



1. CALL THE MEETING TO ORDER



2. ADOPTION OF THE AGENDA

Agenda
Village of Nampa
Council Meeting
March 27, 2018
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 February 20, 2018

4. Business Arising out of the Minutes

5 New Business

- 5.1 7:00 p.m. with Dave Leblanc
5.1a) RFD Bylaw # 441 Fire Services Bylaw
5.1b) RFD Bylaw # 442 Municipal Emergency Management Bylaw
- 5.2 7:20 p.m. with Jenna Armstrong
Executive Director, Mighty Peace Tourism February 28, 2018
RE: Mighty Peace Fan Fanatics - Content Development
- 5.3 RFD Bylaw # 443- Bylaw to Establish a Subdivision & Development Appeal Board
- 5.4 NPHF Information Session for Mayors/Reeves & CAO's RE: Operation of Housing Management Bodies in Alberta, April 20, 2018 in Peace River
RSVP Required *Per Diem & Mileage Eligible*
- 5.5 MMSA Annual Seminar 2018 Planning & Development May 11, 2018 in Peace River
RSVP Required *Per Diem & Mileage Eligible*
- 5.6 RFD Nampa Family Fun Run Donation Request
- 5.7 Carolyn Kolebaba, Chairperson, New Water Ltd March 14, 2018 RE: New Water Ltd Partnership Expansion
- 5.8 MMSA - Cannabis Land Use Policy, Village of Nampa FAQ & Legislation of Cannabis & Land Use Survey

5.9 RFD NORTHERN HEAT Conference in Peace River on May 2-5, 2018

6 Reports

- 6.1a Cheque Listing # 20180073-20180137
- 6.1b Feb 2018 Bank Rec
- 6.2 CAO Report March 27, 2018
- 6.3 Public Works Report February 2018
- 6.4 Councilor Reports March 27, 2018
- 6.5 Council Calendars April 2018

7. Correspondence

- 7.1 Brian Patterson, To Far Too Fast Canada, January 10, 2018 RE: Motion Preventing Opening of Cannabis Stores
- 7.2 Reeve Jason Ruecker, Clear Hills County, March 5, 2018 RE: NPHF

8. In-Camera

Labour Issue

9 Adjournment



3. ADOPTION OF PREVIOUS MINUTES



4. BUSINESS ARISING OUT OF THE MINUTES



5. NEW BUSINESS

Request for Decision (RFD)
Council Meeting March 27, 2018

Topic:

Bylaw # 441 Fire Services Bylaw (Final Draft)

Background:

Bylaw updated to meet legislation and trends. This Bylaw will repeal Bylaw #409

Received a Final Draft copy of Bylaw #441 On March 27, 2018, replaces previous bylaw that was submitted

Administration Recommendation:

That Council review the **final** draft of Bylaw # 441 Fire Services Bylaw and give three readings as presented

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL

Chief Administrative Officer: Dianne Roshuk

Date: March 27, 2018

ADD LOGO

BYLAW NO. ~~441???~~ FIRE SERVICES BYLAW

BEING A BYLAW OF THE VILLAGE OF NAMPA IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF ESTABLISHING FIRE SERVICES IN AND FOR THE VILLAGE OF NAMPA

WHEREAS the *Municipal Government Act*, R.S.A. 2000 c. M-26, as amended, provides that a Council of a Municipality may pass Bylaws for municipal purposes respecting the safety, health, and welfare of people and the protection of people and property; and for services provided by or on behalf of the Municipality;

AND WHEREAS the Council of the Village of Nampa wishes to contract Northern Sunrise County Protective Services to provide for efficient operation of such Emergency Services;

AND WHEREAS for the purposes of all sections relating to Open Air Fires and Fire Bans, these sections will pertain to the Non-Forest Protection area within the Village;

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

SECTION 1-CITATION

1.1. This bylaw may be cited as the "Fire Services Bylaw".

SECTION 2-DEFINITIONS

In this Bylaw, unless the context otherwise requires:

- 2.1 "Acceptable Fire Pit" means an outdoor receptacle for cooking purposes only that meets the following specifications:
- i. a minimum of three (3) meter clearance, measured from the nearest fire pit edge, shall be maintained from buildings, property lines or any combustible material;
 - ii. the fire pit height shall not exceed 0.6 meter when measured from the surrounding grade to the top of the pit opening;
 - iii. the outside width, length, or diameter of the fire pit opening shall not exceed 1 meter when measured between the widest outside edges;
 - iv. the fire pit installation shall have enclosed sides made from bricks, concrete blocks, heavy gauge metal, or other non-combustible materials acceptable to the Director of Protective Services/Fire Chief; and
 - v. a Regulation Screen shall be used to cover the fire pit opening in a manner sufficient to contain and reduce the hazards of airborne sparks.
- 2.2 "Burnable Debris" means those materials permitted to be burned in accordance with applicable statutes and regulations and this bylaw, and shall include, but is not limited to, materials described as:
- i. wood material from the construction or demolition of buildings which does not contain wood preservatives;
 - ii. wood material which does not contain wood preservatives or laminates;
 - iii. solid waste from sawmills with an annual production of less than 6500 cubic meters of lumber;
 - iv. solid waste from the post and pole operations that does not contain wood preservatives; or
 - v. solid waste from tree harvesting operations.
- 2.3 "Chattel Fire" means a fire in which an article or articles of personal property are being burned out-of-doors.
- 2.4 "Chief Administrative Officer" (CAO) means the person appointed to the position and title of Chief Administrative Officer by the Council of the Village of Nampa and includes any person appointed by the Chief Administrative Officer to act as his/her appointee for purposes of this bylaw.

- 2.5 "Council" means the Council of the Village of Nampa in the Province of Alberta.
- 2.6 "County" means Northern Sunrise County.
- 2.7 "Dangerous Goods" means a product, substance or organism included by its nature, or by the regulations in any of the classes listed in the Schedule to the *Dangerous Goods Transportation and Handling Act*, R.S.A. 2000, c. D-4.
- 2.8 "Director of Protective Services/Fire Chief" means the person appointed by the CAO of Northern Sunrise County as the head of the Fire Services, or his/her designate, for purposes of this bylaw.
- 2.9 "Emergency Unit" means a fire truck, pumper truck, rescue truck, mobile command unit, auxiliary truck, wildland unit, side-by-side unit, tender, or any vehicle provided with machinery, devices, equipment or materials including vehicles used to transport any member or supplies for firefighting or any incident to which Fire Services has responded.
- 2.10 "Equipment" means any tools, contrivances, devices or materials used by Fire Services to combat an Incident or other emergency.
- 2.11 "False Alarm" means any fire alarm that is set off needlessly, through willful or accidental, human or mechanical error, and to which Fire Services responds.
- 2.12 "Fire Guardian" is a person appointed as a Fire Guardian by Council resolution.
- 2.13 "Fire Permit" means a permit issued pursuant to section 8 of this bylaw.
- 2.14 "Fire Services" means the fire fighting and emergency response service as established and organized by Northern Sunrise County pursuant to the provisions of this bylaw consisting of, ~~inter-~~
~~alia~~ among other things, all persons appointed to the various positions described herein, all equipment, apparatus, materials, and supplies used in the operation, maintenance and administration of the firefighting services, including all fire halls.
- 2.15 "Fireworks" means the fireworks listed in the Alberta Fire Code and the *Explosives Act* (R.S.C. 1985, c. E-17).
- 2.16 ~~"Hamlet" includes the hamlets of Cadotte Lake, Little Buffalo, Marie Reine, Reno, and St. Isidore within the boundaries established in the Land Use Bylaw.~~
- 2.17 ~~2.16~~ "Incident" means a fire or a situation where a fire or an explosion is or may be imminent, or any other situation presenting a danger or possible danger to life or property, and to which Fire Services has responded.
- 2.17 ~~2.17~~ "Incinerator" means a non-combustible structure or container that has the draft and smoke vents thereof covered with a Regulation Screen which is ventilated in such a manner as to preclude the escape of combustible materials including ash and is used for the purpose of burning burnable debris.
- 2.18 ~~2.18~~ "Incinerator Fire" means a fire that is confined within an incinerator.
- 2.19 ~~2.19~~ "Member" means any person who is a duly appointed member of Northern Sunrise County Protective Services by the Director of Protective Services/Fire Chief.
- 2.20 ~~2.20~~ "Officer in Charge or Incident Commander" means the Member who, according to the Fire Services command structure established by the Director of Protective Services/Fire Chief, is in command at an Incident in the absence or other inability of the Director of Protective Services/Fire Chief to perform his/her duties.
- 2.21 ~~2.21~~ "Open Air Fire" means any fire which is not an Incinerator Fire, Pit Fire or Public Park Site Fire and, without limiting the generality of the foregoing, includes grass fires, forest and brush fires, running fires, structure fires, building fire, wood scrap fires, ground thawing fires, and Chattel Fires.

2.232.22 "Pit Fire" means a fire contained within an Acceptable Fire Pit.

2.242.23 "Portable Appliance" means any appliance constructed or used for the purpose of cooking food in the out-of-doors.

2.252.24 "Prohibited Debris" means any material that when burned, will result in the release to the atmosphere of dense smoke, offensive odors or a substance, the release of which is regulated, prohibited, or controlled by the *Environmental Protection and Enhancement Act*, R.S.A. 2000, c.E-12 or regulations there under, and includes but is not limited to:

1. animal cadavers;
2. animal manure;
3. chemicals and chemical containers;
4. combustible material in automobile bodies;
5. combustible material in automobiles;
6. household refuse;
7. non-wooden material;
8. paints and painting materials;
9. pathological waste;
10. rubber or plastic, or anything containing or coated with rubber or plastic or similar substances;
11. solid waste from sawmills with an annual production in excess of 6500 cubic meters or lumber, unless an authorized Fire Permit has been approved;
12. tires;
13. used oil; or
14. wood or wood products containing substances for the purposes of preserving wood.

2.262.25 "Public Park Site Fire" means a fire on land owned or leased by the Village of Nampa for recreational purpose that is confined to a non-combustible container supplied by the Village, as approved by the Director of Protective Services/Fire Chief, or a Portable Appliance, which is set for the purpose of cooking food. Such fire may only be fueled with seasoned wood, charcoal, natural gas, or propane.

2.272.26 "Regulation Screen" means a spark arrestor mesh screen with openings no larger than 1.25 mm at their widest dimension and constructed of expanded metal or equivalent non-combustible material.

2.282.27 "Running Fire" means a fire burning without being under the proper control of any person.

2.30 "SOG" means Standard Operating Guidelines

2.342.28 "Violation Ticket" means a violation ticket under part 2 or 3 of the *Provincial Offences Procedure Act*, R.S.A. 2000, c.P-34.

SECTION 3 - FIRE SERVICES

3.1 The Council does hereby ~~recognize~~ establish Northern Sunrise County Protective Services, for the purpose of:

- i. preventing and extinguishing fires;
- ii. preserving life and property and protecting persons and property from injury or destruction by fire;
- iii. providing rescue services;
- iv. preventing, combating, and controlling incidents;
- v. conducting preventable patrols, pre-fire planning and fire inspections;
- vi. carrying out agreements made by the County with other municipalities or persons for the joint use, control and management of fire extinguishing apparatus and equipment;
- vii. advising Council on the purchase of operating apparatus and equipment for extinguishing fires or preserving life and property.

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SECTION 4 -DIRECTOR OF PROTECTIVE SERVICES/FIRE CHIEF

- 4.1 The office of the Director of Protective Services/Fire Chief is hereby created. The Director of Protective Services/Fire Chief shall report to the ~~Chief Administrative Officer CAO~~ and will be appointed to the position by the County CAO.
- 4.2 The Director of Protective Services/Fire Chief shall perform such functions and have such powers and responsibilities as this bylaw ~~that and~~ the Chief Administrative Officer may from time to time prescribe.
- 4.3 The Director of Protective Services/Fire Chief, under the direction of the County CAO, is hereby authorized to take such action as may be necessary for the development of rules and procedures for the ongoing organization and administration of Fire Services.
- 4.4 The Director of Protective Services/Fire Chief, or Incident Commander as the case may be:
- i. has the authority to have a building, structure, or thing to be pulled down, demolished or otherwise removed if he deems it necessary to prevent the spread of fire to other buildings, structures, or things;
 - ii. has the authority to have Fire Services enter on any land or premises, including adjacent land or premises, to combat, control or deal with the Incident in whatever manner he deems necessary; and
 - iii. may at his/her discretion establish boundaries or limits and keep persons from entering the area within the prescribed boundaries or limits.
- 4.5 No person shall enter the boundaries or limits of an area prescribed in accordance with Section 4.4 unless he/she has been authorized to enter by the Director of Protective Services/Fire Chief or Incident Commander.
- 4.6 The Director of Protective Services/Fire Chief or Incident Commander may request Police Officers to enforce restrictions on persons entering within the boundaries or limits referred to in Section 4.4(iii).
- 4.7 Upon approval of the County CAO, the Director of Protective Services/Fire Chief may negotiate on behalf of the County with the Provincial Government of Alberta and other municipalities and persons for the purpose of establishing mutual aid agreements and fire control agreements including renewals and amendments thereof. Any such agreements, renewals, or amendments must be approved by Council.
- 4.8 In an emergency situation, the Director of Protective Services/Fire Chief or Incident Commander may obtain assistance from other officials of the County, or direct staff, as deemed necessary in order to discharge the duties and responsibilities under this bylaw.
- 4.9 No person shall impede, obstruct or hinder a member of Fire Services, or other person assisting or acting under the direction or at the request of the Director of Protective Services/Fire Chief or Incident Commander.
- 4.10 No person shall willfully damage or destroy Fire Services apparatus or equipment.
- 4.11 No person shall drive a vehicle over any equipment without permission of the Director of Protective Services/Fire Chief or Incident Commander.
- 4.12 No person shall obstruct a Member from carrying out duties imposed by this bylaw.
- 4.13 No person shall falsely represent himself or herself as a Fire Services member or wear or display any Fire Services badge, cap, button, insignia, or other paraphernalia for the purpose of such representation.
- 4.14 No person shall obstruct or otherwise interfere with access roads or streets or other approaches to any fire alarm, fire hydrant, cistern or body of water designated for firefighting purposes or any connections provided to a fire main pipe, stand pipe, sprinkler system, cistern, or other body of water designated for firefighting purposes.

Commented [OT1]: CAO of the Village or County?

- 4.15 The Director of Protective Services/Fire Chief or Incident Commander may request persons who are not Members to assist in extinguishing a fire, removing furniture, goods and merchandise from any building on fire or in danger thereof and guarding and securing same and in demolishing a building or structure at or near the Incident.
- 4.16 The Director of Protective Services/Fire Chief or Incident Commander is empowered to commandeer such privately owned equipment as he considers necessary to deal with an Incident.

SECTION 5- FIRE GUARDIANS

- 5.1 Each year, in time for the beginning of the fire season, Council shall appoint, with the advice of the Director of Protective Services/Fire Chief, for a term not exceeding one year, with effect from the beginning of the fire season, a sufficient number of Fire Guardians to enforce the provisions of Section 4(2) of the *Forest and Prairie Protection Act*
- 5.2 Unless otherwise limited by the Director of Protective Services/Fire Chief, each Fire Guardian shall have the authority and power to issue and sign Fire Permits in respect of any land within the Village of Nampa in accordance with Section 8 of this Bylaw.

SECTION 6- REQUIREMENT TO REPORT

- 6.1 The owner or authorized agent of the owner of any property damaged by fire shall immediately report to Fire Services particulars of the fire, in a format and to the extent required by the Director of Protective Services/Fire Chief or designate.
- 6.2 The owner or authorized agent of the owner of any property within or upon which an accidental or unplanned release of Dangerous Goods occurs, shall immediately report the release to the proper regulatory authorities and provide the Director of Protective Services/Fire Chief with a copy of such report.

SECTION 7- OPEN AIR FIRES

- 7.1 No person shall permit an Open Air Fire upon land owned, occupied or under his or her control within the Village, unless a Fire Permit has been obtained, the provisions and conditions of the Fire Permit are complied with, and Burnable Debris only is burned. Prohibited Debris as described in 2.24 must not be included in the Open Air Fire.
- 7.2 Any fire permitted or allowed under this bylaw shall be contained to a reasonable size so that the fire, or any embers, sparks or smoke emanating therefrom do not endanger any person or property or cause any objectionable effect on nearby property.
- 7.3 Notwithstanding Section 7.1 a Fire Permit shall not be required under this bylaw to conduct:
- i. the cooking of food using a Portable Appliance;
 - ii. recreational burning or the cooking of food in Acceptable Fire Pits, provided :
 - a. only clean fuel is used such as natural gas, dry wood or charcoal in amounts which will be contained within the burning area of such pit or fireplace below the Regulation Screen;
 - b. the pit is not used to burn Prohibited Debris;
 - c. a means, acceptable to the Director of Protective Services/Fire Chief, of controlling or extinguishing the fire is available at the site of the fire or within a reasonable distance thereof; and
 - d. a responsible adult is present at the site of the fire when the fire is burning;
 - iii. burning in fireplaces or in attached to dwellings and constructed in accordance with applicable safety codes;
 - iv. burning of a Public Park Site Fire;
 - v. burning in an Incinerator;
 - vi. burning by Fire Services for the purpose of training its members.

- 7.4 If, in the sole opinion of the Director of Protective Services/Fire Chief or Officer in Charge, or a Police Officer, a fire or fire receptacle does not comply with this bylaw, the Director of Protective Services/Fire Chief, Officer in Charge or Police Officer may extinguish or have extinguished the said fire and order the property owner or person responsible for the fire or fire receptacle to relocate the receptacle on the property or remove the receptacle or the burning materials from the property.

SECTION 8- PROCEDURE TO OBTAIN A FIRE PERMIT

- 8.1 Any person wishing to obtain a Fire Permit must apply to the Director of Protective Services/Fire Chief, or designate, during the normal business hours of Northern Sunrise County Administration Office or Village of Nampa Office.

- 8.2 Each application for a Fire Permit must contain the following information:

- i. the name, and address of the applicant, and the name and address of the owner of the land on which the applicant proposes to set a fire;
- ii. the legal and municipal description of the land of the applicant on which the applicant proposes to set a fire;
- iii. the period of time for which the fire permit is required;
- iv. the precautions that will be taken by the applicant to ensure that the proposed fire remains under his or her control; and
- v. the signature of the applicant; and
- vi. the written consent to the proposed fire by the owner of the land (if different than the applicant).

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- 8.3 Upon receipt of an application for a Fire Permit, the Director of Protective Services/Fire Chief or designate shall consider the application, and may, pursuant to the other provisions of this bylaw and the Alberta Fire Code:

- i. refuse the application if it does not comply with this bylaw and the Alberta Fire Code; or
- ii. approve the application with or without conditions.

- 8.4 If a fire pit is not an Acceptable Fire Pit, the Director of Protective Services/Fire Chief or designate may issue a Fire Permit if satisfied that the non-conforming fire pit meets appropriate safety standards.

- 8.5 The permit fee shall be set as in the annual budget, as approved by Council and paid upon approval of the application.

- 8.6 A Fire Permit issued pursuant to this bylaw is valid for such period of time as shall be determined and set by the Director of Protective Services/Fire Chief or designate and shall have endorsed thereon the period of time for which the permit is valid.

- 8.7 The Director of Protective Services/Fire Chief or designate may extend in writing the period of time that a Fire Permit is valid provided such permit has not expired.

SECTION 9 - FIRE BANS

- 9.1 The Director of Protective Services/Fire Chief may from time-to-time prohibit all fires in the Municipality, whether requiring a Fire Permit or not, when in the opinion of the Director of Protective Services/Fire Chief, the prevailing environmental conditions give rise to an increased risk of a fire running out of control.
- 9.2 A Fire Ban imposed pursuant to Section 9 of this bylaw shall remain in force until either the date provided in the notice of the Fire Ban, or until such time as the Director of Protective Services/Fire Chief provides notice to the public that the Fire Ban is no longer in effect.
- 9.3 Notice of a Fire Ban shall be provided to the public. Notice may be in the form of signs posted throughout the Municipality, in locations to be determined by the Municipality, through a public service message on the local radio, County website, and the County's social media channels, or by any other means which the Director of Protective Services/Fire Chief determines is appropriate for the purpose of informing the public of the fire ban.
- 9.4 When a Fire Ban is in place, no person shall ignite a fire, whether or not the person is the holder of a Fire Permit, and shall immediately extinguish any fire lit once the person knows or ought to reasonably know of the Fire Ban.

SECTION 10 - FIREWORKS

- ~~10.1~~ The possession, sale, storage, purchase, and discharge of fireworks by any person within the Village of Nampa shall be in compliance with the fire bylaw and the *Alberta Fire Codes and Safety Act* (R.S.A. 2000, C.S-1) and the *Explosives Act of Canada* (R.S.C. 1985, c. B-17) not in possession of a valid fireworks display supervisor card issued pursuant to the Explosives Act of Canada, and its Regulations, by the Government of Canada, is prohibited.
- ~~10.1.1~~ ~~10.2~~ Section 7(a) of the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta, 2000, as amended, provides for municipalities to enact Bylaws for the safety, health and welfare of people and the protection of people and property.
- ~~10.2~~ ~~10.3~~ Section 8(a) of the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta, 2000, as amended, provides for municipalities to enact bylaws to regulate or prohibit.
- ~~10.3~~ ~~10.4~~ Section 8(c) of the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta, 2000, as amended, provides for municipalities to enact bylaws to provide for a system of licenses, permits, or approvals.
- ~~10.5~~ The Village recognizes that fireworks are explosive devices which are classified as Dangerous Goods under the Alberta Fire Code and which, when used improperly by untrained persons, can cause injury, damage, fire and death.
- ~~10.6~~ The Village has determined that the sale, storage, purchase and discharge of fireworks by persons not in possession of a fireworks display supervisors card as noted creates an unacceptable level of risk to life, health, safety and property.
- ~~10.7~~ No person (other than a display supervisor or wholesaler as authorized under the Explosives Act by the Explosives Regulatory Division of Natural Resources Canada) shall display for sale, offer for sale, sell, possess or store any fireworks within the Village.
- ~~10.8~~ No person, other than a fireworks display supervisor, may obtain, purchase, handle, and set off, discharge or otherwise fireworks within the Village.
- ~~10.9~~ No person, other than an individual who has a valid pyre-technician's card issued pursuant to the Explosives Act of Canada, shall set up, set off, operate or discharge a pyrotechnic display within the Village.
- ~~10.10~~ A Display Supervisor or a Pyre-Technician, holding a valid authorization under the Explosives Act of Canada, may conduct a show after receiving permission to do so in writing from the Fire Chief or designate.
- ~~10.4~~ The Village recognizes that fireworks are explosive devices which are classified as Dangerous Goods under the Alberta Fire Code and which, when used improperly by untrained persons, can cause injury, damage, fire, and death. Therefore, no person shall display for sale, offer for sale, sell, possess or store any fireworks within the Village without written permission from the Director of Protective Services/Fire Chief.
- ~~10.5~~ No person may obtain, purchase, handle, set off, discharge a pyrotechnic display or otherwise, any fireworks within the Village without a valid Fire Permit.
- ~~10.6~~ ~~10.11~~ A Display Supervisor or Pyro-Technician will apply in writing, a minimum of 28 calendar days prior to an event, to the Director of Protective Services/Fire Chief for a written letter of permission to conduct a display or show. The application in writing will cover all the information required by the *Explosives Act* and the Alberta Fire Code. It will include, but not be limited to:
- i. date, time, and location of the proposed event;
 - ii. names, addresses, and certification numbers of all display supervisors or pyro-technicians and assistants participating in the show;
 - iii. the name of the sponsor or purchaser of the event;
 - iv. a full description of the planned event and a list of all materials to be fired, detonated, burnt, or energized during the event;
 - v. the emergency plan for the event;
 - vi. verification liability insurance, in an amount acceptable to the Village;
 - vii. payment of the designated application fee if applicable;
 - viii. confirmation of notification and permission for the event from adjacent landowners, and;
 - ix. any other information deemed necessary by the Director of Protective Services/Fire Chief.

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~~40.7~~10.12 The Director of Protective Services/Fire Chief or designate may choose to issue to a Display Supervisor or Pyro-Technician, in the form of a signed letter on official letterhead, written permission for a show or display to take place and a Fire Permit, if all requirements are met and there is no risk to life, safety, or property.

~~40.8~~10.13 The Director of Protective Services/Fire Chief or designate may attach any terms and conditions in a written letter of permission that he or she deems appropriate for the individual event and may choose to revoke any previously issued written letter of permission for reasons of non-compliance with:

- i. The Alberta Fire Code;
- ii. The *Explosives Act*;
- iii. The letter of permission, including any terms and conditions;
- iv. Changes in environmental conditions, and/or,
- v. For any reasons of safety to life, limb, or property.

SECTION 11-RECOVERY OF COSTS

- 11.1 Where Fire Services has extinguished a fire or responded to an Incident within or outside the Village, as per our mutual aid agreements, for the purpose of preserving life or property from injury or destruction by such incident, including any such action taken by Fire Services on a False Alarm, the Director of Protective Services/Fire Chief, may in respect of any costs incurred by Fire Services in taking such action, charge any costs so incurred by Fire Services to:
- i. the person who caused the incident;
 - ii. the owner of the land or the person in possession where the Incident occurred;
- 11.2 The schedule of fees and charges by Fire Services for services rendered pursuant to this bylaw shall be set in the annual budget, as approved by Council and are attached to this bylaw as Schedule "A".
- 11.3 In respect of the fees or charges described above:
- i. the County Village may recover such fees or charges as a debt due and owing to the County Village; or
 - ii. in the case of action taken by Fire Services in respect of land within the County Village, where the fees or charges are not paid upon demand by the County Village, then in default of payment, such fees or charges may be charged against the land as taxes due and owing in respect of that land;
 - iii. in the event that the owner or occupant of any land within or outside the County Village shall feel aggrieved by the fees described in Section 11, such owner or occupant shall have a period of thirty (30) days from the date of the mailing of the fee assessment to appeal the fees to the Northern Sunrise County Village of Nampa Council. The decision of Council on any such appeal shall be final and binding upon the owner or occupant of the land and is not subject to further appeal.

SECTION 12-OFFENCES AND PENALTIES

- 12.1 The Director of Protective Services/Fire Chief or designate may terminate, suspend, or cancel a Fire Permit upon contravention of any provision of this bylaw, the Alberta Fire Code or any terms and conditions included in the permit.
- 12.2 A person, who contravenes any provision of this bylaw, or any terms or conditions is guilty of an offence and upon a conviction, is liable to a fine of not less than \$250 and not more than \$5,000, plus court costs.
- 12.3 Where a person:
- i. fails to obtain a Fire Permit as required under this bylaw; or
 - ii. obtains a Fire Permit but fails to follow the provisions of this bylaw or the conditions included in such Permit; and
 - iii. a fire beyond the control of the person or other emergency to which Fire Services responds results wherefrom, then such person shall be liable to pay all costs of all emergency response service incurred by Fire Services calculated in accordance with the current fee schedule, as established in the annual budget, approved by Council, and the County Village may recover from such person all such costs as a debt owing to the municipality.
- 12.4 The Director of Protective Services/Fire Chief is hereby authorized and empowered to issue a Violation Fine to any Person who the Director of Protective Services/Fire Chief has reasonable and probable grounds to believe has contravened any provision of this bylaw.
- 12.5 A Violation Fine shall be served upon the person named therein in accordance with the provisions of the *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34.

12.6 Where a contravention of this bylaw is of a continuing nature, further Violation Fines may be issued by the Director of Protective Services/Fire Chief.

12.7 Specified penalties for breaches or fees of the provisions of this bylaw are as set in the annual budget, as approved by Council.

SEVERABILITY PROVISION

Should any provision of this bylaw be invalid then such invalid provision shall be severed and the remaining Bylaw shall be maintained.

REPEAL

This Bylaw repeals Bylaw 409

EFFECTIVE DATE

This bylaw shall come into force and effect when it receives third reading and is duly signed. Read a first time this

Read a second time this

Read a third time this

Signed and made effective this

Chief Administrative Officer

Mayor

SCHEDULE "A"

FIRE & RESCUE RESPONSE CHARGES

A. Fire Fighting Personnel

Firefighting services manpower shall be set at \$20.00 per hour for each firefighter.

B. Equipment

Rates for each piece of Equipment includes costs incurred to support the Apparatus which includes facilities, training, insurance, and maximum seating capability of the unit.

Pumping Apparatus	\$400.00 per hour
Tanker Truck	\$400.00 per hour
Wild Land/Rescue	\$400.00 per hour
All-Terrain Vehicle	\$ 50.00 per hour
Squad vehicle for transport of personnel and Equipment	\$ 75.00 per hour

Equipment rates include firefighter fees.

C. Supplies

All supplies used shall be at cost.

D. Other Disbursements or Expenses

Any other disbursements or expenses incurred by the Municipality in the provision of Fire Protection, including but not limited to, Mutual Aid charges from other fire departments, the hiring of independent contractors to provide services, Equipment, or air attach will be charged back at cost.

SCHEDULE "B"



NORTHERN SUNRISE
COUNTY

FIRE PERMIT

(FREE)

Issued under the authority of Northern Sunrise County Protective Services

This Permit Authorizes

Permittee Name: _____ Phone #: _____
Company Name: _____ Phone #: _____

Complete Mailing Address: _____

To kindle fires on the following land:

LSD: $\frac{1}{4}$ _____ SEC _____ TWP _____ RGE _____ West of the 5th Meridian

Rural Address: _____

Nearest Fire Hall: _____

For the purpose of burning: (select one)

- | | | |
|--|--|---|
| <input type="checkbox"/> A smudge | <input type="checkbox"/> Hand-piled brush piles | <input type="checkbox"/> Old buildings |
| <input type="checkbox"/> Bales | <input type="checkbox"/> In a burn barrel | <input type="checkbox"/> Slab pile |
| <input type="checkbox"/> Dry grass/stubble | <input type="checkbox"/> In an incinerator | <input type="checkbox"/> Yard clean-up/debris |
| <input type="checkbox"/> Fireworks | <input type="checkbox"/> Machine-piled brush piles | <input type="checkbox"/> Other (please specify) _____ |

Burning must be done in compliance with Bylaw 8304/17-409 Section 8 Fire Permits. Every person who sets a fire under authority of a permit shall

- Keep the permit at the site of the fire.
- Produce and show the permit to a fire officer on request.
- Keep the fire under control.
- Adequate fire equipment required in order to control and/or extinguish.
- Extinguish the fire before expiration of the permit or upon cancellation of the permit; or if wind conditions change.
- Have a responsible person in attendance at the fire at all times; except as may be otherwise authorized by a fire officer.
- If fire index is at very high or extreme, this permit becomes void and the fire must be immediately extinguished.
- Any material being burned is of paper or wood product, unless otherwise authorized by a fire officer.
- Burn barrel/incinerator to be maintained in good working condition.
- Neighbours within a 1 mile radius must be notified prior to launching fireworks.

Commented [OT2]: Change bylaw number

The following conditions apply:

- ☐ Burning not permitted with winds over 12 km/hr.
- ☐ Adequate water supply required in order to control and/or extinguish.
- ☐ Ignition requirements: _____
- ☐ No more than _____ piles or _____ windrows to be burned at any time.
- ☐ Spread debris upon completion of burning and check for hot spots to ensure holdover fires have been completely extinguished.
- ☐ Approved smoke signs required in both directions on _____
- ☐ Other conditions: _____

Date Issued: _____ Effective: _____ Expires: _____

I have read and understand the responsibilities imposed on me by Section 8 of Bylaw 8304/17-409 and the conditions contained in this permit.

Commented [OT3]: Change bylaw number

Permittee Name: _____ Fire Guardian Name: _____

Signature: _____ Signature: _____

A FIRE PERMIT IS VALID ONLY FOR THE PERIOD WHICH IT IS ISSUED AND ONCE COUNTERSIGNED.
A FIRE PERMIT MAY BE CANCELLED AT ANY TIME BY A FIRE OFFICER

Warning

Failure to follow above conditions
May result in a fine, and/or
Recovery of suppression costs.

Caution

Fires may smoulder long after the fire
appears to be out. Check for hot spots amongst
the ashes for any remaining holdover fire

Request for Decision (RFD)
Council Meeting March 27, 2018

Topic:

Bylaw # 442 Municipal Emergency Management Bylaw

Background:

Bylaw # 442 has been reviewed and amended to be consistent with the Incident Command System (ICS). ICS is a standardized on - site management system that is being used and administered by the Alberta Emergency Management Agency as authorized by the Minister of Municipal Affairs.

Administration is recommending the following amendments:

1. Update procedures regarding the establishment of an Emergency management Committee and an Emergency Management Agency.
2. Update wording to be consistent with ICS terminology

This Bylaw will repeal Bylaw # 297

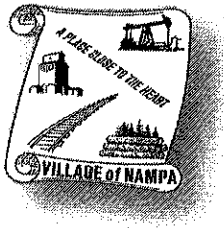
Administration Recommendation:

That Council review Bylaw # 442 Municipal Emergency Management Bylaw and give three readings as presented

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL

Chief Administrative Officer: Dianne Roshuk

Date: March 2, 2018



Village of Nampa

Bylaw No. 442

BEING A BYLAW OF THE VILLAGE OF NAMPA IN THE PROVINCE OF ALBERTA TO ESTABLISH A MUNICIPAL EMERGENCY MANAGEMENT AGENCY

WHEREAS the Council of The Village of Nampa is responsible for the direction and control of its emergency response and is required, under the Emergency Management Act, Revised Statutes of Alberta 2000, Chapter E-6.8, to appoint an Emergency Management Committee and to establish and maintain a Municipal Emergency Management Agency;

AND WHEREAS it is desirable in the public interest, and in the interests of public safety, that such a committee be appointed and such an agency be established and maintained to carry out Council's statutory powers and obligations under the said Emergency Management Act;

NOW, THEREFORE, the Council for The Village of Nampa, duly assembled, hereby enacts as follows:

PURPOSE AND CITATION

The purpose of this Bylaw is to establish an Emergency Management Committee to advise Council on the development of emergency plans and programs and to establish a Municipal Emergency Management Agency to act as the agent of Council to carry out its statutory powers and obligations under the Act. This does not include the power to declare, renew, or terminate a state of local emergency, or the powers contained in Section 8 of this Bylaw. This Bylaw will be cited as the "Municipal Emergency Management Bylaw".

DEFINITIONS

- "Act" means the Emergency Management Act, Chapter E-6.8, Revised Statutes of Alberta 2000;
- "Council" means the Village of Nampa Council;
- "Disaster" means an event that has resulted or may result in serious harm to the safety, health or welfare of people, or in widespread damage to property;
- "Emergency Management Committee" means the committee established under this bylaw by the Director of Emergency Management;
- "Emergency" means an event that requires prompt coordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property;

- "Minister" means the Minister charged with administration of the Act;
- "Municipal Emergency Management Agency" means the agency established under this bylaw
- "Municipal Emergency Management Plan" means the emergency plan prepared by the Director of Emergency Management to coordinate the management of an emergency or disaster;

1. Council shall

- (a) by resolution, appoint the Chief Administrative Officer of the County, or designate, as the Director of Emergency Management;
- (b) provide for the payment of expenses of the members of the Emergency Management Committee;
- (c) ensure that an emergency management plan is prepared to address potential emergencies or disasters in the Village;
- (d) approve the Village of Nampa's emergency management plan; and
- (e) review the status of the Municipal Emergency Management Plan on a regular basis.

2. Council may

- (a) by bylaw, borrow, levy, appropriate, and expend, without the consent of the electors, all sums required for the operation of the Municipal Emergency Management Agency; and
- (b) enter into agreements with and make payments or grants, or both, to persons or emergency plans or programs, including mutual aid agreements.

3. The Emergency Management Committee shall review the Municipal Emergency Management Plan on a regular basis.

4. The Municipal Emergency Management Agency shall be comprised of one or more of the following and may include subsections of each:

- (a) the Director of Emergency Management;
- (b) the Deputy Director of Emergency Management;
- (c) the Emergency Coordination Center Director;
- (d) the Information Officer;
- (e) the Liaison Officer;
- (f) the Safety Management Officer;
- (g) the Operations Section Chief;
- (h) the Finance Section Chief;
- (i) the Logistics Section Chief;
- (j) the Planning Section Chief;
- (k) the Council Representative;

- (l) representative(s) from assisting and/or cooperating agencies; and
 - (m) representative(s) from emergency service agencies.
5. The Director of Emergency Management shall
- (a) prepare and coordinate the Municipal Emergency Management Plan for the Village of Nampa;
 - (b) act as Director of Emergency Management, or ensure that someone is designated under the Municipal Emergency Management Plan to so act, on behalf of the Municipal Emergency Management Agency;
 - (c) coordinate all emergency services and other resources used in an emergency; and/or
 - (d) ensure that someone is designated to discharge the responsibilities specified in paragraphs (a), (b), and (c); and
 - (e) advise Council on the status of the Municipal Emergency Management Plan on a regular basis
 - (f) appoint a Deputy Director of Emergency Management and other members as needed to serve on the Emergency Management Committee.
6. The power to declare or renew a state of local emergency under the Act, the powers specified in Section 12 of this by-law, and the requirement specified in Section 15 of this bylaw, are hereby delegated to a committee comprised of the Mayor, or the Deputy Mayor, alone, or in their absence, any two members of Council. This committee may, at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a state of local emergency.
7. When a state of local emergency is declared, the person or persons making the declaration shall
- (a) ensure that the declaration identifies the nature of the emergency and the area of the Village in which it exists;
 - (b) cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected;
 - (c) notify Alberta Emergency Management Agency, as soon as is reasonably practicable; and
 - (d) forward a copy of the declaration to the Minister forthwith.
8. Subject to section 15, when a state of local emergency is declared, the person or persons making the declaration may
- (a) cause the Municipal Emergency Management Plan to be put into operation;
 - (b) acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
 - (c) authorize or require any qualified person to render aid of a type he or she is qualified to provide;
 - (d) control or prohibit travel to or from any area of the Village;
 - (e) provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and co-ordinate essential services in any part of the Village;

- (f) because the evacuation of persons and the removal of livestock and personal property from any area of the Village that is or may be affected by a disaster and make arrangements for the adequate care and protection of those persons or livestock and of the personal property;
 - (g) authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan;
 - (h) cause the demolition or removal of any trees, structures or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;
 - (i) procure or fix prices for food, clothing, fuel, equipment, or other essential supplies and the use of any property, services, resources or equipment within the Village for the duration of the state of emergency;
 - (j) authorize the conscription of persons needed to meet an emergency; and
 - (k) authorize any persons at any time to exercise, in the operation of the Municipal Emergency Management Plan, any power specified in paragraphs (b) through (j) in relation to any part of the municipality affected by a declaration of a state of local emergency.
9. When a state of local emergency is declared, neither Council nor any member of Council, and no person appointed by Council to carry out measures relating to emergencies or disasters is liable in respect of damage caused through any action taken under this Bylaw, nor are they subject to any proceedings by prohibition, certiorari, mandamus or Injunction.
10. Notwithstanding Section 13, Council and any member of Council, and any person acting under the direction or authorization of Council is liable for gross negligence in carrying out their duties under this bylaw.
11. When, in the opinion of the person or persons declaring the state of local emergency, an emergency no longer exists in relation to which the declaration was made, they shall, by resolution, terminate the declaration.
12. A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when
- (a) a resolution is passed under Section 15;
 - (b) a period of seven days has lapsed since it was declared, unless it is renewed by resolution;
 - (c) the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or
 - (d) the Minister cancels the state of local emergency.
13. When a declaration of a state of local emergency has been terminated, the person or persons who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.

SEVERABILITY PROVISION

Should any provision of this Bylaw be invalid then such invalid provision shall be severed and the remaining Bylaw shall be maintained.

REPEAL

This Bylaw repeals Bylaw No. 297.

EFFECTIVE DATE

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

First reading given on the _____ day of _____, 2018

Second reading given on the _____ day of _____, 2018

Third reading given on the _____ day of _____, 2018

Signed this _____ day of _____, 2018

Perry Skrlik
Mayor

Dianne Roshuk
Chief Administrative Officer



Dear Council,

Mighty Peace Tourism would like to take this opportunity to encourage you to join the 2018 regional marketing campaign "Mighty Peace Fan Fanatics - Content Development."

This unique collaborative marketing project aims to create and promote tourism for the entire Mighty Peace Region. As an organization, we have identified a gap in the availability of "experiential content" in the region for marketing use, whether it be written content, videography or photography. This type of content can be a powerful tool to market your municipality for tourism, recruitment, investment attraction and building civic pride.

The collaborative content created will serve to unite the partners in one unified campaign and provide aggregate regional information—as opposed to the individual municipalities each promoting their own unique features, which scatters attention and fails to drive results toward a united goal.

Please review the project description and proposal and respond back to Mighty Peace Tourism by March 30, 2018 if you would like to join this unique marketing opportunity. If you have any further questions, please do not hesitate to contact me.

Best regards,

Jenna Armstrong
Executive Director
Mighty Peace Tourism



2018 Mighty Peace Fanatics **Content Development Campaign** Project Description

Project Overview

The Campaign was inspired by a presentation at the Travel Alberta Industry Conference on how to create experiential micro-content that engages the visitor on a much quicker level. The objective of the Campaign is to create multiple layer content for the region in order to give visitors suggested travel ideas for the Mighty Peace Region. There are many things that can be viewed as obstacles to tourism in the region such as: climate, remote location and small-sized communities. However, the region as a whole is beautiful and has a multitude of offerings for the adventurous or family-oriented visitor. The aim of the Campaign is to highlight the obstacles as benefits and showcase to the visitor what our local community loves about living in the region.

Background

In 2014, Mighty Peace Tourism began working with several interested municipalities, Travel Alberta and Move Up to create a regionally collaborative section of the magazine dedicated to promoting tourism opportunities in our region. The result was Go: Mighty Peace—a multi-page and widely distributed, user-friendly aggregation of exciting things to do and see throughout our region designed to attract newcomers and relocaters as well as to promote movement and spending within our region.

In 2015, the initiative was launched and was successful during its 3-year campaign in bringing awareness and promotion to our tourism opportunities as well as creating an opportunity for multiple municipalities to work together towards one common goal.

Partners

This marketing campaign will be a highly collaborative effort between multiple municipalities, who often develop their marketing strategies independent and advertise independently, as well as our tourism operators in the Mighty Peace Region. This joint effort is quite unique and these government partners represent a very large geographic area of the province.

Focus Areas

Potential focus areas will include but is not limited to:

- Golf
- Outdoors (water activities, camping and hiking)
- History (local history and museums)
- Equine (horseback riding)
- Agriculture (agritourism, local food)



2018 Mighty Peace Fanatics **Content Development Campaign** Project Description

Focus Areas (continued)

Potential general interest areas will include but are not limited to:

- Hidden gems in the region
- Eat like a local – favorite things to eat in the region
- Favourite Mighty Peace memories
- Family activities – recommendations for family activities and adventures
- Made in the Mighty Peace (local makers) – favourite locally made product

This project is an opportunity to enhance regional collaboration and leverage marketing expenditures to become in alignment with Travel Alberta's provincial strategy. Partner mentions will be included in the content whenever possible.

Target Markets

- Primary locations – Grande Prairie, Fort St. John, Dawson Creek and High Level and Edmonton; secondary locations – Calgary, Red Deer, Yellowknife
- Travellers heading north to Alaska and NWT
- Transient workers and their families
- People who are relocating to the region
- People who considering visiting the region for work or business
- People who commute into the region (and those who commute more than 40 km within the region) to use amenities (shopping, restaurants, recreation, etc.)

Digital Component

A social media campaign will be conducted through Facebook, YouTube and Instagram to promote the new content that has been developed. Google ads and our website will also reflect the new content ideas.

Through social media we will be encouraging "Mighty Peace Fanatics" to post pictures and videos of themselves enjoying what the region has to offer through contesting and local prizes. This campaign aims to shift the conversation about the Peace Region, among visitors and residents.

Project Milestone

After one year, the project committee will debrief and adjust the campaign as necessary for the following year.



2018 Mighty Peace Fanatics **Content Development Campaign** Proposal

The Mighty Peace Fanatics campaign is a regional project intended to bring the municipalities together to showcase the Mighty Peace region as a whole to the visitor. As an organization we have identified a gap in the availability of "experiential content" in the region for marketing use, whether it be written content, videography or photography. "Experiential content" is used in tourism to help people focus on either an immersive, authentic, local, adventurous or active experience in a particular place by connecting to its history, people and culture. This can be the most powerful tool to market your municipality for tourism, recruitment, investment attraction and building civic pride.

We live in a beautiful region, so let's help others discover it!

Mighty Peace Tourism will be working with local ambassadors to show off our best assets! The plan created will capture the essence of the area through local eyes. Experiences for the traveller will be developed and the region will be brought together through the many opportunities and sites we have to offer. We will be mainly focusing on themed, authentic and enriching experiences to make the visit more memorable.

The result will be 60-80 pieces of regional content to be shared with Mighty Peace Tourism and each municipality for use on your own website, social media and marketing materials. Mighty Peace Tourism will be using this content to transform the MPTA website from a directory style to an experiential style tourism website. Suggested itineraries, top 10 lists, and blog posts will help the visitor get to know the area before their arrival. A social media campaign will also be in place to push the new content out to potential visitors.

We anticipate this project will cost \$25,000. Travel Alberta has confirmed their contribution of \$12,500 and will begin in the spring of 2018.

Here's the Opportunity:

Partner Investment: **\$1,800**

What You Get:

- Access to all images, videos and written content including:
- Written content: itineraries, top 10 lists, local experiences, meet our locals and more
- Video Content: interview videos, short video clips, compilation videos, modified videos (timelapse and gifs)
- Other Content: photo and cinemagraphs
- Local ambassador featured
- Photos and videos specific to your municipality
- Increased Civic Pride

Thank you for considering participation in this special project. Please note that the planning committee will select appropriate locations in partnership with municipal contacts. Any municipality that opts not to pursue this opportunity and is a current MPTA member may receive some coverage, however, it will not be guaranteed and will be left to the discretion of the planning committee.

Should you have any questions or require any additional information, please call Jenna at (780) 332-2363.

Request for Decision (RFD)
Council Meeting March 27, 2018

Topic:

Bylaw # 443 Subdivision and Development Appeal Board Bylaw

Background:

The new SDAB Regulations come into force on April 1, 2018. The current Subdivision and Appeal Bylaw # 331 for the Village does not clearly describe the duties and powers of the Appeal Board, as required under section 628 of the MGA.

This Bylaw will repeal Bylaw # 331

Administration Recommendation:

That Council review Bylaw # 443 Subdivision and Development Appeal Board Bylaw and give three readings as presented

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL

Chief Administrative Officer: Dianne Roshuk

Date: March 2, 2018

BYLAW NO. 443

BEING A BYLAW OF THE VILLAGE OF NAMPA IN THE PROVINCE OF ALBERTA, TO ESTABLISH A SUBDIVISION AND DEVELOPMENT APPEAL BOARD FOR THE VILLAGE OF NAMPA

WHEREAS, the Council of the Village of Nampa wishes to establish a Development Appeal Board, as required under the provisions of the *Municipal Government Act*, RSA 2000, Chapter M-26; and

WHEREAS, the Council of the Village of Nampa wishes to delegate the Village of Nampa's Subdivision Appeal Board powers and duties to an Intermunicipal Subdivision Appeal Board, as allowed under section 627 of the *Municipal Government Act*, RSA 2000, Chapter M-26;

WHEREAS, Section 628 of the *Municipal Government Act* requires a Council that establishes a Development Appeal Board to prescribe the functions and duties of the Board;

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

SECTION I – PURPOSE, NAME AND DEFINITIONS

Purpose

1. The purpose of this Bylaw is to establish a Development Appeal Board for the Village of Nampa.

Name

2. This Bylaw may be cited as the "The Subdivision and Development Appeal Board Bylaw".

Definitions

3. In this Bylaw,
 - a) "Act" means the Municipal Government Act, RSA 2000, as amended.
 - b) "ALSA Regional Plan" means a regional plan as defined in the Alberta Land Stewardship Act.
 - c) "Appellant" means the person who has served written notice of an appeal to the Development Appeal Board from a decision or order of the Development Authority.
 - d) "Board" means the Development Appeal Board of the Village of Nampa.
 - e) "Chair" means the person appointed pursuant to section III (11) of this Bylaw.
 - f) "Council" means the duly elected municipal Council of the Village of Nampa.
 - g) "Clerk" means a designated officer appointed by Council to act as clerk of the Development Appeal Board, pursuant to section 627.1 of the Act.
 - h) "Development Authority" means the person(s) appointed pursuant to the Development Authority Bylaw and any amendments thereto.
 - i) "Land Use Bylaw" means the Village of Nampa Land Use Bylaw No. 421 and any amendments thereto.
 - j) "Member" means a member of the Development Appeal Board of the Village of Nampa, as appointed by the Council of the Village of Nampa.
 - k) "Panel" means the members of the Development Appeal Board of the Village of Nampa constituted to hear and decide upon an appeal.
 - l) "Village" means the corporation of the Village of Nampa.
 - m) All other terms used in this Bylaw shall have the meaning assigned to them by the *Municipal Government Act*, RSA 2000, Chapter M-26, as amended, to the extent that said meaning differs from the ordinary meaning of such terms.

SUBDIVISION AND DEVELOPMENT APPEAL BOARD BYLAW NO. 443

SECTION II – ESTABLISHMENT, DUTIES AND POWERS

Establishment

1. The Development Appeal Board for the Village of Nampa is hereby established.

Duties and Powers

2. The Board shall deal with development and stop order appeals, in accordance with the provisions of the Act and shall exercise any other powers, duties and functions given to it by any other Bylaws of Council.

Subdivision Appeal Board

3. The Mackenzie Intermunicipal Subdivision Appeal Board shall act as the Subdivision Appeal Board on behalf of the Village of Nampa.

SECTION III - ADMINISTRATION

Membership, Training, Term and Conditions of Service

1. The Board shall consist of four (4) members, comprising one (1) member of Council and three (3) members-at-large.
2. Appointment of the members of the Board shall be made by resolution of Council annually at their organizational meeting, excepting for the first appointment which shall be made at the time of the passage of this Bylaw.
3. A person appointed as a member of the Development Appeal Board shall complete a mandatory training program set or approved by the Minister of Municipal Affairs within one year of their appointment.
4. A member of the Development Appeal Board who serves for a period exceeding three (3) years shall complete a refresher training program set or approved by the Minister of Municipal Affairs every three (3) years.
5. The length of a person's appointment to the Board shall be at the discretion of Council and shall be renewed on an annual basis.
6. Vacancies on the Board shall be filled by appointment by Council.
7. The members of the Board shall be entitled to such remuneration, travelling and living expenses, as may be fixed by Council from time to time.

Eligibility

8. A member of the Board shall not include:
 - a) a member of the Village of Nampa Municipal Planning Commission; or
 - b) a person who carries out subdivision or development powers, duties and functions on behalf of the Village; or
 - c) an employee of the Village.
9. A member of Council's appointment to the Board terminates upon the person ceasing to be a member of Council.

SUBDIVISION AND DEVELOPMENT APPEAL BOARD BYLAW NO. 443

10. Members of the Board shall not include non-residents of the Village of Nampa, unless:
 - a) the member is currently a member of the Board, but in that event, that membership shall not be renewed or extended unless their membership falls within the requirements of sub-paragraph 10(b) below;
 - b) there would be no more than one (1) non-resident member, who shall have a substantial connection to the Village of Nampa by virtue of either owning property or operating a business within the Village's municipal boundaries, or Council otherwise deems a substantial connection for good and sufficient reason.

Quorum

11. Three (3) members of the Board shall constitute a quorum for the purpose of a meeting or public hearing.
12. A panel of the Board hearing an appeal cannot have more than one (1) Councillor.

Chair

13. The members of the Board shall elect one of themselves as Chair.

Absent Members

14. A member of the Board who for any reason is unable to attend the whole or a part of any hearing of an appeal, shall not participate in the deliberations or decision made by the Board upon that appeal.
15. In the event of the absence of, or the inability to act as, the Chair at a hearing or meeting of the Board, the members of the Board present at the hearing or meeting shall elect a member to act as Chair at that hearing or meeting.

Signing Authority

16. An order, decision, approval, notice or other things, made, given or issued by the Board may be signed on its behalf by its Chair or another member of the Board authorized to sign on its behalf.

Meetings and Public Hearings

17. The Board may establish panels of the Board, in accordance with the *Municipal Government Act*.
18. Within thirty (30) days of receiving written notice of an appeal that is in accordance with the provisions of the *Municipal Government Act*, the Board shall hold a public hearing to hear an appeal of:
 - a) a decision of the Development Authority; or
 - b) the Development Authority's refusal or failure to make a decision within the time period allowed for a decision, as established by the *Municipal Government Act*; or
 - c) a stop order issued by the Development Authority.
19. Upon receipt of a notice of appeal duly filed pursuant to the provisions of the *Municipal Government Act* and of this Bylaw, the Clerk may convene a special meeting of the Board to consider what persons are affected by the appeal and should be notified thereof.
20. The Chair or Acting Chair shall be responsible for the conduct of a public hearing.
21. The hearing of an appeal by the Board pursuant to the *Municipal Government Act* and the provisions of this Bylaw shall be held in public, but the Board may deliberate and

SUBDIVISION AND DEVELOPMENT APPEAL BOARD BYLAW NO. 443

make its decision in a meeting closed to the public, in accordance with Section 197(1) of the *Municipal Government Act*.

22. In accordance with section 629 of the *Municipal Government Act*, the Board may accept any oral or written evidence that it considers, whether admissible in a court of law or not, and is not bound by the laws of evidence applicable to judicial proceedings.
23. The Board must make and keep record of its proceedings, which may be in the form of a summary of the evidence presented at a hearing, in accordance with section 629 of the *Municipal Government Act*.
24. The Board may adjourn to a specific time and date upon its own volition to request technical information, legal opinions or other information desired by the Board.
25. A request for adjournment of a public hearing may be granted at the discretion of the Board, but any adjournment must be to a specific time and date.
26. The board may refer to the Village's Procedural Bylaw for matters not covered in this Bylaw or the *Municipal Government Act*.

Decisions

27. Upon conclusion of a public hearing, the Board may deliberate and make its decision in a meeting closed to the public in accordance with Section 197 of the *Municipal Government Act*.
28. All members present shall vote on every matter placed before the Board unless the member declares a pecuniary interest in the same manner as required of an elected representative pursuant to Sections 169, 170, and 172 of the *Municipal Government Act*. Any member who declares a pecuniary interest shall not participate in any debate or decision concerning the matter. Such pecuniary interest shall be recorded in the minutes.
29. The decision of the majority of the members of the Board present at a public hearing, duly convened, is deemed to be the decision of the whole Board.
30. Where there is a tie vote on an appeal motion, that motion is deemed defeated.
31. The Chair or Clerk of the Board may make a verbal announcement of the decision on an appeal at the conclusion of the public hearing, but in that event, shall notify the parties that the verbal decision is not final or binding, and that parties should not act upon it until it has been reduced to writing and signed.
32. The Board shall give its decision on an appeal in writing together with reasons for the decision within fifteen (15) days of the conclusion of the public hearing.
33. In determining an appeal, the Board:
 - a) must act in accordance with any applicable ALSA regional plan;
 - b) must comply with any applicable land use policies;
 - c) must comply with any applicable statutory plans, subject to section 638 of the MGA;
 - d) subject to clause (g), must comply with the Land Use Bylaw;
 - e) must have regard to but is not bound by the Subdivision and Development Regulations;

SUBDIVISION AND DEVELOPMENT APPEAL BOARD BYLAW NO. 443

- f) may confirm, revoke or vary the order, decision or development permit or any condition attached to any of them or make or substitute an order, decision or permit of its own;
- g) may make an order or decision or issue or confirm the issue of a development permit even though the proposed development does not comply with the Land Use Bylaw if, in its opinion,
 - (i) the proposed development would not,
 - (A) unduly interfere with the amenities of the neighbourhood, or
 - (B) materially interfere with or affect the use, enjoyment or value of neighbouring parcels of land,
 - (ii) the proposed development conforms with the use prescribed for that land or building in the land use bylaw.

34. Where the Board allows an appeal against the refusal of a development permit by the Development Authority, the Development Authority shall issue a development permit in conformity with the Board's decision, upon receiving notice of the Board's decision.

Immunity

35. Members of the Development Appeal Board are not personally liable for anything done or omitted to be done in good faith in the exercise or purported exercise of a power, duty or function under Part 17 of the *Municipal Government Act*.
36. No member of the Development Appeal Board is liable for costs by reason of or in respect of an application for permission to appeal or an appeal under Part 17 of the *Municipal Government Act*.

SECTION IV - CLERK

Appointment

1. Council hereby appoints the Administrative Assistant as the Designated Officer in the position of Clerk of the Development Appeal Board.

Duties and Responsibilities

2. The Clerk of the Board shall:
- a) perform such functions as may be necessary to ensure that the Board is in full compliance with its duties under the *Municipal Government Act* and this Bylaw;
 - b) notify all members of the Board of the arrangements for the holding of each public hearing and other meetings of the Board;
 - c) make available for public inspection before the commencement of a public hearing all relevant documents and materials respecting the appeal;
 - d) attend all meetings of the Board;
 - e) not vote on any matters before the Board;
 - f) keep the following records:
 - i. the minutes of all meetings and hearings, including a summary of all evidence presented at a hearing in accordance with section III (23) of this Bylaw.
 - ii. all applications;
 - iii. records of all notices of hearings and of persons to whom they were sent;
 - iv. copies of all written representations to the Board;

SUBDIVISION AND DEVELOPMENT APPEAL BOARD BYLAW NO. 443

- v. notes as to each representation;
 - vi. the names and addresses of those making representations at a hearing;
 - vii. the decisions of the Board;
 - viii. the reasons for the decision of the Board;
 - ix. the vote of the members of the Board on the decision;
 - x. all notices of decision and of persons to whom they were sent;
 - xi. all notices, decisions and orders made on appeal from the decisions of the Board; and
 - xii. such other matters as the Board may direct or the Clerk may determine.
- g) perform any other duties and functions as the Board may determine.

SECTION V – NOTIFICATION

Notice of Appeal

1. The written notice of appeal shall be made on the Village's Appeal Form, accompanied by a fee in the amount established by Council from time-to-time, and signed by the appellant.
2. The appellant may serve the appeal form to the Board by EITHER:

- a) mailing it to:

Clerk
Development Appeal Board
Village of Nampa
P.O. Box 69
Nampa, Alberta
T0H 2R0

within twenty-one (21) days after the deemed refusal of the Development Authority or the date the decision was made by the Development Authority as:

- i. first published in a newspaper circulating in the area; or
- ii. posted on the site of the property, the subject of the application; or
- iii. received by the appellant,

whichever of these shall occur first.

OR

- b) delivering it in person to the Village Office within twenty-one (21) days after the date the decision, the order, or no decision within the required period, is made by the Development Authority and was EITHER:

- i. first published in a newspaper circulating in the area; or
- ii. posted on the site of the property, the subject of the application; or
- iii. received by the appellant,

whichever of these shall occur first.

Proof of the said delivery shall be the official receipt of the Town.

SUBDIVISION AND DEVELOPMENT APPEAL BOARD BYLAW NO. 443

3. For the purposes of subsections 2(a) and 2(b), the date of receipt of the decision is deemed to be seven (7) days from the date the decision is mailed, unless otherwise legislated.
4. Where the Board is of the opinion that an appeal is applicable to and for the benefit of the municipality at-large, the Board may direct that the application fee be returned to the appellant.

Notice of Public Hearing

5. The Clerk, in the name of the Board, shall give at least five (5) days' written notice of the time and place of the hearing of an appeal, together with a summary of the application, to:
 - a) the appellant;
 - b) the Development Authority;
 - c) those persons required to be notified under the Land Use Bylaw and any other person that the Board considers to be affected by the appeal that should be notified; and
 - d) any other persons required to be notified in accordance with the *Municipal Government Act*.
6. In the case of the appellant, notice of the appeal hearing shall be sent by mail to the address given on the appellant's appeal form.
7. In the case of those persons referred to in 5(c) above, notice of the appeal hearing shall be sent by mail to the address shown on the last revised assessment roll.
8. In addition to the notice required by 5(a) (b) (c) (d), the Board may direct that the Clerk publish notice of the hearing in such manner as the Board may determine.
9. Where a hearing is adjourned or the decision is reserved, and the Board does not at the time of adjournment fix a time and place for the further hearing of the application and announce it to those in attendance, it shall be the duty of the Chair to announce to those in attendance that the notice of the time and place for further hearing will be sent to only those persons who leave their name and address with the Clerk; and thereafter, only such persons as do leave their name and address shall be entitled to the notice of the further hearing.

SECTION VI – COURT OF APPEAL

Record of Appeal

1. The Clerk shall keep on file all notices of application made for leave to appeal to the Court of Appeal from decisions of the Board pursuant to the *Municipal Government Act*.

SECTION VII – SEVERABILITY

Severability

1. If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion shall be severed.

SUBDIVISION AND DEVELOPMENT APPEAL BOARD BYLAW NO. 443

Repeal of Bylaw

1. The Development Appeal Board Bylaw No. 331 is hereby repealed.

SECTION IX – EFFECTIVE DATE

Effective Date

1. This Bylaw shall come into full force and effect upon the date of its final passing thereof.

READ a first time this 28 day of March, 2018.

READ a second time this 28 day of March, 2018.

READ a third and final time this 28 day of March, 2018.

Mayor

Chief Administrative Officer

Village of Nampa (Dianne Roshuk)

From: Richard Walisser <richard.walisser@northpeacehousing.ca>
Sent: March 13, 2018 5:45 PM
To: CAO - Village of Nampa
Subject: Stakeholder Information Session
Attachments: LETTER TO VILLAGE OF NAMPA RE STAKEHOLDER INFORMATION SESSION APRIL 20 2018.pdf

Good Afternoon Dianne:

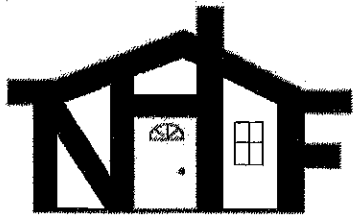
Please find attached an invitation to you, as CAO and to your Mayor to attend a stakeholder information session to be held at the Sawridge Inn on Friday April 20, 2018 at 11:00 am.

Please RSVP at your earliest convenience so we can arrange for lunch.

Thank you.

Richard Walisser

Executive Director
North Peace Housing Foundation
6780 – 103rd Avenue
Peace River, Alberta T8S 0B6
780-624-2055(w)
780-624-2065(f)
www.northpeacehousing.ca



North Peace Housing Foundation

6780 – 103rd Avenue, Peace River, Alberta T8S 0B6
Tel (780) 624-2055 Fax: (780) 624-2065

March 13, 2018

Mayor and Council
Village of Nampa
Box 69
Nampa, Alberta T0H 2R0

Dear Sirs/Madams:

Re: North Peace Housing Foundation – Information Session

The Board of Directors of North Peace Housing Foundation, as part of its efforts to improve stakeholder relations, has arranged for a presentation from representatives from Alberta Seniors & Housing on the Alberta Housing Act, and the regulations which govern the operation of Housing Management Bodies in the province of Alberta. This presentation was delivered to the Board of Directors as part of their initial training on the roles and responsibilities of members of Housing Management Body boards.

It was quickly acknowledged by the Board that greater clarity could be achieved if Mayors, Reeves and CAOs of the member municipalities could receive this same information. To that end, Loretta Bertol, Senior Advisor, Policy, Planning & Analytics Branch of the Housing Division within the Ministry has agreed to present an information session on the Alberta Housing Act, the regulations around the Act, and the relationship Housing Management Bodies have with municipalities and the MGA.

The Board of Directors wishes to invite the Mayors and Reeves of all municipalities along with the Chief Administrative Officers to attend this stakeholder session, to be held on April 20, 2018 at the Sawridge Inn in Peace River, commencing at 11:00 am. Lunch will be provided. It is anticipated that the session will be run until approximately 2:00 pm., with time available for questions and answers.

Please RSVP at your earliest convenience to:

Richard Walisser, Chief Administrative Officer
North Peace Housing Foundation
6780-103rd Avenue,
Peace River, Alberta T8S 0B6
richard.walisser@northpeacehousing.ca

The Board of Directors looks forward to your participation.

Yours truly,

Richard Walisser, CAO
North Peace Housing Foundation

Village of Nampa (Dianne Roshuk)

From: Darlene Hachey <info@mmsa.ca>
Sent: March 12, 2018 3:00 PM
To: Adele Parker ; Allan Rowe; Allan Winarski; Barbara Johnson; Bill McKennan; Bill Rogan; Brian Allen; Brian Martinson; Brian Vance; Cathie Bailey; Chief Administrative Officer ; Christopher Parker; Cindy Millar; Dan Fletcher; Daryl Greenhill; Deedra Deveau; Dianne Roshuk; Estelle Girard; Greg Gayton; Helen Alook; Herman Minderlein; Joe Johnson ; Joulia Whittleton; Kelly Hudson; Leanne Walmsley; 'Lenard Racher'; Lori Parker; Lorraine Willier; Marty Paradine; Mike Haugen; Peter Thomas; Rachel Wueschner ; Rita Maure ; Rita Therriault; Robert Nicolay ; Roy Brideau ; Sandra Fox; Theresa Van Oort; Troy Jenkins
Cc: Karen Diebert
Subject: MMSA Annual Seminar
Attachments: Combined Seminar Pkg.pdf

Please find attached the notice for the MMSA 2018 Annual Seminar.

This year the seminar will focus on Planning and Development from a legal perspective. The seminar is geared to the Elected Officials, however, it will be of interest to the municipal administrators, development officers and land use planners.

The presenter is Jeneane Grundberg from Brownlee LLP who is very knowledgeable in this area and will be able to provide information that should be of interest to anyone who deals with this topic on a regular basis.

If you have any questions, please do not hesitate to contact our office.

Karen Diebert | Manager

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](#)

MACKENZIE MUNICIPAL SERVICES AGENCY

In Association with

Brownlee LLP

Are pleased to present a Seminar on

PLANNING & DEVELOPMENT 101

KEY TOPICS INCLUDE:

- Key Players & Authorities
 - Court Approval Process
 - Planning Documents
 - Subdivisions and Development Appeal Board
 - Land Use Bylaw Enforcement
 - Due Process and Public Hearings
 - Recent Changes to Legislation
 - Development on Environmentally Sensitive Lands
 - Legalization of Cannabis
-

PRESENTER: Jeneane S. Grundberg, Brownlee, LLP



Jeneane practices extensively in the municipal and planning law area. Her litigation experience provides a solid context for advising municipalities in the planning and development and general municipal areas.

WHO SHOULD ATTEND:

Elected Officials; Chief Administrative Officers; Development Officers; Land Use Planners

WHERE: Chateau Nova, 10010-74 Street, Peace River

DATE & TIME: Friday, May 11 2018, 8:30 am to 4:00pm

FEE: \$200.00 per person

Pre—registration is required by April 26th 2018. Please complete the attached registration form and return to:

Mackenzie Municipal Services Agency

P.O. Box 450 Berwyn AB T0H 0E0

Fax: 780-338-3811 or info@mmsa.ca

For additional information contact our office at 780-338-3862 or info@mmsa.ca



BROWNLEE LLP
Barristers & Solicitors



2018 PLANNING & DEVELOPMENT 101: AGENDA
Presented by Jeneane S. Grundberg (Partner, Brownlee LLP)
Date: May 11, 2018
8:30 a.m. to 4:00 p.m.

(Times are Approximate)

- 8:30-9:00am Coffee
- 9:00 am Introduction:
1. Where does a municipality's planning and development authority come from?
 2. What areas can a municipality not regulate under its planning and development authority?
 3. What represent some of the principal areas of jurisdiction with respect to which municipality's may pass bylaws?
- 9:30 am The Players:
1. Development Authority
 2. Subdivision Authority
 3. Subdivision and Development Appeal Board
 4. Municipal Council
 5. Other Bodies
- 10:00 am Court Approval:
1. Common Law v. Statutory Law
 2. Precedents v. Influential Authority
- 10:15 am Planning Documents:
1. Intermunicipal Development Plans (s. 632)
 2. Area Structure Plans (s. 633)
 3. Area Redevelopment Plans (s. 634)
 4. Municipal Development Plan (s. 632)
 5. Land Use Policies (s. 622)
 6. ALSA Regional Plans (s. 638.1)
 7. Consistency (s. 638)
 8. Land Use Bylaw (s. 640)
 9. Development Agreements (ss. 650 and 655)
- 10:45 am **Refreshment Break**
- 11:00 am Planning Documents (continued)



BROWNLEE LLP
Barristers & Solicitors SINCE 1933

- 12:00 pm Lunch**
- 1:00 pm Subdivision and Development Appeal Board:**
1. The Board (s. 687)
 2. Development Appeals
 3. Subdivision Appeals
 4. Conflict with Government Agency (s. 620)
 5. Standing to Appeal — Development Appeals
 6. Standing to Appeal — Subdivision Appeals
 7. Time Limitations on Appeal
 8. Information to Supply Prior to Appeal Hearing
- 1:15 pm Land Use Bylaw Enforcement:**
1. What is the Authority for Land Use Bylaw Enforcement? What other remedies may be available in similar situations?
- 1:30 pm Development on Environmentally Sensitive Lands:**
1. Caveats and Restrictive Covenants
- 1:45 pm Due Process and Public Hearings (From a Councillor's Perspectives)**
- 2:00 pm Changes to Legislation**
1. Planning & Development Policies
 2. Environmental Reserves and Conservation Reserves
 3. Inclusionary Housing
 4. IDPs and ICFs
 5. Expansion of Off-Site Levies
 6. Brownfield Incentives
 7. LUB Amendments
- 2:20 pm Refreshment Break**
- 2:40 p Cannabis — Municipal Planning overview**
- 3:30 pm Questions**
- 4:00pm Conclusion**



MACKENZIE MUNICIPAL SERVICES AGENCY

Planning and Development 101 Seminar

Friday, May 11, 2018

Chateau Nova

10010 – 74 Street, Peace River, Alberta

8:30 A.M. to 4:00 P.M.

REGISTRATION FORM

Municipality:			
Address:			
Phone:	Email:	Contact:	
	Name	Position	\$200.00/person
1			
2			
3			
4			
5			
6			
7			
TOTAL			

Payment By:	✓	
Cheque		No.
Invoice		P.O. No (if applicable):

RETURN BY April 26th

TO:

Mackenzie Municipal Services Agency

Box 450 Berwyn AB T0H 0E0

Fax: (780) 338-3811 Email: info@mmsa.ca

Request for Decision (RFD)
Council Meeting March 27, 2018

Topic:

Nampa Family Fun Run on May 26, 2018

Background:

Nampa FCSS and Framers Restaurant are hosting a Family Fun Run Day on May 26, 2018. They are doing a 1km or 3 km walk/run. They are asking council for a monetary donation in the amount of \$ 200.00-\$500.00.

Administration Recommendation:

That council donate to this event

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL

Chief Administrative Officer: Dianne Roshuk

Date: March 21, 2018

Nampa Family Fun Run

A free 1km or 3km Family Walk/Run hosted by Farmers Restaurant & Nampa FCRA taking place on Saturday, May 26.

Registration at 9am, 1km Walk/Run at 10am, 3 km Walk/Run at 10:30am
Warm-up, Childcare & Afterparty included.

Donation Opportunities

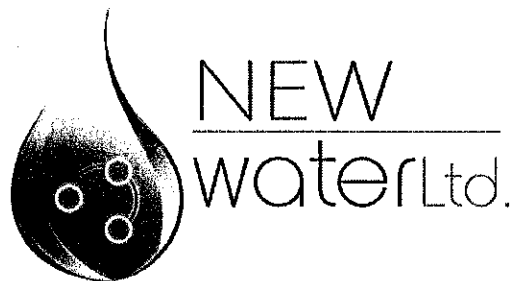
Cash Donation Towards:

- T-shirts
- Participation Gift Bags
- Water/Juice
- Healthy Snacks (Fruit, Granola Bars, Bagels, Yogurt)

Volunteer Time Towards:

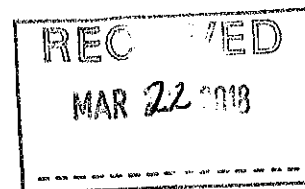
- Childcare
- Course Directors
- Water Station
- First Aid Station
- Course Setup/Takedown
- Cheerleaders

If you would like to donate your time or cash towards this event, please contact Shannon Gadsby at 780 322-3887 or Jackie Freamo at 780 322-3954.



Bag 1300
 Peace River, AB T8S 1Y9
 Office: 780.624.4668
 Administration: 780.624.0013
 Fax: 780.624.0023

March 14, 2018



Mayor Perry Skrlík & Council
 Village of Nampa
 P.O. Box 69
 Nampa, AB T0H 2R0

Perry
 Mayor Skrlík & Council:

RE: NEW water Ltd. Partnership Expansion

At the March 7, 2018 meeting of the Board of Directors of NEW water Ltd. (NwL), the Board passed a motion to extend partnership in the Corporation to include Lubicon Lake Band #453.

The Board will be creating and selling 13.64 new shares in the Corporation, which is 12% of the water allocation and 12% of the Corporation's shares, to the Lubicon Lake Band in the amount of approximately \$1,732,101. Final details of the partnership will continue to be worked out with the Lubicon Lake Band #453.

Upon completion of the Lubicon Lake Band #453 becoming a partner of NwL, the Board of Directors will be as follows:

- Northern Sunrise County – 3 Directors
- Woodland Cree First Nation – 2 Directors
- Village of Nampa – 2 Directors
- Lubicon Lake Band #453 – 2 Directors.

The Board is requesting a resolution or motion, by March 31, 2018, from each of the founding partners, Woodland Cree First Nation, Northern Sunrise County, and the Village of Nampa, indicating that they are in favour of the creation of the shares and the addition of a new partner into the Corporation. A sample motion is provided below for your use.

That (Council/Band) approves Lubicon Lake Band #453 becoming a partner of NEW water Ltd.,
AND THAT (Council/Band) agrees with the creation of 13.64 shares in the Corporation to be purchased
by Lubicon Lake Band #453;
AND THAT (Council/Band) is in agreement with the proposed new governance structure for NWL.

Sincerely,

A handwritten signature in black ink, reading "Carolyn J. Kalebaba". The signature is written in a cursive style with a large initial 'C'.

Carolyn Kalebaba
Chairperson
NEW water Ltd.



MEMORANDUM

TO: Village of Nampa Council & Administration

FROM: MMSA Staff

DATE: March 22, 2018

SUBJECT: Cannabis Land Use Policy

Background Information

On April 13, 2017, the Federal Government announced that non-medical Cannabis (also known as marijuana, marihuana) would be legalized by July 2018. Cannabis is currently an illegal substance (with the exception of authorized medical use) under the federal Controlled Drugs and Substances Act.

The anticipated federal legislation will:

- allow adults to possess up to 30 grams of legally-produced cannabis;
- allow adults to grow up to four cannabis plants per household;
- set the minimum age for purchase and use at 18 years of age, with the option for provinces to increase the age limit;
- enable a regulatory regime for the licensed production of cannabis, which would be controlled by the federal government;
- enable a regulatory regime for the distribution and sale of cannabis, which would be controlled by the provincial government; and
- establish new provisions to address drug-impaired driving, as well as making several changes to the overall legal framework to address alcohol impaired driving.

While legalization is a federal decision, provinces and municipalities have been given areas of responsibility. In response, the Province of Alberta has developed the Alberta Cannabis Framework which deals with the managing of legalized cannabis, including:

- comprehensive government oversight of distribution and retail;
- alignment with existing tobacco laws for public consumption; and
- tools to empower law enforcement and employers to ensure safety on our roads and at work.

What are the Municipal Responsibilities?

The following is a breakdown of the jurisdictional responsibilities among the three levels of government

Activity	Responsible		
	Federal	Provincial	Municipal
Possession limits **	Yes		
Trafficking	Yes		
Advertisement & packaging **	Yes		
Impaired driving	Yes	Yes	
Medical cannabis	Yes		
Seed-to-sale tracking system	Yes		
Production (cultivation and processing)	Yes		
Age limit (federal minimum) **	Yes		
Public health	Yes	Yes	
Education	Yes	Yes	Yes
Taxation	Yes	Yes	Yes
Home cultivation (growing plants at home) **	Yes		
Workplace safety		Yes	
Distribution and wholesaling		Yes	
Retail model		Yes	
Retail location and rules		Yes	Yes
Regulatory compliance	Yes	Yes	
Public consumption		Yes	Yes
Land use/zoning			Yes

** provinces will have the ability to strengthen legislation for these areas under federal jurisdiction

As such, Municipal jurisdiction will be primarily focused on land use, zoning, business licenses, public consumption, and enforcement. The provincial government has decided in favour of private retail outlets for the sale of cannabis. This will be a similar approach to how alcohol is sold in Alberta. The Alberta Government will operate online sales.

The Province has stated that retail cannabis will not be authorized as a co-use and therefore will be prohibited from alcohol, tobacco, and pharmaceutical retail locations.

Impacts for a Municipality

Each municipality will be responsible for developing land use regulations and amending its Land Use Bylaw in regards to retail cannabis stores and cannabis production facilities. This includes defining new terms, updating existing terms, creating special provisions, and listing uses in land use districts.

New terms should include defining “cannabis”, “cannabis retail”, and “cannabis production” as these are all expected to become legal in 2018. Definitions will need to be added for the new uses in order for the municipality to specifically regulate where cannabis retail stores and production facilities may be located within the municipality. If the Land Use Bylaw already addresses “medical cannabis” or “medical cannabis uses”, those definitions may need to be modified to differentiate from non-medical uses. Other definitions, for uses such as “home-based businesses”, “retail stores”, and “greenhouses”, may need to be amended to exclude cannabis uses to ensure they are distinct and cannot be appealed on grounds of being similar to proposed cannabis uses.

The Land Use Bylaw will need to be amended to include regulations that apply specifically to cannabis uses. Specific regulations may include setbacks from other land uses that might be considered

“sensitive” uses, being but not limited to, playgrounds, schools, community centres, recreational facilities, and residential areas.

The cannabis uses that are defined in the Bylaw will also need to be listed in a specific land use district(s) before they can be approved. Each municipality needs to determine where they are willing to accept these uses in the community. Further to this, these uses must be listed as permitted or discretionary as this will have implications on how much control the Development Authority will have over these developments.

Federal and Provincial Regulations

Retail Stores

Provincial legislation regarding retail cannabis is controlled under the recently renamed Gaming, Liquor and Cannabis Regulation. The regulation governs:

- who can own cannabis stores;
- where they can be located;
- staff requirements;
- safety and security requirements; and
- other operational details.

The Province of Alberta has authorized that Alberta Gaming and Liquor Commission (AGLC) is responsible for licensing, oversight and compliance functions of private retailers, and distribution of cannabis in Alberta. The AGLC at present regulates liquor and gaming products in Alberta. The AGLC website has been updated to include a cannabis information section regarding retail licencing, distribution and production, online sales, education, and commonly asked questions.

Regulation from the AGLC includes ensuring any cannabis use is separate from any other business. Specifically, the regulation prohibits any co-use between cannabis and tobacco, or cannabis and alcohol. Cannabis retail stores will be able to sell cannabis related products.

The AGLC has legislated that cannabis retail stores may not be located within 100 metres of:

- the parcel boundary of a provincial health care facility;
- the parcel boundary of a school; or
- the parcel boundary of land that is designated as a school reserve or school and municipal reserve under the Municipal Government Act.

A municipality may pass a bylaw varying these distances. This includes extending, decreasing or eliminating the setbacks. A municipality may also place setbacks on uses other than those listed by the AGLC. If a municipality’s Land Use Bylaw does not establish alternative setback distances, then the AGLC regulations apply.

Per the AGLC regulation, retail cannabis stores will also be required to include:

- a defined sales area;

- a separate entrance/exit;
- product receiving capability;
- secure storage room and display for cannabis and accessories; and
- no access from any area of the premises to another business.

Retail cannabis stores will be prohibited from including drive-through windows and having any visibility into the store from outside. Retail stores also cannot undertake any major structural changes or be relocated without approval from AGLC.

The AGLC's regulation outlines strict physical security measures regarding retail cannabis stores and will not issue a licence to an applicant who has not met these requirements. The physical security requirements include:

- professionally installed and monitored alarm system;
- a digital camera security system;
- secure perimeter entry points; and
- numerous product storage requirements.

AGLC regulations also cover store names and signage. The name of the business must be approved by the AGLC and not include the terms *Alberta* or *AGLC* in the name. Store names cannot be registered by another business unless the other business is a cannabis retail store operated by the same owner.

Signage must comply with all federal, provincial, and municipal requirements while also meeting additional AGLC regulations. The business name must be displayed at all public entrances to the business. Additional requirements include that signage must not:

- depict a lifestyle, endorsement, person, character, or animal;
- promote intoxication;
- include terms such as, but not limited to, chronic, stoned, or high;
- make beneficial health claims; or
- make statements regarding increased potency or concentration.

Signs may also not include graphics which:

- appeal to minors;
- show the use of cannabis;
- display intoxication;
- display or identify a cannabis product or accessory;
- display a price or indicate a price advantage; or
- display any sporting or cultural event or activity.

Production Facilities

While the AGLC will be responsible for the wholesale and distribution of retail cannabis products in Alberta, Health Canada will oversee the licensing of all cannabis producers. As of March 1st 2018, there

are ninety-one (91) licensed cannabis producers in Canada, of which, five (5) are in the Province of Alberta. These licensed producers are:

- Acreage Pharms Ltd.;
- Aurora Cannabis Enterprises Inc. (x2);
- GrenEx Pharms Inc.; and
- Sundial Growers Inc..

Health Canada has proposed specific requirements for the cultivation, and production of cannabis. This includes regulations on:

- location;
- physical security;
- good production practices;
- report and record keeping; and a
- cannabis tracking system;

Although municipalities have the authority to allow cannabis production facilities in appropriate districts as either permitted or discretionary uses; enforcement will be the responsibility of the Federal Government. The Federal Government will be responsible for issuing licenses or permits, conducting inspections, product recall, etc..

Discussion

Definitions and Types of Uses

In order to place regulations on cannabis uses, they need to be defined in the Land Use Bylaw. Brownlee LLP recently released a document with recommended definitions and provisions for cannabis use in Alberta. The document was released through Alberta Urban Municipalities Association (AUMA), a reliable source of information for Albertan municipalities. The definitions provided by Brownlee LLP are as follows:

“CANNABIS” means cannabis plant, fresh cannabis, dried cannabis, cannabis oil and cannabis plant seeds and any other substance defined as cannabis in the Cannabis Act (Canada) and its regulations, as amended from time to time and includes edible products that contain cannabis.

“CANNABIS RETAIL SALES” means a retail store licensed by the Province of Alberta where Cannabis and Cannabis Accessories are sold to individuals who attend at the premises.

“CANNABIS PRODUCTION FACILITY” means a premise used for growing, producing, testing, destroying, storing, or distribution of Cannabis authorized by a license issued by the federal Minister of Health.

The municipality may wish to further refine these definitions to include other terms commonly associated with cannabis in the definition, for instance “marijuana” or “marihuana”. The municipality could consider removing the portion of the definition regarding edible products as these will not be legal until a later date yet to be determined.

As it has been announced that retail sales will be overseen by Alberta Gaming and Liquor Commission (AGLC), the municipality may want to mention the AGLC in the retail definition. Cannabis “lounges” will not be immediately legal but the definition could exclude this use to ensure no sampling of products happens at the retail location. If cannabis “lounges” are legalized, a definition for this use should also be added to the Land Use Bylaw.

Existing uses such as retail stores, greenhouses, intensive agriculture, and home-based businesses may also have to be amended as it is common for land use bylaws to contain policy that allows developments similar in nature to a use listed in a district to be granted approval. For instance, a cannabis retail store is similar in nature to any other retail store in the municipality and if turned down by the development authority it could be appealed. If the municipality prefers to keep cannabis retail as a separate use from traditional retail uses, Brownlee LLP has suggested updating the definitions to include a disclaimer in the definition that excludes cannabis uses. For example:

“This definition does not include cannabis production facilities”

An alternative to updating definitions would be a “catch-all” policy. This policy would prohibit a proposed use from being interpreted as another use if that proposed use is already listed or defined in the Land Use Bylaw. This would ensure that no definitions are overlooked or missed by using the disclaimer method. It will ensure all other types of uses, not just cannabis related, are appropriately interpreted. For example, it could be argued that a liquor store is similar enough to a retail store and should therefore be allowed in a district that allows for retail stores even if liquor stores are not listed. A “catch-all” policy eliminates the need of describing all the uses that should be excluded from a particular use. The municipality has an existing policy regarding similar uses, which reads as follows:

2.2 Duties and Responsibilities of the Development Officer

- 4) Where the proposed use is not listed in a land use district, the Development Officer may consider it to be so listed if, in their opinion, it is sufficiently similar in character and purpose to a listed use.

Cannabis retail is strictly for the sale of cannabis and cannabis related products. The Province of Alberta has stipulated that cannabis uses shall not be approved where liquor, tobacco, or pharmaceuticals are sold (i.e. no co-uses).

Special Provisions

Special provisions apply to listed uses that require additional use-specific regulation. These provisions apply in all land use districts where the use is listed. This is where a municipality can strictly regulate a use. Special provisions may include, but are not limited to:

- setbacks;
- consultation requirements;
- landscaping requirements;
- Crime Prevention Through Environmental Design (CPTED) principles;
- limits to the length of permit;
- parking requirements; and/or
- policy addressing nuisances.

The AGLC requires one hundred (100) metre setbacks from provincial health care facilities, schools, and school reserve, or municipal and school reserve. The municipality may wish to increase or decrease this setback and may do so through the Land Use Bylaw. Additional setbacks may be placed on other uses as the municipality determines. Brownlee LLP recommends adopting setbacks and other provisions that are consistent with provincial regulations to avoid appeals. Additional setbacks on retail cannabis stores could be placed on:

- recreation facilities;
- parks;
- liquor stores;
- other retail cannabis stores; and/or
- residential uses.

Alberta Health Services (AHS) is a province-wide health care system responsible for delivering health services. The AHS recommends the following setbacks:

- 300-500 metre minimum distance restriction between cannabis retail outlets;
- 300 metre distance between cannabis stores and schools, daycares and community centers; and
- 100 metre minimum distance from tobacco and liquor retailers, in addition to a square kilometer density restriction, adjusted for population, at the onset of legalization.

The AHS recommendation is for all Albertan municipalities but it does not differentiate community sizes. In other words, a large setback distance may not be realistic for the size of the municipality as it may eliminate any potential locations for these uses. The municipality must stipulate setback distances in the Land Use Bylaw, otherwise, the AGLC setbacks apply.

It will be important that the Land Use Bylaw describes how the setback distances are calculated; the provision should determine if the distance is measured from lot line to lot line or building to building.

Brownlee LLP recommends including a consultation provision which would require the Development Authority to notify adjacent or nearby land owners of a potential development of a cannabis use and provide them time to comment prior to making a decision. This would only be applicable if the use is listed as discretionary. As with other development permits, adjacent or nearby land owners have an appeal period subsequent to a decision being made. This type of requirement would increase the timeline associated with making a decision.

Similar to other industrial uses, the municipality may consider placing landscaping requirements on cannabis production facilities. This may include, but not limited to, requiring landscape plans from the developer, ensuring surface drainage is not directed onto adjacent properties, or screening the use (e.g. berms or tree lines).

There are strict rules placed on cannabis uses by the Federal and Provincial governments regarding nuisance mitigation. Nuisances related to cannabis uses include noise, odour, and waste. The

municipality may consider placing additional regulations to mitigate these such as restricting outdoor storage of waste materials, requiring a waste management plan, or requiring sufficient ventilation systems to be included in the development.

Due to the nature of these uses previously being illegal operations, security is an essential consideration. The Province has specific regulation regarding storage and surveillance but municipalities may place additional provisions. The municipality may wish to consider Crime Prevention Through Environmental Design (CPTED) principles. CPTED is a proven method of reducing crime and fear of crime by changing the physical environment. This includes improving surveillance of an area, either naturally by improving visibility and sightlines, or through other methods such as cameras, alarms, or signage. Other considerations include, but are limited to:

- controlling access points (i.e. clearly identifying entrances);
- well lit, demarcated parking spaces;
- clearly defining spaces (e.g. employee versus customer space); and
- proper maintenance (i.e. reduce deterioration of property including graffiti or broken windows)

The AGLC shall regulate signage for cannabis uses but the municipality may add additional regulations. Alberta Health Services (AHS) recommends municipalities limit advertising to lesson favourable social norms towards cannabis use.

The municipality may wish to impose a limited duration on the development permit. Limiting the length of the permit would require the developer to reapply which would give the municipality the authority to impose new conditions on an existing development. This could be a useful tool when dealing with new uses never developed before in Canada, however, this also adds uncertainty to the business.

While similar to other existing uses, the municipality may wish to create separate parking requirements. Alternatively, the municipality could determine the requirements for commercial uses is sufficient for retail cannabis stores, and likewise, parking for industrial uses may be sufficient for cannabis production facilities.

Districts

One of the key responsibilities of municipal governments regarding the legalization of cannabis is determining where cannabis related uses may be located. Municipalities have the authority to list cannabis uses in land use districts they feel appropriate while restricting them in others depending on the purpose of the land use district.

Retail cannabis stores will be ideally located in commercial districts. Brownlee LLP recommends placing them in either commercial or industrial districts. The municipality has the following commercial districts:

- Primary Commercial District (C-1)
 - The purpose of this land use district is to provide for the development of the Village's central business district.
- Secondary Commercial District (C-2)

- The purpose of this land use district is to provide for the development of commercial uses along highways to serve the traveling public and for commercial developments requiring large tracts of land.

Cannabis production facilities may be more appropriate in only industrial districts where other raw material production facilities are located. These lots are typically larger, placed further away from residential or recreational uses, and located near key transportation routes.

An alternative option, presented by Brownlee LLP, would be to not list cannabis uses in any district and to instead require developers to amend the Land Use Bylaw to redistrict their subject site to Direct Control District. This would allow Council to make any decision regarding the development of a cannabis use.

Another option is the creation of a land use overlay. An overlay would provide specific lots in the municipality with the ability to develop a cannabis retail store and/or a cannabis production facility. This would mean that these uses would not have to be listed in a specific district and would be enabled based on location. Properties would be identified in an accompanying map. This is an innovative planning tool that gives control over where a specific use may be developed. Special provisions associated with the overlay would only apply to the uses listed in the overlay, while provisions of the underlying district will also apply to the subject property. The overlay would potentially require amending from time to time to account for new development in the municipality.

Permitted or Discretionary

If the municipality decides to list cannabis uses, they will need to be listed as either permitted or discretionary uses. If a use is listed as permitted, then the Development Authority must issue a development permit, with or without conditions, if the development conforms with the provisions set out in that land use district and any additional special provisions (if provided).

If the use is listed as discretionary, the municipality's Development Authority may approve a development permit if it is their discretion that the use meets the purpose of the district. Unlike permitted uses, a discretionary use may meet all the required provisions of the Land Use Bylaw and still be refused. Discretionary uses provide the municipality more control over what is developed.

Recommendation

MMSA staff has already begun drafting and formulating potential land use policies in anticipation of legalization this year. It will be vital to have land use regulations in place once cannabis is legalized. If the Bylaw is not amended, for example, retail cannabis stores may be interpreted as typical retail stores after legalization.

Definitions and Types of Uses

Due to AUMA's wide reach and influence in the Province of Alberta, MMSA recommends aligning the new definitions with the Brownlee LLP recommended definitions released by AUMA with slight modification. MMSA recommends adding the uses *Cannabis Retail Sales* and *Cannabis Production Facility* with the following definitions

"CANNABIS" means cannabis plant, fresh cannabis, dried cannabis, cannabis oil and cannabis plant seeds and any other substance defined as cannabis in the Cannabis Act (Canada) and its regulations, as amended from time to time.

- MMSA recommends including this as a definition to clearly identify *what is cannabis* when considering cannabis related uses. MMSA also recommends removing the section on *edible cannabis products* as these will not be legalized until a later date.

“CANNABIS RETAIL SALES” means a retail store licensed by the Alberta Liquor and Gaming Commission (AGLC) where cannabis and cannabis accessories are sold to individuals who attend at the premises.

- MMSA recommends substituting *Province of Alberta* with *Alberta Liquor and Gaming Commission* as the Province has determined the AGLC will regulate cannabis retail sales.

“CANNABIS PRODUCTION FACILITY” means a premise used for growing, producing, testing, destroying, storing, or distribution of cannabis authorized by a license issued by Health Canada.

- MMSA recommends substituting the *federal Minister of Health* with *Health Canada*. While the Minister is the person who authorizes the license, it is under the department of Health Canada. MMSA recommends directing attention to Health Canada as information regarding this type of development is available here.

The municipality may consider including *Cannabis Lounges* or *Cannabis Compassion Clubs*, however, this use will not be immediately legal and MMSA does not suggest including it at this time until more information from the Federal and Provincial governments is provided.

MMSA recommends updating Section 2.2.4 to include a “catch-all” policy to ensure cannabis uses, and other listed or defined uses, are not interpreted as other uses. This policy would eliminate the need to exclude listed or defined uses in other use definitions. MMSA recommends the following revised Section 2.2.4:

- 4) Where the proposed use is not listed in a land use district, the Development Officer may consider it to be so listed if, in their opinion, it is sufficiently similar in character and purpose to a listed use, but is not listed as a use in another district or defined in the Definitions section.

Special Provisions

MMSA encourages the municipality to amend the Land Use Bylaw to include a special provision section related to cannabis uses. Ideally, there should be special provisions for both cannabis retail stores and production facilities.

The municipality should ensure that all Federal and Provincial regulations are met and licences obtained for both retail cannabis stores and production facilities.

MMSA recommends mirroring the AGLC regulations of one hundred (100) metre setbacks from provincial health care facilities, and schools. The AGLC also requires a hundred (100) metre setback from land designated as school reserve or municipal and school reserve. MMSA recommends removing this setback. The municipality has no school reserve designated for development.

The municipality should define how the setback distances are to be measured. MMSA recommends setback distances be calculated from lot line to lot line. This shall ensure that any future expansion of a use is not restricted by one of these setbacks.

Additional special provisions suggested for retail cannabis stores include:

- barring customer parking located behind cannabis retail stores;
- prohibiting cannabis retail stores from operating in conjunction with another approved use; and
- limiting customer access to a store-front entrance visible from the street.

Additional special provisions suggested for cannabis production facilities include:

- requiring all processes and functions are fully enclosed within a stand-alone building including all loading stalls and docks, and garbage containers and waste material;
- the development shall not operate in conjunction with another approved use;
- setbacks from residential uses;
- the development must include equipment designed and intended to remove odours from the air where it is discharged from the building as part of a ventilation system; and
- the Development Authority may require, as a condition of a development permit, a waste management plan.

Concerning parking, MMSA recommends utilizing the standards found under Section 5.13.1 for *Retail Shops and Personal Service Establishments* for retail cannabis stores and *Industrial: Manufacturing and Industrial Plants, Warehousing, Wholesale and Storage Buildings and Yards, Servicing and Repair Establishments and Public Utility Buildings* for cannabis production facilities.

Districts

List Cannabis Retail Sales as a discretionary use in the following district(s)

- Primary Commercial District (C-1)
- Secondary Commercial District (C-2)

List Cannabis Production Facility as a discretionary use in the following district(s)

- Industrial District (M-1)

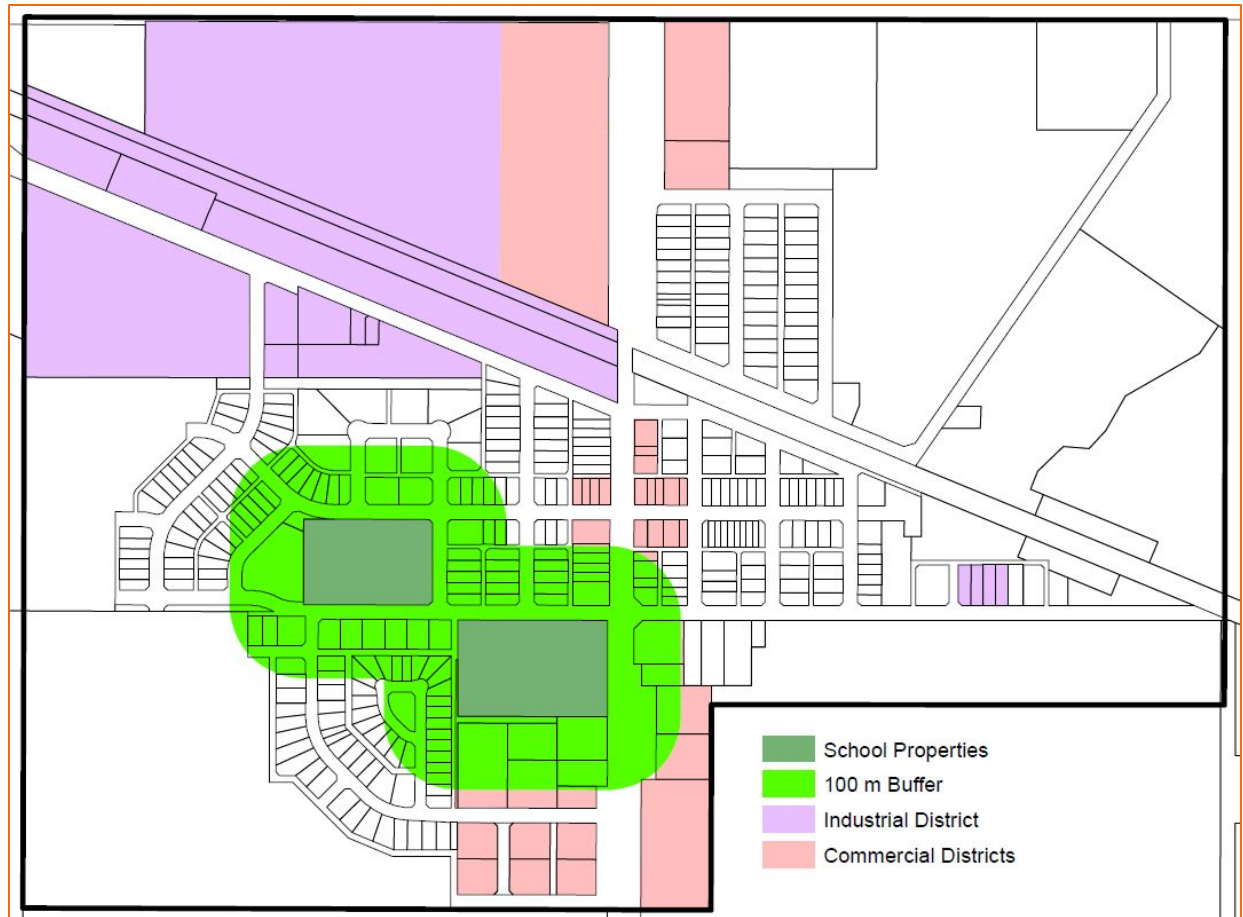
Additional Support

MMSA has submitted this report accompanied by a proposed Land Use Bylaw amendment. MMSA has also prepared a community survey and additional information for your website.

The draft Land Use Bylaw amendment is for your consideration but may not come into effect until legalization. Aspects of the amendment may need revising following community feedback.

The community survey concentrates exclusively on land use issues. The municipality may desire to include additional questions to help determine other aspects of legalization such as public consumption, business licencing, etc. that are municipal concerns.

Community feedback should also be accompanied with disclosure from the municipality to the public. MMSA has prepared information for the public regarding legalization. The municipality may choose to disclose this information on the municipal website, social media sites, or written notices.



More Information

The information gathered for this report was obtained from Alberta.ca, Alberta Gaming and Liquor Commission, Health Canada, and Brownlee LLP. More information and the complete Alberta Cannabis Framework is readily available online. Contact MMSA for specific questions regarding land use planning in the municipality.

VILLAGE OF NAMPA CANNABIS FAQ

CANNABIS LEGALIZATION

The Government of Canada has introduced legislation to legalize cannabis. There will be new federal, provincial and municipal processes for cannabis production, sale and consumption.

The legalization of cannabis will have many impacts. Your municipal government is reviewing federal and provincial direction and legislation as it becomes available, to help manage the legalization of cannabis in the best interest of our community.

WHAT IS CANNABIS?

Cannabis is a broad term used to describe the various products derived from the leaves, flowers and resins of the cannabis plants. These products exist in various forms and are used for different purposes (e.g. medical, recreational, industrial).

Today, possessing and selling cannabis for non-medical purposes is still illegal everywhere in Canada. However, the federal Access to Cannabis for Medical Purposes Regulations allow for reasonable access to cannabis for medical purposes for Canadians who've been authorized to use cannabis for medical purposes by their health care practitioner.

WHERE WILL CANNABIS BE ABLE TO BE PURCHASED IN THE VILLAGE OF NAMPA?

The Government of Alberta's Bill 26, An Act to Control and Regulate Cannabis, will allow for two kinds of retail sales in Alberta: privately operated retail stores and government operated online retail. The location and development of privately operated retail stores will be regulated through the Alberta Gaming and Liquor Commission (AGLC) and the Village of Nampa.

The Village of Nampa is considering an amendment to the land use bylaw to enable and regulate the development of cannabis retail stores within the Village of Nampa. The AGLC will be responsible for regulating cannabis retail stores. Through this licencing process, the Province of Alberta has established a number of regulations controlling the development of these stores, including:

- a minimum separation distance from certain types for uses;
- Premises requirements;
- Store hours, and
- Limitations on the type and substance of signs.

The Village of Nampa has the responsibility to enable and regulate the development of cannabis retail stores through the land use bylaw.

WHAT ARE THE REQUIREMENTS OF THE VILLAGE OF NAMPA?

The Village of Nampa is developing an amendment to its land use bylaw to regulate and enable cannabis retail stores and cannabis production facilities. The draft bylaw can be viewed on the Village of Nampa webpage.

WHAT ARE THE REGULATIONS ESTABLISHED BY THE AGLC?

SETBACKS

A retail cannabis store may not be located within 100 metres of:

- a provincial health care facility;
- a school; and
- a parcel of land designated as school reserve.

RETAIL STORE REQUIREMENTS

The retail location must have:

- a point-of-sale area;
- a shipping/receiving area that is separate from other businesses;
- a secure storage area;
- an alarm system;
- a video surveillance system; and
- a secure product display.

Premises requirements include:

- a sales area;
- a separate entrance/exit;
- product receiving capability;
- secure storage room and display for cannabis and accessories (see Section 3.3); and
- no access from any area of the premises to another business.

It is prohibited to have visibility into the store from the outside.

Drive-through windows are prohibited.

A retail cannabis store cannot undertake major structural changes or be relocated without the prior approval of the AGLC.

The licensee must have the legal right to occupy and control the facility or premises in which it is located.

The primary sales of a retail cannabis store must be cannabis product sales.

STORE HOURS

Store hours may not open earlier than 10 a.m. or later than 2 a.m.

STORE NAMES AND SIGNS

Policies

- Each retail cannabis store must have a distinct business name, approved by the AGLC, reflecting the nature of the business, and is not registered by another business interest.
- Use of the term "Alberta" or "AGLC" is prohibited in a store name.

- The business name is to be prominently displayed in signage at all public access points of the retail cannabis store.
- Signage and contents must comply with all federal, provincial and municipal requirements.
- Signage must be in good taste and not depict a lifestyle, endorsement, person, character or animal.
- Signage may not promote intoxication. Terms and images such as, but not limited to, “chronic,” “stoned” or “high” are not permitted.
- Signage that claims beneficial health effects, or makes a statement regarding increased potency or concentration are not permitted.
- Sign(s) or identification may not include graphics which:
 - appeal to minors;
 - show the use of cannabis;
 - display intoxication;
 - display or identify a cannabis product or accessory;
 - display a price or indicate a price advantage; or
 - display any sporting or cultural event or activity.

WHERE WILL CANNABIS BE ABLE TO BE CONSUMED IN THE VILLAGE OF NAMPA?

The province is proposing to allow for consumption in cannabis in homes as well as, some public areas where smoking tobacco is allowed. Consumption of both tobacco and cannabis will be restricted in areas frequented by children, hospitals and schools. Consumption of cannabis will also be banned in vehicles.

WILL ADVERTISING BE ALLOWED?

The federal government has proposed strict rules about advertising, labelling and packaging cannabis. Restrictions on cannabis advertising and packaging will generally mirror what is in place for tobacco.

WILL THE SALE OF EDIBLES BE ALLOWED?

The federal government intends to allow for the sale of edible products. However, until further information is gathered the sale edible cannabis products will not be legal.

WILL RESIDENTS OF THE VILLAGE OF NAMPA BE ALLOWED TO GROW THEIR OWN CANNABIS?

Each resident will be allowed to grow up to four (4) cannabis plants with a maximum height of 100 cm.

FOR MORE INFORMATION CONTACT

Village of Nampa
 9810 100 Street, Box 69
 Nampa, AB T0H 2R0
 780-322-3852
office@nampa.ca

Or

Mackenzie Municipal Services Agency
 5109 51 Street, Box 450
 Berwyn, AB T0H 0E0

780-338-3862
info@mmsa.ca

Legalization of Cannabis and Land Use Survey

Prior to completing this survey, please read the Village of Nampa FAQ.

1. Are you a resident of the Village of Nampa?
 - ☐ Yes
 - ☐ NoIf no, please specify in which municipality you live: _____.
2. The Province of Alberta has placed 100 metre minimum separation distance restrictions on cannabis retail stores from a school, provincial health care facility, and a parcel of land designated as a school reserve.

Do you think the setback should be increased?

- ☐ No, 100 metres are enough.
 - ☐ Yes, but only a little bit
 - ☐ Yes, a lot.
 - ☐ Other _____.
3. Should a minimum setback distance also apply to other types of uses?
 - ☐ Yes
 - ☐ NoIf yes, please specify what other types of uses or places you would apply the setback to:
 4. Do you think there should be a separation distance requirement between liquor stores and cannabis retail stores?
 - ☐ Yes
 - ☐ No
 5. Where should a cannabis retail store be located? (check all that apply)
 - ☐ Downtown commercial areas
 - ☐ Highway commercial areas
 - ☐ Neighbourhood commercial areas
 - ☐ Industrial areas
 - ☐ Other:
 6. Is a residential dwelling located above a retail cannabis store in a mixed-use district a problem?
 - ☐ Yes, major problem
 - ☐ Yes, if smell impacts living space
 - ☐ No

7. Should the municipality set shorter or longer limits on store hours than the AGLC regulations?
(the AGLC limits store hours to between 10 am and 2 am)?

- ☐ Yes, shorter store hours
- ☐ Yes, longer store hours
- ☐ No, keep the same hours

If yes, to what?

Request for Decision (RFD)
Council Meeting March 27, 2018

Topic:

NORTHERN HEAT Conference 2018 in Peace River on May 2-5, 2018

Background:

The Peace River Fire Chiefs are holding their annual Northern HEAT conference this year on May 2-5, 2018 in Peace River. Officers and firefighters from across northern Alberta attend this event. Last year 6 firefighters from the Village of Nampa Fire Dept. attended this event, and the Village paid their entrance fees in the amount of \$1200.00. There will be 6 firefighters from the Village of Nampa Fire Dept. who will be attending this event again this year, costs this year for attendance fees are \$1475.00.

Administration Recommendation:

For discussion

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL

Chief Administrative Officer: Dianne Roshuk

Date: March 27, 2018



Peace Regional Fire Chiefs
PO Box 6600 STN Main
Peace River, AB, T8S 1S4
Ph: (780)821-4016
Email: rschmidt@highlevel.ca
Website : firefightingincanada.com/NorthernHeat

March 21, 2018

To Municipal Chief Administrative Officers

Re: 2018 Northern HEAT Conference

Dear Sir or Madam:

For the past twenty years, the Peace Regional Fire Chiefs (PRFC) have held an annual conference well attended by officers and firefighters alike from across our northern Alberta region. Our goal is to provide the best possible training at a very respectable cost. Sessions and field training are pertinent to our regional firefighters and provide them with additional knowledge and expertise to use while providing needed protection in their own communities.

In recent years, the PRFC have expanded the annual conference to include some of North America's leading fire service experts to provide training that is normally inaccessible to our northern fire departments. Some of this year's conference highlights include:

- Live Fire Training Tour provided by Draeger Safety Systems - Training includes firefighter confidence training, flashover simulation, multi-level interior fire attack techniques, vehicle fires and LPG fires under controlled conditions. These events are hosted at the Peace River Fire Department's Training Grounds and are instructed in part by some of our own regional highly trained fire instructors.
- Engine Company Operations – A two day training seminar where firefighters can learn and practice skills such hydrant hooks, hose handling, advancing hoselines, search techniques and SCBA. These critical firefighting skills will be instructed by Engine House Training, LLC; led by Gary Graf from the State of Missouri.
- Frank Viscuso – Frank Viscuso is a 23 year veteran of the fire service from Kearny, New Jersey. Chief Viscuso covers topics on leadership, officer development and team building. He will be teaching two classroom sessions over two days. These topics will be Step Up Your Teamwork and Step Up and Lead.
- John Mittendorf – John Mittendorf is a 30 year veteran of the Los Angeles City Fire Department until his retirement in 1993. Chief Mittendorf covers topics on strategy and tactics, truck company operations, ventilation operations and Fire Officer. He will be teaching two classroom sessions over two days. These topics will be Ten Commandments of Truck Ops without a Truck and The Art of Reading Buildings.

Please ensure that your firefighters and officers attend this conference, as it is sure to contain some of the best training in Northwest Alberta. Attendance by your firefighters is not only beneficial to them but will also guarantee the success and continuation of this event.



NORTHERN H.E.A.T. 2018
PEACE RIVER, ALBERTA MAY 2-5



Peace Regional Fire Chiefs
PO Box 6600 STN Main
Peace River, AB, T8S 1S4
Ph: (780)821-4016
Email: rschmidt@highlevel.ca
Website : firefightingincanada.com/NorthernHeat

As you can see, a huge amount of resources are required to put on this Fire Conference, from hundreds of hours donated by people to the financial support provided by both municipalities and industry alike. In the past, organizations such as yours have been the key to our success whether through capital fundraising or goods in kind. Naturally, you recognize that our fire conference provides us with the opportunity to promote and encourage the provision of adequate fire protection and fire prevention service in all areas of Northern Alberta. We are asking for your support in the form of a monetary donation to the Peace Regional Fire Chiefs. Recognition for your contribution will be categorized as follows:

Chief sponsors: (for \$5,000 +) : Website Ad, On-site (posters) Ad, placement of 1 item (supplied by sponsor) in delegate package, full page Ad in delegate booklet, & Honorable mention during ceremonies.

Deputy Chief sponsors: (for \$2,500 - \$4,999.99): Website Ad, On-site (posters) Ad, Delegate package Ad (logo) & Honorable mention during ceremonies.

Captain sponsors: (for \$1,000.00 - \$2,499.99): Website Ad, On-site (posters) Ad, Delegate package Ad (logo)

Lieutenant sponsors: (for \$200.00 - \$999.99): On-Site (posters), Delegate package (business name printed).

ANY DONATION BIG OR SMALL WOULD BE GREATLY APPRECIATED

Shall you have any questions regarding this event, please feel free to call or email me at the following:

Phone: (780)821-4016
Email: rschmidt@highlevel.ca

Thank you for your continued support.

Sincerely,

Rodney Schmidt
President
Peace Regional Fire Chiefs

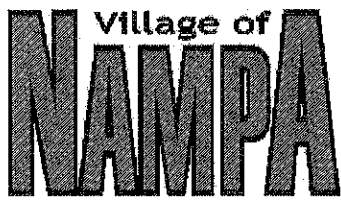
Fire Chief and Director of Protective Services
Town of High Level



NORTHERN H.E.A.T. 2018
PEACE RIVER, ALBERTA MAY 2-5



6. REPORTS



VILLAGE OF NAMPA

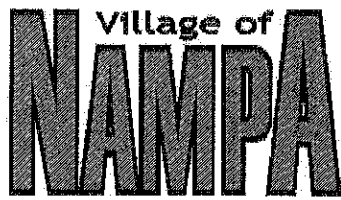
Cheque Listing For Council

February 15, 2018 - March 22, 2018

6-1a

Cheque

Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20180073	2018-02-15	ATCO ELECTRIC	1015 Feb 18	PAYMENT STREET LIGHTS	20.33	20.33
20180074	2018-02-15	DIRECT ENERGY	5476 FEB 18	PAYMENT 97TH STREET LIGHTS	220.16	220.16
20180075	2018-02-15	TELUS COMMUNICATIONS INC.	0091 FEB 18 4468 FEB 18 4642 FEB 18 7953 FEB 18 9885 FEB 18	PAYMENT MUSEUM TELEPHONE PUBLIC WORKS TELEPHONE OFFICE TELEPHONE FIRE DEPARTMENT TELEPHONE OFFICE FAX LINE	105.53 115.51 201.20 95.03 95.54	612.81
20180076	2018-02-22	DIRECT ENERGY	0371 FEB 18 6189 FEB 18 6577 FEB 18 6932 FEB 18 7641 FEB 18 7960 FEB 18	PAYMENT ELECTRICITY OLD OFFICE ELECTRICITY FIRE HALL ELECTRICITY TENNIS CRTS ELECTRICITY SEWER LIFT ELECTRICITY BALL DIAMONDS ELECTRICITY CIVIC CENTER	129.90 290.06 88.56 385.53 21.18 1,414.31	2,329.54
20180077	2018-02-22	TELUS MOBILITY INC.	2734 FEB 18 9618 FEB 18	PAYMENT PW CELL PHONE CAO CELL PHONE	78.11 99.16	177.27
20180078	2018-02-23	ALBERTA ASSOCIATION OF MUNICIPAL	065098 67338	PAYMENT CASE OF PAPER FUEL	62.90 2,931.40	2,994.30
20180079	2018-02-23	ALBERTA ONE CALL CORP.	139038	PAYMENT ALBERTA ONE CALL MTHLY FEE	18.90	18.90
20180080	2018-02-23	ALFRED, MELANIE	FEB 18	PAYMENT MTHLY JANITORIAL SERVICES	287.50	287.50
20180081	2018-02-23	BULFORD, QUINTON	FEB 18	PAYMENT COUNCILLOR HONORARIUM	600.00	600.00
20180082	2018-02-23	BUTZ, CLYNTON	FEB 18 FEB 2018	PAYMENT MILEAGE COUNCILLOR COUNCILLOR HONORARIUM	242.00 850.00	1,092.00
20180083	2018-02-23	CANADIAN LINEN AND UNIFORM	4877 4877 VON 92997 MUSEUM 92997 VON	PAYMENT MUSEUM MTHLY PORTION MAT I MTHLY MAT RENTAL FEE VON MTHLY MAT RENTAL MUSEUM PO MONTHLY MAT RENTAL	83.80 51.07 83.80 51.07	269.74
20180084	2018-02-23	CROWLEY, MARY	FEB 18	PAYMENT JANITORIAL SERVICES MUSEUM	375.00	375.00
20180085	2018-02-23	MATIASIEWICH, EVAN	FEB 18	PAYMENT MTHLY HONORARIUM	525.00	525.00
20180086	2018-02-23	MUNICIPAL INFORMATION SYSTEMS	20171946	PAYMENT MONTHLY SUPPORT	559.50	559.50
20180087	2018-02-23	NAMPA MINOR HOCKEY	FEB 2018	PAYMENT DONATION COUNCIL GOODWILL	1,500.00	1,500.00
20180088	2018-02-23	NORTHERN SUNRISE COUNTY	8693 8693 -	PAYMENT WTP LOAN WTP LOAN INTEREST	50,000.00 14,619.18	64,619.18
20180089	2018-02-23	NOVAK, CHERYL	FEB 18 FEB 2018	PAYMENT COUNCIL MILEAGE COUNCILLOR HONORARIUM	28.00 675.00	703.00
20180090	2018-02-23	PEACE REGIONAL WASTE MANAGEMENT COMI	19094 19095	PAYMENT TRANSFER STATION TIPPING FEES	140.00 348.38	488.38



VILLAGE OF NAMPA

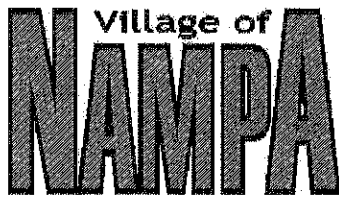
Page 2 of 4

Cheque Listing For Council

2018-Mar-23
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Cheque

Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20180091	2018-02-23	POSTMEDIA		PAYMENT		367.72
			1747328	ADVERTISING FOR PW FOREMA	183.86	
			WD01954067	PUBLIC WORKS JOB AD	183.86	
20180092	2018-02-23	RCMP ADVISORY COMMITTEE		PAYMENT		250.00
			FEB 2018	DONATION TO P.A.R.T.Y PROGR/	250.00	
20180093	2018-02-23	SKRLIK, PERRY		PAYMENT		575.00
			FEB 18	MTHLY HONORARIUM	575.00	
20180094	2018-02-23	ATB FINANCIAL MASTERCARD		PAYMENT		715.64
			FEB 2	MTHLY WEB PAGE FEE	5.06	
			FEB 9	FUEL	170.30	
			JAN 19	PRINTER FOR MUSEUM	246.74	
			JAN 22	COFFEE SUPPLIES	39.69	
			JAN 22 2018	TRAINING MUSEUM	200.00	
			JAN 25	CLEANNING SUPPLIES PW	53.95	
20180095	2018-02-26	DIRECT ENERGY		PAYMENT		2,517.54
			7971 Feb 2018	STREET LIGHTS ELECTRICITY	2,517.54	
20180096	2018-02-27	GIRARD, CAMILLE				
20180097	2018-02-27	Roshuk, Dianne G				
20180098	2018-02-27	MATIASIEWICH, SHIRLEY A				
20180099	2018-02-27	SURMAN, STEVE C				
20180100	2018-02-27	BOUCHARD, GISELE				
20180101	2018-03-01	LOCAL AUTHORITIES PENSION PLAN		PAYMENT		3,512.76
			201802	LAPP DEDUCTIONS FEB 2018	3,512.76	
20180103	2018-03-01	RECEIVER GENERAL - PAYROLL		PAYMENT		6,791.51
			201802	DEDUCTIONS FEB 2018	6,791.51	
20180104	2018-03-02	DANILCHENKO, MARIIA		PAYMENT		102.80
			201803021	CREDIT BALANCE PAID	102.80	
20180105	2018-03-05	NAMPA AUTO & FARM SUPPLY		PAYMENT		1,030.57
			154991	SEALS FOR GRADER - REPAIRS	309.05	
			155136	REPAIRS BACK HOE - ALT, CORE	273.51	
			155190	ABSORBENT 0.8PI CUBE 9.0	28.75	
			155259	2 1/2 TON JACK FOR SHOP	286.69	
			Feb 24-18	MISC - NOZZLE FOR GAS TANK,	132.57	
20180106	2018-03-08	ALBERTA ASSOCIATION OF MUNICIPAL		PAYMENT		156.08
			056121	TONER, PENS, PAPER	156.08	
20180107	2018-03-08	BOARD OF TRUSTEES		PAYMENT		4,588.01
			MARCH 2018	MARCH31, 2018 REQ PAYMENT	4,588.01	
20180108	2018-03-08	CANADIAN LINEN AND UNIFORM		PAYMENT		251.22
			17832	MONTHLY MAT RENTAL	83.80	
			17832 March 18	MONTHLY MAT RENTAL	51.07	
			34778	PAPER TOWEL/TOLIET PAPER	116.35	
20180109	2018-03-08	CANADIAN TIRE		PAYMENT		146.99
			60919	SECURITY CAMERA PW	146.99	
20180110	2018-03-08	Fire & Medical Training Consultants		PAYMENT		210.00
			VON18-01	FIRST AID TRAINING FOR STAFF	210.00	
20180111	2018-03-08	GOVERNMENT OF ALBERTA, LAND TITLES		PAYMENT		5.00
			MARCH 2018	DRR F0890B9	5.00	
20180112	2018-03-08	HOME HARDWARE		PAYMENT		12.26
			899042	FLOOR ADHESIVE	12.26	
20180113	2018-03-08	IWANTWIRELESS CA LTD		PAYMENT		52.45
			43329 Museum	INTERNET - NAMPA MUSEUM MA	52.45	
20180114	2018-03-08	LINDE CANADA C3199		PAYMENT		263.60



VILLAGE OF NAMPA

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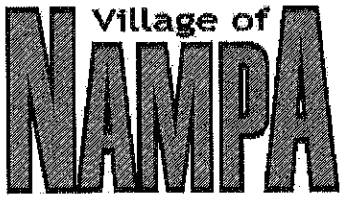
Cheque Listing For Council

2018-Mar-23

9:14:36AM

Cheque

Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20180114	2018-03-08	LINDE CANADA C3199	58030698	YRLY RENTAL OF QXYGEN & ACI	263.60	263.60
20180115	2018-03-08	Matiasiewicz, Shirley	March 2018	PAYMENT TRAVEL STAFF	42.00	42.00
20180116	2018-03-08	NORTH PEACE HOUSING FOUNDATION	1st qtr 2018	PAYMENT NPHF 1ST QTR REQ MARCH 201	5,391.39	5,391.39
20180117	2018-03-08	NORTHERN SUNRISE COUNTY	8719	PAYMENT GARBAGE PICKUP JAN & FEB 20	4,000.00	4,000.00
20180118	2018-03-08	PEACE REGIONAL VICTIMS SERVICES	2018	PAYMENT 2018 ANNUAL REQUEST CONTRI	746.00	746.00
20180119	2018-03-08	POSTMEDIA	WD01959469 WD01961998 WD01962071	PAYMENT JOB POSTINFG PW FOREMAN ADVERTISING PW FOREMAN FAI PW FOREMAN ADVERTISE RECC	183.86 183.86 183.86	551.58
20180120	2018-03-08	SHELLEY'S STATIONERY	March 1 2018	PAYMENT POSTAGE STAMPS	267.75	267.75
20180121	2018-03-09	GIRARD, CAMILLE				
20180122	2018-03-09	Roshuk, Dianne G				
20180123	2018-03-09	SURMAN, STEVE C				
20180124	2018-03-09	DIRECT ENERGY	2223 MARCH 18 6793 MARCH 18 7130 MARCH 18 8666 MARCH 20	PAYMENT GAS CIVIC CENTER GAS OLD OFFICE GAS SEWER LIFT GAS FIRE HALL	1,338.99 219.70 134.64 677.90	2,371.23
20180125	2018-03-09	TELUS COMMUNICATIONS INC.	4468 MARCH 18 4642 MARCH 18 7953 MARCH 18 9885 MARCH 18	PAYMENT PW TELEPHONE OFFICE TELEPHONE FIRE HALL TELEPHONE FAX LINE	115.51 200.82 95.03 95.16	506.52
20180126	2018-03-15	DIRECT ENERGY	5476 MARCH 18	PAYMENT 97TH STREET LIGHTS	185.28	185.28
20180127	2018-03-15	TELUS COMMUNICATIONS INC.	0918 MARCH 18	PAYMENT TELEPHONE - MUSUEM	105.53	105.53
20180128	2018-03-15	TELUS MOBILITY INC.	2734 MARCH 18	PAYMENT PW CELL PHONE	78.90	78.90
20180129	2018-03-22	CANADIAN LINEN AND UNIFORM	3866 MARCH 18 3866 MUSEUM	PAYMENT MONTHLY MAT RENTAL MONTHLY MAT RENTAL	83.54 80.36	163.90
20180130	2018-03-22	CANADIAN TIRE	11160983	PAYMENT HOOKS/WIRE	37.82	37.82
20180131	2018-03-22	GOVERNMENT OF ALBERTA	S087720	PAYMENT BINDER UPDATE LOCAL GOVNT	61.90	61.90
20180132	2018-03-22	NEW WATER LTD.	0128	PAYMENT PARTNER BILLING JAN & FEB/18	21,730.53	21,730.53
20180133	2018-03-22	PEACE REGION ECONOMIC DEVELOPMENT ALL	292	PAYMENT PREDA MEMBERSHIP	291.20	291.20
20180134	2018-03-22	PEACE REGIONAL WASTE MANAGEMENT COMI	19155 19156	PAYMENT NAMPA TRANSFER STATION TIPPING FEES FEB 18	72.32 204.16	276.48
20180135	2018-03-22	POSTMEDIA	1964693	PAYMENT PW FOREMAN AD FAIRVIEW	183.86	183.86
20180136	2018-03-22	RECEIVER GENERAL - PAYROLL	March 2018	PAYMENT 2017 CPP OWED	95.58	95.58



VILLAGE OF NAMPA

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Cheque Listing For Council

2018-Mar-23
9:14:36AM

Cheque

Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20180137	2018-03-22	SMOKEY RIVER EXPRESS	054725	PAYMENT PW FOREMAN AD	261.45	261.45
20180138	2018-03-22	VITAL EFFECT INC	3599	PAYMENT MTHLY WEB HOSTING	40.95	40.95

Total 152,400.35

*** End of Report ***



Chief Administrative Officer Report

6.2

February 21, 2018 – March 27, 2018

March 2 - Webinar on Municipal role in Licensing Cannabis Retailers - Overview on the application process and requirements for provincially issued retail cannabis store licenses.

March 12 - 19 - Vacation days

March 27 - Regular council meeting

March 28 - ICF Meeting with NSC

Cam and I will be shortlisting the resumes that we received for PW foreman position and setting interview times.

Tax Arrears List has been sent to Land Titles, due March 31 of each year, there is a property in the Village that will be coming up for tax sale this year.

PUBLIC WORKS REPORT FOR FEBRUARY 2018

- Checked sewer pump house every day
- Did month end billing and report
- Plowed snow
- Got front tire and rim replaced on grader
- Got water meter readings
- Cleaned around fire hydrants
- Took garbage to dump once a week
- Cleaned driveways
- Replaced one water meter (froze)
- Checked water meter for leak (was leaky toilet)
- Replaced gas tank nozzle twice (someone broke it and stole gas)(reported to police)
- Took fire pit and wood to arena for Family day
- Turned water on and some off at a few residents
- Replaced alternator in backhoe
- Cleaned snow out of ditches for spring runoff
- Cleaned gutters on some streets



6.4

Councillor Reports

March 2017

Mayor Skrlik

Deputy Mayor Butz

Councillor Novak

Councillor Bulford

Councillor Matiasiewicz

2018 APRIL

6.5 Council Calendar

SUNDAY

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
01	02 CLOSED	03	04	05	06	07
08	09	10 Budget Mtg 7 p.m.	11 Budget Mtg 7p.m.	12	13	14
15	16	17 Regular Council Meeting	18	19	20 NPHF Stakeholder Info Session 11 a.m. Sawridge in PR	21
22	23	24	25	26	27	28
29	30	01	02	03	04	05
06	07	08	09	10	11	12

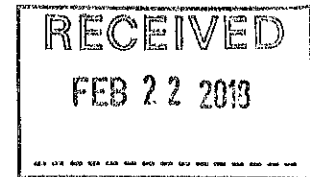


7. CORRESPONDENCE

TOO FAR. TOO FAST.

January 10th, 2018

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



Dear Mayor Skrlik;

We are writing to you as health and safety experts to consider passing a motion to prevent the opening of legalized cannabis stores in your community in the interest of protecting public safety and young people.

The federal government's cannabis legalization aggressive commercialization agenda has fallen short on ensuring that our youth, road users and communities are protected from the hazards of legal marijuana consumption. In turn, provincial regulatory frameworks to sell and distribute cannabis have been hastily set up according to the federal government's rushed process, which has resulted in further health and safety deficiencies and a patchwork of inconsistent rules across the country. The bottom line is that cannabis legalization and commercialization is going too far, too fast and public health and safety will pay the price.

We stand with public health experts, healthcare professionals, community leaders, parents and law enforcement who have raised important concerns about the federal legalization scheme, but have been ignored thus far. Ultimately, communities such as yours will have to contend with the negative impact brought on by rushed legalization and commercialization: more drug-impaired driving; easier access to cannabis for youth; increased strain on mental health services and counseling; higher costs for enforcement of new laws and regulations with vague promises of new resources (but no guarantee that the black market will fade); and evolving challenges to manage the consumption of a new product that is toxic, addictive and dangerous.

Please consider debating a motion such as the one passed unanimously by the Council of the Town of Richmond Hill, which declares the Town is not willing to host a legal cannabis outlet: <https://pub-richmondhill.escrimemeetings.com/Meeting?Id=b5b08598-6cae-43eb-bcb4-d84c5434a064&Agenda=Agenda&lang=English#21>

www.toofartoofastcanada.com
2f2fcanada@gmail.com
2595 Skymark Ave, Mississauga, ON L4W 4L5

TIRF

MARIJUANA USE AMONG DRIVERS IN CANADA, 2000-2014

Traffic Injury Research Foundation, December 2017

Introduction

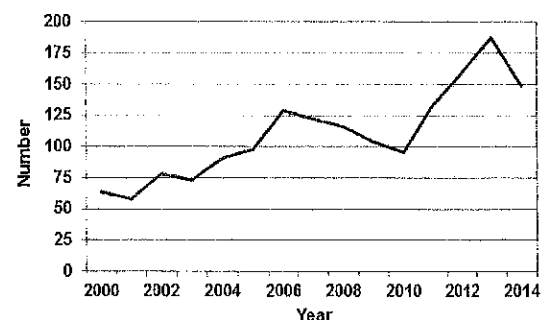
Public concern about drug-impaired driving in general and marijuana-impaired driving in particular has increased in recent years. Marijuana studies have shown that the psychoactive chemical delta-9-tetrahydrocannabinol (or THC) enters the user's bloodstream and brain immediately after smoking or consuming marijuana, and has impairing effects. In addition, research on drivers in fatal crashes has shown that THC-positive drivers are more than twice as likely to crash as THC-free drivers (Grondel 2016). There is also evidence from surveys of Canadian drivers suggesting that the prevalence of marijuana use is greater among 16-19 year old drivers than drivers in other age groups (Robertson et al. 2017).

In light of this concern, this fact sheet, sponsored by State Farm, examines the role of marijuana in collisions involving fatally injured drivers in Canada between 2000 and 2014. Data from TIRF's National Fatality Database were used to prepare this fact sheet which explores trends in the use of marijuana among fatally injured drivers, and the characteristics of these drivers.¹ Other topics that are examined include the presence of different categories of drugs among fatally injured drivers in different age groups, and the combined presence of marijuana and alcohol among this population of drivers.

Trends in marijuana use among fatally injured drivers

The number of fatally injured drivers who tested positive for marijuana from 2000 to 2014 is displayed in Figure 1. In 2000, 64 fatally injured drivers tested positive for marijuana. This number increased to 129 in 2006, decreased to 96 in 2010, and reached a higher peak at 188 in 2013 before decreasing to 149 in 2014. Since a much smaller percentage of drivers (37.0% to 62.1%) that were killed in road crashes were tested for drugs between 2000 and 2010, as compared to a much larger percentage (73.9% to 82.9%)

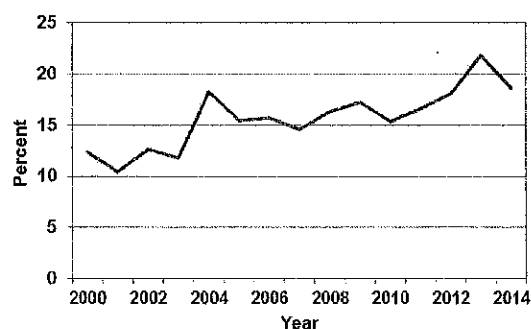
Figure 1: Number of fatally injured drivers who tested positive for marijuana: Canada, 2000-2014



that were tested between 2011 and 2014, these results should be interpreted with caution. A much larger absolute number of drivers were tested for marijuana during this latter period, thus, it would be expected that from 2011 to 2014, the absolute number of fatally injured drivers who tested positive for marijuana would be larger than during the earlier period.

An analysis of trends related to the percentage of marijuana-positive drivers among all fatally injured drivers who were tested for the presence of drugs was also conducted. Figure 2 shows the percentage of fatally injured drivers in this group that tested positive for marijuana. Among those drivers tested for drugs, 12.4% of fatally injured drivers were positive for marijuana in 2000. This percentage decreased to 10.4% in 2001, and gradually rose to its highest level in 2013 (21.9%) before declining in 2014 to 18.6%.

Figure 2: Percentage of fatally injured drivers who tested positive for marijuana: Canada, 2000-2014



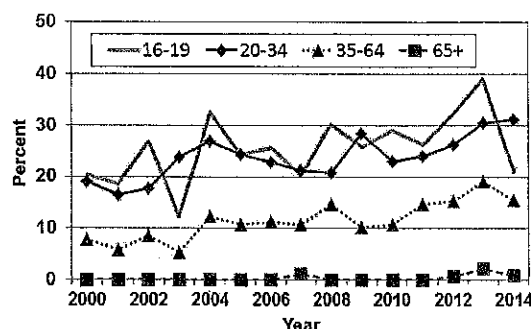
Characteristics of fatally injured drivers testing positive for marijuana

In this section, demographic factors were analyzed to determine their role in marijuana-related driver fatalities from 2000 to 2014. Fatally injured drivers that tested positive for marijuana were examined according to the age and sex of drivers. These results were further compared to data regarding the presence of alcohol use among fatally injured drivers.

The percentage of fatally injured drivers in each age group who tested positive for marijuana from 2000-2014 is shown in Figure 3. Drivers were grouped according to the following age categories: 16-19 years, 20-34 years, 35-64 years, and 65 years and older. The percentage of fatally injured 16-19 year old drivers that tested positive for marijuana

generally decreased from 2000 (20.4%) to its lowest level in 2003 (12.1%), but then gradually rose to its highest level in 2013 (39.1%) before decreasing to 21.1% in 2014.

Figure 3: Percentage of fatally injured drivers testing positive for marijuana by age group: Canada, 2000-2014

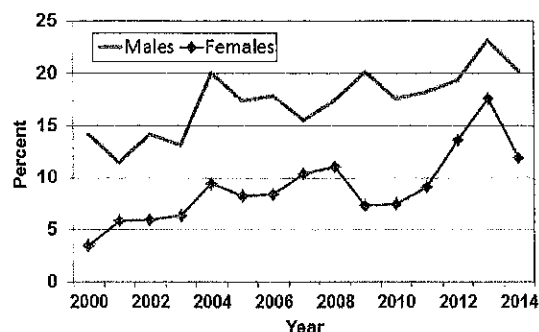


The proportion of fatally injured drivers aged 20-34 years that tested positive for marijuana generally increased from 2000 (19.0%) to its highest level in 2014 (31.3%). Similarly, there has been a general increase in the percentage of fatally injured 35-64 year old drivers who tested positive for marijuana between 2000 (7.8%) and 2014 (15.5%). In sharp contrast, throughout this 15-year period, a very small percentage of fatally injured drivers aged 65 and older tested positive for marijuana (ranging from 0.0% to 2.3%).

The percentage of male and female fatally injured drivers who tested positive for marijuana from 2000 to 2014 is compared in Figure 4. Throughout this 15-year period, males were more likely than females to test positive for marijuana. Among fatally injured male drivers, the percentage of drivers who tested positive for marijuana generally increased from 2000 (14.2%) to its highest level in 2013 (23.2%), before decreasing in 2014 (20.2%). Similarly, the percentage of fatally injured female drivers who tested positive for marijuana increased between 2000 (3.5%) and 2013 (17.6%), before decreasing in 2014 to 11.9%. Although there was a decrease from 2013 to 2014 in the percentage of male and female fatally injured drivers who tested positive for marijuana, the decrease among female drivers appears to be more pronounced.

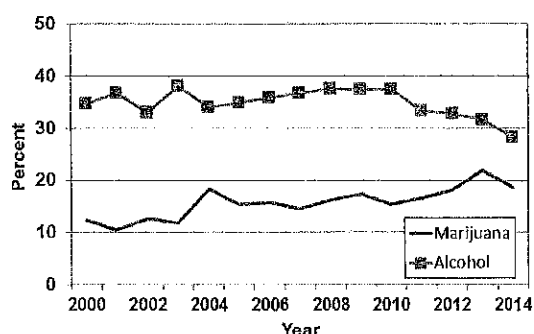


Figure 4: Percentage of fatally injured drivers testing positive for marijuana by sex: Canada, 2000-2014



Trends in marijuana use and alcohol use among fatally injured drivers are compared in Figure 5; it shows the percentage of fatally injured drivers that tested positive for each of these substances between 2000 and 2014. A larger percentage of fatally injured drivers tested positive for alcohol as compared to marijuana during this 15-year period. In 2000, more than one-third (34.8%) of fatally injured drivers tested positive for alcohol compared to just 12.4% who tested positive for marijuana. However, from 2010 to 2013, the percentage of fatally injured drivers who tested positive for alcohol consistently decreased (from 37.6% to 31.6%), while the percentage of those drivers who tested positive for marijuana increased (from 15.4% to 21.9%). By 2014, the percentages of fatally injured drivers who tested positive for alcohol (28.4%) and marijuana (18.6%) had both declined.

Figure 5: Percentage of fatally injured drivers testing positive for marijuana and for alcohol: Canada, 2000-2014



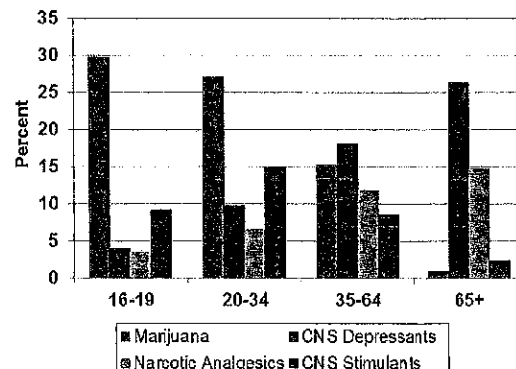
Marijuana and other types of drugs used by fatally injured drivers by age group

Drugs are categorized according to the Drug Evaluation Classification (DEC) program which has been adopted by police services throughout North America. This classification system is based upon common signs and symptoms associated with the presence of different types of drugs (Jonah 2012). The seven drug categories are:

- > cannabis (marijuana);
- > central nervous system depressants (e.g., benzodiazepines and antihistamines);
- > central nervous system stimulants (e.g., cocaine, amphetamines, and ecstasy);
- > hallucinogens (e.g., LSD, magic mushrooms);
- > dissociative anesthetics (e.g., ketamine and phencyclidine);
- > narcotic analgesics (e.g., morphine, fentanyl, heroin, codeine, oxycodone); and,
- > inhalants (e.g., toluene, gasoline, cleaning solvents).

The percentage of fatally injured drivers in each age group who tested positive for each drug type during a five-year (2010-2014) period is presented in Figure 6. The drug types shown are marijuana, CNS depressants, CNS stimulants and narcotic analgesics. Less than 2.0% of fatally injured drivers tested positive for dissociative anesthetics, hallucinogens, and inhalants, hence, data related to these drug categories are not shown.

Figure 6: Percentage of fatally injured drivers testing positive for different categories of drugs by age group: Canada, 2010-2014



Marijuana was the drug most commonly detected among 16-19 and 20-34 year old drivers (29.8% and 27.2%, respectively). The prevalence of marijuana among fatally injured 16-19 year old drivers is similar to levels that were reported in previous analyses of fatally injured drivers (TIRF 2014). This finding is also consistent with an online survey of Canadian drivers that showed marijuana use was more prevalent among 16-19 year old drivers (6.1%) as compared to drivers aged 25-44 years (2.8%), 46-64 years (0.9%), and over age 65 (0.1%) between 2002 and 2015 (Robertson et al. 2017). Less than 1.0% of fatally injured drivers aged 65 years and older tested positive for marijuana.

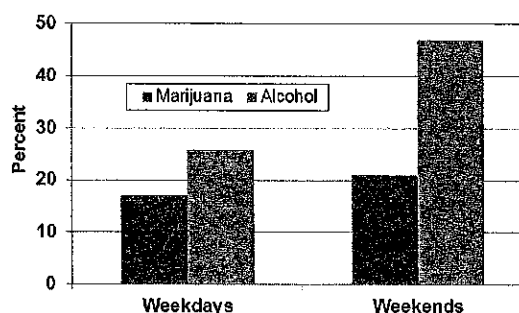
CNS depressants were the type of drug most commonly found among fatally injured drivers aged 35-64 and 65 and older (18.1% and 26.3% respectively). Drivers aged 20-34 were the most likely to test positive for CNS stimulants (15.0%), and narcotic analgesics were most commonly found among fatally injured drivers aged 65 and older (14.6%).

Characteristics of collisions involving drivers testing positive for marijuana and alcohol

Patterns of marijuana use and alcohol use among fatally injured drivers were compared during a five-year period (2010-2014). Characteristics that were examined included the type of day (weekdays versus weekends) and hours of day that collisions occurred. Weekday collisions were defined as those which occurred between 6:00 p.m. on Sunday to 5:59 p.m. on Friday whereas weekend collisions are defined as those which occurred between 6:00 p.m. on Friday to 5:59 p.m. on Sunday.

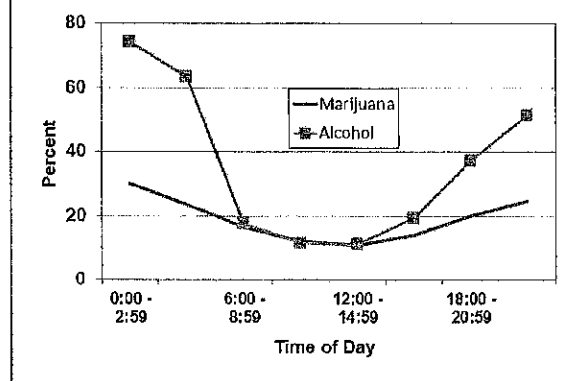
Figure 7 compares drivers killed in weekday versus weekend crashes from 2010 to 2014 and the percentages that were positive for marijuana and alcohol. Drivers that died in weekend crashes (20.9%) were slightly more likely to test positive for marijuana than those who died in weekday crashes (17.0%). There was a more pronounced difference in terms of the presence of alcohol with almost half (45.8%) of fatally injured drivers in weekend crashes who tested positive compared to approximately one-quarter (25.8%) of drivers killed in weekday crashes.

Figure 7: Percentage of fatally injured drivers in weekend and weekday crashes who tested positive for marijuana and alcohol: Canada, 2010-2014



An analysis was also performed to identify any variations based upon the time that collisions occurred in relation to the percentage of fatally injured drivers who tested positive for marijuana versus alcohol between 2010 and 2014. The results are presented in Figure 8. Collision times were divided into three-hour increments on a 24-hour scale. The largest percentage of drivers who tested positive for marijuana and who tested positive for alcohol were involved in collisions which occurred between midnight and 2:59. An almost identical proportion of drivers tested positive for marijuana and alcohol for the three time periods between 6:00 and 14:59. After this time of day, there was an increase in the percentage of both drivers who tested positive for marijuana and those who tested positive for alcohol until 23:59. Although there was a greater likelihood that drivers tested positive for both substances in collisions that occurred between midnight and 2:59, a larger percentage of drivers tested positive for alcohol (74.3%) than for marijuana (30.0%). For collisions which occurred just prior to midnight (21:00 to 23:59), more than half of drivers were positive for alcohol (51.6%) compared to 24.8% who tested positive for marijuana.

Figure 8: Percentage of fatally injured drivers who tested positive for marijuana and alcohol by time of day: Canada, 2010-2014



Conclusions

In the past 15 years, there has been a steady increase in the percentage of fatally injured drivers in Canada who tested positive for marijuana. Generally speaking, drivers aged 16-19 years were the age group of fatally injured drivers who were most likely to test positive for marijuana. However, in 2014, a larger percentage of fatally injured drivers aged 20-34 years tested positive. Continued monitoring is required to determine whether the presence of marijuana in fatally injured drivers aged 20-34 remains higher as compared to the prevalence in younger drivers aged 16-19.

Trends in the percentage of male and female fatally injured drivers who tested positive for marijuana from 2000 to 2014 were similar in terms of annual increases and decreases. However, throughout this 15-year period, males were twice as likely as females to test positive for marijuana. While driver sex may explain differences in the magnitude of marijuana use among fatally injured drivers, it does not appear to account for differences in trends.

Between 2000 and 2014, a larger percentage of fatally injured drivers tested positive for alcohol than for marijuana. There was a four-year period (2010-2013) during which the percentage of alcohol-positive drivers decreased while the percentage of marijuana-positive drivers increased. Trends in the prevalence of these substances among fatally injured drivers warrant further attention.

Almost one-third of fatally injured drivers aged 16-19 tested positive for marijuana which is comparable to data reported previously. Notably,

the percentage of drivers aged 20-34 years who tested positive was almost as large. This suggests that education programs that have been developed to reduce marijuana use among 16-19 year old drivers may also be appropriate to address marijuana-impaired driving among this older age group. Conversely, fatally injured drivers aged 35-64, and aged 65 and older were more likely to test positive for CNS depressants and narcotic analgesics. Although programs to reduce marijuana use among older age drivers do not appear necessary at this time, continued monitoring of trends is needed to track whether the prevalence of marijuana use will increase across age categories. Furthermore, a 'one size fits all' approach to reduce any kind of drug-impaired driving among all age groups may not resonate equally throughout the driving population.

Similar to alcohol, a larger percentage of drivers tested positive for marijuana on weekends as opposed to weekdays and at night as opposed to daytime. However, it should be noted that the differences were less pronounced for drivers who tested positive for marijuana than for alcohol. This suggests targeting drivers by time of day and day of week may be less effective for marijuana impaired driving than alcohol impaired driving.

To summarize, an increasing percentage of fatally injured drivers in Canada tested positive for marijuana in recent years whereas a decreasing percentage of these drivers tested positive for alcohol. Nevertheless, despite such opposite trends, the percentage of alcohol-positive fatally injured drivers remains larger than the proportion of drivers who tested positive for marijuana. In addition, the incidence of marijuana use appears greater among drivers in younger age groups that are involved in crashes on weekends and night-time, however, these indicators were not as reliable to predict marijuana use as they were to predict alcohol use. Ongoing analysis of data in future years is needed to monitor progress in reducing marijuana-impaired driving.

References

Brown, S.W., Vanlaar, W.G.M., Robertson, R.D. (2017). Alcohol and Drug-Crash Problem in Canada 2013 Report. Ottawa, Ontario: Canadian Council of Motor Transport Administrators.

Grondel, D. (2016). Driver Toxicology Testing and the Involvement of Marijuana in Fatal Crashes, 2010-2014: A Descriptive Report. Olympia, WA.: Washington Traffic Safety Commission

Jonah, B. (2012). Drugs and Driving Framework. Ottawa, Ontario: Canadian Council of Motor Transport Administrators.

Robertson, R.D., Mainegra Hing, M., Pashley, C.R., Brown, S.W., Vanlaar, W.G.M. (2017). Prevalence and trends of drugged driving in Canada. Accident Analysis and Prevention, 99: 236-241.

Traffic Injury Research Foundation. (2014). Teens and Drug Impaired Driving. Ottawa, Ontario: Traffic Injury Research Foundation.

¹ Fatality data from British Columbia from 2011 to 2014 were not available at the time that this fact sheet was prepared. As a result, Canadian data presented have been re-calculated to exclude this jurisdiction and make equitable comparisons.

Traffic Injury Research Foundation

The mission of the Traffic Injury Research Foundation (TIRF) is to reduce traffic-related deaths and injuries. TIRF is a national, independent, charitable road safety institute. Since its inception in 1964, TIRF has become internationally recognized for its accomplishments in a wide range of subject areas related to identifying the causes of road crashes and developing programs and policies to address them effectively.

Traffic Injury Research Foundation (TIRF)

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Ottawa, Ontario K2P 0B4

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Email: tirf@tirf.ca

Website: www.tirf.ca

ISBN: 978-1-926857-91-6

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Public Health
Agency of Canada

Agence de la santé
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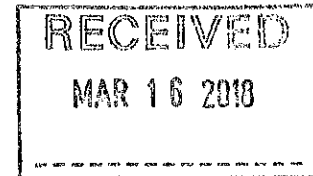


CLEAR HILLS COUNTY

March 5, 2018

File: 11-02-02

Sandra Eastman
NPRF Chairperson
Municipal District of Peace No.135
P.O. Box 34, 5240 - 52 Avenue
Berwyn, AB T0H 0E0 Canada



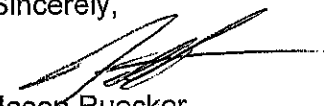
Dear Sandra and NPHF Members,

During a recent council meeting we had a discussion with respect to the housing options available to our senior residents. The issues surrounding the closure of the Berwyn facility became a contentious topic among both residents and our Council. There are concerns that the objectives, strategies and operating practices of North Peace Housing do not necessarily correlate with the desires of our community.

As we are only one of numerous members, it was decided that we should communicate with our municipal neighbors to compare our thoughts. If similar concerns exist, we should organize a meeting to discuss how we can more closely align the objectives and operating policies of the Foundation to meet the lifestyle desired by our seniors.

Such a meeting may also be an opportune time for our region to discuss other items of common interest. Thank you in advance for your response to this situation, and would appreciate your responding to Allan Rowe, Chief Administrative Officer, at (780) 685-3925 or allan@clearhillscounty.ab.ca.

Sincerely,


Jason Ruecker
Reeve

JR/bm

Cc: Brent Reese and Council, County of Northern Lights
Ray Skrepnekand and Council, MD of Fairview #136
Dan Boisvert and Council, Northern Sunrise County
Gord MacLeod and Council, Town of Fairview
Dirk Thompson and Council, Town of Grimshaw
Greg Rycroft and Council, Town of Manning
Don Good and Council, Town of Peace River
Ken Montie and Council, Village of Berwyn
Hazel Reintjes and Council, Village of Hines Creek
Cheryl Novak and Council, Village of Nampa
MLA, Marg McCuaig-Boyd



8. IN CAMERA



9. ADJOURNMENT