



Village of Nampa
Council Meeting
October 26, 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 September 21, 2021

4. Business Arising out of the Minutes

5 New Business

- 5.1 RFD: Bylaw # 465, a Bylaw of the Village of Nampa for the purpose of Establishing the Duties and Powers of Bylaw Enforcement Officers - 3rd Reading
5.2 RFD: Bylaw # 466, a Bylaw of the Village of Nampa to Establish the Designated Officer Position of the Municipal Assessor - 3rd Reading
5.3 AUMA Convention, November 17-19, 2021 in Edmonton, AB.
5.4 RFD: Nampa /NSC FCSS Christmas Gift Card Financial Donation Request
5.5 RFD: Dates for 2022 Operating & Capital Budgets
5.6 Minutes of the Special Council Meeting held October 12, 2021
5.7 RFD: Bi Election Date

6 Reports

- 6.1a Cheque Listing for Council # 20210422-20210473 September 17, 2021 - October 15, 2021
6.1b August & September 2021 Bank Recs
6.2 CAO Report
6.3 Public Works Report
6.4 Mayor/Deputy Mayor/Councilor Reports & Upcoming Meetings

7. Correspondence

- 7.1 Mayor Terry Leslie, Town of Sundre, September 10, 2021 RE: RCMP Retroactive Pay
7.2 Mayor Terry Leslie, Town of Sundre, September 10, 2021 RE: Code of Conduct
7.3 Peace Library System Board Meeting Highlights September 18, 2021
7.4 Gary Sandberg, Assistant Deputy Minister, RE: 2020 Municipal Indicator Results Email dated September 29, 2021
7.5 NPHF Board Meeting Synopsis September 21, 2021 & Strategic Plan 2021 – 2026
7.6 Carolyn Kolebaba, Chairperson, NWL RE: Odour & Taste Concerns with NWL Water Supply

8. Closed Session

- 8.1 Disclosure Harmful to Business Interest of A Third Party Section16, FOIP

9 Adjournment

BYLAW # 465

BEING A BYLAW OF THE VILLAGE OF NAMPA IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF
ESTABLISHING THE DUTIES AND POWERS OF BYLAW ENFORCEMENT OFFICERS

WHEREAS the *Municipal Government Act*, RSA 2000, chapter M-26, as amended requires that every council must, by bylaw, specify the powers and duties of bylaw enforcement officers, and establish disciplinary procedures for misuse of power, including penalties and an appeal process applicable to misuse of power by bylaw enforcement officers;

AND WHEREAS a person who is appointed as a bylaw enforcement officer is , in the execution of enforcement duties, responsible for the preservation and maintenance of public peace;

AND WHEREAS Bylaw Enforcement Officers must take the official oath prescribed by the *Oaths of Office Act* before starting their duties

NOW THEREFORE the Council of The Village of Nampa, in the Province of Alberta, duly assembled, hereby enact as follows:

A. PURPOSE AND CITATION

1. The purpose of this Bylaw is to establish the position and define the responsibilities of a Bylaw Enforcement Officer with the Village of Nampa
2. This Bylaw may be cited as the "Bylaw Enforcement Officer Bylaw"

B. DEFINITIONS

1. In this Bylaw, unless the context requires otherwise:
 - a) " Bylaw Enforcement Officer" means any person appointed as a Bylaw Enforcement Officer for the Village of Nampa;
 - b) "CAO" means the Chief Administrative Officer for the Village of Nampa or their designate;
 - c) "Council" means the Council of the Village of Nampa;
 - d) "Village" means Village of Nampa
 - e) "Designate" means an employee of the Village of Nampa designated by the Chief Administrative Officer to temporarily perform the duties of a Bylaw Enforcement Officer;

C. APPOINTMENT

1. Council hereby appoints the CAO as the Bylaw Enforcement Officer with the authority to:
 - a) Designate one or more individuals to temporarily perform the duties of a Bylaw Enforcement Officer

- b) Responds to residents and rate payers' complaints. The Bylaw Enforcement Officer has the power to carry out any duties or functions necessary to fulfill their responsibility for the preservation and maintenance of public peace.
- 2. Council shall monitor and investigate complaints of misuse of power by the Bylaw Enforcement Officer.

D. DUTIES AND RESPONSIBILITIES

- 1. Bylaw Enforcement Officers shall:
 - a) Before starting their duties take the official oath prescribed by the *Oaths of Office Act*, as provided in Schedule A;
 - b) Act as a Designated Officer for the purpose of inspections, remedies, enforcement and actions pursuant to Section 542 of the *Municipal Government Act* and the enforcement of Bylaws pursuant to Sections 545 and 546 of the *Municipal Government Act*;
 - c) Report to and carry out the directions of Council or the Chief Administrative Officer;
 - d) Be responsible for the enforcement of all the Bylaws of the Village only at the request of residents, rate payers or by resolution of Council.

E. COMPLAINTS AND DISCIPLINE

- 1. Any complaint concerning the misuse of power by the Bylaw Enforcement Officer shall be dealt with in accordance with the provisions set out in this Part and shall be directed to the CAO to be brought to Council.
- 2. Investigation:
 - a) All complaints shall be in writing, any complaints received verbally shall be confirmed in writing prior to investigation;
 - b) Within 30 calendar days of receipt, Council shall provide written acknowledgement of the complaint, and to the Bylaw Enforcement Officer against whom the complaint was made;
 - c) Review any relevant files, documents or recordings pertaining to the occurrence;
 - d) Provide the Bylaw Enforcement Officer a reasonable opportunity of providing relevant evidence on their defense at the hearing;
 - a. Permit the Bylaw Officer to understand the facts or allegations;
 - b. Afford relevant time to provide evidence that contradict or explain the allegations;
 - c. Provide the Bylaw Enforcement Officer or their representative an opportunity to make representations by way of argument at the hearing.
 - e) Upon conclusion of the investigation into the complaint against the Bylaw Enforcement Officer, Council shall dispose of the complaint by making one of the following decisions:
 - a. Complaint is unfounded: on basis of a thorough investigation, it has been determined that the complaint has no merit or basis;
 - b. Complaint is unsubstantiated: on the basis of a thorough investigation, it has been determined that there is insufficient evidence to determine the facts of the complaint and that it may or may not have occurred;
 - c. Complaint has merit in whole or in part:
 - i. "in whole" – the Bylaw Enforcement Officer involved engaged in misconduct in regards to the entirety of the complaint;
 - ii. "in part" – the Bylaw Enforcement Officer involved engaged in misconduct in regards to a portion of a complaint but not in its entirety.
- 3. Council will provide the complainant with written notification if they choose to refuse to

investigate or discontinue the investigation for the following reasons:

- a) The complainant is determined to be frivolous, vexatious or made in bad faith;
 - b) The complaint is determined not to be a complaint regarding the conduct of the Bylaw Enforcement Officer but rather a complaint regarding the interpretation or supplication of legislation, the outcome of an investigation or an action taken as a result of an investigation by the Bylaw Enforcement Officer;
 - c) Having regard to all the circumstances, no investigation is deemed necessary.
4. If Council deems the Bylaw Enforcement Officer guilty of misconduct, Council shall in writing with reasons:
- a) Reprimand the Bylaw Enforcement Officer;
 - b) Suspend without pay the Bylaw Enforcement Officer from acting as a Bylaw Enforcement Officer for the Municipality for a term not exceeding six months;
 - c) Terminate the appointment of the Bylaw Enforcement Officer.

F. MISCONDUCT

- 1 For the purpose of the Bylaw Enforcement Officer Bylaw misconduct shall constitute;
- a) Acts in a disorderly or inappropriate manner, likely to bring discredit upon the reputation of law enforcement;
 - Contravening:
 - i. An Act of the Parliament of Canada;
 - ii. An Act of the Legislation of Alberta;
 - iii. Any regulation made under an Act of either the Parliament of Canada or the Legislature of Alberta;
 - (i) Where the contravention is of such a character that it would be prejudicial to discipline or likely to bring on the reputation of law enforcement;
 - ii. Withholding or suppressing a complaint or report made to a Bylaw Enforcement Officer;
 - iii. Differential application of the law or exercise of authority on the basis of race, colour, religion, sex, physical disability, marital status, age, ancestry, or place of origin.
 - b) Neglect of duty; without lawful excuse to promptly or diligently perform their duties as a Bylaw Enforcement Officer;
 - c) Deceit; where the Bylaw Enforcement Officer:
 - i. Willfully or negligently makes or signs a false, misleading or inaccurate statement or entry in any official document or record;
 - ii. Without lawful excuse destroys, mutilates or conceals an official document or record or alters or erases any entry therein;
 - d) Breach of confidence; where the Bylaw Enforcement Officer divulges any matter which is their duty to keep in confidence;
 - e) Corrupt practice; where the Bylaw Enforcement Officer:
 - i. Fails to account for or make prompt and true return of money or property received in an official capacity
 - ii. Directly or indirectly solicits or receives a payment, gratuity gift, pass, subscription or testimonial related to the discharge of duty;
 - iii. Places themselves under a financial, contractual or other obligation to a person of whom it could reasonably be expected they may be required to report or give evidence;

- iv. Without lawful excuse use their position as a Bylaw Enforcement Officer for their own or another person's personal advantage;
- f) Consumption of or use of intoxicants while on duty.

G. SEVERABILITY

1. If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the Bylaw is deemed valid.

H. EFFECTIVE DATE

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

Read a first time this 21 day of September, 2021

Read a second time this 21 day of September, 2021

Read a third time this 26 day of October, 2021

Signed and made effective this 26 day of October, 2021

Mayor

Chief Administrative Officer

SCHEDULE "A"

Oath of Office

Village of Nampa Bylaw Enforcement Officers

[If Swearing]

I, _____, swear that I will diligently, faithfully and to the best of my ability execute according to law the office of Bylaw Enforcement Officer for The Village of Nampa.

So help me God.

Sworn before me in the _____ of)
_____, in the Province of Alberta, this)
_____ day of _____)

_____)
Commissioner for Oaths
in and for the Province of Alberta)

Signature

[If Affirming or Declaring]

I, Dianne Roshuk, solemnly affirm that I will diligently, faithfully and to the best of my ability execute according to law the office of Bylaw Enforcement Officer for The Village of Nampa.

Sworn before me in the Village of)
Nampa, in the Province of Alberta, this)
26 day of October)

_____)
Commissioner for Oaths
in and for the Province of Alberta)

Signature

BEING A BYLAW OF THE VILLAGE OF NAMPA IN THE PROVINCE OF ALBERTA TO ESTABLISH THE
DESIGNATED OFFICER POSITION OF THE MUNICIPAL ASSESSOR

WHEREAS Parts 9 through 12 of the *Municipal Government Act*, R.S.A. 2000 c M-26 outline the duties and responsibilities of an Assessor;

WHEREAS provisions of the *Alberta Qualifications of Assessors Regulation (Regulation 233-05)*, require that an Assessor must have certain minimum qualifications;

WHEREAS Section 210 of the *Municipal Government Act*, R.S.A. c. M-26 provides that a municipality may create a designated officer position to carry out certain duties and responsibilities;

AND WHEREAS Section 284 of the *Municipal Government Act*, R.S.A. 2000 c. M-26 requires that an Assessor be appointed as a designated officer;

NOW THEREFORE the council of the Village of Nampa, duly assembled, hereby enacts as follows:

1. **PURPOSE AND CITATION**

- 1.1 The purpose of this bylaw is to establish the designated officer position of Municipal Assessor and to designate powers, duties, and functions to that "position"
- 1.2 This bylaw may be cited as the "Municipal Assessor Bylaw"

2. **DEFINITIONS**

- 2.1 In this bylaw, unless the context otherwise requires:
 - a) "Assessor" means a person who has the qualifications set out for assessors in the *Municipal Government Act*;
 - b) "Chief Administrative Officer" means the Chief Administrative Officer of the Village of Nampa regardless of such title as may be assigned to that office by Council from time to time;
 - c) "Council" means the Council of the Village of Nampa;
 - d) "Village" means Village of Nampa;
 - e) "*Municipal Government Act*" means the *Municipal Government Act*, R.S.A. 2000 c M-26, as amended and repealed and replaced from time to time;

3. **REFERENCES**

- 3.1 References to any bylaws, statutes, or other enactments shall be deemed to include all amendments thereto, all regulations and orders thereunder, and any successor bylaws, statutes, or amendments

4. **OPERATIVE CLAUSES**

4.1 **Designated Officer**

The position of designated officer for the purpose of assessment and taxation is established, and the individual appointed to that position will have the title of "Municipal Assessor"

4.2 Appointment of Municipal Assessor

The Chief Administrative Officer will appoint a qualified individual to the position of Municipal Assessor and establish the terms and conditions of such appointment

4.3 Indemnity

Village of Nampa will indemnify the Municipal Assessor, provided that they act in a course and scope of their employment, and acts in good faith to comply with any applicable bylaw, statute or enactment.

4.4 Subdelegation

The Municipal Assessor is authorized to further delegate and to authorize further delegation of any powers, duties, and functions delegated to them under this or any other bylaw or resolution, to any employee of the Village of Nampa

4.5 Power of the Municipal Assessor

The Municipal Assessor will exercise the powers, duties, and functions as delegated to them by this bylaw and in accordance with Parts 9, 10, 11 and 12 of the *Municipal Government Act* and any regulations.

4.6 Accountability

The Municipal Assessor is accountable to the chief Administrative Officer for the exercise of all powers, duties, and functions delegated to the Municipal Assessor.

4.7 Authority

The Municipal Assessor may:

- a) Appoint an Acting Municipal Assessor to act during their absence;
- b) Establish and implement all policies, procedures, standards, and guidelines for all matters within their powers;
- c) Advise, inform, and make recommendations to Council about Council policies, procedures and programs as may necessary or desirable to carry out their

powers, duties, and functions

and;

- d) Prepare and submit to Council such reports and recommendations as may be required by Council.

4.8 The Municipal Assessor will:

- a) Prepare assessments and assessment rolls, and when required to do so by an auditor, in accordance with the procedures set out in the Alberta Assessment Quality Minister's guidelines, provide the auditor with any assessment – related information in the Assessor's custody or control.
- b) Provide any certificates or make any statutory declarations that are allowed or required under the Municipal Government Act or any other enactment or bylaw, resolution, or agreement, including certifying:
 - i) The assessment roll or any part of the roll;
 - ii) An assessment notice;
- c) Carry out the duties and responsibilities of an Assessor under the *Municipal Government Act*.

4.9 **Conflicts**

The provisions of this bylaw shall prevail in any case where there is a conflict between this bylaw and any resolution or bylaw of Council.

5 **Effective Date**

Bylaw 466 will come into force and effect when it receives third reading and is duly signed.

First reading given 21 day of September, 2021

Second reading given 21 day of September, 2021

Third reading given 26 day of October, 2021

Signed this 26 day of October, 2021

Mayor

Chief Administrative Officer



Agenda Item # 5.3

Request for Decision (RFD)
Council Meeting October 26, 2021

Topic: 2021 AUMA Convention in Edmonton Alberta on November 17 - 19, 2021

Background:

The AUMA 2021 Convention is taking place in Edmonton on November 17 -19, 2021 at the Edmonton Convention Centre. As of October 14, 2021 they are still planning for an in-person event; however, attendees must adhere to the provincial Restrictions Exemption program. This means that all delegates, speakers, contractors, and vendors will be required to show proof of full vaccination or proof of negative test result within 72 hours or an original medical exemption letter. Attendees will have to be masked at all times unless consuming food or beverages at a table.

Administration has previously registered 2 attendees and booked 2 rooms for attendees.

Administration needs to know if any councilors are interested in attending the convention

Administration Recommendation:

For discussion

5.3

cao@nampa.ca

From: Crystal Zevola <czevola@auma.ca> on behalf of Dan Rude <drude@auma.ca>
Sent: October 14, 2021 2:21 PM
To: Undisclosed recipients:
Subject: 2021 AUMA Convention Update

Good afternoon,

The 2021 AUMA Convention is right around the corner, taking place November 17 – 19, 2021 at the Edmonton Convention Centre. While we are excited to report that we are continuing to plan for an in-person event, we will adjusting our health and safety protocols to meet provincial restrictions that are in place.

In order to continue with an in-person event, the Edmonton Convention Centre, along other partnering Sponsors' Networking Event venues, must adhere to the provincial Restrictions Exemption Program. This means that all delegates, speakers, contractors, government partners and trade show vendors will be required to show one of the following each time they enter a facility:

- Proof of full vaccination (both vaccination doses must be administered 14-days prior),
- Proof of negative, privately-paid test result within 72-hours of the time and day you are entering the facility, or
- An original medical exemption letter.

Please note, as per the REP requirements copies of medical exemption letters will not be accepted - it must be the original letter. Results from Alberta Health Services tests are not permissible.

If your privately-paid testing is completed after 1:00 p.m. on Tuesday, November 16, those test results will permit your attendance for the remaining 72-hours of Convention - so, until the event closes on Friday, November 19. However, if your test is completed prior to Tuesday, November 16, those test results will not be valid for admission into the Edmonton Convention Centre on Friday as the 72-hour will have lapsed. You will require a new, privately-paid test prior to Friday's session.

We will also be following the current mask bylaws in place, which require attendees to be masked at all times unless consuming food or beverage at a table. Please note, eating and drinking are only permitted while at a table, either seated or standing. We thank you, in advance, for your cooperation.

If you have any questions or concerns ahead of our event, please contact events@auma.ca. We look forward to being together next month.

Dan Rude | Chief Executive Officer
ALBERTA URBAN MUNICIPALITIES ASSOCIATION

D: 780.431.4535 | C: 780.951.3344 | E: drude@auma.ca
 Alberta Municipal Place | 300-8616 51 Ave Edmonton, AB T6E 6E6

Toll Free: 310-AUMA | 877-421-6644 | www.auma.ca



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October 7, 2021

Dear Mayor and Council,

Nampa/Northern Sunrise County Community Services is organizing the annual Christmas Gift Card Program. The goal of the program is to assist individuals and families who may be experiencing financial hardships during the holiday season. The program can be accessed by residents from Northern Sunrise County and the Village of Nampa. To access the program residents are asked to visit or call their local Nampa/Northern Sunrise County Family and Community Support Services (FCSS) office to nominate others or to find out how they can benefit from the confidential Christmas Gift Card Program.

Gift cards are used so that those who are in need can best choose the items needed for them and/or their family.

We rely on donations from local government, community organizations and individuals to facilitate this program. The amount of the Christmas gift cards provided to each applicant is dependent on the amount of donations and applications received.

In 2020, we served 72 individuals and families through the Christmas Gift Card Program. Of the 72 served, 23 were from the Village of Nampa.

We would like to request a financial donation, of your choice from the Village of Nampa for the 2021 Christmas Gift Card program. In 2020, we received \$500 from the Village

I want to thank the Village of Nampa Council for their past financial contributions and continued support of our programs and services.

Amber Houle
Director of Community Services
Nampa/Northern Sunrise County Community Services



Agenda Item # 5.5

Request for Decision (RFD)
Council Meeting October 26, 2021

Topic: 2022 Interim Operating and Capital Budgets

Background:

Administration is looking at setting dates for the 2022 Interim Operating and Capital Budget discussions. Proposed meeting dates are November 22nd & November 23rd

Administration Recommendation:
For discussion



Agenda Item # 5.7

Request for Decision (RFD)
Council Meeting October 26, 2021

Topic: 2021 Bi Election

Background:

A councilor has resigned from the Village of Nampa council. Council needs to set a date for a bi election and nomination day.

Administration Recommendation:

That council set the bi election date of November 29, 2021, with the nomination day of November 1, 2021



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					
20210422	2021-09-17	TELUS COMMUNICATIONS INC.	2021 JULY SEPT 2021	PAYMENT JULY BILLING 2021 SEPT PHONE BILLING CAO	105.47 105.47	210.94
20210423	2021-09-27	ELLSWORTH DIGITAL LTD	312	PAYMENT COUNCIL CHAMBERS ELECTRIC	220.50	220.50
20210424	2021-09-27	GOVERNMENT OF ALBERTA, LAND TITLES	SEPT 15 2021	PAYMENT DISCHARGE OF TAX NOTIFICATI	30.00	30.00
20210425	2021-09-27	HI TECH BUSINESS SYSTEMS	1631315	PAYMENT CONTRACT BILLING	94.17	94.17
20210426	2021-09-27	MACMILLAN CONSTRUCTION	181-21	PAYMENT LANE DRAINAGE PROJECT 2021	156,763.77	156,763.77
20210427	2021-09-27	MUNICIPAL INFORMATION SYSTEMS	20211343 20211439	PAYMENT MONTHLY SUPPORT OCTOBER ; OUT OF SCOPE SUPPORT BENE	587.82 315.00	902.82
20210428	2021-09-27	NAMPA & DISTRICT AGRICULTURAL SOCIETY	2021	PAYMENT ANNUAL ALLOTMENT 2021	81,000.00	81,000.00
20210429	2021-09-27	NAMPA FOODS LTD	AUG 2021	PAYMENT WATER PURCHASE PUBLIC WOF	8.80	8.80
20210430	2021-09-27	NAMPA GOLDEN PIONEERS DROP-IN CENTRE	2021	PAYMENT FINANCIAL ASSISTANCE TOWAR	3,000.00	3,000.00
20210431	2021-09-27	NAMPA MINOR HOCKEY	Sept 2021	PAYMENT DONATION 2021	1,000.00	1,000.00
20210432	2021-09-27	NAMPA SCHOOL ENHANCEMENT SOCIETY	2021 SEPT	PAYMENT 2021 DONATION	1,000.00	1,000.00
20210433	2021-09-27	NEW WATER LTD.	244	PAYMENT PARTNER BILLING JULY & AUGU	23,094.81	23,094.81
20210434	2021-09-27	SWEETMAN GROUP	2777	PAYMENT OUTDOOR FITNESS EQUIP FOR	7,647.78	7,647.78
20210435	2021-09-27	WORKERS COMPENSATION BOARD	25080314	PAYMENT WCB PREMIUMS SEPT 2021	1,469.33	1,469.33
20210436	2021-09-29	ROSHUK, DIANNE G				
20210437	2021-09-29	MATIASIEWICH, SHIRLEY A				
20210438	2021-09-29	SURMAN, STEVE C				
20210439	2021-09-29	MCNEIL, JEREMY D				
20210440	2021-09-29	MATIASIEWICH, EVAN M				
20210441	2021-09-29	BULFORD, QUINTON				
20210442	2021-09-29	NOVAK, CHERYL				
20210443	2021-09-29	BUTZ, CLYNTON				
20210444	2021-09-29	SKRLIK, PERRY				
20210445	2021-09-29	MURPHY, CARSON				
20210446	2021-09-30	LOCAL AUTHORITIES PENSION PLAN	September 2021	PAYMENT LAPP DEDUCTIONS SEPTEMBE	4,889.89	4,889.89
20210447	2021-09-30	MATIASIEWICH, EVAN	2021	PAYMENT MILEAGE COUNCILLOR	27.00	27.00
20210448	2021-09-30	RECEIVER GENERAL - PAYROLL	2021 September	PAYMENT RECEIVER GENERAL DEDUCTIO	6,975.86	6,975.86
20210449	2021-09-30	TOKER, TEENA	Sept 2021	PAYMENT CUSTODIAN SERVICES SEPT 20	137.50	137.50



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Cheque Listing For Council

6.1a

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20210450	2021-09-30	ATB FINANCIAL MASTERCARD		PAYMENT		5,709.02
			Aug 19 21	HOLLYHOCKS FLOWERS	136.50	
			Aug 20 21	AUMA CONFERENCE	1,260.00	
			Aug 27 21	MOTOR FINNING	365.85	
			Aug 31 21	BELT	7.34	
			Sept 13 21	ZOOM MUSEUM	21.00	
			Sept 2 21	INTERNIC	20.95	
			sept 3 21	PLAYGROUND GUYS MILL BR EC	3,823.89	
			Sept 9 21	TARP	73.49	
20210451	2021-10-01	IWANTWIRELESS CA LTD		PAYMENT		52.45
			126446	INTERNET MUSEUM	52.45	
20210452	2021-10-04	TELUS COMMUNICATIONS INC.		PAYMENT		413.17
			4468 09	PW SHOP PHONE LINE	93.66	
			4642 09	VILLAGE OFFICE PHONE LINES	179.59	
			7953 09	FIRE DEPT PHONE	69.85	
			9885 09	OFFICE FAX	70.07	
20210453	2021-10-07	TELUS COMMUNICATIONS INC.		PAYMENT		110.80
			2021 Sept	MUSEUM PHONE	110.80	
20210454	2021-10-12	CAMPUS ENERGY PARTNERS LP		PAYMENT		601.02
			Sept 2462ZC	SEPTEMBER 2021 GAS BILLING	601.02	
20210455	2021-10-12	ALBERTA QUEEN'S PRINTER		PAYMENT		60.85
			S094417	LOCAL GOVT STATS & UPDATES	60.85	
20210456	2021-10-12	KAIZEN LAB		PAYMENT		312.38
			63480	LEAD MANAGEMENT PLAN 2021	312.38	
20210457	2021-10-12	MACMILLAN CONSTRUCTION		PAYMENT		13,916.25
			202-21	2021 LANE DRAINAGE	13,916.25	
20210458	2021-10-12	MURPHY, CARSON		PAYMENT		625.10
			SEPT 21	REIMBURSEMENT FOR PURCHA	625.10	
20210459	2021-10-12	MYRON		PAYMENT		331.51
			210784419	2022 DATELOG BOOKS	331.51	
20210460	2021-10-12	NAMPA FOODS LTD		PAYMENT		27.28
			SEPT 16	PW COFFEE SUPPLIES/WATER	27.28	
20210461	2021-10-12	PEACE REGIONAL WASTE MANAGEMENT COMF		PAYMENT		1,162.11
			22699	TRANSFER STATION SEPTEMBE	619.48	
			22700	TIPPING FEES SEPTEMBER 202'	542.63	
20210462	2021-10-12	PETTY CASH		PAYMENT		57.70
			01	POSTAGE	23.63	
			02	SIGNS, BATTERIES WATER, TISSI	44.07	
20210463	2021-10-12	RMRF BARRISTERS SOLICITORS		PAYMENT		2,083.49
			Sept 2021	LEGAL FEES SEPT 2021 ROCK R	2,083.49	
20210464	2021-10-12	TOKER, TEENA		PAYMENT		9.39
			2021	REIMBURSEMENT FOR OFFICE I	9.39	
20210465	2021-10-12	TRI LINE CONTRACTING SERVICE		PAYMENT		9,796.50
			5248	STORM LINE FLUSHING RE CAM	9,796.50	
20210466	2021-10-12	VALLEY PRINTERS LTD.		PAYMENT		294.99
			4401	BALLOTS FOR 2021 MUNICIPAL I	294.99	
20210467	2021-10-12	VELOCITY ENGINEERING INC.		PAYMENT		7,125.04
			2936	LANE DRAINAGE IMPROVEMEN	7,125.04	
20210468	2021-10-12	VITAL EFFECT INC		PAYMENT		55.00
			8791	MONTHLY SUPPORT	55.00	
20210469	2021-10-12	NAMPA AUTO & FARM SUPPLY		PAYMENT		635.07
			220304	NUTS, GARBAGE BAGS, SPARK I	205.94	
			220644	REPAIRS TO 2009 GMC TRUCK	300.47	
			220838	COVERALLS, OIL	128.66	



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					
20210470	2021-10-13	ROSHUK, DIANNE G				
20210471	2021-10-13	SURMAN, STEVE C				
20210472	2021-10-15	BELL MOBILITY	8616 Oct 21	PAYMENT PW CELL PHONE	121.75	121.75
20210473	2021-10-15	CAMPUS ENERGY PARTNERS LP	1001419202109	PAYMENT ELECTRICITY BILL	2,921.35	5,233.51
			1001420202109	STREET LIGHTS	2,312.16	

Total 357,779.88

*** End of Report ***

Chief Administrative Officer Report
September 22, 2021- October 26, 2021

6.2

September 22 - NWL Board of Directors Meeting - Reviewed financials and passed 2022 draft budget. In depth discussion on the water taste & odour issue. Water has been tested and is safe to drink. Algae bloom linked to the strong odour, due to the higher temps of +40. * Letter from NWL included in correspondence, item # 7.6

October 8 - IC MOU Meeting with NSC
October 12 - Special meeting of Council
October 13 - Staff evaluation
October 15 - Vacation Day
October 18 - Municipal Elections
October 22 - Vacation Day
October 26 - Organizational Meeting
October 26 - Regular Council Meeting

Upcoming Meetings/Events

October 27-29 - Scheduled Vacation time

November 16 - Regular Council Meeting
TBD - MMSA CAO Meeting

- Turned water off at dump & fill station
- Turned water off at campground - blow out lines
- Suck out water on all fire hydrants
- Moved all equipment & trucks for winter
- Removed all speed bumps - fill holes
- Took down old sign at Mill Brown Park - fill holes
- Removed old bench & cement legs at Centotaph
- Removed cement mount 7& post n old bird house at Centotaph - filled holes
- Level and haul away extra material from water break at 10103-99 Street
- Cut off steel tower base & legs at old office - fill holes
- Changed out water meter at Seniors Drop In Centre
- Leveled out roadway by Bumper to Bumper
- Lift up manhole 6 "to ground level on storm drain in trailer court
- Filled in pot holes around Village

September 10, 2021

Premier Jason Kenney
307 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

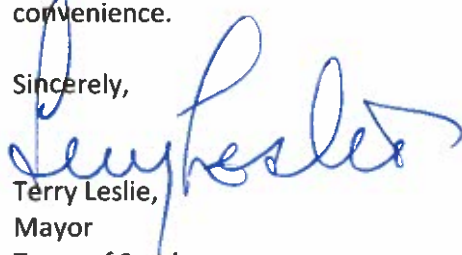
RE: ROYAL CANADIAN MOUNTED POLICE (RCMP) RETROACTIVE PAY

At our last council meeting on September 7, 2021, Council discussed the correspondence received earlier this summer from the Town of Claresholm requesting 'that the Alberta Government ensures that Alberta municipalities are not charged with assisting in funding the RCMP's retroactive pay when the agreement is complete. It should be up to the provincial and federal governments to deal with any shortfalls, and not to overload municipalities with further monetary strain.'

The Town of Sundre would like to echo this sentiment. The Town of Sundre is a municipality with a total population of under 3,000 citizens, the tax increase implication that would result from being required to pay retroactively to the RCMP would, especially after the economic effects of the pandemic, be too great a burden to place upon our taxpayers.

If you have any questions or concerns regarding this issue, please contact the undersigned at your convenience.

Sincerely,



Terry Leslie,
Mayor
Town of Sundre

TL/aj

c.c. Mr. Jason Nixon, MLA for Rimbey-Rocky Mountain House-Sundre
Alberta Urban Municipalities Association (AUMA)
AUMA Member Municipalities

September 10, 2021

Honourable Ric McIver
Minister of Municipal Affairs
320 Legislature Building
10800 – 97 Avenue
Edmonton, AB T5K 2B6

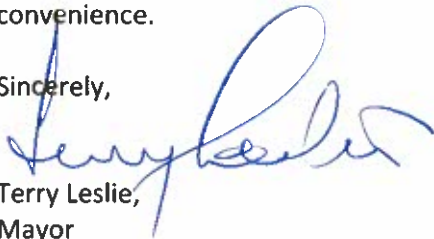
RE: CODE OF CONDUCT

At our last regular meeting of Council held on September 7, 2021, Council discussed correspondence received from the Town of Claresholm regarding the importance of continuing to keep the Council Code of Conduct Bylaw requirement as a legislated requirement.

The Town of Sundre would like to stand in solidarity with the Town of Claresholm and along with them, 'respectfully request that your ministry make sure that consultation with municipalities in Alberta is completed prior to any major changes being made to remove the requirement of the Councillor Codes of Conduct. We agree that having a requirement for municipalities to have a Code of Conduct Bylaw in place provides a framework for Council member's behaviour and provides each Council direction and guidance for dealing with any contentious issues that may arise. It is imperative that the option of imposing sanctions on Council members continues as necessary to support this process. The Town of Sundre requests that the Council Code of Conduct Bylaw requirement remains mandatory.'

If you have any questions or concerns regarding this issue, please contact the undersigned at your convenience.

Sincerely,



Terry Leslie,
Mayor
Town of Sundre

TL/aj

c.c. Mr. Jason Nixon, MLA Rimbey-Rocky Mountain House-Sundre
Alberta Urban Municipalities Association (AUMA)
AUMA Member Municipalities

Board Meeting Highlights September 18, 2021 (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 held a full Board meeting on 18 September over Zoom.

There were no policy revisions approved at this meeting.

The CEO reported that some pandemic restrictions in libraries have resumed with restrictions to programming and entrance requirements. Municipal Affairs and the PLSB are conducting virtual engagement sessions with stakeholders such as libraries, board members, associations and node representatives. Sessions continue through September on four separate topics and all are invited to attend and give feedback. The Plan of Service draft is ready for the Committee to review and approve for referring to the Executive Committee. Two staff members are leaving and advertising has begun to fill those openings.

The Consulting Services Manager reported that 21 PLS libraries participated in the TD Summer Reading Program, with an additional 13 libraries running independent programs. The 2021 Stronger Together conference will again be held online this year, 22-24 September. Consulting visits for the fall are being planned now for Fall. With usage of eBooks and eAudiobooks continuing to increase and other digital resource use declining, decisions were made to re-allocate resources and cancel some low usage databases. Digital learning modules on how to use e-resources are available on Niche Academy. Indigenous services continue with Candace Cardinal coming on staff full time.

The IT Services Manager reported that the Polaris upgrade to version 7.0 has been completed and it has addressed the issues with the previous version. The transition to SuperNet 2.0 has been completed with the exception of four libraries who need some infrastructure upgrade, they will be completed in 2022. The internet bandwidth at PLS Headquarters has also been increased from 200 to 500 Mbps, which increases the speed in the libraries as well. Overdue fines have now been reinstated for those libraries who charge them.

The Technical Services Manager reported that the backlog in both Acquisitions and Cataloguing have been addressed and the department is now functioning within acceptable time parameters. One cataloguer who has been off on leave has resigned that position. The courier stop in Clairmont for the new book lockers at the Wellington Resource Centre has been implemented.

Ken Allan from the PLSB presented on the virtual engagement sessions and five-year long service awards were presented to Joy McGregor and Anna Underwood.

Quick Facts 2021

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
Albert Poetker
Peter Frixel
Ray Skrepnek
Stan Golob
Lindsay Brown
Meesha Bainton
Chris Thiessen
Linda Waddy
Roxie Chapman
Dennis Sukeroff
Brian Gilroy
Camille Zavisha
Brad Pearson
Sunni-Jeanne Walker
Marie-Anne Jones
Cheryl Novak
Belinda Halabisky
Brendan Powell
Sandra Eastman
Elaine Manzer
Roxann Dreger
John Moen
Isak Skjaveland
Harry Ezio
Joy McGregor
Elaine Garrow
Raoul Johnson
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
County of Grande Prairie
MD of Greenview
Town of Grimshaw
Town of High Prairie
Village of Hines Creek
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
Village of Rycroft
Saddle Hills County
Town of Sexsmith
Town of Spirit River
Town of Slave Lake
MD of Spirit River
MD of Smoky River
Town of Valleyview
Town of Wembley

Regrets:

Vacant
Vacant

Village of Donnelly
Village of Girouxville

Absent:

Brent Anderson
Reta Nooskey

Michelle Farris

Town of High Level
Paddle Prairie Métis
Settlement
Town of Rainbow Lake

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

Subject: 2020 Municipal Indicator Results

Dear Chief Administrative Officer,

Beginning in 2017, Alberta Municipal Affairs started reporting on a new performance measure, which identified the percentage of municipalities that were deemed to be "not at risk" based on financial and governance risk indicators. This performance measure was developed in consultation with stakeholders, and is used as a benchmark for measuring the ministry's efforts to ensure Albertans live in viable municipalities and communities with responsible, collaborative and accountable local governments.

Each of the thirteen indicators has a defined benchmark, and a municipality will be deemed "not at risk" as long as it does not trigger a critical indicator or three or more non-critical indicators. Municipal Affairs will publish the 2020 Municipal Indicator Results report for municipalities that are deemed "at risk" on the open government portal in early 2022 (<https://open.alberta.ca/publications/municipal-indicator-results>).

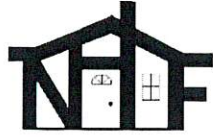
The municipal indicator results from 2016 to 2020 for all municipalities are available on the online Municipal Indicator Dashboard on the Municipal Indicators webpage (www.alberta.ca/municipal-indicators.aspx).

The ministry has compiled and verified the data collected from Alberta's municipalities for the 2020 financial year and is pleased to inform you that your municipality did not trigger the required number of indicators to appear in this year's Municipal Indicator Results report.

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

Yours truly,

Gary Sandberg
Assistant Deputy Minister



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 – Sept 1, 2021

Nominal Sum Properties

NPHF recently sold one of the properties in Berwyn and continues to receive calls from interested individuals; we have given tours of the properties in Grimshaw, Berwyn, and Blue Sky and have recently had interest in one of the Fairview properties as well. We have now sold 4 houses.

West View Condominium Project

No update currently.

Del Air Redevelopment

We have been presented with an updated draft of the pre-award document and are working through additional areas that require clarification. The goal is to have the final document presented to the planning group within the upcoming weeks.

General

Heritage Tower HVAC System Replacement

On July 12, 2021, we received approval for phase 1 of the replacement of the Heritage Tower HVAC system, which includes ventilation and water heating upgrades up to \$600,000.00. The tendering process is complete, and contracts were sent to the province for final approval. We have yet to hear word.

We have been in contact with the engineering company to see if they would be able to get started on manufacturing the make-up air units, but they require a 50% deposit in the amount of \$170,000.00. Due to the delays in getting this project approved and wanting to get the work done before December, we inquired as to whether NPHF could pay the deposit and get reimbursed by the province. Unfortunately, the Alberta Government does not allow for the use of down payments and work does not start without an approved contract in place.

Round Table Discussion with the Honorable Minister Pon

On Tuesday, August 24, 2021, from 9:00 a.m. – 10:30 a.m., I attended a roundtable discussion at Lakeview Seniors Lodge in Clairmont, with the Honorable Minister Pon, several of her team members, including Executive Director of Housing Operations Dean Lussier, MLA Tracy Allard, in addition to numerous seniors and housing representatives from the North region.

As we start re-connecting and rebuilding, Minister Pon was interested in how Alberta Seniors and Housing can continue to support seniors and Albertans with low income, and organizations like ours that support them. She asked us to share our ideas and concerns as we continue to work in partnership.

Minister Pon started the conversation with an overview of what Alberta Seniors and Housing is focusing their efforts on now and into the near future including educational webinars provided by the department, Elder Abuse initiatives, the Affordable Housing Review and the resulting 19 recommendations, and the Collaborative Online Resources and Education (CORE) website providing seniors the opportunity to go to one place to connect to over 860 registered organizations.

The approximately 18 representatives of various organizations then had the opportunity to introduce themselves and their organization to the group and briefly share a good news story or concern. Topics of discussion included funding, the current Rent Assistance Benefit, and concerns that the rural areas are not eligible to receive the short-term Temporary Rent Assistance Benefit, COVID recovery, transfer of title of community housing units to increase borrowing capacity for larger projects, and red tape reduction with programs such as Capital Maintenance and Renewal and CMHC funding initiatives.

Minister Pon and her team answered questions, took notes, and were very candid about where they felt they may be able to offer assistance. The meeting went quickly and unfortunately, each group had a very limited time to speak as there was a tight schedule to keep.

Resident and Tenant Levels

As of the end of July 2021, we had a total of 164 lodge residents, up 3 from the month of June. Our lodge unit occupancy at the end of July was 71% of the 224 lodge units occupied.

We had 115 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 60 of the 63 units occupied at the end of July, up 2 from the month of June; our occupancy rate was 95%. We continued to have 5 out of the 8 trailers in Cadotte occupied at the end of July.

The Family Housing program had 81 of the 123 units occupied, down 1 from the previous month, and 21 of the 38 Rural units occupied, consistent with the month of June, with an overall occupancy of 63%.

We had 32 Rent Supplement recipients in the month of July, consistent with the month of June.

The Rent Assistance Benefit (RAB), formerly the Direct to Tenant Rent Supplement, is a long-term benefit which will continue to subsidize the rent for Albertans with low income. Households are eligible if they are below local income thresholds; subsidy amounts are calculated based on household income and local market rent.

The previous Private Landlord Rent Supplement is not reopening for new applications. Current recipients will be transitioned to the Rent Assistance Benefit, as funding agreements for those units expire.

Board Decisions:

The Board ratified the previously approved replacement of a new forced air heating system in a Grimshaw Family Housing Unit, and the furnace replacement in 2 Family Housing units, one in Peace River and one in Fairview, awarded to REDKO Refrigeration in the amount of \$13,500.00 plus GST.

The Board has directed that Corporate Policies, 1.6 Corporate Seal and 1.7 Foundation Name and Logo, be accepted as presented and that Corporate Policy 3.4 – Petty Cash Funds Assets be brought back to the next meeting for further consideration.



North Peace Housing Foundation

Strategic Plan 2021-2026



North Peace Housing Foundation
Everyone Has a Place to Call Home

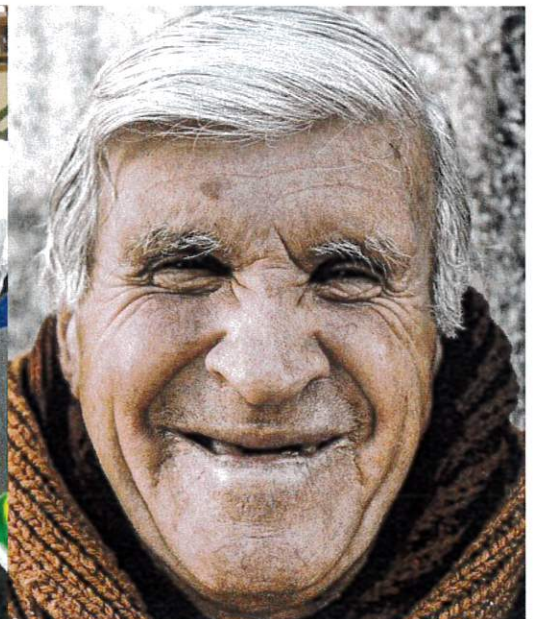
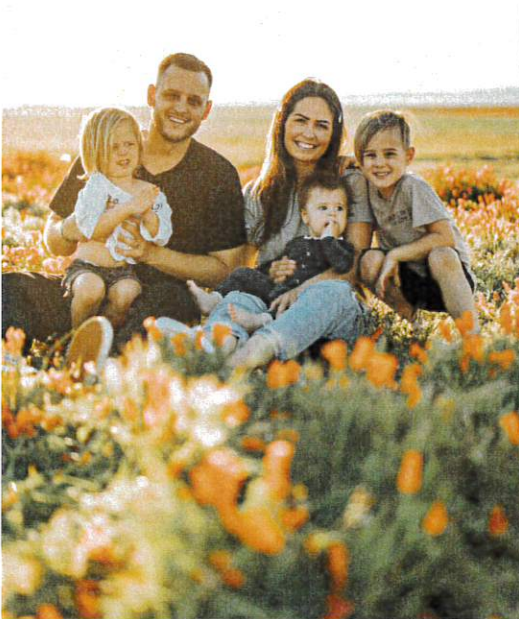
Message from the Board

The North Peace Housing Foundation Board of Directors believes that long-range strategic planning is a core function of its governance and leadership. Developed with support from the Senior Management team, the Strategic Plan provides overall direction to the Foundation in developing its Business Plan.

Effective Strategic Plans incorporate a clearly stated vision, mission, and values, along with well-defined goals that are measurable and attainable. Allowing for flexibility to respond to new information and emergent situations, this Plan focuses on client safety and well-being, operational priorities, and financial stability and accountability.

Reviewed annually, the Strategic Plan delivers long-term stakeholder value through clear planning and accountability.

It gives the Board great pleasure to share this plan with all stakeholders including clients, municipalities, community members, and staff.



North Peace Housing Foundation
Everyone Has a Place to Call Home

Mission, Vision, Values



Our Mission

To deliver quality, affordable, and supportive housing in healthy, safe, and inclusive communities.



Our Values

Honesty & Integrity

Always demonstrate strong ethical & moral principles with clients, co-workers, colleagues and the public.

Compassion & Respect

Consider and support the unique circumstances of our co-workers and our clients.

Accountability & Excellence

Achieve and maintain high standards of stewardship and fiscal responsibility.

Collaboration & Teamwork

Develop partnerships and relationships to achieve operational excellence.

Innovation & Empowerment

Encourage and reward creativity, welcoming ideas and acknowledging participants in this process.



Our Vision

Everyone has a place to call home.



North Peace Housing Foundation
Everyone Has a Place to Call Home

Our Programs and Sites

Supportive Living Accommodation (Lodge)

Del-Air Lodge - 49 units located in the Town of Manning
Harvest Lodge - 66 units located in the Town of Fairview
Heritage Tower - 82 units located in the Town of Peace River
Homesteader Lodge - 27 units located in the Village of Hines Creek



Senior Apartment Accommodation

Autumn Villa - 8 Self-Contained apartments in the Village of Berwyn
Garrison Manor - 46 Self-Contained apartments in the Town of Fairview
Greene Valley Apartments - 20 Self-Contained apartments in the Town of Peace River
Legion Court - 16 Self-Contained apartments in the Town of Grimshaw
Legion Place - 8 Self-Contained apartments in the Town of Grimshaw
Manning Seniors Apartments - 16 Self-Contained apartments in the Town of Manning
Nampa Legion Manor - 12 Self-Contained apartments in the Village of Nampa
Pioneer Village - 4 Self-Contained apartments in the Hamlet of Worsley

Seniors Affordable Housing Program

Garden Court Apartments - 63 Self-Contained apartments in the Town of Peace River

Community Housing Program

32 units in the Town of Grimshaw
81 units in the Town of Peace River
23 units in the Town of Manning
2 units in the Village of Berwyn
8 units in the Town of Fairview
2 units in the Village of Nampa



Rental Assistance Benefit

Sustainable Remote Housing Initiative

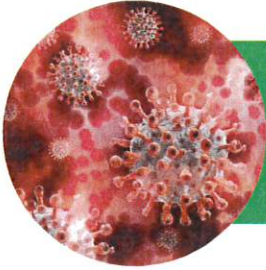
7 Sustainable Remote Housing Initiative units in the Hamlet of Cadotte Lake



North Peace Housing Foundation
Everyone Has a Place to Call Home

Strategic Plan

Our plans five strategies will guide the organization over the next five years.



1. Post COVID-19 Recovery



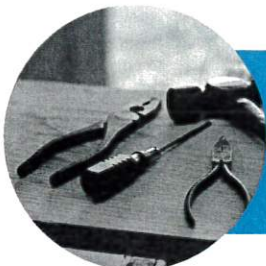
2. Innovative and Sustainable Funding Models



3. Develop and Foster Strong Partnerships



4. Organizational "Branding"



5. Capital Projects and Maintenance



North Peace Housing Foundation
Everyone Has a Place to Call Home



Strategic Goals and Objectives (2021-2026)

1

Post COVID-19 Recovery

Objectives

- 1.1 Investigate ways to respond to new circumstances brought on by the global pandemic, including reduced occupancy, and the health and well-being of our staff and clientele.
- 1.2 Focus promotional and communication efforts on the benefits, safety, and security of Lodge living.
- 1.3 Address the present economic reality while concentrating on the future, being creative to ensure progress, and advancing our ability to provide our clients with the services they want and need.

2

Innovative and Sustainable Funding Models

Objectives

- 2.1 Actively explore other, potentially innovative, sources of revenue in light of current economic realities and challenges, including limitations on our regional tax base.
- 2.2 Review all aspects of current operations to find potential efficiencies and innovative cost saving opportunities.
- 2.3 Balance the desires of our clients, with consideration of restricted budgets, by incorporating prudent planning and optimization of financial resources.



North Peace Housing Foundation
Everyone Has a Place to Call Home

3

Develop and Foster Strong Partnerships

Objectives

- 3.1 Work on effective communications with municipalities to provide clarity on business operations and strengthen existing relationships.
- 3.2 Understand and strengthen partnerships with community stakeholders and agencies to better serve our existing and future clients.
- 3.3 Continue to work with other Housing Management Bodies, Health and related associations to develop relevant standards and efficiencies.

4

Organizational "Branding"

Objectives

- 4.1 Continue with our communication efforts to enhance our perception in the public through social media, public events (post COVID) such as tradeshow, seniors' fairs, etc.
- 4.2 Prioritize "curb appeal" of properties to better reflect the well-maintained, clean and attractive interiors of our units, resulting in an increase of our overall occupancy rates and a sense of pride in residency.
- 4.3 Continue to focus on consistency across the Foundation in all areas.

5

Capital Projects and Maintenance

Objectives

- 5.1 Focus on the Del-Air Lodge redevelopment project as it is key to the ability of the Foundation to offer adequate capacity to serve seniors in their respective communities. Construction should begin in the spring of 2022.
- 5.2 Move forward with the Westview development while considering the rising cost of materials when timing future development.
- 5.3 Work with the province in prioritizing the maintenance of aging assets to safely meet the current and future needs of our clients.



Accountability

This Strategic Plan was prepared in accordance with Board Governance Policy 3.6 Annual Strategic Planning Meeting.

Reviewed annually in April of each year, the Strategic Plan provides overall direction of the Foundation in developing the Business Plan.

The Chief Administrative Officer is responsible for the implementation of the goals of the Strategic Plan.



North Peace Housing Foundation
Everyone Has a Place to Call Home



76

Bag 1300
Peace River, AB T8S 1Y9
Administration: 780.624.0013
Fax: 780.624.0023

September 24, 2021



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

Dear Mayor & Council:

RE: Odour and Taste Concerns with NEW water Ltd. (NwL) Water Supply

At the Board of Directors Meeting on September 23, 2021, the Board of Directors had an in-depth discussion around the recent issues of the water sold by NwL, specifically about the odour and poor taste of the water that was being supplied to the partners.

Administration provided a full report to the Board as follows:

- On or about August 4, 2021 there was an overfeed of Chlorine at the Water Treatment Plant (WTP). The higher than usual dose of Chlorine upset the balance ratio of Chlorine to Ammonia, which resulted in an odour and taste issue. This computer issue has been resolved and processes are in place to prevent this happening in the future.
- This water had to feed through the entire water system so users of the water system may have experienced some odour and taste issues in this respect.
- Further investigation also led to Administration finding that the reservoir at the WTP had an algae bloom which also contributed to the odour and taste issue that some users experienced. This algae bloom occurred from the extremely hot weather that occurred this summer. This is the first time that this has occurred since the WTP began operating and Administration has put in equipment and processes to prevent this in the future.
- Following this finding, Administration began pulling water directly from the river intake into the water treatment plant for filtration and into the water network which has resulted in the removal of the odour and poor tasting water. This will bypass the reservoir. However, users may still experience poor odours and taste for a few weeks.
- On September 22, 2021 Administration began flushing the waterlines as part of their annual maintenance and to hopefully alleviate the odour and poor tasting water that users were having. Flushing of the lines will take several days.
- Administration has requested approval from Alberta Environment to drain the reservoir so that the algae bloom can be removed fully. Once emptied the reservoir will be refilled for use.

... 2

Throughout this time of poor odour and water tastes, the water has always been safe for consumption. Our water is tested consistently and has continued to pass all required provincial testing. We know that it may have smelled poor and that the taste was not what you or your users are used to; however, it was safe to use.

The Board of Directors of NwL apologizes to the partners for the inconveniences and frustration that this has caused you and your users. We pride ourselves on the excellent water that we provide to our partners and are still extremely proud of the product that we deliver. This is the first time since operations began that we have had to navigate through these unfortunate issues.

In an effort to provide some small compensation to the partners for these issues, the Board of Directors made the following motion:

MOVED by Director Rodrique that the Board directs Administration to provide a one-time refund of \$86,750 to be distributed amongst the NwL partners as follows:

- Lubicon Lake Band - \$6,750
- Northern Sunrise county - \$50,000
- Village of Nampa - \$10,000
- Woodland Cree First Nation - \$20,000

CARRIED

The above amounts reflect approximately a one-month refund to each partner of a regular two-month billing cycle for water that was purchased from NwL. Each partner may choose how they wish to use the funds that are provided to them.

On behalf of the Board of Directors of NwL, thank you for your patience and understanding in this matter.

Sincerely,



Carolyn Kolebaba
Chairperson
NEW water Ltd.