



1. CALL THE MEETING TO ORDER



2. ADOPTION OF THE AGENDA

Agenda
Village of Nampa
Council Meeting
February 19, 2019
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 January 15, 2019

4. Business Arising out of the Minutes

5 New Business

- 5.1 7:00 pm with Amber Houle, FCSS Supervisor of Community Services
- 5.2 Equipment Update
- 5.3 RFD Federal Tax Exemption for Elected Officials in 2019
- 5.4 Genesis Annual General Meeting March 18, 2019 in Edmonton, AB.
- 5.5 2019 LGAA Annual Conference & Trade Show April 3-5, 2019 in Red Deer, AB.
- 5.6 Franco - Alberta Flag Raising Ceremony on March 1, 2019 in Peace River, AB.
RSVP Required
- 5.7 RFD Alisha Moody, Planner for MMSA, January 30, 2019 RE: Updating Aerial Imagery for the Village of Nampa
- 5.8 Peace Library Services Plan of Service 2019 - 2021
- 5.9 RFD Nampa Minor Hockey Association Sponsorship Request for 2019

6 Reports

Financial Reports

- 6.1a Cheque Listing For Council # 20190019-20190092 Jan 11, 2019 - February 15, 2019
- 6.1b December 2018 Bank Rec
- 6.2 CAO Report February 19, 2019
- 6.3 Public Works Report January 12, 2019 - February 15, 2019
- 6.4 Mayor/Deputy Mayor/Councilor Reports February 19, 2019
- 6.5 Council Calendars March 2019

7. Correspondence

7.1 Honourable Shaye Anderson, Minister of Municipal Affairs, January 22, 2019 RE:
Plan 8521685, Lot C, Village of Nampa

7.2 Gisele Bouchard, Curator, Nampa & District Museum - January 24, 2019 Curator
Report & Organizational Planning 2019 - 2023

8. Closed Session

9 Adjournment

Request for Decision (RFD)

February 19, 2019

Topic:

Village Owned Equipment for Sale/Quotes for Repairs
Skid steer, Grader, Loader

Background:

Cat Skid Steer - The skid steer has a continuous oil leak. It is going to cost around \$2362.50 to repair, the engine needs to be removed in order to replace the oil pan.

Grader - Consignment with Finning ended January 24, 2019

Loader - Consignment with Finning ends February 27, 2019

Backhoe - The back hoe is in rough shape, it has numerous leaks, (hydraulic lines and rams) no heat, no park brakes. Time & money is being spent to fix it all the time. Rough estimate to fix is about \$7770.00 Council might want to budget 2020 for a new /new used Backhoe

Jeremy has been in contact with Ritchie Bros and they are willing to take the equipment and put in auction.

Jeremy will be attending the meeting to further discuss and provide more information to council.

Council needs to make a decision as to how they want to proceed with the repairs and the selling of the above listed equipment.

Administration Recommendation:

Administration recommends that council make a motion to send all equipment to auction in Grande Prairie with Ritchie Bros. A quote of \$2000 for trucking of all equipment (2 trips)

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL

Chief Administrative Officer: Dianne Roshuk

Date: February 5, 2019

QUOTE

52

Darn Machines LTD

Box 5034 Peace River AB T8S 1R7

780 625 6989

GST#828807008 RT0001

WCB#6340998

BILL TO

Village of Nampa

580 case backhoe

QUOTE

102

QUOTE DATE

12/02/2019

QTY	DESCRIPTION	UNIT PRICE	AMOUNT
3	Re and re bucket cylinders for reseal	110.00	330.00
3	Re and re swing cylinders for reseal	110.00	330.00
8	Repair hyd leaks on main valve	110.00	880.00
8	Disassemble extend a hoe replace lines and reseal ram	110.00	880.00
3	Re and re stabilizer rams for reseal	110.00	330.00
7	Rough estimate to reseal 7 rams	500.00	3,500.00
10	Rough estimate on hoses	100.00	1,000.00
1	Shop supplies	150.00	150.00
Subtotal			7,400.00
GST 5.0%			370.00
TOTAL			\$7,770.00

QUOTE

5.2

Darn Machines LTD

Box 5034 Peace River AB T8S 1R7

780 625 6989

GST#828807008 RT0001

WCB#6340998

BILL TO

Village of Nampa

Cat skid steer

QUOTE #

101

QUOTE DATE

07/02/2019

QTY	DESCRIPTION	UNIT PRICE	AMOUNT
20	Remove engine ,replace oil pan reinstall engine	110.00	2,200.00
1	Shop supplies	50.00	50.00
Subtotal			2,250.00
GST 5.0%			112.50
TOTAL			\$ 2,362.50



February 14, 2019

Attention: Shirley Matiasiewich,

Thank you for your consideration of Thatchwood Ventures for your hauling needs. Below is our formal bid for the two loads to Ritchie Brothers.

Deliver Loader, Grader & Cat Skid Steer from Nampa to Ritchie Brothers Grande Prairie

- Due to the weight and size of the machines this will require two loads.
- **Total delivered**

\$2000.00

Request for Decision (RFD)

February 19, 2019

Topic:

Change in "one third" federal tax exemption for Elected Officials

Background:

The federal tax exemption for elected officials expires January 1, 2019, reducing the after - tax compensation. Federal legislation passed in 2017 eliminates this tax exemption effective January 1, 2019. It is up to each municipality to decide if and how they will act to counteract the effects of this change for elected officials. Listed below are some options to consider as it is up to each individual municipality to decide how they will address this change in federal tax law.

Option 1 - Compensate salary increase (full)

Municipality could adjust the pre-tax compensation for 2019 to maintain elected officials after - tax compensation at 2018 levels

Option 2 - Increase salaries for 2019 to ease the decrease in elected officials after - tax compensation

Option 3 - Increase reimbursements for expenses incurred

Option 4 - No action

Administration Recommendation:

For discussion

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL

Chief Administrative Officer: Dianne Roshuk

Date: January 30, 2019



FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

Change in “one-third” federal tax exemption for elected officials

A guide for Canadian municipalities

Updated: Fall 2018

A long-standing federal tax exemption for elected municipal office holders will expire on January 1, 2019—reducing their after-tax compensation. This document explains the change and outlines options for municipal governments to consider.

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Acknowledgements

Thank you to the Nova Scotia Federation of Municipalities for information from the 2016 AMANS survey as well as for material from their summer 2018 newsletter, *Municipal Voice*, which provided valuable context. *Brooke, Will: One-Third Tax Exemption - NSFM Summer Newsletter Municipal Voice p. 10.*

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Federation of Canadian Municipalities
24 Clarence Street
Ottawa, ON K1N 5P3
www.fcm.ca

The issue

A municipal or provincial elected official may be paid a non-accountable allowance for work-related expenses. Under current federal tax law, such an allowance amounting to no more than one-third of the official's salary-plus-allowances qualifies for a federal tax exemption. Effectively, for many elected officials, up to one-third of their total compensation is currently tax exempt.

Federal legislation passed in 2017 eliminates this tax exemption effective January 1, 2019. This will result in substantive changes to after-tax compensation for provincial and municipal elected officials.

It is up to each individual municipality to decide if and how they will act to counteract the effects of this change for elected officials. Surveys by various provincial and territorial municipal associations have found that many municipalities are opting to fully compensate elected officials for the loss. Other municipalities have not yet made any changes and have told FCM they are not clear on what options exist. This brief guide was developed to assist municipalities in this process.

Timeline

This tax exemption was introduced under the *Federal Income Tax Act* in 1946 to recognize the value of the work of elected officials. It sought to compensate officials who were incurring expenses without being adequately reimbursed. Initially, the exemption applied only to provincial MLAs. In 1953, it was extended to municipal elected officials.

Over the last 15 years, some larger municipalities have opted out of the tax exemption with the stated objective of bringing more transparency to government. For example, Ontario amended its *Municipal Act* in 2001 to provide flexibility to municipalities wishing to do this. Calgary's city council eliminated its exemption in 2006.

In March 2017, the federal government passed Bill C-44, eliminating the one-third exemption for elected officials, effective January 1, 2019. The change applies to all elected provincial and municipal officials in Canada and will result in substantive changes to their after-tax compensation.

The government justified this change on the basis that it "provides an advantage that other Canadians do not enjoy." Reimbursements for specific expenses, accompanied by receipts, are not taxable—and this will remain so. In the government's view, however, a special allowance that does not require receipt accounting *substitutes for salary*, and is therefore a taxable benefit.

In September 2017, FCM adopted a resolution to press the federal government to retain the exemption. FCM engaged with staff in the Department of Finance, and formalized municipal concerns in an October 2017 letter to Finance Minister Morneau, with a follow-up in June 2018. The Minister's response reiterated the government's rationale for the change:

... [The] government took steps to bring the tax treatment of non-accountable allowances to municipal office holders in line with that afforded to other employees. An employer may reimburse work-related expenses on a tax-free basis, but non-accountable allowances may substitute for salary and are thus taxable.

Minister Morneau's letter underlined that the government will not reverse its decision in this matter.

Implications

Elected officials who are currently paying income tax on only two-thirds of their total compensation (salary plus allowances) will lose that benefit. As of January 1, 2019, all compensation will be taxed as full income and be subject to deductions for Canada Pension Plan (CPP) contributions. This will decrease after-tax compensation for elected municipal officials.

In a July 2018 news release, Nova Scotia Federation of Municipalities (NSFM) President Geoff Stewart said: "Under the 2019 tax laws, a councillor in a small-to-mid-sized Nova Scotian town ... could see about 10.5 per cent less in their pockets, and 12.9 per cent less for a rural councillor."

In responding to this change, some communities have decided that an overall increase in total remuneration for elected officials is necessary to fully or partially replace lost compensation. To balance their budgets, municipalities may need to increase property taxes or find off-setting cost savings. The net impact on municipal budgets, will, in many cases, be significant, especially in smaller, less well-resourced communities. Municipalities with limited property tax bases will be disadvantaged as they seek to maintain appropriate levels of compensation, and some may be unable to achieve this.

The FCM letter to the Minister in June 2018 included cost implication data from various PTA surveys:

Municipalities have undertaken efforts to quantify the financial implications of the elimination of the 1/3 non-accountable allowance. The Associations of Municipalities of Ontario (AMO) estimates that the cost increase for a central Ontario municipality with a council of nine and a population of 30,000 will be at least \$28,000, whereas the cost increase for an eastern Ontario county council of seventeen and a population of 77,000 will be at least \$74,000. AMO also estimates that for almost half of Ontario's municipal governments, a one per cent property tax increase raises only \$50,000 in additional revenues.

Sample calculations from data collected from the 2016 AMANS (Association of Municipal Administrators Nova Scotia) survey showed that for an average Nova Scotia municipal councillor, annual pay would have to be increased by \$3,605.



Options for municipalities

It is up to each individual municipality to decide how they will address this change in federal tax law, and its reduction of after-tax compensation for elected officials. Options to consider include the following.

Option 1: Compensating salary increase (full)

Municipalities could adjust *pre-tax compensation* for 2019 to maintain elected officials' *after-tax* compensation at 2018 levels. Many municipalities have already taken this action. For example, this was the approach recommended by the Nova Scotia Federation of Municipalities.

The **benefits** of this approach are significant. It recognizes the increasing time commitments of complex and varied municipal duties. In doing so, it helps attract a diversity of candidates to municipal level participation (a growing concern). The **costs** of this approach are also significant, requiring offsetting cost-savings and/or increases in property taxes. This is difficult in an environment where municipal budgets are increasingly under pressure from rising expectations and increasing costs for products and services. Many municipalities are already struggling to provide appropriate compensation levels.

To publicly **communicate** the need for pay raises or property tax increases, effective strategies will emphasize the positive aspects of change. *This is about the community protecting hardworking local officials from an arbitrary pay cut imposed by federal legislation without consultation. We would have preferred to see the federal government reverse this change and its impact on local government—but they did not, and so we had to act.*

This complex issue requires special and perhaps direct messaging. Town hall events could be an opportunity to openly share details and answer questions. Elected officials could reach out to constituents on social media platforms and even face-to-face meetings. Early PR briefings for journalists can help get the right messages communicated from the outset.

Option 2: Compensating salary increase (partial)

Municipalities could increase salaries for 2019 to ease, but not negate, the decrease in elected officials' after-tax compensation. As an alternative to a fully-compensating increase, this means **fewer benefits** but also **lower financial costs**.

The reality here is that elected officials will face some personal loss of after-tax income. For municipalities, this will also compound the challenge of attracting many and diverse candidates for elected office. However, if a municipality decides it cannot find savings or revenues to support a fully-compensating salary increase, a partial increase can deliver some of the benefits.

To publicly **communicate** the change, the same logic applies as for Option 1: emphasize the positives of protecting hardworking local leaders from an arbitrary pay cut imposed by federal legislation without consultation.

Option 3: Expanded expense policies

As an alternative—or supplement—to increasing pre-tax salaries, municipalities can develop more comprehensive reimbursement plans for expenses incurred. This could include both the types of expenses and the total amounts of reimbursement available.

Before changing expense policies, municipalities should determine which expenses council members can claim as non-taxable through the Canada Revenue Agency (CRA). For example, expenses that are currently being covered by the income tax exemption could be addressed as an expense to be reimbursed by administrative policy, as are other non-taxable expenses.

According to the CRA, whether or not a benefit is taxable “depends on whether an individual [elected official] receives an economic advantage that can be measured in money, and whether the individual is the primary beneficiary” (as opposed to the municipality as their employer). This CRA resource outlines both taxable and non-taxable benefits.¹

Option 4: No action

Taking no action effectively decreases take-home compensation for affected officials, with no immediate effect on municipal budgets. This option avoids the immediate need to find cost-savings, contemplate property tax increases, or communicate changes to the public.

Elected officials will face a loss of income, however. This, in turn may discourage participation in municipal administration, especially among youth. This is a real threat for the smaller municipalities that may struggle most to boost salaries—and where even current compensation rates can be a barrier to more inclusive participation.

¹ <https://www.canada.ca/en/revenue-agency/services/forms-publications/publications/t4044/employment-expenses-2016.html>



What are municipalities doing?

The Nova Scotia Federation of Municipalities (NSFM) Board passed a resolution in June 2018 recognizing the need to support elected officials in avoiding abrupt changes in remuneration. It recommends that pre-tax compensation for elected officials be adjusted to allow them to maintain the same levels of post-tax compensation after the law takes effect in 2019. Many other municipalities in Canada (including in Ontario and British Columbia) are opting for this solution.

To help in their decision-making some municipalities are retaining consultants or conducting in-house assessments to study their financial situation. As well, some are creating citizens' committees or committees of council to conduct reviews before making final decisions to move forward.

The federal finance department does recommend that municipalities find out which expenses their council members can claim as non-taxable through the Canada Revenue Agency (CRA), before the changes take effect. For example, certain expenses that are currently being covered by the income tax exemption could be addressed administratively, as are other non-taxable expenses.



January 25, 2019

RE: Genesis Annual General Meeting

ATTN: Genesis Subscriber

Please note that this is the official notice of the AGM for Genesis Reciprocal Insurance Exchange. The meeting will take place **March 18, 2019, from 4:15 pm - 5:15 pm, at the Edmonton Convention Centre (formerly the SHAW Conference Centre), 9797 Jasper Avenue, Edmonton, Alberta in Salon 4.** The meeting will be followed by an open house sponsored by the RMA Business Services within the tradeshow in Halls A,B&C. All subscribers to Genesis should find attached a proxy form to appoint an individual to attend the meeting if they are unable to attend.

We are committed to holding our AGM's at the RMA Spring Convention each year. **We hope that each subscriber will have an elected or administrative official in attendance,** or assign a proxy. We strongly encourage all subscribers to participate.

Please find the proxy document attached. The Agenda, 2018 Audited Financials and 2018 Actuarial Report will be sent out before the end of February.

For any questions regard this meeting please contact Karen Ankerstein at karen@RMAInsurance.com, or at 780-955-8409.

Sincerely,

A handwritten signature in black ink, appearing to read "Duane Gladden".

Duane Gladden
Genesis Principal Attorney



**ANNUAL GENERAL MEETING OF
THE GENESIS RECIPROCAL INSURANCE EXCHANGE
PROXY**

The Undersigned Subscriber to the Genesis Reciprocal Insurance Exchange ("Genesis") hereby appoints: (choose one)

☐ _____

OR

☐ Duane Gladden, Director of Business Services of the RMA and Genesis Principal Attorney

to act as proxy at the Annual General Meeting of Genesis to be held on Monday, March 18, 2019.

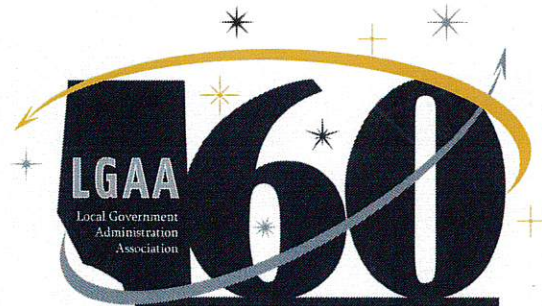
My proxy shall have full authority to vote on behalf of the Undersigned.

Dated _____, 2019.

Subscribing Member

Signing Officer

***Note that no proxy is required if a member is represented at the meeting by its most senior elected or most senior administrative personnel.**



CELEBRATING 60 YEARS OF EXCELLENCE
AND BUILDING NETWORK STRENGTH

LGAA ANNUAL CONFERENCE & TRADE SHOW

THEME: EVOLVING LEADERSHIP

APRIL 3-5, 2019

SHERATON RED DEER HOTEL
RED DEER, ALBERTA



PRESENTED IN PROUD PARTNERSHIP WITH THE
ALBERTA URBAN MUNICIPALITIES ASSOCIATION

LGAA 60TH ANNIVERSARY
CONFERENCE AND TRADE SHOW

WELCOME

Dear Participant,

The LGAA Board is thrilled to invite you to attend the 60th Annual LGAA Conference and Tradeshow presented in official partnership with the Alberta Urban Municipalities Association (AUMA). This year, our theme is **EVOLVING LEADERSHIP** which is fitting given that it's our diamond anniversary of providing excellence and building network strength for municipalities in Alberta. Over the years, we have provided thousands of dedicated municipal public servants with invaluable resources, opportunities, and ongoing connections.

Our conference this year highlights the significance of leadership, collaboration, and adaptability required for the strength and resiliency municipalities in Alberta continuously demonstrate. The LGAA looks forward to welcoming you to another year of excellence in municipal administration.

Sincerely,

Kelly Lloyd
President, LGAA



LCAA 60TH ANNIVERSARY
CONFERENCE & TRADE SHOW

AGENDA OVERVIEW

TUESDAY, APRIL 2, 2019 | 7:30 PM - 10:00 PM
KICK-OFF NETWORKING SESSION & MEET AND GREET
HOSTED BY THE LCAA BOARD

WEDNESDAY, APRIL 3, 2019 | 8 AM-9 PM
EVOLVING LEADERSHIP SESSIONS
ANNUAL GENERAL MEETING (AGM)
HOSPITALITY SUITE, HOSTED BY AUMA

THURSDAY, APRIL 4, 2019 | 8 AM - 11 PM
EVOLVING LEADERSHIP SESSIONS
FORMAL EVENING BANQUET

FRIDAY, APRIL 5, 2019 | 9 AM-12 PM
EVOLVING LEADERSHIP SESSIONS
PRIZE DRAWS AND CLOSING REMARKS



WEDNESDAY, APRIL 3, 2019

LCAA 60TH ANNIVERSARY
CONFERENCE & TRADE SHOW

8:00 - 9:00 am | Breakfast

9:00 - 9:20 am | Official Welcome & Greetings from President

1

9:20 - 9:30 am | Sponsor Spotlight | Presented by Trinus

9:30 - 10:30 am | Ask More, Not Less: How to Fix Burnout and Unlock Performance | Presented by Brady Wilson, Juice Inc.

Are you burning out superstars? When you need to get stuff done fast- and right- who do you go to? Your go-to people. But this has a shelf-life. Your superstars end up overwhelmed and everybody else underutilized. The solution is surprising: ask for more...but the right kind of more. It'll get you results and leave your employees both engaged and energized. You will learn how to keep people from acting out, checking out, and burning out.

10:30 - 11:00 am | Networking Break

11:00 - 11:10 am | Sponsor Spotlight | Presented by our Diamond Partner AUMA

11:10 am - 12:00 pm | Session | Top Ten Promising Practices of How Municipalities Can Create More Inclusive Communities | Presented by Darren Reedy from AUMA

There are numerous examples across Canada of how municipal governments are taking steps to be more inclusive employers, service providers, and leaders to overcome issues of social exclusion. This session will explore the value of inclusive organizations and highlight the most unique, practical and cost-efficient examples of how municipal governments can take action.



WEDNESDAY, APRIL 3, 2019

LCAA 60TH ANNIVERSARY
CONFERENCE & TRADE SHOW

12:00 - 1:00 pm | AGM Lunch

Attention members! Join us at the AGM and listen to the latest news from LGAA. The Canadian Association of Municipal Administrators (CAMA), the Society of Local Government Managers (SLGM), and the Alberta Rural Municipal Administrators' Association (ARMAA) will also be on hand to bring greetings and highlight their work.

1

1:00 - 2:30 pm | Caucus Session | Brownlee LLP

Join municipal staff (from communities similar in size to yours) in a discussion about issues, best practices and more! New this year: Lawyers from Brownlee LLP will be present at each session for a bear-pit style question period.

2:30 - 2:50 pm | Networking Break

2:50 - 3:00 pm | Sponsor Spotlight | Presented by Brownlee LLP

3:00 - 4:00 pm | Unleashing Your Disruptive Behaviour | Presented by Graham Sherman, Tool Shed Brewing Company

The concept of "Disruptive Marketing" has become so buzz-worthy that we often mistake simply being "innovative" with being disrupting. Truly standing out in a tough economy, against monster-sized competition requires the use of part of our brains we don't often access. In fact, we've been taught to suppress our disruptive behaviour since childhood - but now it's time to harness those powers of disruption for the benefit of successes. After hearing Graham's stories and insights, you'll walk away incredibly inspired and with a clear path to unleashing your own disruptive behaviour to transform your approach to business.

4:00 - 5:30 pm | Super Session | Beer Tasting | Tool Shed Brewing Company

5:30 - 9:00 pm | Hospitality Suite | Presented by our Diamond Partner AUMA



THURSDAY APRIL 4, 2019

**LGAA 60TH ANNIVERSARY
CONFERENCE & TRADE SHOW**

2

8:00 - 10:00 am | Breakfast in Tradeshow Area

Network with vendors from across the Province during breakfast.

10:00 - 10:05 am | Greetings

10:05 - 10:15 am | Sponsor Spotlight

10:15 - 11:30 am | Session | Flexing Your Vocal Muscle: Powerful Public Speaking Techniques | Presented by Nicola Crosbie

The voice is the most powerful instrument you have to communicate your message. Your choice of words, inflection, and volume contribute to how deeply you connect to the hearts of your audience. This session provides you with tools and techniques to energize and spark your confidence to speak to a group of five or a crowd of one thousand.

11:30 am - 1:15 pm | Lunch in Tradeshow Area

Network and chat with vendors one last time. Stick around for some great prizes!

1:15-1:20 pm | Sponsor Spotlight

1:20 - 2:30 pm | Peer Panel | Leadership in Turbulent Times w/ Kelly Kloss, Stephane Labonne, & Joyce Tustian | Moderated by Tom Goulden

This session will include leadership lessons learned through experience. Hear from seasoned municipal leaders as they discuss insights gained from leading Council, staff and their communities. Challenging times require inspired leadership; this interactive session will give you a chance to listen and ask questions of those who have been through numerous challenges.

2:30-2:45 pm | Networking Break

THURSDAY APRIL 4, 2019

LGAA 60TH ANNIVERSARY
CONFERENCE & TRADE SHOW

2:45-2:50 pm | Sponsor Spotlight

2

2:50 - 3:00 pm | Mini Session | Western Canada Municipal Innovation Survey | Presented by Chris Lavin, MNP Consulting Services

How do we keep up? What can we do differently? What are our peers doing, and can we do the same? These are questions on the minds of many municipal executives and seemingly never enough time to explore as deeply as we want. There is a lot of value in gathering and sharing insights into what Western Canadian municipalities are doing. MNP's Innovation Survey will dive into these questions.

3:00 - 4:00 pm | Legal Session | Municipalities Under Attack - Ransomware and Privacy Breaches | Presented by Brownlee LLP

Canadian municipalities have become the next target of ransomware attacks. This along with privacy breaches means you must be vigilant and proactive in securing electronic networks to protect from such attacks. This session will discuss the legal implications of ransomware attacks and privacy breaches and the obligations of municipalities to secure data.

6:00 pm | Cocktails & Banquet | Recognitions for Years of Service | Entertainment (Casino Royale)

Celebrate our Diamond Anniversary, James Bond style! Join us for a Vegas experience that will challenge experienced players and teach the new without "breaking the bank." All conference delegates will be provided with fun money to play the night away. Dealer-manned tables include Blackjack, Poker, Roulette and Craps.

If, gambling isn't for you, enjoy a cocktail or two in the GLOW LOUNGE. The LED light cubes provide the perfect atmosphere to mix and mingle all night long.

*Attire: Dress to impress!



FRIDAY, APRIL 5, 2019

LGAA 60TH ANNIVERSARY
CONFERENCE & TRADE SHOW

3

8:00 - 9:00 am | Breakfast

9:00 - 9:05 am | Greetings

9:05 - 9:10 am | Sponsor Spotlight

9:10 - 10:10 am | Government Session | Presented by Alberta Municipal Affairs

This interactive session will provide an opportunity for delegates to hear from various Alberta Municipal Affairs staff on current activities.

10:10 - 10:20 am | Networking Break

10:20 - 10:30 am | Sponsor Spotlight

10:30 - 11:45 am | Session | The Lost Art of Critical Thinking | Presented by Brett Wilson

Through demonstrating that 'words have meaning', Brett will share his frustration with our frequent lack of "critical thinking" over key issues facing Canada. He takes simple concepts and challenges why we accept them to be true and encourage the audience to keep the conversation going. Through this critical thinking analysis, he will share stories about his successes, mistakes, and how he found a work/life balance to prove that it is possible to succeed in business (and life) without losing principles.

11:45 am | Prize Draws & Closing Remarks



**Find all the LGAA Conference and
Tradeshow news, updates, and more by
following us on Twitter and LinkedIn**

LGAA 60TH ANNIVERSARY
CONFERENCE & TRADE SHOW

HOW TO REGISTER

Register online at www.lgaa.ab.ca

Registration Opens January 2nd, 2019

Conference Registration Fees:

Wednesday, Thursday, & Friday

\$485+GST for LGAA members

\$585+GST for non-members

Additional Banquet Tickets - \$60+GST

WHERE TO STAY

HOST HOTEL - Sheraton Red Deer Hotel and Conference Centre

3310 - 50 Avenue, Red Deer

403-346-2091 | **Reserve Your Room Online**

When calling to book a room, please let the reservation agent know that you are attending the LGAA Conference and Trade Show.

Sandman Hotel

2818 Gaetz Avenue, Red Deer

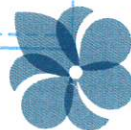
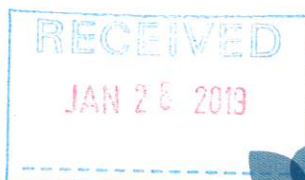
403-343-7400

Baymont Inn & Suites

4311-49 Avenue, Red Deer

403-346-8841





ACFA

Régionale de Rivière-la-Paix

Falher, January 21st, 2019

Mayor Skrlík & Council

Village of Nampa
Box 69
Nampa, AB T0H 2R0

OBJECT: Invitation to participate in the tenth edition of the Franco-Albertan flag raising ceremony to celebrate the many faces of the Albertan Francophonie

Dear Mr. Skrlík,

On behalf of l'ACFA régionale de Rivière-la-Paix, I would like to invite you to our flag raising ceremony on Friday, March 1st 2019, at 1 pm, at École des Quatre-Vents, 7401 99 St, Peace River, AB T8S 1B1.

Once again, the Franco-Albertan flag raising ceremonies will be held across the province on March 1 and will attract thousands of people, making Alberta the Canadian flag-raising champion.

At the 2019 Rendez-vous de la Francophonie opening festivities, many Francophones and "Francocurious" will come together to celebrate the richness and diversity of a vibrant and growing Albertan Francophonie in the larger Canadian context. As this is an exceptional occasion, your presence at this event would be very significant, so hopefully you will join us on March 1, 2019!

We thank you in advance for your interest and we kindly ask you to confirm your attendance by contacting Marianne Dupuis, Regional director of the ACFA at direction.riviere-la-paix@acfa.ab.ca before February 18, 2019. In addition, if you accept our invitation, we would be thankful if you could prepare a short speech of approximately one minute for the occasion.

Sincerely,

Maryse Simon

President

Attached: La version française de cette lettre.

Request for Decision (RFD)

February 19, 2019

Topic:

Updated Aerial Imagery for the Village of Nampa

Background:

MMSA is working with Tarin, a geospatial company that provides municipalities with updated aerial imagery. MMSA is looking at the possibility of collectively working to update the aerial imagery for member municipalities. The cost to the Village would be \$ 5561.10(for 7.5 cm resolution) and \$5283.90(for 10 cm. resolution).

The Village does not have any aerial imagery.

MMSA is looking for a commitment from the Village for 2019, if that is not possible, we can integrate this cost into 2020 budget.

Please read all attached information for more clarification

Administration Recommendation:

For discussion

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL

Chief Administrative Officer: Dianne Roshuk

Date: February 5, 2019

Village of Nampa (Dianne Roshuk)

From: Alisha Mody <alisha@mmsa.ca>
Sent: January 30, 2019 4:26 PM
To: Dianne Roshuk
Subject: MMSA 2019 Aerial Imagery - Nampa
Attachments: TRSQ180281 Quote MMSA -Towns.pdf

Categories: Red Category

Hello Dianne,

At the last CAO meeting MMSA brought forward the possibility of collectively working to update the aerial imagery, which would be used on the MMSA webmap (and any other uses each municipality chooses). A few municipalities have indicated an interest in this possibility, but without a better idea of the cost to each municipality, it is difficult for any to make a decision or a firm commitment. I have received an updated quote from Tarin that includes all urban municipalities (attached). Tarin has indicated that Nampa's portion of the cost would be \$5,561.10 for 7.5cm and \$5,283.90 for 10cm. Please let me know if you are interested in pursuing this in 2019, or if that is not possible, if you are interested in integrating this into your 2020 budget process.

Should a smaller number of municipalities choose to move forward, the cost per municipality would go up. Based on my conversations with Tarin, it is unlikely that the cost to any one municipality would go up by more than \$5,000. We will get a final quote after we confirm which municipalities are interested in going forward. If we do move forward, it is likely that the imagery would be captured in May 2019.

If I have not from you by **February 15**, I will take that to mean that Nampa is not interested in updated aerial imagery at this time and will continue to use the publicly available imagery.

Please let me know if you have any questions,

Alisha Mody, RPP, MCIP | Manager of Planning
Mackenzie Municipal Services Agency
Box 450, 5109-51 St. Berwyn, AB T0H 0E0
P: 780.338.3862 F: 780.338.3811
[Facebook](#) | [Twitter](#) | [LinkedIn](#) | [Website](#)

Village of Nampa (Dianne Roshuk)

From: Alisha Mody <alisha@mmsa.ca>
Sent: January 31, 2019 11:49 AM
To: karen.diebert@mmsa.ca
Subject: Aerial Imagery Benefits

Hello All,

Further to my email yesterday, and to support any conversations you may be having with your Councils, the benefits of the updated aerial imagery include impacting many areas of municipal operations such as flood risk management, infrastructure management, ground surface drainage, and emergency services operations. It is also helpful with planning, construction, and land assessment functions. The imagery and datasets are also useful in a wide variety of commercial and public applications such as infrastructure design projects and real estate appraisal. We can also share the data with Google (<https://maps.google.com/help/maps/mapcontent/imagery/>), so that the entire world can see our communities at high resolution. Every developer, engineer, paving and servicing contractors, house purchaser, etc., then has the benefit of seeing us up close. The imagery can also enable visitors and tourism agencies to plan and present travel itineraries, and support business site location planning.

Thank you,

Alisha Mody, RPP, MCIP | Manager of Planning

Mackenzie Municipal Services Agency

Box 450, 5109-51 St. Berwyn, AB T0H 0E0

P: 780.338.3862 F: 780.338.3811

[Facebook](#) | [Twitter](#) | [LinkedIn](#) | [Website](#)

Date: December 17, 2018

Quote #: 18-0281

To: Mackenzie Municipal Services Agency
5109-51 Street
Berwyn, Ab T0H 0E0
Attention: Alisha Mody, Manager of Planning

Quote Prepared By: Kevin Petty

Dear Ms. Mody

I would like to thank you for the opportunity to provide this price quotation.

Scope of Project:

To acquire new 2019 digital aerial photography and produce a digital orthophoto covering the 8 Towns within the MMSA partnership (See maps below). Photography will be flown at a resolution 7.5cm or 10cm. This imagery will be flown in the Spring of 2019; as weather permits and will be free of cloud, cloud shadow, snow, and fog and smoke.

Company Profile:

At Tarin, our client's needs always come first. With every transaction, we strive to precisely meet our Clients' needs and exceed their expectations. It is our **Mission** to provide innovative options for the acquisition and delivery of cost effective geospatial data and our **Vision** to be the contractor of choice and preferred vendor for geospatial products in Western Canada. At Tarin our core values are **Customer Service** – providing the absolute best service given the unique and varying individual needs of our customers; and **Product Quality** – providing products that consistently define a benchmark standard, as defined by our clients, within the geospatial data community. It is because of these **Values** that we align ourselves with the best contractors for geospatial data acquisition, processing and delivery, so that we may continue to provide services with **Integrity** and **Accountability**. This imagery will be added to Tarin's library and the MMSA partners will own an unrestricted copy of the orthophoto. Through strategic partnering we can offer our clients access to our imagery database as well as their own proprietary imagery directly over the Internet, minimizing the need for in-house data management.

Deliverables:

- 7.5cm or 10cm RGB orthophoto for each town
- New DEM and 0.5m contours
- UTM NAD 83
- Metadata

Notes:

Tarin will place surveyed ground targets for each Town to ensure accuracies when creating the DEM and orthophoto. We will also utilize this information when producing the rural orthophoto.

Prices:

	7.5cm	10cm
Flying	\$24,580.00	21,500.00
Ortho/ mapping	\$33,710.00	33,710.00
Ground survey	\$3,500.00	\$3,500.00
Total	\$61,790.00	\$58,710.00

If you have any questions regarding the above price quotation, please contact:

Kevin Petty
Sales Manager
Tarin Resource Services
780 984-6911
kevinp@tarin.ca

CGY Ph: 403-269-8228

EDM Ph: 780-984-6911

SPECIALIZING IN GEOSPATIAL DATA



EMAIL: orderdesk@tarin.ca

HTML: www.tarin.ca

Imagery Processing Specifications

Control:

The aerial photography will be flown with airborne Kinematic GPS (AGPS) & IMU. This provides the horizontal and vertical accuracy required by the project. Higher resolution (5cm-25cm) projects require ground survey targets to be placed within the project to ensure horizontal accuracy.

Elevation Data:

Elevation data is a collection of points that have an elevation assigned to them, which can be used to visualize a project in 3D. For ease of use the data is often converted to a surface representation frequently referred to as a DEM (digital elevation model) or DTM (digital terrain model). Simply, it is a representation of the topographical surface of the earth.

Aerial Triangulation

Aerial triangulation is a critical step required to ensure accurate registration of digital imagery to the actual ground (georeferencing). Aerial triangulation and block adjustment will be completed so all models are fully controlled. Measurements will be done using softcopy photogrammetric workstations. The AGPS data is combined with the triangulated model, which are then used in the orthophoto and DEM process to relate the imagery to the actual ground.

Orthophotography

A photo is ortho rectified when it is geometrically corrected for distortions caused by topographic relief, lens distortion and camera tilt. Several sequences are followed in the creation process, including input of camera calibration data, input of rotation angles from the bundle adjustment, incorporation of the image balancing and mosaicking of final tiles. The actual orthophoto creation is the process that marries the digital imagery with the DEM. The software repositions the pixels of digital imagery and removes the effects of relief displacement and terrain elevation differences. With pixels properly positioned, and associated X & Y coordinate values assigned, the orthophoto is ready. The resulting corrected image is then at a constant scale across the entire image.

Mosaic Construction

Completed images are color-balanced and tone-matched. Color and tone matching are done using industry standard orthophoto/mosaicking software. This software allows for processing of the finished images into an overall uniform image representation. The mosaicking between images is defined by a polyline. The positioning of these lines is chosen to minimize evidence of any joins. Mosaic seams are virtually invisible, and color and tone matched from image to image and tile to tile.



Relevant Past Experience Projects:

Clearwater County – 2001, 2011, 2014 & 2017

Various GSD's between 50cm Black and White to 30cm Colour RGB digital orthophoto

4340 47th Ave Rocky Mountain House, Alberta T4T 1A4

Cheryl Verhaeghe, GIS Coordinator

Ph: 403-845-4444 email: cverhaeghe@clearwatercounty.ca

Yellowhead County – 1999, 2004, 2007, 2012, 2015 & 2016

Various GSD's between 1m Black and White to 30cm Colour RGB digital orthophoto

2716 - 1st Avenue Edson, Alberta T7E 1N9

Barb Lyons, Director of Corporate and Planning Services

Ph: 403-723-4800 email: blyons@yellowheadcounty.ab.ca

Thorhild County – 2007 & 2017

Acquisition of 50cm & 30cm RGB orthophoto

801 1st St. Thorhild, Alberta T0A 3J0

Edward LeBlanc, Director of Planning and Economic Development

Ph: 780-398-3741 email: Edward.LeBlanc@thorhildcounty.com

County of Wetaskiwin– 2013 & 2017

Acquisition of 40cm & 30cm RGB digital orthophoto

Box 6960 Wetaskiwin, Alberta T9A 2G5

Frank Coutney, Chief Administrative Officer

Ph: 780-352-3321 email: fcoutney@county.wetaskiwin.ab.ca

Red Deer County- 2016,2018

County - Acquisition of 30cm RGB digital orthophoto & Building Footprints

Hamlets - 10cm RGB digital orthophoto

38106 Rge Rd 275 Red Deer County, Alberta T4S 2L9

Odori Oyaide, GIS Coordinator

Ph: 403-350-2150 email: OOyaide@rdcounty.ca

M.D of Big Lakes –2008, 2012 & 2016

Acquisition of 50cm & 30cm RGB orthophoto

PO Box 239 5305 - 56 Street High Prairie, AB T0G 1E0

Therese Morris, GIS Technician

Ph: 780-523-5995 x244 email: tmorris@biglakescounty.ca



Mackenzie Municipal Services

7.5cm Flight Plan

Town & Hamlet Flight Boundaries

0.5 0.25 0 0.5 1
Kilometers

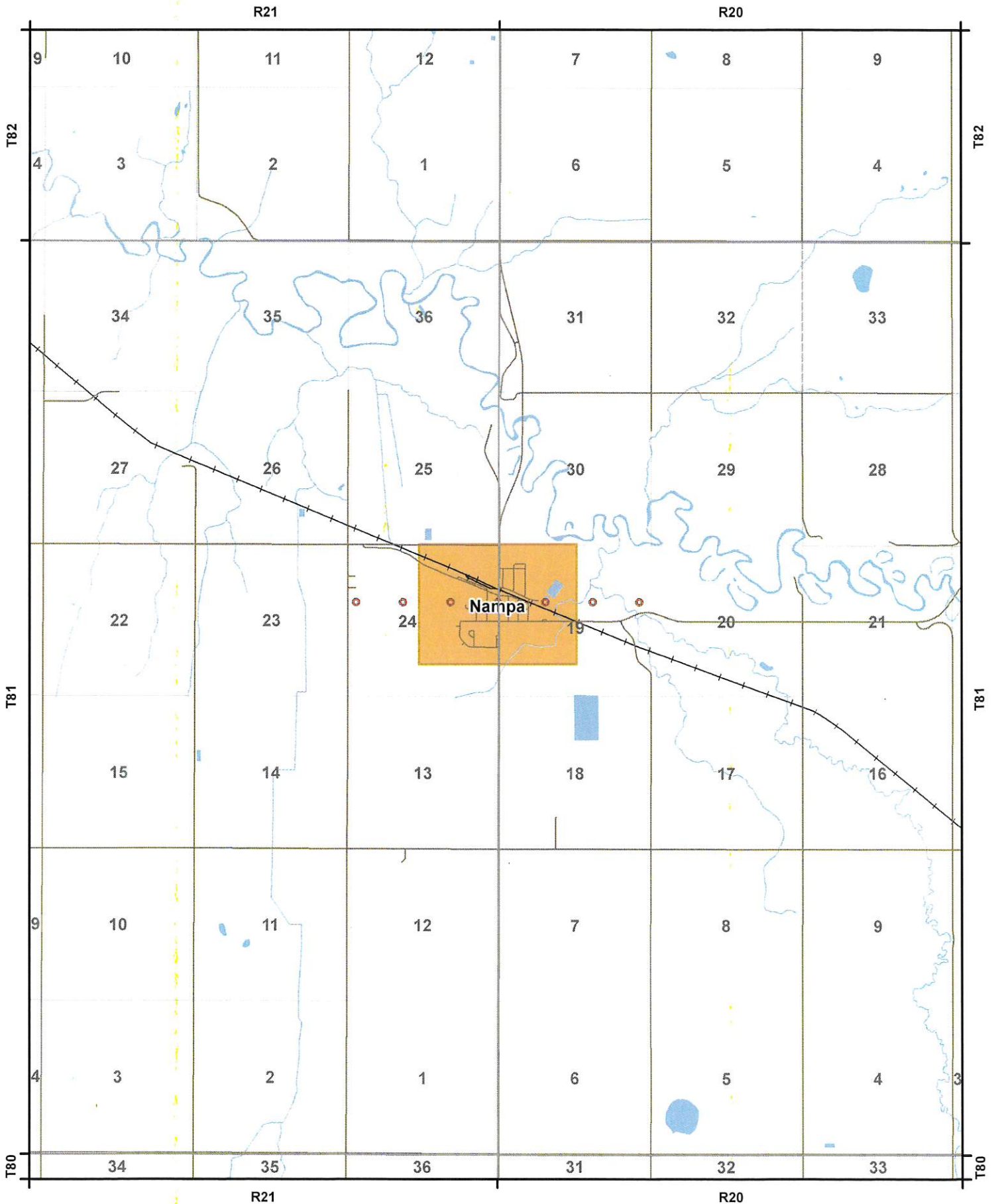


Tarin Job 18-0281

December 19, 2018

UTM 11 NAD 83

Tarin
Resource Services Ltd.



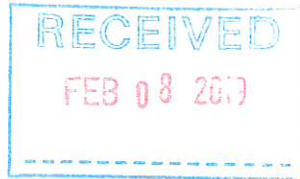


8301 - 110 Street
Grande Prairie, AB
T8W 6T2

(780) 538-4656
FAX (780) 539-5285

February 1, 2019

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



Dear Mayor Skrlik:

Peace Library System is pleased to provide you with a copy of its *Plan of Service 2019-2021* which was approved by the Peace Library Board on November 24, 2018. The Plan of Service outlines the ways in which Peace Library System (PLS) will respond to its members' needs and achieve its mission in the next three years.

Future Focused: Plan of Service 2019-2021 reflects the priorities identified by PLS members during stakeholder consultation in 2018. Input was gathered from member libraries and library boards by means of facilitated discussions and a satisfaction survey.

The Plan focuses on the five key service areas validated by member libraries as well as two ongoing service areas. It pinpoints 19 distinct areas to focus on over the next three years and identifies expected outcomes. A number of strategies will be put in place to meet the following goals:

- expand training opportunities for library staff and trustees
- increase the volume of digital resources available to patrons
- bolster local marketing and advocacy efforts by member libraries
- increase library programming options
- expand services to Indigenous communities
- strengthen IT support for members

The Peace Library Board will annually review the goals and strategies that appear in the Plan. This annual review process should allow PLS to easily adjust its course to meet new challenges and opportunities as they arise.

Throughout the next three years, Peace Library System will continue to work collaboratively with its members and provincial partners to offer excellent public library service to the residents of northwestern Alberta.

Sincerely,

A handwritten signature in dark ink that reads "Linda Duplessis".

Linda Duplessis
Director

Enclosure

FUTURE FOCUSED

Peace Library System Plan of Service 2019 – 2021

INTRODUCTION

Peace Library System strives to provide efficient, high quality services and remain responsive to the changing needs of its members. The 2019-2021 Plan of Service includes goals and strategies directly arising from consultation with member libraries in the first half of 2018. Peace Library System will implement service strategies to assist libraries with training, advocacy efforts, IT support, programming, and accessing a wide range of resources. Additional goals relate to municipal library services and services to schools.

TRAINING AND PROFESSIONAL DEVELOPMENT

- Focus Areas**
- ◆ Targeted PD for libraries
 - ◆ Digital resource training
 - ◆ Community engagement strategies
 - ◆ Library board education

Outcomes

- ◆ Effective library management
- ◆ Local expertise to assist patrons
- ◆ Partnerships with local organizations
- ◆ Effective board governance

ADVOCACY AND MARKETING

- Focus Areas**
- ◆ Regional awareness of public library services
 - ◆ Libraries marketing services locally
 - ◆ Local advocacy efforts
 - ◆ PLS communications

Outcomes

- ◆ Increased library usage
- ◆ Local marketing of services
- ◆ Effective library advocacy
- ◆ Support from key funders
- ◆ Consistent PLS communication

IT SUPPORT

- Focus Areas**
- ◆ Polaris training and documentation
 - ◆ Desktop and network support
 - ◆ Website support

Outcomes

- ◆ Strong IT infrastructure
- ◆ Consistent access to online catalogue
- ◆ Up-to-date technology
- ◆ Effective local technology-based services

PROGRAM SUPPORT

- Focus Areas**
- ◆ Early literacy services
 - ◆ Targeted library programs
 - ◆ Programs in Indigenous communities
 - ◆ Digital literacy

Outcomes

- ◆ Strong community partnerships
- ◆ Increased program attendance
- ◆ Programs that attract Indigenous patrons
- ◆ Increased awareness of Indigenous cultures
- ◆ Increased digital literacy

ACCESS TO RESOURCES

- Focus Areas**
- ◆ PLS collections
 - ◆ eResources
 - ◆ Delivery services to public libraries
 - ◆ Collections in Indigenous communities

Outcomes

- ◆ Efficient ordering and delivery of materials
- ◆ Strong print and digital collections
- ◆ Barrier-free access to provincial collections
- ◆ Library materials for Indigenous patrons

OTHER GOALS

MUNICIPAL LIBRARY SERVICES

Peace Library System will deliver effective library services to rural areas without library boards.

SERVICES TO SCHOOLS

Peace Library System will delivery relevant and timely regional library service to schools on contract.



CONTACT

8301-110 Street, Grande Prairie, AB T8W 6T2

Phone: 780.538.4656 or 1.800.422.6875

Website: www.peacelibrarysystem.ab.ca

Carolyn Kolebaba, Chair

Linda Duplessis, Director

Request for Decision (RFD)

February 19, 2019

Topic:

Nampa Minor Hockey Association Sponsorship Request for 2019

Background:

Nampa Minor Hockey Association is looking for sponsorship again for 2019.
Please read attached letter

The Village sponsored the association last year, 2018, in the amount of \$1500.00

Administration Recommendation:

For discussion

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL

Chief Administrative Officer: Dianne Roshuk

Date: February 5, 2019

5.9.



Nampa Minor Hockey Association
Box 162 Nampa, Alberta T0H2R0

X council sponsored \$1500
in 2018.

Jan. 10, 2019

NAMPA MINOR HOCKEY ASSOCIATION

Dear Business Owner:

The Nampa Minor Hockey Association has been in operation for more than 20 years giving young boys and girls in the County, Nampa and surrounding areas a place to learn new skills meet new friends and have fun. While at one time, we had a team in every level, changing demographics led to a decline in membership and for a few years the organization was inactive. But with the push of volunteers and a lot of work, we were able to get the organization going again and over the past five years we have steadily increased our membership starting with an Initiation team and then adding a Novice team. This year we have 24 young boys and girls registered, ranging in age from 4 to 9-years-old, who love to play hockey. With the growth and development of our program come the added costs such as new jerseys, socks and additional equipment. We have players from the entire region including Nampa, Peace River, Cadotte Lake, Harmon Valley, St. Isidore and Marie Reine.

We work to keep our membership fees low to encourage all kids who want to play hockey, the opportunity to be involved. We often do what we can to find donated gear and partner with other programs such as JumpStart and Pawatum to further assist our players. To help with this goal of getting as many kids involved in hockey, and to help offset some costs of new gear, ice, tournaments etc. we are seeking financial donations. Your help would allow us to continue to grow our organization.

We will recognize our sponsors in the following way:

Your Company's name, logo, & contact information will be displayed on our team recognition wall in our arena for everyone to see. Please email nampaminorhockey@gmail.com this information if you decide to make a donation and want it to appear on our board.

Sponsors not only benefit from this advertising, but will also receive a receipt for their contribution, and the knowledge that they are contributing to the success of 24 grateful and talented young competitive hockey players. We would be pleased to provide you with a copy of our schedule so that you could come see firsthand how your generous donation assists us in our development and come cheer us on in a game or two.

If you are interested in our sponsorship program, please contact us at the number below. We would gratefully accept any amount you are able to give. Cheques can be made payable to Nampa Minor Hockey Association. Our coaches, players, and parents would like to take this opportunity to thank you very much for your generosity and support and your consideration into our request.

Yours truly,

Kristy Provost
President
nampaminorhockey@gmail.com
780-274-1100

"A fun, safe, great place to start"



6 REPORTS



VILLAGE OF NAMPA

Page 1 of 4

Cheque Listing For Council

6.1.1a

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20190019	2019-01-14	MCNEIL, JEREMY D				
20190020	2019-01-14	Roshuk, Dianne G				
20190021	2019-01-14	SURMAN, STEVE C				
20190022	2019-01-15	BELL MOBILITY	Jan 19	PAYMENT PW FOREMAN PHONE	126.46	126.46
20190023	2019-01-15	IWANTWIRELESS CA LTD	61765	PAYMENT INTERNET MUSEUM	52.45	52.45
20190024	2019-01-15	NAMPA AUTO & FARM SUPPLY	169644 169825 170004	PAYMENT OIL/FILTERS/DRILL BIT/NO SMOKE WATER PUMP GRAVEL TRUCK FIX TIRE SKID STEER	543.33 596.86 54.58	1,194.77
20190025	2019-01-15	TELUS COMMUNICATIONS INC.	4468 JAN 19 4642 JAN 19 7953 JAN 19 9885 JAN 19	PAYMENT PW TELEPHONE OFFICE TELEPHONE FIRE HALL TELEPHONE OFFICE FAX LINE	122.36 211.11 100.31 100.31	534.09
20190026	2019-01-22	ATCO ELECTRIC	Jan 2019	PAYMENT STREET LIGHTS HIGHWAY 2 & 9	21.72	21.72
20190027	2019-01-22	DIRECT ENERGY	5476 Jan 19 6793 Jan 19 7130 Jan 2019 8666 Jan 19 Gas Civic Centr	PAYMENT ELECTRICITY 97 STREET LIGHT GAS OLD OFFICE GAS SEWER LIFT STATION GAS FIRE HALL GAS CIVIC CENTRE	219.48 146.39 107.75 439.03 808.81	1,721.46
20190028	2019-01-22	TELUS MOBILITY INC.	7806183972	PAYMENT CAO CELL PHONE CHARGES	105.46	105.46
20190029	2019-01-22	ACCU-FLO METER SERVICE LIMITED	83104	PAYMENT METRE PARTS- WASHERS, SEAL	171.78	171.78
20190030	2019-01-22	ALBERTA URBAN MUNICIPALITIES ASSOCIATION	20190251	PAYMENT MEMBERSHIP FEES 2019	1,197.61	1,197.61
20190031	2019-01-22	B & G CONSTRUCTION	1800149	PAYMENT RENOS TO CAO OFFICE - CEILIN	1,797.54	1,797.54
20190032	2019-01-22	BULFORD, QUINTON	Jan 2019 1 Jan 2019 11	PAYMENT JAN 2019 COUNCIL FEES JAN 2019 MILEAGE COSTS	750.00 28.00	778.00
20190033	2019-01-22	BUTZ, CLYNTON	Jan 2019 2 1 Jan 2019 2675.0	PAYMENT JAN 2019 MILEAGE COSTS 2019 JAN COUNCIL FEES	49.00 675.00	724.00
20190034	2019-01-22	GOLDEN WEST ELECTRIC CO	Jan 15 2109	PAYMENT RENOS TO CAO OFFICE - LIGHTI	753.38	753.38
20190035	2019-01-22	HI TECH BUSINESS SYSTEMS	1525582	PAYMENT CONTRACTED SERVICES RATES	44.22	44.22
20190036	2019-01-22	MATIASIEWICH, EVAN	Jan 2019 3 Jan 2019 3 1	PAYMENT 2019 JAN COUNCIL FEES JAN 2019 MILEAGE COSTS	750.00 56.00	806.00
20190037	2019-01-22	MUNICIPAL INFORMATION SYSTEMS	20181862	PAYMENT MONTHLY SUPPORT FRB 2019	576.29	576.29
20190038	2019-01-22	NEW WATER LTD.	156	PAYMENT PARTNER BILLING NOV & DEC 2018	21,770.08	21,770.08
20190039	2019-01-22	NOVAK, CHERYL	Jan 2019 4 Jan 2019 4 1	PAYMENT JAN 2019 COUNCIL FEES JAN 2019 MILEAGE COSTS	675.00 28.00	703.00

Cheque Listing For Council

6-1a

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20190040	2019-01-22	PETTY CASH		PAYMENT		87.64
			1	COFFEE, WATER FOR PW SHOP	42.24	
			2	POSTAGE, REGISTERED MAIL, N	45.40	
20190041	2019-01-22	ROSHUK, DIANNE		PAYMENT		84.00
			2019 JAN	CAO TRAVEL /MILEAGE COSTS	84.00	
20190042	2019-01-22	RURAL MUNICIPALITIES OF ALBERTA		PAYMENT		92.30
			29313	RMA ANNUAL MEMBERSHIP FEE	92.30	
20190043	2019-01-22	SKRLIK, PERRY		PAYMENT		753.00
			Jan 2019 5	JAN 2019 COUNCIL FEES	725.00	
			Jan 2019 5 1	JAN 2019 MILEGE COSTS	28.00	
20190044	2019-01-22	TRI LINE CONTRACTING SERVICE		PAYMENT		1,638.00
			3470	SEWER LIFT STN- HYDROVAC &	1,638.00	
20190045	2019-01-22	VELOCITY ENGINEERING INC.		PAYMENT		7,935.38
			1889	2019 ROAD IMPROVEMENTS	6,662.25	
			1893	FINAL BILLING ROAD IMPROVEN	1,273.13	
20190046	2019-01-22	WORKERS COMPENSATION BOARD		PAYMENT		1,366.48
			23373187	WCB PREMIUMS	1,366.48	
20190047	2019-01-25	BOBCAT OF THE PEACE		PAYMENT		53,146.37
			331714-2	PURCHASE OF BOBCAT SKID ST	53,146.37	
20190048	2019-01-25	CANADIAN LINEN AND UNIFORM		PAYMENT		192.32
			86667	MTHLY MAT RENTAL - MUSEUM	93.70	
			86667 VON	MTHLY MAT RENTAL	98.62	
20190049	2019-01-25	CROWLEY, MARY		PAYMENT		150.00
			JAN 2019	JANITORIAL - MUSEUM	150.00	
20190051	2019-01-25	RMA INSURANCE LTD.		PAYMENT		98.88
			INS0026493	ADDITION OF UTILITY TRAILER	98.88	
20190052	2019-01-25	TOKER, TEENA		PAYMENT		350.00
			JAN 2019	JANITORIAL - JANUARY	350.00	
20190053	2019-01-25	ATB FINANCIAL MASTERCARD		PAYMENT		1,573.67
			JAN 10 19	SNACKS FOR MMSA PRESENTA	30.98	
			JAN 10 2019	CLEANING SUPPLIES	30.22	
			JAN 11 2019	ANNUAL NSC/VON SUPPER	330.62	
			JAN 16 19	CLEANING SUPPLIES	14.48	
			JAN 3 19	INTERNIC WEB ADDRESSES	20.95	
			JAN 3 2019	ANNUAL FEE	35.00	
			JAN 4 19	COUNCIL & STAFF CHRISTMAS	1,057.14	
			JAN 9 19	COFFEE SUPPLIES	44.02	
			JAN 9 2019	KEYS & FITTINGS	10.26	
20190054	2019-01-25	DIRECT ENERGY		PAYMENT		2,969.87
			0371 Jan 19	ELECTRICITY OLD OFFICE	140.38	
			1950 JAN 19	CHRISTMAS LIGHTS	366.20	
			6189 JAN 19	ELECTRICITY FIRE HALL	448.52	
			6577 JAN 19	ELECTRICITY BALL DIAMOND	94.50	
			6932 JAN 19	ELECTRICITY SEWER LIFT	407.71	
			7641 JAN 19	ELECTRICITY BALL DIAMOND	25.22	
			7960 JAN 19	ELECTRICITY CIVIC CENTER	1,487.34	
20190055	2019-01-25	NAMPA AUTO & FARM SUPPLY		PAYMENT		2,756.25
			170456	FLOATING PUMP	2,756.25	
20190056	2019-01-30	DIRECT ENERGY		PAYMENT		2,960.65
			7971 Jan 19	STREET LIGHTS	2,960.65	
20190057	2019-01-30	TELUS COMMUNICATIONS INC.		PAYMENT		110.81
			0918 Jan 19	MUSEUM - TELEPHONE	110.81	
20190063	2019-01-31	Roshuk, Dianne G				
20190064	2019-01-31	MATIASIEWICH, SHIRLEY A				
20190065	2019-01-31	SURMAN, STEVE C				

Cheque Listing For Council

-6.1a

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20190066	2019-01-31	BOUCHARD, GISELE				
20190067	2019-01-31	MCNEIL, JEREMY D				
20190068	2019-01-31	BOUCHARD, GISELE	Jan 2019	PAYMENT TRAVEL SPIRIT OF PEACE MEET	205.00	205.00
20190069	2019-01-31	LOCAL AUTHORITIES PENSION PLAN	201901	PAYMENT LAPP DEDUCTIONS JAN 2019	4,268.10	4,268.10
20190070	2019-01-31	Matiasiewicz, Shirley	Jan 2019	PAYMENT 3 SHELVING UNITS	299.16	299.16
20190071	2019-01-31	NORTHERN WOODS & WATER , HIGHWAY ASSO	18-19/112	PAYMENT 2019 MEMBERSHIP	200.00	200.00
20190072	2019-01-31	RECEIVER GENERAL	7737 JAN 19	PAYMENT GARNISHEE	875.39	875.39
20190073	2019-01-31	RECEIVER GENERAL - PAYROLL	201901	PAYMENT EMPLOYEE DEDUCTIONS JAN 20	7,628.36	7,628.36
20190074	2019-02-08	BELL MOBILITY	Feb 19	PAYMENT PW CELL PHONE	126.46	126.46
20190075	2019-02-08	IWANTWIRELESS CA LTD	63573	PAYMENT INTERNET - MUSEUM	52.45	52.45
20190076	2019-02-08	NAMPA AUTO & FARM SUPPLY	170820 Jan 2019	PAYMENT SCREWS/OIL/BELT/LUBE/PINS/SI CREDIT	810.99 (16.87)	794.12
20190077	2019-02-08	TELUS COMMUNICATIONS INC.	4468 FEB 19 4642 FEB 19 7953 FEB 19 9885 FEB 19	PAYMENT TELEPHONE P/W OFFICE OFFICE TELEPHONE FIRE HALL TELEPHONE FAX LINE	122.36 212.07 100.31 100.53	535.27
20190078	2019-02-13	ALBERTA ONE CALL CORP.	148681	PAYMENT MTHLY NOTIFICATION	12.60	12.60
20190079	2019-02-13	KIT BUSINESS EQUIPMENT	078406	PAYMENT PAPER	67.59	67.59
20190080	2019-02-13	MAIN-WAY ELECTRICAL & INST. LTD.	1941	PAYMENT BREAKER PANEL LIFT STATION	966.00	966.00
20190081	2019-02-13	MIGHTY PEACE TOURIST ASSOCIATION	530	PAYMENT MUNICIPAL MEMBERSHIP	993.72	993.72
20190082	2019-02-13	NORTHERN SUNRISE COUNTY	09167 9167	PAYMENT WATER TREATMENT LOAN INTEI WATER TREATMENT PLANT PRI	13,610.96 50,000.00	63,610.96
20190083	2019-02-13	RENTCO EQUIPMENT LTD.	333818-4	PAYMENT ANTENNA BOBCAT	52.06	52.06
20190084	2019-02-13	RMA FUEL	PF736474609	PAYMENT FUEL	3,105.02	3,105.02
20190085	2019-02-13	RMA INSURANCE LTD.	INS 26558	PAYMENT GOLDEN PIONEERS BUILDING/C	864.17	864.17
20190086	2019-02-13	RURAL MUNICIPALITIES OF ALBERTA	079450 080262 o/s bal	PAYMENT TONER 2 CASES OF PAPER OFFICE SUPPLIES	336.65 125.79 80.35	542.79
20190087	2019-02-13	SHELLEY'S STATIONERY	011 FEB 19	PAYMENT STAMPS	283.50	283.50
20190088	2019-02-13	TRI LINE CONTRACTING SERVICE	3478	PAYMENT SEWER LIFT FLUSHING	4,192.51	4,192.51



VILLAGE OF NAMPA

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Cheque Listing For Council

6.1a

Cheque			Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date	Vendor Name				
20190089	2019-02-13	VITAL EFFECT INC	4922	PAYMENT MTHLY WEBHOSTING	40.95	40.95
20190090	2019-02-14	MCNEIL, JEREMY D				
20190091	2019-02-14	Roshuk, Dianne G				
20190092	2019-02-14	SURMAN, STEVE C				

Total 219,227.00

*** End of Report ***



Chief Administrative Officer Report

6.2

January 16, 2018 - February 19, 2019

January 24th Met with Council & Jason Schuler to discuss 2019 Road Improvements
January 25th Met with Council & Evelynna to discuss Councils priorities with the Economic Development Strategic Planning
February 1st Met with Marie Dyck to review Curators performance evaluation
February 4th New Water Ltd Meeting
February 5th Performance Evaluation for Museum Curator
February 19th Regular council meeting
February 19th - 22nd Auditors here

February 28th - Regional Subdivision Appeal Board Meeting (Grimshaw)

Daily office duties

We have had some people ask us about the agenda that is put on our webpage, as to why there is no information included in the Councillors reports, such as the meetings attended and the details of the meetings. I would like to suggest that council start submitting written/typed reports for our council meetings, that way the information is ready and available.

Jan 2019 month end - January 12, 2019
- February 15, 2019

- Took water meter readings
- Took sewer lift station readings every day
- Garbage's every Monday and Friday
- Alberta one calls as required
- Dump runs as needed
- CC shut off/on as needed
- Maintenance and repairs on equipment as needed
- Water meter repair/replacement as needed
- RF water meter readings as needed
- Clean up yard and all sheds, dump runs (in progress)
- Deliver water shut off notices as needed
- Snow removal as needed
- Haul out piles of snow as needed (complex etc)
- Scrape ice in front of truck fill station as needed
- Called county to book them for sanding the roads
- Sand parking lots as needed
- Tri-line cleaned out lift station
- Suspect 90 elbow washed out on pipe 2, ordered another one, tri-line will install when it arrives
- Pump one plugged up (Jan 17), we pulled it and unplugged it, got mainway to check breaker panel. Outdated system and weak breakers, requested quote to upgrade electrical.

- Pump one plugged up again (Jan28) I pulled it and unplugged it. Impeller is worn out; gap between impeller and housing is too big now and causes debris to plug up. Ordered replacement wear rings for impeller. I will pull the pump and replace the rings when they arrive. Requested a quote on a new pump for a spare.
- Ordered a new pump as a spare for the lift station(10-12week wait)
- Received new 2019 Bobcat skid steer.
- Degreased, cleaned, and serviced 2005 Cat skid steer to prep for sale.
- Received floating pump for spring flooding
- Tri-line came to install 90 elbow on pipe 2. Turns out that it is a fairly new elbow and isn't washed out. (found no paperwork on when pipe two elbow was replaced) Pump 2 wouldn't pump due to an airlock. Rectified the airlock by installing proper fittings to bleed the air out of the pipes. It is operational now. The flange on pump 1 is wearing down preventing a good seal. I will contact Xylem to confirm if I can grind it to line up a seal or if I need to replace the impeller housing. Confirmed with Xylem the seal is not an issue. The way it's designed (steel on steel) the toilet paper and debris plugs up the gap creating its own seal. The four guide poles to line up the pump with

the flange are rotted out. Tri-line will replace them when they arrive.

- Preventative maintenance for the weekend, pulled pump one and unplugged it(Feb1)
- Replaced flags at museum and drop in center
- Pump 1 plugged up (Feb 7) pulled it and unplugged it
- Tri-line replaced the four pump guide poles. (Feb 8)
- Hydraulic tank on backhoe sprung a leak due to rust and loose debris wearing into it. Repaired with steel patch. No heat due to faulty thermostat plugged with rust. Replaced thermostat.
- Cannot locate CC at 10011-99 street. Tri-line located the water line but not the cc. Tri-line to dig to look for CC. Found no CC (possibly under sidewalk) Installed new CC, box, and rod and turned off water.
- Pulled pump one(Feb 15) to unplug so its good to go for long weekend,
- Backhoe won't start, suspect not getting fuel. Ordered new fuel pump, will install upon arrival

2019

MARCH

SUNDAY

6.5 Council Calendar

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
24	25	26	27	28	01 Economic Development Strategic Planning Session Mtg	02
03	04	05	06	07	08	09
10	11	12	13	14	15	16
17	18	19 Regular council meeting	20	21	22	23
24	25	26	27	28	29	30
31	01	02	03	04	05	06

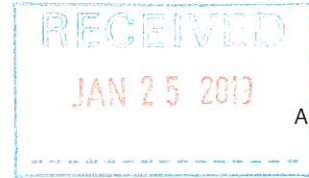


7. CORRESPONDENCE



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*



JAN 22 2019

His Worship Perry Skrlik
Mayor
Village of Nampa
PO Box 69
Nampa AB T0H 2R0

Dear Mayor Skrlik,

Thank you for your letter of December 27, 2018, regarding a parcel of land in the Village of Nampa.

Municipal Affairs confirms it is the registered owner of the property described as Plan 8521688, Lot C, located within the boundaries of the Village of Nampa.

The *Municipal Government Act (MGA)* Section 72 outlines the conditions in which a municipality may acquire land outside of municipal boundaries. Section 1(a) states that a municipality may acquire an estate or interest in land outside its boundaries only if the council of the municipal authority in whose boundaries the land is located consents in writing to the acquisition. I am satisfied your letter of December 27, 2018, fulfills this condition for the Village of Nampa.

In addition, as stated in Section 72(1)(b), the council for Northern Sunrise County must authorize the acquisition of the parcel. The county must also formally submit a request to Municipal Affairs for the acquisition.

Should you have any questions, please contact Dean Zanutig, Policy Advisor, toll-free at 310-0001, then 780-427-1309.

Thank you again for writing.

Sincerely,

Hon. Shaye Anderson
Minister of Municipal Affairs

cc: Carolyn Kolebaba, Reeve, Northern Sunrise County
Dean Zanutig, Policy Advisor, Municipal Affairs

Curator's Report – Nampa and District Museum

Produced on January 24th, 2019

October/November

Programming

October 23 -

Pop Museum with École Héritage Grade 10 students – charged 175.00\$ for custom learning materials and in-class workshop to build an exhibit that dealt with Identity and Globalization. Aside from the exhibit, the students had to read excerpts from learned journal articles and write two short 500 word essays on one of the 8 essay questions they could pick from. (cost: about 75\$ in supplies – one-time cost for mini easels and a few other bits and bobs) 100\$ profit

Very likely that both Social studies teachers at Héritage and EQV will do the workshop in 2019. Because all the prep is done, I plan to charge \$100.00 for the workshop as it's worth about 4 lesson plans for the teachers.

November 9th

Gave a presentation to EQV teaching staff about our school programs. One booking confirmed for April.

Halloween –

School visit – 13 students, Grades 1 and 2, Nampa Public School \$4.00 per child for storytelling, included a hand-out that included the Fairy tale of Vassilisa the Beautiful and the Baba Yaga. Dressed up as the Wicked Witch of the West as I was introducing the children to the Wicked Witch of the East. (\$26.00 profit)

- This hand-out is now part of our school programming offering for our Ukrainian culture and heritage segment and will be combined with a no-sew doll workshop (to recreate the magic doll from the fairytale).

Evening Halloween event

Goody bags – prepare 110 goody bags and handed out 94. Over 125 people came to the museum. Donated the leftover bags to FCSS.

Changes for next year: will distribute candy and storytell from 6:30 to 7 pm at Farmer's but it will be a joint effort.

Grants

Was unsuccessful on AMA staffing grant because I included non-permanent staff on application. Will only apply for my position next year. Had lengthy conversation with Adrienne Briggs and received pointers for their grant applications. I've also spoken to a resource in Calgary that is a very successful grant writer and he gave me a series of pointers.

Collections

Re-organized accessioning. Accessioned about 65 items (a lot of lapel pins).

Giftshop

2 new consigners. Jessi Paul (Cosmic Libations, natural personal care products) and Melanie Shewchuk (recycled sweater mittens). Both ladies are from Nampa and their items are selling very well.

Training

Completed two Visitor Information Webinars – November 8th Value of Visitor Surveying and November 29th Relationship building with First Nations

Took Food Safety training at the Peace River Library. 50 questions, 8 minutes. I passed.

Projects

Dr. Welch project: Met with Shirley Anderson about the Tipi design for Tipi project. Found a Cree knowledge keeper that will help with choosing appropriate design. Have contact information for First Nations person to paint our design on the Tipi.

Reno Church: Keith Lowe came in to get the windows

December**Programming**

Seniors' Tea – 36 participants booked, 6 people did not show up. Adele Boucher from the Peace River Historical Society presented a wonderful conference about bison which was really appreciated by our guests. Two volunteers (I volunteered too) helped me do the cooking for the tea in the Centre Culturel kitchen. 2 volunteers (Mélanie Desbiens-lavoie and Melanie Shewchuk) helped prepare the tea and clean up afterwards. Seniors Centre lent us chairs, which they later donated to the museum as they no longer need them. . Revenus: 238.00, total cost of activity: 380 \$ Cost to us: about 150.00 with linens, food costs not covered by what I charged FCSS and kitchen rental.

Will charge FCSS a bit more next time (9\$ per person, instead of 7\$) so that the rental of the kitchen is factored into what I charge

Meetings/representation

Attended the Wine Gala – food was not the greatest for what the society and the patrons pay. Decorations were awesome. DJ was awkward. Sit down meal seems to be appreciated. Loved the chocolate wine.

Attended Spirit of the Peace meeting in Grande Prairie. Made some good contacts. That's where I saw the surveyors' exhibit.

Administration

Found a volunteer, Melanie Shewchuk, to help organize the filing system. Created schematics for filing system that will be adapted

Boardroom rental on January 4th

Training

Challenged the Certificate in Museum Studies Research Course – completed the assignment during my time off.

Closure:

Museum was closed after December 14th, though I did come in shortly on the 19th to finish up a few things so I could use up my accumulated overtime. It was a nice break.

January 2019**Grants –**

Completed 7 grants

For summer students:

2 young Canada Works in both Official languages (50% of summer student job funding)

2 Canada Summer Employment Program grants (50% of summer student job funding)

For Training

1 AMA Personal development grant on Institutional membership (for attending AMA conference in Canmore – asked for 1210.00\$ of the 1700.00 it cost the society to send me to the conference) Next year, we can put everyone on the same grant and ask for up to 5000.00\$.

1 AMA Personal development grant on my own personal AMA membership (for Certificate in Museum studies courses and for travel costs for SOTP meetings) (applied for 1300\$)

For Dr. Welch Tipi project

1 AMA Institutional grant –This one is not sent yet and I'm playing with numbers so I can ask for as close to \$ 12 000 as I can. That was one of the suggestions Adrienne Briggs made when she reviewed my grant. If the board members would like a copy of the budget as well as the project outline for the meeting, please let me know.

Administration

-wrote museum's organizational plan for 2019-2023

-attended the planning meeting for the Mill Brown park upgrade project January 11th

-programming schedule outline is done for 2019, including events with FCSS, ACFA, Travel Alberta, Mighty Peace Tourism, Peace River Pow wow, Village of Nampa, Northern Sunrise County and Farmer's Restaurant

-set up tripadvisor for the museum

-put away the Christmas decorations after Ukrainian New Years. Giving the Tree a break until Feb. 1.

- had a meeting with Mrs. Shewchuk. She's begin the organizing of the files in mid-february.

-Planning meeting with Mighty Peace Tourism on January 18th

-planning meeting with Musée de Saint-Isidore (helping them out as a volunteer right now)

Training

Visitor Information Centre Webinar about how to use Tripadvisor

Events

Set up Bison exhibit and advertised it on FB

Upcoming:

-planning meeting for Farmer's day 3 pm on Feb, 5th.

-taking holidays feb. 13, 14 and 15th. come see me at Carnaval.

- SOTP Meeting in Peace River on March 4th (if anyone from the board would like to attend, it is free and close by)
- Creative Writers' Workshop – March 16th and 17th
- Girl Guides at the Museum – March 20th
- Date Night at the Museum April 11th
- Easter Egg hunt and pictures with the easter bunny – April 13th
- Travel Alberta Workshop featuring our Ukrainian Cultural Experience April 26th (museum will be closed)
- Senior's spring tea – april 29th (tentative)

Gisèle Bouchard, M.A.
Curator/ethnologist

Organizational Planning 2019-2023

Introduction

This working document will serve to give the Nampa and District Museum a direction to work towards over the next 5 years. The January 2019 version is a basic draft that needs input from the Nampa and District Historical Society and the Village of Nampa Council. It is a modular document that can be changed and transformed from year to year. It will serve to inform programming and interpretation priorities and can be linked to projects and endeavors undertaken by the Village of Nampa and the NDHS. It will help guide grant applications, staff work plans and objectives as well as collections and interpretation projects over the next 5 years.

This report will be presented to the Village Council, the Nampa and District Historical Society and, eventually, to other funding stakeholders such as Northern Sunrise County, if the need arises.

Inspiration and Goal-Setting

The NDM's organisational planning document (OPD) is greatly inspired by the NDHS' strategic plan and reflects many of the priorities mentioned in this document. It was also informed by a short survey conducted through local schools in 2018 and by discussions with patrons and board members. Our organizational planning thus focuses on specific areas and topics that will enhance visitor experience at the NSM. This organisational plan focuses on three key areas of museum practice: collections, programming and exhibits. These practices will impact other areas such as research, funding and operations.

This plan has two main goals: improving visitor experience and collections data entry and maintenance. These are presented as a series of project and tasks that are spread out over a 5 year period. I will eventually link excerpts from the NDHS' strategic plan to the organizational plan, but have not yet to do so.

Collections

Collection management is an area that was defined as high-priority by the NDHS. It will be an ongoing project over the next 5 years.

Past accession data entry and Inventory Project

The aim of this project is to enter our paper cataloguing of the museum's collections into our PastPerfect database. It is a crucial project that would greatly improve our ability to properly manage donations, accessioning and deaccessioning as well as provide a searchable inventory of the artefacts we have in trust.

2019 – Phase one: planning and development of process

February 15th to April 30, 2019:

Develop and draft a procedures document (forms, Excel tracking sheets, statistical data collection procedures) and test it before the summer student assigned to this project begins work. Once the cataloguing of 2018 accessions is complete, the curator will spend between 15 and 20 hours on this project. A local volunteer, Melanie Shewchuk will also be working on this project once she has revamped our filing system. She will spend about 7 hours a week on the project beginning in March.

Phase Two: Data entry project begins Trial phase

May 1st to August 31st: The Interpreter/cataloguing Assistant will dedicate 15 hours a week in May and June and 25 hours a week in July and August to data entry of past accession. Expected yields (number of data entries per week) will be set during phase One and closely monitored. Quality and precision will also be measured and monitored to minimize errors and insure all information entered is consistent and accurate.

2020-21: Data entry – part-time data entry phase

The curator, volunteer and summer student will continue the project on a part-time basis throughout 2020 and part of 2021.

2021-2023:

Three grants will be applied for following this phase to speed up the process: one through Young Canada works, one through Canadian Heritage (<https://www.canada.ca/en/canadian-heritage/services/funding/museums-assistance/collections-management/application-guidelines.html>) in 2020 and one through AMA to cover as much of the cost of the cataloguing project.

6 month internship through Young Canada works beginning in May 2021 (summer student + 2 extra months, with possibility of extension if AMA grant is available and we are able to secure

some funds through Services Canada, up to 12 months). **This is scheme is dependent on grant availability as well as Village/County and NDHS investments in project.**

What it means for Village/County: investing the full amount ear-marked in operational budget for one summer position, without consideration of grants received through YCW, Service Canada or Alberta Museums Association (a little less than 12 000.00, including MERCs)

This would allow for most of the paper only accession to be catalogued over a 2 year period. One person working full-time completing 3 artefact cataloguing sheets per hour can complete about 5400 entries in a year. With one volunteer working 7 hours a week at the same rate, another 1100 items can be catalogued. With the curator allotting on average 15 hours a week over a year, another 2300 items can be entered for a total of 8800. Though this is a best-case scenario, it clearly demonstrates that the investment might be worth it in the long term. Part-time work on this project would probably make it linger well over a period of 5 years, most probably towards the 10 year mark.

What it means for the NDHS: investing more than programming/admission profits in 2022 and 2023 towards this project.

Once the data is entered, a complete inventory of the collection will need to be planned and financed through similar means as the data entry project. The inventory project is likely to be much more time consuming and require more human resources time as well. This project will only formally be planned and structured once the data entry phase is completed and is the part of this 5-year organizational plan.

Programming

Over the next 5 years, our focus in this area will be to build a programming framework that can be replicated from one year to the next. The next three years will focus on improving the museum's interpretative capacity so to bring a constant flow of local and external visitors to the museum. Programming focus will also guide displays and exhibit related projects. These general themes will help inform summer staff-run projects, special programming and collaborative efforts.

2019

General improvements to current programs and events, create new partnerships and ensure Aboriginal History Project promotion (launched in Fall 2019)

Travel Alberta/Mighty Peace Tourism Visitor Experience Package – Ukrainian Heritage

2020

Ukrainian Heritage and Culture with special events and additional programming around Ukrainian Heritage, culture and history

2021

Settlers and Rural life (1920-1930) /75 anniversary of Reno Church (Ukrainian Festival project)

(<https://www.alberta.ca/alberta-culture-days-grant.aspx> - if we plan the celebration on Heritage Day long weekend)

2022

Review and evaluation of programming (concentration on Collections management project)

2023

Streamlining of programs

School and Children's Programs

1. School Programs

In December, we produced a school programs brochure that was forwarded to local school boards. Areas of focus for school programs were guided by priorities identified by the survey we ran throughout area schools last spring. The following three areas were most frequently mentioned by respondents: 1) First Nations and Métis Culture and History (85%), Ukrainian and settlement history (70%) and Francophone history (80%). These areas also reflect the Alberta Social Studies Curriculum changes that came in to effect in 2018. School programming offer is very similar to what was offered in 2018.

2019

For the spring and summer 2019, we will be adding two new workshops to our school programming offer. One will be a no-sew doll making workshop to accompany our Ukrainian Interpretation offer. The other will be a finger weaving (making a small cotton bracelet using cotton) to couple with our new Francophone and Métis History interpretation program.

Supplies for Finger Weaving workshop: \$50.00 (small safety pins, cross stitch cotton)

Supplies for doll-making : \$150.00(elastics, socks, buttons, glue for glue gun, fabric remnants or fabric by the yard, sewing needles, acrylic yarn for hair)

2020

Building on Ukrainian Cultural Experiences for local students

Working on Ukrainian/Slavic cultural experiences for our patrons will be a major focus of the Nampa and District Museum in 2020 and 2021. A variety of workshops and experiences will be created over this period to promote this unique aspect of the County's cultural and social history. Though these activities will also be geared towards the general public, they will be adapted for school groups. They may not be offered every year or all year round as these are dependant on our local or regional knowledge keepers and resources.

A few weeks ago, Maryanne Hewey, a resident of Peace River, donated a dozen egg-decorating tools as well as documentation about Ukrainian egg decorating traditions. This workshop will be added to our programs in 2020 if a local knowledge keeper is available to provide instruction. Project cost for equipment: \$200.00

2021

New activities will be added to programming with a focus on homesteading in the Peace Region, focusing on the late 1920's to the mid 1960's period. Projected cost for supplies: \$100.00-\$200.00

2. Programming for families and the general public

Activities for Easter, Mother's Day, Farmer's Day, Halloween and Christmas will be organized in partnership with other organizations every year. Organizations involved include FCSS, Mighty Peace Tourism, Northern Sunrise County and Farmer's Restaurant. General Programming fluctuates somewhat from year to year, but the museum aims to hold include some programming most months of the year. Attached to this report is a detailed schedule of programming for 2019. Programming for the years following will be similar.

Overall General Programming Budget: 1500 \$ annually, school program profits should be deducted from this amount.

Something special for 2019:

The NDM has been approach in mid-January by Mighty Peace Tourism and Travel Alberta to create a Ukrainian Cultural experience for tourists that will translate into a workshop (probably dance or embroidery, food as a last resort) that will be made available on 2 to 3 Saturdays over the summer months to tourists travelling through the area. The Ukrainian experience includes a Ukrainian-inspired meal at Farmer's Restaurant, a presentation about Ukrainian-Canadians in Northern Sunrise County and a workshop or activity inspired by Ukrainian Culture. This activity, like school programs, should bring in a bit of profit. I will provide budgetary information at a later date as I am still in the planning stages and am trying to secure funds form Travel Alberta for this project.

Something special for 2020:

Our taxidermy exhibit does attract visitors and I will try to work with the Alberta Trappers' Association to build programming around natural ecosystems and wildlife. These activities could be coupled with other programming initiatives, such as the seniors' teas, the school programs or the Date Night at the Museum series or be stand-alone.

Something special for 2021:

75th anniversary of Ukrainian Catholic Church – Ukrainian Cultural Day at the Civic Centre

A little festival on the Village and Museum grounds with multiple partners featuring music, fun, dancing and food. If we hold this celebration on the long weekend of heritage days, there is funding available from the province. I have a contact at the Ukrainian Cultural Village from whom I can get advice about hosting this type of activity and about available funding.

Exhibits:

Traveling Exhibits / Non permanent displays:

2019

1. Roaming Beasts of the Prairies and Woodlands: Bison in the Peace Country Yesterday and Today
Dates: January 21th through to June 15th 2019
Location: Main Floor gallery, PowerPoint presentation upstairs if there are school groups interested, will be coupled with current First Nations workshops

Cost: \$0 (using already purchased supplies to build the exhibit), no investment needed
Small exhibit put together with Adele Boucher. Scripted with documentation provided by Mrs. Boucher. All artefacts are on loan from Mrs. Boucher's private collection.
2. Pop-Up Museum – Remembering Summer Fun
Workshop with NSC seniors in collaboration with Northern Sunrise County and Farmer's Restaurant (Seniors' Week Event)
Cost: will be funded through funds for Seniors' week (NSC)
Dates: Workshop will be held during Seniors Week, tea, coffee and snacks will be offered as seniors work with staff and prepare their part of the exhibition
Launch is at Farmer's on Farmer's Day

Location: at Farmer's for a week, then First Floor gallery from June 15th to September First
Cost: no cost – will apply for Northern Sunrise County grant
3. Traveling Exhibit on Surveying in Alberta or about Cree language
Dates: Late fall 2019 through Spring 2020 (dates to be determined)
Location: 2nd Floor gallery (500 square feet needed to house complete collection (will require some shifting of Dr. Welsh's collection)
Cost: to be determined (NDHS has earmarked \$8000.00 yearly for travelling exhibits – should be plenty as surveying exhibit is from Edmonton and cree exhibit can be send by bus)
BOARD APPROVAL NEEDED SOON FROM SOCIETY TO ENGAGE PROCEEDINGS

2020

4. Traveling exhibit on railway from the Northern Rockies Museum (Hinton)
Dates: Spring/Summer 2020
Location: 2nd floor gallery
Cost: to be determined – just shipping
Discussing with their manager presently – she is writing up her policy and will be getting back to me in a few months.
BOARD APPROVAL NEEDED SOON FROM SOCIETY TO ENGAGE FORMAL PROCEEDINGS
5. Pop-Up Museum – Family Heirlooms and Keepsakes
Pop-Up Museum Workshop in honor of Seniors' Week in collaboration with Northern Sunrise County and Farmer's Restaurant

Dates: June-September

Location: 1st floor gallery

2021

6. Traveling exhibit - to be determined (thinking something Ukrainian)
7. Pop-Up Museum – Homesteading and Farming In Northern Sunrise County
Pop-Up Museum Workshop in honor of Seniors' Week in collaboration with Northern Sunrise County and Farmer's Restaurant
Dates: June-September
Location: 1st floor gallery

New permanent exhibit/enhancement of interpretation of outside spaces/buildings and indoor galleries

I am presently working at enhancing visitor experience through programming and exhibit-building. The following projects were identified through consultation with community members and teaching staff as those most likely to benefit visitors as they visit our institution. These projects do require small financial commitments from the NDHS, but most will not go ahead without out funding from major grant organizations. All these improvements are grant-dependant. Grant will be applied for on a timely basis (6 months to a year before the project is planned) and the provisional budgets adjusted if and when funds are granted. There are some aspects will be worked on with external funding, such as documentation and production of brochures, but signage and panels, display aids and the like are all grant-dependant.

2019

1. Tipi project (research and exhibit) – Feb. 2019 AMA Grant run
Funding needed from Society: \$1400.00

2020

2. Ukrainian Heritage Research Project – September 1st 2019 AMA Grant run and Feb. 1st 2020 AMA Grant Run (to maximise funding I will split the project in half so we can apply twice for up to 12 000.00 each time)
Funding needed from Society: 2000.00

2021

3. Boardwalk (inside) and gravel path (outside) Interpretation improvements (including some physical barriers for the Rucka House so that people don't sit on the furniture) –September 1st 2020 AMA grant run (for boardwalk), Feb. 2021 AMA grant run (for gravel path)

Funding required from Society: \$2000.00

2022 – 23

Assessment Period (no new project planned)

Budgeting and Funding

Except those funds earmarked by the Society for travelling exhibits, the funds requested from the NDHS for programming and exhibit enhancement projects should be limited to and not exceed amounts collected through admission fees, gift shop sales and programming profits. Collections projects may be a bit different, but sound planning should make it so no other NDHS funds are needed. Gala and casino money should really be reserved for the considerable restoration work needed for our outdoor exhibits. These projects are not limited to built heritage as also encompass a variety of maintenance projects, including, for example, painting and restoring machinery.

Projected investments for programming, exhibits and collections by the NDHS 2019-2023

Area	2019	2020	2021	2022	2023
Collections	Care of collection \$200.00	Care of collection 200.00	Care of collection 200.00	Backlog cataloguing project 5000.00	Backlog cataloguing project 5000.00
Exhibitions	Travelling exhibit: 8000.00 Permanent exhibit: 1400.00	Travelling exhibit: 8000.00 Permanent exhibit 2000.00	Travelling exhibit: 8000.00 Permanent exhibit and 75 th anniversary celebrations 3000.00	Travelling exhibit: 8000.00	Travelling exhibit: 8000.00
Programs	1500.00	1500.00	1500.00	1500.00	1500.00
Gift shop	200.00	200.00	200.00	200.00	200.00
Total without traveling exhibit	3300.00	3900.00	4900.00	6700.00	6700.00
Total, including traveling exhibit:	11 300.00	11900.00	12900.00	14700.00	14 700.00

Projected admissions, programming and giftshop revenues 2019-2023

Projected revenues	2019	2020	2021	2022	2023
School /Youth programs	1500\$	1600\$	1800	1800	1800
Visitor experiences	0	50\$	100\$	\$100	\$100

Other programming profits	50\$	\$50	\$100	\$100	\$100
General admissions	3000\$	\$3000	\$4000	\$4000	\$4000
Gift shop revenues	50\$	50\$	50\$	50\$	50\$
Total projected revenues	4600.00	4750.00	6050.00	6050.00	6050.00

Produced by:

Gisèle Bouchard, M.A.
 Ethnologist/Curator
 Nampa and District Museum
 January 24th, 2019

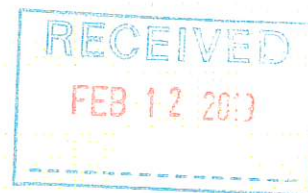
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ALBERTA

ECONOMIC DEVELOPMENT AND TRADE

February 5, 2019



Office of the Minister

Deputy Government House Leader

MLA, Edmonton-Beverly-Clareview

Ms. Evelyn Jambrosic
Economic Development Consultant
Village of Nampa
Box 69
Nampa, AB T0H 2R0

Dear Ms. Jambrosic,

I am pleased to advise you that your application to the Fall 2018 intake of the Community and Regional Economic Support (CARES) program has been approved for funding. Applications were reviewed through a competitive evaluation process to ensure eligibility, as per the program guidelines.

Your application may receive full or partial funding. CARES program staff will be in touch with you to confirm the amount of funding and execute a grant agreement. If you have any questions or require further information, please contact Ksenia Kavoun, program manager at 825-468-4032 (dial 310-0000 for a toll-free connection) or by email at Ksenia.kavoun@gov.ab.ca.

Congratulations on your successful application. I wish you continued success in working with community and regional leaders to accelerate and implement your initiative to help Alberta become more economically competitive and prosperous.

Sincerely,

A handwritten signature in black ink, appearing to be "D. Bilous".

Deron Bilous
Minister of Economic Development and Trade

cc: Ms. Debbie Jabbour
MLA for Peace River