



Agenda  
Village of Nampa  
Council Meeting  
January 21, 2010  
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 December 17, 2019

**4. Business Arising out of the Minutes**

**5 New Business**

5.1 7:00 pm with Steven Rosin, Rep for Nampa Ag Society, RE: Request for Funding

5.2 RFD: Application # 01-20 Proposed Amendment to the Land Use Bylaw

5.3 Intermunicipal Cooperation Agreement between Northern Sunrise County and Village of Nampa

5.4 Village of Nampa Infrastructure Assessment of Sanitary Sewer & Storm Water System Video Inspection & Reporting - Budget Estimates

5.5 RFD: Rescind Bylaw # 454, Tax Exemption for Tax Roll # 324000

5.6 RFD: Chris Warne, Executive Assistant, PRSD# 10 Email January 7, 2020 RE: Joint Meeting on February 4, 2020 at PRSD Central Operations in Grimshaw, AB.

5.7 2020 Budget - Nampa & District Historical Society \* for information purposes only

5.8 RFD : Dale Harrison, President, Northern Woods & Water Highway Association, Email dated January 13, 2020 RE: 2020 Northern Woods & Water Guide, Rate Sheet & Membership Fees

5.9 2020 Growing the North Conference on February 19-20 in Grande Prairie, AB.

5.10 RFD : Street Lighting for the Village with Direct energy

**6 Reports**

**Financial Reports**

6.1a Cheque Listing For Council #20190752-2020023 Dec 31, 2019 - Jan 13, 2020

6.1b November 2019 Bank Rec

**Reports**

6.2 CAO Report January 21, 2020

6.3 Public Works Report December 2019/January 2020

**7. Correspondence**

- 7.1 Ken Anderson, Manager, Finance & Administration, DIP Assessment, January 2, 2020, RE: Notice of Termination of Hybrid Contract for designated Industrial Property - Village of Nampa (231
- 7.2 Kaycee Madu, Minister, Municipal Affairs, January 2, 2020 RE: Assessment Year Modifiers
- 7.3 Norine Kosik, Executive Assistant to Medical Office of Health, Alberta Health Services email dated January 10, 2020 RE: Cannabis EET Infor for Municipalities

**8. Closed Session**

- 8.1 Legal Issue - FOIP Section 17

**9 Adjournment**

**From:** [Steven Rosin](#)  
**To:** [cao@nampa.ca](mailto:cao@nampa.ca)  
**Subject:** Request for funding  
**Date:** January 3, 2020 12:09:43 PM  
**Attachments:** [Request for funding village.docx](#)

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Please see attached for discussion at next convenience.

Steven Rosin  
Location Manager  
Richardson Pioneer Limited  
Box 116 Falher AB T0H-1M0  
Office:780-837-8777  
Mobile:780-219-2835  
Fax :780-837-8778

The foregoing message, together with any attachments is intended for the addressee only. If you believe you received this message in error, please delete all copies of this message. If you no longer wish to receive electronic messages, please reply to this message with the word "UNSUBSCRIBE" in the subject line and you will be removed from our mailing lists. Thank you.

**From:** [Steven Rosin](#)  
**To:** [cao@nampa.ca](mailto:cao@nampa.ca)  
**Subject:** Fwd: [EXT] re: Fitness Quote & Information  
**Date:** January 3, 2020 12:51:39 PM  
**Attachments:** [EXT re Fitness Quote Information \(5.45 MB\).msg](#)

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Attached is the email from Flaman fitness with a breakdown of the equipment needed and pricing.

Steven Rosin  
Location Manager  
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The Village of  
**Nampa**  
A Place Close To The Heart

Received Dec 12/19

5.8  
**FORM G**

Application No. 01-20  
(For Office Use Only)

**APPLICATION TO PROPOSE**  
**AMENDMENT TO THE LAND USE**  
**BYLAW**

I/We hereby make application to amend the Land Use Bylaw.

Applicant

Name: NAMPA DISTRICT HISTORICAL SOCIETY Telephone: 780 322-2777

Address: Box 267, NAMPA, AB. T0H 2R0

Owner of Land: Name

If different from applicant: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

Address of Property: 9814-100 AVE, NAMPA AB

Land Description: Lot: 7 Block: 3 Plan: 3722 HW

**AMENDMENT PROPOSED**

FROM: GENERAL RES R-G TO: PRIMARY COMMERCIAL C-1

Reasons in Support of Application for Amendment:

THE HISTORICAL SOCIETY WOULD LIKE TO PROVIDE  
RENTAL SPACES TO BUSINESSES.  
A COMMUNITY WALK-ABOUT WAS CONDUCTED -  
RESULTS PROVIDED.

I/ We enclose \$ 25.00 being the application fee.

DECEMBER 12, 2019  
Date

[Signature]  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Registered Land Owner Signature (if different from applicant)

### **Nampa & District Historical Society - Community Walk-about**

On the evenings of October 18 & 20<sup>th</sup>, a Community Walk-about was conducted. Each residence contacted was given the following information:

The United Church is owned by the Nampa & District Historical Society. The Historical Society is moving forward with plans to repair the building in the hopes of using the space for Museum Historical Walking Tours. The Historical Society would also like to use the space for activities such as community paint-along classes, book clubs, etc. while retaining the character and history of the United Church. The Historical Society has also been approached by a local resident who is interested in renting a space in the United Church to open a massage therapy business.

The residents were asked if they supported the proposed uses for the United Church and they were also asked if they supported the Village of Nampa granting a Discretionary Use such as "Place of Worship" or Public Buildings, Utilities & Uses" instead of the Historical Society having to rezone to Commercial. The following are the results.

<u>Name</u>	<u>Address</u>	<u>In Favour</u>	<u>Comments</u>
Shelly Shewchuk	9519-100ave	Yes	Would love to see the building being used
Natasha Tanner	9909-100ave	Yes	
Megan Ferguson	9804-100ave	Yes	
Chad Girard	9804-100ave	Yes	Family oriented uses would be great
Chris Snow	9802-100ave	Yes	
Deb Snow	9802-100ave	Yes	Good to have activities close to home
Sandy McKay	9700-100ave	Yes	Will rezoning raise taxes?
Janelle Scaife	9702-100ave	Yes	
Jesse Waye	9702-100ave	Yes	
Faye Armstrong	9908-97St	Yes	Happy that the building is being repaired
Mike Tracy	10006-97St	Yes	
Corwyn Kalyn	10011-99st	Yes	
Deborah Bagan	1009-99st	Yes	
Tammy Lorenzen	1009-99st	Yes	
Jerry Wright	9905-97st	Yes	
Donna Wright	9905-97st	Yes	No pot store please
Robert Butz	9903-99st	Yes	Great uses
Camille Girard	9907-99st	Yes	
Valarie Malaniuk	9908-99st	Yes	
Betty Ann Woods	Railway Ave	Yes	



**NORTHERN SUNRISE  
COUNTY**



# **Intermunicipal Cooperation Agreement between Northern Sunrise County and the Village of Nampa**

## **PREAMBLE**

WHEREAS the relationship between Northern Sunrise County and the Village of Nampa is a long and historic one;

AND WHEREAS the County and the Village want to strengthen their already good relationship to ensure the viability and sustainability of both;

AND WHEREAS they each recognize the importance of municipal autonomy and the right of municipal self-determination;

AND WHEREAS that while they want this Agreement to reflect their special relationship, they recognize that their actions in pursuit of its elements must be considered within the larger context of the Region which is a diverse community of communities;

AND WHEREAS they recognize that their common interests are far greater than their differences and that the advancement of their shared region will benefit all communities;

AND WHEREAS they acknowledge that the advancement of their shared region is best accomplished through effective and ongoing cooperation, collaboration, coordination, and communication;

AND WHEREAS they therefore commit to promoting, fostering, and embodying cooperation, collaboration, coordination, and communication in their relationship with each other to base that relationship on the principle of mutual respect;

AND WHEREAS they recognize that they each have a significant role to play in the success of their region and will ultimately share both the risk and the reward of regional success or failure;

AND WHEREAS the Signatories are committed to the principle of “Mutual Benefit”;

AND WHEREAS they want to provide quality of life to their ratepayers by ensuring that a range of regional assets, programs and services, that are effectively, efficiently, and economically delivered, are reasonably available to the residents of their region;

AND WHEREAS they want to take cooperative advantage of the natural, geographic, and built assets of their region to promote and effectively position themselves competitively in a global economic environment;

AND WHEREAS the Village and the County want to support each other and work cooperatively to meet the challenges of the future and take advantage of the opportunities that it will present.

NOW THEREFORE THIS AGREEMENT BEARS WITNESS that the Signatories agree as follows:

**1. SIGNATORIES**

- 1.1 The Signatories to this Agreement are Northern Sunrise County and the Village of Nampa.
- 1.2 The terms “*Signatory*”, “*Signatory Municipalities*”, “*Partner*”, and “*Partner Municipalities*” are used interchangeably in this Agreement.

**2. DEFINITIONS**

- 2.1 “***Equitable***” means treating each partner in accordance with each partner’s needs, abilities and capacities.
- 2.2 “***Mutual Benefit***” means achieving outcomes that are positive and benefit both municipalities. It reflects equality and respect in the relationship between the partners. It also means maintaining or enhancing services, programs, infrastructure and assets so as to improve the social, economic, and environmental well-being of the municipalities to serve the greater good.
- 2.3 “***Regional***” means the geographic area of the Signatory Municipalities and the assets, programs and services in which they have a mutual interest. Notwithstanding the specific circumstances of their Cooperative Agreement, the Municipalities recognize that it is not restrictive or exclusive of future discussions with other municipalities.
- 2.4 “***Term***” means the duration of the Agreement as described in Article 5.

**3. PREAMBLE and SCHEDULES**

- 3.1 The Signatories confirm and ratify the contents, matters, and commitments contained and referred to in the body, preamble, and schedules to this Agreement.
3. The Preamble and Schedules are part of the Agreement.

**4. PURPOSE**

- 4.1 The purpose of this Agreement is to create the opportunity to better serve and provide quality of life to the residents of Northern Sunrise County and the Village of Nampa through intermunicipal cooperation, coordination, collaboration, communication, and the sharing of the costs of infrastructure, assets, programs, and services that have mutual benefit.

**5. TERM, RENEGOTIATION, and TERMINATION**

- 5.1 **Term** – the initial term of this Agreement is to be eight (8) years from the date of its signing so as to provide predictability, stability, and certainty by spanning municipal election cycles. The Agreement will be automatically renewed for subsequent four (4) year terms unless there is a replacement agreement in place or it has been terminated under Section 5.3.
- 5.2 **Renegotiation** – signatories may request renegotiation of all or part of this Agreement by providing a written request to the other Signatory within a ninety (90) day period that begins one year prior to the expiry of the initial eight (8) year term or one (1) year prior to the four (4) year anniversary dates thereafter. Schedule “A” outlines relevant dates.

To ensure that the aim of providing predictability, stability, and certainty is achieved, it is the intent of the Signatories that this Agreement not be easy to renegotiate and that the provisions of the first paragraph of this Article be the normal process for renegotiation.

Notwithstanding this intent, in exceptional cases when there is a significant change of circumstances, including those set out in Article 5.4, the Signatories may mutually agree to renegotiate the Agreement in whole or in part outside of the normal process and timelines outlined in Schedule “A”.

- 5.3 **Termination** – recognizing that this Agreement helps to define the relationship between the Signatory Municipalities and that they wish to provide predictability, stability, and certainty across municipal election cycles while balancing their right to terminate the Agreement if necessary, Signatories may terminate it by providing notice in writing to that effect to the other Signatory within a ninety (90) day period that begins one year prior to the expiry of the initial eight (8) year term or one (1) year prior to the subsequent four (4) years anniversary dates thereafter.

A Notice to Terminate will automatically trigger the Dispute Resolution steps outlined in Article 6. Should Dispute Resolution be unsuccessful, the Agreement will then terminate as of the next anniversary date of its signing following the completion of the final steps of the Dispute Resolution process. Schedule “A” outlines relevant dates.

- 5.4 **Changes to Federal or Provincial Legislation** – in the event that a change in Federal or Provincial Legislation has significant material adverse impact on the ability of one or more of the Signatory Municipalities to fulfill their obligations under this Agreement, they may request an extraordinary meeting of the Signatories to determine what implication the change(s) may have for the Agreement and to negotiate any necessary changes to it.

In the event that Provincial Legislation changes the term of office for Municipal Elected Officials, the Signatories agree that they will amend those Sections and Schedules of this Agreement that relate to renegotiation and termination to ensure that renegotiation or termination notice and subsequent discussions take place in the middle year(s) of a Council's term.

## **6. DISPUTE RESOLUTION**

- 6.1 In the event of a dispute between the Signatories about the interpretation or application of any of the terms, covenants, or conditions contained within this Agreement or when a Notice to Terminate has been given, the Signatories shall follow the following Dispute Resolution steps:

- a. Step One – Negotiation (between the parties);  
The Intermunicipal Committee will meet and attempt to resolve the dispute.
- b. Mediation and/or Facilitation;  
In the event the Committee is unable to resolve an issue, the County and the Village will seek the assistance of a mediator acceptable to both parties.  
The costs of mediation shall be shared equally between the Signatories.

c. Step Three – Arbitration.

In the event a dispute cannot be resolved through Steps 1 and 2, the dispute may be referred to a single arbitrator mutually acceptable to both Signatories. Failing mutual agreement, either party may apply to a Judge of the Court of Queen's Bench of Alberta to appoint an arbitrator whose decision shall be final and binding upon both parties. The *Arbitration Act of Alberta* in force from time to time shall apply to arbitration proceedings commenced pursuant to this Agreement. The costs of arbitration shall be shared equally between the parties.

d. Written notice under this Agreement shall be addressed as follows:

a. In the case of the County to:

Northern Sunrise County  
c/o Chief Administrative Officer  
PO Bag 1300  
Peace River, AB T8S 1Y9

b. In the case of the Village to:

Village of Nampa  
c/o Chief Administrative Officer  
PO Box 69  
Nampa, AB T0H 2R0

**7. FORCE and EFFECT**

7.1 This Agreement has force and effect from the date of its signing by both Signatories (the "Effective Date").

**8. INTERMUNICIPAL COOPERATION COMMITTEE**

8.1 To foster open, meaningful and ongoing communication, the Signatories agree to establish a joint *Intermunicipal Cooperation Committee* (the "Committee") with the broad mandate of fostering effective communication between them and providing a forum both for dealing with issues before they become problems and taking advantage of opportunities that might arise in a mutually beneficial and timely fashion.

8.2 The Committee is to be established as of the effective date of this Agreement and subsequently perpetuated at respective Organizational Meetings of each Signatory Municipality on an annual basis as long as the Agreement is in effect.



- 8.3 Membership of the Committee is to be six (6) members consisting of the Reeve/Mayor, Deputy Mayor/Deputy Reeve and the CAOs from each Municipality.

**9. MEETINGS**

- 9.1 **Councils** – full Councils of the Signatories are to meet together at least once a year with the primary intent of maintaining and building their relationship.
- 9.2 **Intermunicipal Cooperation Committee** – the Intermunicipal Cooperation Committee is to meet at least annually with an “issues” and “opportunities” focused agenda.
- 9.3 **Joint Post-Election Orientation** – recognizing the importance of this Agreement to their relationship and of ensuring that each Council as a whole and each member of Council individually, have a common understanding of its provisions, the Signatories agree to hold a joint orientation to the Agreement for their Councils and senior administrative staff within two (2) months of a Municipal Election.

**10. INTENT to SHARE PROGRAMS, SERVICES, and EQUIPMENT**

- 10.1 The Signatories will actively and routinely pursue opportunities to share programs, services, and equipment.

**11. ANNEXATION**

- 11.1 The Signatories agree that so long as this Agreement is in effect, the Village of Nampa will not initiate annexation proceedings for land within Northern Sunrise County unless it is by mutual agreement. Should the proposed annexation lands fall within the joint planning area of the Intermunicipal Development Plan (IDP) between the two municipalities, the Signatories agree that the IDP document shall be referred to during potential annexation discussions. For its part, the County will assist the Village to pursue annexation when it is of mutual benefit to do so.

**12. ACCESS to REGIONAL ASSETS, PROGRAMS, and SERVICES**

- 12.1 Signatory Municipalities will provide access to shared infrastructure, assets, programs, and services to each other’s residents in a manner that does not discriminate between them.

**13. INITIAL COST-SHARING CONTRIBUTION**

- 13.1 The initial total cost-sharing base for a range of mutually beneficial infrastructure, assets, programs, and services under this Agreement is \$550,000. An annual adjustment as defined in Article 14, will apply to this initial cost-sharing base. The amount of \$81,000 will be provided to the Nampa Agricultural Society for the operations of the Nampa Complex, \$50,000 of which is to be allocated from the above amount, with the other \$31,000 to be provided by the Village of Nampa.
- 13.2 The County will provide, upon receipt of invoice, the cost-sharing contribution to the Village by 31 July, annually.

**14. SUBSEQUENT COST-SHARING CONTRIBUTION**

- 14.1 In 2020 and beyond, Northern Sunrise County shall pay to the Village of Nampa the cost sharing base for the previous year increased by the annual Alberta consumer price index (CPI) for “all goods” as calculated by Statistics Canada for the most recent one-year period as of 31 December of the previous calendar year.
- 14.2 For 2020 and beyond, the compounded adjusted cost-sharing contribution is to be paid 30 days following receipt of the invoice submitted by the Village, as per 13.2 above.

**15. CAPITAL COST-SHARING**

- 15.1 The Signatories intend to share capital costs in accordance with the principle of *Mutual Benefit*.
- 15.2 Capital cost-sharing will be considered on a case-by-case basis.

**16. GENERAL PROVISIONS**

- 16.1 **Further Assurances** – the Signatories covenant and agree to do such things and execute such further documents, agreements, and assurances as may be necessary or advisable from time to time to carry out the terms and conditions of this Agreement in accordance with their true intent.

- 16.2 **Assignment of Agreement** – no Signatory will assign its interest in this Agreement or any part thereof, in any manner whatsoever without having first received written consent from the other Signatory. Such consent is not to be unreasonably withheld, provided that in no event will any assignment which may have been consented to, release or relieve the assignor from its obligations to fully perform all of the terms, covenants, and conditions of this Agreement or its parts.
- 16.3 **Notices** – any notice given under this Agreement will be provided to the Chief Administrative Officer (CAO) of the Signatory for whom it is intended. Any notice required to be given hereunder by any Signatory will be deemed to have been well and sufficiently given if it is delivered personally or mailed by pre-paid registered mail to the address of the party for whom it is intended. A notice or other document sent by registered mail will be deemed to be sent at the time when it was deposited in a post office or public letter box and will be deemed to have been received on the seventh day after it was postmarked.
- 16.4 **Entire Agreement** – the Agreement constitutes the entire agreement between the Signatories relating to the subject matter hereof and supersedes all prior agreements, understandings, negotiations, and discussions; whether oral or written, of the Signatories in relation to the subject matter hereof. There are no warranties, representations, or other agreements among the Signatories in connection with the subject matter hereof except as specifically set forth herein.
- 16.5 **Unenforceable Terms** – if any term, covenant, or condition of this Agreement or the application thereof to any Signatory or circumstance will be invalid or unenforceable to any extent, the remainder of this Agreement or application of such term, covenant or condition to a Signatory or circumstance other than those to which it is held invalid or unenforceable, will not be affected thereby and each remaining term, covenant, or condition of this Agreement will be valid and enforceable to the fullest extent permitted by law.
- 16.6 **Amendments** – this Agreement may only be altered or amended in any of its provisions when any such changes are put in writing and signed by all of the Signatories.

- 16.7 **Remedies Not Exclusive** – no remedy herein conferred upon any Signatory is intended to be exclusive of any other remedy available to that Signatory but each remedy will be cumulative and will be in addition to every other remedy given hereunder or now or hereafter existing by law or in equity or by statute.
- 16.8 **No Waiver** – no consent or waiver, express or implied, by any Signatory to or of any breach or default by any Signatory, in the performance by such other Signatory of their obligations hereunder will be deemed or construed to be a consent or waiver to or of any other breach or default in the performance of obligations hereunder by such Signatory. Failure on the part of any Signatory to complain of any act or failure to act of another Signatory or to declare such Signatory in default, irrespective of how long such failure continues, will not constitute a waiver by such Signatory of its rights hereunder.
- 16.9 **Counterparts** – this Agreement may be executed in several counterparts each of which when so executed, will be deemed to be an original. Such counterparts will constitute the one and same instrument and notwithstanding their date of execution, will be deemed to bear the date as of the Effective Date of this Agreement.
- 16.10 **Governing Law** – this Agreement will be governed by and construed in accordance with the laws of the Province of Alberta.
- 16.11 **Time** – time will be of the essence for this Agreement.
- 16.12 **Inurement** – this Agreement will inure to the benefit of and be binding upon the Signatories and their respective successors and permitted assigns.

**17. LIST OF SCHEDULES**

17.1 The following Schedules are part of this Agreement:

- a. Schedule A – Renegotiation and Termination Dates;
- b. Schedule B – Family and Community Support Services (FCSS)
- c. Schedule C – Fire Services Agreement
- d. Schedule D – Assessment Services
- e. Schedule E – Economic Development and Tourism (EDT)
- f. Schedule F – Intermunicipal Development;
- g. Schedule G – Vegetation Management Control;
- h. Schedule H – Residential Refuse Collection;
- i. Section I – Senior's Van.

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## INTERMUNICIPAL COOPERATION AGREEMENT

**IN WITNESS WHEREOF** the Signatories have hereunto executed this Agreement under their respective corporate seals and by the hands of their proper officers duly authorized in that regard.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, in \_\_\_\_\_, Alberta.

### **NORTHERN SUNRISE COUNTY**

### **VILLAGE OF NAMPA**

Per: \_\_\_\_\_  
Reeve Carolyn Kolebaba

Per: \_\_\_\_\_  
Mayor Perry Skrlik

Per: \_\_\_\_\_  
CAO Cindy Millar

Per: \_\_\_\_\_  
CAO Dianne Roshuk

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**SCHEDULE “A”**

**Renegotiation and Termination Dates (Councils to determine dates)**

**January 2020** Agreement Signed

**January 2027** A ninety (90) day window opens during which a Request for Renegotiation or a Notice of Termination can be filed. If the latter, Dispute Resolution as outlined in Article 6 is triggered.

**January 2028** Agreement renews for an additional four (4) year term unless: the term of the Agreement has been amended or a new Agreement has been negotiated in response to a Request for Renegotiation; or, Dispute Resolution in response to a Notice of Termination has been unsuccessful, in which case the Agreement terminates.

**January 2031** A ninety (90) day window opens during which a Request for Renegotiation or a Notice of Termination can be filed. If the latter, Dispute Resolution as outlined in Article 6 is triggered.

**January 2032** Agreement renews for an additional four (4)year term unless: the term of the Agreement has been amended or a new Agreement has been negotiated in response to a Request for Renegotiation; or, Dispute Resolution in response to a Notice of Termination has been unsuccessful, in which case the Agreement terminates.

**January 2035** A ninety (90) day window opens during which a Request for Renegotiation or a Notice of Termination can be filed. If the latter, Dispute Resolution as outlined in Article 6 is triggered.

**January 2036** Agreement renews for an additional four (4) year term unless: the term of the Agreement has been amended or a new Agreement has been negotiated in response to a Request for Renegotiation; or, Dispute Resolution in response to a Notice of Termination has been unsuccessful, in which case the Agreement terminates.

The elements outlined above continue to repeat on a four (4) year cycle unless the Agreement in place at the time has been terminated.

**SCHEDULE “B”**

**Family and Community Support Services (FCSS)**

**Statement of Intent and Opportunity**

The Partner Municipalities acknowledge that their communities are best served through a joint approach to the delivery of mutually agreed programs and services.

For program operations please refer to the FCSS Committee Terms of Reference. Recreational programming is coordinated through the Supervisor of Community Services and applicable staff.

Northern Sunrise County annually invoices the Village of Nampa for the provision of FCSS upon receipt of documentation received from the FCSSAA.

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**SCHEDULE “C”**

**Fire Services Agreement**

Northern Sunrise County and the Village of Nampa have entered into an Agreement for the provision of fire and emergency services. The Agreement shall be reviewed annually by the municipalities. At the time of review, changes may be introduced by way of a written amendment, which shall become part of the Agreement upon ratification by all parties.

Northern Sunrise County annually invoices the Village of Nampa for the provision of Fire Services.

Please refer to the current Fire Services Agreement on file.

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**SCHEDULE “D”**

**Assessment Services**

Northern Sunrise County provides assessment services to the Village of Nampa through a three-year agreement. Please refer to the current Agreement on file.

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**SCHEDULE “E”**

**Economic Development and Tourism (EDT)**

Northern Sunrise County and the Village of Nampa recognize that it is to their mutual benefit to work collaboratively to plan, deliver and evaluate economic development, tourism and marketing initiatives in support of their shared strategic objectives of ensuring their long-term viability and sustainability as municipalities.

For Committee operations please refer to the Economic Tourism and Development Committee Terms of Reference.

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## **SCHEDULE “F”**

### **Intermunicipal Relationships**

#### **Statement of Intent and Opportunity**

Northern Sunrise County and the Village of Nampa acknowledge that the success of one enhances the success of the other.

They therefore recognize that good, collaborative and timeline planning is a precondition for orderly, efficient, economical and well-managed intermunicipal development and collaboration that in turn achieves their respective social, environmental and economic goals. They further recognize that good planning is one of the central responsibilities of local governments and one of the key activities that municipalities can undertake to ensure that ratepayers get value for their tax dollars when development occurs.

The County and the Village want to be competitive, remain viable as communities, position themselves to meet the challenges and take advantage of the opportunities that the future will bring and in so doing, better meet the future needs of their ratepayers. The Signatories want to get optimum value from their limited resources and recognize that they may not be in a position to go it alone when opportunities for economic development and by extension, enhanced quality of life for their residents present themselves. By working and planning together the Signatories see an increased opportunity that services can be extended sooner and in a more orderly manner than might otherwise be the case and that the potential to diversify each of the assessment bases might also be realized sooner than anticipated. This in turn, has the potential to make a wider range of goods, services and education and employment opportunities available to the residents of both municipalities while minimizing costly duplication.

#### **Intermunicipal Development Planning**

Section 631(1) of the *Municipal Government Act*, R.S.A. 2000 c. M-26 as amended, states that two or more councils of municipalities that have common boundaries that are not members of a growth region must each pass a bylaw to adopt an Intermunicipal Development Plan (IDP) to include areas of land within the boundaries of the municipalities as they consider necessary. Northern Sunrise County and the Village of Nampa each passed an IDP bylaw for an IDP between the two municipalities. Please refer to the Bylaw, and subsequent IDP documents for each municipality for reference.

## **Intermunicipal Collaboration Framework**

Section 708.27 of the *Municipal Government Act*, R.S.A. 2000 c. M-26 as amended, states that municipalities that share a common border should provide an intermunicipal collaboration framework (ICF) among 2 or more municipalities to provide for integrated and strategic planning, delivery and funding of intermunicipal services, steward scarce resources efficiently in providing local services, and ensure municipalities contribute funding to services that benefit their residents. Northern Sunrise County and the Village of Nampa each passed an ICF bylaw for an ICF between the two municipalities. Please refer to the Bylaw for each municipality for reference.

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**SCHEDULE “G”**

**Vegetation Management Control**

**Weed Inspection and Control in the Village of Nampa**

The Northern Sunrise County Agricultural Fieldman and applicable County seasonal staff are appointed weed inspector for the Village of Nampa, on a cost recovery-basis.

Northern Sunrise County through its Agricultural Service Department (ASD), will provide the Village’s Weed Control Program including:

- Inspection;
- Follow-up;
- Enforcement; and
- Mitigation/control.

Northern Sunrise County will review this Program annually with the Village of Nampa.

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**SCHEDULE “H”**

**Residential Refuse Collection**

Northern Sunrise County provides weekly residential refuse collection to the Village of Nampa through a third-party vendor. Northern Sunrise County invoices the Village of Nampa for these services as follows:

- Invoices are sent to the Village of Nampa on a bi-monthly basis at the rate of \$4,000.00 (2019 rate). The rate may change annually dependent on the amount of the contract.

Any changes to this arrangement shall be by mutual agreement.

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**SCHEDULE “I”**

**Community Van**

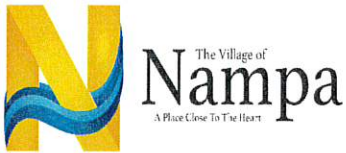
Northern Sunrise County and the Village of Nampa will share the cost of the shared Senior's van as follows:

- The operating costs will be based on a 50/50 split;
- Operating costs will include actual costs for fuel, maintenance, repairs, insurance, licensing and operator wages;
- Northern Sunrise County will pay the operating costs during the year and invoice the Village for its share at year end; and
- Capital costs for new equipment will be the responsibility of Northern Sunrise County.

Any change to this arrangement shall be by mutual agreement.

*The remainder of this page has intentionally been left blank.*





Agenda Item # 5.4

### **Request for Decision (RFD)**

Council Meeting January 21, 2020

**Topic:** Village of Nampa Infrastructure Assessment  
Sanitary Sewer & Storm Water System  
Video Inspection & Reporting

#### **Background:**

As council is well aware, our infrastructure is aging and we have to start looking at our water and sewer infrastructure. I have spoken to Velocity and they have reviewed our overall underground systems drawings and have prepared estimated costs to review the infrastructure based on a 4 year program. We have investigated and the costs can be covered by grant monies, so the costs do not have to be borne by the Village. The estimated costs over the 4 year period is \$ 125,450.00, however if we were to do it over a 2 year period, the costs would be lower.

I will have copies of the colored coded map at the meeting for reference

#### **Administration Recommendation:**

That council approve this and advise Administration to proceed with the inspection and reporting

December 13, 2019  
File No. 190-625

Village of Nampa  
P.O. Box 69  
Nampa, AB  
T0H 2R0

ATTN: Dianne Roshuk, C.A.O.

Dear Dianne:

**RE: Village of Nampa Infrastructure Assessment  
Sanitary Sewer & Storm Water System  
Video Inspection & Reporting**

Further to your request we have reviewed the Village overall underground system drawings and have prepared estimated costs to review the Sanitary Sewer & Storm Water System based on a four (4) year program. The Village system has been split into four (4) areas with the intention of completing the assessment of the Sanitary Sewer System components in the first three (3) years. The storm water system is primarily located along Highway No. 2 and within the Hibbard subdivision. This system has been considered for investigation in the last program year. A color coded map sketch has been enclosed for your reference. It should be noted that the investigation work could occur in less than four years. The overall budget estimate will be lower if the program is completed in one to two years.

Scope of Work:

- Hydro-vac Flushing Rig (Tri-Line Contracting & Services Ltd., Peace River)  
\$300.00/hr; 8 to 10 hour days
- Remote Video Inspection and Digital Report (Sii 360 Inc., Edmonton)  
\$8.00 per lineal meter
- Video review, report and recommendations (Velocity Engineering Inc.)  
Rates as detailed below.

**Year 1 – Sanitary Sewer System; 1,663m (99<sup>th</sup> Avenue to Railway Avenue & 97<sup>th</sup> Street to 102<sup>nd</sup> Street)**

1. Hydro-vac Flushing; 24 hrs @ \$300.00/hr	\$7,200.00
2. Camera & Report; 1,663m @ \$8.00/m.	\$13,304.00
3. Site Assistance (If required)	
- Tech 1; 12 hrs @ \$115/hr	\$1,380.00
<b>Subtotal Field Investigation</b>	<b>\$21,884.00</b>

4. Video Review & Report (Velocity)	
- Engineer; 12 hrs @ \$150.00/hr	\$1,800.00
- Senior Tech; 24 hrs @ \$140.00/hr	\$3,360.00
- Drafting; 8 hrs @ \$100.00/hr	\$800.00
- Clerical; 4 hrs @ \$65.00/hr	\$260.00
- Meeting; 4 hrs @ \$150.00/hr	\$600.00
- Vehicle;	\$60.00
<b>Subtotal Reporting</b>	<b>\$6880.00</b>
5. Project Contingency Allowance @ 10%	\$2,876.00
<b>Total Estimated Cost (Year 1)</b>	<b>\$31,640.00</b>

**Year 2 – Sanitary Sewer System; 1,555m (Remaining Lines East of 100<sup>th</sup> Street)**

1. Hydro-vac Flushing; 24 hrs @ \$300.00/hr	\$7,200.00
2. Camera & Report; 1,555m @ \$8.00/m.	\$12,440.00
3. Site Assistance (If required)	
- Tech 1; 12 hrs @ \$115/hr	\$1,380.00
<b>Subtotal Field Investigation</b>	<b>\$21,020.00</b>
4. Video Review & Report (Velocity)	
- Engineer; 12 hrs @ \$150.00/hr	\$1,800.00
- Senior Tech; 24 hrs @ \$140.00/hr	\$3,360.00
- Drafting; 8 hrs @ \$100.00/hr	\$800.00
- Clerical; 4 hrs @ \$65.00/hr	\$260.00
- Meeting; 4 hrs @ \$150.00/hr	\$600.00
- Vehicle;	\$60.00
<b>Subtotal Reporting</b>	<b>\$6880.00</b>
5. Project Contingency Allowance @ 10%	\$2,790.00
<b>Total Estimated Cost (Year 2)</b>	<b>\$30,960.00</b>

**Year 3 – Sanitary Sewer System; 1,527m (Remaining Lines West of 100<sup>th</sup> Street)**

1. Hydro-vac Flushing; 24 hrs @ \$300.00/hr	\$7,200.00
2. Camera & Report; 1,527m @ \$8.00/m.	\$12,216.00
3. Site Assistance (If required)	
- Tech 1; 12 hrs @ \$115/hr	\$1,380.00
<b>Subtotal Field Investigation</b>	<b>\$20,796.00</b>
4. Video Review & Report (Velocity)	
- Engineer; 12 hrs @ \$150.00/hr	\$1,800.00
- Senior Tech; 24 hrs @ \$140.00/hr	\$3,360.00
- Drafting; 8 hrs @ \$100.00/hr	\$800.00
- Clerical; 4 hrs @ \$65.00/hr	\$260.00
- Meeting; 4 hrs @ \$150.00/hr	\$600.00
- Vehicle;	\$60.00
<b>Subtotal Reporting</b>	<b>\$6880.00</b>
5. Project Contingency Allowance @ 10%	\$2774.00
<b>Total Estimated Cost (Year 3)</b>	<b>\$30,450.00</b>

**Year 4 – Storm Sewer System; 1,750m 100<sup>th</sup> Street S. of Railway Avenue,  
W. on 99<sup>th</sup> Avenue to Arena and Hibbard's Subdivision. All including catch  
basin leads)**

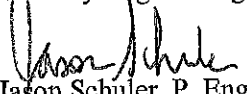
1. Hydro-vac Flushing; 24 hrs @ \$300.00/hr	\$7,200.00
2. Camera & Report; 1,750m @ \$8.00/m.	\$14,000.00
3. Site Assistance (If required)	
- Tech 1; 12 hrs @ \$115/hr	\$1,380.00
<b>Subtotal Field Investigation</b>	<b>\$22,580.00</b>
4. Video Review & Report (Velocity)	
- Engineer; 12 hrs @ \$150.00/hr	\$1,800.00
- Senior Tech; 24 hrs @ \$140.00/hr	\$3,360.00
- Drafting; 8 hrs @ \$100.00/hr	\$800.00
- Clerical; 4 hrs @ \$65.00/hr	\$260.00
- Meeting; 4 hrs @ \$150.00/hr	\$600.00
- Vehicle;	\$60.00
<b>Subtotal Reporting</b>	<b>\$6880.00</b>
5. Project Contingency Allowance @ 10%	\$2,940.00
<b>Total Estimated Cist (Year 4)</b>	<b>\$32,400.00</b>

**Four (4) Year Project Budget Estimate**

**\$125,450.00**

If you should require further information or discussion, please do not hesitate to contact the undersigned.

Yours truly,  
Velocity Engineering Inc.

  
Jason Schuler, P. Eng.  
Project Manager

JWS/mlc



Agenda Item # 5.5

### **Request for Decision (RFD)**

Council Meeting January 21, 2020

**Topic:** Bylaw # 454 A Bylaw of the Village of Nampa to Provide A Tax Exemption For Tax Roll # 324000

#### **Background:**

An agreement was made between the Village and Tax Roll # 324000 to defer the collection of taxes, in lieu of an annual payment of \$5000 plus 2% annual increase. MuniWare had suggested that we should be able to get a bylaw made up, so we asked MMSA to prepare one. However, after recent conversation with Mike Gagnon, he said we do not need to have a bylaw, only need motion from council (as per MGA Section 347 (1)). Also, this type of tax agreement can only be done yearly. We will have to revisit the agreement as any agreement can only be done for a 4 year term as that is the term of council.

#### **Administration Recommendation:**

That council make a motion to rescind Bylaw # 454 and that a new agreement be signed between Village of Nampa and Tax Roll # 324000

*New agreement attached.*

**From:** [Warne, Chris](#)  
**To:** [Village of Nampa \(Dianne Roshuk\)](#)  
**Subject:** Joint Municipalities Meeting Reminder  
**Date:** January 7, 2020 3:56:12 PM  
**Attachments:** [Village of Nampa.pdf](#)

---

Good afternoon,

This is a reminder of the Joint Municipalities Meeting scheduled for February 4, 2020 at PRSD Central Operations in Grimshaw. A letter of invitation had been sent October 7, 2019. I've attached it to this email in the event you didn't receive it.

Could you let me know who, if anyone, is planning to attend? Also, if you have any agenda items I would appreciate receiving them as well.

Thank you,

--

*Chris Warne*  
*Executive Assistant*  
*Peace River School Division No. 10*  
*Ph. 780-624-3650 ext. 10140*  
*Fax 780-624-5941*

	<b>Wages</b>	<b>2019 Budget</b>	<b>2019 Actual Year To Date</b>	<b>2019 Budget Remaining</b>	<b>2020</b>	
7-00-00-100-00	Nampa Museum - Wages	<b>\$85,000</b>	72,806.27	12,193.73	\$85,000.00	
	<b>Operating Expenses</b>					
7-11-00-200-00	Business Fees - Nampa Museum	\$ 300.00	\$00.00	300.00	LINE REMOVED	
7-11-00-214-00	Postage Nampa Museum	\$ 100.00	\$00.00	100.00	\$ 100.00	
7-11-00-217-00	Insurance Nampa Museum	\$ 2,870.00	\$2,788.85	81.15	\$ 2,870.00	Fixed Expense
7-11-00-218-00	Telephone	\$ 1,275.00	\$1,266.36	8.64	\$ 1,275.00	Fixed Expense
7-11-00-221-00	Coffee & Meeting Supplies	\$ 300.00	\$186.23	113.67	\$ 300.00	
7-11-00-222-00	Office Equipment & Supplies	\$ 4,000.00	\$3382.19	617.81	\$ 2765.00	
7-11-00-224-00	Maintenance – Canadian Linen	\$ 2,160.00	\$2762.47	(602.47)	\$ 2800.00	Mat Rental
7-11-00-226-00	Repairs & Maintenance	\$ 3,000.00	\$56.68	2943.32	\$ 1,500.00	
7-11-00-227-00	Custodian Expenses & Cleaning Supplies	\$ 4,000.00	\$1,737.50	2262.50	\$ 2000.00	
7-11-00-228-00	Internet	\$ 700.00	849.25	(149.25)	\$ 1000.00	Fixed Expense
7-11-00-232-00	Training Costs	\$ 4,000.00	\$981.00	3019.00	\$ 5,525.00	
7-11-00-212-00	Membership Fees Nampa Museum	\$ 400.00	\$250.00	150.00	\$ 600.00	
	Programming & Outreach				\$ 4265.00	(Proposed)
	<b>Total</b>	<b>\$ 108,105.00</b>	<b>\$ 87,066.80</b>	<b>21,038.10</b>	<b>\$ 110,000.00</b>	

#### Programming & Outreach

Expenses that cover events, programming and outreach such as those held at the museum, school visits, public event presence (pop up exhibit for example), and advertising; a nominal fee may be charged as cost recovery, but **events that use the museum grounds or are revenue generators for the Historical Society are excluded from this line.**

Note \* 2019 Budget remaining for wages would have been less than \$12,193.73 (approx. \$ 4413.00) because of not having a curator for 2.5 months so the remaining budget for 2019 would have only been \$13, 258.10 instead of \$ 21,038.10

**From:** [Northern W W Hwy](#)  
**To:** [cao](#)  
**Subject:** 2020 Northern Woods & Water Guide  
**Date:** January 13, 2020 5:22:35 PM  
**Attachments:** [00 2020 Rate Sheet.pdf](#)  
[00 2020 Memberships Fees.pdf](#)  
[16 Nampa Berwyn.pdf](#)

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Mayor & Council

Sorry we missed you on our 2019 Road trip. I injured my leg early on in the trip and it made it difficult to get in and out of the motorhome consequently we were unable to make as many stops as usual.

We saw more support and content from communities and sponsors in the 2019 Guide - Prairie Dog Central, The Narrows, Ethelbert, Swan River, and Birch River. We added 4 pages to the 2019 guide. We are starting to work on the 2020 Northern Woods & Water Highway guide. Check out the 2019 Highway Guide on the Association website <http://www.nwwr.ca/highway-guide/>

We will again produce and distribute 20,000 copies across western Canada in the spring of 2020. We will have a booth in March Calgary Outdoor Adventure Show with 13,000 attendees expected. We are also working on some new articles for publishing in RV, golf and senior's magazines. Our target market are US travellers to Alaska as well as Canadian Gentle Explorers who have more time and tend to travel more in the shoulder seasons. We also have contacts and are working on the European markets for RV travel in Canada.

We hear many stories of people intentionally travelling the Northern Woods & Water Highway as we make our rounds. The travel advisors we talk with are enthusiast about our product and people's reaction to the knowledge of the Highway.

We built the magazine from the east to the west recognizing the larger population bases of eastern Canada and the US while travel this way. Let us know as soon as possible if you are interested in participating.

Dale Harrison  
President  
Northern Woods & Water Highway Association  
(587) 888-0209  
[www.nwwr.ca](http://www.nwwr.ca)  
email: [info@nwwr.ca](mailto:info@nwwr.ca)



# GROWING THE NORTH

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◀ The Province of Alberta is working in partnership with the Government of Canada to provide employment support programs and services.



Thank you to all of our Sponsors!



The 11th Annual Growing the North Conference is scheduled for February 19-20, 2020 at Evergreen Park (visit [evergreenpark.ca](http://evergreenpark.ca) for more information and location).

Since its inception in 2010, the Growing the North Conference has been helping municipal leaders and entrepreneurs explore economic development opportunities and examine innovation in the Peace Region of Northwest Alberta and Northeast B.C.

A wide range of qualified speakers provide knowledgeable insight into a variety of industries that are vital to our area. There is also ample time for networking to build and renew relationships with fellow delegates.

The cost is \$399 + GST. Registration is available through EventMobi (<https://register.eventmobi.com/gtn2020/>) and includes admission to the Northern Hospitality Night on February 18 from 5:00-8:00 PM and the Networking Event on February 19 from 4:30-7:00 PM at the TARA Centre at Evergreen Park.

(Please pre-register for the Northern Hospitality Event before February 1 at [www.northernhospitality1.eventbrite.ca](http://www.northernhospitality1.eventbrite.ca))

The HOST HOTEL for Growing the North is the [Four Points by Sheraton Grande Prairie](#) . Please use [THIS LINK](#) to book with your exclusive group rate by February 1, 2020.

GROWING THE NORTH encourages delegates to use EventMobi for information prior to and during the Conference.



FOLLOW GROWING THE NORTH AND JOIN THE CONVERSATION ON SOCIAL MEDIA:



#GTN2020

For more information, please contact the Grande Prairie & District Chamber of Commerce by phone 780-532-5340 or email [janice@gpchamber.com](mailto:janice@gpchamber.com)

For 2020 sponsorship information, please contact Cindy Simigan at 780-532-5340 or [cindy@gpchamber.com](mailto:cindy@gpchamber.com)

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The Province of Alberta is working in partnership with the Government of Canada to provide employment support programs and services.

## NORTHERN HOSPITALITY NIGHT

Northern hospitality is about a sense of community, people helping each other, a way of life. It's about welcoming friends, old and new, and warming up lives, especially when the weather is cold. It's how we greet our neighbours, even if they live hundreds of miles away.

Four municipalities in the South Peace invite you to a night of northern hospitality; a unique opportunity to participate in meaningful and candid discussions taking place in the region, connect with local businesses and elected officials, provincial leaders, along with industry leaders attending the Growing the North Conference.

### TUESDAY, FEBRUARY 18

2020

5PM - 8PM

TARA CENTRE, EVERGREEN PARK | COUNTY OF GRANDE PRAIRIE, ALBERTA



PLEASE RSVP BY JANUARY 31 TO [NORTHERNHOSPITALITY1.EVENTBRITE.CA](https://www.northernhospitality1.eventbrite.ca)



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**Request for Decision (RFD)**  
Council Meeting January 21, 2020

**Topic:** Direct energy Account for Village of Nampa Lights

**Background:**

Recently we have been having issues with Direct Energy as our Retail Supplier for both Gas & Electricity. Mainly having issue with the cost of our Street Lights. We have been getting billed multiply times a month, sometimes for a 2-month period then back to a month period. We have called them repeatedly to ask questions and get our Account looked at. We have not had much success, they tend to blame ATCO stating that ATCO sends them multiple readings and once they are received, they have to start the bill process over, we have explained to them that Street Lights DO NOT have meters. Have also spoken to ATCO (who will be grouping our street light together as per wattage, which will make looking at them much easier), they have recommended looking for another retailer who is more municipal minded.

We reached out to NSC and they recommended the company 8760, which works in conjunction with the Rural Municipal Association. We spoke to Nate from 8760 and we sent him the VON's bills for both gas & electricity and he provided a presentation. They are a Management Company who will find the best placement with a retailer for the amount of consumption we use in both gas & electricity.

It is his recommendation that we lock in for 3 to 5 years as the market may become more volatile. The statement below is his recommendation:

**Moving to a fixed cost will protect you from market spikes but will also mean if the market drops the savings would not be realised. Using the historical data for the electricity, the rate cap kept you fairly sheltered which is great, now that it's gone you will see more variance on the monthly bills staying on regulated. Regulated for gas wasn't a bad place to be for the last 12 months as prices were rock bottom, however in contrast December of 2019 was above \$3? The large majority of our public customers are extending out a fixed price for gas as far as they can (2027) to take advantage of market conditions and to stabilize their budgets into the future**

**Administration Recommendation:**

For discussion



## **Chief Administrative Officer Report**

**6.2**

December 18, 2019 -January 21, 2020

December 18<sup>th</sup> - Attended NSC Xmas Open House - less people than last year, good conversations, good food

January 7<sup>th</sup> 2020 - NWL Meeting - postponed, rescheduled to February

January 14<sup>th</sup> - Successfully completed the MEO Online training

Auditor will be here the week of February 10<sup>th</sup>

Daily office duties

If any council members are interested, the Town of Peace River is hosting a Rural Crime Watch in Peace River on January 25, 2020 from 1 pm - 4 pm at Sawridge Inn

### **Upcoming Meetings/Events**

January 20<sup>th</sup> - Sunrise Medical Centre Opening

January 21, - Regular Council Meeting

January 27<sup>th</sup> - 2020 Interim Operating & Capital Budget

## December 2019 month end

---

- 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
- Snow removal as needed
- Sanding as needed
- CVIP on gravel truck
- Cleared snow away from fire hydrants
- Prep snow dump for hauling out piles



The Village of  
**Nampa**  
A Place Close To The Heart

## Councillor Committee Report

Name: Evan Matiasiewich

Date: January 13, 2020

Meetings/Events Attended:  
(With comments)

January 2, 2020 - Nampa Golden Pioneers Meeting

- Next supper date Feb 12<sup>th</sup>
- AGM Feb 27<sup>th</sup>
- Dave Leblanc will finish final fire inspection by end of Feb
- Cheryl is taking over from Doreen as Senior's Supper Co-ordinator

### **Upcoming Meetings**

RCMP Meeting January 29, 2020 @ 6:30 pm





## **Councillor Committee Report**

Name: Cheryl Novak

Date: January 16, 2020

Meetings/Events Attended:  
(With comments)

Dec. 18, 2019 – NSC open house

Had a great lunch and meet with all the councillors who attended. Talked with all the guests that came. Great way to get people's input on various subjects.

Jan. 7, 2020- Library Meeting - Discussed T-Shirt project we are working on to make money for the Library and help promote some of the businesses in town.

Jan. 14 - Economic Development Cancelled due to cold weather.

Jan. 15 – NPH did not go due to cold weather

**Upcoming Meetings:**

Jan. 16 – Elected officials NSC 5 pm – 9pm

Jan. 20 – Grand Opening of Doctors Office

Jan. 21 – Village Council

Jan. 25 – Crime Watch Conference

Jan. 27 – Budget Meeting ( Village Office )



**Municipal Assessment & Grants Division**  
**Assessment Services Branch**  
 15th floor, Commerce Place  
 10155 - 102 Street  
 Edmonton, Alberta T5J 4L4  
 Canada  
 Telephone: 780-422-1377  
[www.alberta.ca](http://www.alberta.ca)



January 2, 2020

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

[cao@nampa.ca](mailto:cao@nampa.ca)

Dear: Dianne Roshuk

**Re: Notice of Termination of Hybrid Contract for Designated Industrial Property - Village of Nampa (231)**

Effective January 1, 2018 the responsibility for the assessment of properties defined as Designated Industrial Properties (DI properties) was transferred from municipalities to the provincial assessor (PA).

As you are aware, Municipal Affairs worked in consultation with industry, municipalities, and assessors to develop a strategy to effectively manage the transition. The transition included a hybrid delivery model that involved some municipalities maintaining the assessment function for DI properties under the guidance of the PA for up to three years (2018-2020).

As part of the transition to a centralized delivery model for all DI properties, a number of contracts will be terminated in each year as we move forward with the transition. As per Clause 19 of the contract please accept this letter as 180 days' notice as required to terminate the contract for **Village of Nampa (231)** effective July 2, 2020. This letter will also serve to rescind the Delegation of Authority of the Delegated Assessor for your municipality effective the same date.

Upon termination we require that all materials, documentation, files or any records used in determination of the assessment for all DI property in your municipality or in possession of the delegated assessor be turned over to the provincial assessor's office in a timely manner. We also request that a final invoice for the first and second quarters of the contract be sent so we can close out the contract.

Page 2

We would like to thank you and your staff/contractors for the cooperation and assistance provided to us during the transition. We look forward to a continued and strong relationship going forward as we move to this next phase of the transition.

If you have any questions on this matter please feel free to contact Ken Anderson, Manager, Finance and Administration at 780 427-8962 or [ken.anderson@gov.ab.ca](mailto:ken.anderson@gov.ab.ca)

Yours truly,



Ken Anderson  
Manager, Finance and Administration  
Designated Industrial Property Assessment  
Assessment Services Branch  
Municipal Assessment and Grants

cc. Mike Gagnon (mgagnon@northernsunrise.net)



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Leduc-Beaumont*

AR99379

January 2, 2020

His Worship Perry Skrlík  
Mayor  
Village of Nampa  
PO Box 69  
Nampa AB T0H 2R0

Dear Mayor Skrlík,

As you may know, the assessment models for wells, pipelines and machinery and equipment, which are used to determine the assessed values of these assets for taxation purposes, have not been updated since 2005. Over the past year, Municipal Affairs has been working on a review of the assessment models to ensure new technology is accounted for, current cost structures and industry practices are reflected, and result in a fair and transparent relative distribution of taxation.

The technical phase of the assessment model review, which included input from working groups of external subject matter experts, has now concluded. The initial results from the technical phase of the review indicate potentially significant shifts in assessment. As assessment changes can have consequential impacts to both municipalities and the oil and gas industry, I have determined additional engagement with industry and municipal associations is required before any final determinations are made.

Our aim is to ensure any changes resulting from the assessment model review do not have an adverse impact on the competitiveness of our energy sector or the viability of our rural municipalities. It is my intention this more robust stakeholder engagement be carried out in early 2020, with final decisions on the assessment model review to be made in spring. As a result, the changes to the assessment models will need to be deferred until the 2021 municipal tax year.

In the absence of new assessment models, assessment year modifiers (AYMs) need to be established for the 2020 tax year. These modifiers are similar to a consumer price index, and are used to adjust the property assessments for regulated industrial property from the base cost year in order to reflect current values. To support the budgeting process municipalities are undertaking, attached are the approved AYM for the 2019 Assessment Year (2020 Tax Year).

...2/

# Attachment – Assessment Year Modifier (AYM) Tables

Property Type	2018 Assessment Year (2019 Tax Year) AYM	2019 Assessment Year (2020 Tax Year) AYM	Percent Change
Wells	1.200	1.192	-0.67
Pipelines	1.019	1.024	0.49
Electric Power Systems	1.470	1.471	0.07
Telecommunication Carriers	1.150	1.154	0.35
Cable Distribution Undertakings	1.389	1.394	0.36
Railway	1.410	1.460	3.55
Machinery & Equipment	1.40	1.41	0.71
Farm land (Dry Arable, Dry Pasture, Woodlot)	1.00	1.00	0
Farm land (Irrigated Arable)	1.03	1.03	0



## 9. ADJOURNMENT