



Agenda
Village of Nampa
Council Meeting
November 21, 2023
Village of Nampa Council Chambers
7:00 p.m.

1. Call the meeting to order

2. Adoption of the agenda

3. Adoption of Previous Minutes

- 3.1 Minutes of the Regular Council Meeting held October 17, 2023
- 3.2 Minutes of the Organizational Meeting held on October 17, 2023

4. Business Arising out of the Minutes

5 New Business

- 5.1 7:00 pm with Glenda Farden, Senior Municipal Relations Liaison, STARS
Re: Annual Update
- 5.2 RFD: Peace Regional Healthcare Attraction and Retention Committee Terms of Reference
- 5.3 RFD: Art Sawatzky, General Manager, Peace Regional Waste Management Company
November 8, 2023 Re: Extended Producer Responsibility Registration
- 5.4 RFD: Crystal Owens, Chair, Peace River School Division, November 15, 2023 Re: Joint Meeting,
February 7, 2024 **RSVP Required
- 5.5 Outdoor Bulletin Board * Added by Councillor Lee (will speak on this at mtg)

6 Reports

- 6.1a Cheque Listing for Council # 20230410-20230455 October 17, 2023 - November 14, 2023
- 6.1b September 2023 Bank Rec
- 6.2 CAO Report
- 6.3 Public Works Report
- 6.4 Mayor/Deputy Mayor/Councillor Reports & Upcoming Meetings

7. Correspondence

- 7.1 Lynn Florence, Economic Development Officer, Economic Development & Tourism Quarterly Report
July 2023 to August 2023
- 7.2 Tammy Menssa, Executive Director, North Peace Housing Foundation Board Re: Board Meeting Synopsis,
October 4, 2023

8. Closed Session

- 8.1 Disclosure Harmful to Personal Privacy, FOIP; Section 17

9 Adjournment

**CRITICAL CARE,
ANYWHERE**

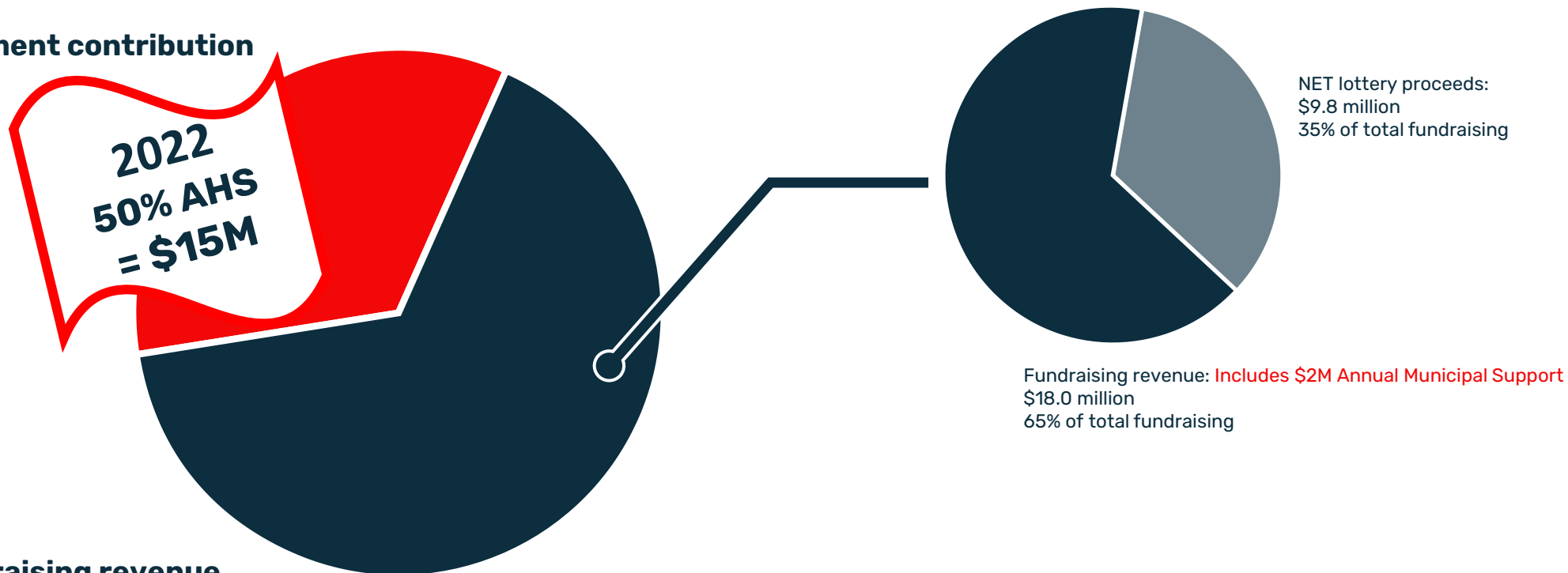


STARS ALBERTA REVENUE FISCAL 2023

AB Government contribution
\$15.0 million

**2022
50% AHS
= \$15M**

NET fundraising revenue
\$27.8 million



FUELED BY GENEROSITY. Achieving success together.

REGIONAL LEADERSHIP

NORTHERN SUNRISE COUNTY

VILLAGE OF NAMPA

- **New! 5 rural municipalities**
- **New! 6 urban municipalities**
- **Pending: MDLSR, Lac La Biche, Two Hills, Parkland**

(9) MUNICIPAL LEADERS

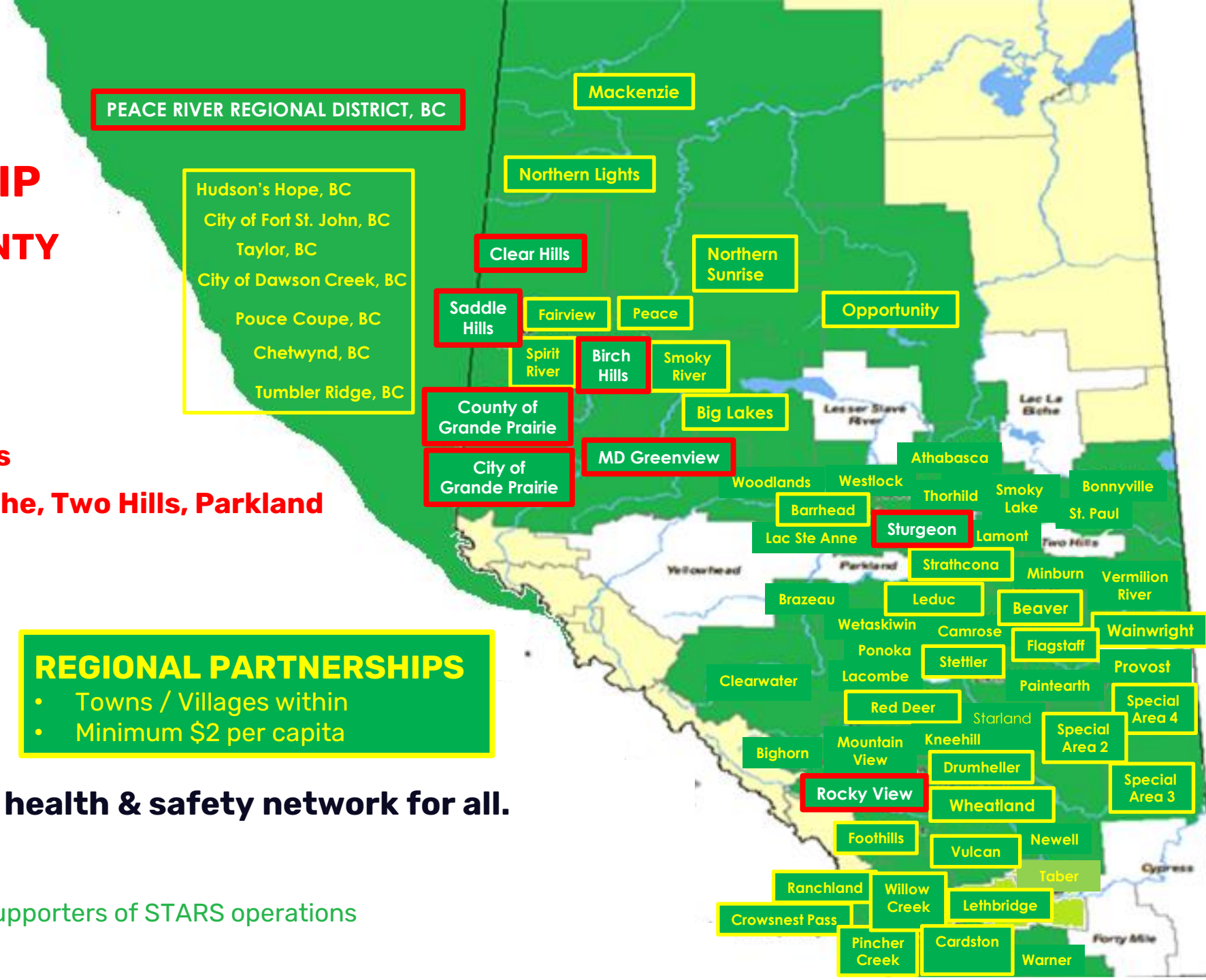
- Standing Motion / Fixed Rate
- Protective Services Budget

REGIONAL PARTNERSHIPS

- Towns / Villages within
- Minimum \$2 per capita

United effort ensures robust health & safety network for all.

*GREEN represents annual municipal supporters of STARS operations

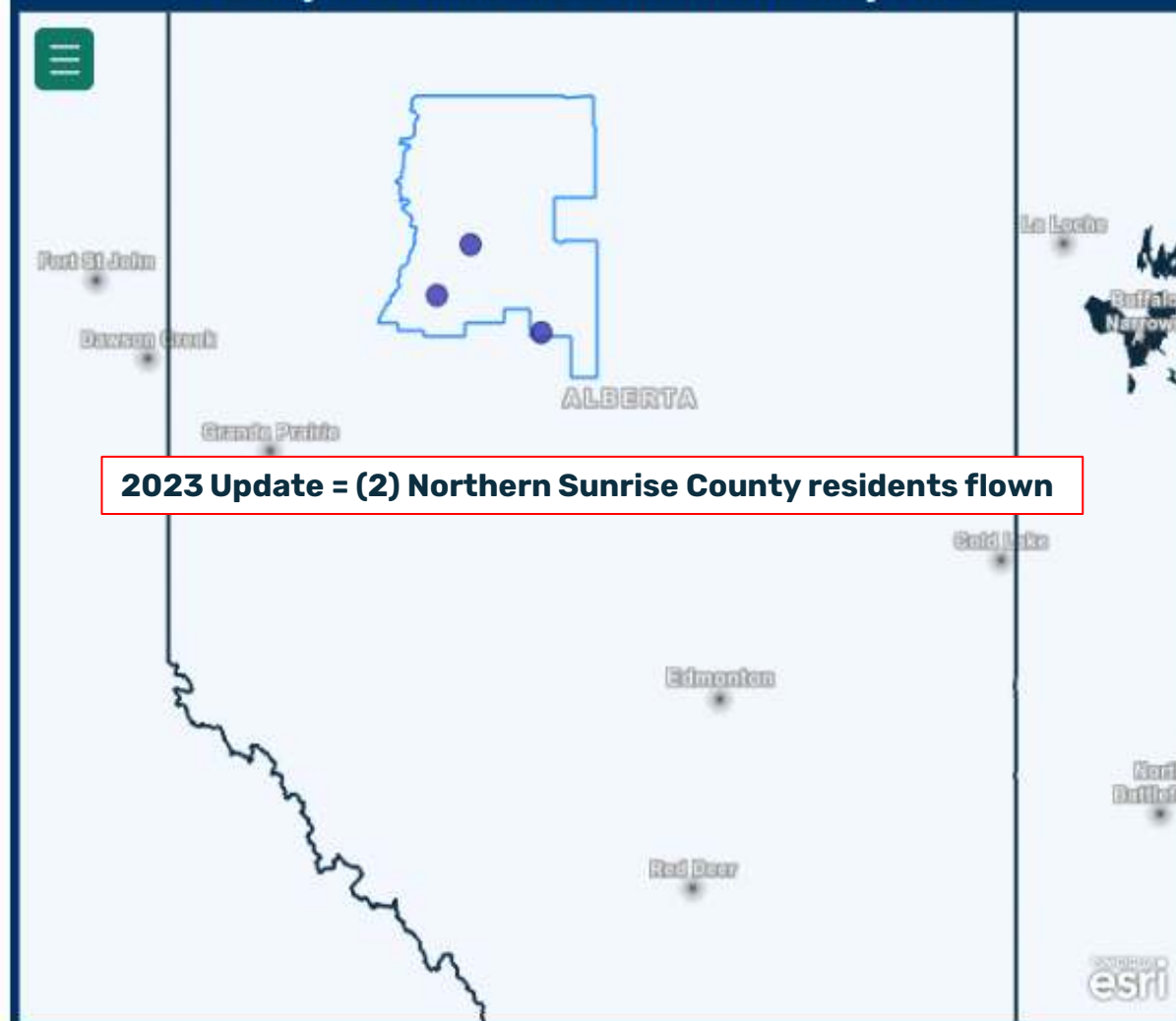


NORTHERN SUNRISE COUNTY @ October 31, 2023	2019	2020	2021	2022	2023	TOTAL
Near Atikameg (within Northern Sunrise County)	7	1	2	5	5	20
Near Cadotte Lake	4	3	3	3	2	15
Near Little Buffalo	7	3	2	1		13
Near Loon Lake (within Northern Sunrise County)					2	2
Near Manning (within Northern Sunrise County)			1			1
Near Nampa	1		1			2
Near Peace River (within Northern Sunrise County)		1	1	1	1	4
TOTAL	19	8	10	10	10	57



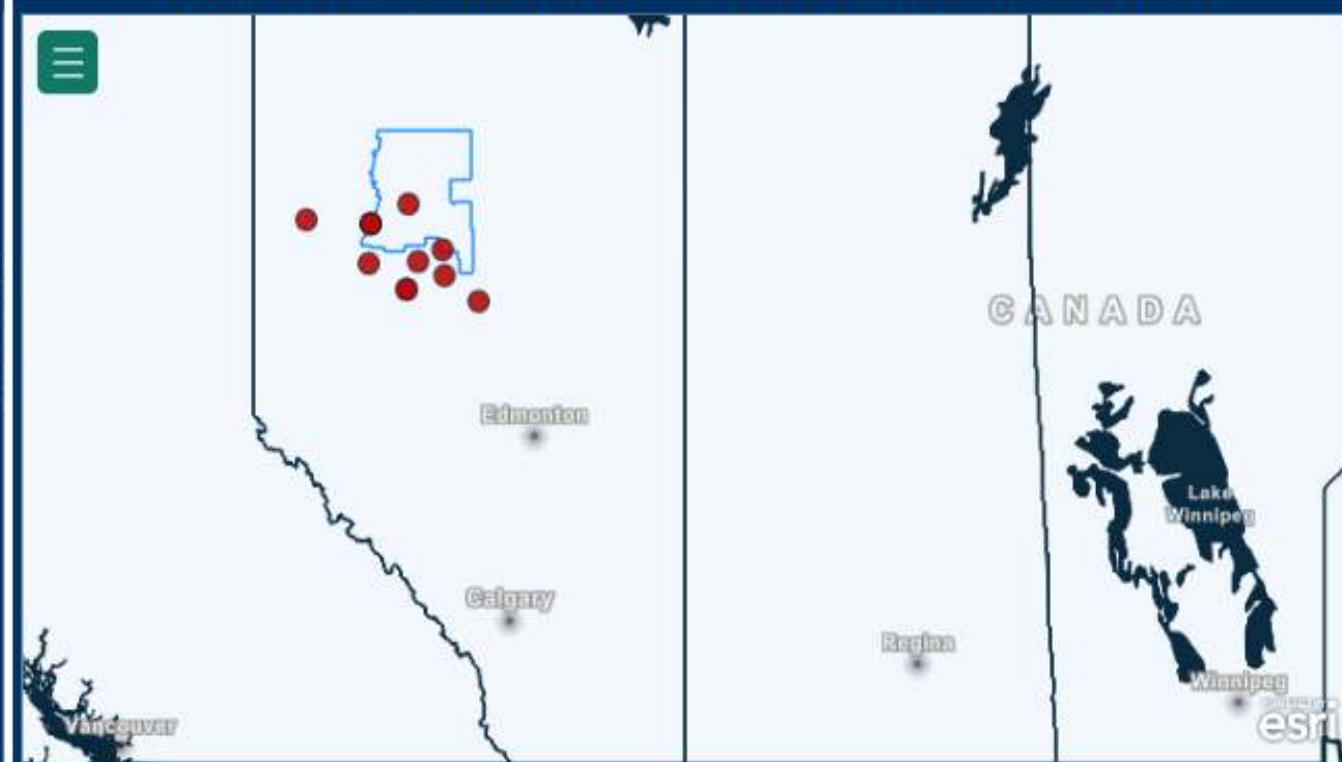
Within Northern Sunrise County Boundaries - Patients Flown by STARS (2010-Present)

County of Northern Sunrise Residents Flown by STARS

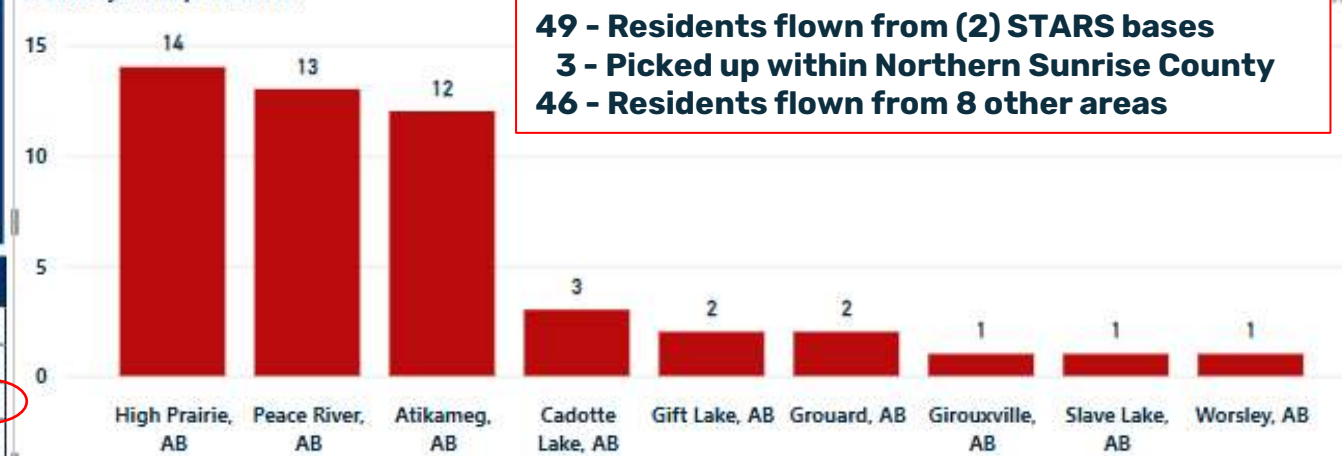


Resident Community	5 Yrs Ago	4 Yrs Ago	3 Yrs Ago	2 Yrs Ago	Last Year	5 Year Total	Total Since 2010
Atikameg	0	4	2	2	2	10	29
Cadotte Lake	0	1	1	1	2	5	16
Nampa	1	0	0	1	0	2	4
Total	1	5	3	4	4	17	49

Locations where Northern Sunrise Residents Travelled and Needed STARS



Count by Pickup Location



EMERGENCY LINK CENTRE (ELC)

- Receives over 36,000 emergency requests/year
- STARS Vigilant Program monitors over 4,000 registered sites/year



✓ **Critical Care**
✓ **Physically**
✓ **Virtually**

- STARS Transport Physicians
- Medical/procedural guidance
- Every critical call
- All modes of transport
- Logistical arrangements with receiving Drs./Hospitals



Thank you, Northern Sunrise County

Generational Investment H145 Fleet (10)

- Campaign completed
- All bases H145 Operational
- Night Vision Goggles (NVG)
- 1st Civilian Organization (2002)





Handheld i-stat Lab

Hemoglobin
Blood Gases
Electrolytes
Vital test results < 2 minutes

H145 INTENSIVE CARE UNIT (ICU)





Hamilton T-1 Ventilator

Fully featured (ICU)

Adult / Pediatric / Neonatal

Optimal ventilation therapy in transit



(2) Units Universal Blood

STARS – An Innovative Leader

1st HEMS program in North America

Advanced care in trauma patients

The difference between life & death



Video Laryngoscope

Advancement in intubation

Video screen view of trachea

Difficult airway management

Trauma / Burns / Crushed on impact

TIME – TOOLS – TALENT





EZIO Drill

Time-sensitive

Life-threatening cases

Immediate IV access

Stabilization / Pain Management



Handheld Ultrasound

(test results for rapid diagnosis)

Collapsed lungs

Trauma-related internal bleeding

Heart abnormalities

Fetal Compromise

*Expedite treatment plans



Pain Management Drugs Thrombolytics

(stroke patients / requires CAT scan)

Transport Physicians – 25% of calls

*Physicians Kit includes:

Central Venous Catheterization

Temporary Pacemaker

TIME – TOOLS – TALENT



Air Medical Transport Conference (AMTC)



2022 CHAMPIONS!!
Chris Fay and Kevin Easton

- Rigorous competition / complex cases
- Triage multiple patients
- Inconceivable critical situations
- Graded: decision-making/timing/outcomes



VILLAGE OF NAMPA

LEADERSHIP – DEDICATION – SUPPORT

CURRENT PLEDGE OF SUPPORT

\$1,000.00 / FIXED RATE

2023, 2024, 2025

(IN CONJUNCTION WITH COUNCIL TERM)



A life is saved every day. Partnership makes it possible.

From: <llndt.MacRobert@peace.ca>
Sent: October 20, 2023 4:04 PM
To: 'llndt.MacRobert, Perry Smith, and Champs'; 'crh@peace.ca'; Ernest Van Dijk, LND, Kayla Barnes
Cc: Cindy Wilson, Janice Sweet, Elaine Venzon, Shale Shannon, Gail Thors, G
Subject: Re: ARC Draft Meeting Minutes for August 1, 2023 and updated Terms of Reference
Attachments: 2023 CR 01 Peace Regional Health Services At-Large Council Executive Committee Minutes - DRAFT.pdf; 2023 CR 01 P3-ARC Terms of Reference.pdf

Dear Peers,

I have reviewed the terms of reference attached as received by the Peace Regional Health Services At-Large and Reference Committee on August 1, 2023.

ACTION-2023-110: Those moved to accept the revised terms of reference as adopted by the committee members on August 1, 2023 and that the terms of reference be forwarded to all municipalities for their ratification.

Please ensure that the updated terms of reference are brought forward to your respective municipality for ratification. Once complete, I ask that you please provide me with your Council's resolution confirming ratification. Thank you.

Heather MacRobert | Corporate Services | Administrative Assistant



PEACE RIVER
ALBERTA

Peace Hill, 8211-101 Street, Peace River, AB T3B 1S4
P (800) 624-2374 ext. 1222 | (800) 624-4444
Home | Facebook | Instagram | Twitter



TERMS OF REFERENCE
PEACE REGIONAL HEALTHCARE ATTRACTION AND RETENTION COMMITTEE
August 1, 2023

Purpose

To support Healthcare attraction and retention in the Peace River region.

Objectives

1. To provide support for healthcare providers' attraction and retention.
2. To enhance retention of healthcare provider by focusing on:
 - a Healthcare provider settling into the community,
 - b Family integration into the community,
 - c Family quality of life interests.
3. To facilitate community involvement in the attraction and retention process together with healthcare providers, AHS and the Borealis Primary Care Network.

Outcomes

As a result of lower vacancies, access to healthcare is more consistent in rural Alberta.

Healthcare providers want to come to the community to work.

Healthcare provider families are happy, engaged in and connected to the community.

All healthcare providers in the community feel welcomed, appreciated, and valued.

Financial Resources

1. The Committee is authorized to expend funds annually. The Committee will request allocations from municipal budgets as required. Funding to be administered by the Town of Peace River.
2. There will not be remuneration for Committee members. Representatives from various organizations or municipal councils may be eligible for remuneration from their respective organizations or municipalities depending on those organizations or municipalities' policies.

Membership

1. Membership is comprised of organizations and individuals that have a significant interest in the attraction and retention of physicians to the Peace River area.
2. The Committee shall consist of eleven (11) voting members as follows:
 - a. One (1) representative from the Town of Peace River Council;
 - b. One (1) representative from the County of Northern Lights Council;
 - c. One (1) representative from the Northern Sunrise County Council;

- d. One (1) representative from the Village of Yamox's Council,
 - e. One (1) representative from the M.C. Peace No. 139's Council,
 - f. One (1) representative from Peace River Community Health Centre,
 - g. One (1) representative from Sunrise Medical Clinic and
 - h. Four (4) representatives from the public-at-large based upon their community involvement.
3. The Committee will have non-voting members as follows:
 - a. One (1) representative from the South Primary Care Network,
 - b. One (1) representative from the Peace River Community Health Centre,
 - c. One (1) representative who is an Alternative Health Services Physician Resource Nurse Care,
 - d. One (1) representative from NHPAP.
 4. Appointment of non-voting members shall be ratified by the Committee.
 5. Municipal representatives shall be appointed annually.
 6. If any member of the Committee is absent from three consecutive regular meetings, the Committee may elect the chair and such absent Council member to be absent.
 7. Additional members may be needed.

Term of Office

1. Council members are appointed at their annual Organizational Meetings.
2. Public-at-large members will have a term of up to three (3) years term. Members may be reappointed by resolution of the Committee.

Meetings

1. At the inaugural meeting, the Committee will select a Chair and Vice Chair.
2. Meetings will be held quarterly on the 1st Tuesday of the months (November, February, May, and August) at 7p.m. at the Town of Peace River Council Chambers.
3. Additional meetings may be called as required.
4. Quorum will be a quorum of seven members.
5. The Committee will follow the Roberts Rules of Order.
6. Executive persons can be invited by the Committee to provide expertise on specific topics.

Duties of Secretary

1. The secretary of the Committee will be assigned to the local's Municipal administration.
2. The Secretary of the Committee shall forward agenda packages and address minutes of all meetings to all Committee members and the administrator of the Co-operative Municipality.
3. Draft minutes forwarded will be sent to municipalities and other members within one (1) month of the meeting.

Dissolution

1. Dissolution at the discretion of the participating municipalities.



Request for Decision

November 2, 2023

Topic: Extended Producer Responsibility Registration

Administrative Recommendation:

To have PRWMC's 3 member municipalities who letters authorizing General Manager Art Sawatzky to pre-register/register for EPR before December 31, 2023

Background:

In October 2022, the Government of Alberta made the announcement that the province would be implementing an Extended Producer Responsibility (EPR) process.

Extended Producer Responsibility (EPR) shifts the cost of recycling materials like sugary products, plastics, and paper products (PPW), and hazardous and special products (HSP) away from our municipalities and everyday Albertans to the producers and retailers who supply those products to the marketplace.

For our communities to be eligible for EPR they must indicate their interest to AFMA by pre-register/register with AFMA. This involves answering a questionnaire on each municipality's current recycling and PPW program on AFMA's website. This does not mean that you are committed to EPR. It only means that your community remains eligible to make choices about participation at any time.

IMPLICATION OF DECISION

Financial Implications: EPR shifts responsibility for recycling from municipalities to producers. This should save us money.

Policy and/or Legislative Implications: none

Alternative Options: None to action and continue with current programs.

Attachments:

REVIEWED AND APPROVED FOR SUBMISSION TO THE BOARD:

General Manager:

Art Sawatzky

Date: November 2, 2023

11/02/2023 10:46 AM PRWMC 2023-11-02 10:46 AM PRWMC 2023-11-02 10:46 AM PRWMC 2023-11-02 10:46 AM



PEACE REGIONAL WASTE MANAGEMENT COMPANY

Box 7256
Peace River, AB
T0S 1S9

Landfill:
780.524.1112
Fax: 780.624.9550
Eco Centre: 780.524.1112

November 9, 2021

Kathleen B. in the County
Box 1300
Peace River AB T8S 1Y8

ATTENTION: Cindy Miller
Chief Administrative Officer

Town of Peace River
Box 3886
Peace River AB T8S 1S4

ATTENTION: Barbara Miller
Chief Administrative Officer

Village of Kamour
Box 88
Kamour AB T0H 2R0

ATTENTION: Dennis Roemer
Chief Administrative Officer

Dear Madam/Sir:

Re: LPR Registration

PRWMC General Manager, Art Sawatzky, submitted the attached Request for Decision at our November 2nd monthly Board Meeting regarding Extended Producer Responsibility (EPR) registration and how to manage this within our member municipalities. A discussion was held, and the following motion is the result.

1636/11/02/23

MOTIONED by Director/Mayor that the Board direct Administration to send a letter from the PRWMC Chair to the Partners and CAO's requesting them to write letters to AMGA authorizing General Manager Sawatzky to be registered for LPR before December 31, 2021. The Board would also direct Administration to include a background regarding PRWMC Extended Producer Responsibility (EPR) programs. **CARRIED**



PEACE REGIONAL WASTE MANAGEMENT COMPANY

Inc #253
Peace River, AL
T25 1B9

Length:
791,024 MB
Size: 784,524,550
File Size: 710,024,179

The board fees that this is necessary to have the fees, a check for the new 0.0130

Responsibility.

Shirley Sheehan
Chair - Peace Regional Waste Management Company
Councilor - Town of Peace River
sheehansharon@peace.net

ATTACHED:

RR - Policy of Product Responsibility Register
PR - Review

EPR OVERVIEW

Extended Producer Responsibility (EPR) shifts the physical and financial burden of collecting, sorting, processing, and recycling waste to the producer and away from local governments and taxpayers. Alberta's new EPR framework will diversify our economy by encouraging companies to find innovative ways to recycle more materials and produce less packaging waste.

Alberta's approach aligns with producer-run programs in other jurisdictions, empowering producers to:

- create local recycling markets.
- design cost-effective and efficient recycling programs
- demonstrate environmental responsibility.

Once fully implemented in April 2025, the EPR framework will embrace Alberta's polluter-pay principle and Alberta's long tradition of supporting innovation.

The EPR framework will create economies of scale and help businesses find effective solutions to market the material collected, including driving demand for recycled content. Albertans will benefit from a consistent recycling experience between communities.

For more detailed information, please refer to the following links:

<https://www.alberta.ca/regulated-extended-producer-responsibility-programs#jumplinks-0>

<https://www.albertarecycling.ca/epr-oversight/>

<https://recycle.ab.ca/projects/extended-producer-responsibility/>



Peace River School Division

November 15, 2023

Mayor Fern Matasovic
Village of Nampa
Box 60
Nampa, AB T0H 1R0

Dear Mayor Matasovic:

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

The PRSD Board of Trustees would like to invite you, your cabinet and CAO to participate in our annual Joint Board Municipality meeting scheduled for February 7, 2024, at 9:00 a.m. The purpose of this meeting is to exchange valuable insights and work collectively to address challenges PRSD is facing as well as ways the school division may be able to support our community through various

Our primary goal is to deliver exceptional educational services and maximize student learning opportunities within our communities. Last year we provided information on how much the division must spend due to the carbon tax as an example of costs that are out of our control and are not at the division's discretion to control. Our Municipalities took the time to their associations to advocate for divisions across the province which we appreciated.

PRSD in partnership with Northwestern Polytechnic is opening the North Peace Career and Training Academy which will train drivers for the Class 1 driver's license. This will provide students with the opportunity to positively impact high school completion as well as provide much needed training closer to home. This has the potential to alleviate some of the problems industry in our communities are dealing with due to a shortage of trained drivers.

We believe through open dialogue and a commitment to shared objectives, we can overcome our challenges and create a brighter future for our students and communities. Please email Chris Warras, Executive Assistant, with the names of attendees and

Board of Trustees

Chair
Crystal Ostry

Deputy Chair
Lacey Huth-Hill

Trustees
Marni Bess
Meredith
Lyn Liddell
Randy Rafteran
Katie Giesbrecht

Superintendent of Schools
Adam Blomberg

Executive Superintendent
All Thompson

Secretary, Executive
Rhonda Martin



whether they will be joining virtually or in-person by January 24, 2024. If you have any questions, please contact Chris Wams by email at c.wams@gsd.alb.ca or by phone at 780-624-1400 x 31140.

Our Board looks forward to meeting with you more often and working by your invitation to share how we can work together to create opportunities for youth in our communities.

Sincerely,



David Chait

Chair

cc: CAO Kramik



VILLAGE OF NAMPA

Page 617

Cheque Listing For Council

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20220410	2022-04-10			RYMUTV		135.47
			20220401	TELEPHONE BILL-KODAK CELL	109.40	
20220411	2022-04-11			RYMUTV		3,225.97
			22-022870A	STREET LIGHTS	4,120.00	
			22-022870A	W. H. / ELECTRICITY BILLING	1,200.00	
			22-022870A	W. H. / GAS BILLING	600.00	
20220412	2022-04-12			RYMUTV		3,275.75
			4-0001	137 POWER METERS	3,000.00	
20220413	2022-04-13			RYMUTV		172.00
			20220401	CHOCOLATE BELLS-ROCK FLOW	112.00	
20220414	2022-04-14			RYMUTV		2,145.25
			20220401	CONCRETE CURB - TULI	2,033.25	
20220416	2022-04-16			RYMUTV		75.11
			20220401	MONTHLY CONTRACT SERVICE	75.11	
20220418	2022-04-18			RYMUTV		45.00
			112201	WIRE, BULKHEAD - RUTHERFORD	45.00	
20220417	2022-04-17			RYMUTV		2,012.25
			20220401	OFFICE SUPPLIES - COPY PAPER	2,012.25	
20220418	2022-04-18			RYMUTV		275.00
			20220401	2024 WEL TENDERSHIP	275.00	
20220419	2022-04-19			RYMUTV		40,667.75
			20220401	1927 BILL - ALIEN	40,667.75	
20220420	2022-04-20			RYMUTV		3,225.97
			20220401	TRANSFER STATIONETS DEPT	3,225.97	
			20220401	TRANSFER STATIONETS DEPT	3,225.97	
20220421	2022-04-21			RYMUTV		1,115.25
			20220401	REPAIRS - LIGHTS - NEW YORK	1,115.25	
20220422	2022-04-22			RYMUTV		235.00
			20220401	REPAIRS - FIRE CONNECTION OF	235.00	
20220423	2022-04-23			RYMUTV		1,275.00
			20220401	REPAIRS - FENCE - TOWN	1,275.00	
20220424	2022-04-24			RYMUTV		30.00
			20220401	WILSONS PUBLIC WORKS	30.00	
20220425	2022-04-25			RYMUTV		3,225.97
			20220401	REPAIRS - ACCOUNTS - STATION	3,225.97	
20220426	2022-04-26			RYMUTV		25.00
			20220401	CLUBS - GYMNASIUMS - STATION	25.00	
20220427	2022-04-27			RYMUTV		25.00
			20220401	REPAIRS - GYMNASIUMS - STATION	25.00	
20220428	2022-04-28			RYMUTV		1,115.25
			20220401	CLUBS - GYMNASIUMS - STATION	1,115.25	
20220429	2022-04-29			RYMUTV		2,145.25
			20220401	CONCRETE CURB - TULI	2,145.25	
20220430	2022-04-30			RYMUTV		25.00
			20220401	CLUBS - GYMNASIUMS - STATION	25.00	
20220431	2022-04-31			RYMUTV		25.00
			20220401	CLUBS - GYMNASIUMS - STATION	25.00	
20220432	2022-04-32			RYMUTV		25.00
			20220401	CLUBS - GYMNASIUMS - STATION	25.00	
20220433	2022-04-33			RYMUTV		25.00
			20220401	CLUBS - GYMNASIUMS - STATION	25.00	
20220434	2022-04-34			RYMUTV		25.00
			20220401	CLUBS - GYMNASIUMS - STATION	25.00	
20220435	2022-04-35			RYMUTV		25.00
			20220401	CLUBS - GYMNASIUMS - STATION	25.00	



Chief Administrative Officer Report

6.2

October 18, 2023 - November 21, 2023

Meetings/Events Attended

October 20th - Art Hub 1st Annual Art Gala - Lots of talented artists in the Peace Region, beautiful art, well attended event

November 11 - Attended Remembrance Day Service - Village provided the coffee & donuts

November 15 - Attended Municipal Affairs Administrators Training Initiative (MAATI) which was sponsored by Northern Sunrise County, held in St Isidore. Sessions attended were: Viability Warning Lights You Can't Ignore, Finance 101, Corporate Planning & Budgeting 101, and Procedures, Policies and Bylaws.

November 20 - NWL Meeting

November 21 - Regular Council Meeting

November 21 - Public Hearing

Upcoming Meetings/Events

November 23 - 2024 Interim Budget Meeting

November 29 & 30 - AEMA Training

December 9 - Xmas Staff Supper

December 13 - NSC Xmas Open House

December 13 - Seniors Xmas Supper

December 18 - Annual Supper Social with NSC

December 19 - Regular Council Meeting

November 2023

6.3

Public Works Month End Report

- have hydro survey of sewer lagoons done by Edmonton branch waiting for sludge report
- cut asphalt & jack hammer out to expose valves on 99 AVE for next years project
- gravel & repair back alleys
- mark years of infrastructure repairs done on map for MMSA updates etc.
- install numbers on fire hydrants
- fab & weld pipe barrier for C-C on property at 10123- 99 St.
- remove old steering ties on gravel truck - install new ties - have yearly CUIP done on truck
- change oil & filter on grader - grease & check over.
- check street signs & order new ones for some that are faded out
- change out some no truck parking signs in Village.
- Dianne came & washed cellar at lift station - sucked out clean.

Councillor Committee Report

Name: Brian Bielopotocky

Date: Oct/2023

Meetings/Events Attended:

Oct 17/23 Organization Meeting

Oct 17/23 Council Meeting

Oct 18/23 Seniors Supper

Oct 30/23 WAC Meeting

-WAC Organization Meeting

-Corina Williams chair, Claude Rodrigue vice chair, new member Frank Allard

-Alus Nature and Climate Solutions

-New Corporate Funders (Dairy Farmers of Canada, Capital Power, Wawanesa, Green Power)

-Tree Canada planted 200,000 trees last year

Upcoming Meetings/Events

Nov 21/23 Village Public Hearing

Nov 21/23 Council Meeting

Nov 23/23 Village Budget Meeting

Nov 29-30/23 Alberta Management Emergency Training



Councillor Committee Report

Name: Sharon Lee

Date: 11 14 2023

Meetings/Events Attended:

Nampa & District Historical Society Meeting <i>-new roof on Ukrainian Church</i> <i>-museum upstairs: information pricing research; UV coating for windows; more lighting; indigenous submissions to be requested for information panels in that area; 2024 opening</i> <i>-casino duties</i> <i>-next meeting January 9, 2024</i>	Nov 14/ 23	7:00pm
Economic Development and Tourism Board	Nov 15/ 23	5:30pm
Village of Nampa, Bylaw 475 Public Hearing	Nov 21/ 23	6:30pm
Village of Nampa, Regular Meeting	Nov 21/ 23	7:00pm
Village of Nampa, Interim Budget Meeting	Nov 23/ 23	6:30pm

Upcoming Meetings/Events:

Beautification and Branding	November	TBD
Village of Nampa hosting Mackenzie Municipal Services Advisory Mtg	Dec 8/ 23	10:00am
Village of Nampa Christmas Supper	Dec 9/ 23	5:00pm
Northern Sunrise County – Open House	Dec 13/ 23	
Northern Sunrise County & Village of Nampa Christmas Social	Dec 18/ 23	
Village of Nampa, Regular Meeting	Dec 19/ 23	7:00pm
Nampa & District Historical Society Meeting	January 2024	
Economic Development and Tourism Board	January 2024	



Councillor Committee Report

6.4

Name: Evan Matiasiewicz

Date: November 15, 2023

Meetings/Events Attended:

RCMP CAC – Oct 18/23

NAEL – Nov 17/23

Upcoming Meetings/Events:

VON Budget Nov 23/23

RCMP CAC

Golden Pioneers

Peace Waste Management



Councillor Committee Report

6.4

Name: Agnes Roshuk

Date: 11/15/23

Meetings/Events Attended:

11/03/23- Ag. Society

This was just a meeting that was called to prepare for the Annual General that is being held on 11/23/23.

11/07/23- Nampa Library Board.

The Library is implementing a Harassment Policy. We will be finalizing it next meeting. This is for the board or patrons.

11/07/23- Day Care Society.

The board is looking at ways to make money. As we will not have enough to get us to when the next grant comes through. Michelle was told to dig for grants and to not spend money that we don't have. Michelle would like to advertise the daycare on the village page and general forum.

11/11/23- Remembrance Day.

Laying of the wreath. Very small crowd this year.

11/14/23- FCSS-

Welcomed Marie Dyck as the new board member. She represents Nampa Rural.

11/21/23- Council meeting.

Upcoming Meetings/Events:

11/23/23- Ag Society Annual General

11/25/23- PLS in GP

Economic and Tourism Development

Quarterly Report

July – September 2023



**NORTHERN SUNRISE
COUNTY**



Economic and Tourism Development Quarterly Report

July to September 2023

Business Directory

1. There are 331 businesses included in the Northern Sunrise County (County) and Village of Nampa business directory. Addition of the following businesses:
 1. Nampa Sunrise Café
 2. Sunstone Strategic

Entrepreneur Grant

Administration did not receive any applications for the July – September quarterly intake of the Entrepreneur Grant.

A County resident, Jason Bacon, is working with Administration to offer business coaching. Jason grew up in Peace River and has many years of experience working with ATB Financial and Community Futures as a business strategist. He and his wife have started a company called Sunstone Strategic, which will offer business strategies to help develop, grow, or diversify businesses. Jason has also published a book that he wrote titled “Entrepreneur-ish”.

Here is some of the training they offer:

- Brand Development
- Human Resources
- Strategic Planning
- Process Outlining (Coupled with Project Management for entrepreneurs)
- Entrepreneur Mindset
- Sales

Value-Added Agricultural and Tourism Grant

Administration received five applications for the two available grants. The committee reviewed the applications and awarded the grants to Rendez-Vous RV Park & Storage for their new Glamping area, and Lavoie Ventures Ltd. for diversifying into raising cattle for slaughter and a future farm store.

Marketing Northern Sunrise County

1. Farm Tours were organized this summer with Administration’s Summer Student. The Farm hosts were Entrepise Lavoie’s Dairy Farm, MCW Apiaries, and The Farm Store market gardens and solar farm. Registrations for this event were full within hours of launching the link. Administration will continue organizing farm tours next summer.
2. Summer 2023 was the first year Administration introduced the County collectors coin, featuring Sagitawa Lookout. This coin was a great success, and many are looking forward to next year’s Geocache search. Administration ordered the second collection coin for the 2024 Geocache challenge featuring the Harmon Valley Campground. See attachment # 2.



Economic and Tourism Development Committee (the Committee)

The Committee met on September 13, 2023, for our annual strategic planning session. Details of the session have been included in attachment #3.

During our meeting, the Committee engaged in extensive discussions concerning the cost of living in northern rural Alberta, a matter of paramount importance. The Committee observed the concerning rise in inflation, reaching a 20-year high. This has raised significant concerns regarding the affordability of essential utilities, heightened interest rates for mortgages, and the escalating cost of groceries and fuel.

One of our focal points for investigation within the Committee will be addressing the attraction of new residents, retaining our current residents and devising strategies to encourage our youth to return to our region after pursuing higher education. The Committee recognizes that ensuring a high quality of life is pivotal to both retaining our current population and attracting newcomers. This entails not only making our region an attractive place to live, but also enhancing the availability of affordable extracurricular activities. A higher quality of life not only improves the well-being of our residents but also positively impacts mental and physical health across all age groups.

The availability of clean, safe, modern housing remains a pressing issue in the Peace River area. The Committee earnestly urges Council to explore viable options that can facilitate the development of workforce housing solutions, as this would significantly contribute to the overall prosperity and well-being of our community.

Top recommendation from the Committee:

1. **Reduction of Residential Mill Rate:** The Committee would like Council to direct Administration to explore options for further reductions to the residential mill rate for, 2024. The 2023 reduction to the mill rate was met with widespread appreciation and enthusiastic support from County residents. Many expressed their gratitude for the positive impact this change had on their households and the community as a whole.

The feedback from residents has been overwhelmingly positive, with many noting the tangible benefits they experienced, such as increased disposable income, improved affordability, and a renewed sense of confidence in the County's dedication to its citizens' welfare. Homeowners have found this initiative to be a testament to the County's commitment to economic stability and overall prosperity.

The decision to consider additional reductions to the residential mill rate in 2024 reflects the commitment of Council to prioritize the well-being of our citizens and create a more favorable environment for homeowners, especially during these challenging times. The reduction in the mill rate last year not only lightened the financial burden on our residents but also contributed to fostering a strong sense of community satisfaction.



2. **Leveraging County Funds to Support the Vital Operations of Misery Mountain Ski Hill:** The subject of Misery Mountain Ski Hill has ignited debates within the Committee, resonating deeply with members who have devoted countless hours to volunteering and relished memorable moments at the facility alongside their families over the years. The Committee is united in its profound apprehension for the enduring challenges that Misery Mountain Ski Hill faces in maintaining its operational integrity.

Recognizing the crucial role that Misery Mountain Ski Hill plays within our community, the Committee appeals to Council to explore the possibility of allocating funds to alleviate the financial burden associated with the ski hill's insurance costs.

Misery Mountain Ski Hill is more than just a winter sports destination: it's a vital hub for our residents to enjoy quality outdoor recreation and bond with their families. Its presence enriches the fabric of our County, offering not only wintertime activities but also employment opportunities and economic benefits.

The Committee expressed its satisfaction with Council's decision to include funding in the amount of \$100,000 for the Misery Mountain Ski Hill's insurance costs and capital expenditures in the 2023 budget. By extending this crucial support, we can ensure the longevity of a beloved local gem while fostering growth and prosperity throughout the Peace Region.

3. **Financial Support for the Peace River Swimming Pool** This facility is urgently in need of substantial improvements, particularly with regard to the slide and hot tub areas. During committee discussions, it became apparent that a growing number of residents are now choosing to travel to the High Prairie and Valleyview swimming pools due to the state of the Peace River facility.

The Committee, recognizing the importance of the Peace Regional Pool as a community resource, strongly recommends that Council provides an additional one-time financial support for the essential upgrades required. This aging facility requires much-needed renovations and enhancements that will not only modernize the infrastructure but also introduce new activities for users to enjoy. This investment will not only benefit our current residents but also attract new users, ensuring the long-term sustainability and appeal of our community pool.

Peace Regional Economic Development Alliance (PREDA)

Administration is currently working with PREDA and other Economic Development Officer's to host a conference for all municipal officials and administration that are members of PREDA. The County, on behalf of the collaborating municipalities, has received up to \$27,000 in



municipal project funds to help with the costs of this conference. The remaining funds will come from ticket sales and sponsorships from industry and/or municipalities.

Upcoming Workshops or Meetings:

October 19, 2023- Power-Up Conference

October 23, 2023- Budget meeting with Council

October 27, 2023- Round Table with Prairies Economic Development Canada- Kamie Currie

October 31, 2023- Strategic Planning Workshop with Council

November 6-7, 2023- Alberta Rural Broadband Coalition Conference

November 8, 2023- Economic and Tourism Development Committee monthly meeting

Economic Development

Northern Sunrise County Bursaries and Scholarship Options – September 12, 2023



**NORTHERN SUNRISE
COUNTY**



Administration has prepared a report regarding bursary and scholarship options for Northern Sunrise County (the County). Over the last few years, we've seen what essential work looks like. They are the tasks that keep people and the economy going, especially the tasks that can't be done remotely. The County's main industries are Oil & Gas, Forestry, and Agriculture. According to Indeed, the highest demand in careers is in healthcare, trade, hospitality, and information technology.¹ The inability to outsource these careers means that there is a constant demand for these skilled professions. In most cases, to attract these workers to these jobs, higher salaries or bonus packages are offered. This in turn increases costs for businesses.

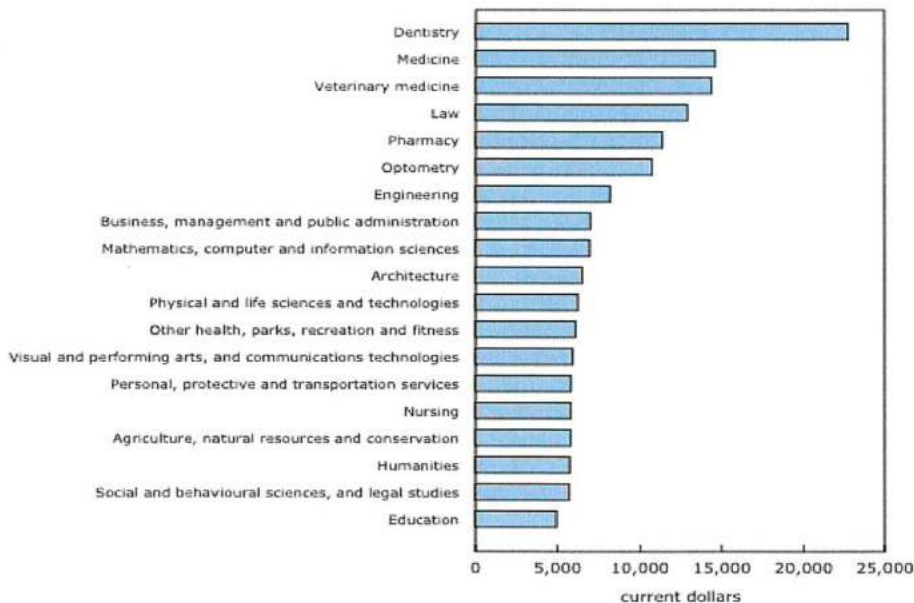
Administration spoke with a plumbing and electrical company, who are having difficulties finding apprentices. When apprenticing, wages are lower and the cost of tools are very expensive, many go look for jobs in the oil and gas industry for larger salaries.

In 2022, Statistic Canada reported there was a total of 90 teenagers in the 15–19-year-olds in the County.²

Breakdown in Costs for University and College

University

Based on one year of full-time studies at the University of Alberta, tuition for a general Arts program, for 2022-2023 was \$10,000 which included textbooks.³ According to Statistics Canada, the graph below shows the average tuition fees for Canadian full-time students.⁴



¹ [What are the Most In-Demand Careers? | Indeed.com Canada](#)

² [Economic Development - Northern Sunrise County](#)

³ [Tuition & Fees | Undergraduate Admissions & Programs \(ualberta.ca\)](#)

⁴ [Average undergraduate tuition fees for Canadian full-time students, by field of study, 2021/2022 \(statcan.gc.ca\)](#)



College

Trade school tuition varies by school, program, and length of training. Trade schools offer hands-on skills for careers that can take two years or more to complete. The average cost of the entire trade school education, which includes housing, is around \$33,000, which is similar to one year of tuition at a four-year college.⁵

Apprenticeship Tuition and Fees

Northwestern Polytechnic (NWP) at the Fairview Campus fees breakdown per year:

Class Length	Tuition	NWP Fees	NWP Student Association Fees	Shop Material	Total
6 weeks	\$793.20	\$250.90	\$61.86	\$84.70	\$1,190.66
8 weeks	\$1057.60	\$268.20	\$82.48	\$84.70	\$1,492.98
10 weeks	\$1322.00	\$285.50	\$103.10	\$84.70	\$1,795.30
12 weeks	\$1586.40	\$123.72	\$123.72	\$84.70	\$2,097.62

Northern Alberta Development Council (NADC)

The Bursary Partnership Program encourages municipalities to invest in the future of northern Alberta by sponsoring a return of service bursary for post-secondary students.

As a Bursary Partner, you can:

- Select an eligible student you wish to sponsor.
- Specify the type of training you want a student to have to meet your own or local needs.
- Enter into a contract with the student to work in northern Alberta for a specified time after graduation.

The NADC will match between \$1,000 and \$3,500 per student (maximum of \$1,750 for a half-year program) – to a maximum total of \$7,000 per student. Higher matching funds are available for pharmacy, large animal veterinary students (\$7,000 per year), nurse practitioner students (\$10,500), teaching students (\$18,000 over two years), and students enrolled in medical or dentistry school (\$14,000 per year). NADC will not support trades students. Students can only apply in their second last or last year of university program.

Sponsors may provide a bursary amount that is higher than NADC's matching fund limits.

Bursary recipients commit to working in northern Alberta after graduation. Return of service is based on one month of full-time employment for every \$500 of total bursary support. For example: A combined \$3,500 bursary has a return of service commitment of 6 months. Students can only receive one bursary type per academic year.

⁵ [How Much Does Trade School Cost? \(And How To Pay For It\) | Indeed.com](#)



The portal application runs annually from April 1 to November 30 for the following year.

Northwest Alberta Foundation (NAF)

The NAF believes that financial circumstances shouldn't be a barrier to post-secondary education and works with municipalities to help invest in their future leaders.

As a Bursary Partner, you can:

- Evaluate the candidate or have NAF perform the evaluation.
- Support both trade and university students.
- Choose the option of returning to service in your community or northern Alberta.

NAF does not offer matching funds; however, they request a 2% administration fee for marketing and outreach efforts. All funds are directly transferred to the post-secondary institution and not directly to the student.

When applying through the NAF grant portal, students fill out one grant application and NAF will also research other grants they qualify for and only need to use the original application form to apply for all.

The portal application is open annually from April 18 to August 15, with the recipient announcement by mid-September.

Northern Lakes College (NLC)

At the PREDA meeting on September 1, 2023, Jasmine Light, Chair of Business Programs and Regional Stewardship, presented a report to the members. Jasmine stated that NLC also has summer or Easter break camps for school youth to try trades work. The most popular ones they offer are welding and electrical. The cost to sponsor a camp is \$1,500. Should Council be interested in sponsoring a camp for 2024, Administration would work with NLC to offer the program.

What Other Municipalities are Doing?

County of Northern Lights has partnered with NADC, offering two annual bursaries of \$1,500 each to students who reside in their County. ⁶

Municipal District of Slave River No. 124 offers an annual scholarship in the amount of \$1,000 to a student who resides within their municipal boundaries. Council reviews each application and determines the recipient. ⁷

⁶ [Education Grants & Scholarship Programs \(countyofnorthernlights.com\)](https://www.countyofnorthernlights.com/education-grants-scholarship-programs)

⁷ [Grants & Scholarships \(mdslr.ca\)](https://www.mdslr.ca/grants-scholarships)



County of Grande Prairie No. 1 offers \$500 to student residents who are entering or enrolled in an Alberta post-secondary education institution in the fields of business, commerce, or public office administration.⁸

Big Lakes County hopes to incentivize post-secondary graduates originally from the County to return and provide their expertise in the County's diverse workforce with a preference for programs like medicine or dentistry. One annual award of \$3,000.⁹

Mackenzie County offers a \$1,000 bursary towards tuition at a post-secondary or trade educational institution to its student residents. Students must agree to return to the Mackenzie region for a six-month period upon graduation.¹⁰

Clear Hills County (CHC) offers a scholarship in apprenticeship, trades, or post-secondary program. This one-time tuition cost is \$3,000. Administration spoke with CHC Administration and they also sponsor \$100,000 per year for a program with the Peace River School Division to offer skilled trades, Career & Technology studies, and an industrial arts program. This program is offered through the school year in Worsley Central School, Menno Simons, and Hines Creek Composite School.

NSC Opportunity for a Youth Council

The County's Economic Development & Community Services Administration has prepared a report that shares the importance of youth involvement in the community. The purpose of a youth council is to provide County youths with an opportunity to become active agents of change within the County. This opportunity has the potential to create collaborative opportunities with other youth councils, municipalities, and community leaders. A youth council connects young representatives with Council members, committee members, and local community agencies to engage, discuss, and collaborate on important issues concerning the youth and residents of the County and surrounding areas. A youth council also represents a unique combination of the desire to create change, inspire others, and have a positive impact on the community through advocacy, awareness, representation, and policy.

Youth councils empower young people to have a voice in municipal government, and to make decisions that affect their personal and professional lives, as well as the future of NSC and region.

Administration recommends that Council consider implementing a County Youth Council. An advantage of being part of the Youth Council would be that the youths involved are able to receive County bursaries to aid in continuing their education and returning to the County. Northern Sunrise County Youth Council Report is included in the attachments.

⁸ [Ron Pfau Memorial Scholarship - County of Grande Prairie No.1 \(countygp.ab.ca\)](http://countygp.ab.ca)

⁹ [Return of Service Bursary : Big Lakes County](#)

¹⁰ [Bursary Applications – Mackenzie County](#)

Northern Sunrise County

Youth Council

September 13, 2023



**NORTHERN SUNRISE
COUNTY**



Background

Youth are integral members of communities. Often, youth have extensive connections within the community, including but not limited to, friends and family members from all different walks of life. Their social circles and connections are particularly extensive in today's digital world, often reaching individuals within their own communities and outside their communities as well. That being said, youth are often aware of the services, support and resources in their communities, and similarly, the lack thereof. Thereby, youth have the potential to serve as key members of the community when it comes to fostering new initiatives, programs and products that will benefit the youth and all residents of Northern Sunrise County (NSC). Not only do the fresh new ideas and initiatives that youth provide have the opportunity to better serve communities in the present moment, but it also encourages the youth of NSC to take pride in their County and their communities. By providing a community's youth to take pride and action within their County and communities it encourages them to keep coming back, and to return to the County as independent residents themselves. Ultimately, by giving youth a voice in municipal government, in their communities and within NSC, it gives voice to a unique set of ideas, perspectives and opportunities.

Purpose

Northern Sunrise County Youth Council (NSCYC) presents an opportunity for the youth of the County to become active agents of change within their communities. This opportunity has the potential to create collaborative opportunities with other youth councils, municipalities, and community leaders. NSCYC connects young representatives with Council members, committee members and local community agencies to engage, discuss and collaborate on important issues concerning the youth and residents of the County and surrounding areas. NSCYC represents a unique combination of the desire to create change, inspire others, and have a positive impact on the community through advocacy, awareness, representation, and policy. NSCYC empowers young people to have a voice in municipal government, and to make decisions that affect their personal and professional lives, as well as the future of NSC and the region. Finally, NSCYC lends an opportunity for the youth of the County to be active municipal government advocates and ambassadors.

Youth Council Membership

The NSCYC will consist of no more than six members between the ages of twelve (12) and twenty-four (24) years including:

1. One (1) NSC Councillor and an alternate,
2. Economic Development Officer with the Director of Community Services as the alternate with a non-voting support resource to this Council.
3. Maximum of six (6) members and a minimum of four (4) members of the youth to be recruited through a public application process and appointed by Council.

i. Youth Council Members shall be:

1. Residents of NSC



2. Students In Junior High, High School, and University/College students
3. Young people between 18 and 30 who are employed in a profession, trades occupation or self-employed. Represent diverse interests, backgrounds, and experiences.
4. Options for membership includes but is not limited to:
 - i. Youth Council Members shall promote representation of their associated Northern Sunrise County Ward:
 1. Ward 1: Harmon Valley/ Reno
 2. Ward 2: Nampa Rural District
 3. Ward 3: Marie Reine/Judah
 4. Ward 4: St. Isidore
 5. Ward 5: Three Creeks/Wesley Creek
 6. Ward 6: Cadotte Lake/Little Buffalo
 - ii. Platform Based
 1. Minority representation
 2. Sport and Recreation
 3. Social Justice
 4. Tourism and Economic Development
 5. Any other platform that is of interest for youth

Membership requirements includes but are not limited to:

1. Attendance of NSCYC meetings of which there will be five held throughout the year.
2. Attend a minimum of one training or learning opportunity per term of service.

Promoting Youth Involvement

NSC values the youth in its communities and hopes to encourage youth to become and continue to be active global citizens. By creating an opportunity for youth to become involved in local government, youth are granted the opportunity to create initiatives that will not only benefit their lives but also the lives of others within the county. Ultimately, NSCYC will promote youth to become more engaged in community activities, social events and within the municipal government. Creating more opportunities for youth to be involved in the community ensures that they take pride in their communities while simultaneously providing an opportunity to learn various skills and strengths as young people.

Youth Councils in Other Municipalities Involvement:

Town of Edson:

- Youth Council Promoting Earth Day at the Trade Show by giving away saplings, collecting adult-sized jackets for a local charity as well as selling 50/50 cash draw tickets in support of the Edson Food Bank.



- Mayor for a Day 2023 where a student is granted the opportunity to shadow the Mayor for a day and be part of municipal governing for the day. Youth Council's Green Initiative created an opportunity for awareness through a presentation and promoting a healthier planet and how to plant and take care of a sapling (later handed out at the Trade Show).

St. Paul:

- Vision Lock Wall where members of the community can create goals and 'lock' in their vision. Once the vision or goal has been achieved, the lock can be removed or re-locked with a new goal or vision.
- Free Ice Cream in celebration of another school year coming to a close.
- Sports Nights at the local school.
- Yarn Art craft night.
- Come Paint craft night.
- St. Patrick's Day Dance.
- Pool Night free swim.
- Free popcorn on National Popcorn Day.

City of Grande Prairie:

- Discrimination Education
- LGBTQ+ Education
- Sexual Health Education
- Exploring and promoting youth friendly spaces in the community
- Apathy is boring: Engaging youth to vote.
- The City of Grande Prairie's Transit Master Plan
- Truth and Reconciliation of the Indigenous People of Canada
- Youth Engagement Awards
- "Connecting the Dots" documentary screen and mental health Q&A session.
- Photography Art Exhibition by youth for youth
- Open Mic showcasing local young musical talent.
- Me to We Youth Community Leadership Training
- "[From Redneck to Rainbow](#)" film screening of the Youth Council produced documentary.

City of Spruce Grove Youth Advisory Council:

- Creating social spaces for youth
- Exploring opportunities for youth-oriented activities and events
- Connecting with and protecting the environment
- Building a community that supports vulnerable people and people in need and has opportunities for all residents to feel connected to their community.
- Supporting local arts, culture, and small businesses.



Training and Education Opportunity

NSCYC Members will be granted and encouraged to partake in training opportunities that will better their ability to contribute to NSCYC and to NSC municipality. Training and education opportunities include but is not limited to:

1. Educational Training

- a. Committee members are encouraged to take part in educational training opportunities specific to Youth Council. A budget will be set for training & education annually. The Youth Council members may attend as many

educational and training opportunities as they wish providing it stays within the set budget. Youth Council members will be required to report back on their conference experience at a regular Youth Council meeting.

- b. See "[NSYC Education & Training](#)" document for training and education opportunities that are currently offered.

2. Additional Opportunities

a. Shadow Opportunities:

i. Northern Sunrise County Reeve- Student Reeve for a Day

1. Shadow the NSC Reeve for a day to observe and learn about general operations of a municipality and local government from the perspective of the appointed Reeve.

ii. Northern Sunrise County Council Member- Student Council for a Day

1. Shadow an NSC Council member for a day to observe and learn about general operations of a municipality and local government from the perspective of an appointed Council member.

iii. Northern Sunrise County Department Lead- Student Department Lead for a day

1. Shadow an NSC Department Lead for a day to observe various job titles, roles, and responsibilities of various departments of NSC.

Bursary

A bursary provided to youth council members after they have met the satisfactory requirements encourages youth to join the NSCYC and be outstanding members of council. Furthermore, by providing a bursary for the youth council members, it encourages young people to pursue an education that has the potential to bring them back to NSC in pursuit of a career.

Youth Council members will be eligible for a bursary upon satisfactory completion of:

- a) Youth Council and Council meeting attendance.
b) Minimum of 10 volunteer hours per term. The term will be from November to October of the following year.



NSC Students who fulfill their commitment to the Youth Council will be awarded a bursary upon graduation of Grade twelve (12). Proof that the student is enrolled in post-secondary studies is required.

Payment of Bursary

- a) The bursary will be awarded to eligible Youth Council members once proof of enrollment in post-secondary studies has been provided to the Administrators of the Youth Council (Director of Community Services and Economic Development Officer).
- b) The bursary must be claimed within two years following Grade 12 graduation.

Independent funding- Northern Sunrise County

A \$500 Bursary is what other municipalities are typically offering- however, this rarely covers the cost of one post-secondary class. According to the University of Alberta, tuition alone for the first year of study is approximately \$6,500.

- A bursary will be awarded to the Youth Council Member (with proof of post-secondary enrollment) up to a maximum of \$500 per year.
 - \$100 will be awarded for attending a minimum of 4 meetings per year.
 - \$400 will be awarded for successful completion of the following at the discretion and approval of Administration and Council Representatives:
 - Participation in the coordination and implementation of a Council meeting at the respective school/region/ward of the Youth Council member
 - Volunteering a minimum of 10 hours annually at a non-profit association within our communities, or for events hosted by Northern Sunrise County.

Financial Implications

Financial Requirements for NSCYC

To be noted that financial requirements may change as the Youth Council is further developed

Potential financial expenditures for the NSCYC include but is not limited to:

- Kilometers travelled.
- Per Diem Hours spent in meetings
- Education Opportunities
- Facilitating Workshops open to other youths.
- Programming
- Meal Allowances

Given the newness of the NSCYC, it is uncertain what might be the best course of action in terms of finances. Perhaps it can be a goal of the first term of Youth Council Members to set a budget and financial goals for future Youth Councils. Furthermore, training opportunities can be established by the Youth Council to ensure that the goals and learning interests of the age demographic are being met.



It may also be noted that due to the opportunity to achieve a bursary through time served on the NSCYC, there may be an opportunity to reduce or omit honorarium depending on legislation already in place.

Budget Proposal for Northern Sunrise County Youth Council

Allocate approximately \$20,000 to cover the costs of honorarium, training, and meetings.

Granted that there will only be 5 meetings occurring throughout the year and on average only 1-2 training opportunities.

Youth Council Management

ROLES AND RESPONSIBILITIES

Youth Council Members:

- a) Engage community youth to accurately represent youth perspectives on a variety of municipal issues and provide feedback to Council with respect to these issues.
- b) Act as a youth liaison with municipal authorities.
- c) Promote community engagement of youth in community life and volunteerism.
- d) Initiate and contribute to events that serve the needs of the youth in the region.

Council Representative(s):

- a) Engage Youth Council in municipal processes to enhance their learning and understanding of municipal government.
- b) Mentor, encourage and inspire the Youth Council representatives.
- c) Encourage decisions and ideas presented by the Youth Council that are consistent with the goals of the County and surrounding municipalities.
- d) Participate in the candidate selection process of Youth Council members.

Community Services Director and/or Economic and Tourism Development Officer:

The Director of Community Services and Economic Development Officer will provide technical and administrative support to the Youth Council. The Director of Community Services and Economic Development Officer are employees of NSC, not of the Youth Council, and will be solely responsible for overseeing the administration of Youth Council programs and personnel matters.

- a) Provide administrative support to the Youth Council and act as a meeting minute recorder.
- b) Maintain and process bursaries as per the set Bursary Guidelines.
- c) Keep record of Youth Council volunteerism and meeting attendance.

Northern Sunrise County Executive Assistant:

- a) Manage and facilitate the application process.

MEETING ARRANGEMENT AND FREQUENCY

Meetings are to be scheduled on every other month basis. The Youth Council and attending Council representative will approve a regular meeting schedule with a minimum of five (5)



meetings held annually. Meetings shall be scheduled to accommodate the availability of all Members.

Youth Council meetings will be held at: **options for consideration.*

- a) Northern Sunrise County Council Chambers
- b) Council Chambers at collaborating regional municipalities.
- c) Schools

MEETING AGENDA AND MINUTES

The County Administration, in collaboration with the Northern Sunrise County Youth Council, will prepare the agenda for each meeting and will circulate copies of the agenda, along with the draft minutes from the previous meeting to each Youth Council member a minimum of five working days prior to each meeting.

ECONOMIC DEVELOPMENT

Northern Sunrise County Housing Market Analysis

September 13, 2023



**NORTHERN SUNRISE
COUNTY**



Table of Contents

Purpose of the Report	3
Affordable Housing	3
Definition	3
Why Affordable Housing Matters	4
Living Wage in Alberta.....	4
Regional Statistical Data	5
Next Generation.....	6
Housing Options	8
Building a Home	8
Tiny Homes.....	8
Modular	9
Apartment/Duplex	10
What's For Sale or Rent in the Region.....	11
Northern Sunrise County Undeveloped Residential Lots.....	12
Subsidized Housing Options.....	13
What are Other Municipalities Doing?	13
Closing Statement and Recommendation	15



Purpose of this Report

Northern Sunrise County (the County) Market Housing Analysis

At the Strategic Planning session in September 2022, Council requested Administration to provide a Housing Market Analysis to provide Council with information on what our communities offer. Council also requested Administration to provide information on what other municipalities provide for affordable housing options.

Affordable Housing

Definitions¹:

Affordable Ownership Housing

1. Affordable ownership housing refers to housing where the purchase price results in annual accommodation costs that do not exceed 30 percent of the gross annual household income for low-and moderate-income households. This indicates that the cost of owning the housing should be affordable and sustainable for households in this income bracket.
2. Alternatively, affordable ownership housing can also be defined as housing where the purchase price is at least 10 percent below the average purchase price of a resale unit in the regional market area. This definition aims to provide a more accessible price point for potential homeowners by offering a discount compared to the prevailing market prices. Housing for which the purchase price is at least 10 percent below the average purchase price of a resale unit in the regional market area.

Affordable Rental Housing

1. Affordable rental housing refers to a unit where the rent does not exceed 30 percent of gross annual household income for low- and moderate-income households. This indicates that the cost of renting the unit should be affordable and manageable for households in this income range.
2. It can also be defined as a unit for which the rent is at or below the average market rent of a similar unit in the regional market area. This definition ensures that the rental rates are in line with or below the prevailing market rates, making it more affordable for low-and moderate-income households.

Low- and Moderate-Income Housing

Low-and moderate- income housing refers to housing designated for households with incomes in the lowest 60 percent of the income distribution. This means that these housing options are targeted towards individuals or families with lower to moderate levels of income, providing them with affordable housing options that suit their financial capabilities.

¹ [About Affordable Housing in Canada \(cmhc-schl.gc.ca\)](https://cmhc-schl.gc.ca)



Overall, these definitions provide a framework for understanding and identifying affordable ownership housing, affordable rental housing, and low-and-moderate-income housing. They help ensure the housing options are available and affordable for individuals and families with lower to moderate incomes, helping to address affordability challenges in the housing market.

Why Affordable Housing Matters

When a region does not have enough affordable housing, the entire prosperity of the community suffers. Housing insecurity is not evenly distributed across the population, it disproportionately affects diverse and marginalized populations, older people, and those living on low incomes. As rents continue to rise, more and more individuals and families are finding it hard to make ends meet. Often, this means that there is not enough money left at the end of the day for other necessities like food or medicine. It also means there is no money left over to shop for local goods or participate in activities. When our residents can no longer afford to live here, they often make the difficult choice to move to a new location, most of the time it means moving to a larger urban location.

Here are some positive impacts to a municipality with adequate affordable housing.

- Improved community wellbeing and vibrancy.
- Reduced incidences of homelessness.
- Improved health, reducing strain on health and social services.
- Increased diversity and equality.
- Reduced crime rates and food insecurities.
- Improved economic sustainability.

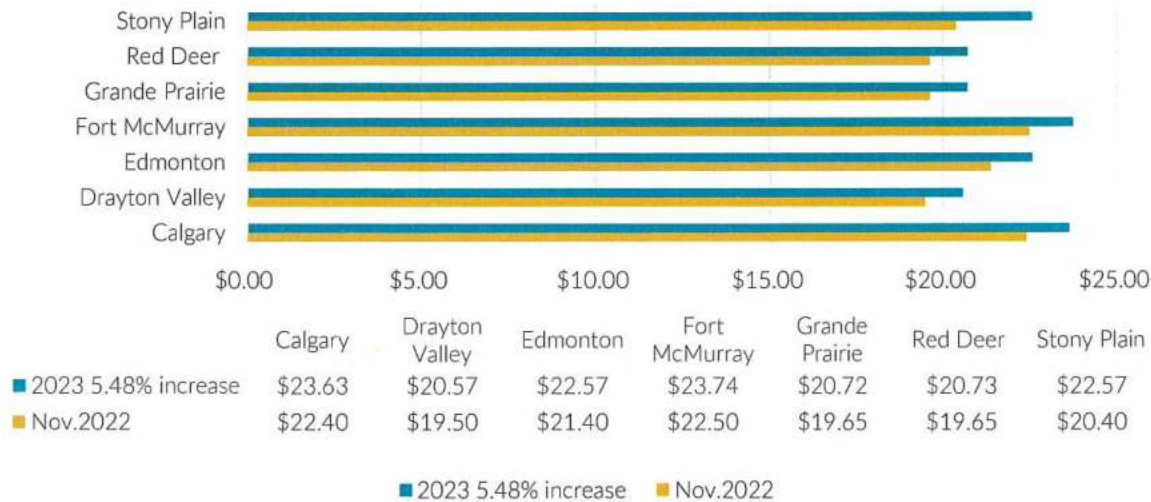
Living Wage in Alberta

The Alberta Living Wage Network has released the living wages for Alberta urban centers. A living wage is the hourly wage a worker needs to earn to cover their basic expenses and participate in their community.² Please note that the blue bar has the living wage updated with the 5.48% cost of living allowance (COLA) increase for 2023.

² ² [2022 Living Wage Numbers released by Alberta Living Wage Network — Alberta Living Wage Network \(livingwagealberta.ca\)](https://livingwagealberta.ca)



Living Wage



A living wage has not been calculated for our area. Administration is sharing a report from November 2021 with calculations of the living wage for the City of Grande Prairie³:

Family of Four = \$15/hr. per parent for a combined gross income of \$30/hr.
Single Individual= \$ 21.90/hr.

With the recent rise in costs of living caused by the carbon tax, one should assume that the current COLA should be higher than 5.48%.

In 2018, the minimum wage was increased in Alberta to \$15/hr and has remained at this rate. As you can see from the chart above, a single person earning minimum wage cannot afford rent. The Canadian Centre for Policy Alternative⁴ published a report stating this is an issue throughout Canada.

Regional Statistical Data⁵

The population of all municipalities within the Peace River Region has been declining over the period of the last 4 years. The growth in the area's population will be a result of increased economic activity that leads to an increase in the demand for workers and ultimately the im-

³ [Microsoft Word - Living Wage Report Nov 2021 EDITABLE.docx \(cityofgp.com\)](#)

⁴ [The Monitor | Can't afford the rent \(monitormag.ca\)](#)

⁵ [Alberta Regional Dashboard](#)



migration of workers and their families to the area. The greatest potential for economic and employment growth in the County would be attracting the oil and gas servicing businesses or diversifying into the value-added agriculture industry. Administration is currently working with Invest in Alberta to attract foreign investments.

Here is a breakdown of population, age, and income per community surrounding the County.

Population Break Down and Income by Surrounding Communities

Community	Population	Individual Median Income	Age 30-60	Ages 61-69	Ages 70-100
Grimshaw Single parent = 130 Families = 715	2601	\$ 45,000	1305	750	385
Nampa Single parent = 20 Families = 90	367	\$45,200	185	85	35
Peace River Single parent = 330 Families = 1,730	6619	\$47,600	2735	1440	615
Northern Sunrise County Single parent = 45 Families = 480	1711	\$46,000	685	565	185
Marie Reine	n/a	n/a	n/a	n/a	n/a
St-Isidore	235	n/a	100	60	25
Cadotte Lake	23	n/a	n/a	n/a	n/a
Little Buffalo	441	\$29,400	140	40	n/a
Reno	n/a	n/a	n/a	n/a	n/a
Total	11,298		4,910	2,840	1,220

Source: Census 2021⁶ Statistic is based on information received from residents.

The Next Generation⁷

The Canadian population is changing due to the generation of baby boomers getting older and immigration boosting numbers in the younger generation. Learning about the different generations when discussing affordable housing enables Council to adapt their efforts to the specific needs, preferences, and challenges faced by each generation. These changes will have significant consequences, particularly in the labour market, services to seniors, housing availability and the consumption of goods and services.

^{6 6} [Census Profile, 2021 Census of Population \(statcan.gc.ca\)](https://www150.statcan.gc.ca/n1/pub/92-62-001/2021001/article/00001-eng.htm)

^{7 7} [5 Generations in the Workplace: Their Values and Differences | Indeed.com](https://indeed.com)



- Baby Boomer Generation: people aged 56 to 75 (born between 1946 and 1965)
- Generation X: people aged 41 to 55 (born between 1966 and 1980)
- Generation Y (millennials): people aged 25 to 40 (born between 1981 and 1996)
- Generation Z: people aged 9 to 24 (born between 1997 and 2012)

Baby Boomer Characteristics and Traits

- Most are avoiding retirement.
- Value workplace visibility.
- They stress that they needed to work hard to attain their desires. - Self-sufficiency
- The right decision for them is rarely the easy one, but clear and objective planning can help them make their choices effectively.
- Equating authority with experience.
- Because of a higher population, this generation experienced competition for jobs. Most will differentiate themselves by attaining the promotion, raise or acknowledge they want.
- Heavy focus on their families and hobbies, but they also consider their jobs to be a significant characteristic of their identity.

Generation X Characteristics and Traits

- Also known as the “silent generation”, they respect authority and have an immense work ethic.
- They are highly independent. They will study problems by themselves without immediately reaching out to others.
- They value a work-life balance.
- They are versatile, this means they can handle people in a formal or informal setting. They can easily change from being a boss to a reliable friend.
- They adapt easily to new technology.
- They are resilient despite being unrecognized. They are some of the most exemplary industry leaders today but are shadowed by passing baby boomers and incoming millennials and Gen Zs.
- They are open to constructive feedback.
- They like to learn new skills.
- They are creative and entrepreneurial.

Millennials' Characteristics and Traits

- Being open and adaptive to change.
- Having a passion for learning and acquiring new skills.
- Valuing social interactions, teamwork, and collaboration in their community. (Social movements like tiny homes and food sovereignty)
- Being creative, free-thinking, and curious.
- Valuing meaningful motivation, feedback, and recognition.



- Having an intuitive knowledge of technology and innovation.
- Challenging the status quo and being competitive.
- Seeking financial stability rather than wealth.

Generation Z Characteristics and Traits

- They are digital natives who grew up with access to advanced technology, such as cell phones, the internet, and social media.
- They are aware of and active in social, economic, and environmental issues worldwide. (Social movements like tiny homes and food sovereignty)
- They value diversity, acceptance, authenticity, and non-hierarchical leadership.
- They are independent, entrepreneurial, and ambitious, but also anxious and worried about their future prospects.
- They are health-conscious, nostalgic, and avid gamers.
- They value their privacy and use social media in a unique way.
- They are changing the distinction between childhood and adulthood.

Housing Options

1. Building a New Home

Since 2020, the cost of lumber and building supplies have skyrocketed and access to building supplies have also been delayed. When speaking to a house construction company, the average basic home would cost the consumer \$500 per square foot. At this moment in the Peace Region, there are no construction companies building new homes to sell due to the increases in costs. To build a 1,200 square ft basic home would cost \$600,000. This cost does not include the cost of land or services to the home. Another consideration is the interest rates at the bank that are currently rising, making it nearly impossible for new home buyers to afford a mortgage or existing homeowners to renew their mortgage(s).

At the September 1, 2023, Peace Regional Economic Development Alliance (PREDA), meeting, Scott Fash, Executive Director of the Home Builders Association, spoke about the new building energy codes that are being enforced. Net Zero Codes will reach Tier Two by the end of the year. Once Tier Five has arrived the cost of building a home will increase by 25%, or up to \$70,000 to \$77,000 per home. You can find more detail included in the link below⁸.

2. Tiny Homes

Tiny homes are part of a movement that began in the United States in the 1990's that is now seen in all provinces throughout Canada. Residents seeking a simpler life, cheaper living with a small environmental footprint.⁹ HG TV and social media platforms all have

⁸ [3.-Summary-Tiered-Energy-Code-Roadmap.pdf \(bildalberta.ca\)](#)

⁹ [A tiny-house movement in Alberta hits a big wall - Macleans.ca](#)



many people documenting their experiences and also have many followers watching their TV shows and videos. Tiny home residents must also realize that living in a smaller space requires much dedication to simple and materialistic free living that many have never experienced. A harsh winter season may be hard to endure in a small space. Tiny homes may vary in size, some can be 400 – 1,000 square feet. Most tiny home enthusiasts will seek alternate energy sources such as solar. Most will also look at sustainable living in tiny home communities that offers “back to the roots” lifestyle of growing your own food, small barns for raising chickens and communal areas to meet to spend time with the community residents. Permanent tiny homes can be stick built, by transforming and renovating a sea can or ordered from a builder or modular dealerships.

The average cost for a custom-built tiny home is \$ 65,000 to \$180,000. When searching on Tiny House Listings,¹⁰ a 210 square ft./ 25 ft tiny aluminum home on wheels is \$75,000 found near Taber, Alberta and 310 square ft near Kananaskis is \$149,900. These costs do not include transportation or set up charges. An NSC resident has purchased a 200 square ft tiny home on a trailer for \$51,000 and is currently using it as a rental.



Municipal Information Network shared information on Tiny Homes cautioning municipalities that Tiny Home Manufacturers have certified the homes under RV standards, however; they should comply with Provincial Building Codes.¹¹

3. Modular Homes

Modular or mobile home sales are expected to reach a significant increase in sales over the next years, due to the high cost of building a home. Modular homes are available in many sizes and are custom designed to what you can afford. Thomas Homes and RV Center have smaller and simpler modular units, 16'x54' for a cost of \$110,000. Currently

¹⁰ ¹⁰ [Tiny Houses For Sale In Alberta - Tiny Houses For Sale, Rent and Builders: Tiny House Listings - Tiny House Listings](#)

¹¹ <https://municipalinfonet.com/share/57370/article/municipal/category/urban/110/1029458/Why-Tiny-Home-Manufacturers-must-comply-to-Provincial-Building-Codes-instead-of-CSA-Z240-RV-Standards.html>



lots for purchase to place a modular home are located in the Weberville area in the County of Northern Lights, Town of Grimshaw and Village of Nampa.

When speaking with a local realtor, it was mentioned that most clients, when looking for a new home or lot to purchase, are now looking for proximity to work; and that it is easier to sell a lot or purchase a home in Town of Peace River than it is in the Hamlet of St. Isidore. The Sunrise Gateway Business Park (SGBP) is only 8km from the Town of Peace River. A development for modular homes could be located in or near the SGBP, which would also offer close proximity to Cecil Thompson Park, which is a great place to play or exercise. Increasing the population in the SGBP also increases the chances of attracting retail stores like a convenience store/gas station or carwash.

At the PREDA September meeting, Mark Huchulak, CEO of Jandell Homes (JH) spoke about the communities that his company has built. JH is the developer of the community and leases the lots to modular homeowners. This community will form a committee to address any concerns or community events discussions. The CEO attends a quarterly meeting and addresses any concerns landowners may have and attends the community BBQ's. The link below will bring you to the Meadows community in Morinville, AB.

[New Homes for Sale in Morinville, AB | Meadows of Morinville](#)

4. Apartment, Rooms, or Duplex rentals

A tenant's rent, which includes heat, water, and sewer expenses, should be based on 30% of a household's income. ¹²Using Grande Prairie's living wage, a single parent of one child with a gross monthly wage of \$3,859.54 could afford a monthly rent of \$1,157, including all utilities. A family of four with a combined hourly wage of \$34.50 and with a gross monthly income of \$5,252.63 could afford rent including all utilities of \$ 1,575.79. Looking at apartments in Peace River through VBV Property Management for a modern newer two-bedroom apartment is \$1,500 + power per month while an older apartment building with a two-bedroom apartment is \$925 + power. Affordable four-plex rentals for a 2-bedroom unit is \$1,100 + power and a three-bedroom unit is \$1,400 + power.

Looking at relocating to Peace River, Administration has noticed that a high majority of the apartments in Peace River need major upgrades to the interior rooms of the buildings. Many who are single, on a low budget are now renting a bedroom from homeowners, for a minimum of \$500 per month. Many homeowners who rent multiple rooms are called "Rooming Houses" and are very common in the Peace River area.

¹² [Renting your first apartment or house - Canada.ca](#)



What's for Sale or Rent in the Region?

Community	Private Dwellings	Private Dwellings for Sale Listed with Realtor.ca ¹³	Median cost for Listed Houses and Median cost for Listed Mobile Homes	Apartment/Duplex/Row Housing Rentals
Grimshaw	1030	32	\$244,707.14/ \$159,250.00	50
Nampa	155	4	\$ 165,666.66/ \$130,000.00	15
Peace River	1875	34	\$320,720.00/ 121,000.00	720
Northern Sunrise County	645	14	\$ 579,666.66/ \$ 276,250.00	10
Total	3705	78		795

Source: Census 2021¹⁴ and Realtor.ca

What's for sale in NSC?

Community and Close Proximity	Private Dwellings	Private Dwelling for Sale Listed with Realtor.ca ¹	Median Cost for Listed Houses and Median Cost for Listed Mobile Homes	Apartment/Duplex/Row Housing Rentals Available
St Isidore	75	3	\$420,000 / \$129,500	10
Marie Reine	28	4	\$240,000/ 364,900	
Cadotte Lake	13	0		
Little Buffalo	120	0		
Residential Farmland	409	7	\$ 579,666.66/ \$ 276,250.00	
Total	645	14		10

Source: Census 2021¹⁵ and Realtor.ca¹⁶

Northern Sunrise County Undeveloped Residential Lots

St. Isidore currently has six undeveloped lots, with three belonging to NSC. Three of the lots were purchased from two local developers with a caveat to develop within two years.

¹³ ¹³ [REALTOR.ca](https://www.realtor.ca)

¹⁴ ¹⁴ [Census Profile, 2021 Census of Population \(statcan.gc.ca\)](https://www.statcan.gc.ca)

¹⁵ ¹⁵ [Census Profile, 2021 Census of Population \(statcan.gc.ca\)](https://www.statcan.gc.ca)

¹⁶ ¹⁶ [REALTOR.ca](https://www.realtor.ca)



Unfortunately, the costs to build homes have increased and there has been no interest in construction. NSC could look at allowing the development of modern infill duplexes that homeowners can purchase, this would reduce the cost of a mortgage by half. Examples of Infill Duplexes are below.

NSC owned lots in St. Isidore are:

- .321 acres at \$53,642,
- .308 acres for \$51,628, and
- .285 acres for \$48,085.

Comparison of what undeveloped lots is in other local communities:

- Town of Grimshaw lot with .228 acres for \$26,000.
- Weberville area in the County of Northern Lights with 5-8 acres for \$49,000. The cost to bring services to these lots will be higher than in a residential established community.
- Village of Nampa with 0.18 acres for \$17,500.
- Town of Peace River with .0929 acres for \$49,000.

All information is collected on Realtor.ca¹⁷



New development for 55+ in the Town of Peace River.



Subsidized Housing

- **North Peace Housing Foundation** provides a variety of housing options throughout the North Peace Region. Administration received the information below.

Family housing units in the area:

<i>Cadotte Lake</i>	<i>St. Isidore Co-op Housing</i>	<i>Grimshaw</i>	<i>Manning</i>	<i>Nampa</i>	<i>Peace River</i>
<i>5 units</i>	<i>1 unit</i>	<i>36 units</i>	<i>24 units</i>	<i>2 units</i>	<i>81 units</i>

Senior's housing:

<i>Peace River Heritage Towers</i>	<i>Peace River Green Court Apartments 55+</i>	<i>Nampa Legion Manor</i>	<i>Peace River Green Valley Apartments Self-Contained Unit</i>
<i>30% of gross household income with an extra \$895- 985 monthly fee for services if needed</i>	<i>Single \$789 Double \$1150 per month</i>	<i>30% of gross annual income</i>	<i>30% of gross household income</i>
<i>82 units</i>	<i>63 units</i>	<i>3 one-bedroom fourplex units</i>	<i>20 units</i>

North Peace Housing Foundation is looking for interest in a new condominium project located near the hospital and medical clinic.

- **Northern Alberta Cooperative Housing Association** (St. Isidore Housing Co-op). Administration spoke with the St. Isidore manager. Twenty units are available in St. Isidore ranging from two to four-bedroom units. The average rent is \$1,100 with a 25% vacancy and currently no waiting list. They are considering building 50+ Condos or Duplexes.

What Other Municipalities are Doing?

Administration researched what other municipalities strategies or incentives are to attract, retain new residents and increase housing options in their communities. Administration found that the larger urban centers like the City of Calgary or the City of St. Albert are offering programs to increase housing development.

Here are some interesting programs or strategies other municipalities are doing:



Collingwood near Toronto is Ontario's first cooperative tiny home farming community. The community has 31 homesteads with ninety-one acres of agriculture and recreational area that is shared with the residents in this community.

Village of Berwyn has some prime lots for sale for the low price of \$1, terms and conditions apply.

Village of Berwyn

**MAKE BERWYN
YOUR DREAM HOME**

TERMS AND CONDITIONS APPLY
\$1000
REFUNDABLE DEPOSIT REQUIRED

☑ FIRST COME FIRST SERVED BASIS
☑ DON'T MISS THIS GREAT OPPORTUNITY

**LOTS FOR SALE FOR
\$1**

SUBMIT YOUR INTEREST TODAY

LOTS AVAILABLE LOCATED AT:
4701, 4705, 4706, 4709, and 4713 49th STREET

CONTACT THE VILLAGE OFFICE FOR MORE INFORMATION
📞 780 338 3922 🌐 WWW.BERWYN.CA

City of Grande Prairie contracted a consulting firm to create an Affordable Housing Master Plan to provide guidance for the City on how to preserve and enhance the affordability of housing¹⁸.

Town of Innisfail¹⁹ is now offering a potential reimbursement of up to \$15,000 of the costs associated with redevelopment of existing lots. This Residential Infill Incentive Program is intended to promote the redevelopment of existing residential properties with the aim of increasing the diversity of options available to potential real estate buyers.

Town of McLennan is offering an incentive program that forgives three years of municipal taxes for the development of new residential homes on empty residential lots.

¹⁸ ¹⁸ [Microsoft Word - Grande Prairie Affordable Housing Master Plan January 25, 2011 v.2.doc \(cityofgp.com\)](#)

¹⁸ [SKM 30821032513560 \(innisfail.ca\)](#)

¹⁹ [SKM 30821032513560 \(innisfail.ca\)](#)



Town of Valleyview purchased homes from the Heart River Housing Foundation and renovated the homes with an additional budget of \$40,000. Once the exterior and interior renovations were completed, they sold the homes at an affordable price. The process of renovating all the homes on the street also improved the wellbeing of the community living there.

Closing statement

In conclusion, municipalities can have a range of financial incentives to promote housing development. These incentives include incremental property tax abatements, property tax exemptions, free rebates, grants, discounts on land cost, and reduction in development levies. It is crucial for municipalities to prioritize affordable housing to attract businesses to their areas. Many franchises have specific requirements regarding affordable housing options, and to entice retail or commercial business. If Council would like to attract retail or commercial businesses, Council should consider incorporating affordable housing within or in close proximity to the SGBP.

Take the example of the Town of Peace River, which has experienced significant development on the west hill, attracting various fast-food franchises, grocery stores, hotels, hardware stores, and even Walmart. However, one challenge faced by the staff is the commute for employees living on the east side of the bridge, where affordable housing is available, or near Saddleback, where affordable housing units exist within a minimum walking distance of 1.8km. During winter conditions, this journey becomes difficult to manage without the presence of public transportation.

In 2021, PREDA presented a growing trend of urbanites moving to rural areas to live and work remotely. The Economic and Tourism Development Committee has shared stories of how this trend has resulted in new residents settling in NSC. They are enjoying the country lifestyle and are engaging in food production and processing to sustain their families. This shift towards a self-sustaining lifestyle is gaining popularity. Administration has received information from different companies that work with municipalities to help relocate new remote workers to the communities²⁰.

The Companion Society in St. Isidore has plans to build higher-end condominium housing for 55+ and have spent some funds for preliminary drawings, but the project was put on pause due to the higher costs of building. Their anticipated cost for renting these units would be \$1,400 per month.

Considering the limited availability of empty lots for development in NSC, Administration's recommendation is to explore opportunities like allowing the development of tiny homes or duplex or condominium homes for sale in St. Isidore and/or the addition of mixed use to allocate residential and commercial development in the SGBP, where all necessary amenities

^{20 20} https://www.yolonomads.com/search_results

are conveniently located. This could be a promising approach to adding more residential lots and meeting the affordable housing demand in the municipality.



Multi-use with retail space at ground level with apartments on higher levels.



North Peace Housing Foundation

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

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

Email: tammy.menssa@nphf.ca

North Peace Housing Foundation Board Meeting Synopsis – October 4, 2023

Executive Director

Asset Transfer

No update to report.

Nominal Sum Properties

The Foundation has sold the property located at 5201-42 Avenue in Grimshaw.

We have had interest in the unit located at 4823-45 Street, Grimshaw, with the expectation that we would offer the house at a reduced-price equivalent to the estimated cost of the required remedial work (\$14,030.00).

Westview Development

The Draft Meeting Minutes from the September 13, 2023, meeting is available in *Items for Information*.

Del-Air Lodge Redevelopment

Priming and first coat is finished on north wing, hoods have been installed in the kitchen, plumbers are finishing the rough-ins in the crawlspace, HVAC have been working in the Mechanical room, sprinkler contractors have finished rerouting lines in the existing building.

Now that the floors have been flooded, the building will be very busy with trades. Millwork will be installed soon.

Cable has been delivered and Electrical is working on rough-ins for the nurse call system. The nurse call contractor will be on site the first week of October. Cable for satellite TV has been run from each of the new units and will be connected to the existing panel in the basement.

Concrete work includes a sidewalk connecting the existing building to the new building.

The Foundation will be itemizing equipment in the existing kitchen, as some items will be salvaged for use in other facilities or for parts. Everything remaining will be disposed of by Chandos.

Chandos has provided fabric and washed rock around exterior columns, on south, west, and east side of the building, the remaining areas will be hydroseeded. Weather permitting, trees may still be planted.

Full turn-over continues to be scheduled for February 2024.







Community Housing Unit Demolition - Fairview

The house demolition in Fairview is underway. The expected date of completion is Friday, October 6, 2023.

Regional Needs Assessment

Regional Needs Assessment has been moved to the Regular Agenda under 5.a Business Arising Out of the Minutes, i. North Peace Housing Option Analysis and Business Case Update.

Human Resources

- The Foundation is very happy to introduce Kaitlin Noskey as the newest member of the North Peace Housing Team. Kaitlin accepted the role as Manager of Human Resources effective September 25, 2023. Kaitlin's official introduction can be found in Items for Information.
- The Director - Maintenance and Capital Projects, Zbigniew (Zbe) Golec has officially announced his retirement. Zbe has been with the Foundation for 35 years and has very big shoes to fill. He will be missed! Joel Valles Marchett has accepted the role of Succession, Director - Maintenance and Capital Projects and will start in his new role effective October 1, 2023.
- We have recently interviewed for the Director of Housing Operations and Special Projects position and hope to fill the role soon.

Avanti Time and Attendance Payroll System

We have entered into a formal agreement with Avanti for the Time and Attendance implementation and are waiting to hear back on a start date.

Wi-Fi Availability

The Harvest Lodge Wi-Fi project was awarded to Mighty Peace Wireless, located in Fairview. Preliminary work will start soon, and it is expected that the project will be completed in an expedient manner.

Homesteader Lodge Emergency Back-up Generator

The 130-kW emergency generator is currently being manufactured and will be delivered mid-to-late November 2023.

As previously reported the original electrical company that was awarded the installation contract withdrew from the project. The Foundation has since secured an electrical company to complete the installation.

Harvest/Homesteader Nurse Call System Replacement

ASCCI (All Systems Communications Contracting Inc.) North has completed their review of the Harvest Lodge building and electrical drawings and have presented a quote for the nurse call upgrade. We have not received any information on the Homesteader Lodge upgrade.

Administration will provide further updates once we have had the opportunity to review the quote in its entirety.

Board Actions and Decisions

The Board directed that the Lodge Rate Schedule 2024 – 2025 be adopted as presented.

The Board directed that the Audit Appointment Policy be adopted as amended.

Tammy Menssa
Executive Director