



Agenda
Village of Nampa
Council Meeting
November 15 2022
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 October 18, 2022

4. Business Arising out of the Minutes

- 4.1

5 New Business

- 5.1 7:00 pm with Cst Dave Brown - Update
- 5.2 7:20 pm with Bobbie Toker and Simon Lavoie, Nampa & District Ag Society Board Members
RE: Arena Operation
- 5.3 RFD: Policy FN-13-07 Travel and Subsistence
- 5.4 Minutes of Organizational Meeting held October 25, 2022
- 5.5 RFD: Delainah Walker, Board Chair Peace River School Division, October 19, 2022 RE: Joint
Board Municipality Meeting, February 1, 2023
- 5.6 RFD: Regional Assessment Review Board VON Rep
- 5.7 RFD: PREDA NTAB Open Invitation & NTAB Presentation& 2023 Invoice

6 Reports

- 6.1a Cheque Listing for Council # 20220422-20220458 October 18, 2022 - November 7, 2022
- 6.1b October 2022 Bank Rec
- 6.2 CAO Report
- 6.3 Public Works Report
- 6.4 Mayor/Deputy Mayor/Councillor Reports & Upcoming Meetings

7. Correspondence

- 7.1 Carolyn Kolebaba, Chairperson, New Water Ltd, October 6, 2022 RE: 2 023 Water Rate
Increase
- 7.2 Tammy Menssa, Executive Director, North Peace Housing Foundation, October 24, 2022 RE:
NPHF Board Synopsis, October 5, 2022
- 7.3 Rebecca Schultz, Minister of Municipal Affairs, October 28, 2022 RE: Introduction
- 7.4 Corinna Williams, Chair, PRWMC, November 3, 2022 RE: 2023 Budget Considerations

8. Closed Session

- 8.1 Privileged Information FOIP Section 27 (1)(a) (b) (iii) (c) (iii)

9 Adjournment



Agenda Item # 5.3

Request for Decision (RFD)
Council Meeting November 15, 2022

Topic:

Policy FN 13-07 Expense Renumeration

Background:

Policy FN 13-07 is outdated (last update was July 2007) and needs to be revised/updated. The policy also needs to reflect mileage rates set by Canada Revenue Agency Annually. Most other municipalities follow the rates set by CRA.

FN 13-07 Expense Reimbursement Policy Attached (old policy)

Administration Recommendation:

THAT council review and approve the revised FN Policy 13-07 Expense Reimbursement, now named FN Policy 13-07 Travel and Subsistence

Section: Travel and Subsistence
Replaces Policy FN-13-07

Date Approved: November 2022

PURPOSE:

The purpose of this policy is to provide guidelines for a fair and equitable means of reimbursing Council, Employees and Board Members for their travel and subsistence while at conferences, meetings, training seminars and other out of area business.

SCOPE:

This policy applies to all Employees, Councillors and Board Members of the Village of Nampa

DEFINITIONS:

1. "Business Expenses" shall include travel expenses, such as kilometres travelled, airfare, taxi services, accommodation, meals and parking.

GUIDELINES:

1. Expense Statements

- a. Requests for reimbursement for business expenses shall only be submitted via completed expense forms as provided by administration.
- b. Authorization for reimbursement of expenses shall be provided by the CAO or designate and Mayor. If the CAO or Mayor is absent and the expense statement must be approved, then the Acting CAO or Deputy Mayor may authorize (sign) the expense statement.
- c. Where expenses are reimbursed by another organization, the same expenses shall not be reimbursed by the Village.
- d. Where a claim for expenses exceeds what is outlined in the policy, or a conflict arises the matter shall be referred to Council for resolution during a closed portion of a regular Council meeting.
- e. Authorized expense statements are forwarded to Administration for processing.
- f. Monthly expense claims are to be submitted to Administration. Late monthly expense claims must be submitted no later than two (2) months following the month of incurring such expenses, or it shall be deemed that the Council member wished to forfeit their entitlement for that month.

2.Travel Expenses

Mileage and Airfare

- a. Kilometres travelled will be reimbursed at the per kilometre rate prescribed annually by the Canada Revenue Agency, as specified in Schedule "A" of this policy. Rates for mileage will be reviewed and adjusted annually by Council to reflect current trends in costs and indicated in Schedule "A."
- b. Kilometres travelled shall be calculated to and from the claimant's residence.
- c. For members of Council and Boards, kilometres travelled to and from the Village office will be reimbursed.
- d. Where business travel is required, the most direct, economical, and logical mode of travel shall be utilized.
- e. Where it may be more economical for a member of Council to lengthen his/her stay in order to benefit from reduced air fares, the member of Council, by mutual consent with the CAO or the Acting CAO, may do so and may claim the additional expenses and per diem upon approval.

- f. Where a member of Council chooses to use a mode of transportation other than that prescribed above, at the discretion of the CAO, reimbursement may be reduced to the equivalent value as though the mode of transportation prescribed above were used.
- g. A member of Council may select an alternate timeline, route, or mode of transportation to combine personal activities with Village business, but reimbursement for travel expenses shall be paid on the basis of the expenses that would have been incurred had the trip been made using the prescribed timeline, route or mode.
- h. Air travel shall not exceed regular economy class rates where available.
- i. Travel outside of Canada shall be reimbursed in Canadian currency plus the applicable exchange rate.

Accommodation

- j. Accommodation expenses should normally be arranged prior and paid for by the Village credit card. Incidentals shall be paid for by the Employee, Councillor or Board Member prior to leaving the hotel.
- k. If an Employee, Councillor or Board Member chooses to arrange for private accommodation, a private accommodation per diem may be claimed in accordance with Schedule "A".

Meals

- l. Meal subsistence shall be paid to Councillors, Employees and Board Members at the rates outlined in Schedule "A." There is no requirement for the submission of meal receipts.

Miscellaneous Expenses (telephone, parking, taxi, etc.)

- m. Where expenses are incurred (such as for internet, taxi, or parking services) while on approved Village business, reimbursement may be claimed in accordance with this policy (receipts or transaction records must be submitted)
- n. Employees, Councillors and Board Members will not be reimbursed for telephone expenses except for hotel telephone charges. Where possible, Village - issued cell phones should be used to avoid excessive hotel levied charges.

1. Exclusions

- a. In the event that an Employee, Board Member, or Councillor attends an event that is hosted by a provincial or federal political party (such as a provincial fundraising function), the Employee, Board Member or Councillor shall not be reimbursed for any expenses incurred.

MAYOR

CAO

SCHEDULE A

Village of Nampa Expense Rates Effective November 2022

EXPENSE	RATE
Kilometres	\$0.61/km for the first 5000 kms driven; \$0.55/km driven after that * set by Government of Canada Travel Directive
Breakfast	\$ 25.00 * reviewed and determined by Council
Lunch	\$ 30.00 reviewed and determined by Council
Supper	\$ 35.00 reviewed and determined by Council
Private Accommodation	\$50.00 * reviewed & determined by Council

POLICY TITLE **FN 13-07 Expense Reimbursement**

POLICY PURPOSE:

To provide guidelines for the Expense Reimbursements

POLICY:

Expense reimbursement for persons acting on behalf of the Village of Nampa shall be in accordance with the following regulations:

REGULATIONS

- a.) A transportation allowance shall be paid to persons having received prior authorization to travel on Village of Nampa business.
- b.) The allowance for car travel shall be that established in the schedule of rates which is currently in force.
- c.) It is expected that when two or more persons are involved that the minimum number of cars will be used. Except for necessary travel within the area when one person is involved, the lesser of mileage or air fare will be paid.
- d.) The transportation allowance will not be paid for driving within the Village of Nampa .
- e.) Persons traveling by air under this policy may claim expenses for receipted taxi fares for Village of Nampa business.
- f.) Village Staff shall receive time off in lieu for attending Village business after normal working hours. i.e. training or meetings.

SUBSISTANCE ALLOWANCE

- a.) A subsistence allowance shall be paid to persons incurring expenses while acting on behalf of the Village of Nampa with prior approval.
- b.) A daily all inclusive expense allowance shall be paid, in accordance with the schedule of fees which is currently in force, to Councilors and staff for each day away from home when overnight accommodation is required. On days when lodging is required, meals will be paid at the rate established in this policy.
- c.) Receipted expenses for meals shall be reimbursed to the maximum of the rate established in the schedule of rates which is currently in force. Breakfast may be claimed if it is necessary to leave home before 7:30 A.M. Supper may be claimed if it is not possible to return home by 6:30 P.M. It is not necessary to substantiate meal expense claims with receipts.

Schedule of Rates - Expense Reimbursement

Travel Allowance

\$.50 cents kilometre

Accommodation

Receipted Hotel Accommodations

\$25.00 per night for accommodations in lieu of hotel charges

Meal Allowance

Breakfast - \$10.00

Dinner - \$15.00

Supper - \$25.00



**Minutes
Village of Nampa
Organizational Meeting
October 25, 2022 at 7:00 p.m.**

5.4

Present: Councillor Matiasiewich
Councillor Roshuk
Councillor Bielopotocky
Councillor Lee
Councillor Skrlík
CAO Dianne Roshuk

1. Call the meeting to Order

CAO Dianne Roshuk called the meeting to order at 7:07 p.m.

Official Oaths of Office were taken by all Councillors

2. Adoption of Agenda

MOVED by Councillor Skrlík that council accept the agenda as presented.

CARRIED

3.1. Election of the Mayor

CAO, Dianne Roshuk called for nominations for the position of Mayor.
Councillor Skrlík nominated Councillor Matiasiewich for Mayor. Councillor Matiasiewich accepted the nomination.

CAO Dianne Roshuk called for nominations for Mayor a second and final time.

As there were no further nominations for the position of Mayor, CAO Dianne Roshuk declared Councillor Matiasiewich as Deputy Mayor by acclamation and the meeting was then turned over to Mayor Matiasiewich.

CARRIED

3.2 Election of the Deputy Mayor

Mayor Matiasiewich called for nominations for the position of Deputy Mayor. Mayor Matiasiewich nominated Councillor Roshuk for Deputy Mayor. Councillor Roshuk accepted the nomination.

Mayor Matiasiewich called for nominations for position of Deputy Mayor a second and final time, there were no other nominations.

As there were no further nominations for the position of Deputy Mayor, Mayor Matiasiewich declared Councillor Roshuk as Deputy Mayor by acclamation.

CARRIED



Oath of Office

Oath of office was taken by Mayor Matiasiewicz and Deputy Mayor Roshuk

4. Board & Committee Appointments

MOVED by Councillor Bielopotocky that Council appoint the Council representatives as per the attached Boards and Committees list dated October 25, 2022.

5. Appointment of Weed Inspector

MOVED by Councillor Roshuk that Northern Sunrise County Ag Services be appointed as the weed inspectors for the Village of Nampa.

CARRIED

6. Appointment of Development Officer

MOVED by Councillor Roshuk that CAO Dianne Roshuk be appointed the Development Officer for the Village of Nampa.

CARRIED

7 Appointment of Assessor

MOVED by Councillor Lee that Council appoint Rod Guttinger with Northern Sunrise County as assessor for the Village of Nampa.

CARRIED

8 Appointment of Auditor

MOVED by Deputy Mayor Matiasiewicz that Council appoint Myers Norris Penny (MNP) as the auditors for the Village of Nampa.

CARRIED

10. Regular Council meeting dates

MOVED by Councillor Roshuk that the regular scheduled council meeting dates remain as every third Tuesday of the month at 7:00p.m.

CARRIED

11. Appointment of Financial Institution

MOVED by Councillor Lee that council appoint the Alberta Treasury Branch as the financial Institution for the Village of Nampa.

CARRIED



12. Signing Authority

MOVED by Councillor Skrlík that the signing authority for the Village of Nampa be the Mayor, and in the absence of the Mayor, the Deputy Mayor, together with the CAO **AND THAT** they be authorized to sign all cheques, documents and vouchers for the Village of Nampa.

CARRIED

13. Deputy Mayor Roshuk adjourned the meeting at 7:38 p.m.

Mayor Evan Matiasiewicz

CAO Dianne Roshuk



Peace River School Division



Board of Trustees

Chair

Delainah Walker

Vice Chair

Crystal Owens

Trustees

Marie Dyck

Lacey Buchinski

Moïse Dion

Lori Leitch

Robyn Robertson

Superintendent of Schools

Adam Murray

Deputy Superintendent

Jeff Thompson

Secretary-Treasurer

Rhonda Freeman

October 19, 2022

Mayor Evan Matiasiewicz
Village of Nampa
Box 69,
Nampa AB. T0H 2R0

Dear Mayor Matiasiewicz:

Re: Joint Meeting (hybrid) with the Peace River School Division (PRSD) Board of Trustees

The (PRSD) Board of Trustees would like to invite you, your council and CAO to participate in our annual Joint Board Municipality meeting scheduled for February 1, 2023, at 7:00 p.m. To make these meetings more meaningful, we have changed the format somewhat.

PRSD's purpose is to provide services and enhance student learning. To support our students, we partner with municipalities and others, i.e., Town of Grimshaw and Holy Family Catholic Regional Division; we have joint use agreements with several municipalities as well as other partners to provide trades training. Even with those partnerships, there are concerns, for example, lack of adequate funds for mental health supports for our students.

We are feeling the effects of lower enrollment in our schools which is an indication of a declining population in the region. Our government funding is tied to students, and we have no way to increase it but our costs are not going down. Carbon tax is one of the items that has to be paid but takes money out of the division with no return.

Are there issues municipalities are facing that the school division can assist you with in some way? We believe forming partnerships and supporting each other will be beneficial for everyone, especially our students.

A Google link will follow to RSVP to the meeting. Additionally, please add one or two items of concern in your municipality that you would like to discuss.

By working together we may come up with creative ideas which will benefit all of us. Please complete and submit the form by January 16, 2023. If you have any questions please contact Executive Assistant Chris Warne by email: warnec@prsd.ab.ca or by phone: (780) 624-3650 x 10140.

Our board looks forward to meeting with our municipal and town councils to discuss how we can work together to create opportunities for youth in our communities.

Sincerely,

A handwritten signature in black ink, appearing to read 'Delainah Walker', with a large, stylized loop at the end.

Delainah Walker
Board Chair
Peace River School Division

cc. CAO Roshuk



Agenda Item # 5.6

Request for Decision (RFD)
Council Meeting November 15,2022

Topic:

Assessment Review Board Joint Regional Agreement - VON Rep

Background:

The Village of Nampa entered into an Assessment Review Board Joint Regional Agreement with Clear Hills County, Northern Sunrise County, Town of Peace River, and the Village of Hines Creek in 2020 for the sharing of Assessment Review Board Members. Each member municipality with a population of less than 1000 is responsible for providing at least 1 board member to the Regional Pool. The appointment of a Board member at the 2022 Organizational Meeting was missed.

There is member training involved, however it is done virtually.

Administration Recommendation:

THAT council appoint a member to sit on the Regional Assessment Review Board

From: cao@nampa.ca
To: cao@nampa.ca
Subject: FW: PREDA 2023 Memberships - Invoices
Date: November 10, 2022 9:25:16 AM
Importance: High

PLEASE CLICK ON LINK BELOW FOR PRESENTATION THAT WE WILL DISCUSS AT COUNCIL

Corridor | Northern Transportation Advocacy Bureau <<https://www.northerntransportationadvocacybureau.com/>>

From: admin@peacecountrycanada.com <<mailto:admin@peacecountrycanada.com>>
 <admin@peacecountrycanada.com <<mailto:admin@peacecountrycanada.com>> >
 Sent: November 9, 2022 6:45 PM
 To: Dianne Roshuk - CAO Nampa <cao@nampa.ca <<mailto:cao@nampa.ca>> >; Perry Skrlík - Nampa PREDA
 <pskrlik@gmail.com <<mailto:pskrlik@gmail.com>> >
 Subject: FW: PREDA 2023 Memberships - Invoices
 Importance: High

Good Day Dianne and Council,

Attached is your PREDA 2023 Memberships Invoice. Please note that as of 2023 PREDA is required to charge GST on membership revenues.

NEW! We have pre-assumed your financial support for the Northern Transportation Advocacy Bureau on your invoice. Attached is an invitation to attend a Northern Transportation Advocacy Bureau open discussion meeting to showcase the purpose of NTAB and the international issues discussed at these meetings. If you do not support the efforts of NTAB please notify us and we will adjust your invoice accordingly.

Please review attached and feel free to contact me directly if you have any questions.

Much appreciated, Joni

Mary Joan Aylward - MSc, CBA

Research & Operations

10128 95th Ave

Grande Prairie, AB

T8V 0L4

780-527-6232

Video Link: <https://www.gotomeet.me/MaryJoanAylward> <<https://www.gotomeet.me/MaryJoanAylward>>

Teleconference: +1 (647) 497-9391 Access Code: 354-747-613

Website: <https://peacecountrycanada.com/> <<https://peacecountrycanada.com/>>



NORTHERN TRANSPORTATION ADVOCACY BUREAU

You Are Invited

November 18, 2022

10:00AM – 2:00PM

\$50 per Attendee (Cost Recovery - Lunch Included)

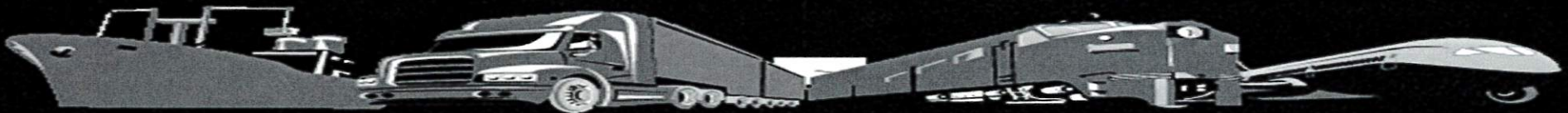
Dunvegan Motor Inn – Fairview, AB

NTAB is a committee of municipal northern transportation advocates housed under PREDA.

This committee discusses issues at the international level and how these events impact the PREDA region.

As a member of PREDA we invite you to come and learn what NTAB is working on, the topics we discuss, and our northern transportation advocacy efforts on behalf of our Region.

Please RSVP by: November 16, 2022 to reserve your seat / lunch





10128 95th Avenue
Grande Prairie, AB T8V 0L4

Invoice

Date	Invoice #
2022-11-09	643

E-mail admin@peacecountrycanada.com

Phone # 780-527-6232

Invoice To

Village of Nampa
Box 69
Nampa, AB T0H 2R0

Item	Description	Quantity	Rate	Amount
2023 PREDA Membership	PREDA Membership .75 cents per capita	364	0.75	273.00
2023 MPF	Municipal Project Fund .30 cents per capita	364	0.30	109.20
2023 NTAB	Northern Transportation Advocacy Bureau .50 cents per capita		1,000.00	1,000.00
	Min \$1000 Max \$5000			
	GST on sales		5.00%	69.11

Thank -you for your continued support!

Total	\$1,451.31
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GST/HST No. 856987656



VILLAGE OF NAMPA

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Cheque Listing For Council

6.1a

Cheque			Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date	Vendor Name				
20220422	2022-10-18	TELUS MOBILITY INC.	OCT 3972	PAYMENT CAO CELL PHONE BILLING	105.47	105.47
20220423	2022-10-25	BEKEWICH, JOANNE	OCT 2022	PAYMENT PAYMENT FOR LANDSCAPING W	325.00	325.00
20220424	2022-10-25	DANOE	13149 13181	PAYMENT FLUSHED SEWER LINES PER W/ FIX & REPLACE 2 CC VALVES AT	6,984.86 2,063.70	9,048.56
20220425	2022-10-25	DARN MACHINES SERVICES LTD	1947	PAYMENT CVIP ON GRAVEL TRUCK	483.00	483.00
20220426	2022-10-25	HAE	SI-2474	PAYMENT CONCRETE PAD WORK AT RV DI	5,547.15	5,547.15
20220427	2022-10-25	HI TECH BUSINESS SYSTEMS	1679583	PAYMENT CONTRACT MONTHLY COSTS	63.04	63.04
20220428	2022-10-25	KNELSEN SAND AND GRAVEL	IN344551	PAYMENT NEW BARRIERS - RV DUMP FILL	1,008.00	1,008.00
20220429	2022-10-25	MUNISIGHT LTD, MUNISIGHT LTD. ACCTS RECE	4310882	PAYMENT MONTHLY SOFTWARE SUPPORT	587.82	587.82
20220430	2022-10-25	NEW WATER LTD.	277	PAYMENT PSRTNER BILLING JULY & AUG: 21,258.90	21,258.90	21,258.90
20220431	2022-10-25	PEACE REGIONAL WASTE MANAGEMENT COMF	23391 23392	PAYMENT TRANSFER STATION SEPT 2022 TIPPING FEES SEPT 2022	902.40 1,030.61	1,933.01
20220432	2022-10-25	PHONECO INC	PR13212	PAYMENT ISSUE AT FIRE DEPT WITH ALAR	157.50	157.50
20220433	2022-10-25	RMRF BARRISTERS SOLICITORS	244596	PAYMENT LEGAL SERVICES	1,912.86	1,912.86
20220434	2022-10-25	SII 360 INC	2022250	PAYMENT CAMERAING & CUTTING OF PRC	21,805.25	21,805.25
20220435	2022-10-25	STARS FOUNDATION	oct 2022	PAYMENT ANNUAL DONATION	1,000.00	1,000.00
20220436	2022-10-25	TOKER, TEENA	2022 OCTOBER	PAYMENT OCTOBER 2022 CUSTODIAL SER	237.50	237.50
20220437	2022-10-25	VELOCITY ENGINEERING INC.	3388	PAYMENT ENGINEERING SERVICES WATEI	5,124.53	5,124.53
20220438	2022-10-27	ROSHUK, DIANNE G				
20220439	2022-10-27	MATIASIEWICH, SHIRLEY A				
20220440	2022-10-27	SURMAN, STEVE C				
20220441	2022-10-27	MATIASIEWICH, EVAN M				
20220442	2022-10-27	SKRLIK, PERRY				
20220443	2022-10-27	ROSHUK, AGNES M				
20220444	2022-10-27	LEE, SHARON L				
20220445	2022-10-27	BIELOPOTOCKY, BRIAN E				
20220446	2022-10-27	ROUSSEL, STEVE				
20220447	2022-10-28	ATB FINANCIAL MASTERCARD	Sept 2022	PAYMENT MASTERCARD CHARGES	1,443.37	1,443.37
20220448	2022-11-07	CANADIAN LINEN AND UNIFORM	5004121766	PAYMENT MONTHLY MAT RENTALS	223.54	223.54
20220449	2022-11-07	GOVERNMENT OF ALBERTA, LAND TITLES		PAYMENT		20.00



VILLAGE OF NAMPA

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Cheque Listing For Council

2022-Nov-8

9:27:51AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20220449	2022-11-07	GOVERNMENT OF ALBERTA, LAND TITLES	D00731Y	DISCHARGE OF TAX NOTIFICATI	20.00	20.00
20220450	2022-11-07	NAMPA FOODS LTD	38060	PAYMENT COFFEE SUPPLIES, CLEANING S	37.34	37.34
20220451	2022-11-07	NOVAK, CHERYL	October 2022	PAYMENT PAID MILEAGE TO ATTEND DR R	32.00	32.00
20220452	2022-11-07	RENTCO EQUIPMENT LTD. PEACE RIVER	514053-4	PAYMENT CAMERA SEWER SNAKE RENTAI	156.95	156.95
20220453	2022-11-07	RMRF BARRISTERS SOLICITORS	245826	PAYMENT LEGAL SERVICES FEES (ROCK F	9,682.58	9,682.58
20220454	2022-11-07	THIBAUT CONTRACTING LTD	2132	PAYMENT REPAIR OF FIRE HYDRANT ALON	10,455.50	10,455.50
20220455	2022-11-07	VITAL EFFECT INC	10201	PAYMENT MONTHLY	55.00	55.00
20220456	2022-11-07	NAMPA AUTO & FARM SUPPLY	241039 241380	PAYMENT MISC SUPPLIES, GLOVES, PTOV SPINDLE ASSY FOR MOWER	192.36 376.95	569.31
20220457	2022-11-07	LOCAL AUTHORITIES PENSION PLAN	OCTOBER 2022	PAYMENT LAPP DEDUCTIONS OCTOBER 2	3,284.10	3,284.10
20220458	2022-11-07	RECEIVER GENERAL - PAYROLL	2022 OCTOBER	PAYMENT OCOTBER 2022 RG DEDUCTION	5,876.73	5,876.73

Total 118,270.12

*** End of Report ***



Chief Administrative Officer Report
October 19, 2022- November 15, 2022

6.2

October 25 - Organizational Meeting

November 3 - CAO Meeting

November 3 - NSC Crime Watch Meeting

November 4 - Justice Chambers

November 11 - Attended Remembrance Day Service

November 15- Regular Council Meeting

Updates

- Village owned equipment - Cube Truck and Man Lift sold
- Demos - HAE will be starting the demos week of November 14, 2022
- Hydrant along Highway near 100 Street has been repaired, and is operational

Upcoming Meetings/Events

November 16 & 17 - 2023 Interim Budget Meetings

December 17 - Staff & Council Xmas Supper

December 20 - Regular Council Meeting

Vacation days - December 9, 21, 22, 23, 28, 30

NOV 2022 Public Works Month End Report

- remove old plant & christmas hangers from light poles - install new hanger brackets
- haul grass pile at lift station to dumping pit
- remove speed bumps
- turn off water at dump & fill station
- clean up yard site at public works
- take pictures & list old equipment for sale
- send camera down Carsons residence sewer line found 2 sewer line sags - repair job in spring
- water line repair on hydrant shut off valve next to B. Bottles residence - install new bolts on valve & hydrant base flange - all piping is badly corroded & in poor shape.
- install new flags at Cenotaph
- haul out floating pump & filter trailer for county pick-up.
- OCT 21, 2022 - Bobcat Skid Steer was taken to Rentco for inspection - PW having steering issues - Rentco found NO ISSUES - REPLACED MAIN HYDRAULIC FILTER AND INSPECTED FOR CONTAMINATION - NONE FOUND

Councillor Committee Report

Name: Brian Bielopotocky

Date: Nov/2022

Meetings/Events Attended:

Oct 18/2022 Council Meeting

Oct 25 Organization Meeting

Upcoming Meetings/Events:

Nov 15/2022 Council Meeting

Nov 16-17 Budget Meeting

Nov 23/2022 WAC Meeting



Councillor Committee Report

6.4

Name: Sharon Lee

Date: 11 10 22

Meetings/Events Attended:

Nampa & District Historical Society	Representative	Nov 8/ 22	Unable to attend
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Upcoming Meetings/Events:

Village of Nampa, Regular Meeting	Councillor	Nov 15/ 22	7:00pm
Village of Nampa, Interim Budget Meeting	Councillor	Nov 16/ 22	6:30pm
Economic & Tourism Development Committee, NSC	Representative	Nov 16/ 22	Unable to attend
Village of Nampa, Interim Budget Meeting	Councillor	Nov 17/ 22	6:30pm



Councillor Committee Report

6.4

Name: Evan Matiasiewicz

Date: November 9, 2022

Meetings/Events Attended:

November 1, 2022 - Peace Regional Waste Management

- Budget Discussions
- Industrial dumping has improved
- Potential new landfill site

Upcoming Meetings/Events:

November 16th & 17th - Budget

November 29, 2022 - RCMP

December, 2022 - Seniors

Councillor Committee Report

Name: Agnes Roshuk

Date: 11/10/22

Meetings/Events Attended:

11/01/22- Library Board.

Evan came by this meeting and he drew the winning ticket for our 50/50 draw and the winner was Ashley Barrett. We sold all the tickets so she got the full pay out of 4 grand. They are currently having trouble with the in floor heating and are having it looked at. Hopefully that won't be a too big expense.

11/03/22- Crime Watch Meeting.

Muctar and Anthony are still incarcerated. Report a poacher was there.

11/08/22- FCSS Meeting.

Things are running smoothly here. Next week is the annual conference in the city. I am not able to attend.

11/10/22- Senior Meeting.

I will report on this at the meeting, if there is anything to rep

Upcoming Meetings/Events:

11/10/22- Seniors Meeting

11/14/22- Daycare Meeting at Village Board room.

11/15/22- Council Meeting

11/16/22- Budget Meeting

11/17/22- Potential 2nd Budget Meeting

11/25/22- Peace Library System Meeting in GP



Councillor Committee Report

6.4

Name: Councillor Skrlik

Date: November 10, 2022

Meetings/Events Attended:

November 1 - Dr Retention Committee- They will not be asking for the annual \$1000.00 commitment , as they have sufficient funds at this time; Elaine Manzer was elected Chairperson of the Committee; changing formulas to figure out staffing; couple of members at large stepped down

Upcoming Meetings/Events:



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

October 6, 2022



Mayor & Council
Village of Nampa
Box 69
Nampa, AB T0H 2R0

Dear Mayor & Council:

RE: 2023 Water Rate Increase

At the Board of Directors Meeting on September 12, 2022 the 2023 operations and capital budget was reviewed and approved as amended. Included in this review, was the water rate that the Company bills to its partners. After the discussion, the Board passed a motion to increase the water rate by 4% for 2023. The new rate will be \$4.78/m³.

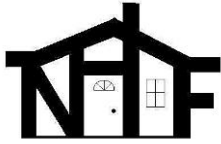
As discussed during the meeting, the actual cost of producing potable water is higher than the rate that the Board charges to its partners. This year's 4% increase on the water rate is due to the inflationary costs that are being experienced by NwL. Our costs continue to rise and we must continue to do incremental annual increases to keep the spread between our rates and what it costs us to produce potable water for our partners.

We look forward to working together over the next year.

Sincerely,



Carolyn Kalebaba
Chairperson
NEW water Ltd.



North Peace Housing Foundation

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

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

Email: tammy.menssa@nphf.ca

North Peace Housing Foundation Board Meeting Synopsis – October 5, 2022

1. Executive Director

COVID-19 Update

Heritage Tower Lodge remains in outbreak; the Foundation continues to take direction from the Medical Officer of Health and follows all outbreak and infection prevention protocols as directed by AHS.

Nominal Sum Properties

We continue to advertise the 3 remaining properties for sale.

Cadotte Lake Trailer Disposition

No update at this time.

West View Condominium Project

The Foundation has received 33 responses to the West View development survey. Administration will be reviewing the responses, analyzing the results, and determining next steps in the upcoming weeks.

Del Air Lodge Redevelopment

- Wood framing and concrete formwork continues.
- The work on the basement is on hold until the level of soil contamination is determined, and a reclamation plan is in place, resulting in further delays.
- Our regularly scheduled meeting on September 30 has been cancelled in recognition of National Truth and Reconciliation Day.

General

Heritage Tower HVAC System Replacement

- Crews arrived on site on Monday, September 26, and started disconnecting the existing system and preparing for the removal of the old equipment. This included assembling scaffolding on the southeast side of the building and opening up the air return to gain access into the 7th floor mechanical room.
- Concrete work for the placement of the new air conditioning units started on the southside of the building on the 26th as well.
- The crane arrived on site on Wednesday, September 28.
 - All residents on the 6th floor of the facility were evacuated as a precautionary measure.
 - The old equipment that had been disassembled previously was lowered down in a basket.

- The new equipment was lifted over the building in pieces and lowered onto the scaffolding located on the roof on the southeast side of the building. The new makeup air unit was then moved (rolled) into the 7th floor mechanical room and assembled.





Human Resources

The Foundation continues to post the Human Resources Manager position, as a suitable candidate has not been found.

We have posted for 2 Administrative Assistant positions: one for the Peace River Senior Portfolio, working out of the Heritage Tower Lodge, and one for the Fairview Senior and Social Housing Portfolio, working out of the Harvest Lodge. There has been an overwhelming response to the ads and interviews are being scheduled over the upcoming weeks.

Board Actions and Decisions

The Board directed Administration to proceed with the installation of the irrigation system at Garden Court.

The Board directed that a letter regarding environmental issues at the Del-Air Lodge be written and sent to the ministry.

The Board directed that the Acceptable Use of Technology Policy, the Capital Asset Valuation Policy, the Non-Sufficient Funds Policy and the Security of Cash and Cheques policies be accepted.

The Board completed the CAO Performance Review.

Tammy Menssa
Executive Director



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister**MLA, Calgary-Shaw*

October 28, 2022

Dear Chief Elected Officials and Public Library Boards:

I am honoured to serve as the new Minister of Municipal Affairs. I believe in the importance of local government to our province and its people, and I am excited to work with you to ensure Alberta's economic prosperity and strengthen the long-term viability of municipalities across the province.

As Minister of Municipal Affairs, I am committed to municipal capacity building, transparency, and accountability, which are essential elements for responsible local government. My ministry will continue to support municipalities, as you play a significant role in fostering the local economic conditions that improve Alberta's vibrant communities. Municipal Affairs will also continue to manage and provide financial support for the network of municipal library boards and regional library system boards that offer vital public library services for Albertans.

Through collaboration, we can reduce red tape and barriers by reviewing legislation and making certain Albertans are protected with appropriate safety codes, standards, and supports for the construction and maintenance of buildings and equipment.

I look forward to working together to strengthen municipalities in Alberta and to work with you on areas of shared interest.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Rebecca Schulz'.

Rebecca Schulz
Minister of Municipal Affairs



Box 7256 7.4
Peace River, AB
T8S 1S9

Landfill:
780.624.4182
Fax: 780.624.9550
Eco Centre: 780.624.1112

November 3, 2022

Northern Sunrise County
Bag 1300
Peace River AB T8S 1Y9

ATTENTION: Cindy Millar
Chief Administrative Officer

Town of Peace River
Box 6600
Peace River AB T8S 1S4

ATTENTION: Barbara Miller
Chief Administrative Officer

Village of Nampa
Box 69
Nampa AB T0H 2R0

ATTENTION: Dianne Roshuk
Chief Administrative Officer

Dear Madam/Sir:

Re: Budget Considerations

PRWMC held our monthly board meeting on November 1, 2022. Our 2023 Operation and Capital Budgets were presented, and the following motion was the result:

1455/11/01/22

MOVED by Director Kolebaba that the Board direct Administration to write a letter to the partners advising that the PRWMC has removed the Partner Contribution out of the revenues for the 2023 budget. **CARRIED**

We are submitting this to you now so that you can remove the contribution from your 2023 budgets.

Thank you and if you have any questions or concerns, please do not hesitate to contact myself or the General Manager Art Sawatzky.

Yours Truly,


Corinna Williams
Chair – Peace Regional Waste Management Company