



Agenda
Village of Nampa
Council Meeting
December 20, 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 November 15, 2022

4. Business Arising out of the Minutes

4.1

5 New Business

- 5.1 7:00 pm with Constable Brown - RCMP Detachment - Update
- 5.2 RFD: Appointment of Alan Down, County Assessor for Village of Nampa
- 5.3 RFD: Rick Helgeson, President, NDHS, November 26, 2022, RE: Reconsider Tax Forgiveness * Request #2
- 5.4 RFD: Marie Dyck, December 1, 2022 RE: New Nampa Daycare Facility Requests
- 5.5 Peace River Childcare Association Board, December 6, 2022 RE: Village of Nampa Daycare Update
- 5.6 RFD: PRSDAB Membership Reappointment and Amendments to SDAB Agreement
- 5.7 RFD: Community Planning Association of Alberta 2023 Annual Conference on May 1-3, 2023 in Nisku, AB ** RSVP Required ** Sponsorship Request Include
- 5.8 Corrina Williams, NSC Crime Watch, December 9, 2022, RE: 2023 APRCWA Conference *Agenda & Registration Form
- 5.9 RFD: Annual Contribution to Nampa Golden Pioneers
- 5.10 RFD: Bylaw # 471, A Bylaw of the Village of Nampa to Establish Business Licenses Within the Village of Nampa

6 Reports

- 6.1a Cheque Listing for Council # November 8, 2022 - December 12, 2022 # 20220459-20220524
- 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 Jim Rennie, Executive Director, Northern Alberta Elected Leaders (NAEL) November 14, 2022, RE: Railway Advocacy Background October 2022
- 7.2 Tammy Bauer, November 22, 2022, RE: November 21, 2022 Board Meeting Minutes
- 7.3 Alisha Mody, Manager of Planning & Development, Town of Peace River, November 22, 2022 RE: CPAA 2023 Conference Sponsorship Program and Call for Presentations
- 7.4 Arlene Dempster, Executive Assistant, Peace Library Systems (PLS) November 28, 2022 RE: PLS 2023 Operating Budget

- 7.5 Tammy Menssa, Executive Director, North Peace Housing Foundation (NPHF) November 30, 2022, RE: Board Meeting Synopsis for November 16, 2022
- 7.6 Mayor Kevin Freeman, Town of Ponoka, November 23, 2022, RE: Letter to Minister Copping - Volunteer Fire Department
- 7.7 Honourable Mike Ellis, Minister, Alberta Public Safety and Emergency Services, December 5, 2022 RE: Changes to Victim Services
- 7.8 Alycia Vickrey, Facilities Coordinator, Peace Library Systems (PLS), December 8, 2022 RE: November 26, 2022 Board Meeting Highlights
- 7.9 Tammy Menssa, Executive Director, NPHF, December 13, 2022 RE: NPHF Board Meeting Synopsis, December 7, 2022
- 7.10 Marc Boychuk, December 14, 2022 RE: Task Force Update
- 7.11 Corinna Williams, Reeve, NSC , December 15, 2022 RE: Nampa Daycare Project

8. Closed Session

- 8.1 Disclosure Harmful to Economic and Other Interests of a Public Body, FOIP; Section 25.

9 Adjournment



Agenda Item # 5.2

Request for Decision (RFD)
Council Meeting December 20, 2022

Topic:

Northern Sunrise County New Assessor Appointee

Background:

The Village has an agreement with NSC to provide assessment services to the Village. Rod Guttinger, assessor for NSC is retiring from the County as of December 31, 2022 and NSC will be appointing Alan Down as the county's new assessor effective January, 2023.

The Village will need to appoint Alan Down as the assessor for the Village.

Administration Recommendation:

THAT council appoint Alan Down as the assessor for the Village



Agenda Item # 5.3

Request for Decision (RFD)
Council Meeting December 20, 2022

Topic:

Nampa & District Historical Society United Church Property Tax
2nd Request for Tax Exemption

Background:

On October 12, 2022, Administration received a letter from the NDHS requesting a property tax exemption for Tax Roll # 115000 (United Church) (attached)

A motion was made by council at the October 18, 2022 council meeting denying their request as there is a business that is operating out of the United Church, and it is the business space that is being taxed. As per council direction, Administration sent a letter on October 19, 2022 to the NDHS advising of council's decision and reasoning.

On November 26, 2022, Administration received another letter from NDHS asking council to reconsider their decision on the denial to forgive the taxes. (attached)

Administration Recommendation:

For discussion

Nampa and District Historical Society
9902-102 Ave
Box 267
Nampa, Alberta T0H 2R0

November 26, 2022

Attention: Mayor Matiasewich and Council, Village of Nampa

RE: NAMPA & DISTRICT HISTORICAL SOCIETY UNITED CHURCH PROPERTY TAX

We received your letter denying our request to have the property tax forgiven on the United Church building property. Some members of the Board have reviewed the MGA information you provided.

Subsequently, the Board of Directors of the NDHS would like Council to reconsider our tax forgiveness request for the following reasons:

- Although a small portion of the building is being used for taxable purposes, the Village of Nampa Council does have the authority to forfeit the taxes.
- Collecting some rent from a business in the building was our creative way to pay for maintaining the building and preventing it from deteriorating to the condition now seen in the old Legion Hall.
- Since the United Church Building is located in the downtown core, it helps to make the area more attractive to residents and visitors alike.
- The United Church Building was gifted to the NDHS by the United Church congregation families that built it in the hopes that it would be restored, maintained and used for future generations. The business in the church is helping to ensure that these wishes are respected.

The Nampa & District Historical Society strives to assist the Council to make Nampa an appealing place that can attract small business, provide amenities and attract young families to the area to keep our school and businesses viable.

We will direct all financial benefit from the tax forgiveness towards completing the renovations to the United Church which we hope will open as a community facility in spring 2023.

Rick Helgeson, President
Nampa and District Historical Society



October 19, 2022

Nampa & District Historical Society
Box 267
Nampa, AB
T0H 2R0

Dear Society;

RE: Request for Property Tax Exemption- Tax Roll # 115000

Thank you for your letter dated October 12, 2022, requesting a tax exemption on Roll # 115000.

The Village of Nampa council understands that the Nampa & District Historical Society is a non - profit organization, however you have a business operating in the Nampa United Church and as per the Municipal Government Act, that portion of the property is taxable.

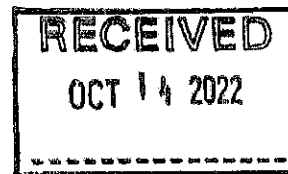
At last night's council meeting council made a motion to deny your request for a tax exemption on the above-mentioned tax roll.

If you have any questions, please feel free to contact our office at 780-322-3852.

Sincerely,

Dianne Roshup

CAO
Village of Nampa



Nampa & District Historical Society,
P.O. Box 267,
NAMPA, AB T0H 2R0

October 12, 2022

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

ATTENTION: Dianne Roshuk and Village of Nampa councillors

RE: Taxation Notice & Property Assessment Roll No.115000 – United Church
Application for Property Tax Exemption

The Nampa & District Historical Society, more commonly known as the Nampa museum is asking for a property tax exemption as outlined in the Alberta Tax Exemption Guide of the Alberta Municipal Government Act for the property identified above.

As per the Alberta Tax Exemption Guide the Nampa & District Historical Society is a non-profit group that has been gifted the Nampa United Church which will be primarily used to benefit the general public in the community. As per the guide the resources of our non-profit organization from this "facility are devoted chiefly to the charitable or benevolent purpose for which the facility is used. The funds of the non-profit organization are chiefly used for the purposes of the organization and not for the benefit of the organization's directors and employees."

Looking forward to your response. I would be pleased to answer any questions in this regard or meet to discuss this.

Kind regards,

A handwritten signature in cursive script, appearing to read "Irene Bekevich".

Irene Bekevich
Treasurer – Nampa & District Historical Society

cao@nampa.ca

From: Irene Kalyn-Bekevich <ikb55@hotmail.com>
Sent: October 12, 2022 10:38 PM
To: Village of Nampa (Dianne Roshuk)
Cc: Rick Helgeson; shriglee@gmail.com
Subject: Property Tax Exemption
Attachments: PropertyTaxExemption.pdf

Good Evening;

As per a motion at the Nampa & District Historical Society meeting, Tuesday, October 11, please find attached a letter requesting a property tax exemption.

Irene Bekevich
Treasurer – Nampa & District Historical Society

Sent from Mail for Windows

VILLAGE OF NAMPA

2022

P.O. BOX 69
NAMPA, AB T0H 2R0
(780) 322-3852



TAXATION NOTICE & PROPERTY ASSESSMENT

ROLL NO.	PROP. SIZE	RIVER LOT	QUAD/PORT	QUAD	SEC	TWP	RGE	MER
115000	4800 FT				0	0	0	0
SUBDIVISION NAME								
CIVIC ADDRESS		9814 100 AVENUE						
MORTGAGE NUMBER		PLAN	BLOCK	LOT				
		3722HW	3	7				
MORTGAGE COMPANY NAME								

DATE OF MAILING	2022-May-26
NOTICE OF ASSESSMENT	2022-Jun-02
DUE DATE	2022-Dec-31
SCHOOL SUPPORT	UNDECLARED
(DECLARED BEFORE DEC. 31 OF PRIOR YEAR)	
PUBLIC 100.00%	SEPARATE 0.00%
ASSESSMENT COMPLAINT MUST BE RECEIVED	
ON OR BEFORE	2022-Aug-02

NAMPA & DISTRICT HISTORICAL SOCIETY
BOX 287
NAMPA, AB T0H 2R0
Canada

PREVIOUS ASSESSMENT		CURRENT ASSESSMENT	
DESCRIPTION	AMOUNT	DESCRIPTION	AMOUNT
ORG.LD.EX.	19,040	COM.LD. FULL	1,140
ORG.IMP.EXP.	48,540	COM.IMP.FULL	7,210
TOTAL ASSESSMENT	67,580	ORG.LD.EX.	17,900
		ORG.IMP.EXP.	40,840
		TOTAL ASSESSMENT	67,090
		EXEMPT	68,740
		TAXABLE	8,350

IMPORTANT PENALTY INFORMATION	
A DISCOUNT OF 6% WILL BE ALLOWED ON THE MUNICIPAL LEVY ONLY IF PAID ON OR BEFORE JULY 31, 2022	
NO DISCOUNT WILL BE ALLOWED ON EDUCATION TAX, NORTH PEACE HOUSING FOUNDATION, ARREARS OR LOCAL IMPROVEMENTS.	
FOR COMPARISON 2021 TAXES (NOT INCLUDING LOCAL IMPROVEMENTS) WERE	0.00
Take notice that you have been assessed under the provisions of the Municipal Government Act for the above mentioned property and taxes are now due and payable as shown. In the event of non-payment, the said taxes may be recovered as provided in the Municipal Government Act.	
Your property has been assessed as shown for the above taxation year. The assessment roll will be open for inspection during office hours. IF YOU OR YOUR AGENT WISH TO FILE A COMPLAINT TO THE ASSESSMENT REVIEW BOARD, YOU OR YOUR AGENT MUST SUBMIT YOUR COMPLAINT IN WRITING ON OR BEFORE AUGUST 2, 2022 TO THE CLERK OF THE ASSESSMENT REVIEW BOARD.	

EDUCATION TAXES		TAX RATE	% OF TOTAL	TAX AMOUNT
Alberta School Foundation		0.003900000	19.15319	32.57
TOTAL 2022 EDUCATION TAXES				32.57
SUB TOTAL 2022 TAXES				32.57
MUNICIPAL AND OTHER TAXES		TAX RATE	% OF TOTAL	TAX AMOUNT
Municipal Levy		0.016950000	78.31814	133.18
North Peace Housing Foundation		0.000514000	2.52867	4.30
TOTAL 2022 MUNICIPAL AND OTHER TAXES				137.48
SUB TOTAL 2022 TAXES				170.05
TOTAL 2022 TAXES				170.05
CURRENT OUTSTANDING				0.00
TOTAL CURRENT TAXES PAYABLE FOR 2022				170.05
JANUARY 1, 2023			200.66	

VILLAGE OF NAMPA

P.O. BOX 69
NAMPA, AB T0H 2R0
(780) 322-3852



ROLL NUMBER
115000
LAST DATE BEFORE PENALTY
2022-Dec-31

2022

TAXATION NOTICE & PROPERTY ASSESSMENT

ARREARS OR CREDIT	CURRENT TAXES	NET DUE
0.00	170.05	170.05

AMOUNT DUE PLEASE PAY
170.05
AMOUNT PAID

PLEASE SUBMIT THIS PORTION WHEN MAKING PAYMENT. THANK YOU.

NAMPA & DISTRICT HISTORICAL SOCIETY
BOX 287
NAMPA, AB T0H 2R0
Canada

115000

From: [Marie Dyck](#)
To: [Diane Roshuk](#); [Cindy Millar](#); evanmatwek@hotmail.com; aggmroshuk@hotmail.com; cwilliams@northernsunrise.net; [Carolyn Kolebaba](#); [Gaylene Whitehead](#)
Subject: New daycare facility requests
Date: December 1, 2022 10:55:28 AM
Attachments: [Requests from the Daycare Committee.docx](#)

Hi Councils and administrators,

On behalf of the new facility daycare in Nampa we have some requests from the Councils and would ask for your consideration towards these and your response hopefully before Feb 15/2023 as we would like to get the application and grant funding request sent in by then to enable a target date of late spring to get started on any work that needs to be done before the daycare final approval to open. Please ensure your response is sent in writing and given to your assigned Councillor for this committee.

Thank You for your time,

Marie Dyck

780-618-2152

md1dd2@hotmail.com



Peace River Child Care Association

7501-99 Street Peace River AB T8S 1R4
Ph. 780-624-1479 Fax. 780-624-8972

Village of Nampa Daycare Update

December 6, 2022

Dear Stakeholders,

The Peace River Child Care Association (PRCCA) has been working towards the creation of a new daycare facility in the Village of Nampa and had hoped to be fully functioning by early 2023.

During our regular scheduled PRCCA Board meeting, held on Tuesday, December 6, 2022, the Board discussed the Nampa daycare project in further detail. Due to several factors out of our control, at this time, the PRCCA Board made the difficult decision to discontinue the development of a daycare space in the Village of Nampa.

The PRCCA apologizes for any inconvenience that this decision may cause. If there are any questions or concerns, please reach out to the PRCCA Board at prccaboard@telus.net

Sincerely,

PRCCAA Board



Peace Regional SDAB
P.O. Box 450, Berwyn, Alberta, T0H 0E0
5109 - 51 Street, Berwyn, Alberta
Ph. 780-338-3862
Email: info@mmsa.ca

Membership Reappointment and Amendment to SDAB Agreement

Motion# 1:

That Council approve the appointment of the following individuals as Members of the Peace Regional Subdivision and Development Appeal Board for a three-year term, effective November 30, 2022 to November 30, 2025:

MEMBER	MUNICIPALITY (representing)
Gerry Noel	Village of Donnelly
Denis Boisvert	Village of Girouxville
George Leger	Municipal District of Peace No. 135
John Przybylski	Municipal District of Fairview No. 136
Amber Bean	Clear Hills County

Motion# 2:

That Council approve the appointment of the following individual as a Member of the Peace Regional Subdivision and Development Appeal Board, effective November 30, 2022, to serve the remainder of the term of office for Quinton Bulford who has ceased to be a Member of the Board:

MEMBER	MUNICIPALITY (representing)
Perry Skrlik	Village of Nampa

Motion# 3:

That Council approve the appointment of the following individuals, effective November 30, 2022, as Clerks of the Peace Regional Subdivision and Development Appeal Board:

CLERK	MUNICIPALITY (representing)
Kayla Parsons	Town of Peace River
Kristy Rees	All

Motion# 4:

That Council approve the following amendments to the the Peace Regional Subdivision and Development Appeal Board Agreement:

1. That Section 6(a) is amended as follows:

6. VACANCIES

- (a) When a Member's term ceases prior to its expiry, the Municipality that the Member represents shall put forward another person for appointment as a Member for the balance of the term as soon as reasonably possible.



Peace Regional SDAB
P.O. Box 450, Berwyn, Alberta, T0H 0E0
5109 - 51 Street, Berwyn, Alberta
Ph. 780-338-3862
Email: info@mmsa.ca

2. That Section **7 HEARINGS** under **SCHEDULE A POLICIES AND PROCEDURES** is amended as follows:

(g.1) The Board may conduct hearings through electronic means as set out in section 199 of the *Municipal Government Act*, RSA 2000, as amended or replaced.

IN WITNESS WHEREOF, the Municipalities have amended this Agreement as evidenced by the duly authorized signatures below:

Town of Grimshaw

Per: _____
Mayor Wendy Wald

Per: _____
Brian Allen, CAO

Town of Falher

Per: _____
Mayor Donna Buchinski

Per: _____
James Bell, CAO

Town of Fairview

Per: _____
Mayor Gordon MacLeod

Per: _____
Daryl Greenhill, CAO

Town of McLennan

Per: _____
Mayor Jason Doris

Per: _____
Lorraine Willier, CAO

Town of Manning

Per: _____
Mayor Robert McLeod

Per: _____
April Doll, CAO

Town of Peace River

Per: _____
Mayor Elaine Manzer

Per: _____
Barbara Miller, CAO

Village of Berwyn

Per: _____
Mayor Kim Steeves

Per: _____
Matthew Norburn, CAO

Village of Donnelly

Per: _____
Mayor Myrna Lanctot

Per: _____
Matthew Ferris, CAO



Peace Regional SDAB
P.O. Box 450, Berwyn, Alberta, T0H 0E0
5109 - 51 Street, Berwyn, Alberta
Ph. 780-338-3862
Email: info@mmsa.ca

Village of Girouxville

Per: _____
Mayor Joseph Zdeb

Per: _____
Estelle Girard, CAO

Village of Nampa

Per: _____
Mayor Evan Matiasiewich

Per: _____
Dianne Roshuk, CAO

Municipal District of Peace No. 135

Per: _____
Reeve Robert Willing

Per: _____
Barbara Johnson, CAO

Northern Sunrise County

Per: _____
Reeve Corinna Williams

Per: _____
Cindy Millar, CAO

Village of Hines Creek

Per: _____
Mayor Hazel Reintjes

Per: _____
Leanne Walmsley, CAO

Municipal District of Fairview No. 136

Per: _____
Reeve Phil Kolodychuk

Per: _____
Robert Jorgensen, CAO

Clear Hills County

Per: _____
Reeve Amber Bean

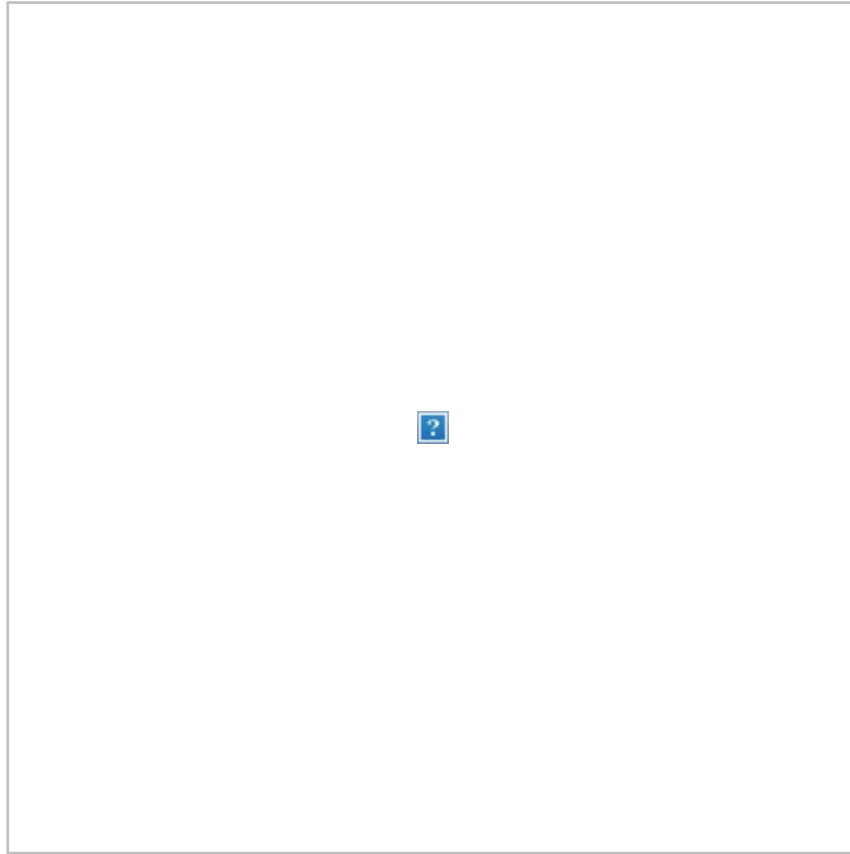
Per: _____
Allan Rowe, CAO

County of Northern Lights

Per: _____
Reeve Terry Ungarian

Per: _____
Theresa Van Oort, CAO

From: [Vicki](#)
To: [Dianne Roshuk](#)
Subject: CPAA 2023 Conference Sponsorship and Presentation Support
Date: November 9, 2022 5:47:23 PM



09/11/22

Chief Administrative Officer, Dianne Roshuk
Village of Nampa

**Re: Community Planning Association of Alberta (CPAA) 2023 Annual
Conference Request for Sponsorship Support and Call for Presentations**

The Community Planning Association of Alberta (CPAA) is a non-profit group dedicated to the promotion of community planning across Alberta. The CPAA provides a forum for all stakeholders in planning and development – including elected officials, administrators, planners, academics and students, and private industry – to discuss community planning-related concepts, ideas, issues, and solutions.

The annual CPAA conference brings these diverse perspectives from across Alberta together.

Our next conference will be held from May 1 – 3, 2023 at Holiday Inn & Suites Edmonton Airport and Conference Centre in Nisku. The theme for this year's conference is "Preparing for the Unknown: The Intersection of Planning and Politics". The keynote speaker and conference sessions will be engaging, thoughtful and intended to cover topics during this time of recovery and uncertainty in the post-Covid world, seeking collaborative ways to address those challenges.

We are seeking new and continued sponsors for our 2023 CPAA Conference, including municipalities and the private sector, to consider sponsorship, funding, or in-kind contributions. Conference sponsorship provides numerous benefits, including:

- Name recognition in front of ~200 elected officials, administrators, and private industry delegates from across Alberta.
- Networking, outreach, and employment opportunities.
- Showcasing your organization as a supporter of community planning and education in Alberta.
- Free or discounted events, including conference registrations, luncheons, banquets, booths, etc (depending on the sponsorship level).

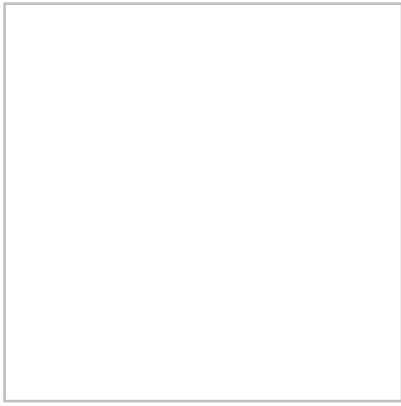
Conference Sponsorship and Call for Presentations

All sponsorship funding received will be used to support conference activities and to support annual scholarships awarded by CPAA to post-secondary planning students.

Should you have any questions regarding sponsorship, the Chair of the 2023 Conference Committee, Geoff Tiffin, 403-794-2311 / tiffing@newellmail.ca and visit our website for further information: <https://www.cpaa.biz/>.

Thank you in advance for your consideration. We look forward to your participation and support in 2023!

Regards,



Geoff Tiffin
Chair, 2023 CPAA Conference Planning Committee

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Our mailing address is:
Community Planning Association of Alberta
#205-10940 166a St NW
Edmonton, AB T5P 3V5
Canada

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Alberta Provincial Rural Crime Watch Association Agenda

Hosted by Northern Sunrise Rural Crime Watch Association

March 24th and 25th 2023

Chateau Nova Peace River, Alberta

1. Friday March 24

Registration starting at 4pm

Supper 1700

Social hour

2. Presentation of Fentynal starting at 1900

3. Saturday March 25

Registration starting at 7.00am and Breakfast

0830 greetings from mayor and Reeve and MLA's

4. 0900 APRCWA AGM

5. 1100 Coffee break

6. 1115 Crime stoppers Martin Girard

7. 1200 lunch

8. 1300 Peter Tewfik Data2Action

9. 1430 coffee break

10. 1445 Staff Sgt Browne & local updates

11. 1515 F&W Provincial & local updates

12. 1600 Marc Boychuk presentation for addiction and homelessness causing rural crime

13. 1700 closing of silent auction

14. 1730 closing of symposium

*Agenda & Registration form for The
APRCWA - hosted by Northern Sunrise
Rural Crime Watch Association.*

Northern Sunrise Rural Crime Watch Association 2023 APRCWA Symposium

March 24th and March 25th 2023

REGISTRATION FORM: * (information required to send you your receipt which will be emailed.)

***Name:** _____

***Address:** _____

***Email:** _____

***Crime Watch Association:** _____

***Zone:** _____

Please indicate any allergies or dietary needs _____

Registration is \$ 200.00 Cut off for registration is February 10, 2023.

of Registrations _____

Total Submitted: \$ _____ Cheque # _____

PLEASE SEND YOUR REGISTRATION FORM AND CHEQUE MADE OUT TO:

Northern Sunrise Rural Crime Watch Association

Box 1266 St Isidore, AB T0H 3B0 or via email as below.

e-transfer is available at nscrimewatch@gmail.com. Please include your Rural Crime Watch name in the memo. Please email your security answer to the email above. Your registration form must be included to be accepted as registered

The room rates for the Chateau Nova are:

Two Queen Room	\$99
Junior King Suite	\$119

Contact for the hotel is 780-624-3344 . Please use the group code Provincial Crime Watch Symposium

Please note, if you wish to reserve for the Saturday night please call the hotel to arrange this.



Agenda Item # 5.9

Request for Decision (RFD)
Council Meeting December 20,2022

Topic:

Annual Contribution to Nampa Golden Pioneer Seniors

Background:

Council has had discussions in the past about the possibility of increasing the annual donation to the Nampa Golden Pioneer Seniors but no final decision was made. The current donation amount is \$500.00 annually.

For discussion

Administration Recommendation:

Administration is recommending that council consider increasing the annual allotment to the Nampa Golden Pioneer Seniors from \$500.00 to \$1000.00



Agenda Item # 5.10

Request for Decision (RFD)
Council Meeting December 20,2022

Topic:

Bylaw # 471 Business License Bylaw

Background:

The Village does not have a business license bylaw. As per the MGA, Section 7(e) the council of a municipality may pass bylaws for municipal purposes respecting businesses, business activities and persons engaged in business.

If this bylaw is approved and passed by council, administration will be sending letters to all business owners within the Village advising them of the new Bylaw and the annual fees for operating a business.

Administration Recommendation:

That council give Bylaw # 471 first and second reading and that council unanimously agrees to consider third reading



BYLAW #471

BEING A BYLAW OF THE VILLAGE OF NAMPA IN THE PROVINCE OF ALBERTA TO ESTABLISH LICENSING OF ALL BUSINESSES WITHIN THE VILLAGE OF NAMPA

WHEREAS, pursuant to section 7(e) of the *Municipal Government Act RSA 2000*, a council may pass bylaws for municipal purposes respecting businesses, business activities and persons engaged in business; and

WHEREAS, pursuant to section 7(i) of the *Municipal Government Act RSA 2000*, a council may pass bylaws for municipal purposes respecting the enforcement of bylaws made under the *Municipal Government Act* or any other enactment including any or all matters listed therein; and

WHEREAS, pursuant to section 7 (e) of the *Municipal Government Act R.S.A. 2000*, Chapter M-26 and amendments thereto, the Council of the Village of Nampa may pass bylaws for municipal purposes respecting businesses, business activities and persons engaged in business; and

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

1. TITLE

- A. This bylaw may be cited as the Village of Nampa Business License Bylaw.

2. DEFINITIONS

- A. **ACT** means the *Municipal Government Act*, being Chapter M-26 Revised Statutes of Alberta, 2000 as amended or replaced from time to time.
- B. **APPLICANT** means a person who applies for a license or renewal of a license required by this Bylaw and shall mean a person who is appealing from the refusal, revocation or suspension of a license.
- C. **BUSINESS** means a commercial, merchandising or industrial activity or undertaking a profession, trade, occupation, calling or employment or an activity providing goods and services, as described in Schedule "B" of this bylaw and whether or not for profit and however organized or formed, including a cooperative or association of persons.
- D. **BUSINESS LICENSE OFFICER** means the Chief Administrative Officer, Development Authority, Bylaw Enforcement Officer or Peace Officer for the enforcement of the bylaw.
- E. **BUSINESS LOCATION** means the premises used or occupied by any person in the conduct of a business.
- F. **COUNCIL** means the Council of the Village of Nampa, elected pursuant to the Local Authorities Act, Revised Statutes of Alberta, 1994 and amendments thereto;
- G. **HOME OCCUPATION** means a business that is conducted in or from a residence in the Village of Nampa.
- H. **LICENSE** means a license issued pursuant to this bylaw.
- I. **LICENSE AUTHORITY** refers to BUSINESS LICENSE OFFICER.

- K. **NON-PROFIT ORGANIZATION** means a society or other entity which operates primarily for the benefit of the public and includes, without limitation:
- i) or other religious organization;
 - ii) church service club; community,
 - iii) veterans, or youth organization; and
 - iv) a social, sport or fraternal club or organization.
- L. **VILLAGE** means the Village of Nampa, a municipal corporation of the Province of Alberta, and where the context so requires means the area contained within the corporate boundaries of the said municipality.

3. PERSONS SUBJECT TO LICENSE

- A. No person shall carry on any business as set out in Schedule "B" without having a valid business license.
- B. Notwithstanding any other provision in this Bylaw; a license shall not be required of a business carried on by the Government of Canada, the Government of Alberta or the Village of Nampa, nor shall a license be required by a person or business if any federal or provincial enactment exempts such person or business from requirements of municipal licensing.

4. EXEMPTIONS

- A. No Business License is required by:
- I. a non-resident business whose only business activity is the supply or delivery of wholesale or bulk goods to a resident business;
 - II. any person who is an employee of another person who holds a Business License or a person or other entity not required to obtain a license pursuant to this Section 4, unless otherwise provided in this Bylaw;
 - III. any person under the age of eighteen (18) years providing individual light duty occasional services such as paper deliveries, babysitting, yard work and snow shovelling; and
 - IV. a person selling meat, fruit or other farm produce that has been raised or grown by him/herself (ie. Farmer's Market vendor)
 - V. any non-profit organization.
- B. For the purposes of section 4.1 (b), an "employee" is a person who is paid a salary or wage with respect to which there are deductions for any of Income Tax, Canada Pension Plan or Employment Insurance.

5. PROCEDURE FOR ISSUANCE OF LICENSE

A. Form of Application

An applicant for a license shall make application to the Village on the prescribed form, furnishing such information as the form shall require and such additional information as the Village may, from time to time require, including:

- i. license fee payable in respect of the business as established by Council.
- B. All licenses issued are subject to the land use regulations in force in the Village and the issuance of a license shall not be deemed as approval to carry on a business

in or on any premises in contravention of such regulations. In any case, where a license is granted to a person to carry on a business in or on premises where such activity is not permitted by the land use regulations of the Village of Nampa, the License Authority shall forthwith cancel the license.

- C. The License Authority shall not issue a license to a hawker for the purpose of selling food products or edibles of any nature unless and until, the food products and the license have both been approved and a permit issued from the Environmental Health Officer. Proof of approval must be provided by applicant to License Authority, prior to issuance of a Business License.
- D. No hawker who uses a vehicle in connection with sales as a hawker shall park the vehicle adjacent to a street unless the License Authority has first approved the location for such purpose.

6. DISPLAY AND PRODUCTION OF LICENSE

- A. A Business License shall be posted in a conspicuous place at the Business location so that it is visible to the customers of the Business.
- B. A Business License issued with respect to a Business that is not conducted at a fixed location shall be carried on the person of the Licensee or in or on the vehicle or apparatus from which such Business is conducted and shall be shown to a Business License Officer upon demand.
- C. All Business Licenses remain the property of the Village of Nampa.

7. LICENSE YEAR

- A. Every license issued under the provisions of this Bylaw shall terminate at midnight on the 31st day of December of the year in which said license was issued or such earlier date if the license has been revoked or suspended.
- B. Notwithstanding Subsection 7.1, the Village may issue a license for a special event for the time period required or approved for the event.
- C. Every license shall bear on its face the date on which it is issued and the current year's approval sticker.

8. ISSUANCE OF LICENSES

- A. No license shall be issued until the applicant has paid to the Village the fee as established by Council.
- B. The Village shall after October 31 of the license year, accept the annual fee for the remainder of the current year and the subsequent year of a new application.

9. TRANSFER OF LICENSES

- A. A subsisting license issued under this Bylaw may not be transferred to another person.

11. ADMINISTRATION

- A. The Village of Nampa shall:
 - i. receive, consider and decide upon all applications for a license;
 - ii. record such information with respect to licenses as may be considered necessary;

- iii. ensure payment of the appropriate fee; and
- iv. report to the Council on licensing in such a manner and at such times as they may require.

12. SCHEDULES

The document attached hereto and marked Schedule "A" and Schedule "B" shall form part of this Bylaw.

THAT this Bylaw shall come into effect on the final reading thereof.

READ a first time this _____ day of _____, 2022

READ a second time this _____ day of _____, 2022

READ a third time and finally passed this _____ day of _____, 2022

MAYOR

CHIEF ADMINISTRATOR OFFICER

SCHEDULE "A"

BUSINESS LICENSE FEE SCHEDULE

Business Located on Commercial Property	\$50.00 Annual
Home Based Business/Other	\$50.00 Annual
Public Market (weekly)	\$10.00 Weekly

SCHEDULE "B"

CLASSIFICATIONS

For the purpose of business license issuance, businesses shall be classified in one of the following categories.

"ACCOMMODATIONS" means a bed and breakfast, apartment rentals, hotel and/or motel, lot rentals, industrial camps.

"ALCOHOL SALES" means the selling of alcoholic beverages for consumption either on or off the premises. Typical uses are taverns, bars, lounges or liquor stores.

"AUTOMOTIVE SERVICES" means an automotive body and paint service, repairs automotive sales and service, automotive wrecker, automotive specialty, recreational vehicles sales and service, snowmobile and accessories sales, mechanics, tire sales, car rentals.

"BUSINESS SUPPORT SERVICE" means a printing, duplicating or binding services, photographic processing, office maintenance, secretarial services, security, sales, rental and repairs to office equipment, electronics sales, and communication services.

"CONSTRUCTION SERVICE" means lawn and landscaping services, electrical and plumbing heating services, painting, woodworking or similar services. Janitorial services, general contractors, heavy equipment sales and rentals, home renovations service and storage services.

"DELIVERY/TRANSPORTATION SERVICES" means providing vehicles for the delivery or transportation of people or goods. Typical uses include a trucking service, log haul service, bulk fuel service and taxis.

"FIREARM/AMMUNITION DEALER" means selling, purchasing, manufacturing, importing, exporting, repairing or altering of any firearm or ammunition.

"GAMING ESTABLISHMENT" means a facility requiring a bingo facility license or casino facility license pursuant to the Gaming and Liquor Act.

"GENERAL RETAIL SERVICE" means a dry-cleaning service, hair salon, tanning salon, laundromat, convenience store, tailor, shoe repair, pedicures, manicures and electrolysis service, video outlet, recycle depot, grocery store, clothing sales, fitness centre and industrial sales.

"GENERAL CONTRACTOR" means any person or business engaged in construction, building trades or construction project management that is under contract to develop or build any capital projects.

"HAWKER or PEDDLER" means the business of selling or offering merchandise and food

products for sale.

"HAWKER, NON-FOOD PRODUCTS" means a business of selling or offering for sale goods, where the salesman offers for sale, solicits, negotiates or concludes the sales or agreements in person at the buyer's residence or place of employment, as a home occupation or elsewhere than the seller's permanent place of business, whether by merchandise, samples, cards, specimens, demonstrations or parties of any kind.

"HOME BUILDERS" means manufactured home sales and service, mobile home sales, a residential developer, or contractor.

"HOME BASED BUSINESS" means a home occupation, direct sales, and home office business carried on by an occupant of a residence.

"LOCKSMITH" means any person who operates the business of providing locks, keys or safes and services thereto.

"MAJOR BUSINESS" means production and sales of lumber, OSB sales, oilfield sales and service.

"MASSAGE THERAPIST" means a person who administers or offers to administer a massage for a fee who has obtained a certificate of proficiency in massage and is a member in good standing of an association of massage therapists in Alberta

"NON-PROFIT ORGANIZATION" means a society established under the Societies Act, a company incorporated under Part 9 of the Companies Act, or a corporation incorporated under Part II of the Canada Corporations Act.

"PAWN BROKER" means receiving goods held as security for an advance of money.

"PET SERVICES" means pet supplies, pet sales, boarding of animals, grooming and pet shop.

"PUBLIC MARKET" means a facility used on a temporary basis by a number of vendors for the sale of agricultural products and crafts.

"PROFESSIONAL SERVICES" means providing services for such as but not limited to accounting, architectural, auctioneer, employment, engineering, insurance, travel agent, investment, legal, real estate, financial institutions, utility companies, vet services, health services, optometrist.

"RESTAURANTS" means food services that may include the sale of alcohol with a meal and must meet provincial requirements.

"TATTOOIST/BODY PIERCER" means a person or business that provides or offers to provide tattooing or body piercing which may include piercing of the ears.

6. Reports



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					
20220459	2022-11-08	CAMPUS ENERGY PARTNERS LP	1420 OCT 2022 2462Zc OCT 2022	PAYMENT ELECTRICITY STREET LIGHTS O GAS BILLING OCT 2022	2,885.83 596.93	3,482.76
20220460	2022-11-09	CAMPUS ENERGY PARTNERS LP	1419 OCT 2022	PAYMENT ELECTRICITY BILLING OCT 2022	2,806.89	2,806.89
20220461	2022-11-10	ROSHUK, DIANNE G				
20220462	2022-11-10	ROUSSEL, STEVE				
20220463	2022-11-10	TELUS COMMUNICATIONS INC.	2100 NOV 2516 NOV 3852 NOV 3896 NOV	PAYMENT FAX LINE BILLING OFFICE TELEPHONE BILLING FIRE DEPT TELEPHONE BILLING OFFICE TELEPHONE BILLING PW SHOP	70.42 69.98 179.87 96.17	416.44
20220464	2022-11-16	TELUS MOBILITY INC.	NOV 3972	PAYMENT CAO CELL PHONE BILLING	105.47	105.47
20220465	2022-11-18	GOVERNMENT OF ALBERTA	E211425 S096270	PAYMENT ALBERTA GAZETTE AD PUBLIC A LOCAL GOV'N'T BINDER/AB GAZE	21.00 61.90	82.90
20220466	2022-11-18	MATIASIEWICH, EVAN	NOV 22	PAYMENT TRAVEL/MEALS CLAIM	605.00	605.00
20220467	2022-11-18	MUNISIGHT LTD, MUNISIGHT LTD. ACCTS RECE	INV4313643	PAYMENT MONTHLY SUPPOST	587.82	587.82
20220468	2022-11-18	NAMPA FOODS LTD	205689/205718	PAYMENT COFFEE SUPPLIES PW	39.74	39.74
20220469	2022-11-18	NEW WATER LTD.	200220000 NOV	PAYMENT TRUCK FILL	126.75	126.75
20220470	2022-11-18	NORTHERN SUNRISE COUNTY	12066	PAYMENT JAN 1/22 - DEC 31/22 FCSS SUPP	14,260.00	14,260.00
20220471	2022-11-18	PEACE REGIONAL WASTE MANAGEMENT COMF	23449 23450	PAYMENT NAMPA TRANSFER STATION TIPPING FEES	785.28 768.84	1,554.12
20220472	2022-11-18	PETTY CASH	NOV 2022	PAYMENT POSTAGE PURCHASE OF GOOD	100.67	100.67
20220473	2022-11-18	RENTCO EQUIPMENT LTD. PEACE RIVER	W32059-4	PAYMENT REPAIRS ON BOBCAT	525.71	525.71
20220474	2022-11-18	RMA INSURANCE LTD.	AB1943 2022	PAYMENT ANNUAL INSURANCE VON & GR	40,678.82	40,678.82
20220475	2022-11-18	ROSHUK, AGNES	NOV 2022	PAYMENT COUNCIL TRAVEL	27.00	27.00
20220476	2022-11-18	SHELLEY'S STATIONERY	07 NOV 2022	PAYMENT POSTAGE	289.80	289.80
20220477	2022-11-18	SKRLIK, PERRY	NOV 2022	PAYMENT COUNCIL MEALS	130.00	130.00
20220478	2022-11-18	SURMAN, STEVE	NOV 22	PAYMENT PW CELL PHONE	49.27	49.27
20220479	2022-11-18	WORKERS COMPENSATION BOARD	25964780	PAYMENT WCB	1,197.54	1,197.54
20220480	2022-11-28	ACCU-FLO METER SERVICE LIMITED	105351	PAYMENT WATER METRES NEW	1,753.92	1,753.92
20220481	2022-11-28	CANADIAN LINEN AND UNIFORM	5004143293	PAYMENT MONTHLY MAT RENTALS	223.54	223.54



VILLAGE OF NAMPA

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Cheque Listing For Council

2022-Dec-12

3:40:01PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20220482	2022-11-28	HI TECH BUSINESS SYSTEMS	1683231	PAYMENT MONTHLY CONTRACT SERVICE	69.22	69.22
20220483	2022-11-28	HOME HARDWARE	1089023	PAYMENT PAINT, BRUSHES, ROLLERS, PA	109.41	109.41
20220484	2022-11-28	KIT BUSINESS EQUIPMENT	05352800 05352801	PAYMENT MISC OFFICE SUPPLIES OFFICE SUPPLIES - CERTIFICAT	216.04 86.90	302.94
20220485	2022-11-28	N.A.G. FARMS LTD	20247	PAYMENT WINDSHIELD REPLACEMENT ON	647.85	647.85
20220486	2022-11-28	ROSHUK, DIANNE	NOV 2022	PAYMENT MILEAGE REIMBURSEMENTS	109.70	109.70
20220487	2022-11-28	TOKER, TEENA	22 NOV NOV	PAYMENT CUSTODIAN MONTHLY CONTRA REIMBURSEMENT FOR OFFICE I	212.50 23.60	236.10
20220488	2022-11-28	VELOCITY ENGINEERING INC.	3439	PAYMENT WATER & SEWER IMP PROJECT	1,451.63	1,451.63
20220489	2022-11-28	ROSHUK, DIANNE G				
20220490	2022-11-28	MATIASIEWICH, SHIRLEY A				
20220491	2022-11-28	SURMAN, STEVE C				
20220492	2022-11-28	MATIASIEWICH, EVAN M				
20220493	2022-11-28	SKRLIK, PERRY				
20220494	2022-11-28	ROSHUK, AGNES M				
20220495	2022-11-28	LEE, SHARON L				
20220496	2022-11-28	BIELOPOTOCKY, BRIAN E				
20220497	2022-11-28	ROUSSEL, STEVE				
20220498	2022-11-30	LOCAL AUTHORITIES PENSION PLAN	2022 NOV	PAYMENT LAPPP DEDS NOV 2022	3,284.10	3,284.10
20220499	2022-11-30	RECEIVER GENERAL - PAYROLL	NOV 2022	PAYMENT RECEIVER GENERAL DEDS NOV	5,793.72	5,793.72
20220500	2022-12-01	GAVAN, BARRY LESLIE	202212011	PAYMENT CREDIT BALANCE PAID	73.40	73.40
20220501	2022-12-07	BULFORD, QUINTON	202212071	PAYMENT CREDIT BALANCE PAID	5.00	5.00
20220502	2022-12-07	ATB FINANCIAL MASTERCARD	9916 Nov 22	PAYMENT PURCHASES ON VON M/C	2,221.83	2,221.83
20220503	2022-12-09	TELUS COMMUNICATIONS INC.	3852 Dec 1 DEC 1 2516 DEC 1 3896 DEC1 2100	PAYMENT OFFICE PHONE BILLING FIRE DEPT PHONE BILLING PUBLIC WORKS PHONE BILLING FAX PHONE BILLING	179.87 69.98 96.32 69.98	416.15
20220504	2022-12-09	CAMPUS ENERGY PARTNERS LP	1001419 Dec 22 1001420 Dec 22 2462ZC Dec 22	PAYMENT ELECTRICITY BILLING STREET LIGHTS GAS BILLING	4,256.20 4,334.82 2,931.36	11,522.38
20220505	2022-12-12	ROSHUK, DIANNE G				
20220506	2022-12-12	ROUSSEL, STEVE				
20220507	2022-12-12	1876272 ALBERTA LTD.	0368	PAYMENT APPRAISAL FEES ROCK RIVER	1,218.00	1,218.00
20220508	2022-12-12	BOARD OF TRUSTEES	DEC 2022	PAYMENT 4TH QTR REQUISITION	3,695.24	3,695.24



VILLAGE OF NAMPA

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Cheque Listing For Council

2022-Dec-12

3:40:01PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20220509	2022-12-12	BRENNAN PLUMBING & HEATING LTD	8766 8767	PAYMENT HEATING ISSUES IN FIREHALL INSTALLNEW WATER HEATER IN	346.50 1,810.99	2,157.49
20220510	2022-12-12	CANOE PROCUREMENT GROUP OF CANADA	AB142407 pf10722-103479	PAYMENT PURCHASE OF SIGNS - MUSTER GAS AND DIESEL PURCHASE	248.43 2,650.68	2,899.11
20220511	2022-12-12	CLG DISPLAYS	4152	PAYMENT ROPE LIGHTS & ONNECTORS	1,578.68	1,578.68
20220512	2022-12-12	MUNISIGHT LTD, MUNISIGHT LTD. ACCTS RECE	4315745	PAYMENT DEC 2022 MONTHLY SUPPORT	587.83	587.83
20220513	2022-12-12	NAMPA FOODS LTD	Nov 2022	PAYMENT PW & OFFICE MISC PURCHASES	90.16	90.16
20220514	2022-12-12	NORTH PEACE HOUSING FOUNDATION	DEC 2022	PAYMENT 4TH QTR REQUISTION	5,717.59	5,717.59
20220515	2022-12-12	PEACE REGIONAL WASTE MANAGEMENT COMF	23504 23505	PAYMENT TRANSFER STATION NOV 2022 TIPPING FEES - NOV 2022	585.60 603.51	1,189.11
20220516	2022-12-12	RMRF BARRISTERS SOLICITORS	NOV 29 22	PAYMENT LEGAL FEES STMT 247274	9,367.53	9,367.53
20220517	2022-12-12	RURAL MUNICIPALITIES OF ALBERTA	RMA006908	PAYMENT ASSOC MEMEBRSHIOP FEES AL	204.75	204.75
20220518	2022-12-12	SURMAN, STEVE	DEC	PAYMENT REIMBURSEMENT FOR PHONE F	38.59	38.59
20220519	2022-12-12	VITAL EFFECT INC	10323	PAYMENT MONTHLY DOMAIN CONTRACT	55.00	55.00
20220520	2022-12-12	MATIASIEWICH, SHIRLEY	ADMIN 2	PAYMENT ANNULA XMAS BONUS	150.00	150.00
20220521	2022-12-12	NAMPA GOLDEN PIONEERS DROP-IN CENTRE	2022 DEC	PAYMENT ANNUAL CONTRIBUTION	500.00	500.00
20220522	2022-12-12	ROSHUK, DIANNE	ADMIN1	PAYMENT ANNUAL XMAS BONUS 2022	150.00	150.00
20220523	2022-12-12	ROUSSEL, STEVE	PW2	PAYMENT 2022 ANNUAL XMAS BONUS	150.00	150.00
20220524	2022-12-12	SURMAN, STEVE	PW1	PAYMENT ANNUAL XMAS BONUS	150.00	150.00

Total 147,259.95

*** End of Report ***

Chief Administrative Officer Report
November 16, 2022 - December 20, 2022

6.2

Meetings/Events Attended

- November 16 - 2023 Interim Budget Meeting
- December 1 - Annual Supper with NSC council
- December 6 - Alberta emergency Alert - Authorized User Training (online)
- December 8 - NSC Xmas Open House
- December 14 - Attended Seniors Supper
- December 17 - Staff & Council Xmas Supper
- Handed out cards & chocolates to the businesses within the Village, planning on making this an annual gesture
- December 21 - January 2, 2023 - Vacation days
- The office will be closed December 26 & 27

Upcoming Meetings/Events

- January 9, 2023 - NWL Meeting
- January 12 - IC Mtg with NSC
- January 12 - 2023 Interim Budget Meeting
- January 17 - Regular Council Meeting

Public Works Month Report.

- paint & restore three Christmas trees for at office.
- install three colors of new rope lights on trees
- get more quotes for trucks & equipment
- winterize water pumps & haul out to storage shed
- store old Christmas decorations in shed.
- hand out water notices for payment
- spread chips on main street
- deliver & pick-up both trucks for windshield installs
- get quotes for repairs to front axle on backhoe.
- install new meter & register by one inch dia. at Vortex building
- build back board to install Merry Christmas sign on grass at office with two lights.
- spread chips at Complex parking lot.
- water reads
- order more water meter bases & registers - delivery in Jan.
- clean snow at parking lots & streets
- hang up new Christmas decorations on light posts.

Councillor Committee Report

Name: Brian Bielopotocky

Date: Dec /2022

Meetings/Events Attended:

Nov 15 /2022 Council Meeting

Nov 16/2022 Village Budget Meeting

Nov 23/2022 WAC Meeting

Dec 1/2022 Supper with NSC

Dec 3/2022 FCSS and Ag Society food bank hockey game fund raiser

Dec 8/2022 NSC open house

Upcoming Meetings/Events:

Dec 20/2022 Council Meeting

Jan 12/2022 Budget Meeting

Jan?? WAC Meeting



Councillor Committee Report

Name: Sharon Lee

Date: 12 13 22

Meetings/Events Attended:

Beautification Meeting	Nov 29/ 22	7:00pm
Mackenzie Municipal Services Agency	Dec 16/ 22	7:00pm
Village of Nampa, Belle Centre Christmas Supper	Dec 17/ 22	6:00pm
Village of Nampa, Regular Meeting	Dec 20/ 23	7:00pm

Upcoming Meetings/Events:

2023

Nampa & District Historical Society	Jan 10/ 23	7:00pm
Economic Development and Tourism Board	Jan 11/ 23	5:30pm
Village of Nampa, Interim Budget Meeting	Jan 12/ 23	6:30pm
Village of Nampa, Regular Meeting	Jan 17/ 23	7:00pm
Peace River School Division	Feb 1/ 23	7:00pm

Name: Evan Matiasiewicz

Date: December 12, 2022

Meetings/Events Attended:

- RCMP CAC – November 30/22
 - Dividing benches throughout Town to discourage sleeping
 - Working on garbage cans to slope them so you can't sit on them
 - Talking to town of Peace River Council for CEPTED ideas
 - Trace pens are still available and people are encouraged to use them
 - Crime mapping on the NSC website
- Joint Supper with NSC Council - December 1/22
- Northern Sunrise County's Christmas Open House December 8/22

Upcoming Meetings/Events:

- Peace Waste Management December 14/22
- VON Council December 20/22



Councillor Committee Report

6.4

Name: Agnes Roshuk

Date: 12/14/2022

Meetings/Events Attended:

11/24/2022- Ag Society Annual and Reg Meeting.

11/26/2022- Peace Library Systems

12/01/2022- Supper with County

12/05/2022- Daycare Meeting

12/06/2022- Nampa Library

12/08/2022- Ag Society

12/13/2022- FCSS Meeting

12/20/2022- Regular Council Meeting

Upcoming Meetings/Events:

01/03/2023- Library

01/10/2023- FCSS

01/12/2023- Ag Society

01/17/2023- Council

There will also be another Daycare meeting in here somewhere but no date has been set yet.

7. Correspondence

Community Based Rail Advocacy October 2022

Background

Canada's rail providers are leveraging their duopoly to maximize profits, while simultaneously failing to meet service obligations. For resource communities across western Canada, this means lost economic opportunity and significant impacts on local jobs.

It also means that our reputation with customers around the world is beginning to suffer. If we can't deliver product to market on-time, we risk losing customers and jobs to other countries.

The problem is exacerbated by railway business practices, including auctioning cars to the highest bidder (even while failing to meet service obligations) and failing to invest in infrastructure to maintain service levels over the winter months. This problem is especially acute in remote and northern communities.

Who is Impacted

These challenges affect multiple sectors and harm communities throughout western Canada. Many resource sectors are affected, including:

- Agriculture
- Chemical Industries
- Energy
- Forestry
- Mining

A Cross-Sectoral Approach

The nature of this problem often pits one sector against another as they compete for service. This benefits rail companies as they are able to maximize profits, but hurts communities. We need to come together to demand better rail service from the companies themselves and from the federal regulator.

What Should We Ask For?

- The Government of Canada to compel railway companies to publish car fulfillment statistics on a weekly basis and consider establishing cross-sectoral service requirements for railways to meet
- A detailed winter railroading strategy that seeks to maintain service levels throughout the winter months
- A legislative ban on the practice of auctioning cars
- Increased investments in infrastructure, rolling stock, and human resources with the objective of reducing times of unsatisfactory service

Who Should be Involved?

This will require a collaborative effort that brings together stakeholders to advocate for our communities. Potential partners include:

- Municipal councils
- Chambers of Commerce
- Agriculture Boards and Commissions
- Industry Associations (from affected industries identified in the previous section)
- Shippers coalitions

What Tactics Should We Use?

- The most efficient way to advocate on this file may be to use a variety of tactics, that make use of the larger group in strategic situations, while at the same time also using individual meetings, letters, and op ed columns to help spread the message more broadly.

Meetings with Influencers

- Identification of key influencers on this file (federal and provincial transportation ministers, opposition federal transportation critic, one or two key MPs). These key influencers would be targeted for meetings with a broad cross-section of the group. Effectively, this would function as a show of force on the file.
- Meetings with less influential actors, including a broader selection of MPs, would be carried out by local groups with connections to their ridings.

Use of the Media

- One large broad push that targets national level media (CBC, CTV, Globe and Mail, National Post, Toronto Star). This would include a press release signed by signatory organizations, a signature op ed piece, and media availability from key representatives.
- Outreach to smaller local media to help spread the message, with each signatory responsible for targeting media in markets where they have a major presence.

A Delegation to Ottawa

- One large trip to Ottawa with multiple delegates. The trip would focus meetings that involve the entire group and smaller meetings to help spread the message. Ideal timing for this meeting may be in late January/early February when the House is sitting and cold weather is likely to lead to poor rail performance.

Memo

To: City of Grand Prairie
Date: May 30, 2022
From: Brent Kossey
Subject: Rail Capacity Resolution Background and Talking Points

The Importance of Canadian Rail

Background

The development of transcontinental railways was integral to Canada's development. Not only did they link the country together and revolutionize transportation, but they also played a vital role in growing Canada's economy. Indeed, by tying our regions together, it brought our goods to markets across the country and around the world. Rail remains as vital to the economic security and prosperity of the nation today as it did then, transporting 50 per cent of our exports, and supporting thousands of jobs and communities across the country. However, rail transportation is under threat, creating challenges for the economy, disproportionately impacting northern communities, and threatening Canada's reputation as a supplier and trade partner at a global level.

The challenges facing communities that rely on Canada's railways include:

- Infrastructure
 - o There is a lack of capacity that is creating bottlenecks across the entire supply chain, impacting the supply of commodities needed for processing and delivery of final products to market.
 - Some key industries being impact include oil and gas, agricultural products, and wood and paper products.
 - o Ongoing maintenance of ageing rail lines.
 - o For northern communities, rail is a critical part of the local economy, taking locally harvested or extracted resources to domestic and international markets resulting in job creation. In many cases, it is also critical to ensuring communities basic necessities.
- Climate change and inclement weather response
 - o Rail companies need better plans in place to address the impact of climate change, from fires to floods that can impede or destroy rail lines, service points, and loading stations.
 - o A winter railroad strategy needs to be developed to have solutions in place to address the impacts of cold and inclement weather and the unique challenges that Canadian winters pose.
 - o Railways can play a much larger role in national climate change strategy. For landlocked areas, they offer a far less carbon intensive and efficient solution than trucking.



- Management
 - o The continued practice of auctioning rail cars.
 - o Keeping up with regulatory and industry changes.
 - o A more thorough understanding and response to the national supply chain and commodities systems. For example: If there is a strike at a major port, how does this impact supply and demand and what role can the rail system play in addressing this?

A strong rail system helps all industries, communities, and the country as a whole. It is time that the challenges impacting and caused by Canada's national railways are addressed and fixed.

Key Messages

- On behalf of the City of Grand Prairie, I would like to introduce a resolution on an issue impacting so many communities across the country – rail capacity.
- From coast to coast, our railways are the links of steel that bind us together as a country.
- While much has changed since the Last Spike was driven into the CPR track nearly 137 years ago, one thing remains the same – in a country as vast as Canada, railways play a critical role in moving our exports to market and bringing goods that enrich Canadians' lives to our communities.
- Unfortunately, Canada's two largest railways are pitting region against region, commodity against commodity, holding our communities' resources hostage as they continue to offer substandard service.
- Isolated rural communities across Canada are being disproportionately affected when facilities are forced to cut production because they can't move the product or get inputs for production processes.
- When our rail networks aren't as efficient as they should be, Canada's economy suffers as do the lives of everyday Canadians.
- CN and CP have said all the right things, but they have failed to take any concrete steps to address the situation, which is why we are asking for FCMs support
- As elected officials, we have a responsibility to act, and we need to do so now before the situation gets even worse.



Supporting the Economy by Improving National Rail Capacity

WHEREAS Canada's railway system is critical to our economy, transporting 50 per cent of our exports and supporting thousands of jobs in communities across the country; and

WHEREAS there is a shortage of carrying capacity as some industrial players are purchasing rail cars that are not being supplied despite the importance of rail to the economic activity of Canadian municipalities; and

WHEREAS suppliers of critical resources such as oil, agricultural products, and wood and paper products are especially being impacted by these delays; and

WHEREAS the inability to get these goods to market are increasing the cost of living by creating shortages of goods, thereby exacerbating inflation, making it more expensive to fill up gas tanks, build affordable housing, and feed families; and

WHEREAS delays in the transportation of goods also undermines job creation in the communities where they are manufactured, extracted, harvested, and loaded;

WHEREAS rail is among the least carbon-intensive forms of commercial transportation, and thus has a critical role to play in addressing the climate change crisis; therefore, be it

RESOLVED that the Federation of Canadian Municipalities (FCM) petition the federal government to:

- address the shortage of rail capacity by working with Canadian National and Canadian Pacific to purchase, construct and or activate more rail cars;
- introduce legislation to prevent companies from auctioning rail cars and fine carriers when they fail to provide customers the number rail cars they ordered;
- develop a pan-commodity approach that ensures equitable and efficient service for all railway customers;
- develop a winter railroading strategy to address the challenges Canadian winters pose to service; and
- make targeted investments in Canada's rail and port systems to alleviate the bottlenecks contributing to goods shortages and inflation.

July 19, 2022

Dear National Supply Chain Co-Chairs and Task Force Members:

On behalf of Forest Products Association of Canada (FPAC), we are writing to thank you for your ongoing attention to matters of supply chain performance and provide a written summary of our recommendations for inclusion in the Task Force's final report.

As you know, FPAC provides a voice for Canada's wood, pulp and paper, and wood fibre-based bio-materials producers nationally and internationally in government, trade, and environmental affairs.

Canada's forest products industry generates some \$72 billion dollars in revenues each year, operates in more than 600 forest-dependent communities, and directly employs as many as 200,000 Canadians across the country. We exported \$45 billion worth of goods to the global market in 2021, representing roughly 7% of all Canadian exports. Our sector is also one of the largest employers of Indigenous peoples in Canada and includes some 1,400 Indigenous-owned businesses.

As pandemic-driven shutdowns spread across Canada in early 2020, forest product manufacturers were deemed essential and continued to ship goods to domestic and international markets. Despite significant market demand—particularly for lumber and medical-grade pulp producers—underperforming transportation supply chains have limited the extent to which our sector could meet global demand for Canadian wood, pulp and paper, and bio-products.

FPAC has long understood the severity and impact of these issues for Canadian shippers—members have been forced to curtail or shutdown production, have lost customers, have incurred huge opportunity costs, and seen investors become wary of expanding Canadian production capacity. If we hope to continue supplying world-class goods to our trading partners worldwide, it is imperative that transportation supply chains be optimized.

In addition to the points raised by FPAC during Transport Canada's recent Commodity Supply Chain Table meeting in Edmonton and its bilateral meeting with members of the Task Force, we have organized our observations and recommendations for federal action in support of improved supply chain performance in the attached annex. **Recommendations are informed by the urgent need for commercial and, if necessary, regulatory**

solutions that improve the reliability, accessibility, and efficiency across the transportation network for shippers.

Once again, we thank the Task Force and supporting staff at Transport Canada for their efforts and attention to these matters. We look forward to discussing these recommendations in more depth at your convenience.

Sincerely,

A handwritten signature in black ink, reading "Joel Neuheimer". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Joel Neuheimer
Vice President, International Trade, Transportation, HR, Corporate Secretary



Annex #1 – Detailed FPAC Recommendations for National Supply Chain Task Force

General Comments

Since 2016, the federal government has not articulated an adequate long-term strategic vision for Canada's transportation supply chains, instead adopting a reactive posture as disruptions multiply and headwinds intensify. Among FPAC member companies, there are many who believe that on-the-ground issues are not being adequately addressed by existing policies, regulations, and legislation, and that regulators like the Canadian Transportation Agency (CTA) lack the resources and/or political mandate to act in support of shippers who are persistently left lacking for suitable and adequate service at competitive rates. In addressing transportation supply chain issues on a national scale, we believe that the federal government can play a much more effective role in

- a) fostering productive dialogue among stakeholders;
- b) enforcing performance standards for transportation carriers, and;
- c) investing to ensure adequate Canadian trade infrastructure.

Stakeholder Dialogue—As the scope and frequency of disruptions to transportation service have increased, forums and processes that were conceived with the express intent of facilitating information exchange on transportation issues (e.g. NRCan's Rail Working Group, Transport Canada's Commodity Supply Chain Table, stakeholder consultations, working groups, initiatives, etc.) appear increasingly one-way—shippers and associations who take the time to attend and contribute to these discussions do not see adequate reciprocity from government partners or transportation carriers in terms of information-sharing and engagement towards solutions.

FPAC would like to see Transport Canada use its power as a convenor to facilitate regular discussions on the state of transportation supply chains, with obligations for carriers (i.e. class 1 railways, container shipping lines, for-hire trucking firms) to attend and make themselves available for questions.

Enforcing Performance Standards—As one of the associations that originally requested the Canadian Transportation Agency's (CTA) own-motion investigation into possible freight rail service issues in the Vancouver area, FPAC was pleased to see the CTA's own-motion power preserved via the Supreme Court's rejection of CN's application for leave. This effectively ensured that the CTA could continue to conduct investigations in a manner that is distinct from proceedings requiring the direct engagement of shippers to initiate complaints. However, the threshold for this sort of investigation appears to remain very high and could benefit from further clarification—without that clarity, the process does little to protect shippers from established practices that, in the view of CTA staff, may not be sufficiently systemic in nature.



FPAC would like to see the CTA better equipped to take a more aggressive and proactive approach to enforcing level-of-service obligations. In our view, the U.S. Surface Transportation Board and Federal Maritime Commission represent strong practical examples of this approach. At a minimum, there is a need for additional resourcing. The massive volume of consumer complaints related to air travel that the CTA must process has been limiting its ability to take up rail shipper complaints in a timely manner. The CTA's discretion to use its own-motion power should not be dictated by a lack of resources.

Investing in Canadian Trade Infrastructure— While FPAC was encouraged by the additional funding allocated in the 2022 Federal Budget for supply chain-focused investments through the National Trade Corridors Fund (NTCF), we believe that the operational and environmental impacts of all future infrastructure projects supported by the NTCF should be reported publicly by Transport Canada. At present, very little information is available to stakeholders regarding the high-level impacts of NTCF investments on the performance of Canada's key transportation infrastructure—rather, the success of this program continues to be defined by the total amount of funding allocated.

FPAC suggests two key criteria be used to drive NTCF decisions: investments made should be able to have a demonstrated impact on eliminating a bottleneck(s) in Canada's freight supply chain and should be able to demonstrate that a reduction in GHG emissions is achieved via that investment. We also believe that Transport Canada should ensure that resiliency and flexibility for shippers are prioritized (e.g. contingency measures like increased warehousing space¹ are essential given the lack of reliability across all modes). Finally, Investments made through the NTCF should also be subject to short-, medium-, and long-term evaluation based on their contributions to supply chain fluidity and emissions-reduction – these evaluations should be shared publicly by Transport Canada.

To ensure Transport Canada is taking an evidence-based approach to selecting NTCF investments, FPAC suggests that the department commission an independent benchmarking study that compares Canada's freight transportation infrastructure, intermodal connectivity, regulatory environment, and overall performance with other national jurisdictions. Jurisdictions against which Canada could be compared should be selected based on the similarity of their geography and demography, as well as the composition of their economies.

¹ For manufacturers of perishable products with limited storage options on site (e.g. pulp & paper), there is a constant risk of lost production in the event of a disruption to rail or truck service – depending on the severity of the disruption, this can lead to curtailments and shutdowns. We have heard anecdotally from our members that warehouse capacity is especially tight in Alberta and at the Port of Vancouver.



Given our current transportation corridors run through extremely difficult geographic terrain, and urban environments where there is no additional land available for expansion, now more than ever, it is essential for Canada to have a long-term vision and goals to build the freight supply chain necessary to meet current and future needs (e.g. Pacific Gateway Strategy).

Other General Recommendations—In order to better define a national transportation strategy, FPAC suggests that a permanent national steering committee of supply chain participants be established to identify the top bottlenecks across Canada’s supply chain on an ongoing basis—with a view to seeing federal government dollars invested, in collaboration with industry partners, to address those bottlenecks accordingly—and assess freight supply chain partners respective performance in keeping the chain moving efficiently. FPAC also suggests that the Task Force revisit recommendations advanced in the [Canada Transportation Act Review Report](#) led by the Honourable David Emerson, P.C., O.B.C., many of which remain highly relevant in our current context.

Freight Rail

Canada’s freight rail system provides perhaps the clearest illustration of the systemic issues that limit our national trade competitiveness—the Canadian market is dominated by the dual monopolies of CN and CP, with no real competitive pressures to improve service standards, offer competitive rates, staff operations adequately, or fund large-scale infrastructure development. This broken market has created a situation in which rail carriers are far more attentive to shareholders’ priorities than those of shippers or the Canadian economy, particularly those that produce lower revenues per tonne-kilometre.

Forest product shippers have expressed a clear preference for shipping products and receiving inputs via rail, but service and order fulfilment challenges have hampered their ability to move typical volumes of product—let alone increase the proportion of goods moving via rail. Alarming, member companies have informed FPAC that in some cases, their customers prefer to receive products via truck to ensure greater reliability and avoid arbitrary fees. In a recent survey of FPAC member companies, 88% of respondents agreed that rail service and fulfillment issues are “having a negative impact on customer confidence and global competitiveness of [Canada’s] forest sector”.

FPAC and its members have participated in federal consultations discussing road-to-rail modal shift and climate-related contingency planning, consistently articulating the same perspective—to make meaningful progress in getting more goods onto rail and improving the resilience of the system against climate- and human-made disruption, the federal government must first ensure that the freight rail system is performing well enough to support this transition.

Recommendations

Transport Canada’s forthcoming “Regulations Amending the Transportation Information Regulations (Freight Rail Data)” [*Canada Gazette*, Part I - May 7, 2022] represent an expansion of publicly available performance data that is long overdue. FPAC has submitted a representation on the regulatory proposal that makes several recommendations—among them, that Transport Canada create an annual report on the state of Canada’s railways using the data that is collected via the regulatory mechanism. Within this report, Transport Canada should ask rail carriers to explain and discuss any significant performance issues (e.g., above-average terminal dwell, lengthening cycle times, large swings in the number of train-operating employees) that might have occurred over the previous year. Task Force members can review all of FPAC’s recommendations on this proposal in Annex #2.

While it has not been included in the proposed Freight Rail Data regulations, FPAC firmly believes that Transport Canada and the Canadian Transportation Agency should take a more active role in monitoring on-time performance and reporting out to the Canadian public, and if possible, should compel Class 1 rail carriers to provide them with on-time performance data across commodity groups and geographic areas for aggregation and publication. Even in the absence of formal penalties for inadequate performance, we believe that the prospect of greater transparency (and therefore public accountability) regarding on-time performance may well compel carriers to make the requisite improvements to their operating practices.

FPAC also supports several amendments to the Canada Transportation Act, including the following:

- Repeal of Long Haul Interswitching (LHI)—this remedy, which has proven entirely ineffective, is based on a methodology that produces an “average captive rate” rather than a truly competitive rate for shippers. Further, it has served as a useful tool for rail carriers in arguing that a complainant shipper looking to access a remedy like Final Offer Arbitration has access to alternative remedies—when in fact, access to LHI offers no meaningful advantages. For that reason, FPAC believes that the repeal of LHI would be more useful to shippers than attempting to modify the remedy.
- Amendment of Final Offer Arbitration—FPAC supports the amendment of this provision within the Act to bring arbitration under the purview of the Canadian Transportation Agency, rather than commercial arbitrators. In our view, this change would increase the resources and contextual information available to arbitrators and address problematic power dynamics and information imbalance between carriers and shippers.
- Prohibition on Confidential Contracts that Bar Access to Shipper Remedies — Railways routinely require shippers to contract out of shipper remedies as a condition of entering a confidential contract, substituting instead a conventional commercial arbitration process that either does not reflect shippers’ rights



under the Canada Transportation Act or explicitly negates them. Shippers are then faced with the choice between (a) signing away their rights and (b) paying tariff rates that are significantly higher than what has previously been negotiated and leaving themselves exposed to further unilaterally imposed rate increases. FPAC would therefore support an outright prohibition on contracting out – this would be similar to the kinds of provisions commonly found in consumer protection legislation.

Marine Shipping

Though the severity of pandemic-driven cost increases and logistical bottlenecks in the marine shipping space has receded from its peak, the outlook for containerized and breakbulk traffic moving through Canadian ports still appears bleak. In FPAC's view, it appears that neither Canada Transportation Act nor the Shipping Conference Exemption Act (SCEA) are providing aid to shippers in any meaningful or timely fashion. As a short-term measure, we believe that the Minister of Transport should invoke Section 49 of the Canada Transportation Act to begin an inquiry into the behaviour of container shipping lines since the beginning of the COVID-19 pandemic.

In the absence of proactive Ministerial direction, we believe that the Canadian Competition Bureau should examine the available evidence on carrier behaviour to determine if any civil or criminal wrongdoing has taken place. As you know, FPAC has also taken part in a study completed on behalf of a shipper consortium that investigates the impacts and legal underpinnings of Canada's container shipping market—this study has been shared with the Bureau, as well as the Canadian Transportation Agency and Transport Canada. Perhaps the clearest recommendation to emerge from that report is the urgent need to repeal the SCEA, which FPAC views as anti-competitive and harmful to shippers.

For-Hire Trucking

While forest product shippers would prefer the logistical, environmental, and cost-saving benefits of a functioning freight rail system, they do remain reliant on for-hire trucking to move product from facilities to customers, transloads, and ports. Carrier capacity is perhaps the most pressing issue within the for-hire trucking space, largely due to a persistent shortage of available drivers that is expected to worsen as large numbers of drivers retire. For shippers, this has produced a situation wherein additional human and financial resources must be allocated to manage the volatility of capacity and rates.

While solutions to this issue are hard to come by, FPAC does believe that the Minister of Transport could adopt a convening role with Provincial counterparts to identify opportunities to reduce barriers to entry (e.g. high costs of: insurance, licences, training). This forum could also play an active role in harmonizing training requirements across



provinces to allow for more fluid labour mobility between provinces. Another opportunity to help fill current and future needs in this area is via increased immigration. Finally, Transport Canada could work with partners at Employment and Social Development Canada to improve the accessibility of requisite training programs to under-represented demographics within the trucking labour force (particularly Indigenous peoples, women, and New Canadians).

Another opportunity to help ease shortages in this area would be to harmonize vehicle weights and dimensions, as well as related requirements on our roads across Canada.



Annex #2 – FPAC Recommendations Regarding Freight Rail Data Regulations [Canada Gazette, Part I - May 7, 2022]

Recommendation #1: Transport Canada should include data on traffic volumes at the subdivision level wherever possible (factoring in confidentiality concerns).

Recommendation #2: In the absence of defined performance standards for rail carriers, Transport Canada should offer 4-week and 52-week rolling averages for key data points by commodity and/or car type, including:

- Origin and destination dwell times
- Number of loaded cars not moving en-route
- Segment transit times
- Loaded cars not moving by major destination area
- Empty cars online
- Locomotive fleet status (i.e., the number of locomotives online, in storage, and in bad order status [e.g. not working because of a functional or mechanical issue])
- Number of train operating employees (i.e., the number of locomotive engineers and conductors that are available to move traffic)

Recommendation #3: Transport Canada should include greater detail on fleet sizes and storage, including the average daily number of railway-controlled (owned or leased) cars (excluding foreign and private cars) in service, in storage, and ordered.

Recommendation #4: Transport Canada should provide more detailed data on how operating employee counts break down regionally (i.e., sub-provincial).

Recommendation #5: Transport Canada should include data on loaded cars received at interchange by commodity and/or car type.

Recommendation #6: Transport Canada should provide some measure of variability in addition to average dwell times.

Recommendation #7: Transport Canada should provide contextual data for all metrics, including:

- Car counts to be included for origin dwell metrics
- Commodity detail to be included in terminal dwell metrics
- Commodity detail to be included in segment transit time metrics.
- Total number of loaded cars arriving in each Major Destination Area during the week

Recommendation #8: Transport Canada should provide clarification or clearer definitions in relation to the following:

- Commodity type – by STCC (Standard Transportation Commodity Codes) (first three digits) for all commodity types and commodity sub-types
- Train Operating Employees – short term versus long term disability by duration



- Through trains (Terminal Dwell Times) – trains that stop in the terminal area only for a crew change (without picking up or dropping off any cars) should be included in Terminal Dwell Time indicators

Recommendation #9: Transport Canada should create an annual report on the state of Canada’s railways using the data that is collected—within this report, Transport Canada should ask rail carriers to explain and discuss any significant performance issues (e.g., above-average terminal dwell, lengthening cycle times, large swings in the number of train-operating employees) that might have occurred over the previous year.

Recommendation #10: When Transport Canada begins to publish data, it should provide back-dated information covering at least 12-18 months prior to the Regulations’ final implementation to create a baseline moving forward.

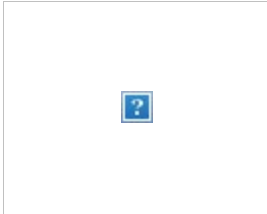
Recommendation #11: Transport Canada should commission an annual review of the regulations by a third party to evaluate their relevance and integrity.

- FPAC has documented clear inconsistencies in the Transitional Metrics that neither Transport Canada nor the railways have adequately explained. It is crucial to ensure that data published is accurate and relevant to shipper needs.



From: [Tammy Brauer](#)
To: [undisclosed-recipients:](#)
Bcc: cao@nampa.ca
Subject: November 21st Board Meeting Minutes
Date: November 22, 2022 3:16:28 PM
Attachments: [MPTA November 21st Board Meeting Minutes Draft.docx](#)

Good afternoon - I have attached the minutes from last night's meeting for your review. Thank you



Mighty Peace Tourism
Tammy Brauer / Executive Director
Box 1697 Grimshaw
T0H 1W0
780-332-2363
1-800-215-4535



From: [Alisha Mody](#)
To: [Alisha Mody](#)
Subject: CPAA 2023 Conference Sponsorship Program and Call for Presentations
Date: November 22, 2022 9:58:36 AM

Hello!

I am reaching out to you as the Chair of the Board of the [Community Planning Association of Alberta](#). I'm circulating this email in hopes of ensuring that my municipal colleagues across our north-west corner of the province are aware of upcoming events and opportunities with CPAA, including 2023 CPAA conference.

Firstly, the CPAA puts on an annual conference with the intent of connecting [planners](#), [elected officials](#), [other related professionals](#), and [municipal staff members](#) and sharing how community planning can influence our communities for the better and help us to meet upcoming challenges. The 2023 Conference is themed: Preparing for the Unknown: The Intersection of Planning and Politics. It will be in Leduc, on May 1-3, 2023. The Conference [Sponsorship Program](#) and [Call for Presentations](#) are both currently open. Please consider supporting the conference by sponsoring or submitting a presentation proposal. The Board does its best every year to make sure the conference is one that we are excited to attend and relevant to northern/smaller community context.

Secondly, in 2022 the CPAA awarded our first Community Award. This award is intended to recognize, celebrate, and share the success and hard work of an individual, team, or organization whose creative ideas and work has positively contributed to community building and well being anywhere in Alberta. Please consider submitting a project in your community for the [Community Achievement Award | CPA Alberta](#). The award winner is announced at the CPAA conference.

Thirdly, every year there is a great opportunity to become part of the CPAA Board of Directors. The Community Planning Association of Alberta is an organization dedicated to the promotion of community planning in the Province of Alberta. Through various means, the Association provides a forum for the discussion of community planning-related concepts, ideas and issues with a view towards solutions. If you feel like this is something you or you know someone who would be interested in please let me know. We will be sure to connect with you when the 2023 nomination process opens. Board members are not only planners but elected officials and those who are dedicated to community planning, so please pass this along to anyone in your organization. There will be a number of openings in 2023, and in particular, we will have an opening for at least one elected official.

The latest CPAA e-news is below. You can find out more about the CPAA on our website: [CPAA NEWS | CPA Alberta](#). Please circulate this information within your municipality and networks. I'm happy to answer any questions you might have.

I hope to see some of you at the 2023 conference. If you have any questions please give me a call or email. I appreciate your time.

Best regards,

Alisha Mody RPP, MCIP | Manager of Planning and Development

Town of Peace River

P (780) 624.2574 Ext. 1027

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We're refreshing the Land Use Bylaw! [Find project information on our website!](#)

From: CPAA <cpaa@cpaa.biz>
Sent: November 12, 2022 9:00 AM
To: Alisha Mody <amody@peaceriver.ca>
Subject: CPAA 2023 Conference Sponsorship Program and Call for Presentations

Can't see this email? [View in Browser](#)

November 12, 2022

Planning Politics



2023 CPAA Annual Planning Conference

Preparing for the Unknown:
The Intersection of Planning and Politics.

May 1 - 3, 2023

Holiday Inn & Suites Edmonton Airport and Conference Centre, Nisku, Alberta

[**Read more**](#)

Announcing the 2023 CPAA Sponsorship Program

The CPAA provides a forum for all stakeholders in planning and development – including elected officials, administrators, planners, academics and students, and private industry – to discuss community planning-related concepts, ideas, issues, and solutions.

The annual CPAA conference brings these diverse perspectives from across Alberta together.

We are seeking new and continued participation from municipalities and the private sector, to consider sponsorship, funding, or in-kind contributions. Conference sponsorship provides numerous benefits, including:

- Name recognition in front of ~200 elected officials, administrators, and private

industry delegates from across Alberta.

- Networking, outreach, and employment opportunities.
- Showcasing your organization as a supporter of community planning and education in Alberta.
- Free or discounted events, including conference registrations, luncheons, banquets, booths, etc (depending on the sponsorship level).

All sponsorship funding received will be used to support conference activities and to support annual scholarships awarded by CPAA to post-secondary planning students.

Should you have any questions regarding sponsorship, please contact the Chair of the 2023 Conference Committee, Geoff Tiffin, 403-794-2311 tiffing@newellmail.ca

Thank you in advance for your consideration. We look forward to your participation and support in 2023!

Sponsorship Information

2023 Conference Call for Presentations

Everyone has a story to tell, and our planning peers and community leaders want to hear yours! We are looking for presenters' with new perspectives, solid best practices, and/or innovative twists to topics that relate to community planning and the successes and challenges that are encountered.

At the intersection of planning and politics is a nexus of influences, information and impacts. As such we encourage proposals from a variety professionals including: planners, politicians, engineers, administrators, landscape architects, developers, architects, builders, policy analysts, community advocates, journalists and students.

The deadline to submit is January 15, 2023. Submission details can be found in the [Call for Presentations](#) document. If you have any questions please contact the Chair of the 2023 Conference Committee, Geoff Tiffin, 403-794-2311 tiffing@newellmail.ca

Call for Presentations

COMMUNITY PLANNING ASSOCIATION OF ALBERTA

Our mission is to provide opportunities to share, promote and encourage community planning among a full range of stakeholders.

CONTACT

Vicki Hackl
CPAA Secretary

205 - 10940 166A Street
Edmonton, AB T5P 3V5
Canada

Phone: (780) 432.6387 Fax: (780) 452.7718 E-mail: cpaa@cpaa.biz

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2023 OPERATING BUDGET FINAL

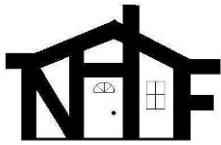
	2022	2023	2024	2025
Revenue				
Local Appropriation, Libraries w/ Boards	\$1,206,942.21	\$1,196,863.92	\$1,196,863.92	\$1,196,863.92
Local Appropriation, Libraries w/out Boards	\$94,492.59	\$91,489.18	\$91,489.18	\$91,489.18
Operating grant, Libraries w/out Boards	\$67,482.45	\$66,333.60	\$66,333.60	\$66,333.60
Operating Grant, PLS	\$803,488.50	\$803,488.50	\$803,488.50	\$803,488.50
School Packages	\$22,899.75	\$19,973.80	\$19,973.80	\$19,973.80
Grants	\$247,500.00	\$252,320.00	\$252,948.68	\$253,589.93
Other	\$58,500.00	\$49,600.00	\$49,600.00	\$49,600.00
Interest	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Total	\$2,516,305.50	\$2,495,069.00	\$2,495,697.68	\$2,496,338.93
Planned reserve contribution	\$35,000.00			
Disbursements				
Materials Services				
Operating Funds Transferred	\$66,333.60	\$66,333.60	\$66,333.60	\$66,333.60
Other Materials Purchased	\$9,000.00	\$9,000.00	\$9,000.00	\$9,000.00
Purchases Less Sales	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
Delivery of Materials	\$8,300.00	\$10,000.00	\$10,000.00	\$10,000.00
subtotal	\$86,133.60	\$87,833.60	\$87,833.60	\$87,833.60
Technical Services				
Materials and Supplies	\$25,500.00	\$27,500.00	\$25,000.00	\$25,000.00
Personnel	\$604,105.19	\$516,394.00	\$526,721.88	\$537,256.32
Staff travel	\$4,900.00	\$4,500.00	\$2,000.00	\$2,000.00
Delivery Service	\$88,932.50	\$106,774.00	\$107,949.48	\$109,148.47
subtotal	\$723,437.69	\$655,168.00	\$661,671.36	\$673,404.79

2023 OPERATING BUDGET FINAL

	2022	2023	2024	2025
IT Services				
Library Automation Software	\$122,300.00	\$124,500.00	\$125,500.00	\$126,500.00
Network Development and Support	\$51,000.00	\$47,100.00	\$47,100.00	\$47,100.00
Local Area Network	\$34,000.00	\$39,000.00	\$39,000.00	\$39,000.00
Internet Service	\$9,500.00	\$9,500.00	\$9,500.00	\$9,500.00
Website/Hosting for Libraries	\$30,700.00	\$30,700.00	\$30,700.00	\$30,700.00
Personnel	\$141,168.00	\$202,282.50	\$206,328.15	\$210,454.71
Staff Travel	\$6,300.00	\$9,000.00	\$9,000.00	\$9,000.00
subtotal	\$394,968.00	\$462,082.50	\$467,128.15	\$472,254.71
Information Services				
Resource Sharing	\$1,200.00	\$650.00	\$650.00	\$650.00
Eresources/Books	\$124,000.00	\$129,000.00	\$134,000.00	\$139,000.00
Printing	\$800.00	\$1,000.00	\$0.00	\$1,000.00
Reimburse ILL Mail Costs	\$6,500.00	\$6,500.00	\$6,500.00	\$6,500.00
PLS ILL Mail Costs	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
subtotal	\$134,000.00	\$138,650.00	\$142,650.00	\$148,650.00
Consulting Services				
Programming Events	\$29,375.00	\$21,600.00	\$22,600.00	\$23,600.00
Training for Libraries	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
Meetings	\$9,800.00	\$11,425.00	\$11,425.00	\$11,425.00
Funds Disbursed	\$68,181.50	\$68,181.50	\$68,181.50	\$68,181.50
Personnel	\$349,677.00	\$325,227.00	\$331,731.54	\$338,366.17
Consultant Travel	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00
Professional Resources	\$900.00	\$900.00	\$900.00	\$900.00
Special Project Expenses	\$18,000.00	\$15,000.00	\$11,000.00	\$11,000.00
Marketing	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
subtotal	\$502,433.50	\$468,833.50	\$472,338.04	\$479,972.67

2023 OPERATING BUDGET FINAL

	2022	2023	2024	2025
<u>General Operating Services</u>				
Financial Services	\$23,890.00	\$28,000.00	\$29,000.00	\$30,000.00
Office Services	\$12,500.00	\$12,000.00	\$12,000.00	\$12,000.00
Communications	\$35,500.00	\$26,000.00	\$26,000.00	\$26,000.00
Transportation	\$28,000.00	\$54,000.00	\$54,000.00	\$54,000.00
General	\$28,800.00	\$29,100.00	\$29,300.00	\$29,500.00
Personnel	\$88,391.00	\$88,372.00	\$90,139.44	\$91,942.23
Building Costs	\$94,300.00	\$108,300.00	\$108,300.00	\$110,300.00
subtotal	\$311,381.00	\$345,772.00	\$348,739.44	\$353,742.23
<u>Administration</u>				
Staff Travel	\$6,000.00	\$4,000.00	\$6,000.00	\$6,000.00
Admin Support Material	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
Personnel	\$218,311.00	\$204,647.00	\$208,739.94	\$208,739.94
System Completion	\$500.00	\$500.00	\$500.00	\$500.00
Board Expenses	\$45,500.00	\$38,000.00	\$39,500.00	\$39,500.00
Indigenous Grant Expenditures	\$116,445.00	\$200,000.00	\$200,000.00	\$200,000.00
subtotal	\$390,756.00	\$451,147.00	\$458,739.94	\$458,739.94
Total	\$2,543,109.79	\$2,609,486.60	\$2,639,100.53	\$2,674,597.94
Surplus (deficit)	-\$61,804.29	-\$114,417.60	-\$143,402.85	-\$178,259.01
Allotment funds, public libraries	\$395,286.75	\$391,986.00	\$391,986.00	\$391,986.00
Allotment funds, service point libraries	\$28,185.75	\$27,308.25	\$27,308.25	\$27,308.25
Total (not included in revenue or expenditures)	\$423,472.50	\$419,294.25	\$419,294.25	\$419,294.25



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 – November 16, 2022

1. Executive Director

COVID-19 Update

No update at this time.

Nominal Sum Properties

We have had one showing of the remaining house in Bluesky but have not received a formal offer. We continue to advertise the 3 remaining properties for sale.

Cadotte Lake Trailer Disposition

The second trailer in Cadotte has been moved off site. The Foundation has arranged to have an auto wrecker remove the derelict vehicles off the lot, at no cost to the Foundation.

West View Condominium Project

No update at this time.

Del-Air Lodge Redevelopment

Construction has been put on hold until the project team can determine the most cost-effective way to proceed. There are several options on the table that are being investigated.

General

Heritage Tower HVAC System Replacement

- The make-up air equipment that was loaded into the 7th floor mechanical room is fully operational.
- The second-floor equipment has been installed and is fully operational as of October 26.
- The dining room equipment is in the process of being changed out and the kitchen equipment will follow.
- Concrete work for the new condensing units is complete.



- The old condensing units, with the exception of the kitchen A/C unit, which is still being used, have been removed and disposed of.
- The new condensing units will be delivered in mid-November and will be in place before the end of the year.
- The contractors will be back in the spring to test and start-up the condensing unit.

Human Resources

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

Administration has interviewed several candidates for the 2 Administrative Assistant positions, one working out of the Heritage Tower Lodge and the second out of the Harvest Lodge. There are more interviews scheduled and we hope to have the final decision made by mid-November.

The Foundation would like to welcome Dakota Buck as the new part time Recreation and Volunteer Attendant at the Homesteader Lodge. Dakota has been a casual employee of the Foundation since November of 2020 at both the Harvest and Homesteader Lodge.

We wish Dakota much success in her new position.

Board Actions and Decisions

The Board was presented with a preliminary budget for both the Lodge and Affordable Housing programs.

The Board directed that the Human Resources 2.16 Dress Code Policy be accepted with the recommended update to footwear.

A number of Corporate Policies were tabled for further investigation and discussion.

Tammy Menssa
Executive Director

pelicanarrows@gmail.com; svpointalison@outlook.com; information@svofficepl.com; info@rochonsands.net; cao@rosshaven.ca; svsandyb@xplornet.ca; svseba@telusplanet.net; info@silverbeach.ca; administration@wildwillowenterprises.com; tomaszyk@mcsnet.ca; administration@wildwillowenterprises.com; info@sylvansummervillages.ca; info@sundancebeach.ca; svsunrisebeach@wildwillowenterprises.com; bancroftkim@hotmail.com; office@sunsetpoint.ca; cao@valquentin.ca; admin@waiparous.ca; viviandrivier@mcsnet.ca; svwestcove@outlook.com; bancroftkim@hotmail.com; cao@whitesandsab.ca; office@svyellowstone.ca; admin@id4waterton.ca; info@improvementdistrict9.ca; info@kananaskisid.ca

Subject: Letter to Minister Copping - Volunteer Fire Department

Date: November 23, 2022 4:14:26 PM

Attachments: [image001.png](#)
[Minister Copping Volunteer Fire Dept.pdf](#)

Good afternoon,

Please see the attached letter from Mayor Kevin Ferguson.

Thank you,

Melodie DeLong / Administrative Assistant, Legislative Services

Phone: 403-783-0124

Email: melodie.delong@ponoka.ca

Web: www.ponoka.ca



Town of Ponoka

Office: 403-783-4431 / Fax: 403-783-6745

#200, 5604-50 Street, Ponoka, AB T4J 1G5

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A thriving community with a hometown feel.

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ALBERTA
PUBLIC SAFETY AND EMERGENCY SERVICES

*Office of the Minister
MLA, Calgary-West*

AR 53295

Dear Community Leader:

Over the last number of weeks, many of our Alberta municipalities have been in contact with government, requesting further information and clarification on a number of items related to the provincial changes to victim services announced July 19, 2022, and scheduled for implementation by April 1, 2024.

I have heard from the many of you about your concerns with the redesign initiative. I am writing to provide clarification on a number of points.

I would like to reassure you the move to a regional governance model for police-based victim services units has always been intended to improve the consistency, stability, and continuity of services received by victims of crime across all regions of the province - municipal, rural and remote. It was also designed to ensure that all victims would continue to be supported locally, by dedicated workers and volunteers from within and around their own communities. While board governance is moving toward integration, all front-line services remain local. I appreciate this opportunity to provide further information about the ongoing redesign work that has occurred to date as it relates to your community and others like it.

Is victim services being removed from your community?

In short, no. The new governance model will empower more than 130 paid, front-line victim caseworkers (full and part-time equivalents), each of them living and working in the communities they serve now. Our new model never contemplated centralizing front-line victim caseworkers in a regional office. They will continue to be co-located with RCMP members in their local detachments, work alongside their volunteer advocates, and be supported not only by their regional boards but also by a new, full-time centralized professional support staff (CPSS); one CPSS for each region. These CPSS teams will consist of, at minimum: an executive director; human resources professional; regional operations manager; regional court support coordinator; cultural safety specialist; admin/office manager; qualified financial management professional; and a retained legal resource.

For smaller, rural and remote communities in Alberta, the new regional governance model for police-based victim services means all areas of the province will have uniform, flexible and sustainable victim services. The new layer of full-time, professional support staff for front-line victim caseworks will stabilize and improve programs above and beyond what is offered under the current governance structure. Front-line caseworkers will have more time to focus on working alongside volunteer advocates and with their local RCMP officers to support victims in the immediate aftermath of a crime, to provide court support within an integrated and coordinated court support program, and for engaging with local and community partners.

How will our communities be represented at the regional level?

As stated, front-line staff will work in the same detachment areas in which they live, as will their cadre of volunteer advocates. The new regional governance boards themselves will be virtual in nature, and will consist of members from communities all across the region. While every detachment area will not necessarily be represented at the board level, no more than one board member per detachment area will be selected.

Did the MLA-led review ever seek to engage municipalities, and did it engage local victim services units (VSUs)?

The MLA-led review of victims services took place over 2020/21 and included participants from the Rural Municipalities of Alberta and the Alberta Municipalities. Other individuals and organizations engaged during this period included MLAs from across the political spectrum, volunteers and staff at police-based VSUs, victim-serving community organizations, a variety of police service representatives, the RCMP, legal experts and Indigenous organizations. Alberta held about 40 engagement sessions, with around 150 stakeholders and organizations attending. The Victim Service Redesign is based on feedback received during these engagements and reflects the final report and recommendations of the MLA-led review. The Victims Services Redesign team continues to meet with affected and/or interested groups and municipalities to gather any outstanding questions, concerns and suggestions. These meetings have already been instrumental in informing improvements to the model.

Will there be a reduction in scope of services provided by the new victim services model, and will this new model serve Albertans who have been traumatized by non-criminal and tragic events?

As Minister of Public Safety and Emergency Services, I recognize that services other than those provided solely to victims of crime, such as for victims of non-criminal trauma, are incredibly important to Albertans. As such, Albertans will not experience a reduction in services currently available, now nor when the new zonal model is implemented. If legislative amendments to the Victims of Crime and Public Safety Act are required to assure this, then our government will pursue those.

Are program managers and other staff guaranteed jobs or do they have to re-apply for positions within the new zonal model?

The hiring of the victim caseworker positions will be the responsibility of each new executive director and respective support staff group. GOAVS will collaborate with the support staff groups, preferring a process that honours the skills and experience of the current cadre of police-based victim services workers. We will be recommending that current VSU employees be invited into a stream-lined on-boarding process prior to any positions being advertised publicly.

These changes to victim services in Alberta are an exciting step forward to ensure victims in our province have the help they need when they need it most. Over the next year, we will continue to work closely with municipalities and Indigenous communities to design and implement the new service delivery model. To ensure that you continue to have the most accurate and up to date information about the new victim services redesign, I encourage you to maintain direct contact with the Director of Victim Services Trent Forsberg at Trent.Forsberg@gov.ab.ca. He would be happy meet with you should you have any future questions, concerns, or suggestions. We look forward to continuing to engage Alberta municipalities on this important initiative.

Thank you for your ongoing commitment to ensuring the needs of victims in your community continue to be met.

Sincerely,

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

Honourable Mike Ellis, ECA
Minister

cc: Trent Forsberg, Director, Victims Services, Strategy, Support and Integrated Initiatives



Board Meeting Highlights November 26, 2022

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 26 November, 2022.

An orientation to the Peace Library System was provided for the benefit of new board members, and the election of officers was held.

Revisions were approved for the following policies: *Loan of Resources Policy for Library Service Points, Orientation and Continuing Education Policy for Library Service Points, Personnel Policy for Library Service Points, and Provision of Library Service to Persons Unable to Use Conventional Print Material for Library Service Points.*

Other items for decision included the 2023 Operating Budget, the 2023 Capital Budget and the Projected Transfer for Reserves for 2022, all of which were approved.

Items for discussion included options for where and how to hold the full Board meetings.

The CEO reported that visits to member boards and councils have been completed for 2022. She reported that the Paddle Prairie Métis Settlement library is being renovated and refitted with technology in preparation for re-opening projected for 2023. She reported that the new CCD acquisitions tool is being tested for 2023 implementation and that anti-Phishing training has begun for headquarters staff.

Staff reported that new staff have been hired and are starting in the Collections Services area to replace retiring staff. Polaris was upgraded to version 7.4 with no issues. The fall marketing campaign reached almost 86,000 people on Facebook and posts were engaged in over 3000 times. 25 libraries participated in the TD Summer Reading program in 2022 with 645 individual participants, 164 programs offered in library and 58 in community spaces. The Indigenous outreach program in High Prairie distributed craft kits, made daycare visits, attended literacy events and a Sisters In Spirit walk and a Round Dance. The Stronger Together conference report was presented, and the Chair discussed an advocacy committee formed by the seven Alberta systems and its approach to discussing the operating grant with the provincial government.

Minutes from the various fall Advisory Council meetings for Service Point Libraries were presented and accepted.

Quick Facts 2022

Population Served: 178,009
Members: 37 municipalities & 1 Métis Settlement
Member Public Libraries: 46
Contracting Schools: 34
Chair: Carolyn Kolebaba (Northern Sunrise County)
CEO: Louisa Robison

Present:

Carolyn Kolebaba, Chair	Northern Sunrise County
Cal Mosher	Town of Beaverlodge
Amber Bean	Clear Hills County
Ann Stewart	Big Lakes County
Lindsay Brown	Town of Falher
Denise Joudrey	Birch Hills County
Dalen Richardson	MD of Fairview
Stan Golob	Town of Fairview
Meesha Bainton	Town of Fox Creek
Mike O'Connor	City of Grande Prairie
Tom Burton	MD of Greenview
James Waikle	Town of High Prairie
Brad Pearson	MD of Lesser Slave River
Jacqueline Maisonneuve	Town of McLennan
Agnes Roshuk	Village of Nampa
Belinda Halabisky	County of Northern Lights
Tahirih Wiebe	MD of Opportunity
Theresa Johnson	MD of Peace
Elaine Manzer	Town of Peace River
Koral D'Aoust	Town of Rainbow Lake
Roxann Dreger	Village of Rycroft
Dennis Stredulinsky	Town of Sexsmith
Elaine Garrow	MD of Spirit River
Tanya Boman	Town of Valleyview
Anna Underwood	Town of Wembley

Regrets:

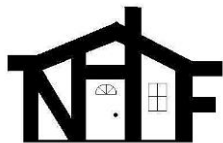
Cindy Hockley	Village of Berwyn
Leanne Beaupre	County of Grande Prairie
Carmen Johnson	Town of Grimshaw
Mark Liboiron	Town of High Level
Greg Pasichnuk	Town of Manning
Kirsten Smith	Saddle Hills County
Vacant	Village of Donnelly
Vacant	Village of Girouxville

Absent:

Alison Bjornson	Village of Hines Creek
Reta Nooskey	Paddle Prairie Métis Settlement
Kimberly Hughes	Town of Slave Lake
Alain Blanchette	MD of Smoky River
Harry Ezio	Town of Spirit River

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

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



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 – December 7, 2022

1. Executive Director

COVID-19 Update

The COVID-19 outbreak at the Harvest Lodge in Fairview was declared over on November 25, 2022. The Influenza outbreak at the Heritage Tower Lodge in Peace River was declared over on November 29, 2022.

Nominal Sum Properties

We have had one showing of the remaining house in Bluesky but have not received a formal offer. We continue to advertise the 3 remaining properties for sale.

Cadotte Lake Trailer Disposition

The Foundation has arranged to have an auto wrecker remove the derelict vehicles off the lot, at no cost to the Foundation. The company that we have secured to do the work has had their truck vandalized and are waiting on parts before they can complete the work. We continue to get updates regularly.

West View Condominium Project

No update at this time.

Del-Air Lodge Redevelopment

Work at the construction site has started up again after several delays. Construction will proceed through the winter months, so work is being done to prepare the site for winter weather conditions. The turnover date has been moved from July to December of 2023.

General

Heritage Tower HVAC System Replacement

- A Change Order has been submitted to the Province for unanticipated work that is needed to prepare for the dining room make-up air unit.
 - There have been delays with completion of the installation, as a larger roof penetration was required for the chimney.
 - Required drywall work has been completed.
 - Installation work started up again on November 29; the unit should be up and running in 3 weeks time.
- The kitchen unit will be the final make-up air unit installed.

- The air condensing units may be put in place before the end of the year.
 - The contractors will be back in the spring to test and start-up the condensing unit.

Human Resources

The Foundation continues to post the Human Resources Manager position, as a suitable candidate has not been found. The Administrative Assistant position for Peace River has been offered to the successful candidate; announcements will be made when it is appropriate to do so. We continue to post the Administrative Assistant position for Fairview, as a suitable candidate has not been found.

Board Actions and Decisions

The Board adopted the 2023 Lodge Budget, the 2023 Affordable Housing Budget and the 2023 Affordable Housing Rate Schedule.

The Board directed Administration to book Nolan Crouse to facilitate the Foundation's 2023 Strategic Planning Meeting.

The Board directed Administration to pay out the carry-forward vacation allotment from year-end 2021 and prior years, to be paid in early 2023, after giving adequate notice to employees affected, and that Administration update the existing Vacation Policy to reflect the payout of unused carry-forward vacation allotment on an annual basis and bring it back to the Board for approval.

The Board directed Administration to encourage Alberta Seniors, Community and Social Services to communicate on a regular basis regarding the Del-Air Redevelopment project.

Tammy Menssa
Executive Director

From: [Marc Boychuk](#)
To: [David Browne](#); [Theresa Johnson](#); [Stacey Messner](#); [Kayln Schug](#); [Carolyn Kolebaba](#); [Orren Ford](#); [Brianna Nettelfield](#)
Cc: [Cindy Millar](#); [Teresa Tupper](#); [Dianne Roshuk](#); bmiller@peaceriver.ca; cao@berwyn.ca; cao@grimshaw.ca; [Theresa Van Oort](#)
Subject: Task Force Update
Date: December 14, 2022 12:51:08 PM

Hello all

Here is a quick update from our last meeting.

Regrets Orren Ford and Brianna

Action Items

1. Connect with the shelter and have a meeting with the ED. Dave has this set up and should be having the meeting soon.
2. Connect with the hospital. Marc -in the process of setting up a date for this meeting. Purpose of this meeting is to do some discovery and info exchange around what the best solutions are for RMP transports.
3. Set up a meeting with AHS-Susan Givens and group. Marc-I have touched base and given them three weeks of dates to meet. Just waiting to hear back now. Purpose of this meeting is to help us write the resolution with the proper response to the advocacy issues we are trying to resolve.
4. Get the homeless estimation data-Marc-I have emailed FCSS and Sagitawa. Sagitawa has gotten back to me but FCSS hasn't. Cut-off date for the application is Dec 20th. This data will give us an up-to-date snapshot of what is happening with those experiencing homelessness in our region.
5. We are developing a resolution to put forward at the RMA and AMA conferences next year, 2023. I attached the link for the resolution policy and the scoring matrix to ensure we submit it properly. We would like to get the advocacy power and support from RMA and AMA and other municipalities.
6. Meetings with the business group and around the business group issues. Trying to resolve the call volume around vagrancy, trespassing and shoplifting. Dave B has some good ideas around this. I have set up a meeting with Restorative justice Jan 19 to see what kind of solutions we can come up with for the town hall presentations.
7. The UCP have just announced a new task force for homelessness and mental health in Edmonton. Chief Isaac from Woodland Cree is on this team. I have contacted the chair of this group and we will be connecting in the new year to see what we can learn from them to adapt to the rural context.

If there is something we discussed that I have forgotten please let me know.

I have also copied the CAO's for information share. Please share updates with your council members.

<https://www.abmunis.ca/system/files/2022-01/Policy%20AP002%20-%20Resolutions%20Policy-%20updated%20web%20version.pdf>

Policy No. AP002 – Revised December 2020

c. Identifies resolutions that potentially trigger the criteria set out in Section 27. 25. Alberta Municipalities' Municipal Governance Committee will review and

www.abmunis.ca

Take care and Merry Christmas and happy holidays

Cheers

Marc Boychuk
780-617-4124



December 15, 2022

Marie Dyck
Nampa/Northern Sunrise County Daycare Committee
Nampa AB T0H 2R0

Dear Marie:

RE: Nampa Daycare Project

At the regular meeting of Council on December 13, 2022, Council discussed your requests in regard to the proposed daycare facility in the Village of Nampa. Following the discussion, the following motion was made:

782/12/13/22

MOVED by Deputy Reeve Kolebaba that Council direct Administration to send a letter to Marie Dyck requesting more information regarding the status of the Nampa Daycare project in light of the update received from the Peace River Child Care Association dated December 6, 2022.

CARRIED

Please send us an update regarding your plans now that the Peace River Child Care Association has made the decision to discontinue the development of a daycare space in the Village of Nampa. The daycare facility requests will not be considered until this update has been received for Council to review. Thank you in advance for your timely response.

Sincerely,

Corinna Williams, Reeve
Northern Sunrise County

