL MVC		44	72	37	39	48	9%	23%	-2.5
Roadside Suspension - Alcohol (Prov)		6	4	1	3	1	-83%	-67%	-1.1
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		218	223	218	158	107	-51%	-32%	-28.7
Other Traffic		3	4	1	0	2	-33%	N/A	-0.6
Criminal Code Traffic		6	9	4	9	6	0%	-33%	0.0
Common Police Activities									
False Alarms		13	7	5	6	9	-31%	50%	-0.9
False/Abandoned 911 Call and 911 Act		2	4	4	4	5	150%	25%	0.6
Suspicious Person/Vehicle/Property		23	15	20	20	24	4%	20%	0.7
Persons Reported Missing		2	2	0	1	1	-50%	0%	-0.3
Search Warrants		0	0	1	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		15	10	13	12	10	-33%	-17%	-0.8
Form 10 (MHA) (Reported)		0	0	1	0	2	N/A	N/A	0.4



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Regional Operator report

May 2025

Common information:

Monthly reports up to date.

Regional Operator off from April 1 to 8th annual vacation.

Regional operator took off half day sick dentist appointment May 7th.

Regional operator scheduled to take two weeks annual vacation June 3th to 19th inclusive..

Marwayne:

Data for April 2025 was electronically submitted on AEP site.

Consumption not great, minimum nighttime consumption at 30 lpm some of which could be winter water.

Lagoon spring discharge started.

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

Semi-annual sewer flushing has been completed with no major problems reported.

Dead ends in water system flushed with no problems.

Admin support for Marwayne on track with Level 1 prep course, passed her course exam waiting for approval to write.

We have received the Bi-Systems quote for the upgrade on the PLC at the plant. Looking for a second quote now.

Contacted Xylem for pump maintenance at the lift stations.

A used CL10 chlorine analyzer was purchased from Aquamen Ltd. Installed now and monitoring operations.

Looks like some issues with the old CL17 chlorine analyzer.



MAY PUBLIC WORKS FOREMAN REPORT

Task	Completed (Yes/No) & Date	Notes
Check & Grade Back Alleys	good	
Playground Inspection, Rototilling and Add Sand	OK	
Building Inspections (What Work needs to be done this year? Are plumbing fixtures working?)	good	
Turn on Water in Welcome Triangle & Check for Leaks (Kill Weeds before 3 rd Week in May, Rototill, Check Flag and Timer)	OK	
Culvert Inspections – Do any need repairs/replacement?	good	
Lagoon Inspection & Rotation	good	
Visual Street Sign Inspections & HWY 897 Signs (Noted in Writing in your Book)	OK	
Water Trees (If Needed) at Agriplex and Downtown and Check Trees in back alleys/sidewalk overhang	OK	
Mowing/Whipper Snipping/Garbage Cleanup (Ball Diamonds a priority/5 th Avenue Park for Soccer)	good	
Clean up Railway Avenue of any Winter Gravel	good	
Sewer Flushing & Manhole Inspection/Clean	good	
Check Fire Extinguishers (1 Office, 3 Shop, Vehicles, 2 Water Treatment Plant, 1 Fire Hall, 1 Lift Station, 2 Well House & 1 Clinic)	good	
Check First Aid Kit for Sticker (Office, Shop, Vehicles and Water Treatment Plant)	good	
Weed Spraying downtown, on empty lots, boulevards, etc.	OK.	

Submitted by: [Signature]

Date: 10 June 2025



PUBLIC WORKS REPORT

MEETING DATE: JUNE 16, 2025

1. Roads

- a. ASL tentatively scheduled to come out the week of June 16, 2025, weather permitting, to complete Railway Avenue paving, complete a patch on 3 Ave. N, pave 2 Street N as well as the basketball court.

2. Water

- a. Spray Park opened May 28, 2025
- b. Water leak/break at 312 3 St N. Public Works and Rusway repaired June 8. Leak was determined to be customer's side.

3. Sewer

- a. Lagoon discharge completed May 28th, 2025

4. Mowing and Parks

- a. Public Works continuing to mow and weed whack throughout the Village as necessary.
- b. The Village is on Knights Spraying list for weed spraying in the coming weeks.
- c. Summer student painted protective board installed on the shack at the outdoor rink.

5. Miscellaneous

- a. Public works delivered and picked up tables, chairs and barricades to Street Dance
- b. Wooden directional sign on Centre Street removed due to wood rot/safety hazard. Fallen sign on 2nd Street removed.
- c. Shadow Tree Services called to remove rotted Towering Poplar at the Triangle and trim back trees at alley behind Home Hardware. Letters have been sent out to property owners regarding the trimming.
- d. Public works created a list of unsightly premises and letters have been sent out to property owners.



REQUEST FOR COUNCIL DECISION

SUBJECT

Updating the outside of the Senior Centre.

RECOMMENDATION

Be it resolved that the Village of Marwayne receive the Senior Centre facelift ideas as information.

BACKGROUND

The seniors that have been using the Senior Centre for their weekly gatherings wish to give the outside a facelift. The Seniors are requesting if the Village is able to contribute a portion of the project.

As the Village owns the Senior Centre, we need to give permission and/or contribute towards the project.

Currently the Senior reserves are sitting at \$26k prior to furnace replacement.

IMPLICATIONS

The Village has already appointed some monies from the Senior Foundation Reserves to be allocated towards a new furnace in 2025.

Costs of projects with quotes should be submitted for review.

ATTACHMENTS

1. Email with pictures from Ellie J.

Shannon Kennedy - PW Admin

From: Village of Marwayne
Sent: June 11, 2025 3:36 PM
To: Shannon Kennedy - PW Admin
Subject: FW: Senior building exterior face-lift.
Attachments: 3871f593ea4a57771d84399fefb3f6ef.jpg; ae1246c456a51d7e73854e732489e782.jpg; 75319ac84386744eec96d81f1d997106.jpg; 23140374bde253bad420c9269f7eab94.jpg

Follow Up Flag: Follow up
Flag Status: Flagged



KERI DEBNAM
Administrative Assistant

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This message and any documents attached thereto, is intended only for the addressee and may contain privileged or confidential information. Any unauthorized disclosure is strictly prohibited and may be protected by law. If you have received this message in error, please notify us immediately and delete any electronic copies.

[REDACTED]
Sent: June 11, 2025 3:18 PM
To: Village of Marwayne <admin@marwayne.ca>
Subject: Senior building exterior face-lift.

Hi Shannon,

Here are some ideas I mentioned to you today regarding making the senior's center look more updated, attractive and welcoming. We have had some discussions with a few at coffee about giving it a face-lift and there is great support for doing something like this.

Paint outside wall and door.

Frame the windows and door.

A continuous pergola structure over windows and door or one over each window. Picture attached for ideas.

Two or three, exterior black retro looking lights, similar to the laundromat ones. See picture for an example.

A new sign. See pic ideas. Either a flat mount or hanging at 90°, depending on the style of the pergola.

Painting could be done by volunteers me being one of them and possibly the pergola could built by a senior carpenter.

Thank you for considering this.







REQUEST FOR COUNCIL DECISION

SUBJECT

Replacing Rotted Wayfinding Posts.

RECOMMENDATION

Be it resolved that the Village of Marwayne receive the wayfinding post replacements as information.

BACKGROUND

Back In 2016, the Marwayne Economic Development Committee (EDC) secured a grant to support the development of signage and wayfinding throughout the community. At that time, the timber wayfinding poles were priced at approximately \$2,400 per pole. A review of the EDC's records indicates only a reference to a "craftsman" who constructed the original wooden poles, with no further details available.

Council may wish to consider replacing the existing timber poles with metal alternatives. A quote for metal poles has been obtained at a cost of roughly \$650 per pole (attached for reference), and funding is available in the 2025 budget to support this replacement. That being said, holes would need to be drilled and poles would need to be cemented in.

IMPLICATIONS

Replicating the original wooden wayfinding posts may be costly, as the EDC previously hired a skilled craftsman to complete the work. Additionally, if wood posts are selected again, the Village would need to ensure they are properly treated to prevent future deterioration due to rot.

ATTACHMENTS

1. Wayfinding and Signage Plan – 2016
2. Metal Poles Quote

Wayfinding and Signage Plan

Policy Perspective:

- This policy is based on a recommendation developed by the Marwayne Economic Development Committee (EDC).
- Cross reference this policy with *Primary & Secondary Lures and Signage Plan – Visual*.
- The Marwayne EDC made these decisions in consultation with Alberta Transportation regarding the recommended guidelines and policies for sign design and placement on Alberta Highways.
- The Marwayne EDC also consulted Alberta Culture and Community Spirit's Economic Development Officer and staff regarding Marwayne's existing services and primary and secondary draws.

Policy Statement

This policy is designed to provide guidance to Council, administration and to the community on the placement and maintenance of wayfinding signage in the Village of Marwayne. It is intended to guide vehicular traffic to community facilities, the commercial downtown district, and businesses in the T zone that have reduced visibility because they are not located on Centre Street.

Definitions

A. Logo Signs:

- Large panels made up of smaller white squares that are 1200 mm wide and 800 mm tall and hold a business logo.
- Usually placed outside the Village limits, they must be purchased through Alberta Transportation through their permit program.
- They can be designed independently if they are placed within the Village Corporate Limits.

B. Community Attraction Facility (CAF) Signs:

- Require a \$5,000 application fee and permit through Alberta Transportation.
- They currently exist on Highway 45, but cannot be installed on Highway 897 south due to the type of Highway that exists there.
- Service logo signs exist at the bottom of the CAF signs and can be updated for a small fee.
- Service logo signs that exist on the CAF sign qualify for Trail Blazer signs within the Village Corporate Limits.

C. Trail Blazer Signs:

- The Services / Facilities listed on the CAF signs qualify you for a Trail Blazer sign on the highway that runs through your community, within your corporate limits.
- The cost is ~\$500 but there is currently a \$400 rebate.
- You can place a maximum of 2 attractions on this type of sign.
- You can also include smaller arrows or mileage signs on this structure.

Guidelines

- A. The objective of this section is to provide an overview of the decision making process as to the placement of signs and the types of services and facilities to be acknowledged on the signs.
- B. The decisions made regarding signage were made in consultation with Alberta Transportation and Alberta Culture & Community Spirit Economic Development. Both entities were consulted regarding best practices for either signage design and placement and economic development & marketing.
- C. Following Alberta Transportation's rules and guidelines, the Marwayne EDC recommended that the CAF signs be reviewed every 5 years to confirm that the services on the CAF signs reflect the services offered in Marwayne.
- D. Following Alberta Transportation's *TODS program*, the Marwayne EDC recommended that *Trail Blazer* signs be set up within the Village Corporate limits, on both the east and west sides of Highway 897, directing both north and south bound traffic. The purpose of these signs is to direct traffic to the Recreation Facilities, the Downtown, and the Ball Diamonds.
- E. Following Alberta Culture & Community Spirit's Economic Development Officer's recommendations, the Marwayne EDC identified primary and secondary lures that would pull traffic from Highway 897 into the downtown. This is based on the top reasons why motorists will stop in a community.
- F. In addition, Alberta Culture & Community Spirit's Economic Development Officer recommended that the Marwayne EDC post signage internally that can better direct traffic to locations that are more difficult to find, while considering ease and cost of updating signage.
- G. The Marwayne EDC designed two wayfinding structures to serve the dual purpose of directing traffic and creating community art.
 - a. Knowing that visitors often turn erroneously on 1st Street South and 2nd Street South trying to get the recreation centre, the Marwayne EDC decided to post a wayfinding sign at the cenotaph. Wayfinding at this location will direct visitors to the next major wayfinding structures: the Multi-Plex sign and to the downtown, which leads to the next wayfinding structure at the Hotel corner.
 - b. The wayfinding sign at the Hotel corner will be used to point visitors to facilities and services that are not visible on Centre Street: the Recreational facilities, the Village Offices, and services offered down Railway Avenue that are not visible from Highway 897.
 - c. The Wayfinding sign at the Hotel corner will be reviewed every three years to make sure that the services listed still exist further west on Railway Avenue. This sign is not meant to be a business logo/name sign; rather, it is to help visitors realize that there are more businesses north on Railway Avenue.
- H. The Marwayne EDC encourages all businesses in the Commercial T zone to take advantage of the grant in place to improve their store fronts, specifically blade signs can be designed and purchased using this grant money to assist visitors in finding services that exist on Centre Street.

Village of Marwayne: Primary & Secondary Lures

NOTE: 2180 Vehicles / Day at Highway 897 & TOWNSHIP RD 524

GOAL: Primary lures grab visitors from 897 to stop and do business in

Marwayne

TARGET AUDIENCE: oil workers, campers, sport & recreation travelers

PRIMARY LURE: signage located at Highway 897 & Railway Avenue (Welcome Triangle)

- This is the main reason travelers will come into the downtown area
- Goal to make a great 1st impression and secure a 2nd visit

ACCOMODATIONS

ATM

FOOD SERVICES x 2

HARDWARE

LIQUOR STORE

PROPANE

GAS

Derek Young from **Alberta Transportation** attended a meeting and provided the following recommendations:

1. Do NOT list the services on your wayfinding on 897.
2. Have 1 sign that says Downtown
3. Use the logo sign program on 897 and open it to any business that would like to purchase advertising

SECONDARY LURE: blade signs to be located on each building

- Target visitors will be enticed by your inviting store front, appropriate signage, and an OPEN sign.
- Goal to make a great 1st impression and secure a 2nd visit

ALBERTA REGISTRIES & MAIL SERVICES

BANKING

BOTTLE DEPOT

HAIR SALON & HOME DECOR

INSURANCE

LAWYER

LAUNDRY

TAC & FEED

WAYFINDING: signage located on Centre Street and Railway Avenue

- To direct traffic to places they can't see from this intersection because they don't know that the commercial zone is a T. For example, many first-time visitors do not realize that Home Hardware exists in Marwayne.

ARENA

BALL DIAMONDS

BOTTLE DEPOT

BOUTIQUE SHOPPING

CAMPGROUND

CURLING RINK

HAIR SALON & HOME DECOR
COMMUNITY HALL
HARDWARE
LIQUOR STORE
VILLAGE OFFICE

Signage Plan - Visual



1. Alberta Transportation
- a. Any sign that is on the Highway's right-of-way must have a permit application.
 - b. The cost of permit applications is ~\$5,000.

- c. There is a grant program to help communities with these costs, but it is ~\$400 rebate.
- d. Vermilion purchased the signs with-in their corporate limits on their own budget, AND Alberta Transportation worked with them to make sure they were the correct size and placed in the correct location.
- e. Vermilion's internal signs are GREEN and they have their logo on the sign. (Think West Ed Mall)
- f. Because people are conditioned to look for the Green or Blue signs when looking for directions, Alberta Transportation recommended that you keep these signs Green or Blue.



2. Logo Signs ~\$2,500 / Sign

- a. These signs are made up of little white squares that hold a business logo. Vermilion has one on Highway 16 and Tim Horton's logo is on it
- b. Each square is 1200 mm wide x 800 mm tall
- c. If we sign up with Transportation Alberta, each business must purchase a square for \$2,250 for a 5 year permit period. OUCH!
- d. Some communities have purchased these signs for their businesses, **BUT** these signs **MUST** be placed **INSIDE** the corporate limits.
- e. You could purchase 2 signs and place one
 - on the west side of Highway 897 South, and
 - place the other by the REMAX sign and welcome to Marwayne sign on the north side of the tracks.
- f. **COST: ~\$2,500** I don't know until I get a commitment for the number of panels / squares required. There is a 9-logo panel.
- g. You could do something similar to the following sign:



← put the Marwayne logo on the top portion and list

← business logos or service logos underneath

The cost of this sign in extruded aluminum is ~\$1560.
You would need ~4 to 6 more logo panels at \$106 / panel.



3. Community Attraction Facility Signs –

- a. Require an application to retro fit the Marwayne 1 Km on the north side of Marwayne.
- b. There are two on Highway 45 under Marwayne's existing application number 100587.

- c. You can re-open this application to request a *Retro Fit* to add a *Community Attractions* panel.
 - There is a permit COST for this because they will have to extend the ibeam post for the new panel.
- d. These signs are not approved for Highway 897.
- e. Permit fees for this type of sign are ~\$5,000+
- f. This panel holds up to 4 lines of text. I would recommend: one and two lines of text, the cost is the same \$760; three lines of text the cost is \$1520; four lines of text, the cost is \$1,830.
- g. I would recommend 2 lines of text
 - *Recreational Facilities*
 - *Historic Downtown* (Because you have a building with municipal historical designation, you can state Historic Downtown.)
- h. You have two signs on Highway 45, so these costs would be X 2.

**Figure 6.25 – Community Facilities Sign
(with attractions)**

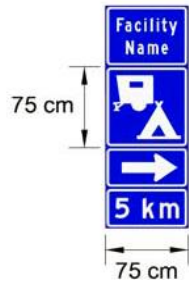


4. Trail Blazers – Off-Highway Sign Trail Blazer

- a. If you go through Alberta Transportation, you qualify for the Trail Blazer sign.
- b. The Community Facilities listed on the CAF sign then get a smaller trail blazer sign to be used in your community. The cost is ~\$500, but there is currently a \$400 rebate.
- c. HOWEVER, you can purchase them on your own from ATS Traffic Group (780-440-4114 Darcy Stevenson)
- d. 75 cm x 75 cm is \$106.10; directional arrow is \$43.60
- e. 60 cm x 60 cm is \$68.20; directional arrow is \$36.80

- f. Base posts mounted 3 feet in ground and are either 6 feet (\$14.75) or 8 feet (\$28.50) above ground.
- g. Two attractions maximum per sign: MINOR BALL, HISTORIC DOWNTOWN, RECREATION FACILITIES

TYPE C
TODS
(Trail
Blazer)



5. Local Wayfinding

- a. Designed through the EDC, there are several phases within the community-wide signage plan for this type of signage.
- b. There are two locations identified for the timbers with bracketed blade signs, which ~\$2,400 / 2-stepped pole
- c. Brackets & blade signs also ~\$2,200 / location
- d. Locations are
 - Hotel Corner
 - POINTING SOUTH(ish): Arena, Campground, Community Hall, Curling Rink, Village Offices
 - POINTING WEST(ish): Ball Diamonds, Bottle Depot, Boutique Shopping, Hardware, Liquor Store, Salon
 - The purpose of this sign is to point visitors to business services & community facilities that are not visible from Centre Street.
 - Cenotaph
 - POINTING NORTH-WEST to South First Avenue: Downtown, Ball Diamonds
 - POINTING WEST to Recreation Area: Arena, Campground, Community Hall, Curling Rink, Village Offices
 - To help visitors find the recreation area, downtown, the ball diamonds, and direct them to the next major wayfinding signs, which include the Multi-Plex Sign and the Timber Sign at the Hotel Corner
- e. Other Internal Wayfinding Signage
 - Business Blade Signs – for all businesses wanting to take advantage of the grant program, they can update their store fronts and purchase a blade sign for their building as long as it complies with the Historic Downtown Guidelines.
 - Small Blade Signs – Train Station Style: Arena, Community Hall, Curling Rink, Village Offices, Dance
 - New Sign at Entrance: Campground

← → ↻ 🏠 🌐 lightingoriginals.ca/products/1092bk-phc11_maxim_84_anchor_pole_with_photo_cell 📄 ☆

LIGHTING *Originals* CEILING LIGHTS ▾ WALL LIGHTS ▾ OUTDOOR LIGHTS ▾ LAMPS ▾ FANS ▾ LED LIGHTING ▾ HOME DECOR ▾ SHOP BY BRAND ▾ SPECIALS ▾

Home / Maxim Poles Outdoor Accessories Model: 1092BK/PHC11

25


YEARS

1992

2017

25

YEARS



Zoom

Maxim Poles Outdoor Accessories Model:
1092BK/PHC11

SKU: W-814382 (1092BK/PHC11)

\$604¹⁶CAD

Sale

+Free Shipping!

\$895⁴⁵CAD

Save: \$291³⁹CAD

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QUANTITY

1

-

+

ADD TO CART

♡ ADD TO WISHLIST

🔍 ADD TO COMPARE

☐ I agree with terms and conditions

Buy with **shop** Pay

More payment options

📦 + We are pleased to offer our Free Shipping policy on all lighting fixtures on orders over \$100.00 in Canada

PRODUCT INFORMATION

CUSTOMER REVIEWS

Poles Is A Traditional Style From Maxim Lighting International In Black Or Rust Patina Finish.

Model Number: 1092BK/PHC11

Width: 3"


Height: 84"

Weight: 6.82lb.

Finishes Available: Rust Patina, Black

Style: Traditional

Material: Aluminum



[View All Maxim Products](#)

Wayfinding Pole Replacement.

Page 26 of 35

2025 - Public Auction – Terms and Conditions

1. Any parcel of land offered for sale may be redeemed by payment of all arrears, penalties and costs by guaranteed funds at any time until the property is declared sold.
2. Each parcel of land offered for sale will be subject to a reserve bid and title will be subject to the reservations and conditions contained in the existing certificate of title.
3. The lands are being offered for sale on an “as is, where is” basis, and the municipality makes no representation and gives no warranty whatsoever as to the state of the parcel nor its suitability for any intended use by the successful bidder.
4. The auctioneer, councillors, the chief administrative officer and the designated officers and employees of the municipality must not bid or buy any parcel of land offered for sale, unless directed by the municipality to do so on behalf of the municipality.
5. The purchaser of the property will be responsible for property taxes and utilities for the current year. There will be no adjustment to the date of sale.
6. The purchaser will be required to execute a sale agreement in form and substance provided by the municipality.
7. The successful purchaser must, at the time of sale, make payment in cash, certified cheque or bank draft payable to the municipality as follows:
 - a. The full purchase price if it is \$10,000 or less; OR
 - b. If the purchase price is greater than \$10,000, the purchaser must provide a non-refundable deposit in the amount of \$10,000 and the balance of the purchase price must be paid within 20 days of the sale.
(if the certified cheque or bank draft exceeds the final purchase price, the excess will be refunded within a reasonable time)
8. GST will be collected on all properties subject to GST.
9. The risk of the property lies with the purchaser immediately following the auction.
10. The purchaser is responsible for obtaining vacant possession.
11. The purchaser will be responsible for registration of the transfer including registration fees.
12. If no offer is received on a property or if the reserve bid is not met, the property cannot be sold at the public auction.
13. The municipality may, after the public auction, become the owner of any parcel of land that is not sold at the public auction.
14. Once the property is declared sold at public auction, the previous owner has no further right to pay the tax arrears.



INTERIM CHIEF ADMINISTRATIVE OFFICER REPORT

JUNE 16, 2025

MEETINGS & EVENTS

- **Regional CAO Meeting**
 - Discussions were made to follow up on updates regarding Vermilion River Regional Alliance (VRRRA) and its strategic direction.
 - CAO's discussed options of having Council meetings earlier. What other municipalities are doing:
 - 1:30 pm Council Meetings
 - 5:00 pm Council Meetings with a meal provided
 - 6:00 pm Council Meetings
 - Scheduled next Regional CAO meeting in Lloydminster on September 17, 2025 10:00 am.

PROJECT UPDATES

- **Roads**
 - ASL is scheduled to come the week of June 16, 2025, weather depending, to complete road project and patching.
 - 2nd Street from 4th Ave to 5th Ave
 - Restore road in front of 113 3rd Ave N
- **Basketball and Pickleball Court**
 - ASL is scheduled to come out week of June 16, 2025 to lay overlay on basketball court.
 - Actively emailing Gameday sports for them to provide details on pole installations. Still haven't been told a date and expressed the Villages' concerns of timeline.
- **Area Structure Plan – Phase 1 Construction of Industrial Business Park**
 - Currently waiting on Alberta Transportation to approve traffic impact assessment to move forward with subdividing.
 - Once subdivision is complete and development permit approved, construction can begin.

OTHER

- **Unightly Properties**
 - Letters have been sent out to homeowners of properties in contravention of the Community Standards Bylaw No. 559.17.
 - Letters have been sent out to homeowners of properties with tree branches encroaching on back alley's giving them notice of tree

trimming that will be taking place in the coming weeks through Shadow Tree Services.

- **Public Works Job Ad**

- Public Works job ad has been posted on social media and Indeed with 25 applications submitted thus far.
- Closing date for applications is set to July 15, 2025 with a start time of September 2025

VILLAGE OF MARWAYNE

Cheque Register-Summary-Bank



MARWAYNE

AP5090

Date : Jun 10, 2025

Page : 1

Time : 1:59 pm

Supplier : 10 To ZARC

Cheque Dt. : 26-May-2025 To 10-Jun-2025

Bank : 01 - ATB To 99 - Penny Clearing

Seq : Cheque No.

Status : All

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

Print Signature Block : No

Cheque #	Cheque Date	Supplier	Supplier Name	Status	Batch	Medium	Amount
5263	02-Jun-2025	10001	Gas Utility CVR	Issued	65	C	431.89
5264	02-Jun-2025	10113	TELUS	Issued	65	C	452.81
5265	02-Jun-2025	ABBAN	Abbott, Andrew	Issued	65	C	438.07
5266	02-Jun-2025	FRAIL	Franklin, Ilona	Issued	65	C	114.45
5267	02-Jun-2025	HMS2	Alberta 1171363 Ltd. Hendricks Microtech	Issued	65	C	667.55
5268	02-Jun-2025	IFEL	Ireland Farm Equipment Ltd.	Issued	65	C	66.51
5269	02-Jun-2025	INFSO	Infrastructure Solutions (Software) Inc.	Issued	65	C	525.00
5270	02-Jun-2025	KENNS	Kennedy, Shannon	Issued	65	C	129.60
5271	02-Jun-2025	LOOP	Loop	Issued	65	C	1,968.75
5272	02-Jun-2025	VALLEYF	Valleyfield Electric Ltd.	Issued	65	C	2,553.88
00023-0001	10-Jun-2025	ACE	ACE	Issued	67	T	19,427.60
00023-0002	10-Jun-2025	AISL	AMSC Insurance Services Ltd	Issued	67	T	4,767.66
00023-0003	10-Jun-2025	ASC	AMSC Insurance Services Ltd	Issued	67	T	2,325.62
00023-0004	10-Jun-2025	COOP	Federated Co-Operatives Limited	Issued	67	T	281.99
00023-0005	10-Jun-2025	SABRIN	Sabrina Schliemann	Issued	67	T	80.00
00023-0006	10-Jun-2025	10025	Vermilion River Regional Waste	Issued	67	T	6,373.13

Total Computer Paid : 7,348.51

Total EFT PAP : 0.00

Total Paid : 40,604.51

Total Manually Paid : 0.00

Total EFT File : 33,256.00

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

VILLAGE OF MARWAYNE
Bank Reconciliation Statement



BR5020
Date : Jun 12, 2025
Page : 1
Time : 10:59 am

Period : 5
Year : 2025
For Bank : ATB

Statement Date : 31-May-2025
Sort By : Year and Period

Reference #	Cheque Date	Src	Period	Year	Amount	Description
5233	28-Mar-2025	AP	3	2025	-210.00	Local Government Administration Association of Alberta
5249	30-Apr-2025	AP	4	2025	-40.00	Marwayne Jubilee School
5251	30-Apr-2025	AP	4	2025	-797.48	Feldspar
5261	15-May-2025	AP	5	2025	-271.50	Northeast Alberta Information HUB
30201	03-Jun-2025	CR	5	2025	3035.73	CR; DEPT:[VILLAGE OFFICE] D#:[302].

Bank Balance Statement	170790.86	as of 31-May-2025
Add outstanding deposits	3035.73	(Includes all debits)
Cancelled deposits	0.00	
Less outstanding withdrawals/charges	-1318.98	(Includes all credits)
Cancelled withdrawals/charges	0.00	
Calculated Bank Balance	172507.61	
GL Bank Account Balance	172507.61	as of Period : 5 Year : 2025
Difference	0.00	

VILLAGE OF MARWAYNE Billing Register Report Detailed



UB4110 Page : 28
Date : Jun 04, 2025 Time : 2:30 pm

Report Options

Customer Selection : All

Calculation Type : All

Batch Number

From : [2025060401]
To : [2025060401]

Include Billing Transaction From Transaction Maintenance : Yes

Srv. End Date On/Before : 04-Jun-2025 Final Bills Only : No

Cat	Srv	Service Description	Count	Total Discount	Total Units	Total Amt	Total Cons.	Avg. Cons.
01	ONOFF	Water On/Off	4		4.00	180.00		
01	WCOM	Commercial Water	25		25.00	2,490.95	283.00	11.32
01	WIND	Industrial Water	1		1.00	439.00	80.00	80.00
01	WINS	Institutional Water	3		3.00	865.95	143.00	47.67
01	WLF	Water Line Fee	250		250.00			
01	WMUN	Municipal Properties	4		4.00		134.00	33.50
01	WPUB	Public Building Water	8		8.00	433.65	21.00	2.63
01	WRES	Residential Water	237		237.00	21,905.70	2,579.00	10.88
02	SCOM	Commercial Sewer	24		24.00	540.00		
02	SINS	Institutional Sewer	3		3.00	232.50		
02	SPUB	Public Building Sewer	8		8.00	180.00		
02	SRES	Residential Sewer	237		237.00	5,310.73		
03	GIN	Institutional Garbage	3		3.00	33.00		
03	GRES	Residential Garbage	237		237.00	7,010.16		
Book 000 Totals :			1044		1,044.00	39,601.64	3,240.00	
Totals			1044		1,044.00	39,601.64	3,240.00	



Deputy Minister
18th Floor Commerce Place
10155 - 102 Street
Edmonton, Alberta T5J 4L4
Canada
Telephone: 780-427-4826
MA.DMO@gov.ab.ca

AR119290

June 5, 2025

Dear Chief Administrative Officers and Municipal Clerks:

Subject: Pre-election Disclosures

I am writing to inform you of a change to the *Local Authorities Election Act* that was made as part of Bill 54, the *Election Statutes Amendment Act, 2025*, which received Royal Assent on May 15, 2025.

These amendments establish that candidates who have received contributions beginning on January 1 and ending on July 31 of the election year must file a campaign disclosure statement for that period by September 30 of the general election year.

Recently, an amendment was also made to the Local Political Parties and Slates Regulation that requires pre-election campaign disclosures for local political parties by September 30 of the general election year. Information about these legislative changes are outlined in a collection of fact sheets published under Changes to the *Local Authorities Election Act* on Open Alberta.

Should you have questions about these amendments, please contact our advisory team at ma.advisory@gov.ab.ca.

Sincerely,

A handwritten signature in black ink, appearing to read "Jonah Mozeson", written over a horizontal line.

Jonah Mozeson
Deputy Minister

cc: Ryan Westerson, President, Alberta Municipal Clerks Association

Classification: Public



June 4, 2025

Dear MLA Garth Rowswell
5008a – 50 Ave.
Vermilion, AB
T9X 1A3

I am writing to inform you of an important shift in the focus of the Vermilion River Regional Alliance (VRRRA).

The VRRRA has historically focused on tourism development and other promotion initiatives within the region. After discussions with our members at the January 16, 2025 meeting, the Vermilion River Regional Alliance will change the focus from tourism or economic development initiatives to advocacy. The alliance discussed that our administration teams and other third-party organizations are already focusing on these initiatives.

The focus of the Vermilion River Regional Alliance will evolve to prioritize regional advocacy and the alignment of key municipal concerns. This change will allow the VRRRA to more effectively address shared challenges and opportunities while advocating for initiatives that support the growth of our region as a whole.

In light of this new direction, at the April 3, 2025 meeting, the VRRRA decided to collaborate and share ideas on areas of importance in the region to focus on. These priorities included transportation, housing, health, emergency services, and education.

At our April 3, 2025 meeting, VRRRA members came together to identify the following shared priority areas:

- **Transportation:** We are calling for improvements at the intersection of Highway 16 and 897 to enhance safety and address increasing traffic volumes.
- **Housing:** The region is experiencing growing demand for both senior housing and services that address homelessness.
- **Health:** Urgent investments are needed to address the aging infrastructure of the Vermilion and Lloydminster hospitals and to improve access to essential health services throughout the region.
- **Emergency Services:** We face serious challenges with ambulance response times, RCMP recruitment and retention, and staffing shortages in fire services.
- **Education:** More robust funding is required to sustain and expand educational programs and student services in our schools.



The VRRRA has appreciated your efforts to continue to work and advocate for our region. We respectfully ask for your support in championing these priorities within the Legislature and with the relevant ministries. Your voice can help elevate these concerns, secure much-needed resources, and ensure that the unique challenges faced by rural communities like ours are not overlooked.

We would welcome the opportunity to meet with you at the June 19, 2025, meeting at the Mannville Golf course from 5:30 – 7:00 pm to further discuss these priorities and explore how we can work together to advance them. Thank you for your ongoing service and commitment to the people of our region.

Thank you for your time and consideration. We are excited to continue working together to make meaningful strides in advocating for our region's needs.

Sincerely,

A handwritten signature in black ink, appearing to read "Clinton Murray".

Clinton Murray
Chair of Vermilion River Regional Alliance

cc: County of Vermilion River
cc: Lakeland College
cc: Village of Kitscoty
cc: Village of Mannville
cc: Village of Marwayne
cc: Village of Paradise Valley
cc: Town of Vermilion
cc: City of Lloydminster