



Agenda
Village of Nampa
Council Meeting
October 15, 2019
Village of Nampa Council Chambers
7:00 p.m.

1. Call the meeting to order

2. Adoption of the agenda

3. Adoption of Previous Minutes

- 3.1 Minutes of the Regular Council Meeting held September 17, 2019

4. Business Arising out of the Minutes

5 New Business

- 5.1 Carolyn Kolebaba, Chair, Peace Library System, September 30, 2019, RE: Support Letter Request for Rural Connectivity and Bandwidth
- 5.2 RFD: Laura Nelson, Executive Director, Farm Safety Centre, October 7, 2019 RE: Request For Donation
- 5.3 RFD: 2020 Interim Operating & Capital Budget Discussions - Dates to Be Determined
- 5.4 Bylaw # 452, Amendment to VON LUB NO 421 - 1st Reading
- 5.5 Notification Services with Voyent Alert

6 Reports

Financial Reports

- 6.1a Cheque Listing For Council # 20190507-20190570
- 6.1b August 2019 Bank Rec
- 6.2 CAO Report October 15, 2019
- 6.3 Public Works Report October 2019
- 6.4 Mayor/Deputy Mayor/Councilor Reports & Upcoming Meetings October 15, 2019

7. Correspondence

- 7.1 North Peace Housing Foundation Public Notice regarding the Autumn Lodge in Berwyn
- 7.2 North Peace Housing Foundation Board Meeting Synopsis October 2, 2019
- 7.3 Gary Sandberg, Assistant Deputy Minister , Alberta Municipal Affairs, September 30, 2019 RE: Municipal Indicators for the Village of Nampa
- 7.4 Mighty Peace Tourism General Board Meeting, September 30, 2019
- 7.5 FCSS Committee Terms of Reference
- 7.6 Norm Duval, President, Mighty Peace Tourism, October 8, 2019 RE: Membership Fee Increase
- 7.7 Barry Morishita, President, AUMA , AUMA 2019 Conference "What We Heard From the Province"

8. Closed Session

8.1 Land Issue FOIPP Section 17

9 Adjournment

September 30, 2019

Perry Skrlik, Mayor
Village of Nampa
P.O. Box 69
NAMPA AB T0H 2R0



Dear Mayor Skrlik:

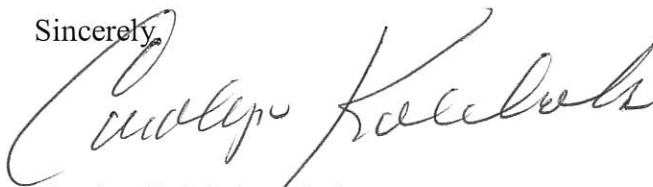
At the September 14, 2019 meeting of the Peace Library System board of directors, the topic of rural connectivity and bandwidth needs was discussed. Many rural public libraries have insufficient SuperNet bandwidth to meet their patrons' needs; many rural areas have limited Internet connectivity to meet the needs of rural residents.

The Minister of Service Alberta, the Honourable Nate Glubish, has been discussing this issue with Albertans, including those in the north. He would like to hear about the needs of rural Alberta and he would like to work with municipalities, service providers and other parties for a solution.

Peace Library System has written to provincial and federal officials concerning this issue. The Peace Library Board requests that member municipalities and library boards write a letter to the Premier of Alberta and the Minister of Service Alberta outlining their bandwidth needs. Let them know your circumstances and why you need increased bandwidth and better "last mile" connectivity. Let them know if there are any possible solutions unique to your area.

There is a huge cost to increasing rural Alberta connectivity, but perhaps we can work together to find cost-effective solutions that will benefit library patrons and all residents.

Sincerely,



Carolyn Kolebaba, Chair
Peace Library Board

Request for Decision (RFD)
Council Meeting October 15, 2019

Topic: Farm Safety Donation Request

Background:

Farm Safety is asking the Village for a contribution of \$100.00. Farm Safety Centre delivers farm safety presentations to individual school classrooms each school year. Council donated \$300 in 2018. Administration went onto their website to review their Annual report 2018 -2019, and did not see any schools visited in our area.

Webpage: abfarmsafety.com

Administration Recommendation:

That council receive the donation request for information.



265 East 400 South – Box 291 – Raymond – Alberta – T0K 2S0 – Tel: 403 752-4585 – Fax: 403 752-3643
Email: safetyctr@abfarmsafety.com Website: abfarmsafety.com

October 7, 2019

Village of Nampa
PO Box 69
Nampa, Alberta T0H 2R0

The Farm Safety Centre is a community based organization led by farmers and ranchers with an interest in helping things go right for all individuals in rural Alberta. The centre began a farm safety educational effort called Safety Smarts in 1998.

The program has been delivered continuously since then and is now offered province wide by a team of regional instructors. Rural children across the province receive farm safety presentations in their individual school classrooms each school year. Since 1998 Safety Smarts learning and engagement has involved 732,914 elementary school aged children.

A recent program evaluation indicated that more than 85% of the rural children reached by Safety Smarts are remembering farm safety messages year to year. The evaluation also found that review materials sent home with these rural children are an important bridge to their parents.

The 2019-2020 school year is the 22nd consecutive year of Safety Smarts delivery. The generosity of many continues to make this unique farm safety extension effort possible. We are grateful for each and every dollar donated in support of the important outreach of our charitable organization. A complete 2018-2019 Safety Smarts report is enclosed with this letter, if you have donated to support the program. The complete report can also be found on our website: abfarmsafety.com

With the start of this 2019-2020 school year, we are again inviting Towns & Villages to help out. An annual contribution of \$100 from 200 + Towns/Villages would allow delivery to 4,000 + students this school year. This amount is just 1/5 of what dozens of Hutterite Colonies provide each year to support continued on-colony program delivery to their children.

If this request just will not fit within your budget, we ask you to consider other rural champions in your community who may be interested in lending a hand and donating a modest amount. In our current regulatory focused environment, it seems that family farms and the individuals on them are being somewhat forgotten. Let's look after our own and together sustain this successful farm safety initiative for another 20+ years!

As a charity registered with Canada Revenue Agency, we are able to issue charitable tax receipts for all donations.

We express heartfelt thanks to Town and Villages who are consistent and generous contributors. Their consistency is essential to the sustainability of Safety Smarts. In 2018 more than 290 entities of all types helped fund Safety Smarts.

We would be pleased to provide additional information, upon request. Thank you for your time.

Sincerely,

Laura Nelson
Executive Director
Farm Safety Centre



Agenda Item # 5.3

Request for Decision (RFD)
Council Meeting October 15, 2019

Topic: 2020 Interim Operating & Capital Budget

Background:

Council needs to set a couple of dates to discuss the 2020 Interim Operating & Capital Budgets

Administration Recommendation:

For discussion

Bylaw No. 452

Village of Nampa

A BYLAW OF THE VILLAGE OF NAMPA IN THE PROVINCE OF ALBERTA, FOR THE PURPOSE OF AMENDING THE VILLAGE OF NAMPA LAND USE BYLAW No. 421.

WHEREAS Pursuant to the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, Council may amend a Land Use Bylaw, and;

WHEREAS The Council of the Village of Nampa, in the Province of Alberta, has adopted the Village of Nampa Land Use Bylaw No. 421, as amended, and;

WHEREAS The Council of the Village of Nampa, in the Province of Alberta, deems it desirable to properly refer to a Subdivision and Development Appeal Board, change the notification requirements for development permit applications, and update the Land Use Bylaw to comply with changes in the *Municipal Government Act* and;

NOW

THEREFORE Pursuant to Sections 230, 606 and 692 of the Province of Alberta Municipal Government Act, the Village of Nampa Council, duly assembled, hereby enacts as follows:

1. **Remove the definition of “Development Appeal Board” in Section 1.5 Definitions.**
2. **Add the definition of Subdivision and Development Appeal Board in Section 15. Definitions with the following:**

“SUBDIVISION AND DEVELOPMENT APPEAL BOARD” means an Appeal Board established pursuant to the *Act*.

3. **Replace Section 2.3 Subdivision and Development Appeal Board with the following:**

Section 2.3 Establishment of the Subdivision and Development Appeal Board

- 1) The Subdivision and Development Appeal Board for the Village is established by separate bylaw in accordance with Section 627 of the *Municipal Government Act*.
- 2) The Subdivision and Development Appeal Board for the Village shall perform such duties as are specified in the *Act*.

4. **Remove Schedule A of the Land Use Bylaw.**

5. **Replace subsection 2 under Section 3.2 Conditions of a Development Permit with the following:**

- 2) A development permit is automatically effective twenty-four (24) days after its issuance unless an appeal is lodged.

6. **Replace subsection 4 under Section 3.2 Conditions of a Development Permit with the following:**

- 4) When an application for a development permit has been refused, the submission of another application on the same parcel of land and for the same or similar use of the land by the same or another applicant may not be accepted by the Development Officer for at least six (6) months after the date of refusal, unless the application was deemed refused or refused under Section 4.3 (7)(b).

7. **Add the following subsections to Section 4.3 Application for a Development Permit:**

- 2) Within 20 days after receipt of a development permit application, the Development Officer shall determine whether the application is complete or incomplete,

- 3) Notwithstanding subsection 2, the Development Officer may extend the time period for determining the completeness of a development permit application, based on a written agreement between the Development Authority and the applicant.
- 4) When, in the opinion of the Development Officer:
 - (a) sufficient details of a proposed development have been included with the application for a development permit, the Development Officer shall, in a form and manner appropriate, issue a notice of complete application to the applicant, advising that the application is complete within the timeline provided for in subsection 2 or 3.
 - (b) sufficient details of a proposed development have not been included with the application for a development permit, the Development Officer shall, in a form and manner appropriate, issue a notice of incomplete application to the applicant, advising that the application is incomplete within the timeline provided for in subsection 2 or 3. The notice shall outline any outstanding information and/or documentation that must be provided by the applicant for the application to be considered complete by a date stated in the notice or as agreed upon between the Development Authority and the applicant.
- 5) If the Development Officer does not issue a notice of complete or incomplete application for a development permit application within 20 days from the date of receipt of the application, or the extended time period agreed upon between the Development Officer and the applicant, the application is deemed to be complete.
- 6) Notwithstanding the issuance of a notice of complete or incomplete application pursuant to subsection 4, or failure to issue a notice under subsection 5, the Development Authority may request additional information or documentation from the applicant that the Development Authority considers necessary to review the application.
- 7) If an applicant who has been issued a notice of incomplete application:
 - (a) submits all the required information and/or documentation by the date given in subsection 4(b), the Development Officer shall, in a form and manner appropriate, issue a notice of complete application to the applicant, advising that the application is now complete.
 - (b) fails to submit all the required information and/or documents by the date given in subsection 4(b), the application is deemed refused.
- 8) Where an application for a development permit is deemed refused under subsection 7(b), the Development Officer shall issue a notice to the applicant, stating that the application has been refused and the reason for the refusal.
- 9) Unless extended by a written agreement between the Development Authority and the applicant, the Development Authority shall decide on a development permit application either:
 - (a) within 40 days of receipt by the applicant the notice of complete application if issued under subsection 4 (a) or 7 (a), or
 - (b) within 40 days from the receipt of the application, if no notice is issued under subsection 5.
8. **If any portion of this bylaw is declared invalid by a court of competent jurisdiction then the invalid portion shall be severed.**
9. **That this bylaw shall take force and effect on the date of its final passage.**

First reading given on the _____ day of _____, 2019.

| | |
|------------------------------|--|
| _____ Perry Skrlík, Mayor | _____ Dianne Roshuk, Chief Administrative Officer |
|------------------------------|--|

Second Reading given on the _____ day of _____, 2019.

| | |
|------------------------------|--|
| _____ Perry Skrlík, Mayor | _____ Dianne Roshuk, Chief Administrative Officer |
|------------------------------|--|

Third Reading and Assent given on the _____ day of _____, 2019.

| | |
|------------------------------|--|
| _____ Perry Skrlík, Mayor | _____ Dianne Roshuk, Chief Administrative Officer |
|------------------------------|--|



Request for Decision (RFD)
Council Meeting October 15, 2019

Topic: Notification Services with Voyent Alert

Background:

Back in April, the Village was approached by Northern Sunrise County to see if we were interested in possibly collaborating with them and other municipalities for a notification service. At that time there were two models that council reviewed, BARCC and Voyent Alert.

Administration had the opportunity to participate in webinars for the two different software systems, and it was decided that Voyent Alert was the better of the two models as they cater to smaller populations (more descriptive and can include more info, photos).

To date, NSC received a quote of \$4000.00 (\$2000.00 sign up and \$2000.00 annually) for coverage up to 6000 end users. It wouldn't be cost effective for the Village to go on its own as we are too small of a community. The Village's cost would be a pro-rated portion of \$2000 based on population.

Administration Recommendation:

That council decide if they want to move forward with a notification service at this time



VILLAGE OF NAMPA

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Cheque Listing For Council

2019-Oct-10
11:49:45AM

| Cheque | | Vendor Name | Invoice # | Invoice Description | Invoice Amount | Cheque Amount |
|----------|------------|---|--|---|---|---------------|
| Cheque # | Date | | | | | |
| 20190507 | 2019-09-13 | ROSHUK, DIANNE G | | | | |
| 20190508 | 2019-09-13 | SURMAN, STEVE C | | | | |
| 20190509 | 2019-09-13 | MCNEIL, JEREMY D | | | | |
| 20190510 | 2019-09-18 | BOLSTAD, ALLAN | Sept 2019 | PAYMENT RETURN OF PAYMENT MADE TO #1 | 500.00 | 500.00 |
| 20190511 | 2019-09-20 | DIRECT ENERGY | 2223 Sept 19 5476 Sept 19 6793 Sept 19 7130 Sept 19 7971 Sept 19 8666 Sept 19 | PAYMENT CIVIC CENTER GAS 97TH STREET LIGHTS OLD OFFICE GAS SEWER LIFT GAS STREET LIGHTS ELECTRICITY FIRE HALL GAS | 200.42 215.00 57.47 60.88 3,373.44 64.27 | 3,971.48 |
| 20190512 | 2019-09-20 | NAMPA AUTO & FARM SUPPLY | 181084 | PAYMENT OIL/BATTERY/FREIGHT/RV ANTIFRE | 711.19 | 711.19 |
| 20190513 | 2019-09-20 | TELUS MOBILITY INC. | 9618 Sept 19 | PAYMENT CAO CELL PHONE | 105.46 | 105.46 |
| 20190514 | 2019-09-23 | ALBERTA ONE CALL CORP. | INI53500 | PAYMENT MTHLY ONE CALL NOTICES | 56.70 | 56.70 |
| 20190515 | 2019-09-23 | BOARD OF TRUSTEES | September 2019 | PAYMENT 3RD QUARTER ASFF | 4,716.29 | 4,716.29 |
| 20190516 | 2019-09-23 | CANADIAN LINEN AND UNIFORM | 5003271226 5003271226MUS 5003283488 5003283488MUS | PAYMENT MTHLY MAT RENTAL MTHLY MAT RENTAL MUSEUM MTHLY MAT RENTAL MTHLY MAT RENTAL MUSEUM | 93.38 101.80 90.54 98.96 | 384.68 |
| 20190517 | 2019-09-23 | CROWLEY, MARY | SEPTEMBER 201 | PAYMENT JANITORIAL MUSEUM | 131.25 | 131.25 |
| 20190518 | 2019-09-23 | GOVERNMENT OF ALBERTA, LAND TITLES | SEPTEMBER 201 | PAYMENT REGISTRATION ON CAVEAT | 35.00 | 35.00 |
| 20190519 | 2019-09-23 | GRIMSHAW TRUCKING LTD. | E1452751 | PAYMENT FREIGHT | 461.71 | 461.71 |
| 20190520 | 2019-09-23 | HI TECH BUSINESS SYSTEMS | 1552024 | PAYMENT MTHY CONTRACT FEE | 45.95 | 45.95 |
| 20190521 | 2019-09-23 | KNELSEN SAND AND GRAVEL | IN239149 | PAYMENT 2019 ROAD REPAIRS | 183,135.79 | 183,135.79 |
| 20190522 | 2019-09-23 | MATIASIEWICH, EVAN | SEPT 2019 | PAYMENT TRAVEL | 30.00 | 30.00 |
| 20190523 | 2019-09-23 | MUNICIPAL INFORMATION SYSTEMS | 20191268 | PAYMENT MTHLY SUPPORT | 576.29 | 576.29 |
| 20190524 | 2019-09-23 | NORTH PEACE HOUSING FOUNDATION | SEPT 2019 | PAYMENT THIRD QUARTER LEVY | 5,546.59 | 5,546.59 |
| 20190525 | 2019-09-23 | NOVAK, CHERYL | SEPT 2019 | PAYMENT TRAVEL | 32.00 | 32.00 |
| 20190526 | 2019-09-23 | PEACE REGIONAL WASTE MANAGEMENT COMPANY | 20767 20768 | PAYMENT TRANSFER STATION TIPPING FEES | 281.76 338.42 | 620.18 |
| 20190527 | 2019-09-23 | PETTY CASH | Sept 2019 September 19 | PAYMENT POSTAGE WATER FOR OFFICE | 67.98 10.00 | 77.98 |
| 20190528 | 2019-09-23 | RMA FUEL | PF-7781-79633 | PAYMENT FUEL | 2,629.26 | 2,629.26 |



VILLAGE OF NAMPA

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| Cheque # | Date | | | | | |
| 20190529 | 2019-09-23 | RMA INSURANCE LTD. | INS0027582 | PAYMENT INS PREMIUM MUSEUM | 107.12 | 107.12 |
| 20190530 | 2019-09-23 | RURAL MUNICIPALITIES OF ALBERTA | 4046644WOLSEL | PAYMENT CHLORINE STRIPS | 68.25 | 68.25 |
| 20190531 | 2019-09-23 | TOKER, TEENA | SEPT 2019 | PAYMENT JANITORIAL SERVICES SEPT 19 | 212.50 | 212.50 |
| 20190532 | 2019-09-23 | TRI LINE CONTRACTING SERVICE | 3708 | PAYMENT CLEANNING OF SEWER LINES | 2,992.50 | 2,992.50 |
| 20190533 | 2019-09-23 | VELOCITY ENGINEERING INC. | 2157 | PAYMENT 2019 ROAD REPAIRS | 15,704.32 | 15,704.32 |
| 20190534 | 2019-09-23 | XYLEM CANADA COMPANY | 3558323746 | PAYMENT ELECTRICAL PANEL FOR SEWER LII | 33,934.95 | 33,934.95 |
| 20190535 | 2019-09-24 | DIRECT ENERGY | 0371 Sept 19 6189 Sept 19 6577 Sept 19 6932 Sept 19 7641 Sept 19 7960 Sept 19 | PAYMENT ELECTRICITY OLD OFFICE ELECTRICITY FIRE HALL ELECTRICITY TENNIS CRTS ELECTRICITY SEWER LIFT ELECTRICITY BALL DIAMMONDS ELECTRICITY CIVIC CENTER | 128.79 320.22 114.22 266.01 25.62 1,861.12 | 2,715.98 |
| 20190536 | 2019-09-30 | ROSHUK, DIANNE G | | | | |
| 20190537 | 2019-09-30 | MATIASIEWICH, SHIRLEY A | | | | |
| 20190538 | 2019-09-30 | SURMAN, STEVE C | | | | |
| 20190539 | 2019-09-30 | MCNEIL, JEREMY D | | | | |
| 20190540 | 2019-09-30 | MATIASIEWICH, EVAN M | | | | |
| 20190541 | 2019-09-30 | BULFORD, QUINTON | | | | |
| 20190542 | 2019-09-30 | NOVAK, CHERYL | | | | |
| 20190543 | 2019-09-30 | BUTZ, CLYNTON | | | | |
| 20190544 | 2019-09-30 | SKRLIK, PERRY | | | | |
| 20190545 | 2019-09-30 | MURPHY, CARSON | | | | |
| 20190546 | 2019-10-02 | FAMILY & COMMUNITY SUPPORT SERVICES | 2019-09-16 | PAYMENT DONATION TO FAMILY DANCE EVEN | 300.00 | 300.00 |
| 20190547 | 2019-10-02 | LOCAL AUTHORITIES PENSION PLAN | 2019 SEPTEMBER | PAYMENT LAPP DEDUCTIONS SEPTEMBER 20 | 3,472.66 | 3,472.66 |
| 20190548 | 2019-10-02 | RECEIVER GENERAL | SEPT 2019 | PAYMENT EMPLOYEE GARNISHEE SEPT 2019 | 875.39 | 875.39 |
| 20190549 | 2019-10-02 | RECEIVER GENERAL - PAYROLL | 201909 | PAYMENT PAYROLL DEDUCTIONS SEPT 2019 | 7,655.65 | 7,655.65 |
| 20190550 | 2019-10-04 | ATB FINANCIAL MASTERCARD | 08/29/19 AUG 26 19 AUG 27 19 AUG 29 19 AUG 29 2019 SEPT 2 19 SEPT 4 19 | PAYMENT CRIME WATCH PRESENTATION PW COFFEE SUPPLIES BATTERY CHARGER CRIME WATCH PRESENTATION SUF CLEANNING SUPPLIES MUSEUM INTERNIC MTHLY DOMAIN TEXTBOOK CAO TRAINING | 74.94 36.75 155.32 26.75 27.86 20.95 55.67 | 398.24 |
| 20190551 | 2019-10-04 | IWANTWIRELESS CA LTD | 78457 | PAYMENT MTHLY INTERNET FEE - MUSEUM | 52.45 | 52.45 |
| 20190552 | 2019-10-04 | NAMPA AUTO & FARM SUPPLY | 181801 181899 | PAYMENT DECK BELTS/SPARK PLUGS LAWNM BATTERY FOR SWEEPER | 1,129.91 68.66 | 1,198.57 |
| 20190553 | 2019-10-04 | POIRIER, NOELLA | | PAYMENT | | 102.80 |



VILLAGE OF NAMPA

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2019-Oct-10

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|----------|------------|--------------------------------------|---|---|---|---------------|
| Cheque # | Date | | | | | |
| 20190553 | 2019-10-04 | POIRIER, NOELLA | 201910041 | CREDIT BALANCE PAID | 102.80 | 102.80 |
| 20190554 | 2019-10-09 | BELL MOBILITY | Oct 2019 | PAYMENT PW FOREMAN CELL PHONE | 126.46 | 126.46 |
| 20190555 | 2019-10-09 | TELUS COMMUNICATIONS INC. | 0091 oct 19 4468 oct 19 4642 oct 19 7953 oct 19 9885 oct 19 | PAYMENT MUSEUM TELEPHONE PW TELEPHONE OFFICE TELEPHONE FIREHALL PHONE FAX LINE | 110.81 93.06 179.61 69.86 69.86 | 523.20 |
| 20190556 | 2019-10-10 | ACCU-FLO METER SERVICE LIMITED | 87054 | PAYMENT DATALOGGER FLASHLIGHT | 357.00 | 357.00 |
| 20190557 | 2019-10-10 | ALBERTA ONE CALL CORP. | IN154224 | PAYMENT MTHLY FEE | 18.90 | 18.90 |
| 20190558 | 2019-10-10 | ATTACK OILFIELD SERVICES | 9525 | PAYMENT PORTABLE TOILETS | 786.98 | 786.98 |
| 20190559 | 2019-10-10 | GOLDEN WEST ELECTRIC CO | 5714 | PAYMENT PLANNING ELECTRICAL MILL BROW | 998.81 | 998.81 |
| 20190560 | 2019-10-10 | KNELSEN SAND AND GRAVEL | IN242428 | PAYMENT 2018 RD REPAIR DEFICIENCY HOLD | 2,625.00 | 2,625.00 |
| 20190561 | 2019-10-10 | NAMPA GOLDEN PIONEERS DROP-IN CENTRE | 798829 | PAYMENT ROOM RENTAL - PUBLIC AUCTION | 50.00 | 50.00 |
| 20190562 | 2019-10-10 | PECO ELECTRICAL LTD. | 43607 | PAYMENT INSTALLATION OF PANEL FOR LIFT | 10,300.50 | 10,300.50 |
| 20190563 | 2019-10-10 | RMA INSURANCE LTD. | INS0027684 | PAYMENT ADJUSTMENTS TO MUSEUM PROPE | 73.13 | 73.13 |
| 20190564 | 2019-10-10 | RMRF BARRISTERS SOLICITORS | 117021-001 | PAYMENT CNJ TRUCK SERVICES ROAD ISSUE | 559.14 | 559.14 |
| 20190565 | 2019-10-10 | ROSHUK, DIANNE | OCT 19 | PAYMENT CAO TRAVEL EXPENSE | 140.00 | 140.00 |
| 20190566 | 2019-10-10 | RURAL MUNICIPALITIES OF ALBERTA | 4076318 WOLSEL NW73035229-00 | PAYMENT CHLORINE TEST STRIPS WOLSELEY MANHOLE CATCH BASIN LID | 60.52 388.85 | 449.37 |
| 20190567 | 2019-10-10 | SHELLEY'S STATIONERY | OCT 19 25 | PAYMENT STAMPS | 283.50 | 283.50 |
| 20190568 | 2019-10-10 | Sii 360 INC | 2019193 | PAYMENT CAMAERAING OF SEWER LINES | 6,489.18 | 6,489.18 |
| 20190569 | 2019-10-10 | VITAL EFFECT INC | 5936 | PAYMENT MTHLY WEB HOSTING | 40.95 | 40.95 |
| 20190570 | 2019-10-10 | XYLEM CANADA COMPANY | 3558324765 | PAYMENT CABLE SET/CONTROL RINGS SEWE | 1,493.10 | 1,493.10 |

Total 318,110.59

*** End of Report ***



Chief Administrative Officer Report

6.2

September 18, 2019 - October 15, 2019

September 25th - Public Auction @ Seniors Centre

No attendance by public members, so no bids made, further discussions in closed session

October 4 - Policing Webinar

More of a question and answer webinar. It costs \$1.6 billion in AB for policing right now. They are reviewing a cost formula for municipalities that are under 5000 in population. The formula will use population numbers and not equalization numbers, the thought is the more crime the greater assistance is needed. First nations stand alone and are not included in this formula. Still in the consultation stage, waiting on decision from minister. No date for implementation.

Additional comments can be sent to JSG.PSDEngagement@gov.ab.ca

October 9 - Met with Ian Cosh and Lynne Florence, as she will be taking over the lease agreement between the Village of Nampa and NSC from Ian

October 14 - Office Closed - Holiday

October 15 - New Water Ltd Meeting

October 15 - Regular Council Meeting

October 15 - Organizational Meeting

Council needs to pick a date to do CAO evaluation

September 17 – October 10, 2019 PW Report 6.3

- Took water meter readings
- Took sewer lift station readings every day
- Garbage's every Monday
- Alberta one calls as required
- Dump runs as needed
- CC shut off/on as needed
- Maintenance and repairs on equipment as needed
- Water meter repair/replacement as needed
- RF water meter readings as needed
- Maintain grass and brush pile
- Maintain pot holes on graveled areas.
- Tri-line flushed 7 sections of sewer for SII 360 to send their camera in to locate 7 manholes.
- Took down flowers
- Cut grass at museum
- Fixed pot hole on 101St. with cold mix
- Fabricated bracket and installed in lift station to protect electrical.
- Moved left over gravel from Knelson from Millbrown park to shop yard.
- Moved grass pile from lift station to shop yard
- Cut culvert ends that were damaged. Trenched out path for water where needed to prep for spring.
- Leveled the marble picnic table at Farmers restaurant.
- Removed old flag pole from drop in center
- Removed and winterized garden hoses at museum
- SII 360 report came back. We were unable to locate all the man holes due to calcite build-up and other debris and defects in the sewer lines. The sewer flusher could not do a proper clean out due to the manholes not being located, and the manholes couldn't be located due to the fact it wasn't flushed properly. We have multiple issues with our sewer lines. Cracks, breaks, calcite build up, and almost all the service tie-ins (that got camera

sent down) are defective etc. Velocity is going over the report and will come up with their own report on recommendations for sewer repair.

- Speed bumps have been removed for winter. They will be reinstalled in the spring.
- Trim brush in alleyways
- Winterize summer equipment
- Flushed out debris (piece of pipe) in sewer on Railway Ave. that was noticed from the camera job From SII 360.
- Located and exposed manhole on Eastridge road. Flushed out debris that was noticed on the camera job from SII 360. Man hole was found 4 feet under the surface. Tri-line will raise it to surface.
- Man hole at Eastridge road and 97St had a drop pipe, preventing the camera and sewer flusher from being able to get in the sewer line. We cut a hole in the drop pipe to allow access for the sewer flusher to enter the pipe. Tri-line flushed the line.
- Located and exposed two man holes in the alleyway to the South of the museum. Tri-line flushed the line using the Reaming head, which is used to cut away the calcite build up in the sewer line.
- Found out through our camera job that man hole SS30(in front of catholic church) does not exist. Tri-lined flushed with the reaming head to cut away calcite buildup.
- Located and exposed man hole in the alleyway to the East of the trailer park. Riser rings on order so I can bring it to surface.
- Located and exposed manhole off highway 2 in front of Fas Gas. The sewer line to the North and South of the man hole are collapsed.
- Burn brush pile
- Level out all low spots in all alleyways with left over millings from the road rehabilitation project.
- Installed proper cable hangers in lift station.
- Located and exposed half the manhole on Railway Ave. found it 2 feet below the surface and half covered with asphalt as the approach for the county yard was built over top of it. Tri-line will cut out a section of the asphalt and raise

it up to surface. I will back fill with gravel and use cold mix asphalt to tie into the driveway.

- Manhole frame was off center in front of CNJ causing debris to fall into the manhole. I centered the manhole and built it up with dirt to prevent it from coming off again.
- Located and exposed man hole in the road allowance at 100Ave-97St. (In front of Armstrong's house) Found it 16 inches below surface. Tri-line will raise it to surface. All manholes that we were unable to locate are now located and exposed. Once they are all raised to surface, all manholes in the village will be good to go.
- Used two 4" cement risers to raise up the manhole in the alleyway to the East of 102St and trailer park. Sealed with tar tape and backfilled. It is now flush with the surface and will be able to be properly flushed in the future.



Councillor Committee Report

Name: Evan Matiasiewich

Date: October 8, 2019

Meetings/Events Attended:
(With comments)

September 18, 2019 – RCMP Board

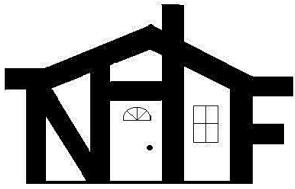
- Crime Watch now has 658 members
- There will be 2 crosswalk up grades one by Kinsmen Park & by 98th Street by slide hill they will have high intensity lighting
- RCMP was a success and made \$15,000 profit which will go back into funding RCMP Programs
- Peace River detachment is a training center and as of November out of the 18 members there, 6 will have less then 6 months service.
- Berwyn Citizens on Patrol is going well & they are having less crime
- DARE Program is ending and they will replace with another program
-

Upcoming Meetings

RCMP Meeting October 16, 2019 @ 6:30 pm



7. CORRESPONDENCE



North Peace Housing Foundation

6780 – 103 Ave., Peace River, AB, T8S 0B6

Tel: (780) 624-2055 Fax: (780) 624-2065

Email: tammy.menssa@nphf.ca

Public Notice regarding the Autumn Lodge in Berwyn

At its next meeting, on October 2, in Peace River, the Board of Directors of the North Peace Housing Foundation will be discussing a motion to proceed with the demolition of the Lodge if no offers are forthcoming. A final decision needs to be made, in part, because of continuing costs to the Foundation to maintain and secure the property.

Background Information

In September of 2017, the Board of Directors of the North Peace Housing Foundation made the decision to proceed with the winding down of operations at the Autumn Lodge in Berwyn and in February of 2018 the Board moved to inform the member municipalities that a decision was made that the closure would be effective April 30, 2018.

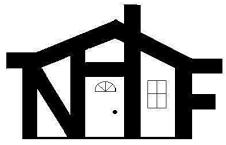
In March of 2018, the Board moved to advertise a Request for Proposals (RFP) regarding the repurposing of the Autumn Lodge. No RFPs were presented. Then, in May of 2018, the Board decided to form an Autumn Lodge Disposition Committee to look for further options for the Lodge. No alternative uses were forthcoming.

Further, in September of 2018, the Board moved to list the Lodge for sale at the price of \$1.00. Again, no offers were presented.

In February of this year, the Village of Berwyn received a matching grant of \$10,000.00 from the Province to find ways to repurpose the Lodge. At that time, it was reported that the Village was working with its neighbouring municipal districts and partnered with the Lac Cardinal Regional Economic Development Board to assist in this process. The Foundation has received reports discussing potential future uses of the facility, but no offers have come forth at this time.

It is projected, if a decision is made to proceed with the demolition, that the process will take place in the early spring of 2020.

Any interested parties are welcome to attend the Board Meeting which will be held at the Foundation's offices, located at 6780 – 103 Ave., in Peace River. The offices are attached to the Peace River Rotary House located near the Peace River Medical Centre.



North Peace Housing Foundation

6780 – 103 Ave., Peace River, AB, T8S 0B6

Tel: (780) 624-2055 Fax: (780) 624-2065

Email: tammy.menssa@nphf.ca

North Peace Housing Foundation Board Meeting Synopsis – October 2, 2019

Resident and Tenant Levels

As of August 31, 2019, we had a total of 183 lodge residents, down 3 from the month of July. Our lodge unit occupancy currently equates to 79% occupied of the 224 lodge suites.

We had 120 occupied senior apartment suites at the end of August, up one from the month of July; although the number of occupied units only increase by one, overall there were 3 move-ins and 2 move-outs. Our occupancy rate at the end of August was 92%.

Garden Court Seniors Apartments had 58 out of 63 units occupied at the end of August, up one unit from the month of July; our occupancy rate was also 92% at Garden Court. We continue to have 6 out of the 8 trailers in Cadotte occupied, with no pending applications.

The Family Housing program had 81 of the 123 units occupied, down 1 from the month of July, and 25 of the 40 R&N units occupied, consistent with the month of July, with an overall occupancy of 65%.

Rent Supplement tenancies in August were up 3 from the month of July; I am happy to report that we now have 2 Cleardale seniors who have been approved through the Private Landlord Rent Supplement Program. We are currently at our maximum capacity, as determined by our Rent Supplement budget and the total amount of monthly subsidies that are being allocated at this time.

Regular Agenda Items:

Berwyn - Autumn Lodge Update: The Board has directed Administration to prepare a tender regarding the demolition of the closed Autumn Lodge facility in Berwyn. The tender will be for the demolition of the lodge and will be advertised starting January 1, 2020 and closing on February 28, 2020.

Senior's Condominium Focus Group/Community Consultation Update: The Board has directed Administration to proceed with community engagement following the proposed timeline:

- Questionnaire: ready by October 18, 2019
- Social Media advertising and promotion to attract engagement – Completed by November 1, 2019
- Meeting: Mid to late November depending on response
- Organize information from meetings – December to Jan 1, 2020

North Peace Housing Foundation 2020 – 2022 Business Plan. The plan has been submitted to the Provincial Government and is now available to the public on our website at: <https://www.nphf.ca/business-plan.html>

North Peace Housing Board - Presently, as directed by the Board, the North Peace Housing Foundation is going through a process of creating and updating Board Policies. As they are approved and updated, they will be posted to <https://www.nphf.ca/board-policies.html>.

Additional Information: - Not from Board Meeting – Staffing Update

Director of Housing Operations & Special Projects

We are happy to announce that Ashli Champeau, formerly the Community Housing Accommodations Manager for Peace River, St. Isidore, Grimshaw, Berwyn, Nampa and Cadotte Lake, has accepted the position of Director of Housing Operations & Special Projects. Ashli started with the Foundation in January of 2014 as the Community Housing Accommodations Manager and over the last 5 ½ years has worked hard to make the program more efficient and effective. Ashli played an integral part in the implementation of the Yardi Property Management software and continues to give guidance to others in its use.

Homesteader Lodge—Housing Accommodations Manager – Christine Simser

Christine Simser has been promoted to the position of Housing Accommodations Manager for our Hines Creek/Worsley portfolio which includes the Homesteader Lodge, Seniors Apartments in Worsley and a single-family home in Hines Creek. Christine accepted the position after the decision was made to separate the Fairview and Hines Creek/Worsley portfolios. Christine will also continue to manage the recreation programming as she has done in the past. Christine has been with the Foundation since the late Fall of 2017 as the Residence Service Coordinator, supporting Katika Schaeffer, who, along with managing the Harvest Lodge, also managed Homesteader. She brings with her a passion for seniors as shown in her comment “Love my job; love the seniors!” You can see the influence of her bubbly personality and energy when you walk into the lodge—it seems brighter!

Community Housing Accommodations Manager—Jody Stark

Reporting to the Director of Housing Operations & Special Projects, the Community Housing Accommodations Manager is responsible for the day-to-day efficient operation of all housing units and rent supplement designations within her portfolio and for the provision of safe, quality services and programs for all clients according to all pertinent legislation, inspection guidelines and Board policy. Jody comes to us with a Business Administration background and experience in commercial property management, administration and finance. Her positive attitude, friendly nature and desire to learn are a welcome addition to our Management Team.

Assistant Housing Accommodations Manager: Katherine Morris

Reporting to the Housing Accommodations Manager, the Assistant Housing Accommodations Manager is responsible for assisting with the day-to-day efficient operation of all housing units (lodge, self-contained, affordable) within her portfolio and for the provision of safe, quality services and programs for all clients according to all pertinent legislation, inspection guidelines and Board policy. With a background in management, customer service, administration, and communications, Kathy is a results-oriented professional who loves to solve problems and hopes to make an impact on the lives of others.

Office of the Assistant Deputy Minister
Municipal Services and Legislation
17th Floor, Commerce Place
10155 - 102 Street
Edmonton, Alberta T5J 4L4
Canada
Telephone 780-427-2225
Fax 780-420-1016

AR98655



September 30, 2019

Ms. Dianne Roshuk
Chief Administrative Officer, Village of Nampa
PO Box 69
Nampa AB T0H 2R0

Municipal Indicators for Village of Nampa

Dear Ms. Roshuk:

In March 2018, the Deputy Minister indicated that Municipal Affairs would be implementing a new performance measure for the ministry. Beginning with the 2019-22 business plan, the ministry will report the percentage of municipalities deemed to be "not at risk" based on 13 defined financial, governance, and community indicators. Each indicator has a defined benchmark, and a municipality is deemed to be "not at risk" as long as it does not trigger on a defined number of indicators. As part of the same correspondence, then Deputy Minister Pickering indicated that the ministry was committed to supporting accountable, responsible, and transparent local governments.

The ministry has now compiled and verified the data collected from Alberta's municipalities for the 2018 financial year. According to our records, the following indicator(s) were triggered for your municipality:

I8-ON-TIME FINANCIAL REPORTING

We are pleased to inform you that while Village of Nampa triggered 1 of the 13 indicators, this is below the established benchmark, and as such your municipality will not appear in the 2018 Municipal Indicator Report (<https://open.alberta.ca/publications/municipal-indicator-results>) expected to be released in January 2020.

- 2 -

If you would like to discuss your results, or the possible future release of these results, please contact the Municipal Services and Legislation Division at toll-free 310-0000, then 780-427-2225, or via email at lgsmail@gov.ab.ca.

Yours truly,

A handwritten signature in blue ink, appearing to read 'Gary Sandberg', with a long horizontal stroke extending to the right.

Gary Sandberg
Assistant Deputy Minister

| | | | |
|--------------|---|-----------|----------|
| Meeting: | Mighty Peace Tourism General Board Meeting | | |
| Date: | September 30th, 2019 | Time: | 6:30 pm |
| Prepared By: | Tammy Brauer | Location: | Fairview |
| Attendees: | <p>N Duval – Northern Sunrise County, W Wald – Town of Grimshaw, C Anderson – County of Northern Lights, A Bean – Clear Hills County, J Adams – MD Fairview, C Murphy, A Vos – Peace River Cabins and Outdoors, B Bos, Wildrose Guest House, Q Bulford – Village of Nampa, C Zavisha – Village of Hines Creek, T Schindel – Town of Fairview, J. Armstrong – Executive Director T. Brauer - Administration.</p> | | |

| Agenda, Notes and Discussion | |
|---|---|
| 1. Call to Order | N. Duval called the meeting to order at 6:43pm . |
| 2. Adoption of Agenda | J. Adams moved to adopt the agenda as presented . Motion carried. |
| 3. Adoption of Minutes | C Anderson moved to accept the Board of Directors minutes from the Board Meeting on June 24th th , 2019 for information. Motion carried. |
| 4. In Camera Session | C Anderson moved to come out of in camera. Carried |
| 5. Financials YTD 5.1. 2020 Budget | The Board of Directors were presented with the financials. J Adams moved to accept the financials as presented. Motion carried. T Schindel moved to accept the preliminary budget as discussed. Carried |
| 6. Executive Director Report 6.1. Winter Campaign 6.2. Strategic Planning Session | J. Armstrong presented the Executive Director's report- 1. Marketing a. Advertising – summer campaign, billboard, web banners b. Website – live – needs further work 2. Networking – strategic planning, TA Rep visit, newsletter 3. Funding - new members, corporate membership, winter campaign W Wald moved to accept the Executive Director Report as read. Carried . |
| 7. Membership 7.1. Fee increase | A Bean motioned to send letter out to municipalities informing them of a 2% membership fee increase. Carried . Q Bulford motioned to increase the Event/Friends of Tourism Membership fee from \$125 to \$150 and the Professional Membership fee from \$250 to \$275. Carried . |
| 8. Round Table | C Zavisha – Walking track is now installed in Hines Creek Fitness Centre, Hines Creek Golf Course closed early to install irrigation system. The course has eleven holes now. C. Murphy – Peace River Art Show October 19 th & 20 th – Whiskey Tasting November 23 rd . N. Duval – Looking for ideas for venue for brochure swap for members. Multiplex grand opening October 19 th . Possible MPT involvement? |
| 9. Next Meeting | December 2nd, 2019. Chateau Nova 6 :30 pm Peace River |
| 10. Adjournment | C. Zavisha adjourned the meeting at 8:14 pm |

FCSS Committee

Terms of Reference

Purpose

Northern Sunrise County and the Village of Nampa have established an FCSS Committee. The purpose of this Committee is to provide the County and Village Councils and the Supervisor of Community Services with a framework and direction on possible program opportunities in Northern Sunrise County and the Village of Nampa. Additionally, the Committee will consider regional programs that will benefit County and Village residents, and Northwest Alberta as a whole.

Membership

The FCSS Committee will consist of no more than ten members including:

1. One Northern Sunrise County Councillor;
2. One Village of Nampa Councillor and one public member appointed by the Village of Nampa Council
3. Seven public members appointed by the Northern Sunrise County Council.
 - a. Nampa Rural
 - b. Cadotte Lake
 - c. Little Buffalo
 - d. Three Creeks/Wesley Creek
 - e. St. Isidore
 - f. Harmon Valley/Reno
 - g. Marie Reine/Judah
4. The County and Village Chief Administrative Officers will be ex-officio members of the Committee.
5. Every effort will be made to ensure that the membership of the Committee reflects the diversity of the region.

Term of Membership

The term of membership shall be one year. Representatives will be appointed annually by the Councils at their annual organizational meeting. Public members must re-apply each year and are eligible to be re-appointed at Council's discretion. To ensure diversity, the maximum term for each Committee members, excluding Council, is three years, or as Council directs. Northern Sunrise County and the Village of Nampa Councils may revoke the membership of their appointed public member(s) for any reason deemed appropriate. Each Committee member shall be required to volunteer for two FCSS related events throughout the County, during the annual term.

Meeting Arrangement and Frequency

The FCSS Committee will meet once per month, excluding the months of July and August annually; or at the discretion of Councils.

Meeting Agenda & Minutes

The Northern Sunrise County Supervisor of Community Services will prepare the agenda for each Committee meeting and will circulate copies of the agenda to each Committee member a minimum of five working days prior to each meeting.

The Supervisor of Community Services will record the minutes of each meeting and will circulate copies of the draft minutes to the County and Village CAO and to the FCSS Committee

Funding-Per Diem & Expenses

Committee members will be paid honorariums, reimbursed for travel expenses and meals, and paid mileage for time spent attending approved meetings, seminars, and conferences. Members appointed by Northern Sunrise County will be compensated at the rate established by the County Council.

Training & Education

Committee members are encouraged to take part in educational opportunities specific to FCSS. A budget will be set for training & education annually. The Committee may attend as many educational and training opportunities as they wish providing it stays within the set budget. Committee members will be required to report back on their conference experience at a regular FCSS Committee meeting. Committee members will be paid as per funding-Per Diem & Expenses.

Supervisor of Community Services

The Supervisor of Community Services will provide technical and administrative support to the Committee. The Supervisor of Community Services is an employee of Northern Sunrise County, not of the Committee, and will be solely responsible for overseeing the administration of FCSS programs and personnel matters.

Participation by Others

Resource persons can be invited by the Committee to provide expertise on specific topics.

Confidentiality

The Committee and the Supervisor of Community Services may receive information that is of a confidential nature. The Committee reserves the right to review confidential information under a part of the meeting that would be closed to the general public. Information received by members at the closed meeting is not to be discussed outside of the meeting. The Council member on the Committee or the Supervisor of Community Services shall provide the information discussed at the closed meeting to the respective Councils during a Closed session of Council if necessary.



October 8, 2019

Dear Members,

We would like to thank you for your countless years of support towards Mighty Peace Tourism and continuing to make this organization possible.

We are constantly looking to create efficiencies in the organization and due to a few key budget choices we have been able to reduce the original plan of larger yearly increases to only a modest cost of living increase. Municipal membership fees will increase by 2% from \$2.60 to \$2.65 per capita as voted on and passed at the Board of Directors meeting on September 30th, 2019. The new fees will come into effect as of January 1, 2020.

We look forward to working again with you this year.

Sincerely,

Norm Duval
President, Mighty Peace Tourism

Village of Nampa (Dianne Roshuk)

From: President <President@auma.ca>
Sent: October 10, 2019 8:46 AM
Subject: AUMA Convention: What we heard from the Province

Dear Municipal Colleagues,

As AUMA President, and on behalf of the Board of Directors, I want to express my gratitude to everyone who attended AUMA's 2019 Convention. We appreciate the investment you made to join almost 1,200 municipal leaders from across Alberta even though it meant time away from family and your many responsibilities. Your enthusiastic participation contributed to an electric event from which I hope you gained great value.

We were delighted to have over half of our provincial colleagues attend Convention. Many attendees told me the highlight of Convention was the ability to connect directly with government representatives who attended education sessions, networked with members, and engaged in dialogue sessions. These interactions gave us the timely opportunity to clearly communicate our key priorities and to hear from MLAs and Cabinet Ministers prior to the budget announcement on October 24.

From Minister Madu we heard "we will all need to share in the recovery before we can share in the prosperity that lies ahead." Premier Kenney told us budget cuts will not be as severe as those of 1993.

It is important that we hold them to their statements, so I want to make clear AUMA's expectations on our key priorities.

- **Municipal Funding Framework (MFF)** – We understand the government's fiscal situation and we are willing to join with them in restraint if it contributes to the long-term wellbeing of all Albertans. They included in their platform document that it is important municipalities have adequate and predictable long-term funding. We are looking forward to seeing this acknowledgement reflected in the budget.
- **Police Resource Funding** – Minister Madu was explicit when he stated that any new funds generated under a new police funding model will be used to invest in more policing, not less. This commitment was encouraging and we expect the new police funding formula to also be based on need, the ability to pay, and to include 'a say for pay'. We have more meetings planned with the government and will continue to advance these points.
- **Cannabis Property Tax Assessments** – While Minister Toews said the cannabis industry is yet to generate adequate revenues for the government, we anticipate that the industry will be revenue-generating in the future. Once it is, we will continue to impress upon the Provincial Government that the Federal Government increased the percentage of the cannabis excise tax to 75% with the intent that a portion of these revenues would be shared with municipalities. Other provinces already have long-term funding agreements in place.

Minister Madu said he would entertain the idea of changing the regulations around Property Tax Assessment for industrial-scale producers. However, he also acknowledged that the exemptions "are there for a reason." We will continue our efforts on this issue because too many of our residents and businesses are subsidizing the services and infrastructure cannabis producers are using for free.

- **Extended Producer Responsibility (EPR)** – Minister Nixon said he is aware of AUMA's report on EPR and wants to explore all options before developing a made-in-Alberta solution. We have paved the way for the government to take appropriate action on this issue and I am optimistic that they will value our vision.
- **Red Tape** – Premier Kenney told AUMA members that the government is reducing red tape by one-third, making "Alberta the most competitive jurisdiction in North America for investment and job creation". We are pleased that he said he would remove unnecessary reporting and oversight on municipalities and that he is looking forward to a greater partnership with our member municipalities in Team Alberta's efforts to promote our energy industry.

The AUMA team and I will keep you updated on our progress on these priorities. We will be issuing a news release with our initial impressions of the budget the day it is released. I will be down at the Legislature asking questions to our provincial colleagues to understand the municipal implications of the budget. Lastly, we are working with the Provincial Government to schedule a webinar for our members shortly after the budget is released. Stay tuned for more information.

As an association, it is essential we are coordinated and speak with a single voice. Your ongoing engagement in AUMA's advocacy is crucial to our collective success and in helping Strong Communities Build Alberta.

Barry Morishita | President
Mayor, City of Brooks

C: 403.363.9224 | president@auma.ca

Alberta Municipal Place | 300 8616-51 Ave Edmonton, AB T6E 6E6

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8. CLOSED SESSION