



Agenda
Village of Nampa
Council Meeting
September 15, 2020
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 August 18, 2020

4. Business Arising out of the Minutes

- 4.1 Village of Nampa Statement of Financial Activities For the Year ended December 31, 2019
- 4.2 RFD Unsightly Bylaw # 420R Update
First Reading Bylaw # 459

5 New Business

- 5.1 RFD: Adam Chambers, Manager, GP ATCO Gas, Letter dated August 28, 2020 RE: 2021 ATCO Gas & Pipeline Ltd Franchise Agreement Clause 5
- 5.2 RFD: Carol Broadribb, CSR, ATCO Electric, Letter dated August 24, 2020 RE: Distribution Revenue Forecast for 2021 Franchise Fee
- 5.3 RFD: Chris Parker, CAO, Town of Peace River, RE: PREDA Members: Request for Special Resolution
- 5.4 RFD: William Rollins & Tarin Alm, Letter dated September 7, 2020 RE: Lights for Ball Diamonds
- 5.5 Alicia Surman, Coordinator, Nampa / NSC FCSS, September 15, 2020 RE: Donation Request to Family Pumpkin Carving Fiesta

6 Reports

Financial Reports

- 6.1a Cheque Listing For Council 20200410-2020448 August 17 - September 4, 2020
- 6.1b July & August 2020 Bank Rec
- 6.2 CAO Report September 15, 2020 * addition to report
- 6.3 Public Works Report August/September 2020 *Not Available
- 6.4 Mayor/Deputy Mayor/Councilor Reports & Upcoming Meetings September 15, 2020

7. Correspondence

- 7.1 THANK YOU Card from Nampa FCSS Community Pantry
- 7.2 Mighty Peace Tourism General Board Meeting Minutes, August 31, 2020
- 7.3 North Peace Housing Foundation Board Meeting Synopsis, September 2, 2020
- 7.4 Peace Library Systems (PLS) Board Meeting Highlights, September 12, 2020

8. Closed Session

- 8.1 Disclosure Harmful to Personal Privacy FOIPP Section 17

9 Adjournment

VILLAGE OF NAMPA
NON-CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2019
Unaudited - for information only

	Budget \$	2019 \$	2018 \$
REVENUE			
Net municipal property taxes (Schedule 3)	494,789	447,921	467,302
User fees and sale of goods	254,650	240,938	243,706
Government transfers for operating (Schedule 4)	837,824	899,999	899,401
Peace Regional Waste Management Company	-	-	-
NEW Water Ltd.	-	-	-
Investment income	10,000	36,194	30,597
Penalties and costs on taxes	56,663	20,196	16,778
Other revenues	-	57,035	49,096
Total revenues	1,653,926	1,702,283	1,706,880
EXPENSES			
Operating			
Legislative	64,500	67,425	68,293
Administration	249,884	303,128	293,288
Family and community support	17,113	17,113	17,113
Fire and bylaws enforcement	70,300	43,013	61,691
Roads, streets, walks lighting	233,740	486,604	414,922
Peace Regional Waste Management Company	-	-	-
Water supply and distribution	270,318	314,330	288,703
Waste management	40,051	46,314	35,404
Subdivision land development	64,000	29,185	28,783
Recreation and parks	122,905	52,851	36,334
NEW Water Ltd.	-	-	-
Culture, library and other	191,885	152,128	124,245
Total Expenses	1,324,696	1,512,091	1,368,776
EXCESS OF REVENUE OVER EXPENSES (EXPENSES OVER REVENUES) - BEFORE OTHER	329,230	190,192	338,104
OTHER			
Gain on disposal of assets	-	-	-
Recovery of previously contributed assets	-	-	-
Government transfers for capital (Schedule 4)	-	372,599	309,143
EXCESS (DEFICIENCY) OF REVENUE OVER EXPENSES	329,230	562,791	647,247
ACCUMULATED SURPLUS, BEGINNING OF YEAR, AS PREVIOUSLY STATED	4,250,315	4,250,315	3,603,068
ACCUMULATED SURPLUS, END OF YEAR	4,579,545	4,813,106	4,250,315

See accompanying notes to the financial statements

VILLAGE OF NAMPA
NON-CONSOLIDATED STATEMENT OF FINANCIAL POSITION
FOR THE YEAR ENDED DECEMBER 31, 2019
Unaudited - for information only

	2019 \$	2018 \$
FINANCIAL ASSETS		
Cash and temporary investments (Note 2)	1,861,973	1,809,394
Receivables		
Taxes and grants in lieu of taxes (Note 3)	307,173	353,911
Receivable from other governments	45,394	48,609
Trade and other receivables	489,513	19,892
Land inventory held for resale	80,511	76,511
	<u>2,784,564</u>	<u>2,308,317</u>
LIABILITIES		
Accounts payable and accrued liabilities	95,697	100,458
Deposit liabilities	5,960	5,760
Deferred revenue (Note 4)	493,713	112,116
Due to related party (Note 7)	-	-
Post closure liability	-	-
Long term debt (Note 5)	1,694,152	1,844,101
	<u>2,289,522</u>	<u>2,062,435</u>
NET FINANCIAL DEBT	<u>495,042</u>	<u>245,882</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (Schedule 2)	4,255,574	3,980,715
Tangible capital assets of Peace Regional Waste Management Company (Note 8)	-	-
Tangible capital assets of NEW Water Ltd. (Note 8)	-	-
Inventory for consumption	25,548	22,112
Prepaid expenses	36,942	1,604
	<u>4,318,064</u>	<u>4,004,431</u>
ACCUMULATED SURPLUS (Note 10)	<u>4,813,106</u>	<u>4,250,313</u>

Commitments and contingencies - See Note 13

Approved by

Mayor

Chief Administrative Officer

See accompanying notes to the financial statements

Request for Decision (RFD)
Council Meeting September 15, 2020

Topic: Amendments to Bylaw # 420R Unsightly Bylaw & Changes to Fee Schedule

Background:

At the August 18, 2020 council meeting, council reviewed Bylaw# 420R as they were wanting to make changes to it. Discussions were held, and council decided on a couple of minor changes, but the biggest concern from council was Section 3 - Enforcement.

It has since been brought to Administration's attention that we have to hold a Public Hearing if we are making any amendments to the Bylaw.

Some of the changes council discussed at the August 18, 2020 council meeting were:

- 2.17 (e) to include fences
- Grass cutting fees - change from \$25.00 to \$ 50.00/hr minimum ***policy change and to be included in Fee Schedule**

Upon further review of Bylaw and Fee Schedule, Administration would like to recommend the following changes:

- Bylaw # 420R Section 2.7 - remove "higher than 10 cms"
- Bylaw # 420R Section 2.13g - remove (a) keeping grass on the boulevard cut to ten centimeters
- Bylaw # 420R Section 3 - Enforcement 3.3 Add:

First Action: Provide an Order as stated in Bylaw to include: a,b,c,d,e and f;

Second Action: Failure to comply with first action will result in owner of property being fined up to \$1000.00 and a final clean up notice (15 days)

Third Action: Failure to comply with Order in second action will be VON proceeding with a court enforcement order (VON hiring a company to clean up and costs will be borne by the land owner)

Residential Driveway Snow Removal - At present we charge \$20 for snow removal, this is quite cheap, considering the time it takes to do the work, the gas used and the wear on the equipment. Administration is recommending an increase of \$30.00 per driveway. ***Policy change and to be included in Fee Schedule**

Council also briefly discussed snow removal of sidewalks. It was mentioned that council would like residents to start complying with it. It does state in our Bylaw that the owner of the residence is responsible for sidewalk snow removal. However there was no precise direction from council as how to proceed with this if residents do not comply. Administration would like further direction from council on this matter. I.e: costs if PW was to do the work??

Attached is the current Fee Schedule, with changes in red

Council had directed Administration to make a list of any residential properties that did not fit the criteria and to bring forward to the next scheduled council meeting on September 15, 2020. * Closed Session agenda item

Attachments:

Bylaw # 459 Unsightly Bylaw
Fees Policy – Schedule “A” Fee schedule - Revised

Administration Recommendation:

Administration is asking for council’s direction and input on the recommended changes and how they would like to proceed with the amendments to the bylaw as well as the changes to the Fee Schedule.

Once the amendments are approved by council and first reading is given to the Bylaw, then a public Hearing can be held, at which time the Bylaw will be given second and third readings.

**BYLAW - 459
VILLAGE OF NAMPA
PROVINCE OF ALBERTA**

A BYLAW OF THE VILLAGE OF NAMPA, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE ABATEMENT OF NUISANCE, PESTS AND TO REGULATE UNTIDY AND UNSIGHTLY PREMISES

WHEREAS Council may pursuant to the provisions of Section 546 of the Municipal Government Act, RSA 2000, Chapter M-26 enact legislation to among other things remedy dangerous, un-kept and unsightly property and;

WHEREAS the Council of the Village of Nampa deems it proper and expedient to pass legislation that grants powers to administration to deal with property that is deemed unsightly, dangerous to public safety and in a derelict or un-kept condition in an efficient and expedient manner.

NOW THEREFORE under the authority granted by Section 546 of the Municipal Government Act, RSA 2000, Chapter M-26 the Council of the Village of Nampa, in the Province of Alberta enacts as follows:

SECTION 1 - GENERAL

- 1.1 This Bylaw shall be referred to as the Unsightly, Un-kept and /or Dangerous Property Bylaw.
- 1.2 The Chief Administrative Officer or his/her designate is hereby authorized to enforce the provisions of this Bylaw in a manner deemed consistent with the provisions contained herein.

SECTION 2 - DEFINITIONS

- 2.1 "**Building material**" means all construction and demolition material accumulated on a premise while constructing, altering, repairing or demolishing any structure and includes, but is not limited to, earth, vegetation or rock displaced during such construction, alteration or repair.
- 2.2 "**Chief Administrative Officer**", hereinafter called "the Officer", shall mean the person appointed by Council to administer the affairs of the Village of Nampa in Accordance with the provisions of the Municipal Government Act, RSA 2000, Chapter M-26.
- 2.3 "**Council**" shall mean the Council of the Village of Nampa in the Province of Alberta.
- 2.4 "**Dangerous to Public Safety**" shall mean property that in the opinion of the Officer presents a threat to public safety because of its derelict, un-kept or untidy condition.
- 2.5 "**Designate**" shall mean the person, hereinafter who shall also be called the "Officer" appointed by the Chief Administrative Officer to enforce the provisions of this Bylaw.
- 2.6 "**Nuisance**" shall mean any disturbance that conflicts with the peace and quiet of the neighborhood and is the subject of a complaint.
- 2.7 "**Nuisance**" in respect of land, means land or any portion thereof, that shows signs of serious disregard for general maintenance and upkeep, whether or not it is detrimental to the surrounding area and;
 - a) excessive accumulation of material including but not limited to building materials, appliances, household goods, boxes, tires, vehicle/machinery parts garbage or refuse, whether of any apparent value or not.
 - b) any loose litter, garbage or refuse whether located in a storage area, collection area or elsewhere on the land.
 - c) damaged, dismantled or derelict vehicles or motor vehicles, whether insured or registered or not.
 - d) smelly or messy compost heaps.
 - e) unkempt grass or weeds

- 2.8 **"Nuisance Weeds"** shall include weeds that are not defined as noxious or restricted under the "Noxious and Restricted Weed Act" of the Province of Alberta.
- 2.9 **"Noxious or Restricted Weeds"** shall mean weeds that are defined as noxious or restricted under the "Noxious or Restricted Weed Act" of the Province of Alberta.
- 2.10 **"Order"** means a written statement from the Officer requiring the Owner to remedy a condition contravening the provisions of this Bylaw.
- 2.11 **"Owner/Owners"** shall mean the person/persons of record as shown of the tax records of the Village of Nampa as being the owner of the property that is subject to this Bylaw or a person who is the occupant of the property under a lease, license or permit.
- 2.12 **"Unightly or Untidy"** shall mean property that is in the opinion of the Chief Administrative Officer or his/her designate considered to be unsightly or untidy.
- 2.13 **"Unightly Premises"** means any property or part of it which is characterized by visual evidence of a lack of general maintenance and upkeep by the excessive accumulation on the premises of;
- a) any rubbish, refuse, garbage, papers, packages, containers, bottles, cans, manure, human excrement or sewage or the whole or a part of an animal carcass, dirt, soil, gravel, rocks, sod, petroleum products, hazardous materials, disassembled equipment or machinery, broken household dishes and utensils, boxes, cartons and discarded fabrics.
 - b) the whole or part of any motor vehicle or vehicles which has no current license plate attached to it and in respect of which, no registration certificate has been issued for the current year, and which is inoperative by reason of removed parts, or equipment.
 - c) equipment or machinery which has been rendered inoperative by reason of its disassembly, age or mechanical condition and includes any household appliances.
 - d) animal material, yard material, ashes, building material and garbage as defined in this Bylaw.
 - e) All Owners/Occupants of property shall control noxious or restricted weeds on their property as required by Provincial Legislation.
 - f) All Owners/Occupants of property shall maintain their property in a manner such that all nuisance weeds and grass are maintained in a manner consistent with the intent of this Bylaw.
 - g) All Owners/Occupants of property shall maintain the boulevards adjacent to the property they own or occupy in a manner consistent with the intent of this Bylaw by:
 - a) removing any accumulation of fallen leaves or other debris and
 - b) no parking of motor vehicles; recreational vehicles; equipment or machinery on boulevard.
- 2.14 All Owners/Occupants of property shall maintain the lanes and grass walkways adjacent to their property in a manner consistent with the intent of this Bylaw.
- 2.15 All Owners/Occupants shall maintain trees and shrubs on their property in a manner such that they do not overhang onto public property so as to cause a threat to public safety.
- 2.16 No Owner/Occupant of property shall allow the proliferation of, or harbor any insect, animal or pest that is likely to spread disease, be destructive, dangerous or otherwise become a nuisance.
- 2.17 No Owner/Occupant shall cause or permit a nuisance to exist in respect of any building on land they own or occupy.

- (a) For the purpose of greater certainty a nuisance, in respect of a building, means a building, or any portion thereof, showing signs of a serious disregard for general maintenance and upkeep, whether or not it is detrimental to the surrounding area, which includes:
- (b) Any damage to the building;
- (c) any graffiti displayed on the building that is visible from any surrounding property
- (d) Any rot or deterioration within the building; and
- (e) Any inappropriate infiltration of air, moisture or water into the building due to peeling, unpainted, untreated surfaces, missing shingles or other roofing materials, broken or missing windows or doors, or any other hole or opening in the building or dilapidated fences

2.18 “**Unoccupied Building**” means a building normally intended for human habitation which is unoccupied then any door or window opening in the building may be covered with a solid piece of wood but only if the wood is:

- a) Installed from the exterior and fitted within the frame of the opening in a watertight manner;
- b) Of a thickness sufficient to prevent unauthorized entry into the building;
- c) Secured in a manner sufficient to prevent unauthorized entry into the building; and
- d) Coated with an opaque protective finish in a manner that is not detrimental to the surrounding area.

2.19 If a building normally intended for human habitation is unoccupied then every walkway and driveway on the property shall be maintained clear of snow and ice by the person who owns the property.

2.20 No Owner/Occupant of property shall allow lawn clippings, dirt or other debris to be stored, piled or deposited loose on public property.

SECTION 3 - ENFORCEMENT

- 3.1 The Officer shall have the authority to enter upon lands of the Owner/Occupant for the purpose of enforcing the provisions of this Bylaw.
- 3.2 When in the opinion of the Officer a condition exists which in the opinion of the Officer contravenes any of the provisions of this Bylaw the Officer may direct the Owner to take whatever action the Officer deems appropriate in order to rectify the condition.
- 3.3 The Officer shall provide to the Owner an Order stating;
 - a) The nature of the infraction
 - b) The remedy to be taken
 - c) The time the Owner has to remedy the infraction.
 - d) The action that may be taken by the Officer in order to enforce the Order.
 - e) How the costs to enforce the Order are to be recovered by the Village in the event the Order is enforced using Village crews or contractors.
 - f) The right the Owner has pursuant to the provisions of the Municipal Government Act to appeal the Order.

Second Action: Failure to comply with First order action will result in owner of property being fined up to \$1000.00 and issued a final clean up notice (15 day notice);

Third Action: Failure to comply with order in second action will be Village of Nampa proceeding with a court enforcement order (if a company is hired by Village to clean up, costs will be borne by the home owner of property).

- 3.4 In the event the Officer is required to take action to remedy the conditions of an Order the costs to enforce the Order shall be borne by the Owner and may be added to the tax roll of the property that is the subject of the Order.
- 3.5 Any person/persons entering the property for the purposes of enforcing an Order that has been issued is doing so under the direction and authority of Council and shall not incur any liability related to damages caused accidentally.

SECTION 4 - EFFECTIVE DATE

4.1 Bylaw 420R is hereby repealed.

This Bylaw shall come into force and effect when it receives third and final reading and is duly signed.

READ a first time this 15th day of September 2020.

READ a second time this _____ day of _____

CONSENT to proceed with third Reading this _____ day of _____

READ a third time and finally passed this _____ day of _____

Mayor

Chief Administrative Officer

Fees Policy

Schedule "A" Fee Schedule

Prices include GST when applicable (~~Service fees in bold, italic text are established by~~
bylaw)

ADMINISTRATION

Business Licenses (By-Law 246)

Local Businesses - including Home Based	\$50.00/year
Hawker & Peddlers, selling merchandise worth under \$100.00	\$100.00/year
Hawker & Peddlers, selling merchandise worth over \$100.00	\$300.00/year

Dog Tag Fees (By-Law 381)

(Applies only if dog has not been impounded)

Per Dog	\$10.00
Unspayed Female	\$15.00
Dangerous Dogs License	\$125.00
Replacement Tags	5.00

Impound Fee	\$75.00
Dangerous Dog Impound Fee	\$250.00
Feeding Costs per Working Day	\$10.00

~~Veterinary Fees & Destruction of dog~~ ~~amount expended~~

Fax Services

Incoming	\$1.00 + .50 page
Outgoing	\$2.00 + .50 page

Photocopying Services

B/W	\$0.25/page \$ 0.75/page
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Miscellaneous Labour

Fee is double the Village's costs

Returned NSF Cheques

\$ 50.00

Taxation

Assessment Information - via fax	\$20.00 flat fee
Tax Certificates	\$20.00
Tax Recovery Notification	\$50.00

Sportfield Facility Rental Rates: (rates listed are per season fees)

Minor Ball, Adult Slowpitch, Mens' Fastball, Ladies' Fastball	No Charge
Weekend Tournaments with access to food booth	\$100.00
Deposit - Damages & clean-up will be charged at costs	\$100.00

Grass Cutting Services

*Hourly Minimum	\$50.00
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Snow Removal

Per driveway	\$ 25.00
Long driveways	\$ 60.00

Fees Policy

DEVELOPMENT SERVICES (By-Law 214)

Bylaw/Rezoning Amendments	\$150.00
Development Permits	
Permitted Use	\$25.00
Appeal Permit	50.00

Special Meeting Council	
Special Meeting (over and above application fee)	\$250.00

Off Site Levies (By-Law 347)	
Single Family Dwellings	\$1,000.00
Multi Family Dwellings	
1 Bedroom	\$500/unit
2 Bedroom	\$750/unit
3 Bedroom	\$1,000/unit

Commercial / Industrial

*For development not included above, the rate shall be established by Council

Parks Levy	Residential Only \$50.00/unit
Recreational Facility Levy	Residential Only \$450.00/unit
Variance	
Administrative (within 10%)	\$50.00

UTILITIES

Landfill Recovery Charge

Disposal Fees — Stoves, Dryer, Washers, Hot Water Tanks	\$10.00
— Fridge, Deep Freeze	\$25.00

Refuse

Residential Pickup (By Law 384)	Bi-Month \$17.00
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Water Charge

Residential/Commercial/Industrial (By-Law 382)	
Basic 45 m ³	Bi-monthly \$43.00
Additional 5 m ³	2.15
Bulk Water System	.0065 per gallon

Sewer Charge (By-Law 383)	Bi-monthly \$31.50
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Utility Deposits

Rental Properties	\$200.00
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Utility Late Payment Penalty

10% Penalty on outstanding balance (on utility billing late charge is 2 %)



Agenda Item # 5.1

Request for Decision (RFD)
Council Meeting September 15, 2020

Topic: ATCO Gas & Pipelines Ltd Franchise Agreement Clause 5

Background:

As letter from ATCO Gas states, the Village has the ability to change the franchise fee percentage for 2021. The current franchise percentage is 16.84%. ATCO is forecasting the 2021 franchise fee revenue to be \$30,160.00

Administration Recommendation:

That council keep the franchise fee percentage at 16.84%

August 28, 2020

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



Attention: Dianne Roshuk / Chief Administrative Officer

RE: ATCO Gas and Pipelines Ltd. Franchise Agreement Clause 5

Pursuant to Clause 5 of our franchise agreement, the municipality has the ability to change the franchise fee percentage in 2021; this request must be received by ATCO Gas in writing prior to November 1st. If you are considering changing the franchise fee in 2021, please contact us as soon as possible to begin the process.

As you are aware, ATCO Gas pays the Village of Nampa a franchise fee. The franchise fee is collected from customers in the community based on a percentage of our Delivery Tariff. In the Village of Nampa, this percentage is 16.84%.

In 2019, our Delivery Tariff revenue in the Village of Nampa was \$163,781. Our forecast Delivery Tariff revenue for 2021 is \$179,096. Therefore, based on the current franchise fee percentage, the forecast 2021 franchise fee revenue would be \$30,160.

We trust you will find this information useful, and, if you have any questions or require anything further, please do not hesitate to contact me at (780) 876-5280 or Adam.Chambers@atco.com.

Yours truly,

A handwritten signature in black ink, appearing to read "Adam Chambers".

Adam Chambers
Manager, Grande Prairie
ATCO Natural Gas Division



Agenda Item # 5.2

Request for Decision (RFD)
Council Meeting September 15, 2020

Topic: ATCO Electric Franchise Fee Review

Background:

It is time for the Village to consider the existing franchise fee with the opportunity to adjust for 2021. Our franchise agreement with ATCO Electric allows for an annual change to the franchise fee percentage. The current franchise fee percentage is 2 %.

See attachment

Administration Recommendation:

That council keep the franchise fee percentage at 2%

The following information will help you decide the appropriate fee percentage for your community.

Current Fee Percentage	Current Fee Cap	Distribution Revenue Previous calendar year	Estimated 2020 Distribution Revenue	Estimated 2021 Distribution Revenue
2% of distribution revenue	20%	\$507,197	\$487,500 Estimated on first 6 months of data	\$514,000 Amortized (inflation index)

To estimate the franchise fee amount, multiply the Estimated Distribution Revenue by the fee percentage. When calculating your revenue requirements please remember that this fee is paid in addition to the linear taxes on the distribution system.

Estimated revenues are calculated based on best available information and are subject to change due to AUC final approved tariffs, Alberta Electric System Operator (AESO) flow-thru charges or changes in load growth.

We are available to discuss this with you in more detail if required. If you have any questions or comments, please call me at 780-219-6558.

Yours truly,

Carol Broadribb
Customer Sales Representative
ATCO Electric
780-219-6558
Carol.Broadribb@atco.com

August 24, 2020

Village of Nampa
Attn: Dianne Roshuk
Box 69
Nampa AB
T0H 2R0

Re: Distribution Revenue Forecast for 2021 Franchise Fee

Dear Dianne Roshuk,

Your Franchise Agreement allows for an annual change to the franchise fee percentage. However, specific procedures must be followed before the fee can be changed and take effect. This letter is intended to provide you with an overview of the franchise fee change procedure as follows:

1. Your Municipality must decide if a change is required and what the new fee percentage should be. ATCO Electric will provide revenue estimates to help you with this (if the new fee is greater than the pre-approved cap in your franchise, a different process is required).
2. In accordance with the Alberta Utilities Commission (AUC) Decision approving your Franchise Agreement, you must publish a public notice of the proposed change in the local newspaper with the greatest circulation. This notice must include the effect of the proposed change for the average residential customer. ATCO Electric can estimate the new charges and the impact on an average customer bill. We recommend that fee change notices be published before **October 14, 2020**.
3. Residents must have at least 14 days from the publication of the notice to make their concerns known to the Municipality and the Municipality is to respond to these concerns.
4. The Municipality will advise ATCO Electric by letter the new desired fee percentage. This letter must include a copy of the public notice with publication details (date and name of newspaper), and any comments the Municipality wants to include on the public response.
5. ATCO Electric will apply to the AUC to change the rate. Copies of the Municipality's letter and public notice will be included with the application. ATCO Electric must receive the municipality's request (complete with a copy of the notice) by **November 11, 2020** in order to obtain AUC approval and commence billing the new fee effective January 1, 2021.
6. The AUC must approve the change to ATCO Electric's rates. Provided the Commission is satisfied that proper notice was given they do not receive any objections or concerns from the public, the approval is anticipated to be issued quickly.
7. Once the rate change is approved, ATCO Electric will commence charging and remittance of the new fee.



Agenda Item # 5.3

Request for Decision (RFD)
Council Meeting September 15, 2020

Topic: Town of Peace River, Request for Special Resolution, PREDA

Background:

On August 24, 2020, Peace River's Town Council discussed PREDA's proposed resolution and reviewed some suggested alternate models. The Town of PR now requests that PREDA present an alternate funding option, instead of a singular per capita option to the PREDA members to vote on.

They are requesting that PREDA members approve this Special Resolution to adopt a rate model consisting of 50% Equalized Assessment and 50% per Capita, which is going to be presented at the September 18, 2020 PREDA meeting.

At the July 21, 2020 council meeting, a motion was made by council to approve the municipal membership fees increase from .50 to .75

Administration Recommendation:

For discussion



Peace Region Economic Development Alliance
10128 95 Avenue
Grande Prairie, AB T8V 0L4

64/111

Dear Members of PREDA Executive Committee,

Re: Request for Special Resolution

At their August 24, 2020 Regular Council Meeting, the Town of Peace River passed the following:

MOTION-20-08-249 Councillor Downing moved that the Town makes a presentation of a Special Resolution at the September 18 PREDA meeting to propose the following funding assessment model of 50% assessment and 50% population for membership fees for the next financial year.
MOTION CARRIED

The Town therefore provides a copy of the Special Resolution for inclusion on the Agenda of the September 18, 2020 Meeting.

Please let us know if you require any additional background information or if there are other requirements needed for presenting a Special Resolution.

Regards,

A handwritten signature in black ink that reads "Christopher J. Parker". The signature is written in a cursive style and is positioned above a horizontal line.

Christopher J. Parker, CLGM, CAO
THE TOWN OF PEACE RIVER



TOWN OF PEACE RIVER Request for Special Resolution

To:	PREDA Membership	Date:	August 27, 2020
Topic:	Proposed PREDA Membership Fee Model		
Attachments:	Rate Comparisons		

Issue

Peace Regional Economic Development Alliance (PREDA) has passed a motion to make changes to their fee structure. The Town of Peace River wishes to present a Special Resolution at the September 18, 2020 Annual General Meeting to propose an alternate fee structure.

Background

On August 24, 2020, Peace River's Council discussed PREDA's proposed resolution and reviewed some suggested alternate models. The Town of Peace River now requests that PREDA present an alternate funding option – instead of a singular per capita option – to the PREDA members to vote on.

PREDA requires that any proposed funding model must:

1. Be revenue neutral in that it must provide the budgeted funding level of the per capita model. This funding amount is currently \$56,767.50.
2. Accommodate an agreed cap on contributions by the County of Grande Prairie. This cap is set at \$17,000.

The Town of Peace River examined two alternate models before preparing their recommendation to PREDA.

Current Model

The existing funding rate was based on anticipated funding from other levels of government. This funding has been reduced. The rank rating reflects the proportion of cost burden borne by that municipality.

Current Funding Rate of \$0.50 per capita				
Municipal Membership	Population	Current Rate	Contribution %	Current Rank
County of Grande Prairie	22303	\$11,151.50	29.5%	1
Town of Peace River	6842	\$3,421.00	9.0%	2
MD of Greenview #16	5583	\$2,791.50	7.4%	3
Big Lakes County	4103	\$2,051.50	5.4%	4
County of Northern Lights #22	3656	\$1,828.00	4.8%	5
Clear Hills County	3023	\$1,511.50	4.0%	6
Town of Fairview	2998	\$1,499.00	4.0%	7
Town of Grimshaw	2718	\$1,359.00	3.6%	8

Town of Sexsmith	2620	\$1,310.00	3.5%	9
Saddle Hills County	2225	\$1,112.50	2.9%	10
MD of Smoky River #130	2023	\$1,011.50	2.7%	11
Town of Fox Creek	1971	\$985.50	2.6%	12
Northern Sunrise County	1891	\$945.50	2.5%	13
Town of Valleyview	1863	\$931.50	2.5%	14
MD of Peace #135	1747	\$873.50	2.3%	15
MD of Fairview #136	1604	\$802.00	2.1%	16
Birch Hills County	1553	\$776.50	2.1%	17
Town of Manning	1183	\$591.50	1.6%	18
Town of Falher	1047	\$523.50	1.4%	19
Town of Spirit River	995	\$497.50	1.3%	20
Village of Hythe	827	\$413.50	1.1%	21
Town of McLennan	791	\$350.50	0.9%	22
MD of Spirit River #133	700	\$350.00	0.9%	23
Village of Rycroft	612	\$306.00	0.8%	24
Village of Berwyn	538	\$269.00	0.7%	25
Village of Nampa	364	\$182.00	0.5%	26
TOTALS	75780	\$37,845.00		

New Funding Rate

The new funding rate accommodates some of the shortfall in outside funding by providing an additional \$18,922.50 in revenue from membership fees. Proportionate cost effects remain the same. This rate change would take effect in 2021.

PREDA new rate of \$.75 per capita				
Municipal Membership	Population	Proposed	Cost impact	Rank
County of Grande Prairie	22303	\$16,727.25	\$5,575.75	1
Town of Peace River	6842	\$5,131.50	\$1,710.50	2
MD of Greenview #16	5583	\$4,187.25	\$1,395.75	3
Big Lakes County	4103	\$3,077.25	\$1,025.75	4
County of Northern Lights #22	3656	\$2,742.00	\$914.00	5
Clear Hills County	3023	\$2,267.25	\$755.75	6
Town of Fairview	2998	\$2,248.50	\$749.50	7
Town of Grimshaw	2718	\$2,038.50	\$679.50	8
Town of Sexsmith	2620	\$1,965.00	\$655.00	9
Saddle Hills County	2225	\$1,668.75	\$556.25	10
MD of Smoky River #130	2023	\$1,517.25	\$505.75	11
Town of Fox Creek	1971	\$1,478.25	\$492.75	12
Northern Sunrise County	1891	\$1,418.25	\$472.75	13
Town of Valleyview	1863	\$1,397.25	\$465.75	14
MD of Peace #135	1747	\$1,310.25	\$436.75	15
MD of Fairview #136	1604	\$1,203.00	\$401.00	16

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Birch Hills County	1553	\$1,164.75	\$388.25	17
Town of Manning	1183	\$887.25	\$295.75	18
Town of Falher	1047	\$785.25	\$261.75	19
Town of Spirit River	995	\$746.25	\$248.75	20
Village of Hythe	827	\$620.25	\$206.75	21
Town of McLennan	791	\$525.75	\$175.25	22
MD of Spirit River #133	700	\$525.00	\$175.00	23
Village of Rycroft	612	\$459.00	\$153.00	24
Village of Berwyn	538	\$403.50	\$134.50	25
Village of Nampa	364	\$273.00	\$91.00	26
Total	75780	\$56,767.50	\$18,922.50	

The Town's two alternate funding models are based on equalized assessment and a combination of that assessment and population. The Town suggests these may form a more equitable distribution of rates. The current system disproportionately penalizes urban municipalities who may have a high concentration of population but limited opportunities to increase assessment.

Assessment Model

Included for reference are the cost impacts of the proposed rate as opposed to the new PREDA model. This proposal meets all the requirements established by PREDA in that it is both revenue neutral and does not exceed the cap for the County of Grande Prairie.

Negative figures indicate where a municipality's fees would decrease in comparison to the current \$0.75 per-capita system. Twenty-two municipalities would see a reduction in rates under this model.

Rate based on 100% Assessment					
Municipal Membership	Equalized Assessment (EA)	Scenario # 1 100% EA	Cost Impact of proposal vs PREDA new per capita rate	PREDA Fee as % of total EA	Rank
MD of Greenview #16	\$11,227,332,866.00	\$19,015.86	\$14,828.61	0.00017%	1
County of Grande Prairie	\$8,544,009,341.00	\$14,471.09	-\$2,256.16	0.00017%	2
Saddle Hills County	\$2,542,826,016.00	\$4,306.81	\$2,638.06	0.00017%	3
Northern Sunrise County	\$2,197,433,434.00	\$3,721.82	\$2,303.57	0.00017%	4
Big Lakes County	\$1,849,921,621.00	\$3,133.23	\$55.98	0.00017%	5
County of Northern Lights #22	\$1,335,035,160.00	\$2,261.16	-\$480.84	0.00017%	6
Clear Hills County	\$1,101,972,349.00	\$1,866.42	-\$400.83	0.00017%	7
Town of Peace River	\$974,368,978.00	\$1,650.30	-\$3,481.20	0.00017%	8
MD of Smoky River #130	\$555,695,598.00	\$941.19	-\$576.06	0.00017%	9
Town of Fox Creek	\$368,500,814.00	\$624.13	-\$854.12	0.00017%	10
MD of Fairview #136	\$344,387,984.00	\$583.29	-\$619.71	0.00017%	11
Town of Sexsmith	\$317,652,103.00	\$538.01	-\$1,426.99	0.00017%	12
Town of Fairview	\$301,314,089.00	\$510.34	-\$1,738.16	0.00017%	13
Birch Hills County	\$300,449,410.00	\$508.87	-\$655.88	0.00017%	14
MD of Peace #135	\$285,213,749.00	\$483.07	-\$827.18	0.00017%	15

Town of Grimshaw	\$274,868,405.00	\$465.55	-\$1,572.95	0.00017%	16
MD of Spirit River #133	\$231,914,748.00	\$392.80	-\$132.20	0.00017%	17
Town of Valleyview	\$220,554,500.00	\$373.56	-\$1,023.69	0.00017%	18
Town of Manning	\$117,170,672.00	\$198.45	-\$688.80	0.00017%	19
Town of Spirit River	\$87,664,689.00	\$148.48	-\$597.77	0.00017%	20
Town of Falher	\$87,237,397.00	\$147.75	-\$637.50	0.00017%	21
Village of Hythe	\$64,886,960.00	\$109.90	-\$510.35	0.00017%	22
Village of Rycroft	\$57,855,341.00	\$97.99	-\$361.01	0.00017%	23
Village of Nampa	\$50,946,766.00	\$86.29	-\$186.71	0.00017%	24
Town of McLennan	\$42,641,953.00	\$72.22	-\$453.53	0.00017%	25
Village of Berwyn	\$34,777,997.00	\$58.90	-\$344.60	0.00017%	26
Total Funding	33,516,632,940	\$56,767.50	\$0.00		

Assessment and Population Model

This proposal includes both population and equalized assessment as equal factors in funding. This also meets all PREDA's requirements.

Negative figures indicate where a municipality's fees would decrease in comparison to the current \$0.75 per-capita system. Twenty-two municipalities would see a reduction in rates under this model.

Rate Based on 50% Equalized Assessment: 50 % Population					
Municipal Membership	Equalized Assessment (EA)	Scenario # 2 50% EA 50% Population	Cost Impact of proposal vs PREDA new per capita rate	PREDA Fee as % of total EA	Rank
County of Grande Prairie	\$8,544,009,341	\$15,589.23	-\$1,138.02	0.000182%	1
MD of Greenview #16	\$11,227,332,866	\$11,599.07	\$7,411.82	0.000103%	2
Town of Peace River	\$974,368,978	\$3,387.85	-\$1,743.65	0.000348%	3
Big Lakes County	\$1,849,921,621	\$3,103.41	\$26.16	0.000168%	4
Saddle Hills County	\$2,542,826,016	\$2,986.79	\$1,318.04	0.000117%	5
Northern Sunrise County	\$2,197,433,434	\$2,569.19	\$1,150.94	0.000117%	6
County of Northern Lights #22	\$1,335,035,160	\$2,499.95	-\$242.05	0.000187%	7
Clear Hills County	\$1,101,972,349	\$2,065.49	-\$201.76	0.000187%	8
Town of Fairview	\$301,314,089	\$1,378.08	-\$870.42	0.000457%	9
Town of Grimshaw	\$274,868,405	\$1,250.81	-\$787.69	0.000455%	10
Town of Sexsmith	\$317,652,103	\$1,250.34	-\$714.66	0.000394%	11
MD of Smoky River #130	\$555,695,598	\$1,228.32	-\$288.93	0.000221%	12
Town of Fox Creek	\$368,500,814	\$1,050.31	-\$427.94	0.000285%	13
MD of Peace #135	\$285,213,749	\$895.88	-\$414.37	0.000314%	14
MD of Fairview #136	\$344,387,984	\$892.43	-\$310.57	0.000259%	15
Town of Valleyview	\$220,554,500	\$884.57	-\$512.68	0.000401%	16
Birch Hills County	\$300,449,410	\$836.12	-\$328.63	0.000278%	17
Town of Manning	\$117,170,672	\$542.32	-\$344.93	0.000463%	18
Town of Falher	\$87,237,397	\$466.04	-\$319.21	0.000534%	19
MD of Spirit River #133	\$231,914,748	\$458.59	-\$66.41	0.000198%	20

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Town of Spirit River	\$87,664,689	\$446.92	-\$299.33	0.000510%	21
Village of Hythe	\$64,886,960	\$364.71	-\$255.54	0.000562%	22
Town of McLennan	\$42,641,953	\$332.38	-\$193.37	0.000779%	23
Village of Rycroft	\$57,855,341	\$278.22	-\$180.78	0.000481%	24
Village of Berwyn	\$34,777,997	\$230.96	-\$172.54	0.000664%	25
Village of Nampa	\$50,946,766	\$179.48	-\$93.52	0.000352%	26
Total Funding	\$33,516,632,940	\$56,767.50			

Although long-term economic development may not result in an equal increase in both population and assessment, both will be affected. It is reasonable to consider both of these when deciding how economic development activities will be funded. For this reason, the Town of Peace River suggests that a 50% Equalized Assessment (based on the most current figures provided from Municipal Affairs) – 50% Per Capita model would be the most equitable.

Request

That PREDA membership approve this Special Resolution to adopt a rate model consisting of 50% Equalized Assessment and 50% Per Capita.

Table of Comparisons

Municipal Membership	Population	Current	Proposed	% of Total	Assessment	% of Assessment for the PREDA Region	Scenario # 1 100% Assessment	Effect of Scenario 1 Increase/Decrease over Proposed	% of Cost under Scenario 1	Scenario # 2 50% Assessment 50% Population	Effect of Scenario 2 Increase/Decrease over Proposed	% of Cost under Scenario 2
County of Grande Prairie	22303	\$ 11,151.50	\$ 16,727.25	29.47%	\$ 8,544,009,341	25.5%	\$ 14,471.09	\$ 2,256.16	25.5%	\$ 15,589.23	\$ 1,138.02	27.5%
MD of Greenview #16	5583	\$ 2,791.50	\$ 4,187.25	7.38%	\$ 11,227,332,866	33.5%	\$ 19,015.86	\$ 14,828.61	33.5%	\$ 11,599.07	\$ 7,411.82	20.4%
Town of Peace River	6842	\$ 3,421.00	\$ 5,131.50	9.04%	\$ 974,368,978	2.9%	\$ 1,650.30	\$ 3,481.20	2.9%	\$ 3,387.85	\$ 1,743.65	6.0%
Big Lakes County	4103	\$ 2,051.50	\$ 3,077.25	5.42%	\$ 1,849,921,621	5.5%	\$ 3,133.23	\$ 55.98	5.5%	\$ 3,103.41	\$ 26.16	5.5%
Saddle Hills County	2225	\$ 1,112.50	\$ 1,668.75	2.94%	\$ 2,542,826,016	7.6%	\$ 4,306.81	\$ 2,638.06	7.6%	\$ 2,986.79	\$ 1,318.04	5.3%
Northern Sunrise County	1891	\$ 945.50	\$ 1,418.25	2.50%	\$ 2,197,433,434	6.6%	\$ 3,721.82	\$ 2,303.57	6.6%	\$ 2,569.19	\$ 1,150.94	4.5%
County of Northern Lights #22	3656	\$ 1,828.00	\$ 2,742.00	4.83%	\$ 1,335,035,160	4.0%	\$ 2,261.16	\$ 480.84	4.0%	\$ 2,499.95	\$ 242.05	4.4%
Clear Hills County	3023	\$ 1,511.50	\$ 2,267.25	3.99%	\$ 1,101,972,349	3.3%	\$ 1,866.42	\$ 400.83	3.3%	\$ 2,065.49	\$ 201.76	3.6%
Town of Fairview	2998	\$ 1,499.00	\$ 2,248.50	3.96%	\$ 301,314,089	0.9%	\$ 510.34	\$ 1,738.16	0.9%	\$ 1,378.08	\$ 870.42	2.4%
Town of Grimshaw	2718	\$ 1,359.00	\$ 2,038.50	3.59%	\$ 274,868,405	0.8%	\$ 465.55	\$ 1,572.95	0.8%	\$ 1,250.81	\$ 787.69	2.2%
Town of Sexsmith	2620	\$ 1,310.00	\$ 1,965.00	3.46%	\$ 317,652,103	0.9%	\$ 538.01	\$ 1,426.99	0.9%	\$ 1,250.34	\$ 714.66	2.2%
MD of Smoky River #130	2023	\$ 1,011.50	\$ 1,517.25	2.67%	\$ 555,695,598	1.7%	\$ 941.19	\$ 576.06	1.7%	\$ 1,228.32	\$ 288.93	2.2%
Town of Fox Creek	1971	\$ 985.50	\$ 1,478.25	2.60%	\$ 368,500,814	1.1%	\$ 624.13	\$ 854.12	1.1%	\$ 1,050.31	\$ 427.94	1.9%
MD of Peace #135	1747	\$ 873.50	\$ 1,310.25	2.31%	\$ 285,213,749	0.9%	\$ 483.07	\$ 827.18	0.9%	\$ 895.88	\$ 414.37	1.6%
MD of Fairview #136	1604	\$ 802.00	\$ 1,203.00	2.12%	\$ 344,387,984	1.0%	\$ 583.29	\$ 619.71	1.0%	\$ 892.43	\$ 310.57	1.6%
Town of Valleyview	1863	\$ 931.50	\$ 1,397.25	2.46%	\$ 220,554,500	0.7%	\$ 373.56	\$ 1,023.69	0.7%	\$ 884.57	\$ 512.68	1.5%
Birch Hills County	1553	\$ 776.50	\$ 1,164.75	2.05%	\$ 300,449,410	0.9%	\$ 508.87	\$ 655.88	0.9%	\$ 836.12	\$ 328.63	1.5%
Town of Manning	1183	\$ 591.50	\$ 887.25	1.56%	\$ 117,170,672	0.3%	\$ 198.45	\$ 688.80	0.3%	\$ 542.32	\$ 344.93	1.0%
Town of Falher	1047	\$ 523.50	\$ 785.25	1.38%	\$ 87,237,397	0.3%	\$ 147.75	\$ 637.50	0.3%	\$ 466.04	\$ 319.21	0.8%
MD of Spirit River #133	700	\$ 350.00	\$ 525.00	0.92%	\$ 231,914,748	0.7%	\$ 392.80	\$ 132.20	0.7%	\$ 458.59	\$ 66.41	0.8%
Town of Spirit River	995	\$ 497.50	\$ 746.25	1.31%	\$ 87,664,689	0.3%	\$ 148.48	\$ 597.77	0.3%	\$ 446.92	\$ 299.33	0.8%
Village of Hythe	827	\$ 413.50	\$ 620.25	1.09%	\$ 64,886,960	0.2%	\$ 109.90	\$ 510.35	0.2%	\$ 364.71	\$ 255.54	0.6%
Town of McLennan	791	\$ 350.50	\$ 525.75	0.93%	\$ 42,641,953	0.1%	\$ 72.22	\$ 453.53	0.1%	\$ 332.38	\$ 193.37	0.6%
Village of Rycroft	612	\$ 306.00	\$ 459.00	0.81%	\$ 57,855,341	0.2%	\$ 97.99	\$ 361.01	0.2%	\$ 278.22	\$ 180.78	0.5%
Village of Berwyn	538	\$ 269.00	\$ 403.50	0.71%	\$ 34,777,997	0.1%	\$ 58.90	\$ 344.60	0.1%	\$ 230.96	\$ 172.54	0.4%
Village of Nampa	364	\$ 182.00	\$ 273.00	0.48%	\$ 50,946,766	0.2%	\$ 86.29	\$ 186.71	0.2%	\$ 179.48	\$ 93.52	0.3%
TOTALS	75780	\$ 37,845.00	\$ 56,767.50	100.02%	\$ 33,516,632,940	100%	\$ 56,767.50	\$	100.00%	\$ 56,767.50	\$	100.00%



Agenda Item # 5.4

Request for Decision (RFD)
Council Meeting September 15, 2020

Topic: Proposal to Install Lights at Mill Brown Park Ball Diamonds

Background:

There is a group of people who play ball at the diamonds during the summer. They are wanting to be able to pay the ball season for a longer period of time. The group has submitted a request to council, proposing to install lights at the ball diamond.

Letter attached

Administration Recommendation:

For discussion - Should council wish to pursue this further, Administration recommends including costs in the 2021 Budget

Village of Nampa
9902 – 102 Avenue
Nampa, AB T0H 2R0

September 7, 2020

Nampa Town Counsel:

RE: LIGHTS FOR THE BALL DIAMONDS

Introduction:

William and I would like to introduce the idea of having lights put up at the ball diamonds to light up the fields.

For the most part, Nampa Baseball is held on Wednesdays. We have 2 full teams, and usually have extra players. Baseball does not usually start until between 7:00 p.m. and 7:30 p.m., due to peoples work hours.

It would be beneficial to have lights because, not only could we play later safely, we could extend the baseball season by an additional month. For example, like right now it is dark by 8:30, if we had lights, we could play a full game, and play safely. It would also be beneficial for other events, as many people hold events at the park or in the town museum field. They would also be able to be used as park lights in the wintertime so that kids can play safely at the park. It is usually dark at 5:00 p.m. during the winter months, this way, the lights could be used and would allow kids to get out and play safer.

What Would be needed:

Currently, we are waiting for ATCO Electric to return our call to discuss the process and what it would take to have this completed. We are expected to have a call back later this week.

William has also spoken to a few local electricians to get as much information on costs and such as possible.

Per pole would approximately be \$3,000.00;

Lights would be between \$5,000.00 and \$8,000.00 depending on if there is one or two poles, and if they are strictly for the stadium or if they are used for the park/museum areas as well. If the lights had swivel tops or if they have swivel mounts, which they will be required for forward facing but you can add full reverse mounts, you can turn the lights to have them facing different directions and they would be tunable to which ever way would be required. They would be usable for more than just the baseball diamonds.

The lights would be LED lights. The new LED lights have 80,000 to 120,000 life hours so they would last approximately 20 years. The monthly costs for the lights would be less than 200.00 per month, including the service fee for having a new meter. They may be able to connect them to the town office meter, but if not, it would require another meter as if it was a new house or new building.

If you connect them from the top of the power pole to the top of the light pole it would be cheaper in labour and materials, but they tend to want to go down the pole to underground and then up the other pole.

From the two electricians that William has spoken to, from their own knowledge and similar projects that they have worked on, it would be at the most, \$20,000 to complete the project.

Helping to Reduce Costs:

We are looking at ways to help reduce the costs for completing this project. We have spoken to people who are willing to help by donating their time, skills and money to completing this project. We could look at GOFUND ME, held by the town so we would never be taking money out of the account, it would be in the towns control. We could look at hosting some ball tournament next summer with proceeds going to funding the lights. We could also look for donations or look at holding a raffle 50/50.

We currently have the support of the all of the people who play ball on Wednesday nights, and they are willing to sign a letter as well saying that they support the idea of having lights.

In appreciation of everyone who helps, donates or consults, we could paint their names on the backs of the dugouts.

Closing:

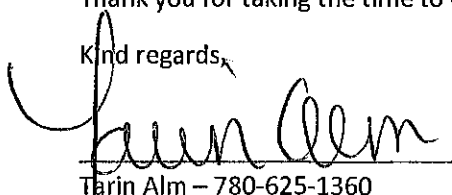
While we understand that during COVID, money might be tighter and there may be other items that need attention as compared to lights in at the ball field. We are not looking for this to happen right away, but it would be our hope that it could happen next summer or the summer after.

This project in the future would benefit the community as a whole for many years. It may encourage others to get out and be active or to use the park to its full extent.

We look forward to the prospect of this happening in Nampa's future.

Thank you for taking the time to explore this idea.

Kind regards,



Tarin Alm – 780-625-1360



William Rollins – 780-625-1728



September 15, 2020

To; Village of Nampa,

I am writing to you on behalf of Nampa/Northern Sunrise County Community Services to request a monetary donation for our upcoming Family Pumpkin Carving Fiesta. Last year's community event was the Monster Mash Family Dance but due to circumstances this event can not be held this year. In efforts to provide local families with a Halloween function this year with following health and safety guidelines we wish to hold the Family Pumpkin Carving Fiesta.

This event will be held on October 24, 2020 at the Nampa Golden Pioneers Drop-in centre from 11:00am-3:00pm. Each family will be supplied with a pumpkin and carving kit to do the activity and take home afterwards. Each child registered within the family unit will also be given a Halloween treat bag as well. The Fiesta will be free of charge for families.

Nampa Community Services would like to request a monetary donation of \$350.00 for our event to cover the cost of the pumpkins and carving kits.

If you have any questions about this event, please feel free to contact myself. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Alicia Surman'.

Alicia Surman

Community Development Coordinator

Nampa/Northern Sunrise County Community Services

780-322-3954

asurman@northernsunrise.net



VILLAGE OF NAMPA

Page 1 of 2

Cheque Listing For Council

6.1a

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20200410	2020-08-17	TELUS MOBILITY INC.	9618	PAYMENT CAO CELL PHONE	105.47	105.47
20200411	2020-08-25	NAMPA AUTO & FARM SUPPLY	198056 198582 199343 199778	PAYMENT SPARK PLUG/BUG SPRAY OIL LAWN MOWER BLADES OIL	24.52 73.71 410.54 113.44	622.21
20200412	2020-08-25	ACCU-FLO METER SERVICE LIMITED	93063	PAYMENT WATER METERS	1,885.59	1,885.59
20200413	2020-08-25	GOLDEN WEST ELECTRIC CO	5764	PAYMENT UPGRADE POWER MILL BROWN	462.18	462.18
20200414	2020-08-25	HI TECH BUSINESS SYSTEMS	1586285	PAYMENT MTHLY CONTRACT	115.24	115.24
20200415	2020-08-25	KIT BUSINESS EQUIPMENT	013363-01	PAYMENT TONER CARTRIDGE	146.95	146.95
20200416	2020-08-25	MUNICIPAL INFORMATION SYSTEMS	20201018	PAYMENT MTHLY SUPPORT	587.82	587.82
20200417	2020-08-25	MURPHY, CARSON	August 2020	PAYMENT REIMBURSING FOR SUPPLIES F	162.35	162.35
20200418	2020-08-25	PEACE REGIONAL WASTE MANAGEMENT COMI	21635 21636	PAYMENT NAMPA TRANSFER STATION TIPPING FEES	196.80 465.06	661.86
20200419	2020-08-25	RMA FUEL	PF-8551-86303	PAYMENT FUEL	1,799.27	1,799.27
20200420	2020-08-25	RUEL'S CONCRETE LTD.	33304	PAYMENT GRAVEL	311.89	311.89
20200421	2020-08-25	BUTZ, CLYNTON	MILEAGE AUGL	PAYMENT AUGUST MILEAGE	40.00	40.00
20200422	2020-08-25	NAMPA GOLDEN PIONEERS DROP-IN CENTRE	001	PAYMENT COUNCIL CONTRIBUTION TOWA	25,000.00	25,000.00
20200423	2020-08-25	NOVAK, CHERYL	August mileage	PAYMENT AUGUST MILEAGE	114.00	114.00
20200424	2020-08-25	ROSHUK, DIANNE	August Mileage	PAYMENT CAO MILEAGE AUGUST 2020	111.50	111.50
20200425	2020-08-26	HOME HARDWARE	1002655	PAYMENT DRILL BITS/SOAP/WASHER	40.87	40.87
20200426	2020-08-26	TOKER, TEENA	August 2020	PAYMENT JANITORIAL SERVICES AUGUST	187.50	187.50
20200427	2020-08-26	DIRECT ENERGY	6189 Aug 20 6577 Aug 20 6932 Aug 2020 7641 Aug 20	PAYMENT CONSUMPTION ADJUSTMENT FI CONSUMPTION ADJUSTMENT TI CONSUMPTION ADJUSTMENTS : CONSUMPTION ADJUSTMENT	8.90 4.07 8.76 0.78	22.51
20200428	2020-08-28	ROSHUK, DIANNE G				
20200429	2020-08-28	MATIASIEWICH, SHIRLEY A				
20200430	2020-08-28	SURMAN, STEVE C				
20200431	2020-08-28	MCNEIL, JEREMY D				
20200432	2020-08-28	MATIASIEWICH, EVAN M				
20200433	2020-08-28	BULFORD, QUINTON				
20200434	2020-08-28	NOVAK, CHERYL				



VILLAGE OF NAMPA

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Cheque Listing For Council

6-1a

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20200435	2020-08-28	BUTZ, CLYNTON				
20200436	2020-08-28	SKRLIK, PERRY				
20200437	2020-08-28	TURCOTTE, ASHTON				
20200438	2020-08-28	POIRIER, ADRIEN				
20200439	2020-08-28	MURPHY, CARSON				
20200440	2020-08-28	GUSTAFSON, TESS				
20200441	2020-08-28	DOWNING, MARY JADE E				
20200442	2020-08-28	SHEWCHUK, ISABEL R				
20200443	2020-08-28	LOCAL AUTHORITIES PENSION PLAN	AUGUST 2020	PAYMENT LAPP DEDUCTIONS AUGUST 20	4,630.21	4,630.21
20200444	2020-08-28	RECEIVER GENERAL - PAYROLL	AUGUST 2020	PAYMENT RECEIVER GENERAL DEDUCTIO	10,036.89	10,036.89
20200445	2020-08-28	ATB FINANCIAL MASTERCARD	9916 Aug 2020	PAYMENT ATB MASTERCARD PURCHASES	395.49	395.49
20200446	2020-09-02	KING, GARY	202009021	PAYMENT CREDIT BALANCE PAID	27.60	27.60
20200447	2020-09-04	IWANTWIRELESS CA LTD	99647	PAYMENT INTERNET - MUSEUM	52.45	52.45
20200448	2020-09-04	NAMPAAUTO & FARM SUPPLY	199881	PAYMENT STARTER	75.58	667.87
			199944	PTO SHAFT MOWER - LAWN TR	556.50	
			200262	REPAIR MOWER TIRE	35.79	



Total 75,000.38


*** End of Report ***


Chief Administrative Officer Report


6.2

September 15, 2020

-  September 11 - NAEL Virtual Meeting 1pm - 3 pm
-  September 15 - Regular Council Meeting


-  Summer Students employment done at the end of August


-  **Reminder - Council needs to set date for CAO performance evaluation, only 3/5 evaluations returned. The evaluation needs to be filled out by all council members to make it a fair evaluation**

-  **Culvert Placement at Tracks Update**




Council directed Administration to get more information regarding culvert installation at the tracks. Spoke to Brad with CN, he said CN is not planning on spending any money at that location, so any costs would be borne by the Village. He said he would provide a quote for the work and that we needed to have a hydrological report done. The hydrologist decides what size of culvert, is needed, placement of the culvert, etc. Costs to be borne by Village. Was given contact info for Mike Guenette with MPA Engineering, he suggested that we have a survey done. He gave contact information for a survey company from Sherwood Park. I have not called them yet.

Administration would like clarification from council as to what they would like to have done, location for culvert and why, (to prevent any future flooding?) as it gets confusing for me with all the questions. Administration would like direction from council on how to proceed further.

-  This year's xmas supper was brought to Administration attention - Administration is asking Council to choose a date for Xmas supper (Administration would like to suggest possible dates of Friday, December 4th or Saturday December 5th or Friday December 11th or Saturday, December 12th, restaurant suggestion - Board n Barrel? Bowling afterwards? Suggestions from council welcome....

-  Daily office duties

Upcoming Meetings/Events

-  September 23 - NWL Meeting
-  October 20 - Organizational Meeting
-  October 20 - Regular Council Meeting

Village of Nampa (Dianne Roshuk)

From: Bradley Peirson <Bradley.Peirson@cn.ca>
Sent: September 14, 2020 10:32 AM
To: cao@nampa.ca
Subject: CN Right of Way Culvert

Diane,

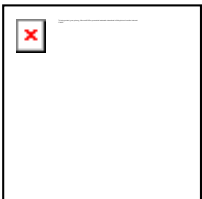
Regarding the proposed culvert under the CN tracks.

In order to understand the size requirements and downstream impact of placing a new culvert you should have an expert provide direction. MPA Engineering has done some reports for the Northern Sunrise County and they are familiar with the area. A web search for hydrology consultants should provide other options for this type of service. CN will require an impact study for downstream property owners before going forward with any proposals.

If you find a culvert is the best option for your town then the following companies can provide a cost estimate for installing a culvert under the CN tracks.

Remcan Construction	Spruce Grove
Sydney Welding Ltd.	Millet
The Crossing Group	Nisku
Simmonds Rail Service	High Prairie
Ruskin Construction	Prince George

The town will also need to get proper permitting and other agreements in place with CN prior to starting the work. You can contact Kyle Bennet (Kyle.Bennet@cn.ca) to start that process.



Brad Peirson, P.Eng.

Manager, Bridges and Structures | Western Region
T: **780-377-4242** | C: **780-267-8711**

Celebrating 100 years | Célébrons nos 100 ans

THANK YOU

Nampa Community Services

wants to express a huge thank
you to the Village of Nampa
for their generous donation
to the Community Pantry.
Your donation is truly appreciated!

Melvia Surman

From: [Tammy Brauer](#)
To: [undisclosed-recipients:](#)
Subject: Mighty Peace Tourism Board Meeting Minutes
Date: September 5, 2020 12:58:49 PM
Attachments: [MPTA August 31st, 2020 Board Meeting Minutes Draft-2J.docx](#)

Good afternoon - I have attached the minutes from the board meeting held Monday August 31st for your review.

Thank you

Tammy Brauer
Administration
Mighty Peace Tourism
780-332-2363
mightypeace.com



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 – September 2, 2020

Resident and Tenant Levels:

As of July 2020, we had a total of 188 lodge residents, down 1 from the month of June. Our lodge unit occupancy at the end of July was 82% of the 224 lodge units occupied.

We had 114 occupied Senior Self-Contained units at the end of July, consistent with the month of June. Our occupancy rate at the end of July was 88%.

Garden Court Seniors Apartments had 57 out of 63 units occupied at the end of July, consistent with the month of June; our occupancy rate was 90%. We had 4 out of the 8 trailers in Cadotte occupied at the end of July, consistent with the month of June.

The Family Housing program had 81 of the 123 units occupied, up 3 from the month of June, and 20 of the 40 R&N units occupied, down 1 from the month of June, with an overall occupancy of 62%.

We had 38 Rent Supplement recipients in the month of July, consistent with the month of June. No new applications for rent supplements are being accepted at this time while the existing programs are being reviewed for consistency of benefits and to ensure households that need assistance most are prioritized.

Administration:

The months of July and August have included discussions and planning for the marketing of units to address vacancy concerns and further incorporate a mixed income model as per our Business Plan; continuing to navigate through the pandemic, specifically CMOH Order 29-2020 and the changes to visitation in our Lodges; the continuation of North Zone CAO calls to discuss COVID-19 concerns and challenges, as well as the Affordable Housing Strategy, Rent Supplement and other operational issues; the continuation of ASCHA Zoom calls touching on advocacy for Housing Providers, COVID-19 issues and other operational concerns; teleconference call and business review sessions with Yardi in preparation of our transition to 7S; and interviews for the Manager position for the Hines Creek/Worsley portfolio.

We are very happy to report that we have hired the new Manager for the Hines Creek/Worsley portfolio. Tracey Riewe has been at the Homesteader Lodge since March of this year and brings a strong background in Health and Safety, as well as administrative experience that compliments her willingness to learn the new role. Her first day in the Management position is September 1; we wish Tracey all the best!

Covid Outbreak at Homesteader Lodge: (Accurate as of September 2, 2020)

Based on the test results, there are a total of 13 reported cases of COVID-19 at the Homesteader Lodge (reported cases include both residents and staff). There are now 13 active cases of COVID-19 (10 residents and 3 AHS Home Care workers), one resident death, and one NPHF employee who has recovered.

Additionally, we have received confirmation that one more resident has tested negative in the second round of testing. It is important to point out that we do not have any residents who are critically ill at this time or who have been hospitalized. All symptomatic residents are resting comfortably and being cared for by both AHS and NPHF staff. We continue to wait for additional test results but can share that no additional North Peace Housing staff or residents are symptomatic at this time.

All of our staff have been cleared for work; therefore, we are not experiencing any staffing shortages at this critical time. While North Peace Housing continues to isolate all residents of the Homesteader Lodge, their mental health is very much a concern as staff try their best to keep spirits up and assist residents to ensure that they are comfortable.

Due to our Outbreak status and the number of cases in the community, North Peace Housing continues to discourage visitors from coming into the Lodge. We are happy to support virtual connections including Zoom Calls, Facetime, or the resident's preferred method.

Thank you to everyone that has reached out to us with offerings of support including family, Alberta Health Services, the Board of Directors, and our regional Housing Management Body partners in the North Zone.

For updated information, please visit our website at: <https://www.nphf.ca>

Regular Agenda Items:

Business Plan Update: Fairview Expansion

On August 05, 2020, I received an email from the Ministry of Seniors and Housing Capital Programs Branch notifying me that they had received our capital project priority submission with our Business Plan. They had completed a detailed review of the Harvest Lodge Expansion submission and wanted to meet by teleconference in order to provide feedback. Seniors and Housing had received 110 submissions since 2019.

They were clear that the purpose of the review was not to evaluate the proposal, but to provide feedback to NPHF to improve their understanding of the details of the submission. The review does not impact funding decisions and does not indicate support from the Government of Alberta.

Currently the Long-Term Care facility in Fairview is full with a waitlist from acute care and community. Additionally, when consulting with Home Care, 38 out of 61, or 62%, existing Harvest Lodge residents are DSL 3, 4 or 4D. Our neighboring Lodge, which also accesses the Fairview Health Complex and LTC facility, currently has 16 out of 20, or 80%, existing Homesteader Lodge residents, assessed at DSL 3, 4, 4D. This speaks to the need for higher level care in the Fairview area.

Manning - Del-Air Lodge Project

The RFP was posted on August 21, 2020. As of September 1, we had only received one site visit request. We reached out to determine if it might be prudent to extend the deadline for the requests, especially since the

postings are only making it to the paper this week. It was agreed to extend the visit request deadline to Thursday, September 3 and keep the window for visits from August 31 to September 4.

Sale of Properties:

This is proceeding and properties will be put on the market shortly. Presently, the houses are being readied for sale and pictures are being taken. The houses will be sold by the Foundation and will be listed on our website as they become available. The first should be listed in mid-September.

Governance:

The process of our ongoing policy review is proceeding with consideration of policies regarding Board remuneration and Regular Meetings of the Board.



Board Meeting Highlights September 12, 2020 (via Zoom)

This summary is designed to keep you informed about Peace Library System (PLS) activities and Board decisions. It is distributed to member councils, library boards and the PLS Board of Directors after each Board meeting.

The Board reviewed 2020 revised budget numbers; most of the changes in the original budget were due to activities not being done on site and travel being restricted because of the COVID-19 restrictions. The revised budget was approved.

The CEO provided an update on the Indigenous Grant expenditures and plans, as well as a summary of the Infrastructure Grant, including the new garage that will finish off the grant spending. The nomination committee for board positions was struck. Finally, the 5-year service awards were presented to Tanya Boman, Lindsay Brown, Clinton Froehlich, Brad Pearson and Chris Thiessen, and 10-year awards were presented to Belinda Halabisky, Raoul Johnson and Cheryl Novak.

Revisions were approved to the following policy: *Purchasing*, and a new policy was discussed and approved, *Infectious Disease/Pandemic*. Additionally, the Peace Library System Procedural Bylaws were revised.

The Consulting Services Manager reported that the Summer Reading Program in virtual format is now over and surveys have been sent out to assess it for the future. Consulting has continued virtually as travel has not resumed yet, and Coffee Chats, a monthly online forum, has been happening and is well-attended. PLS will be offering virtual professional development opportunities in the fall, specifically in Indigenous Awareness and Inclusion training and coaching. A virtual conference will be held on October 1-2 in collaboration with Yellowhead Regional Library, Parkland Regional Library and The Alberta Library (TAL).

The IT Services Manager reported that the server replacement project is proceeding at pace, no issues. The Pecans listserv is being moved from the old Yahoo Groups platform to a new one called Groups.io. Migration of users will start in September with a full launch in October. The TracPac app is very close to launching and is currently in beta.

The Technical Services Manager reported that the RELAIS interlibrary loan program is functioning on the client side and ILL service is being offered once again. As well, personnel changes in the delivery area will be happening due to the retirement of Wendy Hodges and Holly Mollard giving her notice to leave. Interviews have already been done to replace Wendy and an approved pool is available to staff from.

Quick Facts 2020

Population Served: 175,246
Members: 38 municipalities & 1 Métis Settlement
Member Public Libraries: 46
Contracting Schools: 50
Chair: Carolyn Kolebaba (Northern Sunrise County)
CEO: Louisa Robison

Present:

Carolyn Kolebaba (Chair)
Gena Jones
Cindy Hockley
Lorrie Shelp
Denise Joudrey
Peter Frixel
Ray Skrepnek
Stan Golob
Lindsay Brown
Meesha Bainton
Chris Thiessen
Roxie Rutt
Brent Anderson
Debbie Rose
Camille Zavisha
Sandra Miller
Brad Pearson
Sunni-Jeanne Walker
Philippa O'Mahony
Cheryl Novak
Belinda Halabisky
Brendan Powell
Sandra Eastman
Elaine Manzer
Michelle Farris
Roxann Dreger
John Moen
Clinton Froehlich
Raoul Johnson
Harry Ezio
Elaine Garrow
Tanya Boman
Anna Underwood

Northern Sunrise County
Town of Beaverlodge
Village of Berwyn
Big Lakes County
Birch Hills County
Clear Hills County
MD of Fairview
Town of Fairview
Town of Falher
Town of Fox Creek
City of Grande Prairie
MD of Greenview
Town of High Level
Town of High Prairie
Village of Hines Creek
Village of Hythe
MD of Lesser Slave River
Town of Manning
Town of McLennan
Village of Nampa
County of Northern Lights
MD of Opportunity
MD of Peace
Town of Peace River
Town of Rainbow Lake
Village of Rycroft
Saddle Hills County
Town of Sexsmith
MD of Smoky River
Town of Spirit River
MD of Spirit River
Town of Valleyview
Town of Wembley

Regrets:

Linda Waddy
Dennis Sukeroff
Reta Nooskey
Vacant
Vacant

County of Grande Prairie
Town of Grimshaw
Paddle Prairie Métis Settlement
Village of Donnelly
Village of Girouxville

Absent:

Joy McGregor

Town of Slave Lake

Connecting libraries, people and resources
through teamwork, technology and training

Peace Library System acknowledges Treaty 8 territory as well as the Métis Nation of Alberta. Peace Library System libraries are located on territory that provided a travelling route and home to many Indigenous peoples.