



Agenda  
Village of Nampa  
Council Meeting  
April 20, 2021  
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 March 16, 2021

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

4.1

**5 New Business**

- 5.1 7:00 p.m. with Cheri Peterson, MNP, 2020 VON Financial Audit
- 5.2 RFD: CAO Bylaw# 461
- 5.3 RFD: Council Appointee for Substitute Returning Officer for 2021 Elections
- 5.4 RFD: Seniors Week Declaration June 7 - 13, 2021
- 5.5 Public Works Concerns - Culvert near Seed Cleaning Plant
- 5.6 Paul Bennett, Superintendent of Schools, PRSD, March 30, 2021 RE: Junior Councillor Program
- 5.7 Minutes of the Special Meeting of Council on March 23, 2021
- 5.8 RFD: Mill Brown Park Developments

**6 Reports**

- 6.1a Cheque Listing for Council # 20210114 - 202110160 - March 11, 2021- Apr 13, 2021
- 6.1b February 2021 Bank Rec
- 6.2 1<sup>st</sup> Qtr Budget Report
- 6.3 CAO Report April 20, 2021
- 6.4 Public Works Report March/April 2021
- 6.5 Mayor/Deputy Mayor/Councilor Reports & Upcoming Meetings April 20, 2021

**7. Correspondence**

- 7.1 Alberta Counsel RMA Spring Convention March 16-17, 2021 Highlights
- 7.2 Carolyn Kalebaba, Chair, Peace Library Board, March 30, 2021 RE: Internet Connectivity
- 7.3 Mighty Peace Tourism General Board Meeting Minutes, March 29, 2021
- 7.4 Adam Chambers, Manager, Grande Prairie ATCO Gas Division, March 31, 2021 RE: ATCO Gas and Pipelines Ltd. - 2021 Franchise Fee Distribution Revenue Forecast
- 7.5 Carol Broadribb, CSR, ATCO Electric, Email dated April 1, 2021 RE: 2020 Franchise Report
- 7.6 Delores Gardner, Secretary, Nampa Municipal Library, April 9, 2021 RE: New Board Member
- 7.7 NPHF Board Meeting Synopsis March 31, 2021

**8. Closed Session**

- 8.1 Disclosure Harmful to Economic and Other interest of a Public Body FOIP Section 25
- 8.2 Disclosure Harmful to Business Interests of a Third Party FOIP Section 16

**9 Adjournment**



**Request for Decision (RFD)**  
Council Meeting April 20, 2021

**Topic:** CAO Bylaw # 461

**Background:**

As per Section 205 (1) of the MGA, every council must establish by bylaw a position of chief administrative officer. A bylaw was passed appointing the previous CAO, but there was not a bylaw put in place for the current CAO. As per our MAP review with Municipal Affairs we have made up a new bylaw which will repeal the previous one. This new bylaw does not require a name. So, in the future, council will only have to make a motion appointing a CAO. As per MAP review it was found that council made a motion to appoint Dianne Roshuk as Interim CAO, however there was never a motion made appointing Dianne Roshuk as CAO for the Village of Nampa.

Council needs to approve the CAO Bylaw and appoint Dianne Roshuk as the CAO for the Village of Nampa

**Administration Recommendation:**

That council approve the bylaw and appoint Dianne Roshuk as CAO for the Village



Bylaw # 461

Being a Bylaw of the Village of Nampa  
In the Province of Alberta

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A BYLAW OF THE VILLAGE OF NAMPA, IN THE PROVINCE OF ALBERTA, TO ESTABLISH THE POSITION OF CHIEF ADMINISTRATIVE OFFICER AND TO OUTLINE THE DUTIES AND RESPONSIBILITIES OF THE CHIEF ADMINISTRATIVE OFFICER

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**WHEREAS** Section 206 of the Municipal Government Act of Province of Alberta provides that a municipal council must by Bylaw establish the position of Chief Administrative Officer.

**WHEREAS** Section 207 and 208 of the Municipal Government Act of the Province of Alberta provides that the Chief Administrative Officer shall exercise the powers and duties set out in the Municipal Government Act, and such other powers and duties as may be voted, confirmed or delegated by Bylaw, or resolution of council.

**AND WHEREAS** council deem it proper to expedient to establish the position of Chief Administrative Officer and define the duties, responsibility and authority thereof;

NOW THEREFORE, THE COUNCIL OF THE VILLAGE OF NAMPA DULY ASEMBLED ENACTS AS FOLLOWS:

That \_\_\_\_\_ be appointed as Chief Administrative Officer, effective \_\_\_\_\_

This bylaw shall repeal Bylaw # 407

Read a first time this 20<sup>th</sup> day of April, 2021.

Read a second time this 20<sup>th</sup> day of April, 2021.

Read a third time and finally passed this 20<sup>th</sup> day of April 2021.

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Mayor

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Chief Administrative Officer

**Request for Decision (RFD)**  
Council Meeting April 20, 2021

**Topic:** Appointment of Substitute Returning Officer for Local elections

**Background:**

As per Section 13 of the Local Authority Elections Act (LAEA) council needs to appoint a substitute Returning Officer for the 2021 Elections.

**Administration Recommendation:**

CAO is recommending that council appoint Shirley Matiasiewich as elections SRO  
Shirley was the SRO in 2017



# DECLARATION

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In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I hereby declare June 7 – 13, 2021 to be Seniors' Week in

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Community

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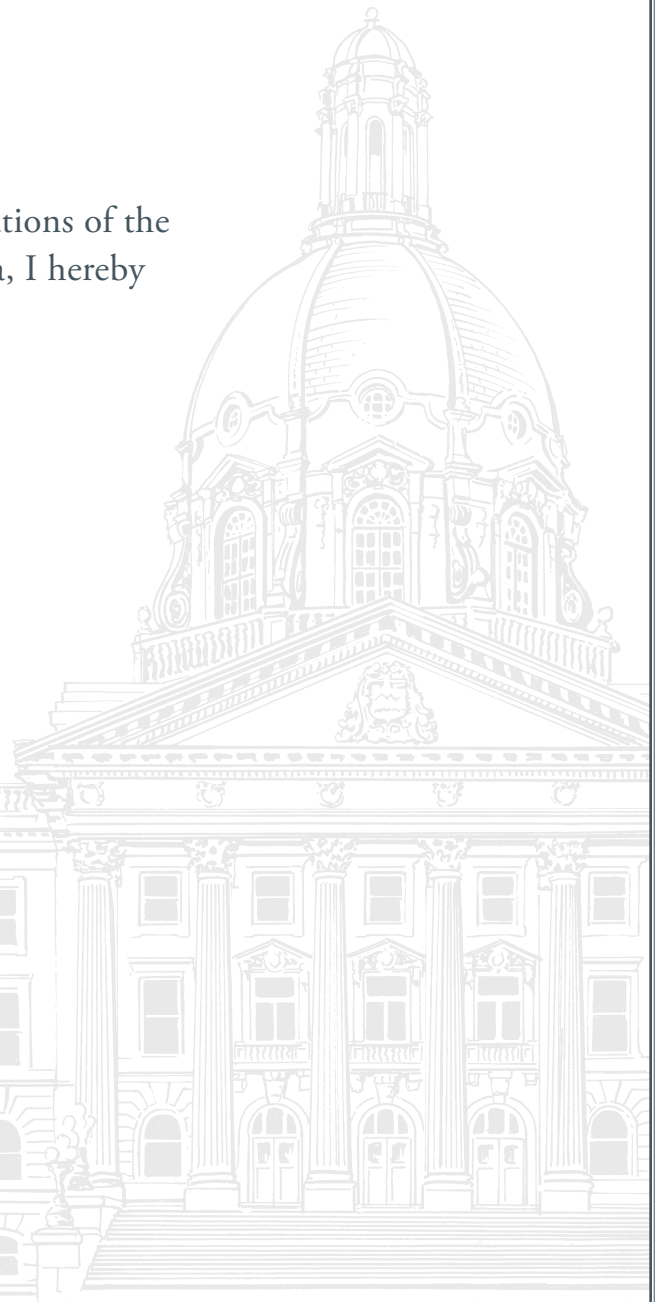
Official Title

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Official Signature

A handwritten signature in black ink, appearing to read "Josephine Pon".

The Honourable Josephine Pon, Minister of Seniors and Housing



S.S

cao@nampa.ca

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**From:** publicworks@serbernet.com  
**Sent:** March 29, 2021 4:48 PM  
**To:** cao@nampa.ca  
**Subject:** Culverts at seed cleaning plant

Good afternoon,

The drivers entering and exiting the seed cleaning plant are constantly cutting the corners too short, causing the gravel to cave in, plugging up the culverts. This causes the water to back up in the spring, and because it is full of gravel, it is very time consuming to steam the culvert. This prevents public works from getting other projects done, and uses up unnecessary assets such as fuel. When the culvert gets so plugged up that I can't get the steam line through, the Village has to contract out a hydro vac flusher.

I am wondering if we can come up with a solution to prevent this from happening to protect Village assets.

Kind regards,

Jeremy McNeil  
Public Works Foreman  
Village of Nampa  
Shop: 780-322-3896  
Cell: 780-257-7477

\* pictures attached

















## Peace River School Division



### Board of Trustees

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March 30, 2021

Ms. Dianne Roshuk, CAO  
Village of Nampa  
Box 69  
Nampa, AB.,  
T0H 2R0

Dear Ms. Roshuk:

This letter is follow-up to the Joint Municipality's meeting that was held February 2, 2021. At that meeting the idea of a 'Junior Councillor Program' was brought forward.

The intent was to have school-aged students' partner with local municipalities to participate in a Junior Councillor Program. This would provide learning opportunities for students to see first-hand how local government works, what governance means, and how important good governance is in a democratic society. They would also gain insight into employment opportunities in a wide variety of areas they may not have considered previously or perhaps encourage them to think of running for local government positions in the future. There are many other positives possible from this type of program.

In order to move forward, we first need to determine interest from our partners in this endeavor. To that end, a virtual meeting has been set for April 26, 2021, 1:30 – 2:30 p.m. This letter is being sent to CAO's but anyone on council is invited to attend if they wish to be included in the discussion.

Please reply to Chris Warne at [warnec@prsd.ab.ca](mailto:warnec@prsd.ab.ca) no later than April 21, 2021, with the name and email addresses of those people who wish to attend. A Zoom link will be sent to participants shortly thereafter.

Sincerely,

Paul C. Bennett  
Superintendent of Schools

cc. Jeff Thompson  
Assistant Superintendent of Teaching and Learning



Minutes  
Village of Nampa  
Special Meeting of Council  
March 23, 2021  
Village of Nampa Council Chambers  
6:30 p.m.

Present: Mayor Butz  
Deputy Mayor Bulford  
Councillor Novak  
Councillor Matiasiewicz  
CAO Dianne Roshuk

Mayor Butz called the meeting to order at 6:35 p.m.

Council held discussions on how they would distribute the MOST grant fund that the Village received from the government to the community organizations in Nampa.

**MOVED** by Mayor Butz that the funds be allocated as follows:

Nampa & District Agriculture Society - \$30,000.00  
Nampa Golden Pioneers - \$3,000.00  
Friends of the Nampa Library - \$ 1,500.00  
Nampa & District Historical Society - \$ 1,500.00

The balance of \$ 5,858.00 to be deposited into the Village of Nampa Operating account

CARRIED

Deputy Mayor Bulford adjourned the meeting at 6:48 p.m.

**Request for Decision (RFD)**  
Council Meeting April 20, 2021

**Topic:** Mill Brown Park Enhancements

**Background:**

This project has been in the works since 2018. The Mill Brown campground was a focal point in the re development of Mill Brown Park.

Council had approved the following concepts:

- Existing RV Parking - extend existing RV pads to an average of 6 x 16 meters, two (2) new parking pads to be added towards the south - east portion of the campground, along with a 30-amp power outlet and a firepit for each
- Walkway/Pathway (3m wide, 330.7 m long) - to start from the VON office exit and then extend from the driveway to a loop around the park. It will also feature a fitness trail which will serve as an “outdoor gym”.
- Open leash dog area - split into two sections; larger area for larger dogs and smaller area for smaller dogs. To include two (2) dog waste bag stands and two (2) garbage bins.

\*\* Velocity came out last week to stake out the property lines around the Park, specifically on the north, west and east sides of the property

\*\* The Posts and solar lights were purchased a while ago

\*\* Amps at stalls upgrade to 400 amps (transformer also upgraded)

We would probably have to get updated cost estimations as the estimations we have on file are from 2019.

For further discussion

**Administration Recommendation:**

Administration is asking for direction from council on how they would like to proceed with this project



Village of Nampa  
2021 1st Quarter Summary  
As of March 31, 2021  
Summary

6.2

	2021	2021	2021
Revenues	Budget	1st Qtr	Remaining
Administration	788,178.47	136,775.22	651,403.25
Streets	2,500.00	1090.00	410.00
Water	185,000.00	44,413.81	140,586.19
Sewer	44,400.00	10,901.20	33,498.80
Garbage	22,400.00	5,478.00	16,922.00
FCSS Revenue	17,113.00	4,570.00	12,543.00
<b>TOTAL OPERATING REVENUE</b>	<b>1,059,591.70</b>	<b>203,228.23</b>	<b>856,363.24</b>

	2021	2021	
Expenses	Budget	1st Qtr	Remaining
Administration	495,463.00	131,614.64	363,848.36
Fire Services	38,100.00	3,300.35	34,799.65
Streets	356,312.58	76,159.87	280,152.71
Water	271,756.60	104,645.14	167,111.42
Sewer	13,510.00	1,282.47	12,227.53
Garbage	33,000.00	5,034.50	27,965.50
Community Services (seniors Van )	23,600.00	17,245.63	6,345.37
Subdiviion & Development	25,000.00	75.00	24,925.00
Recreation/Parks Expense	127,758.34	1,826.97	129,585.31
Culture/Library Expenses	14,500.00	12,500.00	2,000.00
Requisiiton expenseses	169,000.00	9,743.66	159,256.34
<b>TOTAL OPERATING EXPENSE</b>	<b>1,568,000.48</b>	<b>359,783.29</b>	<b>1,208,217.19</b>
<b>Operating Surplus/Deficit</b>	<b>508,409.01</b>	<b>156,555.06</b>	<b>351,853.95</b>

Revenue: Operating Admin revenue does not include Municipal Levy Revenue Amount

**Chief Administrative Officer Report****6.3**

March 17, 2021- April 20, 2021

March 17 - COVID-19 Update for Municipalities with CMOH

March 19 - Intermunicipal Committee Meeting with Northern Sunrise County

March 23 - Special Meeting of Council - MOST Grant Distributions

March 24 - MAP Review with Jeff Nixon, Municipal Accountability Advisor, Alberta Municipal Affairs

March 26 - Info sessions with municipalities - Vaccination program with CMOH

March 31- COVID 19 Update for Municipalities with CMOH

April 7 - COVID 19 Update for Municipalities with CMOH - AB has gone back to Phase 1

April 14 - COVID 19 update for Municipalities with CMOH

April 15 - Calgary Court Web ex

April 20 - Regular Council Meeting

**Upcoming Meetings/Events**

May 18 - Regular Council Meeting



- Water meter readings
- Sewer lift station readings
- Run lift station backup generator and put it under load on the first of the month.
- Apply sludge mediation bacteria to lift station and lagoons every Monday.
- Fixed wiring and replaced electric brake on Steam trailer
- Steamed catch basins, culverts and storm lines
- Cleared a path through the hay field south of the county building for spring runoff
- Cleared snow out of ditch along railway Ave. for spring run off
- Replaced marker lights on steam trailer
- Removed pile of snow in spring runoff ditch by lift station
- Set up barricades behind 101<sup>st</sup> in the alleyway to prevent ruts until it dries up.
- Cleaned and fixed fuel gauge on hoe, and flushed front diffs.
- Replaced turbo clamp on backhoe (exhaust leak)
- Locate and exposed CC at 9908-101<sup>st</sup>. (Attempted to shut off the water with no success due to rusted out box and rod. Tri-line hydrovac the CC and replaced the box and rod and I was able to shut off the water).
- Replaced brakes and rotors on enclosed steam trailer
- Lift station level sensor was getting false readings due to grease build up. Tri-line cleaned the lift station. Sensor is reading properly now.
- Brought in gravel to spread on East ridge road
- Pump out water filling in low spots and ditches.
- Cleared logs and debris plugging up culvert that goes under railroad tracks by lift station.
- Added backfill and directed water at the new catch basin and culvert on East ridge road.
- Assisted Velocity locating assets.
- Cut down Trees at campground that were hazardous

- Fished out inorganics and plastics floating in Cell one at the lagoons
- Changed out 5/8" water meter
- Replaced CC, box and rod at 9906-101<sup>st</sup>.





## **RMA Spring Convention 2021**

### **March 16-17, 2021 Highlights**

The convention included speeches from the Minister of Municipal Affairs, Ric McIver, Minister of Environment and Parks Jason Nixon, and Premier Jason Kenney.

There was also two Ministerial Forums that included Minister of Seniors and Housing Josephine Pon, Minister of Indigenous Relations Rick Wilson, Minister of Jobs Economy and Innovation Doug Schweitzer, Minister of Justice and Solicitor General Kaycee Madu, Minister of Health Tyler Shandro, Minister of Service Alberta Nate Glubish, and Minister of Culture, Multiculturalism and Status of Women Leela Aheer on the first day. The second Ministerial Forum included Minister of Finance and Treasury Board Travis Toews, Minister of Environment and Parks Jason Nixon, Minister of Agriculture and Forestry Devin Dreeschen, Minister of Infrastructure Prasad Panda, and Associate Minister of Red Tape Reduction Grant Hunter.

Minister McIver's speech was consistent in the message that Alberta must spend within our means and that included municipalities. This is the justification for a 25% reduction in MSI funding over three years. Over the two days many Ministers and the Premier spoke about the importance of the unpaid property tax issue and that they are working to develop a plan to resolve this. The Minister also said that increased taxation is not the path to prosperity, nor is cutting services. Growing the economy is the only path forward.

Minister Nixon announced on the second day that the province will be beginning their consultation on Extended Producer Responsibility immediately. A public survey was made available not long after his announcement and the Minister expects to consult municipalities and industry in the months to come. A framework for EPR, including legislative changes, is expected to be ready by this Fall.

Premier Kenney announced during his speech on Wednesday morning that the province will be spending \$50 million to modernize rural health facilities across Alberta.

The resolution session saw six resolutions passed without debate, most of which passed with a very high percentage. A resolution sponsored by the Regional Municipality of Wood Buffalo to advocate for a National Flood Insurance Strategy and Community Resiliency narrowly passed with a vote of

59%. There was one emergent resolution sponsored by the County of Warner on the issue of a provincial investigation into creating an Alberta provincial police service that narrowly failed by 55%. Minister Madu also responded to the question of a provincial police force during the Ministerial Forum in regards to cost. The Minister responded that an increase in cost for policing would need to be supported by better outcomes, and if this is the case that the provincial government would be the one to pick up those additional costs and would not pass it on to municipalities.

Also speaking to convention participants was the Honourable Jim Carr, Special Representative for the Prairies from the Government of Canada who announced \$76 million for 62 infrastructure projects and \$5.4 million for rural broadband internet access.

Take care,

Alberta Counsel

30 March 2021

Honourable Nate Glubish  
Minister of Service Alberta  
103 Legislature Building  
10800 - 97 Avenue  
Edmonton, AB T5K 2B6

Dear Minister Glubish:

In Alberta we are privileged to have the provincially-funded SuperNet backbone for high-speed connectivity. Through the Public Library Services Branch (PLSB), the Province funds basic SuperNet connectivity for Alberta public libraries, and this is a much appreciated and essential service. We look forward with great anticipation to our library system upgrading to SuperNet 2.0 this year.

Thank you for supporting SuperNet connectivity for libraries, as it is critical to day-to-day library operations. However, there is another challenge facing rural Alberta libraries and library users. Last mile connectivity has been a problem for rural communities since the advent of at-home internet. The last year of dealing with COVID-19 related issues in library usage and education have made it clearer than ever that internet connectivity for all is an issue that needs to be addressed as soon as possible.

While a library may be able to provide high-speed broadband access on the premises, many individuals in surrounding rural areas have limited connectivity. They are unable to take advantage of online library services such as downloading eBooks, reading eMagazines and eNewspapers, and accessing music and movies. They are equally unable to partake in remote schooling, concurrent online learning sessions and remote tutoring.

We would like to ask that you work with your Service Alberta colleagues as well as federal colleagues in the Ministry of Infrastructure, the Ministry of Innovation, Science and Industry and the Ministry of Rural Economic Development to expedite the installation of rural broadband in northern Alberta. Partnering with the federal government in its attempt to eliminate the connectivity gap for rural Canadians will help to bring all Albertans closer to an equal footing in the technology arena, allowing for economic growth, new business opportunities and equality in the provision of library services.



Rural connectivity is expensive on a retail basis, whether running fibre-optics or using satellite services, and even the SpaceX Starlink service. All are prohibitively expensive for rural inhabitants. The Government of Canada's connectivity strategy's three pillars – high speed access for all, investing for impact, and partnering for progress – can be a beneficial partnership for the Province of Alberta and would enable the Province to offer its rural citizens a modern benefit so far lacking for anyone outside a major metro centre.

Thank you for your support for Alberta public libraries. Peace Library System serves 46 public libraries and, collectively, Alberta's seven library systems serve over 270 public libraries. The majority of these libraries are in rural areas of Alberta. We ask for your help to ensure that residents in smaller communities have access to the same library services as residents of larger centres.

Sincerely,

A handwritten signature in black ink, appearing to read 'C. Kolebaba', with a stylized, flowing script.

Carolyn Kolebaba, Chair  
Peace Library Board

cc: Hon. Jim Carr, Special Representative for the Prairies  
Hon. Francois-Phillippe Champagne, Minister of Innovation, Science and Industry  
Hon. Maryam Monsef, Minister for Rural Economic Development  
Hon. Catherine McKenna, Minister of Infrastructure and Communities  
Diana Davidson, Director, Public Library Services Branch  
Peace Library System Member Municipalities  
Peace Library System Board Members



Meeting:	Mighty Peace Tourism General Board Meeting		
Date:	March 29 <sup>th</sup> , 2021	Time:	6:30 pm
Prepared By:	Tammy Brauer	Location:	Virtual Zoom Meeting
Attendees:			
Agenda, Notes and Discussion			
N. Duval – Northern Sunrise County, C Anderson – County of Northern Lights, T. Johnson – MD Peace, A. Bean – Clear Hills County, W Wald – Town of Grimshaw, J. Adams – MD Fairview, D Buchholtz – Peace Valley Snow Riders, C. Murphy – Nampa Museum, L. Kosheiff – Horse Trekking Adventures, E Matiasiewich – Village of Nampa, G McLeod – Town of Fairview, C Zavisha – Village of Hines Creek, T Bell – Town of Peace River, D Allen – Mighty Peace Golf Club, A Bergeron – MPT Marketing, also in attendance was T. Brauer - Administration.			
1. Call to Order	<ul style="list-style-type: none"> <li>N Duval called the meeting to order at 6:31pm.</li> </ul>		
2. Adoption of Agenda	<ul style="list-style-type: none"> <li>E Matiasiewich moved to adopt the agenda as presented. Motion carried.</li> </ul>		
3. Adoption of Minutes	<ul style="list-style-type: none"> <li>Correction to Round Table information from D Buchholtz – change “Hines Creek Trail” to “Brownvale Community Access/Southend Loop Project extension to the Smith Mills Trail.”</li> <li>D Buchholtz moved to accept the Board of Directors minutes from the Board Meeting on November 30th, 2020 as corrected. Motion carried.</li> </ul>		
4. Financials YTD 4.1. YTD	<ul style="list-style-type: none"> <li>The Board of Directors were presented with the financials.</li> <li>J Adams – requested information about photoshoot costs &amp; provided information on his drone video services.</li> <li>A Bean moved to accept the financials as presented. Motion carried.</li> </ul>		
5. Executive Director Report	<ul style="list-style-type: none"> <li>A Bergeron presented the Executive Director’s report.</li> </ul>		
5.1. Travel Alberta Update	<ol style="list-style-type: none"> <li>Travel Alberta Update <ul style="list-style-type: none"> <li>a) Cooperative Marketing’s Spring/Summer application in-take April 1-30, 2021.</li> <li>b) Cooperative Marketing’s Fall/Winter application in-take September 1-30, 2021.</li> <li>c) Offering weekly webinars on to topics to help with business challenges resulting from COVID-19.</li> <li>d) Regularly releasing market insights that can be found on the Travel Alberta Industry website.</li> </ul> </li> </ol>		
5.2. New Members	<ol style="list-style-type: none"> <li>New Members <p>We would like to welcome our newest members to Mighty Peace Tourism.</p> <ul style="list-style-type: none"> <li>a) Fairview Fine Arts Centre</li> <li>b) Hair Chic n’ Boutique</li> <li>c) Raediance Florist &amp; Gifts</li> <li>d) Riverside Ranch Décor</li> <li>e) Dixonville General Store</li> <li>f) Fairview Pizza &amp; Donair</li> <li>g) Krooked House Pub</li> <li>h) J’s Java Domain</li> </ul> </li> </ol>		
5.3. Content Development Project	<ol style="list-style-type: none"> <li>Content Development Project – See New Business</li> </ol>		
5.4. Mighty Peace Tourism Connect Newsletter	<ol style="list-style-type: none"> <li>Mighty Peace Tourism Connect Newsletter <p>The next internal newsletter will be published in May.</p> </li> </ol>		
5.5. Postal Code Analysis			
5.6. Partnering & Packaging Webinar			
5.7. Website Analysis			
5.8. Marketing Update			

	<p><b>5. Postal Code Analysis</b> We will be reaching out to businesses in April to participate in the analysis. We will be collecting postal codes from June 1, 2021 - October 1, 2021. Once all of the postal codes have been collected, Travel Alberta will generate our most likely customer to the region. The last time we conducted a postal code analysis was in 2018. This new data will help assist the region in proactively targeting the correct market. It is very important to have a large number of members participate in the collection of this data in order to generate accurate data.</p> <p><b>6. Partnering and Packaging Webinar</b> The workshop was held on March 24th, 2021 from 2pm - 4pm. The information will be shared through our internal newsletter. The webinar went through real-life examples that demonstrated how partnerships with other businesses can be mutually beneficial. How partnerships can create packaged experiences bringing together multiple opportunities that travellers can purchase with one easy step. How to create a package by combining activities offered by your business or your business partners.</p> <p><b>7. Website Analysis</b> There will be a website and content performance audit done on the Mighty Peace Tourism website. This information will be used to understand the effectiveness of the site over time for generating leads to the website and conversions by providing leads to members. It will look into how content sections are performing. With the information gathered, segments will be identified and experiential hubs will be created.</p> <p><b>8. Marketing Update</b></p> <ul style="list-style-type: none"> <li>a) Paid Facebook Winter Marketing Campaign - \$1000 was used for Facebook advertising. The campaign consisted of 4 ad themes with 8 different ads. Our ad themes were local ski hills, taste of the Mighty Peace, unique stays and regional snowmobile trails. The campaigns reach was 421, 540 people.</li> <li>b) Organic advertising - complying with government restrictions we have been focussing on a staycation approach for the past year. Our focus has been on Facebook, Instagram, Google Ads, our YouTube Channel and our website. All traffic has been directed to our website. We have incorporated a disclaimer on all of our social media posts.</li> <li>c) Memories Are Made in The Mighty Peace - The next external newsletter will be published in April. We will be featuring Peace Valley Guest Ranch, Amicis Gardens and Paradis Valley Honey. There will also be a hiking guide included that will cover Wilderness Park, Pats Creek Interpretive Trail, Cummings Lake Loop, Misery Mountain, Dixonville Community Forest Trail, the trails at George Lake, Twins Lake Provincial Park and the Dunvegan Overlook. Mighty Peace Golf Club, Fairview Golf Club and Horse Trekking Adventures all purchased ads in the newsletter.</li> <li>d) We have been developing a series of stories to use on Instagram and Facebook for this summer. We will also be developing Instagram takeovers for the summer.</li> </ul> <ul style="list-style-type: none"> <li>• <b>T Bell</b> moved to accept the Executive Director Report as read. <b>Motion Carried.</b></li> </ul>
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<p><b>6. Old Business</b> 6.1 Action Plan 6.2 Smoky River Tourism</p>	<ul style="list-style-type: none"> <li>• <b>Action Plan</b> – Action Plan was sent out with meeting documents for consideration by the board members. Activities on track, parts of the plan have been delayed due to COVID restrictions. Discussion on updating document later in 2021.</li> <li>• <b>W Wald</b> moved to accept the Action Plan as <b>presented. Motion carried</b></li> <li>• <b>Smoky River Tourism Meeting</b> – These municipalities were contacted again about membership with MPT, they either declined or delayed for 2021. MPT will approach this group again in late summer or early fall to accommodate their budget planning for 2022.</li> </ul>
<p><b>7. New Business</b> 7.1 Visitor Guide 7.2 2021 Marketing Campaigns</p>	<ul style="list-style-type: none"> <li>• <b>Visitor Guide</b> – <ul style="list-style-type: none"> <li>○ Discussion on updates to the map. All information on the map confirmed as correct for 2021. Background color changed slightly to improve visibility of updated icon colors. Municipality Logos added as well as the member restaurants added to the Mighty Peace Essentials section. The guide proof is expected this week from MMSA, then it will be sent to Maddog Cresting for printing, delivery in 7 – 10 days. Distribution to be completed by early May.</li> <li>○ <b>T Bell</b> – discussed concerns of VIC being unable to open this summer due to COVID restrictions. <b>C Murphy</b> – discussed other VIC opening partially by using retail &amp; reception spaces. <i>Action: MPT will reach out to VICs in other regions as well as Travel Alberta for further information &amp; ideas concerning 2021 operations for Peace Region VICs.</i></li> </ul> </li> <li>• <b>Marketing Ideas</b> – We will be applying for a grant through Travel Alberta through their Cooperative Marketing Program for April. The grant is virtually the same as last year. There will be no requirement for matching funding by recipients. We have developed a wish list of marketing ideas for 2021 that we will be applying for. <ul style="list-style-type: none"> <li>a) Alberta on the Plate – Great opportunity for member restaurants, pubs, cafes &amp; food producers to be involved in.</li> <li>b) Northern Woods and Waterways Magazine</li> <li>c) #ExploreNWAAlberta (Similar to #SkiABNorth campaign)</li> <li>d) #SkiNorthAB Campaign with Seekers Media</li> <li>e) Golfing Promotion – Regional golf courses have been contacted &amp; discussion is underway.</li> <li>f) Mackenzie Frontier Tourism Association motorcycle tour – MPT has met with MFTA, plans underway for content collection by P Lavoie.</li> <li>g) New Content (written, video and photo) – will be collected this year for member use as well as use on MPT's digital channels &amp; website.</li> <li>h) MPT Summer &amp; Winter Digital Campaign</li> </ul> </li> </ul>
<p><b>8. AGM</b> 8.1. 2021 AGM 8.2. Executive &amp; Board Positions Available</p>	<ul style="list-style-type: none"> <li>• <b>AGM Agenda</b> – location TBD depending on COVID restrictions. Agenda item suggestions welcome.</li> <li>• <b>Executive &amp; Board Positions available.</b> N Duval &amp; C Anderson won't be running for election on their respective councils this fall, therefore their MPT positions of President and 2<sup>nd</sup> Vice President will be available. L Love has accepted a position out of province; therefore, this director position is also available. The positions 1<sup>st</sup> &amp; 3<sup>rd</sup> Vice President as well as the three directors' positions accepted in 2019 will also be up for renewal as per the MPT bylaws.</li> </ul>

## 9. Round Table

- **T Bell – Town of Peace River** – Alberta 55+ Summer Games to be held in the Peace Region June 16<sup>th</sup> – 19<sup>th</sup> 2022. Paddle the Peace will be held this summer 2021. All other events on hold. No decisions made on if minor soccer and ball will be allowed to run this summer.
- **T Johnson – MD Peace** – Requested information on MPT photo library available to members. A Bergeron supplied information on Dropbox photo library available to all members as well as sharing public photos via email to MPT staff or using the #Mightypeace.
- **D Buchholtz – Peace Valley Snowriders** –
  - Thank you to MPTA for arranging the photo shoot with Paul Lavoie. The Club also participated in the shooting of video clips for NSC.
  - It was a great year for the Club, trails are still open but nearing the end of the season. Membership numbers having been increasing & are expected to be over 200 this year. As stated in the “The First 10 Years” document that D Buchholtz completed following the 10<sup>th</sup> anniversary of the Club in 2019 and which has been distributed to a number of our municipal stakeholders, the approach of “build it and they will come” has trumped the past attitude of “we can go wherever we want”. If others are interested in seeing this document, please send an email request to [ameninc@outlook.com](mailto:ameninc@outlook.com). this may serve as a guide for others planning to initiate similar not for profit organizations.
  - The Poker Rally and potential social rides did not take place due to the pandemic.
  - The Brownvale Community Access/Southend Loop Project extension to the Smith Mills Trail which initiated by MPTA on behalf of the Last Lake Guest House, has been substantially completed with some signage being outstanding due frost conditions. As the development of this project allowed the cat and mulcher to access eastern portions of the existing Smith Mills Trail that are difficult to access, the Club also re-cleared substantial portions of the existing trail.
  - The Leddy Lake Trail remained closed for the season to the north of the south bank of the Whitemud River due to the third slide in three years. The first two were thought to be serious but were cleared for approximately \$3,500 each. This slide is significantly larger with the slide reaching all the way down to the river. Due to large cracks that indicate the potential for further sliding, the decision was made to wait a year. The Club has had those with technical civil knowledge and those who operate heavy equipment look at the situation and hence expect the cost to open the trail to be in the range of \$15,000. Other routes have been investigated in the past without success and another optional route identified on a 1913 map will be investigated if appropriate however the area has an ungulate designation and is Alberta Conservation Association lands so approval for other routes could be challenging.
  - The Club sold their Arctic Cat groomer this summer and has replaced it with a drag similar to Allard’s which would be pulled by a member tracked side by side. The plan is to locate the new drag in Hines Creek.
  - It was noted that the Club is aware that the Alberta Snowmobile Assoc. is working with the provincial government on potential changes to how trails are managed however details or timeline for the changes have not been released.
  - It was suggested that MPTA may want to arrange to promote those

	<p>providing lodging in close proximity to the Club's trails this coming winter – Cornerstone Bed N Breakfast near Hines Creek, Last Lake Guest House near Brownvale and Getaway Cabins north of Peace River. If the trails had been ready this would have been a success this past winter. <i>Action -MPT will approach Cornerstone and Getaway Cabins with information on membership.</i></p> <ul style="list-style-type: none"> <li>○ Berwyn dog sled business – <i>Action -MPT has shared some of their posts and will approach with information on membership.</i></li> </ul> <ul style="list-style-type: none"> <li>● <b>L Kosheiff – Horse Trekking Adventures</b> – Four rides have been hosted already this year, family groups wanting an outdoor activity. They will be running a horse packing clinic in early April, to educate others on what to bring and how to efficiently pack for longer overnight trail rides. Attended the Travel Alberta Partnering &amp; Packaging workshop hosted by MPT, found it very worthwhile.</li> <li>● <b>E Matiasiewicz – Village of Nampa</b> – Discussed promoting the rivers to visitors. A Bergeron discussed the way MPT promotes water activities and events as well as information from Travel Alberta about the increased popularity of fishing this summer.</li> <li>● <b>G McLeod – Town of Fairview</b> – Fairview Golf Club recently held their AGM. Major upgrade to the course is moving forward with funding from MD Fairview &amp; the Town of Fairview. Fairview Ski Hill is having a great season.</li> <li>● <b>A Bean – Clear Hills County</b> – Awards ceremony postponed until April. Tradeshow has been cancelled. Discussion of an open market for fall is underway.</li> <li>● <b>J Adams – MD Fairview</b> – Snow levels still quite deep, looking forward to spring.</li> <li>● <b>D Allen – Mighty Peace Golf Course</b> – Anticipating spring &amp; opening of golf course. Discussion about minor soccer &amp; baseball. These events are all on hold due to restrictions.</li> <li>● <b>C Murphy – Nampa &amp; District Historical Society</b> – The museum is closed due to restrictions. Renovations underway on ground floor gallery and expansion of gift shop with intentions of showcasing Peace country artisans' work. Possibility of opening the outdoor portion of the museum before the indoor portion if restrictions allow. Commented that MPT paid FB ads looked great.</li> <li>● <b>C Zavisha – Village of Hines Creek</b> – CHC Trade show cancelled. Village's gym still closed due to restrictions.</li> <li>● <b>N Duval – Northern Sunrise County</b> – The EDO for the county has been promoting shopping local. Possibility of an open-air market being held. Heart River Golf course looking forward to opening. When restrictions ease, the region will see very well attended events. Discussed a "South Peace News" article that examined potential for tourism growth in the north.</li> </ul>
<b>10. Adjournment</b>	<ul style="list-style-type: none"> <li>● <b>N Duval</b> adjourned the meeting at <b>7:54pm</b>.</li> </ul>

Norm Duval, President

Tammy Brauer, Recording Secretary





March 31, 2021

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

Dear Ms. Dianne Roshuk, Chief Administrative Officer

**Re: ATCO Gas and Pipelines Ltd. - 2021 Franchise Fee Distribution Revenue Forecast**

In the fall of 2020, ATCO provided Village of Nampa a forecast of the 2021 franchise fee revenue anticipated as part of our natural gas Franchise Agreement. We are writing today to outline a number of items that have affected that forecast and provide you with an updated franchise revenue forecast for 2021.

There are numerous factors that routinely impact the forecast during any given year, such as, number of customers, natural gas usage and rate changes. We wanted to highlight a couple specific elements contributing to your updated franchise revenue forecast.

ATCO undertook an initiative to mitigate the rate increases for 2021 for our customers to support families and businesses during the COVID-19 pandemic. We were successful in implementing a rate relief program (approved by the AUC) which deferred the formulaic distribution base rate increases at the beginning of 2021. This deferral will result in a delayed timing for the collection of these rate increases which will be partially collected in the latter half of 2021, the first half of 2022 and the remainder collected commencing in 2023 to mitigate the hardship on the Alberta end use customers.

While this rate relief causes a temporary reduction in the franchise revenue forecast for 2021, that reduction was partially offset by an increase to flow through transmission rates and higher usage due to the cold weather in most areas of the Province in February. Taking this into account, we are providing you with a revised forecast that varies -3.8% from the original forecast we provided in August of 2020.

**Please be aware that we expect to recover the deferred revenue in future years as outlined above and you will receive the franchise fees on that revenue as it is collected resulting in higher revenue in future years.**

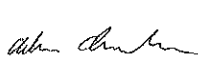
	Franchise Revenue Forecast (\$)		Variance	
	August 2020 Letters 2021 Franchise Revenue Forecast (\$)	Revised 2021 Franchise Revenue Forecast (\$)	Variance (\$)	Variance (%)
Municipality				
Village of Nampa	30,160	29,019	(1,141)	-3.8%



Please note these are estimated revenues based on best available information at this time and can be further impacted by any number of items.

Should you have any questions or concerns on the revised 2021 forecast, please contact the undersigned and we will be happy to set up a meeting to discuss the forecast and any questions you may have around potentially adjusting your franchise fee percentage.

Sincerely,

 2021.04.01  
08:40:59 -06'00'

Adam Chambers  
Manager, Grande Prairie  
ATCO Natural Gas Division

7.5

cao@nampa.ca

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**From:** Broadribb, Carol <Carol.Broadribb@atco.com>  
**Sent:** April 1, 2021 7:56 AM  
**To:** Dianne Roshuk  
**Subject:** 2020 Franchise Report  
**Attachments:** Nampa, Village of - 2020.pdf

Hello Dianne,

Please see the enclosed franchise report outlining information relevant to your community for the 2020 year.

With our current environment, meeting to discuss the annual report may not be possible but we would be happy to book a Zoom meeting.

Please contact me with any questions you may have or to set up a time to discuss the 2020 franchise report.

Warm Regards,

Carol

Carol Broadribb

Customer Sales Representative

Electricity

C. 780-219-6558 F. 780-624-4949

[ATCO.com](http://ATCO.com) [Facebook](#) [Twitter](#) [LinkedIn](#)



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# YOUR COMMUNITY. OUR COMMITMENT.

Report to Communities

# ATCO

## The Village of Nampa

### Serving 318 Customer Sites in the Village of Nampa

ATCO Electric strives to improve the lives of our customers by providing reliable, sustainable, innovative and comprehensive electricity solutions to our franchise communities.

### Customer Breakdown

Rate Class	2019 Number of Sites	2020 Number of Sites
Company Farm	0	0
General Service	30	30
Industrial	4	4
Oilfield	0	0
Residential	176	176
Sentinel Lights	3	4
Street Lights	104	104
Total Number of Sites	317	318

### Franchise Fee and Taxes

	2020 Actual	2021 Forecast
Wires Distribution Revenue	\$597,230	\$639,827
Franchise Fee %	@ 2%	@ 2%
Franchise Fee on Revenue	\$11,944	\$12,796
Distribution Linear Taxes	\$8,844	\$9,402
Total Estimated Fee + Tax	\$20,788	\$22,198

Based on 2020 actual revenue, a franchise fee increase of 1% would increase fee payments by \$5,972 per year.

### System Reliability

Reliability data is derived from the number of outages (frequency) and length of outage (duration). Most unplanned outages are due to weather or third-party contact with lines. ATCO requires planned outages to conduct maintenance and repair work or to build a new electrical line. (\*SAIDI/SAIFI definitions under Supporting Information)

Outages	2019	2020
*SAIFI (Feeder Average)	1.9	1.9
*SAIDI (Feeder Average)	7.6	14.3
ATCO Electric (System Average) SAIFI (Major Events Included)	1.6	1.7
ATCO Electric (System Average) SAIDI (Major Events Included)	4.1	6.2

# YOUR COMMUNITY. OUR COMMITMENT.

Report to Communities

**ATCO**

## Distribution Asset Maintenance Programs

Completed in 2019	Completed in 2020	Proposed for 2021
<ul style="list-style-type: none"><li>• Patrol and Consenting Program</li><li>• Brushing Mechanical Program</li></ul>	<ul style="list-style-type: none"><li>• Regular System Maintenance</li></ul>	<ul style="list-style-type: none"><li>• Patrol and Consenting Program</li></ul>

## Street Lights

### Inventory Summary

Lamp Type	Investment Rate	Non-Investment Rate
High Pressure Sodium	4	100
LED	0	0
Total	4	100

## Community Engagement

Our ATCO EPIC program is a grassroots initiative involving employee-led committees that plan, implement and administer workplace fundraising campaigns within the company. The program combines fundraising events, auctions, friendly team competitions and employee pledges that support more than 800 charitable and non-profit organizations. In 2020, our people raised \$2.15 million.

## Regulatory Information

- The ATCO Electric Annual Rule 002 Service Quality and Reliability Performance Report for 2020 can be found at: [http://www.auc.ab.ca/regulatory\\_documents/Pages/Service\\_quality\\_and\\_reliability\\_plans.aspx](http://www.auc.ab.ca/regulatory_documents/Pages/Service_quality_and_reliability_plans.aspx)
- 0 Customer complaints were received by the Alberta Utilities Commission for the Village of Nampa
- ATCO Electricity rates: <https://www.atco.com/en-ca/for-home/electricity/rates-billing.html>

## Supporting Information

\*SAIFI (System Average Interruption Frequency Index): The average number of interruptions per customer.

\*SAIDI (System Average Interruption Duration Index): The total average number of hours each customer power is interrupted.

Active outage information can be found at: <https://www.atco.com/en-ca/for-home/electricity/outages-emergencies/current-outage-map.html>

Davit Test and Treat Program – Program to test the structural integrity of our metal poles and treat to extend the life of the structure.



# YOUR COMMUNITY. OUR COMMITMENT.

Report to Communities

# ATCO

Pole Test and Treat Program – Program to test the strength of our wooden poles and treat poles to extend the life of the pole.

Ground Rod Testing – Program to test the ground rods which ensure stray electricity is grounded thus ensuring that our system is safe and reliable.

More detailed information available upon request.

## Contact Us

If you have questions about ATCO's electricity distribution operations, customer service or community involvement in your area, please contact us.

**Carol Broadribb**  
Customer Sales Representative  
ATCO Electricity  
(780) 219-6558  
[Carol.Broadribb@atco.com](mailto:Carol.Broadribb@atco.com)

**Aaron Finkbiner**  
Regional Manager  
ATCO Electricity  
(780) 573-4480  
[Aaron.Finkbiner@atco.com](mailto:Aaron.Finkbiner@atco.com)



Nampa Municipl Library

P.O. Box 509

Nampa, AB

TOH 2R0

April 09, 2021

Dianne Roshuk, CAO

Village of Nampa

P.O. Box 69

Nampa, AB

TOH 2R0

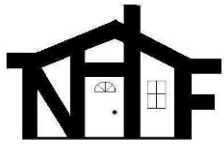
Dear Dianne

At our meeting on April 06, 2021 we were very pleased to welcome Chelsea Hoy to our board. Finally, someone younger on our board!

Sincerely

A handwritten signature in cursive script, appearing to read "Deborah Gardner".

Secretary



# *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](mailto:tammy.menssa@nphf.ca)

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## **North Peace Housing Foundation Board Meeting Synopsis – March 31, 2021**

### **Resident and Tenant Levels**

As of February 2021, we had a total of 169 lodge residents, up 3 from the month of January. Our lodge unit occupancy at the end of February was 73% of the 224 lodge units occupied.

We had 115 occupied Senior Self-Contained units at the end of February, down 2 from the month of January. Our occupancy rate at the end of February fell to 89%.

Garden Court Seniors Apartments had 54 of the 63 units occupied at the end of February, consistent with the month of January; our occupancy rate was 86%. We continued to have 5 out of the 8 trailers in Cadotte occupied at the end of February.

The Family Housing program had 75 of the 123 units occupied, consistent with the previous month, and 20 of the 38 R&N units occupied, down 2 from the month of January, with an overall occupancy of 59%.

We had 33 Rent Supplement recipients in the month of February, down 1 from the month of January. 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**

#### **COVID-19 Update**

#### **Critical Workers' Benefit:**

As announced on February 10, 2021, the Alberta government committed to cost share in the federal government's program to recognize the importance of critical workers' contributions and the risks that they take during the pandemic.

The Alberta Critical Workers' Benefit program will distribute more than \$465 million, including \$118 million in provincial funds, through a one-time payment to workers in the health care and social services sectors, as well as some parts of the private sector, such as grocery and pharmacy retail, transportation and warehousing, and funeral services.

Because lodge operators and staff continue to play a key role in maintaining a safe living environment for Alberta seniors, workers who worked 300 hours for the 16-week period from October 12 – January 31 were eligible to receive the one-time payment.

The Foundation's Critical workers include lodge:

- On-site management staff
- Building maintenance staff
- Housekeeping staff
- Food services staff
- Other front-line staff

The Foundation submitted eligible employee information to the province on February 26th and have already received the Critical Workers' Benefit; staff will be paid on the March 31 pay run.

In summary, 3,775 of 5,443 lodge and unique home staff were submitted as eligible for CWB, resulting in \$4.88M in total to be paid to those eligible workers.

The Foundation received 7.66 per cent of the total funds approved for the eligible workers as additional funding, over and above the \$1,200 per approved submitted worker, as recognition of our responsibility for applying and distributing these funds and any related administrative costs.

#### **Vaccinations:**

As you may be aware from recent public announcements, Lodge staff became eligible to receive the COVID vaccination on Monday, March 15, 2021, as part of Phase 2, Group A.

This is exciting news and will certainly bring relief to many NPHF staff, residents, and family members.

Appointment availability will depend on vaccine availability in the community and appointments will open as vaccine availability is confirmed.

#### **Rapid Tests:**

Although non-DSL types of licensed supportive living accommodations are not required to establish a COVID-19 screening program for staff, Alberta Health strongly encourages providers to do so.

To establish a screening program, the Foundation will need a health care provider to oversee the program, someone trained to do the swabbing (nasal swabs) and perform the test, PPE, a way to record and report on screening results, a process to manage individuals who screen as positive, etc.

Rapid tests have been a hot topic of conversation and there is a wide range of opinions on whether there is an added benefit. Many providers are concerned that a rapid testing program may lead to staffing shortages, as there have been reports of up to a 40% false positive rate.

We have not made a final decision on whether to proceed with the program.

#### **Nominal Sum Properties**

The Foundation continues to advertise the units for sale weekly on Facebook and as anticipated, interest has improved since spring rolled around. We have received an official offer on the Hines Creek house and hope to finalize the sale within the next month.



### Del-Air Project

Since the funding announcement for the project to redevelop Del-Air Lodge to accommodate continuing care spaces was held on February 6, 2020, the project team has been working on scope development, contract documents, and procuring a team consisting of the designers and contractors.

The contract was awarded in December 2020, and design work is commencing.

The approved process is to announce the contractor and consultant team at the ground-breaking event, which is scheduled once the development permit is issued and there is construction activity on the site.

The successful proponents are posted in Alberta Purchasing Connection (APC) once the scope/budget alignment is confirmed, and the unsuccessful proponents are advised.

If the scope/budget are not aligned, or development permit is not issued, the project is re-evaluated and the unsuccessful proponents may be invited to resubmit.

A ground-breaking event is being planned for spring 2021.

It is not uncommon for communities, local Council, and public to wonder what is happening on projects. Once the big project/funding announcement happens, the project team quietly performs the most critical task in any project, planning and preparation. This is a critical step that must take place to ensure that all stakeholders are in alignment.

### Board Decisions

The Board is planning to hold its 2021 Annual Strategic Planning Sessions virtually this year on April 23rd and 24th, 2021. Nolan Crouse, of Crouse Developments Inc., will be facilitating the session.

The Board is proceeding with a review of its Corporate Policies. This is part of a continuing rotation of Policy Review.

In February 2017, the Board of Directors approved the replacement schedule for the maintenance vehicles in the Foundation's fleet, with the guideline of either the vehicle reaching 10 years of service or 200,000 kms, whichever comes first. In accordance with policy and after receiving four quotes the purchase of a 2021 Silverado, 1500 Custom 4WD truck for maintenance was approved.

After our annual Market Rent survey was completed, it was determined that there would be no change to market rates, with the exception of 1-bedroom apartments, which are increasing to \$900.00 per month from \$850.00. This is a return to the rates of two years ago. There have not been any significant changes in the private market, although property management companies are reporting higher vacancies.