

AGENDA

Monday, April 17, 2023, at 7:00 p.m.
Council Chambers at the Tom Hornecker
Recreation Centre, 2nd Floor, 2122 – 18 Street

REGULAR COUNCIL MEETING

1. CALL TO ORDER & ADOPTION OF AGENDA:

- 1.1 Call to Order
- 1.2 Adoption of Agenda (Res)

2. PRESENTATIONS:

- 2.1 BDO Canada – Auditors Presentation of Financial Statement 7:05 – 7:25 p.m.

3. REPORTS:

3.1 CHIEF ADMINISTRATIVE OFFICER:

- 3.1.1 Status Report – E
- 3.1.2 Monthly Report - E

3.2 FINANCIAL:

- 3.2.1 Accounts Payable Reports for March 2023 - E

3.3 DEPARTMENT:

- 3.3.1 Corporate Services Manager - E
- 3.3.2 Operations Manager - E
- 3.3.3 Planning & Development Officer - E
- 3.3.4 Fire Chief - E
- 3.3.5 Peace Officer – not available
- 3.3.6 Strategic Plan Quarterly Report (to March 31st) - E

3.4 COUNCIL:

- 3.4.2 COUNCILLOR VICTOR CZOP - E
- 3.4.3 COUNCILLOR ROGER MILLER - E
- 3.4.7 COUNCILLOR JOHN DOZEMAN - E

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

- 4.1.1 Regular Council Meeting Minutes April 3, 2023 – E

4.2 BUSINESS ARISING FROM THE MINUTES:

- 4.2.1 Consideration of Amending Bylaw #1370/23 further readings - E

5. NEW & UNFINISHED BUSINESS (Requests for Decision):

- 5.1 Arena Ice Resurfacer replacement – E
- 5.2 2023 Tax Rate Bylaw – E
- 5.3 Livingstone Range School Division – Nanton Schools Advisory Committee - E

6. CORRESPONDENCE:

6.1 FOR ACTION:

- 6.1.1 High River District Health Care Foundation – E

6.2 FOR INFORMATION:

- 6.2.1 MD of Willow Creek: Intermunicipal Recreation Agreement Funding - E

7. CLOSED CONFIDENTIAL SESSION:

- 7.1 Canadian Union of Public Employees Local 37 Correspondence – Section 24 Advice from Officials
- 7.2 Tom Hornecker Recreation Centre Art Project – Section 24 Advice from Officials

8. ADJOURNMENT:





STATUS REPORT

Meeting: April 17, 2023
Agenda Item: 3.1.1

Completed = C Under Review = UR In Progress = IP No Further Action = NFA

CAO = Chief Administrative Officer
DO = Development Officer

CS = Corporate Services
LS = Legislative Services

OP = Operations Manager
OTHER = Staff/Contractor/etc.

COMMITTEES: **GOV** = Governance **FIN** – Finance **SERV** = Services **REC** = Recreation & Culture
ECD = Economic & Community Develop **CW**= Committee of the Whole

COUNCIL Items will move to “DEPARTMENT” or “COMMITTEE” after first reporting to Council.

Res #	Description	Notes	Status	Action/FWd
Regular Meeting April 3, 2023				
97-23/04/03	Appt Chair due to Mayor & Deputy Mayor absence		C	
102 – 23/04/03	Amend Fees and Rates Bylaw #1366/22 to add building wide event rentals		C	
103 – 23/04/03	Read Bylaw #1370/23 to amend Fees and Rates Bylaw #1366/22, to include building-wide for the first time.	Move to R 23/04/17	C	2 nd , 3 rd readings
104 – 23/04/03	Amend Resolution #295 – 22/10/17 to change CW in May to May 29 2023	If required	C	
105 – 23/04/03	Renew contract for Superior Safety Codes Inc. to expire on April 17, 2026. Review of the service to occur prior to expiry date, to determine continuation of the contract		C	Fwd to 2025
106 – 23/04/03	CAO to do RFP for a Condition Assessment of the pool	RFP, budget to be assessed at review	IP	

COMMITTEE OF THE WHOLE

Recommend	Description	Notes	ST	fw
#1 – 23/03/27	Amendment to Fees & Rates Bylaw for Summer Facility Use	R 23/04/03	C	

COUNCIL

Res #	Description	Notes	ST	fw
CW 1- 22/11/28	Pursue a Community Designation under the Alberta Advantage Immigration Program			On hold
CW 2- 22/11/28	Determines an option for the refurbishment of the Town's gateway signs & relocation of LED community info signage	RFP out		REG next year 2023
CW 3.1.4 22/11/28	Budget deliberations priority - installation of an elevator 2023	Grant submission made		Spring '23
CW 3.1.6 22/11/28	Chamber request for financial support of Economic Development Officer will be discussed within the 2023 Budget			Spring '23
CW3.2.1 22/11/28	Offsite Levy Bylaw (proposed): bring the issue forward	Spring 2023		Spring '23
71 - 23/03/06	Delay fire department review to fall of 2023			Fall 2023
70 - 23/03/06	Rescind Res #14 – 23/01/16 Replace: Council budget \$5,000 to install public art or creative imagery on THRC. RFP process, vetted by Committee of the Whole.	RFP Review	C	CAO Future CW

COMMITTEES

Res #	Description	Notes	ST	fw
N/A				

DEPARTMENTS

Res #	Description	Notes	ST	fw
52 – 21/03/01	CAO to apply for THRC elevator funding (CW 22/11/28 discussion)	Green & Inclusive Spaces application	IP	FIN
82 – 21/04/05	THRC new program & partnering w/FCSS investigation	See also Res#20-20/01/20	IP	REC
243-21/09/07	Heraldic emblem project updated – working on draft sketch	Sketch draft in progress	IP	LS
149-22/05/02	RFD re: STARS \$2/capita request	Deferred until new reserve in 2024	IP	CS
174-22/05/16 250-22/08/15	CAO to draft lease agreement for the Canadian Grain Elevator Discovery Center	Legal req'd for liability re: lease / CAO to include info	IP	CAO
251-22/08/15 252-22/08/15	CAO to consult w/ ORRSC for LUB amendment re: CGEDC lease and use & master plan inclusion	Discussed as part of LUB project	IP	CAO
237 -22/10/19	CAO RFP re: review of Fire Department needs and strategic 10-year plan	Did not proceed	C	CAO
391- 22/12/12	Fwd support grant app for Fire Services training to ICF Emergency Services	Supported	C	CAO
394 - 22/12/12	Defer off-site levy in lieu of legal advice		IP	CAO
CW3- 23/01/30	Include provisions for updated Fire Services Bylaw regarding fireworks	Drafting review bring to May regular meeting	IP	CAO/LS
49 - 23/02/21	RFD Re the Information Technology (IT) security recommended options.	Bring to March 6, 2023 Reg	C	CS
7 - 23/01/03	Refer the potential of utility fees for bare lots to Services Committee – sent to Regular Meeting 23/03/06	Review By#1160 to include info	C	CAO
14-23/01/16	budget \$5,000 vinyl wrap THRC/ new Res #70- 23/03/06	Proposal Review	IP	CAO
19-23/01/16	Needs Assessment - Silver Willow rebuilding	Development Officer	IP	CAO
67 - 23/03/06	CAO to review Bylaw 1160/04, (Development Levy Bylaw) for off-site levy and utility fee discussions.		IP	CAO
68 - 23/03/06	Add consideration of an air burner option for yard and branch disposal to the strategic plan (Operations) for 2023, RFP in the third or fourth quarter of 2023 for prospective acquisition in 2024.		IP	OP Move to Q4 2023
76 - 23/03/06	CAO find options re: pension programs and planning.		IP	CAO
66 - 23/03/06	Proceed with 2023 dewatering pilot project for the WWTP est \$10,000 before proceeding to a larger scale dewatering project to reduce liquids in sludge.		IP	OP
90 -23/03/20	Collaborate w/ Nanton Fire Chief to review number of firefighters for required level of service and bring back to Council for consideration.	Report in draft	IP	Chief and CAO

CAPITAL PLAN STATUS

Roadway Infrastructure	Lead: Public Works	BUDGET	SOURCE
Road rehab & repairs - various locations		\$150,000	Gas Tax
Sidewalk rehab & replacement - <i>various locations</i>		\$75,000	Gas Tax
Notes:			
- Road rehab locations will not be finalized until valve work is confirmed or executed - June deadline. - Sidewalk: HWY 2 Circle 'K' Location is priority ahead of Tim Horton's area (defer latter to 2024); - Sidewalk: Bump out by candy store to expand pedestrian corner and prevent dangerous illegal parking - Curb replacement: SWL area of 20th conversion to angle parking is to proceed.			

Water, Wastewater & Stormwater Infrastructure	Lead: Manager of Operations	BUDGET	SOURCE
WWTP (FOG Digester)		\$75,000	MSI/LGFF
Sewer collection re-lining (remainder of 19 th Street), incorporating manhole chamber renewal(s)		\$150,000	Gas Tax
Flusher (for sewer collection mains) <i>Likely deferred: discuss funds re-allocation or retention for 2024.</i>		\$20,000	MSI/LGFF
WWTP Equipment (chemical pump and metering): <i>further discussion?</i>		\$25,000	MSI/LGFF
Water Valve Replacement (12 planned)		\$100,000	Gas Tax
Catch Basin/ swale (Ranchland Motel corner) project : <i>further discussion ?</i>		\$20,000	MSI/LGFF
Raw water reservoir aeration project		\$1,370,000	AWWMP
		38.46% Reserves; 61.54% Province	
Notes:			
- Water valve replacement ideally complete by June - A decision on the catch basin/ how to address stormwater needs to be made asap, project has additional complexities. - FOG Digester is on order; sewer re-lining scheduled for late May - Raw water reserve aeration project: PAC system awarded; aeration system awarded			

Parks & Trails	Lead: Rec Facility Supervisor	BUDGET	SOURCE
Picnic Shelter/ Gazebo modifications (Lions Grove Park)		\$15,000	MSI/LGFF
Pathway Rehab (Ball Diamond area)		\$20,000	MSI/LGFF
Playground updates (handicap accessible swings and groundwork)		\$25,000	MSI/LGFF
VIC washroom completion		\$10,000	Reserves

- Notes:
- Shelter: water line condition (assess for leakage)
 - playground groundwork may be 2024;

Buildings	Lead: Various	BUDGET	SOURCE
THRC - front curtainwall façade, roof & elevator (grant dependent) Grant application submitted – unlikely a 2024 project		\$300,000	program
Arena – partial board replacement/ updates Deadline upcoming		\$75,000	MSI/LGFF
Public Works Shop – Heating, A/C, ventilation, lighting and structural, electrical, fiber, sewer, water Some aspects under way		\$75,000	MSI/LGFF
Firehall – Heating updates Quotes being obtained		\$50,000	MSI/LGFF
Fencing - recycling/branch pile yard In development		\$25,000	Taxation

Notes:

Vehicles & Equipment	Lead: Public Works/ Rec/Bylaw	BUDGET	SOURCE
PW equipment - sander and plow		\$50,000	Taxation
Backhoe replacement		\$202,000	MSI/LGFF
Vehicles (PW pickup trucks)		\$75,000	Reserves
Parks - tractor replacement/2 nd hand Toolcat		\$40,000	MSI/LGFF
Bylaw equipment - speed signage & upgraded crosswalk illumination		\$25,000	Gas Tax

Notes:

- Sander and Plow will be executed this summer.
- Backhoe ordered – receipt in 2024
- A fleet program for next year may be being examined. What best fits the budget?
- Kubota being ordered.
- Electric traffic signs received. Model that will allow traffic count on HWY2.
- Crosswalk servicing and upgrades (particularly the THRC and either side of Main Street) being explored with ATS.

Public Realm & Development	BUDGET	SOURCE
Library Raingarden (<i>grant dependent</i>)	\$56,500	program
VIC Raingarden/secondary phase (<i>grant dependent</i>)	\$567,500	program
Gateway Signage	\$25,000	MSI/LGFF

Notes: Library or VIC project grant application success would mean considerable reserve decisions for match or partnering amounts.

Other notes:

Fortis will install a new streetlight at HWY 533 by the campground for \$5,000. Planning for this is underway





REPORT FROM ADMINISTRATION

Meeting: April 17th 2023

Agenda Item: 3.1.2

Chief Administrative Officer

Alberta Advantage Immigration Program

An information page has been created on the website:

[Alberta Advantage Immigration Program Rural Entrepreneur Stream | Nanton, AB - Official Website](#)

Land Use Bylaw Surveys

ISL have informed administration that 189 surveys were completed by the March 31st deadline. This feedback will be reviewed in the near future. This is a more than acceptable sample size for a community like Nanton.

The newsflash item will continue to be updated: [Municipal News Centre • Nanton, AB • CivicEngage](#)

Request for Proposals (RFP)

Two are currently posted to the Alberta Purchasing Connection with April deadlines:

- Outdoor Digital Kiosk (20th Street beside Post Office)
- Pool Condition Assessment

The THRC Public Art Pilot RFP closed on the 13th. Responses are under review.

Digital HWY 2 Signs

It seems that as soon as these signs hit about 7 years old (they were warranted for 5 in 2016), serious maintenance issues ensued. They are all repairable, but each issue flows into another at some cost. The signs themselves are fine, but we have recently had to initiate replacement of internet repeaters, router equipment, daylight sensors and one mini computer. If these Highway signs are to continue for a few more years, maintenance and renewal will cost more than has been the case up until now as original components progressively require replacement. If Council wishes to provide Administration with firm direction on the future of these assets, Administration can adopt a modified approach, but for now getting them up and running again is our priority.

Public Notices/ Public Participation

Personnel and Professional Development

A new Community Peace Officer, Jesse Steele, is scheduled to start on May 1st.

A new Public Works Labourer, Stephen Nicholl, shall be starting soon.

NEW BUSINESS LICENCES THIS MONTH
Teazheri Looseleaf Teas and Gifts (new location and licence)
Raymond's Restaurant (replacing the Beijing)
Approved new Business Licence information can be followed here: Planning & Development Nanton, AB - Official Website

The following reports are enclosed:

3.2 FINANCIAL:

3.2.1 Accounts Payable Reports previous month end

3.3 DEPARTMENT:

3.3.1 Corporate Services Manager

3.3.2 Operations Manager

3.3.3 Planning & Development Officer

3.3.4 Fire Chief

3.3.5 Peace Officer

Respectfully submitted,



Neil Smith, RPP
Chief Administrative Officer

Town of Nanton
Vendor Cheque Register Report
Range: March 1 - March 31, 2023
Sorted by: Cheque date



Cheque Number	Vendor Cheque Name	Cheque Date	Amount	Cheque Details
EFT0000000004371	888351 Alberta Ltd o/a Wild Rose	3/10/2023	\$12,430.00	Sludge removal and hauling
EFT0000000004372	Big Hill Services	3/10/2023	\$7,546.04	Ice resurfacers repairs
EFT0000000004373	Bison Credit Solutions	3/10/2023	\$92.70	Collection agency fees
EFT0000000004374	Blackie Site Works Ltd.	3/10/2023	\$26,804.54	VIC Washroom project fees
EFT0000000004375	Canoe Procurement Group of Canada	3/10/2023	\$487.37	Miscellaneous supplies
EFT0000000004376	Central Sharpening Ltd	3/10/2023	\$78.75	Ice blade sharpening
EFT0000000004377	ClearTech Industries Inc	3/10/2023	\$89.46	WTP chemical
EFT0000000004378	Contain-A-Way Services	3/10/2023	\$326.51	Waste management fees
EFT0000000004379	Crossroad Energy Solutions Inc	3/10/2023	\$1,467.38	WWTP electrical
EFT0000000004380	Czop, Victor	3/10/2023	\$309.98	Travel and per diem expenses
EFT0000000004381	Dozeman, John	3/10/2023	\$614.00	SCO training
EFT0000000004382	Enfield, Tracy	3/10/2023	\$865.00	Office cleaning
EFT0000000004384	G & JD Construction	3/10/2023	\$367.50	Lift rental fees
EFT0000000004385	Hifab Holdings Ltd	3/10/2023	\$377.11	Courier fees
EFT0000000004386	Inspiris	3/10/2023	\$2,152.50	IT expenses
EFT0000000004387	ISL Engineering & Land Service	3/10/2023	\$4,877.78	LUB review - consultant fees
EFT0000000004389	Klearwater Equipment	3/10/2023	\$8,246.07	WTP chemical
EFT0000000004391	MPE Engineering Ltd	3/10/2023	\$29,425.55	Aeration project engineering
EFT0000000004392	Nanton Home Hardware Building	3/10/2023	\$73.99	Miscellaneous supplies
EFT0000000004394	Porcupine Hills Plumbing & Heating	3/10/2023	\$4,830.89	Furnace updates at Rec centre
EFT0000000004395	Integrated Sustainability Const.	3/10/2023	\$157.50	WTP software
EFT0000000004396	Recreation Facility Personnel	3/10/2023	\$1,157.63	Training fees
EFT0000000004397	Repair Force Corp.	3/10/2023	\$1,144.12	Concession equipment
EFT0000000004399	T & T Disposal Services	3/10/2023	\$226.80	Wheels/brackets for bins
EFT0000000004400	TransAlta Energy Marketing	3/10/2023	\$47,312.99	Power/energy fees
19980	Alberta Boilers Safety Association	3/25/2023	\$234.75	Annual membership fee

19981	APWA - Alberta Chapter	3/25/2023	\$2,089.50	Public works training
19982	Alberta Municipalities	3/25/2023	\$525.00	Benefits
19983	AWWOA	3/25/2023	\$1,443.76	Utility operator training
19984	Bakker Fencing and Oilfield Services	3/25/2023	\$682.50	Storm water maintenance
19985	Brogan Fire & Safety	3/25/2023	\$1,113.79	Fire dept equipment and maintenance
19986	Calgary Overhead Door Ltd.	3/25/2023	\$868.35	Door repairs
19987	Canadian Grain Elevator Center	3/25/2023	\$500.00	Promotional grant
19988	Chris Almond Plumbing	3/25/2023	\$960.75	FCSS office furnace repair
19989	Claresholm Minor Hockey	3/25/2023	\$218.05	Refund (double payment)
19990	Delnor Construction Ltd.	3/25/2023	\$10,237.50	Recreation centre grant app consulting
19991	Devina Berger Photography	3/25/2023	\$367.50	Marketing
19992	Dirt Cheep Enterprises Inc.	3/25/2023	\$420.00	Washed rock
19993	Farm Safety Centre	3/25/2023	\$500.00	Support grant
19994	Federation of Canadian Municipalities	3/25/2023	\$711.55	Annual membership
19995	Government of Alberta	3/25/2023	\$250.00	Pension reporting (annual fee)
19996	High Country Chevrolet Ltd	3/25/2023	\$115.22	Thermostat and coolant
19997	Kowality Contracting	3/25/2023	\$78.75	Shop door repairs
19998	Nanton Children's Society	3/25/2023	\$500.00	Promotional grant
19999	Premium Projects Ltd.	3/25/2023	\$1,000.00	Security deposit refund
20000	RecordXpress	3/25/2023	\$27.05	Office paper shredding
20001	Skybox Signs	3/25/2023	\$283.50	LED sign repairs
20002	South Central Welding	3/25/2023	\$3,766.58	Re-build of snowbucket on skid steer
20005	Wells Fargo Equipment Fin Co	3/25/2023	\$1,540.06	Photocopier annual lease fee
20006	Yellow Pages	3/25/2023	\$24.26	Advertising
EFT0000000004402	Canadian Linen & Uniform	3/25/2023	\$130.52	Office mat cleaning
EFT0000000004403	Canoe Procurement Group of Canada	3/25/2023	\$3,528.81	Signs
EFT0000000004404	CARO Analytical Services	3/25/2023	\$719.51	Water testing
EFT0000000004405	Cattlemens Corner	3/25/2023	\$86.63	Miscellaneous supplies
EFT0000000004406	Central Sharpening Ltd	3/25/2023	\$162.75	Ice blade sharpening
EFT0000000004407	Coyote Courier Ltd	3/25/2023	\$1,695.29	Courier fees
EFT0000000004408	Crossroad Energy Solutions Inc	3/25/2023	\$1,284.99	WWTP electrical
EFT0000000004409	CUPE	3/25/2023	\$943.62	Union fees
EFT0000000004410	Ecco Recycling and Energy Corp	3/25/2023	\$891.60	Recycling fees
EFT0000000004411	Foothills Regional Services Comm.	3/25/2023	\$2,855.00	Landfill fees (tippage)

EFT0000000004413	G & JD Construction	3/25/2023	\$735.00	Lift rental fees
EFT0000000004414	GM Mechanical Ltd	3/25/2023	\$1,244.83	Arena RTU repairs/maintenance
EFT0000000004415	Gregg Distributors Company Ltd	3/25/2023	\$536.07	Miscellaneous supplies
EFT0000000004416	Hicklin Motors	3/25/2023	\$86.10	Pickup truck maintenance
EFT0000000004417	iA Financial Group	3/25/2023	\$72.08	Employee benefits
EFT0000000004418	Inspiris	3/25/2023	\$4,984.31	IT expenses
EFT0000000004419	Saddle Mountain Tire	3/25/2023	\$38.85	Tire repairs
EFT0000000004420	Linde Canada Inc.	3/25/2023	\$593.04	WTP chemical
EFT0000000004421	Metercor Inc.	3/25/2023	\$3,772.13	water meters
EFT0000000004422	MPE Engineering Ltd	3/25/2023	\$580.61	Aeration project engineering
EFT0000000004423	Nanton Home Hardware Building	3/25/2023	\$1,277.26	Treated posts and plywood
EFT0000000004424	NextGen Automation	3/25/2023	\$313.35	Photocopier fees
EFT0000000004425	Orkin Canada Corporation	3/25/2023	\$204.07	Pest control fees
EFT0000000004426	Plett, Sharon	3/25/2023	\$1,152.00	Year end audit assistance
EFT0000000004427	Process Color Print Limited	3/25/2023	\$1,506.44	Signage
EFT0000000004428	Purolator Inc.	3/25/2023	\$151.40	Courier fees
EFT0000000004429	Recreation Facility Personnel	3/25/2023	\$810.34	Recreation staff training
EFT0000000004430	Reynolds, Mirth, Richards & Farmer	3/25/2023	\$1,031.63	Legal fees
EFT0000000004431	Shawne Excavating	3/25/2023	\$4,189.27	Water leak repairs
EFT0000000004432	Somerset Tree Service Ltd	3/25/2023	\$6,812.40	Winter tree maintenance
EFT0000000004433	Super Save Disposal (AB) Ltd	3/25/2023	\$1,534.85	Waste mangement fees
EFT0000000004434	Superior Safety Codes	3/25/2023	\$327.08	Safety code fees
EFT0000000004435	Super Valu Foods	3/25/2023	\$72.59	Breakroom supplies
EFT0000000004436	T & T Disposal Services	3/25/2023	\$6,306.42	Waste mangement fees
EFT0000000004437	UFA Co-operative Ltd	3/25/2023	\$3,953.39	Fuel

Total Cheques: 85

\$234,504.81



MONTHLY REPORT

Meeting: April 17, 2023
Agenda Item: 3.3.1

Clayton Gillespie, Corporate Services Manager

Report Period: March 20, 2023 to April 13, 2023

ACTIVITIES:

2022 year end – completion of year end work! Financial statements completed with auditor attendance at the April 17 council meeting.

2023 Tax rate bylaw preparation for council consideration.

Work on a new agreement for the concession (April 2023 to March 2024).

Work on new lease agreement for the Kozy Korner is underway.

Import of new assessment data into accounting/tax system in preparation for tax notices.

Tax arrears list completed – five (5) properties included. Two properties remain from last year, so further correspondence will be sent out advising of next steps.

January/February utility billing completed – normal usage.

PW Labourer and Peace officer interviews completed, and job offers made for both positions.

PROGRESS ON MAJOR PROJECTS & PROGRAMS:

Council meeting room microphone project - due to continued supply chain issues the install of the new microphones has again been pushed back. We are now looking at May 23 – 24.

The 2022 Cemetery columbarium project – completed on April 13! Staff have a little bit of landscaping to do but it looks good otherwise.



Parks & Recreation Report –

RFP for arena board work awarded – work set to start later this month and be complete by end of May at the latest. Awarded price was less than budget. A big thanks to Nanton Minor hockey for helping to contribute to the costs to move electrical over to the west side.

March numbers – public skate and shinny = 160. Local sport hours = 90.5 and non-local sport hours = 10. Arena was shut down March 25th with ice coming out on March 28. Curling season also wrapped up with the meatspiel being completed March 30, April 1 and 2.

A big thank you from Parks and Recreation to all user groups for the 2022/2023 season!

2023 Pool season pre-planning underway – recall letters sent out and with weather turning nicer staff can start necessary work to begin to prepare the pool.

MARKETING AND COMMUNICATIONS:

Website renewal for 2023 came in with a large increase – will look at an RFP for a new website in the fall.

TRAINING/EDUCATIONAL SESSIONS ATTENDED:**UPCOMING EVENTS / ADDITIONAL INFORMATION:**

Prepared by: Clayton Gillespie, Corporate Services Manager

Date: April 13, 2023





MONTHLY REPORT

Meeting: ()
Agenda Item: 3.3.2

Operations Department

Report Period: (March 2023)

ACTIVITIES:

- WASTEWATER OPERATIONS
 - 33729 m3 of treated wastewater effluent was released to Mosquito Creek
 - Site visit to Langdon to see their rotary filter press unit in operation
 - Site visit to Airdrie to see their Little John digesters in operation
 - Pre-inspection and cleaning of 19th Street sewer lines slated to be re-lined. Re-lining work booked for May 23-25

- WATER OPERATIONS
 - 35413 m3 of treated water was sent to the Town's distribution system
 - Replaced water service line at 2301 25 Street
 - Replaced leaking curb stop at 2505 20 Street

- ROADS
 - Clearing snow/ice on priority routes and hauling to temporary storage.
 - Haul temporary snow storage piles to permanent site.
 - Applying sand/salt to intersections and roads with built up ice.
 - Peeling intersections with backhoe and skid steers when temperatures permit.
 - Peeling snow/ice from parking lanes and away from storm drains to help with water flow when it melts.
 - Clearing storm drains
 - Temporarily repair large potholes

- SIDEWALKS/PATHWAYS
 - Clearing snow and laying ice melt on any icy sections.
 - Making note of sidewalks that have not been cleared and providing Bylaw with addresses.

- MISCELLANEOUS
 - Some lights are still in the trees in Westview trees and will be removed when the weather permits.

- CEMETERY
 - 1 casket burial

- RECYCLING
 - Mulch pile remains and will be offered but not advertised to town residents.
 - Created a burn pit to the southeast of the yard waste area for burning tree branches throughout the winter weather dependent.
 - Researching methods for removal of concrete and asphalt pile.

- Closed for the season until April 1.

PARKS AND RECREATION

EMERGENCY MANAGEMENT:

- Working on Emergency management plan
- AEMA Audit completed

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

UPCOMING EVENTS / ADDITIONAL INFORMATION:

- Emergency Management – Individual ICP Section Chief courses online through NAIT.
- Public Works Supervisor Level 3 – April
- AWWOA Level 1 Prep Course – April (Dan & Chris)
- AWWOA Hydrant Courses – April 26-28

PROGRESS ON MAJOR PROJECTS & PROGRAMS:

Strategic Priority	Objective	Approach	Measure	Progress YTD
1.				
2.				
3.				

Operating Project	Objective	Approach	Measure	Progress YTD
1. Backhoe	Purchase – New	Ordered	Request for Proposal	Ordered February 28, 2023
2. Yard Waste Fence	Fence west/north/south area	Contacted fencing companies		Waiting for Quotes
3. Pick-up Truck	Purchase - Used	Searching dealerships		Book test drives
4. Sander/Plow	Purchase - New	Alberta Purchasing Connection	Request for Proposal	Post to APC
5. Pavement Patching	Patch	Measure and mark	Request for Proposal	Waiting for snow/ice to melt
6. Sidewalk	Repair and Replace	Inspect sidewalks	Request for Proposals	Waiting for snow/ice to melt





MONTHLY DEPARTMENT REPORT

Regular Meeting: April 17, 2023

Agenda Item: 3.3.3

Georgina Sharpe, Planning and Development

Report Period: March 2023

ACTIVITIES:

Development Permit Approvals & Lot Sales		
	March 2023	February 2023
Residential	\$486K	\$1,200K
Comm/Ind	\$0K	\$0K
Public	\$0K	\$0K
Other	Signs = 0	Signs = 0
WV III Sales* (Total = 67/85)	0 lots	2 lots
	YTD2023	YTD2022
TOTAL	\$1,733K	\$36K
		YE2022
Housing Starts	4	7

*by date of sale

- Municipal Planning Commission Meeting – Monday March 13
- Safety Codes Council 2022 Annual Internal Review

March Permits Issued:

DP #	Last Name	Civic Address of Development	Lot	Blk	Plan	Zone	Description
D06-23	Studio Wolf Designs	2220 22 Street	Lot 11, PTN 12	7	959J	R1	SDD rebuild after fire
D07-23	McMullan	2001 31 Avenue	12	87	0715728	R1	Shed, variance for side yard
D08-23	Field	2124 29 Avenue	1	79	0012718	R1	Shed, variance for side yard
D09-23	Cougar Creek Homes	143 Westview Drive	11	85	0715724	R1	Walk out bungalow
D13-23	McKenna	2205 22 Street	3	8	959J	R1	Garage

PROGRESS ON PROJECTS & PROGRAMS:

- Land Use Bylaw Update Project –
 - Call for interest and input in March / April newsletter
 - Online Survey open until March 31
 - Stakeholder Workshop March 22 at the Curling Club Lounge
- Housing Needs Assessment Update -
 - Online tool to be prepared and submitted toward end of April (not attempting a Regional Assessment for now)

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

- Reynolds Mirth Richard & Farmer Law Seminar for Municipalities - March 3

UPCOMING EVENTS / ADDITIONAL INFORMATION:

- Municipal Planning Commission Meeting – Monday April 10 @ 7 pm
- Land Use Bylaw Update: Advisory Group and Council introductory sessions Committee of the Whole April 24
- Vacation: May 5-26





MONTHLY DEPARTMENT REPORT

Meeting: April 17, 2023

Agenda Item: 3.3.4

Nanton Fire Department

Report Period: March 1 to March 31, 2023

ACTIVITIES:

- Regular training nights are on Thursday's starting at 19:00 hours.
 - We have been focusing on:
 - Search and Rescue
 - Radio Communications
- Recruitment and Retention will be a primary focus over the next few months to assist with the availability of daytime responders. A request for decision will be coming forward looking for support of a business initiative to help increase our numbers through the business community.
 - Ideas are being formalized and a report to Council will be soon.
- We will be working with our neighbours to promote a fire training academy that could be hosted by the school division. In collaboration with JT Foster, we are hoping to attract Senior High students to a training program that would have them complete their National Fire Protection Association (NFPA) 10-01 Level 1, First aid and Medical First Responder training. More information and a potential Request for Decision (RFD) will be coming as soon as details are available.
 - Initial program information has been provided to the Fire Chiefs and will be presented to respective councils when completed.
 - Fire Training grounds in Granum will be completed in the spring and we will be able to offer hands-on training to the program when that is complete.
- Day-to-day operations continue as we live in the winter season.
- The Deputy Chief position was posted internally, and a successful candidate will be recommended for Council in April.

PROGRESS ON MAJOR PROJECTS & PROGRAMS:

- As I continue to re-familiarize myself with the operations of the department there are a few odds and ends we will be finalizing in the next couple months.
 - The heating system in the apparatus bay needs repair. Quotes are being gathered and should fall within operations budgeting for facility.
 - Still gathering quotes for this project
 - Contractor required more information and will have a quote for us soon.
 - Contractor has been selected and work will commence in March.
 - This project is complete coming in under budget.
 - Exterior lighting will be upgraded to more efficient LED lighting.
 - Temperatures have pushed this upgrade to the New Year
 - Scheduling conflicts and weather continue to push this project. Completion is now scheduled for April.

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

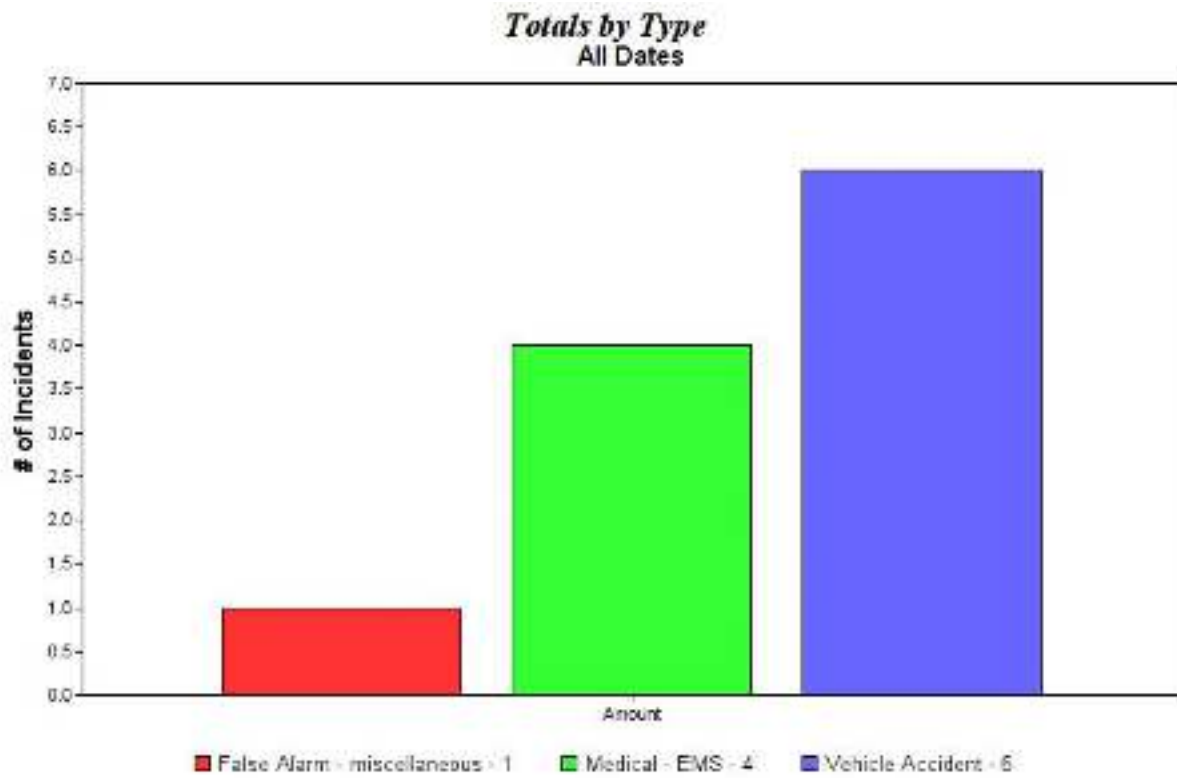
- Fire Chief continues to work towards his Fire Safety Codes Officer Group B with Safety Codes Council.
- One Captain continues to work towards his Fire Safety Codes Officer Group B with Safety Codes Council.
- Firefighter continues to work towards his Fire Safety Codes Officer Group C with Safety Codes Council.
- A new round of NFPA 10-01 Level 1 training has started with 3 recruit members attending.
 - Training has been going well with Nanton Fire providing props and facility.
 - Final exams are scheduled for April.
- Discussions with training providers for
 - Pediatric Emergency Training
 - Stop the Bleed Hemorrhage Control Training (Booked April 1 2023)
 - Hands on Training days for Heavy Rescue (Spring 2023)
 - Farm Machinery Entrapment and Livestock Rescue Course (June 24, 25, 2023)

UPCOMING EVENTS / ADDITIONAL INFORMATION:

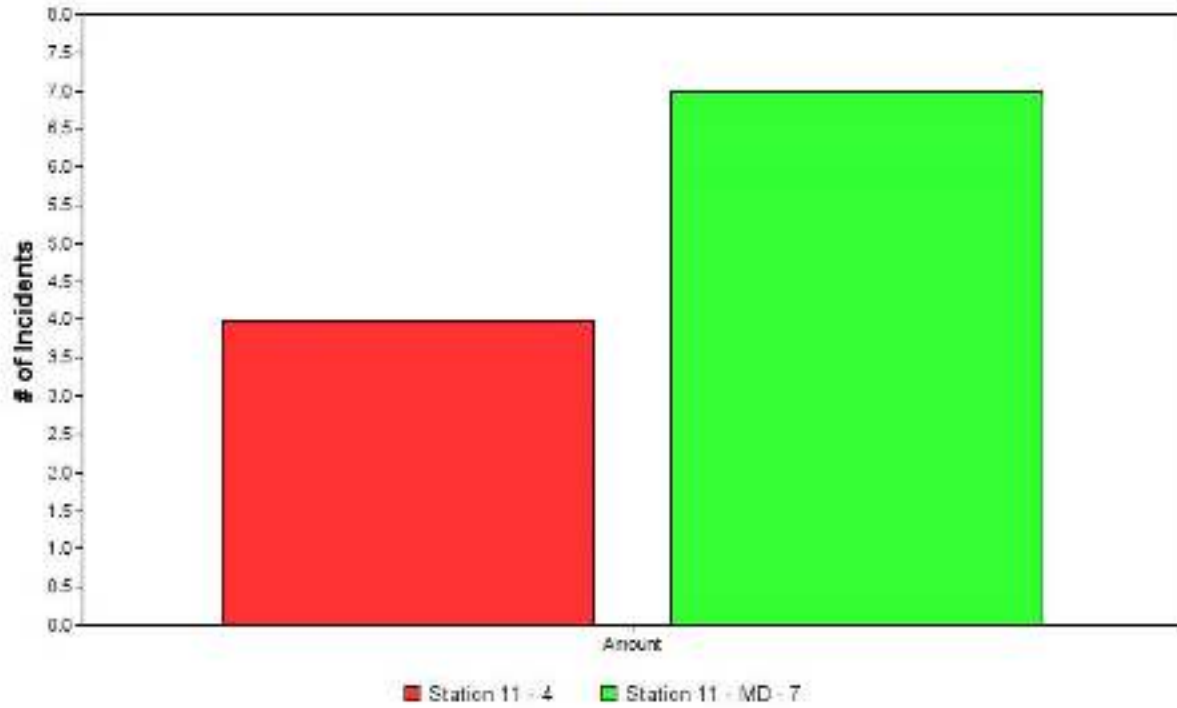
- We have started planning for the return of the Fireman's Ball on March 25, 2023. More details to come.
 - Firemen's Ball is well under way with meal and entertainment booked.
 - We are pleased to be working with the Nanton Golf Club who will be preparing the meal for us.
 - El Mule has been booked for entertainment.
 - The Firemen's Ball went very well as we returned to hosting this event.
- Volunteer Appreciation Week event April 22, 2023.

Respectfully submitted,
Fire Chief John G. Dozeman

Nanton Fire Department Monthly Call Statistics



Totals by Station
All Dates





STRATEGIC PLAN

QUARTERLY REPORT

April 13th 2023
3.3.6

CHIEF ADMINISTRATIVE OFFICER

Background

Department heads and other applicable staff meet to assess progress on the current Strategic Plan ahead of the quarterly report. The strategic plan priorities, objectives and targets/strategies are subject to amendment by Council as any one of the following occurs:

- Objective completion;
- Change in priority;
- Availability of financial or other resources required;
- Operational or other impacts

The Strategic Plan should always be aligned with or address planning bylaws and adopted policies and strategies.

Comments:

Operations (new):

Consideration of an air burner option for yard and branch disposal – added this quarter as per resolution

Advocacy Briefs:

What is required ahead of Fall conference season should be reviewed soon.

STRATEGIC PRIORITY: Governance and Corporate Services - To ensure proper governance and administration of the Town and to ensure optimal communications with residents and businesses within the community.				
Priorities and Actions	2022 2023	2023 2024	2024 2025	Notes
<i>To ensure effective Administration operations for the benefit of the Town and its residents</i>				
Develop a staff development and succession plan for all appropriate positions.	X			In Process – working with CUPE
Replace outdated or superceded human resource polices with suitable new Administrative Policies, with a particular focus on data protection.	X			In Process
Develop a staff engagement plan to maintain a pro-active positive culture and two-way communication.	X			In Process
Annual, measurable progress in asset management baseline and long-range work.		X		Water and sewer work
Continue to improve asset management baseline and long-range work.		X		Water and sewer work
An annual Information Brief to Council on I.T. security and network health with recommendations.	Annual Reporting – Administration and Corporate Services – to be produced prior to or during the Fall.			
Develop a three-year I.T. hardware and software needs assessment and plan with our Contracted Service Provider.		X		In Process
Improve our digital filing system in line with best practices, ensuring and safeguarding good institutional records that are easily searchable.			X	2024
Explore information and tools that Town Office staff can utilize to help interested residents/groups start youth/seniors/community programming.			X	2024
<i>To enhance public engagement and participation in the Town</i>				
Develop a schedule for coffee chats and town halls with residents.	X			Council should discuss
Continue Council liaison with Community and Service Groups.	Ongoing commitment, some relationships stronger than others			
<i>To ensure residents and business owners are adequately informed and ensure consistent messaging amongst Council and Administration and residents</i>				
Review and follow Communications Policy, particularly around residents and their concerns.	X			Review complete.
Consolidate policies and SOPs for use of communication media (Social Media, LED Signs, Farmer’s Market, Post Office, Radio, etc.).		X		In process

Develop policy and procedure for handling questions and queries from residents, including effective response to concerns of residents.			X	2024
<i>To ensure advocacy at all levels of government in the best interests of the Town.</i>				
Embrace policy briefs prepared by the Chief Administrative Officer and lobby with appropriate levels of government and other bodies in the areas of:				
<i>Waste Water Treatment</i>	X			Emergency Medical Services: remains a very fluid, evolving situation.
<i>Water Source: High River</i>	X			
<i>Medical Clinic</i>	X			
<i>JT Foster School modernization</i>	X			Seniors Housing: Needs Assessment in 2023.
<i>Emergency Medical Services</i>	X			
<i>Seniors' Housing</i>	X			
<i>Town employee pension solutions</i>	X			

STRATEGIC PRIORITY: Community and Economic Development - To ensure that the Town of Nanton develops the community and the economy, ensuring sustainability and appropriate growth.				
Priorities and Actions	2022 2023	2023 2024	2024 2025	Notes
<i>To support business attraction, retention and expansion.</i>				
Work through the Economic Development Committee to encourage the Chamber of Commerce/Community Futures to educate businesses on succession planning.	<i>Committee suspended, Committee of the Whole for the time being</i>			
Work through the Economic Development Committee to continue encouraging collaborative solutions with respect to vacant buildings.	<i>Committee suspended, Committee of the Whole for the time being</i>			
Raise awareness of the Nanton Advantage.				
<i>Develop a Nanton marketing video in partnership with ORSCC, Alberta SW, Keep Alberta Rolling, etc.</i>		X		In process (RFP)
Complete the work on the Visitor Information Centre site plan and execution with partners.	X			Concept plan complete, grant application submitted
<i>To ensure sustainability of existing parks and recreation assets.</i>				
Continue focus on the Tom Hornecker Recreation Centre cost/benefit balance.	Ongoing ethos			
<i>Continue with a corporate sponsorship plan for programs and facility areas to offset costs.</i>	Ongoing awareness of opportunities			
Work through the Parks and Recreation Committee and partners such as the Community Centre, schools, etc. to identify how programming for youth and seniors can be expanded.	<i>Meetings to be scheduled, at large members to be confirmed</i>			
Continue to invest in parks and trails.				
<i>Continue the tree removal, replacement, and planting policy, especially to maintain tree lined streets.</i>	Federal funds will result in more planting in 2023. Major orders made.			
Continue to follow the Green Space Master Plan, maximizing park features.				
<i>Approve a shared use concept for available post-expansion greenspace with the Bomber Command Museum.</i>		X		Dialogue to be initiated.

STRATEGIC PRIORITY: Planning and Development - To ensure that the character of the Town of Nanton is preserved while facilitating appropriate growth resulting in the Town's sustainability.				
Priorities and Actions	2022 2023	2023 2024	2024 2025	Notes
<i>To encourage the efficient planning of residential, commercial, industrial and institutional development that enhances the quality of life for Town residents.</i>				
Review the Land Use Bylaws, ensuring ease of understanding.		X		Under way
Review land inventory and investigate servicing of industrial land (new cost estimates).		X		Budgetary factors
Investigate options for increasing the inventory of [serviced commercial and industrial] land.			X	2024 - Highway 2 Northbound areas currently under exploration
Identify growth in the Town (residential, small business, industrial, etc.) with a view to setting appropriate growth targets in planning.			X	Growth or density targets?
Work on an Intermunicipal Development Plan.			X	2024
Complete the Westview Area Structure Plan.	X			Completed in 2022
Develop shovel ready projects [for land development] to leverage funding as it becomes available.		X		Ongoing progress in this area
<i>To maintain a balance of residential, commercial, industrial and institutional development to facilitate the fiscal sustainability of the Town of Nanton.</i>				
Develop a plan to attract appropriate type of developer, whose plans align with the area structure plan for the Westview Residential.		X		2023
Develop a plan to market the 20 serviced lots to new, reputable developers.	X			Under review given volume of current interest - lot sales remain brisk
<i>To ensure diversity of housing choices in Town.</i>				
Review and revise as appropriate Land Use Bylaws to increase affordable housing options, including secondary housing options.		X		2023

STRATEGIC PRIORITY: Operations - To ensure the Town of Nanton has quality infrastructure to support and sustain its growth.				
Priorities and Actions	2022 2023	2023 2024	2024 2025	Notes
To support the Town through the effective planning and implementation of Town infrastructure and assets, including waste water and roads for long-term sustainability.				
Follow Capital Projects Plan to ensure balance of financial resources and scheduled projects to meet residential needs.	Ongoing, LONG TERM work shared across departments and Council.			
ALL PRIORITIES TABLES (HIGH, MEDIUM AND LOW)	Water main looping project was on the MPE infrastructure priority list and has been executed this year. Current water issues may result in changes to priorities.			
Expand water and sewer capability on highway commercial land using federal funds available.	X			COMPLETE
Update the Offsite Levy Bylaw (for infrastructure costs generated by growth).	X			Uncertain - Council dependent
Execute smaller capital projects where needed and affordable (e.g. Highway 2 and 26th Avenue Intersection Improvements if eligible for a STIP grant from the Province).	Annually revised and adopted Capital Plan (Council, Operations and Administration)			
Continue paving repairs and road maintenance - report annually.	Annual reporting			
Continue Preventative Maintenance Planning - report annually.				
Consideration of an air burner option for yard and branch disposal	Late summer/ fall of 2023 discussion and decision.			
Make prioritized funding and borrowing decisions in the event of senior government funding not materializing.	Ongoing, LONG TERM work shared across departments and Council. There are few programs for renewal of water distribution and sewer collection. Rolling programs must be ramped up.			
To works towards broader satisfaction concerning the Town's water quality.				
Coordinate a Town Hall about the quality of the Town's water, changing perceptions about the quality of the water and providing residents with solutions to improve satisfaction with the water. This includes utilizing our engineers and operators for key messaging; summary of solutions that have been as well as could not be utilized; and experience from staff.		X		Related projects incomplete.
Continue to improve operational and maintenance practices - report changes.	Reporting requirement			

STRATEGIC PRIORITY: Emergency Services - To ensure that an appropriate level of public emergency services and other services are provided to meet the needs of residents.				
Priorities and Actions	2022 2023	2023 2024	2024 2025	Notes
<i>To advocate for an appropriate level of public emergency services and other services are provided to meet the needs of residents.</i>				
Pursue urgent care attached to Medical Clinic through lobbying	Ongoing advocacy			
Update the Emergency Management Plan for specific situations and needs (e.g. Emergency Social Services, drought preparedness).	X			Good progress being made, particularly on water ERP scenarios.
Investigate whether safety and emergency management need to be staffed in the medium term.		X		2023 - budget limitations to this work
Prepare for discussion around capacities and future compensation of the Nanton Volunteer Fire Department.		X		Under way at present.





MONTHLY COUNCIL REPORT

Meeting: [April 17, 2023]
Agenda Item: 3.4.2

Councillor Victor Czop:

Report Period: March 2023 _____ MPC Member: Yes (alternate)

APPOINTED EXTERNAL COMMITTEE MEETING HIGHLIGHTS:

Council Standing Committees:

Economic & Community Development No meetings

Liaison / Point of Contact: Nanton Community Centre and Citizens on patrol

ADDITIONAL INFORMATION:

Attend Alberta Southwest meeting in Claresholm
Attend ORRSC meeting in Lethbridge
Attend Mayor Reeves meeting on zoom
Attend High River Trade Fair
Attend Special Council meeting
Attend MPC meeting
Attend Community Hall Society meeting
Attend Council meetings
Attend Nanton C.O.P meeting
Attend Committee of the Whole meeting
Attend Land Use Workshop at Curling Lounge
Attend Highwood Water Management meeting on zoom
Attend RCMP Open House at JT Foster

VR Czop



MONTHLY COUNCIL REPORT

Meeting: April 17, 2023

Agenda Item: 3.4.3

Councillor Roger Miller:

Deputy Mayor November 1, 2024 to February 28, 2025

Report Period: March 2023

MPC Member: Yes

APPOINTED EXTERNAL COMMITTEE MEETING HIGHLIGHTS:

1. Nanton Health Centre Management Committee

Date: March 15

Key Items: Presentation by MPE Engineering to review proposed RFP documents for an optional design and procurement process. One with Grant approval and one without Grant.

2. Combined Assessment Review Board

Date: n/a

Key Items:

3. Other Events (including Alternate Representative Oldman River Regional Services Commission)

Date: March 6 – attend regular meeting of Council
March 13 - attend MPC meeting
March 20 - attend regular meeting of Council

Key Items:

Council Standing Committees:
(Key items detailed in minutes)

Services

Recreation and Culture

Liaison / Point of Contact: Nanton Grain Elevator Discovery Centre / Nanton Lions / Leos Club

UPCOMING EVENTS / ADDITIONAL INFORMATION:



MONTHLY COUNCIL REPORT

Meeting: April 17, 2023

Agenda Item: 3.4.7

Councillor John Dozeman:

Deputy Mayor July 1, 2023, to October 31, 2023, and July 1, 2025 to October 31, 2025

Report Period: March

MPC Member: Yes

APPOINTED EXTERNAL COMMITTEE MEETING HIGHLIGHTS:

1. Emergency Management Committee Chair

Date:

Key Items: Nothing scheduled for March.

2. Foothills Regional Emergency Services Commission

Date:

Key Items: Nothing scheduled for March.

3. Other Events

Date:

Council Standing Committees:
(Key items detailed in minutes)

Services: Nothing scheduled in March.
Finance: Nothing Scheduled for February.

Liaison / Point of Contact: Nanton Lancaster Society
Nanton Children's Society
Nanton Fire Department

UPCOMING EVENTS / ADDITIONAL INFORMATION:

Community Futures Highwood: We had our final meeting as the current board. New Association Papers have been received and the old board will be disbanded so the new board can start in April.



MINUTES

Monday, April 3, 2023 at 7:00 p.m.
Council Chambers at the Tom Hornecker
Recreation Centre, 2122 – 18 Street

REGULAR COUNCIL MEETING

COUNCIL PRESENT: Councillors Roger Miller, Victor Czop, Dave Mitchell, and Ken Sorenson.
Absent: Mayor Jennifer Handley and Councillor John Dozeman
On Leave: Councillor Kevin Todd

OTHERS PRESENT:

Neil Smith	Chief Administrative Officer
Lisa Lockton	Legislative Services Manager
Nicole Roy	Legislative Services Clerk
Georgina Sharpe	Planning & Development Officer

1. CALL TO ORDER & ADOPTION OF THE AGENDA:

Due to the absence of Mayor Jennifer Handley and Deputy-Mayor John Dozeman, the Regular Meeting was called to order by Chief Administrative Officer Neil Smith at 7:00 pm

RESOLUTION # 97 – 23/04/03 - Miller

Moved to appoint Councillor Czop as Chair for April 3, 2023, Regular Meeting of Council due to the absence of Mayor Jennifer Handley and Deputy-Mayor John Dozeman. CARRIED

RESOLUTION # 98 – 23/04/03 - Miller

The Regular Council agenda for April 3, 2023, was accepted with the addition of:

7.2 RCMP Policing Model;

7.3 Nanton Medical Clinic.

CARRIED

2. PRESENTATIONS: None scheduled

3. REPORTS:

3.1 CHIEF ADMINISTRATIVE OFFICER:

3.1.1 Status Report – E

RESOLUTION # 99 - 23/04/03 - Sorenson

Moved that all written reports, as recorded on the agenda for April 3, 2023, be received for information and filing. CARRIED

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

4.1.1 Regular Council Meeting Minutes – E

RESOLUTION # 100 - 23/04/03 - Mitchell

The Councillors all having read the minutes and there being no errors, omissions or corrections, the Minutes of the Regular Meeting of the Council of the Town of Nanton held March 20, 2023, were accepted as distributed. CARRIED

4.1.2 Committee of the Whole Meeting Minutes - E**RESOLUTION # 101 - 23/04/03 - Sorenson**

The Councillors all having read the minutes and there being no errors, omissions or corrections, the Minutes of the Committee of the Whole of Council Meeting of the Town of Nanton held March 27, 2023, were accepted as distributed. CARRIED

4.2 BUSINESS ARISING FROM THE MINUTES:**4.2.1 Committee of the Whole Meeting Recommendation for Proposed fee schedule change for user groups (summer)****RESOLUTION # 102 - 23/04/03 - Miller**

Moved to amend Fees and Rates Bylaw #1366/22 by an amending bylaw for a schedule to contain the following event rates for April to September, annually:

Building-wide event or tournament rental (pool, dry arena & curling lounge, or two of the three facilities for 8 or more hours per day).

	2023	2024	2025	2026	2027
1 Day event Non-Local rental	\$1000.00	\$1030.00	\$1060.90	\$1092.73	\$1125.51
1 Day event, Local rental	\$750.00	\$772.50	\$795.68	\$819.55	\$844.13
2 Day event Non-Local rental	\$1750.00	\$1802.50	\$1856.58	\$1912.27	\$1969.64
2 Day event, Local rental	\$1300.00	\$1339.00	\$1379.17	\$1420.55	\$1463.16
Add Warm Room to rental	\$150.00	\$154.50	\$159.14	\$163.91	\$168.83
3 or more days	By Agreement with Town Administration				
Private Events (e.g. weddings, Celebrations of life, dinners)	As per Dry Ice Arena hourly or day rate in Schedule "E"				
Add Warm Room/Curling Lounge/Concession to rental	\$150.00	\$154.50	\$159.14	\$163.91	\$168.83
Damage / Cleaning Deposits	As per Schedule "E"				

Tom Hornecker Recreation Centre Event Rates cannot be further subsidized via the Town of Nanton Sponsorship Policy.

Up to \$500 may be deducted from fees if an Annual Support Grant is eligible and approved. CARRIED

RESOLUTION # 103 - 23/04/03 - Mitchell

Moved read Bylaw #1370/23 a Bylaw to amend Fees and Rates Bylaw #1366/22, to include building-wide event or tournament rate fees from April to September in the Tom Hornecker Recreation Centre, for the first time. CARRIED

5. NEW & UNFINISHED BUSINESS:**5.1 Request for Decision - May Committee of the Whole of Council meeting schedule - E****RESOLUTION # 104 - 23/04/03 - Mitchell**

Moved to amend Resolution #295 – 22/10/17 to add, "excepting May 2023, which is scheduled for the fifth Monday of May (May 29, 2023) in order to avoid conflict with the Victoria Day statutory holiday". CARRIED



5.2 Request for Decision - 2023 Proposed Safety Codes Fee Schedule – E

RESOLUTION # 105 - 23/04/03 – Miller

Moved to renew the contract between the Town of Nanton and Superior Safety Codes Inc. prior to April 17, 2023, for the provision of services pursuant to the Safety Codes Act and the Municipalities' Quality Management Plan, for the disciplines of building, plumbing, gas, and electrical, to expire on April 17, 2026, with a review of the service to occur advance of the expiry date, to determine Council's consideration for continuation of the contract. CARRIED

5.3 Information Brief - Swimming Pool Asset Condition Report – E

RESOLUTION # 106 - 23/04/03 - Miller

Moved to direct the Chief Administrative Officer to proceed with Request for Proposal for a Condition Assessment of the pool facility at the Tom Hornecker Recreation Centre which will include structural, civil and mechanical components and a life cycle cost financial analysis, to take place prior to filling the pool for the 2023 swim season. CARRIED

6. CORRESPONDENCE:

6.1 FOR ACTION: None

6.2 FOR INFORMATION:

- 6.2.1** Alberta Public Safety & Emergency Services Invoice for Police Funding Model \$90,412 and correspondence regarding same - E

7. CLOSED CONFIDENTIAL SESSION:

RESOLUTION # 107 - 23/04/03 - Mitchell

IT WAS MOVED to recess the Regular Meeting at 7:47 p.m. in order to hold "Closed Confidential Sessions" pursuant to Section 197(2) of the Municipal Government Act, RSA 2000, Chapter M-26 and the Freedom of Information and Protection of Privacy Act, as follows:

- 7.1 Residential Sewer Issue– FOIP Section 20(1) Disclosure harmful to law enforcement;
- 7.2 RCMP Policing Model – FOIP Section 23(1) Local public body confidences;
- 7.3 Nanton Medical Clinic – FOIP Section 23(1) Local public body confidences.

CARRIED

RESOLUTION # 108 - 23/04/03 - Mitchell

IT WAS MOVED to reconvene the Regular Meeting at 8:33 p.m. CARRIED

8. ADJOURNMENT:

RESOLUTION # 109 - 23/04/03 - Sorenson

IT WAS MOVED to adjourn the Regular Meeting of Council at 8:34 p.m.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

NS:ll

These minutes accepted and signed this 17 day of April, 2023.





REQUEST FOR DECISION

Meeting: April 17, 2023
Agenda Item: 4.2.1

Town Facility Use Summer Rates

PURPOSE:

Brought forward for Council's consideration of second and third reading of amending Bylaw #1370/23 to finalize an amendment to the current Fees and Rates Bylaw #1366/22 for an additional Schedule "I" to address new fees for Town of Nanton facilities.

BACKGROUND / IMPLICATIONS:

In response to the Committee of the Whole of Council Meeting Recommendation #1 - 23/03/27-CW, Council proceeded the following resolutions:

RESOLUTION # 102 - 23/04/03 - Miller

Moved to amend Fees and Rates Bylaw #1366/22 by an amending bylaw for a schedule to contain the following event rates for April to September, annually:

Building-wide event or tournament rental (pool, dry arena & curling lounge, or two of the three facilities for 8 or more hours per day).

	2023	2024	2025	2026	2027
1 Day event Non-Local rental	\$1000.00	\$1030.00	\$1060.90	\$1092.73	\$1125.51
1 Day event, Local rental	\$750.00	\$772.50	\$795.68	\$819.55	\$844.13
2 Day event Non-Local rental	\$1750.00	\$1802.50	\$1856.58	\$1912.27	\$1969.64
2 Day event, Local rental	\$1300.00	\$1339.00	\$1379.17	\$1420.55	\$1463.16
Add Warm Room to rental	\$150.00	\$154.50	\$159.14	\$163.91	\$168.83
3 or more days	By Agreement with Town Administration				
Private Events (e.g. weddings, Celebrations of life, dinners)	As per Dry Ice Arena hourly or day rate in Schedule "E"				
Add Warm Room/Curling Lounge/Concession to rental	\$150.00	\$154.50	\$159.14	\$163.91	\$168.83
Damage / Cleaning Deposits	As per Schedule "E"				

Tom Hornecker Recreation Centre Event Rates cannot be further subsidized via the Town of Nanton Sponsorship Policy.

Up to \$500 may be deducted from fees if an Annual Support Grant is eligible and approved. CARRIED

RESOLUTION # 103 - 23/04/03 - Mitchell

Moved read Bylaw #1370/23 a Bylaw to amend Fees and Rates Bylaw #1366/22, to include building-wide event or tournament rate fees from April to September in the Tom Hornecker Recreation Centre, for the first time. CARRIED

ADMINISTRATIVE RECOMMENDATIONS:

1. RESOLUTION # - 23/04/17 - Councillor

Moved read Bylaw #1370/23 a Bylaw to amend Fees and Rates Bylaw #1366/22, to include building-wide event or tournament rate fees from April to September in the Tom Hornecker Recreation Centre, for the first time. CARRIED

2. **RESOLUTION # - 23/04/17 - Councillor**

Move to read Town of Nanton Bylaw #1370/23 for a third and final time

DECISION OPTIONS:

- ☒ #1 – As per Administrative recommendations, read Town of Nanton Bylaw #1370/23 for finalization
- ☒ #2 – Review Fees and Rates Bylaw #1366/22 for updating with 2024 budget process and include the information from Bylaw #1370/23 in the update
- ☐ #3 – Suggest rate changes to amend Bylaw prior to second reading

Financial (GL# / Amount) :

Communications/PR: Posting to website with Fees & Rates bylaw for public information

Applicable Legislation:

Attachments: copy of Bylaw #1370/23 with first reading

Prepared By: Lisa Lockton, Legislative Services Manager Date: April 10, 2023.

APPROVED BY: Neil Smith, Chief Administrative Officer:

NANTON STRATEGIC PLAN ALIGNMENT			
☐	OPERATIONS	☒	EMERGENCY SERVICES
☐	PLANNING & DEVELOPMENT	☐	COMMUNITY & ECONOMIC DEVELOPMENT
☒	GOVERNANCE & CORPORATE SERVICES	☐	NOT APPLICABLE
PRIORITY OR ACTION: To ensure residents and business owners are adequately informed and maintain consistent messaging amongst Council with Administration and residents.			





BYLAW

Bylaw Number 1370/23

A BYLAW OF THE MUNICIPALITY OF THE TOWN OF NANTON IN THE PROVINCE OF ALBERTA TO SET FEES FOR EVENTS AT TOWN OWNED FACILITIES FROM APRIL 1 TO SEPTEMBER 1 ANNUALLY, AMENDING FEES AND RATES BYLAW #1366/22 TO ADD SCHEDULE "I".

1. PURPOSE:

WHEREAS the Municipal Government Act, being the Revised Statutes of Alberta 2000, Chapter M-26, Part 2, and amendments thereto, authorizes a Municipal Council to pass bylaws to establish and charge fees and rates, and

WHEREAS Council deems it proper and expedient to set fees and rates, as may be amended from time to time, respecting Parks and Recreation or Special Events utilizing Town Owned facilities or spaces;

NOW THEREFORE, the Council of the Municipality of the Town of Nanton in the Province of Alberta duly assembled enacts as follows:

2. CITATION:

2.1 This Bylaw will be cited as the Town of Nanton Facility Event Summer Fees Bylaw No. 1370/23

3. ENACTMENT:

3.1 Town of Nanton Fees and Rates Bylaw #1366/22 is amended to include the following information, added as Schedule "I":

These event rates are in effect annually from April 1 to September 1 and are intended for Town owned building-wide event or tournament rental (pool, dry arena & curling lounge, or two of the three facilities for 8 or more hours per day).

	2023	2024	2025	2026	2027
1 Day event Non-Local rental	\$1000.00	\$1030.00	\$1060.90	\$1092.73	\$1125.51
1 Day event, Local rental	\$750.00	\$772.50	\$795.68	\$819.55	\$844.13
2 Day event Non-Local rental	\$1750.00	\$1802.50	\$1856.58	\$1912.27	\$1969.64
2 Day event, Local rental	\$1300.00	\$1339.00	\$1379.17	\$1420.55	\$1463.16
Add Warm Room to rental	\$150.00	\$154.50	\$159.14	\$163.91	\$168.83
3 or more days	By Written Agreement with the Chief Administrative Officer				
Private Events (e.g. weddings, Celebrations of life, dinners)	As per Dry Ice Arena hourly or day rate in Schedule "E" of Bylaw #1366/22				
Add Warm Room/Curling Lounge/Concession to rental	\$150.00	\$154.50	\$159.14	\$163.91	\$168.83
Damage / Cleaning Deposits	As per Schedule "E" of Bylaw #1366/22				

Event Rates at the Town owned Tom Hornecker Recreation Centre cannot be further subsidized via the Town of Nanton Sponsorship Policy.

Up to \$500 may be deducted from fees if an Town of Nanton Annual Support Grant application is eligible and approved.

4. EFFECTIVE DATE AND READINGS:

4.1 This Bylaw #1370/23 comes into effect upon the date of final reading and signing thereof and Bylaw No. 1366/22 is hereby amended.

4.2 Read a first time this 3rd day of April, 2023.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

4.3 Read a second time this ____ day of _____, 2023.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

4.4 Read a third and final time this ____ day of _____, 2023.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER





Request for Decision

Meeting: April 17, 2023
Agenda Item: 5.1

Ice Re-surfacer

ADMINISTRATIVE RECOMMENDATION:

DECISION OPTIONS:

- ☒ #1 – Amend the 2023 capital budget to approve the early order of a new Olympia electric ice resurfacer (approved in 5 year capital plan) to ensure delivery in 2024 and meet MCCAC grant requirements.
- ☒ #2 – Postpone approval of ice resurfacer until 2024.

BACKGROUND / IMPLICATIONS:

The current Olympia ice re-surfacer was purchased in 2014 and while still in decent condition is nearing the point where preventative maintenance is becoming more costly. Earlier this year, a significant repair was required which caused the need for a rental machine and high costs. Keeping the machine for another 5 years is an option but resale value will decrease significantly and as noted maintenance costs will go up.

For these reasons administration has planned for renewal in 2024 and this was approved in the 5 year capital plan just last month. At the beginning of March, administration learned that the Municipal Climate Change Action Centre had extended the deadline for its EVM (electric vehicles for municipalities) program until the end of March. After looking into the program we determined an electric ice resurfacer was eligible for up to \$50,000 funding and so we got a couple of quotes and filed an application for the program as it wasn't too difficult.

On April 4, we were advised by MCCAC that new funding had become available, and our application was eligible and could be supported. Once we provide a final confirmation, a funding agreement can be put in place. One of the stipulations is that delivery of the new ice resurfacer is complete by February 2024. In speaking with the dealer this is achievable, but the order would have to be placed as soon as possible.

The quoted price for the new ice resurfacer is \$175,719. After factoring in the \$50,000 grant and selling the current Olympia the cost to the Town will be approximately \$100,000. The benefit of the new machine is that operating costs will be significantly reduced – the manufacturer states that the cost of operating is only one tenth the cost of operating a gas or propane powered machine. Some modifications will likely be required in the space where the ice-surfacer is parked but can be accommodated within the operational budget in 2023 or 2024.

In the 5 year capital plan administration had recommended utilizing MSI capital dollars for this purchase and this continues to be the case. A down payment in 2023 is required to secure the machine and hence the need for a capital budget amendment. The balance would be paid in 2024 once the machine is delivered.

This is a great opportunity to use available grant funding to help reduce the overall price of a new ice resurfacer and complete part of the 5 year capital plan early. Administration would recommend moving ahead with the purchase.

NANTON STRATEGIC PLAN ALIGNMENT	
☐ OPERATIONS	☐ EMERGENCY SERVICES
☐ PLANNING AND DEVELOPMENT	☐ COMMUNITY AND ECONOMIC DEVELOPMENT
☒ GOVERNANCE AND CORPORATE SERVICES	☐ NOT APPLICABLE
PRIORITY OR ACTION: To support business attraction, retention and expansion.	

ALTERNATIVES:

- REFER to (Administration or Committee) _____
- DEFER the matter to the Council meeting of (date) _____

Financial (GL# / Amount): _____

Communications/PR:

Applicable Legislation:

Attachments:

Prepared By: Clayton Gillespie, Corporate Services Manager

Date: April 10, 2023

APPROVED BY: Neil Smith, Chief Administrative Officer:





REQUEST FOR DECISION

Meeting: April 17, 2023
Agenda Item: 5.2

2023 Tax Rate Bylaw

ADMINISTRATIVE RECOMMENDATION:

Approve the 2023 Tax Rate Bylaw (No. 1371/23) as presented.

DECISION OPTIONS:

☒ #1 – Approve the Tax Rate Bylaw as presented.

☐ #2 – Refer back to administration.

☐ #3 –

PURPOSE:

Administration is requesting Council's approval of the proposed 2023 Tax rate bylaw – No. 1371/23. The rates and assessment amounts within the Bylaw will be used to levy the 2023 property taxes.

BACKGROUND / IMPLICATIONS:

At the March 20, 2023 council meeting, resolution **# 84 - 23/03/20** was passed approving the 2023-2025 operational and capital budget. With the approval of the budget and having received the 2023 Mosquito Creek Foundation requisition (attached) and the 2023 Alberta School Foundation Fund requisition (attached), the 2023 tax rate bylaw has been prepared for council consideration.

The municipal tax rates that are calculated are based off the approved budget and assessment figures from Benchmark Consultants. Once these are set/known a simple calculation is performed to determine the tax rates. The only factor that can change the municipal rates is the split between residential and non-residential. The split is 75/25 – the residential tax base covers 75% of total taxes collected and the non-residential base covers the remaining 25% of the total taxes. This is fair being that the residential assessment makes up at least 75% of the total assessment. For the 2023 tax year administration would not recommend any changes to this, but it could be reviewed in the future if council chose.

Separate rates are again proposed for FCSS, Library and Police funding along with the small business sub-class and the vacant non-residential sub-class. The other tax rates included in the proposed bylaw are based on requisitioned amounts and so there is no ability to change them.

The breakdown for taxes collected, based on the split noted along with the other entities and requisitions for 2023 looks as follows: (2021 and 2022 numbers are shown for context)

				2023	2022	2021
General Municipal Operations						
	Residential			2,195,142.00	2,155,014.00	2,128,850.00
	Non-residential			518,500.00	532,215.00	464,122.00
	Small business			129,224.00	104,800.00	156,671.00
	Vacant Non-residential			4,147.00	3,609.00	-
	Machinery & Equipment			63,463.00	64,594.00	65,614.00
				2,910,476.00	2,860,232.00	2,815,257.00
Other Funding Requirements						
	FCSS			23,475.00	23,429.00	23,075.00
	Library			78,212.00	77,175.00	76,820.00
	Police			136,493.00	90,930.00	68,247.00
Alberta School Foundation Fund						
	Residential			636,475.00	637,852.00	605,126.00
	Non-residential			208,076.00	202,753.00	194,051.00
				844,551.00	840,605.00	799,177.00
Mosquito Creek Foundation				129,607.00	127,049.00	116,837.00
Designated Industrial Property				331.00	281.00	275.00
Total Tax				4,123,145.00	4,019,701.00	3,899,688.00

As the breakdown shows, the biggest change is in the police funding that is required to be collected and remitted to the province. The municipal taxes are slightly higher as was noted when the budget was passed. In 2022 the Town retained just under 71.5% of the total taxes collected and in 2023 that figure is down to about 70.5%.

The assessment figures (from Benchmark), needed for the tax rate calculation are as follows:

DESCRIPTION	CODE	LAND	IMPROVE	OTHER	TOTAL
Real Property (1-00-00-110-00)					
Commercial L & I	01	3,373,210	2,706,960	16,997,000	23,077,170
Industrial Land & Improve	02	485,000	2,376,000	14,741,000	17,602,000
Small business (Non-residential)	80	720,750	1,398,750	10,346,200	12,465,700
Vacant non-residential	81			180,000	180,000
Residential Land & Improve	03	69,031,440	177,226,290	10,435,800	256,693,530
Residential Vacant	04	1,894,000	0		1,894,000
Farm Land	06	30,820	0		30,820
Machinery & Equipment	07		5,396,170		5,396,170
Farm Buildings	09		0		0
		75,535,220	189,104,170	52,700,000	317,339,390
Grant in Lieu (1-00-00-290-00)					
Provincial non-Res	35	0	0	0	0
Provincial - Municipal Only	38	24,000	0		24,000
Totals as per Benchmark Assessment		75,559,220	189,104,170	52,700,000	317,363,390
Linear (1-00-00-190-00)					
Distribution	10,11,12,13		4,256,410		4,256,410
Designated Ind. (1-00-00-200-00)					
DI, non-res	20	4,770	65,800		70,570
DI, M & E	70		115,390		115,390
TOTALS		75,563,990	193,541,770	52,700,000	321,805,760

Based on the required tax dollars needed and assessment figures, the proposed mill rates (included in the bylaw) applicable in 2023 are as follows:

	Municipal	FCSS	Library	Police	ASFF (School)	Mosquito Ck (Seniors)	TOTAL MILL RATE	Prior Year Mill Rate	% Increase or Decrease
Residential	8.4880	0.0729	0.2430	0.4241	2.4611	0.4028	12.0919	12.7846	-5.42%
Commercial (non-residential)	11.5145	0.0729	0.2430	0.4241	3.6092	0.4028	16.2666	17.3346	-6.16%
Small Business (non-residential)	10.3664	0.0729	0.2430	0.4241	3.6092	0.4028	15.1185	16.0817	-5.99%
Vacant (non-residential)	23.0364	0.0729	0.2430	0.4241	3.6092	0.4028	27.7885	29.4674	-5.70%
Machinery & Equipment	11.5145	0.0729	0.2430	0.4241		0.4028	12.6574	13.5188	-6.37%

In terms of tax dollars paid by rate payers, the table below shows the proposed breakdown for each entity along with 2022 tax numbers for comparison. These numbers are based on the average assessed value – property owners may see more or less depending on their assessment.

Residential				
	2022		2023	Difference
Assessment	243,513	6.900%	260,315	16,802
Alberta School Foundation Fund	\$ 650.21	-1.470%	\$ 640.65	-\$ 9.56
Mosquito Creek Srs Foundation	\$ 104.20	0.623%	\$ 104.85	\$ 0.65
Town of Nanton	\$ 2,196.76	0.582%	\$ 2,209.55	\$ 12.79
FCSS	\$ 19.20	-1.097%	\$ 18.99	-\$ 0.21
Library	\$ 63.25	0.027%	\$ 63.27	\$ 0.02
Police	\$ 74.52	48.164%	\$ 110.41	\$ 35.89
Total Tax Levy	\$ 3,108.14	1.273%	\$ 3,147.72	\$ 39.58
Non - Residential				
	2022		2023	Difference
Assessment	235,000	8.100%	254,035	19,035
Alberta School Foundation Fund	\$ 903.16	1.517%	\$ 916.86	\$ 13.70
Mosquito Creek Srs Foundation	\$ 100.56	1.750%	\$ 102.32	\$ 1.76
Town of Nanton	\$ 2,884.81	1.396%	\$ 2,925.09	\$ 40.28
FCSS	\$ 18.53	0.007%	\$ 18.53	\$ 0.00
Library	\$ 61.04	1.148%	\$ 61.74	\$ 0.70
Police	\$ 71.92	49.817%	\$ 107.75	\$ 35.83
Total Tax Levy	\$ 4,040.02	2.284%	\$ 4,132.29	\$ 92.27

Administration recommends passing the attached 2023 Tax Rate Bylaw in order to levy taxes and process the combined tax/assessment notices for mail out by May 15, 2023.

ALTERNATIVES:

- REFER to (Administration or Committee) _____
- DEFER the matter to the Council meeting of (date) _____

Financial (GL# / Amount): _____

Communications/PR: Administration will ensure that a brochure is sent with the assessment/tax notifications, as well, details will be published on the website.

Applicable Legislation: Appropriate MGA Sections

Attachments: Alberta School Foundation requisition and Mosquito Creek Foundation requisition.

Prepared By: Clayton Gillespie, Corporate Services Manager

Date: April 12, 2023

APPROVED BY: Neil Smith, Chief Administrative Officer:

STRATEGIC PLAN ALIGNMENT			
☐	CORE SERVICES	☒	FINANCE & I.T.
☐	ECONOMIC DEVELOPMENT PRIORITIES	☐	COMMUNITY DEVELOPMENT PRIORITIES
☐	GOVERNANCE	☐	SINGLE ISSUE PRIORITY
Please detail the specific strategic priority and objective if applicable: No specific priority or objective.			





BYLAW

Bylaw Number: 1371/23

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE TOWN OF NANTON FOR THE 2023 TAXATION YEAR.

1. ENACTMENT

WHEREAS, Sections 353, and 354 of the *Municipal Government Act*, Chapter M-26, Revised Statutes of Alberta, 2000, require a municipality to pass a property tax bylaw annually and to set and show all rates for the year;

WHEREAS, the Town of Nanton has prepared and adopted detailed estimates of municipal revenue, and expenses as required, at the council meeting held on March 20, 2023; and

WHEREAS, the estimated municipal revenues and transfers from all sources other than property taxation total **\$2,666,132** for 2023; and

WHEREAS, the estimated municipal expenses and transfers set out in the annual budget for 2023 total **\$5,517,903** and the balance of **\$2,910,476** is to be raised by general municipal property taxation; and

WHEREAS, the requisitions and other budgeted commitments are:

Alberta School Foundation Fund (ASFF)	
- Residential / Farmland	\$636,475
- Non-residential	\$208,076
Mosquito Creek Foundation (Seniors Housing)	\$129,607
Designated Industrial Properties	\$331
Nanton Quality of Life Foundation (FCSS)	\$23,475
Nanton Thelma Fanning Library	\$78,212
Alberta Provincial Policing (PFM Regulation)	\$136,493

WHEREAS, the council is authorized to classify assessed property, and to establish different rates of taxation in respect of each class of property, subject to the *Municipal Government Act*, Chapter M-26, Revised Statutes of Alberta, 2000: and

WHEREAS, the assessed value of all property in the Town of Nanton as shown on the assessment roll is:

Residential	\$258,587,530
Farmland	\$30,820
Non-Residential	\$40,703,170
Small Business	\$12,465,700
Vacant Non-residential	\$180,000
Linear	\$4,442,370
Machinery and Equipment	\$5,396,170
Total Assessment	\$321,805,760

NOW THEREFORE, under the authority of the *Municipal Government Act*, the council of the Municipality of the Town of Nanton, in the Province of Alberta, enacts as follows:

That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Town of Nanton:

	Tax Levy	Assessment	Tax Rate
General Municipal			
- Residential & Farmland	\$2,195,142	\$258,618,350	0.0084880
- Non-residential	\$518,500	\$45,030,150	0.0115145
- Small Business	\$129,224	\$12,465,700	0.0103664
- Vacant Non-residential	\$4,147	\$180,000	0.0230364
- Machinery & Equipment	<u>\$63,463</u>	<u>\$5,511,560</u>	0.0115145
Total:	\$2,910,476	\$321,805,760	
Nanton Quality of Life Foundation (FCSS)	\$23,475	\$321,805,760	0.0000729
Nanton Thelma Fanning Library	\$78,212	\$321,805,760	0.0002430
Alberta Provincial Policing	\$136,493	\$321,805,760	0.0004241
ASFF (Residential & Farmland)	\$636,475	\$258,618,350	0.0024611
ASFF (Non-residential)	\$208,076	\$57,651,850	0.0036092
Mosquito Creek Foundation (Seniors Housing)	\$129,607	\$321,781,760	0.0004028
Designated Industrial Properties	<u>\$331</u>	<u>\$4,442,370</u>	0.0000746
Grand Total:	<u>\$4,123,145</u>		



2. EFFECTIVE DATE AND READINGS

- 2.1 This Bylaw shall take effect upon the date of third and final reading
- 2.2 READ a first time on this 17th day of April, 2023.
- 2.3 READ a second time this 17th day of April, 2023.
- 2.4 READ a third and final time on this 17th day of April 2023.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER



Bylaw #: 1371/23

3 of 3

Statement of Intent

Clayton Gillespie
Corporate Services Manager
Town of Nanton
P O BOX 609
Nanton, AB T0L 1R0

Statement of Intent Date: 11-Apr-23
Statement of Intent Number: 2023-4058

This 2023 Statement of Intent has been provided for information purposes only and is not the March 2023 invoice. Your March 2023 payment is the amount on your March 2023 invoice which was processed on March 1, 2023 and this is accessible via [AIMS](http://extranet.education.alberta.ca/aims/) (<http://extranet.education.alberta.ca/aims/>).

Due to the late approval of the Order in Council, which sets the mill rates for the year, the 2023 provincial education property tax requisitions were not released by March 15, 2023. In accordance with the Education Act, the March 2023 invoice amounts were based on your 2023 property tax requisitions.

June and September invoices will continue to reflect 2022 requisition amounts until the 2023 Order in Council has been approved. Upon approval of the Order in Council, the next quarterly invoice will include any adjustments due from previous quarterly payments based on the 2023 education property tax requisition.

Your patience and cooperation on this matter is appreciated. If you have questions, please phone Shanon Vergara at (780) 427-2172 or email at shanon.vergara@gov.ab.ca.

Summary of Municipal Affairs Equalized Assessments

		Mill Rate	Total Payment
Residential & Farm Land	\$248,623,016.00	2.56	\$636,474.92
Non-Residential	\$55,339,475.00	3.76	\$208,076.43
	\$303,962,491.00		\$844,551.35

Mosquito Creek Foundation
NANTON



March 17, 2023

Town of Nanton
PO Box 609
Nanton, AB
T0L 1R0

Attention: CAO

Dear CAO,

RE: 2023 REQUISITIONS

The Board of Directors for Mosquito Creek Foundation have approved the 2023 Municipal Requisitions for Silver Willow Lodge in the amount of **\$363,518**.

As per the Alberta Housing Act 7(1) the Municipalities are requisitioned based on their proportionate share of the total equalized assessments as indicated below:

Municipality	Equalized Assessment	Percentage	Requisition
Town of Nanton	309,211,873	36%	\$129,607
MD of Willow Creek No. 26	513,923,389	59%	\$215,413
MD of Ranchland No. 66	44,130,038	5%	\$ 18,497
Totals	867,265,300	100%	\$363,518

We look forward to receiving your cheque made payable to ‘Mosquito Creek Foundation’ with our thanks.

Yours truly,

Debra Zaluski
Chief Administrative Officer



March 21, 2023

Nanton Town Council
1907 21 Street, PO Box 609
Nanton AB T0L 1R0
Via email: jhandley@nanton.ca

Dear Mayor Jennifer Handley:

With the recent announcement of provincial design funding, we're excited to continue the work of new schools for Nanton with our municipal partners. As such, the Livingstone Range School Division Board of Trustees invites **two elected officials from the Town of Nanton to join the Nanton Schools Advisory Committee.**

Comprised of LRSD Trustees and elected officials from the Town of Nanton, M.D. of Ranchland, and M.D. of Willow Creek the purpose of the Committee is to advise the LRSD Board of Trustees relative to the new construction and/or modernization, programming, and community partnerships at Nanton schools.

Please advise us of which upcoming Town Council meeting you will be discussing this so that a Trustee can attend and answer any questions you may have. Once a designate has been determined, please provide the person's name and contact information to Nikki Lytwyn, Executive Assistant to the Superintendent at lytwynn@lrsd.ab.ca or 403-625-3356.

Sincerely,

Lacey Poytress
Chair, Board of Trustees

Every student, every day.

W: www.lrsd.ca P: 403-625-3356 F: 403-553-0370 T: 800-310-6579
PO Box 1810, 410 20 Street, Fort Macleod, AB T0L 0Z0



RECEIVED
APR 12 2023
TOWN OF NANTON

April 5, 2023

Dear Mayor Handley & Council,

Maybe you visited the Swamp at the original MASH Bash in 2010 or danced the night away at the Big Band Bash in 2018, either way we are bringing the best of both together as we design the 35th Annual Dinner & Auction **MASH Bash 2.0**! I am inviting you to partner with us again and be a part of this long-standing tradition by renewing your sponsorship.

We are thrilled to be hosting this year's event at the Bomber Command Museum in Nanton on Saturday, October 14. It is going to be a fun evening, in the perfect setting to celebrate the 1950's and a salute to the iconic and beloved MASH series. There will be amazing raffle and auction items, dancing, connecting with neighbors and friends all in the spirit of supporting our local healthcare in High River and Nanton.

I hope that we can count on your support knowing that this commitment enables us to put patient's first by enhancing services and equipment to better care for our community. Your participation previously as a **Champion Sponsor** is greatly appreciated and I've attached an outline of your sponsorship benefits. Please confirm your participation by June 30.

34 years of tradition and outstanding fundraising for healthcare would not experience this type of longevity without your leading support, by event sponsors like you! So as we move forward to designing the 35th annual Dinner & Auction, we'd like to invite you to be a part of it once again. If you have any questions or to confirm your participation, please contact me directly at 403-652-0129, or email cathy.couey@ahs.ca.

Yours truly,

A handwritten signature in blue ink that reads 'Cathy Couey'.

Cathy Couey
Fund Development and Communications Office



High River District Health Care Foundation

560 - 9th Ave S.W., High River, Alberta T1V 1B3 • ph: 403.652.0129 • f: 403.601.6611 www.highriverhealthfoundation.ca

2023 Dinner & Auction Sponsorship Opportunities



*To ensure that you receive full sponsorship benefits, please confirm your participation by **June 30, 2023**.*

PREMIER SPONSOR \$5000

- 8 Tickets (value \$760)
- Prominent Logo recognition on all promotional material (poster, invitations, newspaper advertising)
- Sponsorship recognition in radio advertisement
- Recognition on Facebook, Instagram & LinkedIn (3 exclusive posts per week)
- Prominent logo or name recognition on event signage, power point presentation, auction catalogue and program
- Recognition on the online auction website
- Recognition post event in the newspaper and social media thank you
- Logo recognition on signage at the High River Hospital for the year following the event

LEAD SPONSOR \$2500

- 4 Tickets (value \$380)
- Logo recognition on promotional material (Poster, invitation, newspaper advertising)
- Recognition on Facebook, Instagram & LinkedIn (2 posts per week leading up to event)
- Logo recognition at event (signage, program, auction catalogue and power point)
- Recognition on online auction website
- Recognition post event in the newspaper and social media thank you
- Logo recognition on signage at the High River Hospital for the year following the event

CHAMPION SPONSOR \$1000

- 2 Tickets (value \$190)
- Recognition on invitation & poster
- Recognition on Facebook, Instagram & LinkedIn (1 per week leading up to event)
- Name recognition at the event (signage, program, auction catalogue & power point)
- Recognition post event in the newspaper & social media thank you
- Name recognition on signage at the Hospital for one year following the event



Municipal District of Willow Creek

Office of the Reeve

www.mdwillowcreek.com
273129 SEC HWY 520
Claresholm Industrial Area
Box 550, Claresholm Alberta T0L 0T0

Office: (403) 625-3351
Fax: (403) 625-3886
Shop: (403) 625-3030
Toll Free: 888-337-3351

April 13, 2023

Mayor Schlossberger and Council
Town of Claresholm
Box 1000
Claresholm, AB
T0L 0T0

Mayor Feyter and Council
Town of Fort Macleod
Box 1420
Fort Macleod, AB
T0L 0Z0

Mayor Hall and Council
Town of Stavely
Box 249
Stavely, AB
T0L 1Z0

Mayor Handley and Council
Town of Nanton
Box 609
Nanton, AB
T0I 1R0

Dear Mayors and Councils,

The Intermunicipal Recreation Funding Agreement outlines the requirement for the M.D. to pay 50% of fixed costs being defined as utilities, insurance and telecommunications.

The M.D. recognizes the extra-ordinary impacts that inflation is having on budgets at this time. None could have anticipated the type of inflation that we have seen the past year – particularly inflation which has resulted from federal and provincial government policy. Future year projections provide little sign of relief. Of particular concern is the carbon tax which is presently set at \$50 per tonne and which is expected to reach \$170 per tonne by 2030.

As such, in an interest of continuing the momentum of regional collaboration the M.D. is prepared to waive Article 5.2 (that inflation adjustments will occur in year 4 and 5 of the agreement) as well as to waive Article 5.3(d) which is the 1.58% inflationary cap outlined in the agreement. Financial contributions beginning in 2023 will be amended based upon how contributions were originally calculated in the agreement. Annual review of costs in the same manner are planned through the term of the agreement.

Following the Intermunicipal Collaboration Framework Committee meeting of January 18th the Town of Claresholm, Town of Stavely, Town of Fort Macleod and Town of Nanton provided a summary of fixed costs pertaining to their arena, pools and curling rinks to the M.D.

As a result of the analysis of costs the MD of Willow Creek will increase contributions to regional recreation to \$331,600, an increase of \$57,000 to address the increase in fixed costs.

We have provided a summary of the planned 2023 contributions as well as the figures provided by each community used to calculate the contributions for your information.

Sincerely, on Behalf of Council,

A handwritten signature in blue ink that reads "Maryanne V. Sandberg". The signature is fluid and cursive, with the first name "Maryanne" and last name "Sandberg" clearly legible, and a middle initial "V." in between.

Maryanne V. Sandberg
Reeve
Municipal District of Willow Creek No. 26

FINANCIAL ANALYSIS: AQUATIC CENTERS/POOLS, ARENA, CURLING RINKS							
BASED ON 2022 DATA							
Fixed Cost Calculation							
	CURLING FIXED		POOL FIXED		ARENA FIXED		TOTAL FIXED
Fort Macleod	11,122.06		49,503.79		118,844.22		179,470.07
Nanton	33,073.87		25,970.40		101,745.79		160,790.06
Claresholm	9,112.76		2,800.89		107,332.60		119,246.25
Stavely	-		-		81,685.00		81,685.00
Fort Macleod	179,470.07				Fort Macleod		76,584.40
Nanton	160,790.06				Nanton		76,584.40
Claresholm	119,246.25				Claresholm		76,584.40
Total Fixed Costs	459,506.38				Total of 50% MD Portion		229,753.19
50% of Total Fixed Costs	229,753.19				Stavely Total Fixed Costs		81,685.00
Stavely Total Fixed Costs	81,685.00				Total of 50% MD Portion		40,842.50
Total of 50% MD Portion	40,842.50				Note: For contribution purposes, numbers have been rounded to \$77,000 and \$41,000		
	Celebration Events	Cemeteries	Curling Arena Pool	Curling Arena Pool Reserve			
Granum	1,000.00				MD	2,600.00	
Fort Macleod	1,000.00	3,000.00	77,000.00	12,300.00	Fort Macleod	800.00	
Nanton	1,000.00	3,000.00	77,000.00	12,300.00	Nanton	800.00	
Claresholm	1,000.00	3,000.00	77,000.00	12,300.00	Claresholm	800.00	
Stavely	1,000.00	3,000.00	41,000.00	5,700.00	Stavely	200.00	
Total MD Contribution	5,000.00	12,000.00	272,000.00	42,600.00	Total Partnership Contribution	5,200.00	
Total MD Contribution			331,600.00				
Previous			274,600.00				
2023			331,600.00				
Increase			57,000.00				