



# AGENDA

**TUESDAY**, February 21, 2023 at 7:00 p.m.  
Council Chambers at the Tom Hornecker  
Recreation Centre, 2<sup>nd</sup> Floor, 2122 – 18 Street

Livestream: <https://www.facebook.com/TownofNanton/>

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## REGULAR COUNCIL MEETING

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### NOTICE OF RECORDING

#### **1. CALL TO ORDER & ADOPTION OF AGENDA:**

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

#### **2. PRESENTATIONS:**

- 2.1 Lynne Cox, Executive Director, Nanton Quality of Life Foundation 7:05 – 7:15 p.m. - E

#### **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 previous month end - 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 - E

##### **3.4 COUNCIL:**

- 3.4.1 MAYOR JENNIFER HANDLEY
- 3.4.2 COUNCILLOR VICTOR CZOP - E
- 3.4.3 COUNCILLOR ROGER MILLER
- 3.4.4 COUNCILLOR DAVE MITCHELL
- 3.4.5 COUNCILLOR KEN SORENSON
- 3.4.6 COUNCILLOR KEVIN TODD
- 3.4.7 COUNCILLOR JOHN DOZEMAN - E  
Foothills Regional Emergency Services Commission Minutes Nov 23/22 & Jan 25/23

#### **4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:**

4.1 **ADOPTION:** Minutes of the Regular Meeting of Council on February 6th 2023.

4.2 **BUSINESS ARISING FROM THE MINUTES:**

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

5.1 **Information Brief: Operational Budget (first draft) – E**

5.2 **Information Brief: I.T. Health - E**

**6. CORRESPONDENCE:**

6.1 **FOR ACTION:**

6.1.1 **RCMP Letter of request for Priorities**

6.1.2 **Farm Safety Centre request for donation**

6.2 **FOR INFORMATION:**

**7. CLOSED CONFIDENTIAL SESSION:**

7.1 **Nanton Schools Solution – FOIP Section 21 – Harmful to intergovernmental relations**

7.2 **Housing Needs Assessment – FOIP Section 21 – Harmful to intergovernmental relations**

**8. ADJOURNMENT:**

# NANTON QUALITY OF LIFE FOUNDATION

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## Report to the Community

February 2023

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### OUR YEAR IN REVIEW

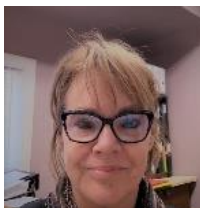
2022 represented another great year of programming for the Foundation and the services we provide. The Foundation is the steward of Family and Community Support Services (FCSS) grants provided through the Government of Alberta, the Town of Nanton, the M.D. of Willow Creek No.26 and the M.D. of Ranchland No.66.

Our funding is also enhanced because of the generosity of our communities through legacy donations, and donations of money and gifts to support specific community programs from community members and groups.

We also received a federal grant in 2022 to build and deliver a senior/youth mentoring program in 2023, a grant to support the income tax program and a grant in support of our Volunteer Week celebrations. We received over \$6000 in grants and donations outside of our FCSS core funding in 2022.

### CELEBRATING OUR STAFF

In July 2022, after 3 years of service, we said goodbye to Jennifer Herman, the foundation's Executive Director. We wish her all the best and thank her for her service to Nanton and area.



In mid-September Lynne Cox joined us as our new Executive Director. Lynne brings over 30 years of business and non-profit experience – most recently as the Coordinator for Crowsnest Pass Adult Education Association.

**Welcome Lynne!**



After 8 years with the foundation Lori Fiander, our Community Support Worker probably doesn't need much introduction. Lori is well known for the care and compassion that she shows to those who look to her for assistance.

Debbie Fontaine, another familiar face, has provided Administrative Support on a casual basis for over 10 years.

In 2022 we welcomed Suzie Munro and Season Stonall to the In-Home Assistance Worker team.

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### MAKING A DIFFERENCE

Volunteers play a key role at NQLF. Donations of time contribute to the foundation's ability to deliver services and programs to our communities.

We would like to extend special recognition to some of our volunteers who go above and beyond with their contribution of time and energy: Rhonda Anderson, Chelan Barnes, Elaine Mahan, Susan Somerville, and Jean Thompson.

**NQLF Board of Directors:** Julie Barker, Chelan Barnes, Kristen Hall (Vice Chair), Joscelyn Stangowitz, Sheena Taggart (Chair), Pam Woodall. Municipal Representatives: Evan Berger, Kevin Todd, Dave Mitchell, Cam Gardner.

Jackie Wilson recently retired from our board after serving 10 years, many of them as Vice Chair. We wish Jackie all the best in the future and thank her for her commitment to the foundation.

**If you would like to join our team of volunteers, please contact us at 403-646-2436**

## 2022 Program Highlights - By the Numbers

**400:** Community volunteers donated over 400 hours to our various FCSS programs and services including Meals on Wheels, drumming facilitation, Income Tax preparation and assorted community events.

We'd like to give shout outs to those amazing volunteers: **Dave & Felicity Patterson, Marylou Slumskie, Karen Gould, Jean Thompson, Doreen Hooker, Chelan Barnes, Susan Sommerville, Evelina Steele, Shauna Strong, Gordon Orchard, and Wayne Bateman**

**300:** gifts donated to Santa's Gone Loonie and Secret Santa for Seniors

**150:** Community volunteers donated over 150 hours to the Story Dogs program

**200:** hours donated by the Board of Directors in support of the Nanton Quality of Life Founding in 2022.

**\$2000:** legacy and other donations provided to support foundation programming.

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## Programs for Youth

**GLOW (Girls Leading Others Wisely).** A new program for girls aged 9-14 years to help build self-confidence, self-esteem, and leadership skills. It is an international program with great outcomes for girls looking for connection, growth and development.



### SANTA'S GONE LOONIE

Nanton and area residents showed their generosity and donated over 300 gifts to this popular program. Over 85 children from our region attended this popular event and chose gifts for their families.



### BACKPACK Program

In August, Nanton Quality of Life received donated backpacks and school supplies from our community for school-aged youth.

### STORY DOGS

Nanton Quality of Life supports volunteer onboarding into this wonderful program at A. B. Daley school, coordinated by volunteer Joscelyn

Thanks to volunteers, **Joscelyn Stangowitz, Dianne Put, Danelle Foster, Lindsay Woolsey, Toni McLeod, Allison IsBell, Chelan Barnes, Nicole Hamel, Stephani Hodgson, Tracey Woolsey, John Blake, Katherine Foerster, Kelsey Fath, Rick Everett, Jodi Hodgson**

Stangowitz. By reading to a volunteer and their dogs, children are able to read aloud in a non-judgmental supportive environment – building confidence, trust and resilience.

## Programming for Seniors

**SECRET SANTA FOR SENIORS** Thanks to the generosity of our community **60** Seniors enjoyed Christmas gift bags loaded with wonderful gifts.



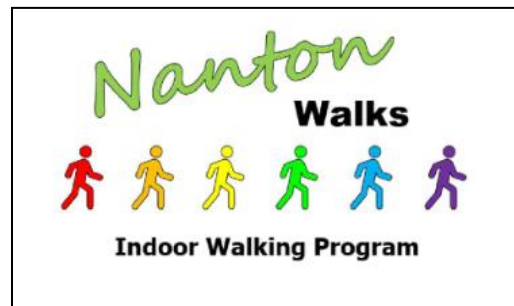
**SENIORS TEA** A tea with an educational component for Seniors is held in celebration of Seniors Week.

**MUSIC AND MEMORY PROGRAM** Individualized playlists on iPods are provided for elderly and dementia patients.

## Connecting With Community

### NANTON WALKS – Indoor Walking Program

In partnership with the Nanton Bomber Museum and the Nanton Legion, we welcomed 20 area residents to walk safely during the winter and spring months of 2022. 100% of participants reported that the program helps them stay safe and connected to our community.



### REFERRAL SUPPORT

The heart of our organization is connecting our community members to the resources and support they may need. In 2022 we made over **400** community referrals to other agencies and helped community members connect with income supports, housing opportunities, mental health supports, food bank referrals, and provided government form completion support.



### INCOME TAX SUPPORT

With the support of Lori Fiander and Wayne Bateman, our Canadian Volunteer Income Tax Program volunteer, **85** income tax submissions were completed for the 2021 tax season under the C.V.I.T. Program. This invaluable, annual program helps lower income residents ensure timely and accurate filing of their income tax returns.

### DRUMMING CIRCLE



We offer a monthly intergenerational drumming circle facilitated by Gord Orchard. This program is open to all adults. Drums and percussion instruments are provided.



**NANTON QUALITY OF LIFE FOUNDATION**

“Proactively Supporting Our Community”



## **COLLABORATION: working together for the best results:**

Porcupine Hills Early Childhood Committee, Alberta Health Services: Public Health and Rural Mental Health, Immigration Services, Inclusion Foothills, Willow Creek Learning, MCG Careers, Nanton Thelma Fanning Library, Wildrose Community Connections, Rowan House, and many other community agencies.

In 2022 we took part in over **20** interagency meetings supporting collaboration and looking for ways to best support the health and well-being of our communities. We worked with our partner FCSS organizations and our government funders’ networking to ensure access and alignment to our Vision, Mission, and Values.

## **CONNECTING WITH OUR COMMUNITY**

Staying connected and keeping you informed about our and our partners’ programming is important to us. In 2022 we distributed over **60** Hometown Gazettes each month.

We created over **50** Facebook posts reaching **4778** people, **366** shares of posts. Our work was also highlighted In the Nanton News and by EuroRADIO broadcasting.

## **What is under development?**



Our Board is undertaking strategic planning to set our priorities for the next 3 years. We are also working on a grant to develop courses to promote digital literacy with our seniors; we are looking for unique opportunities to engage the youth in our community with collaborative programming with other partner agencies; we are working with our donors on creative ways to connect with our Nanton and area residents.

### **We welcome your input!**

**For more information about any of our programs or to learn how you can support our work, please contact us at:**

**Nanton Quality of Life Foundation** (the little log cabin beside the Nanton Bomber Museum)  
1601 21 Avenue, Nanton, Alberta: 403-646-2436  
[www.nqlf.org](http://www.nqlf.org)

**Let’s keep the conversation going in 2023!**



# NANTON QUALITY OF LIFE FOUNDATION

“Proactively Supporting Our Community”

## 2022 in Review

Lynne Cox  
Executive Director  
Nanton Quality of Life Foundation



# Celebrating our Staff



## Highlights in 2022

- Goodbye to Jennifer Herman in August; Welcomed Lynne Cox, mid-September
- Lori Fiander, 8 years of service as our Community Support Worker
- Debbie Fontaine, 10 years of service as our casual admin
- Season Stonall, Suzie Munroe – New In-Home Assistance Workers

In 2023 our foundation will celebrate 27 years of service to our communities!



# Celebrating our Volunteer Board

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Nine member Board of Directors – Sheena Taggart, Chair, Kristen Hall, Vice-Chair

## **Directors**

- Chelan Barnes
- Pam Woodall
- Joscelyn Stangowitz
- Julie Barker

## **Municipal Representatives**

- Evan Berger, MD of Willow Creek
- Cam Gardner, MD of Ranchland
- Dave Mitchell, Town of Nanton



# Celebrating our Volunteers

We have over 30 Volunteers in our community supporting our programming:

- Meals on Wheels, Story Dogs, Seniors Week, Drumming, Income Tax Preparation  
Community Events

Elaine Mahan  
Rhonda Anderson  
Susan Somerville  
Jean Thompson  
Gordon Orchard  
Dave Patterson  
Felicity Patterson  
Marylou Slumskie  
Karen Gould  
Jean Thompson,  
Doreen Hooker  
Chelan Barnes  
Susan Sommerville  
Evelina Steele  
Shauna Strong  
Wayne Bateman  
Joscelyn Stangowitz  
Dianne Put  
Dannelle Foster  
Lindsay Woolsey  
Toni McLeod  
Allison IsBell  
Nicole Hamel  
Tracey Woolsey  
Katherine Foerster  
John Blake  
Kelsey Fath  
Rick Everett  
Jodi Hodgson  
Louise Adie



# Our 2022 Programming



## In Home Assistance

Community Drum Circle



beat the winter blues

BackPack Program



Santa's Gone Loonie!



CHILD ID CLINIC





# Our Partnerships

We partner and collaborate with many agencies and other area FCSS organizations such as:

**Porcupine Hills Early Childhood Committee, Wildrose Community Connections**

**Alberta Health Services: Public Health and Rural Mental Health, Adult Day Program**

**Immigration Services, Inclusion Foothills, Willow Creek Learning, MCG Careers, Rowan House**

**Nanton Thelma Fanning Library, Stavely FCSS, Claresholm FCSS, FCSSAA**



# Staying Connected to Community

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We have a generous, vibrant and supportive community. Over **300** gifts were donated to our Christmas events. Over **\$2000** in legacy and other donations were provided in support of our programming

Staying connected and keeping you informed about our and our partners' programming is important to us:

- In 2022 we distributed over **60** Hometown Gazettes each month
- We created over **50** Facebook posts reaching **4778** people, with **366** shares of posts
- Our work was also highlighted In the Nanton News and by EuroRADIO broadcasting



# What is next?

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- Strategic Planning to guide our priorities for the next three years
- More community engagement and outreach
- A review of federal and provincial grants in support of NQLF programs and outreach
  - Thank you for the \$4000 grant for new equipment in support of hybrid programming
- Creative and collaborative programming with other partner agencies.

Good things are coming!

Let's keep the conversation going in 2023!





# STATUS REPORT

Meeting: Feb 21, 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	Actions	Status	Notes
<b>Committee of the Whole January 30 2023</b>				
CW 1- 23/01/30	Accept LUB community engagement Implementation Plan presented by ISL		C	
CW 2- 23/01/30	Approve amended purchasing policy #13-159-21/06/07 to include multi-year vendors or record		C	
CW 3- 23/01/30	Include provisions for updated Fire Services Bylaw regarding fireworks	LS developing	IP	
CW 4- 23/01/30	Request presentation from Foothills Tourism Association prior to further funding agreements		C	Scheduled for June

<b>Regular Meeting January 16 2023</b>				
14-23/01/16	budget \$5,000 of economic development funds to test a vinyl wrap on a 3 m by 6 m on THRC	CAO to research	IP	Image selection
17-23/01/16	the Town’s Economic Development projects for 2023 include: Increasing the annual financial support to Chamber to \$4,000 in ‘23 and \$5,000 in ‘24. Approve promo video budget of \$16,000 Apply for Community Designation under the AB Advantage Immigration Program – <b>Entrepreneur Stream</b> .	CAO to lead	C	Video awarded, AIP form submitted.
18-23/01/16	CAO to collab with Chamber of Commerce RFD for Marketing		IP	Meeting held – Information Brief to follow
19-23/01/16	Needs Assessment for Silver Willow lodge rebuilding		IP	Quote provided
20-23/01/16	Dust suppression policy adoption		C	
21-23/01/16	Cancel uncollectible accounts for tax and utilities		C	
24-23/01/16	CAO to contact AB Minister Env and Minister of Transportation re: wastewater and sludge		C	Letter issued

## COUNCIL / COMMITTEE OF THE WHOLE

Res #	Description	Notes	Status	fw
112 – 22/03/09	further discussion for direction and control of the Director of Emergency Management position as per Bylaw #1332/19.			Emergency Advisory committee
CW 1- 22/11/28	Pursue a Community Designation under the Alberta Advantage Immigration Program		IP	On hold
CW 2- 22/11/28	Determines an option for the refurbishment of the Town's gateway signs in 2023 and the relocation of next generation LED community information signage			REG next year 2023
CW 3.1.4 22/11/28	that priority be the installation of an elevator and that 2023 Budget deliberations			Spring 2023
CW 3.1.6 22/11/28	Request from the Chamber for financial support of Economic Development Officer will be discussed within the 2023 Budget			Spring 2023
CW 3.2.1 22/11/28	Offsite Levy Bylaw (proposed): bring the issue forward for consideration in spring of 2023			Spring 2023

## COMMITTEES

Res #	Description	Issue	ST	Notes	fw
7 - 23/01/03	Refer the potential of utility fees for bare lots to Services Committee	SERV			

## DEPARTMENTS

Res #	Description	Issue	ST	Notes	fw
52 – 21/03/01	CAO to apply for THRC elevator funding	Waiting suitable program opportunity and budget for specification development/estimate	IP	CAO	FIN
82 – 21/04/05	THRC new program & partnering w/FCSS investigation	See also Res#20-20/01/20	IP	OTHER Rec	REC
243-21/09/07	Heraldic emblem project updated – working on draft sketch	Sketch draft in progress	IP	LS	Draft received
149-22/05/02	RFD re: STARS \$2/capita request	Review in Spring	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	Legal advice received	
251-22/08/15 252-22/08/15	CAO to consult with ORRSC for LUB amendment in relation to CGEDC lease and use & master plan inclusion	CAO	IP	LUB project in review	On hold for general LUB process
237 -22/10/19	CAO RFP re: review of Fire Department needs and strategic 10-year plan	Pending budget approval	IP	CAO	
383 - 22/12/12	FIN committee to explore Operational Budget options in 2024		IP	FIN	
391- 22/12/12	Fwd support grant app for Fire Services training to ICF Emergency Services	CAO / Fire Chief	IP		
394 - 22/12/12	Defer off-site levy in lieu of legal advice	CAO	IP		

## CAPITAL BUDGET 2023 Progress

Roadway Infrastructure	BUDGET	SOURCE
Road rehab & repairs - various locations	\$150,000	Gas Tax
Sidewalk rehab & replacement - <i>various locations</i>	\$75,000	Gas Tax
<i>Notes:</i>		
Water, Wastewater & Stormwater Infrastructure	BUDGET	SOURCE
WWTP (FOG Digester)	\$75,000	MSI/LGFF
Sewer collection re-lining (remainder of 19 <sup>th</sup> Street)	\$100,000	Gas Tax
Flusher (for sewer collection mains)	\$20,000	MSI/LGFF
WWTP Equipment (chemical pump and metering)	\$25,000	MSI/LGFF
Water Valve Replacement	\$100,000	Gas Tax
Catch Basin/ swale (Ranchland Motel corner) project	\$20,000	MSI/LGFF
Raw water reservoir aeration project	\$1,370,000	AWWMP
	38.46% Reserves; 61.54% Province	
Manhole chamber renewal	\$50,000	Gas Tax
<i>Notes:</i>		
Parks & Trails	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 updates	\$10,000	Reserves
<i>Notes:</i>		
Buildings	BUDGET	SOURCE
THRC - front curtainwall façade, roof & elevator (grant dependent)	\$300,000	program
Arena – partial board replacement/ updates	\$75,000	MSI/LGFF
Public Works Shop – Heating, A/C, ventilation, lighting and structural	\$75,000	MSI/LGFF
Firehall – Heating updates	\$20,000	MSI/LGFF

Fencing - recycling/branch pile yard	\$25,000	Taxation
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*Notes: An elevator proposal, when submitted, may not be funded in 2023, but the possibility is there. Some reserve contribution would likely be required.*

Vehicles & Equipment	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	\$40,000	MSI/LGFF
Bylaw equipment - speed signage & upgraded crosswalk illumination	\$25,000	Gas Tax

*Notes:*

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.*

Note:





# REPORT FROM ADMINISTRATION

Meeting: February 21<sup>st</sup> 2023  
Agenda Item: 3.1.2

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## Chief Administrative Officer

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The CAO and Manager of Operations met with a representative from Foothills County this month to obtain some input with respect to the Regional Water Pipeline Feasibility Study.

Four members of Council and the CAO met with representative of Livingstone Range School Division at short notice on the 15<sup>th</sup> of February to discuss a way forward on the Nanton Schools Solution.

Staff and the Chamber of Commerce President are working with Bamboo Shoots on a promotional video shooting itinerary. The first shooting date should occur in March.

Staff are working to develop and submit a proposal for an accessibility elevator and THRC energy efficiency/accessibility enhancements before the February deadline for the federal green and inclusive community buildings program. Delnor construction, a firm that specializes in elevator projects, has been retained for that purpose. It will not compete with the stream the medical clinic proposal has been submitted under.

### Personnel and Professional Development

An ICS Course (Incident Command) was held in February for the administrative staff. At this point, 90 per cent of the staff are trained in ICS 300 and the rest of staff will be brought to at least the ICS200 ICS this year. The DEM is organizing NAIT training courses for the specific Incident Command Post staff. The DEM will take these courses and ICS 400 this year.

Emergency Management Plan work continues and plans for drills and practices are under way.

NEW BUSINESS LICENCES THIS MONTH
Ingram Landscape Design
Porcupine Hills Plumbing and Heating
Approved new Business Licence information can be followed here: <a href="#">Planning &amp; Development   Nanton, AB - Official Website</a>

## 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,



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Neil Smith, RPP  
Chief Administrative Officer

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



<b>Cheque Number</b>	<b>Vendor Cheque Name</b>	<b>Cheque Date</b>	<b>Amount</b>	<b>Cheque Details</b>
19926	Alberta Developers Officers Assoc.	1/25/2023	\$125.00	Annual membership fee
19927	Autocraft	1/25/2023	\$268.28	Windshield replacement
19928	CDN Ventures	1/25/2023	\$50.00	Business license refund
19929	Chubb Life Insurance Company	1/25/2023	\$135.49	Employee benefits
19930	Citizens on Patrol	1/25/2023	\$300.00	Support grant
19931	ConnectFirst Credit Union	1/25/2023	\$50.00	Business license refund
19934	Foothills Custom Promotionals	1/25/2023	\$657.22	Fire department clothing/apparel
19936	Imperial Oil	1/25/2023	\$113.95	Fuel
19937	James Electric Motor Services	1/25/2023	\$412.26	Water plant pump repairs
19938	Junior Achievement Southern AB	1/25/2023	\$600.00	Support grant
19939	Kowality Contracting	1/25/2023	\$78.75	Shop door adjustment
19940	Local Government Administration	1/25/2023	\$118.13	Annual membership fee
19941	Mountain Top Foods	1/25/2023	\$100.00	Business license refund
19942	Nanton Animal Protection Society	1/25/2023	\$1,500.00	Support grant
19943	Nanton Memorial Community Hall	1/25/2023	\$14,000.00	Support grant
19944	Nanton Promoters Club	1/25/2023	\$6,000.00	Grant money to help cover fireworks
19945	Oldman River Regional Services	1/25/2023	\$19,046.30	Planning services
19946	Pitney Bowes	1/25/2023	\$312.23	Postage
19948	Ramshaw Excavating & Landscaping	1/25/2023	\$50.00	Business license refund
19949	Trojan Technologies Goup ULC	1/25/2023	\$4,464.42	WWTP mesh filter
19950	Utility Safety Partners	1/25/2023	\$467.16	First call locates
19951	Western Financial Group	1/25/2023	\$50.00	Business license refund
19953	Nanton Gas Plus	1/25/2023	\$1,128.36	Fuel (propane)
EFT0000000004261	888351 Alberta Ltd o/a Wild Rose	1/25/2023	\$8,701.00	Sludge removal and hauling
EFT0000000004262	Behrends Bronze Inc	1/25/2023	\$333.38	Cemetery plaque
EFT0000000004263	Benchmark Assessment	1/25/2023	\$8,432.81	1st quarter assessment fees

EFT0000000004264	Big Hill Services	1/25/2023	\$232.34	Propane straps
EFT0000000004265	Canadian Linen & Uniform	1/25/2023	\$130.52	Office mat cleaning
EFT0000000004266	Canoe Procurement Group of Canada	1/25/2023	\$523.47	Miscellaneous supplies
EFT0000000004267	CARO Analytical Services	1/25/2023	\$1,707.64	Water testing
EFT0000000004268	Cattlemens Corner	1/25/2023	\$63.58	Miscellaneous supplies
EFT0000000004269	Central Sharpening Ltd	1/25/2023	\$78.75	Ice blade sharpening
EFT0000000004270	Chinook Arch Reg Library	1/25/2023	\$8,493.32	1st half Library services
EFT0000000004271	ClearTech Industries Inc	1/25/2023	\$4,226.18	WTP chemical
EFT0000000004272	Contain-A-Way Services	1/25/2023	\$653.02	Waste management fees
EFT0000000004273	Crossroad Energy Solutions Inc	1/25/2023	\$932.92	WTP - replace power board
EFT0000000004274	CUPE	1/25/2023	\$1,447.73	Union dues
EFT0000000004275	Czop, Victor	1/25/2023	\$414.22	Mileage and per diem expense
EFT0000000004276	Direct Energy Business C/O C15	1/25/2023	\$30,665.53	Natural gas charges
EFT0000000004277	Drager Safety Canada Ltd.	1/25/2023	\$8,814.82	Fire department equipment maintenance
EFT0000000004278	Ecco Recycling and Energy Corp	1/25/2023	\$737.93	Recycling fees
EFT0000000004279	Enfield, Tracy	1/25/2023	\$865.00	Office cleaning charges
EFT0000000004280	euroProductions	1/25/2023	\$50.00	Business license refund
EFT0000000004281	Foothills Regional Services Comm.	1/25/2023	\$2,623.00	Landfill tippage
EFT0000000004282	G & JD Construction	1/25/2023	\$210.00	Lift rental fees
EFT0000000004283	Gregg Distributors Company Ltd	1/25/2023	\$3,753.32	High speed saw and miscellaneous
EFT0000000004284	Hicklin Motors	1/25/2023	\$120.75	Vehicle maintenance
EFT0000000004285	Hifab Holdings Ltd	1/25/2023	\$630.33	Courier/freight fees
EFT0000000004286	Homewood Health Inc	1/25/2023	\$554.40	Employee benefits
EFT0000000004287	iA Financial Group	1/25/2023	\$72.08	Employee benefits
EFT0000000004288	Inspiris	1/25/2023	\$19,252.09	IT costs
EFT0000000004289	Klearwater Equipment	1/25/2023	\$8,258.25	WTP chemical
EFT0000000004290	Linde Canada Inc.	1/25/2023	\$593.04	Microbulk equipment rental
EFT0000000004292	MD of Willow Creek	1/25/2023	\$1,344.00	Paramedic fees
EFT0000000004293	MPE Engineering Ltd	1/25/2023	\$78,036.24	Regional water study consulting
EFT0000000004294	Nanton Auto Parts Ltd.	1/25/2023	\$953.03	Miscellaneous supplies
EFT0000000004295	Nanton Handi Van Society	1/25/2023	\$3,000.00	Support grant
EFT0000000004296	Nanton Home Hardware Building	1/25/2023	\$2,958.80	Fire hall doors - push button hardware
EFT0000000004297	F.C.S.S.	1/25/2023	\$22,350.00	Quarterly grant plus support grant
EFT0000000004298	Nanton T Fanning Library	1/25/2023	\$12,125.00	Quarterly grant

EFT0000000004299	NextGen Automation	1/25/2023	\$265.23	Photocopier fees
EFT0000000004300	Orkin Canada Corporation	1/25/2023	\$204.07	Pest control
EFT0000000004302	Process Color Print Limited	1/25/2023	\$220.12	Phoenix grant signage
EFT0000000004303	Purolator Inc.	1/25/2023	\$287.33	Courier/freight fees
EFT0000000004304	Integrated Sustainability Const.	1/25/2023	\$157.50	WTP software fees
EFT0000000004305	Reynolds, Mirth, Richards & Farmer	1/25/2023	\$1,774.40	Legal
EFT0000000004306	RMA Insurance Ltd.	1/25/2023	\$194.67	vehicle insurance
EFT0000000004307	Shawne Excavating	1/25/2023	\$7,498.17	Water repairs
EFT0000000004308	Sudden Fun Recreation	1/25/2023	\$4,088.70	Park benches
EFT0000000004309	Super Save Disposal (AB) Ltd	1/25/2023	\$1,534.85	Waste management fees
EFT0000000004310	Superior Safety Codes	1/25/2023	\$286.65	Building code fees
EFT0000000004312	T & T Disposal Services	1/25/2023	\$6,049.54	Waste management fees
EFT0000000004313	UFA Co-operative Ltd	1/25/2023	\$3,395.51	Fuel
Total Cheques: 74			<u>310,322.78</u>	



# MONTHLY REPORT

Meeting: February 21, 2023  
Agenda Item: 3.3.1

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## Clayton Gillespie, Corporate Services Manager

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Report Period: January 16, 2023 to February 16, 2023

### ACTIVITIES:

2022 year end work now underway – auditors will be onsite towards end of February/beginning of March.

MSI and CCBF capital applications have been submitted based on the approved capital budget.

Staff completed 2022 year-end payroll reporting along with the 2022 WCB report. Pension compliance reporting also completed along with T4 slips.

Final reporting and claim for the CCRF grant done (VIC project) – funding should be received within the next 4 to 5 weeks.

Small business sub-class deadline now passed – completed statutory declarations received was up quite a bit this year with 49 received compared to only 35 in 2022.

2022 Tax arrears list – there are still 2 properties remaining on the 2022 arrears list. If the arrears are not paid by March 31, 2023 the tax sale by public auction process can be initiated.

Outstanding taxes at January 15, not including TIPP participants are summarized as follows:

\$88,868.33	Current taxes outstanding
\$29,968.05	Arrears including previous penalties
<u>\$6,178.57</u>	On 2022 arrears list subject to auction in 2023
\$125,014.95	

Benchmark has provided the Town with new assessment figures, and we'll be presenting at the March 20<sup>th</sup> council meeting.

### PROGRESS ON MAJOR PROJECTS & PROGRAMS:

Meeting room audio upgrades – a pre-installation site visit completed on January 10. Equipment is on order but delayed to end of March – install now looks to be first week of April.

***Parks & Recreation Report –***

RFP for arena board work completed and sent out – proposals to be received by March 10.

130 hours of ice rented to local teams in January with 10 hours of ice time rented to non-local teams.

Public skate and shinny numbers – 369 in total for the month of January.

**MARKETING AND COMMUNICATIONS:**

**TRAINING/EDUCATIONAL SESSIONS ATTENDED:**

ICS 300 training completed the week of January 16-20.

**UPCOMING EVENTS / ADDITIONAL INFORMATION:**

Prepared by: Clayton Gillespie, Corporate Services Manager

Date: February 16, 2023





# MONTHLY REPORT

Meeting: February 21<sup>st</sup> 2023  
Agenda Item: 3.3.2

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## Operations Department

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Report Period: (January 2023)

### ACTIVITIES:

- WASTEWATER OPERATIONS
  - 32728 m<sup>3</sup> of treated wastewater effluent was released to Mosquito Creek
  - Resumed hauling 3 loads (90 m<sup>3</sup>) of waste sludge to City of Calgary per week for disposal due to climbing MLSS numbers.
  - Uneven aeration bubbling pattern is being observed in Aeration Tank #1. Appears there is a plug/rupture in the aeration manifold at the bottom of the tank, it will have to be drained again for inspection and maintenance. Attempting to identify the necessary parts for repair, as there are no as-built drawings of the aeration manifolds within the WWTP as-built drawing package. The tank will remain in service until the required parts are identified. Have contacted Veolia (formerly Suez, who designed and commissioned the WWTP) for assistance.
  - Exploring the option of switching the aeration tank blower pulleys to increase blower output, which would in turn increase the volume of air being pumped into the WWTP aeration tanks and help increase dissolved oxygen concentration within the tanks. Presently in talks with blower manufacturer to determine our options going forward.
  - Began monthly sampling and lab testing protocol of WWTP waste sludge, as required by City of Calgary temporary sludge hauling approval. Costs associated with monthly sampling and lab tests are approximately \$1200.
  - Purchased a spare dissolved oxygen lab probe and LEAP primary filter belt. These pieces of equipment are necessary for daily normal WWTP operations, and lead times for these items are between several weeks to months.
  - Received a quote of ~\$22,000 (\$USD) for a Little John Digester for the WWTP to help control fats, oils, and grease in the WWTP lift station. This piece of equipment was part of the recommendation upgrades highlighted in the MPE WWTP assessment report.
  - Meeting with MPE re: sludge dewatering equipment. MPE confirmed that if we were to be awarded grant money for our sludge dewatering project, we are not tied to the equipment specified within the grant proposal and other types of dewatering equipment may be chosen for the project.
  
- WATER OPERATIONS
  - 33114 m<sup>3</sup> of treated potable water was sent to the Town distribution system
  - Manganese concentrations in the Town's potable water have returned to normal concentrations. No complaints from Town water users.
  
- ROADS
  - Clearing snow 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 steer when temperatures permitted.

- Peeling snow/ice from parking lanes to help with water flow when it melts.
- Clearing storm drains
- 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.
  - Utilizing the combo wafers on the pathways which appear to be working well.
  - Continue to add millings to sidewalk in front of Cooperators building.
- MISCELLANEOUS
  - Removed Christmas lights at Westview and VIC trees, office, and Christmas pole lights.
  - Some lights are a still in the trees in Westview trees and will be removed when the weather permits.
  - Remove flagpole Christmas at VIC and candy canes at entrance signs.
  - Steamed blocked culvert at Hwy 533 and Hwy 2 (18 St). Trenched to the east of culvert to prevent ice buildup.
  - Site visit with Neil to campground for streetlight proposed site.
- CEMETERY
  - No burials this month
- 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.
  - Opened yard waste area the first week of January for Christmas tree drop off.

**EMERGENCY MANAGEMENT:**

- Working on Emergency management plan

**TRAINING/EDUCATIONAL SESSIONS ATTENDED:**

- APWA Public Works Supervisors Level 2 Course Jan 17-20
- ICS 300 – Jan 17-19 (High River) sending 3 staff

**UPCOMING EVENTS / ADDITIONAL INFORMATION:**

- ICS 300 – Feb 8-10 (Nanton)
- ICS 400 – Feb 23 & 25 (Lacombe) Shellah
- Emergency Management – Individual ICP Section Chief courses online through NAIT.





# MONTHLY DEPARTMENT REPORT

Regular Meeting: February 21, 2023  
 Agenda Item: 3.3.3

## Georgina Sharpe, Planning and Development

Report Period: January 2023

### ACTIVITIES:

Development Permit Approvals & Lot Sales		
	January 2023	December 2022
Residential	\$47K	\$0K
Comm/Ind	\$0K	\$46K
Public	\$0K	\$0K
Other	Signs = 0	Signs = 0
WV III Sales* (Total = 66/85)	0 lot	0 lot
	YTD2023	YTD2022
TOTAL	\$47K	\$0K
		YE2022
Housing Starts		7

\*by date of sale

- Municipal Planning Commission Meeting – Monday January 9

### January Permits Issued:

DP #	Last Name	Civic Address of Development	Lot	Blk	Plan	Zone	Description
D47-22	Zeno Renewables	2124 29 Avenue	1	79	001 2718	R1	Roof mount solar

### PROGRESS ON PROJECTS & PROGRAMS:

- Land Use Bylaw Project –
  - “Kick off” meeting in January 13 and update January 26
  - Presentation of Engagement Plan to Council January 30, RFD February 6
- Housing Needs Assessment Update -
  - Call with Community Development Manager, Sustainable Housing Initiative January 26
  - Proposal pending

### TRAINING/EDUCATIONAL SESSIONS ATTENDED:

- N/A

### UPCOMING EVENTS / ADDITIONAL INFORMATION:

- Municipal Planning Commission Meeting – Monday February 13 @ 7 pm





## MONTHLY DEPARTMENT REPORT

Meeting: February 23, 2023  
Agenda Item: 3.3.4

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### Nanton Fire Department

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Report Period: January 1 to January 31, 2023

#### ACTIVITIES:

- Regular training nights are on Thursday's starting at 19:00 hours.
  - We will be focusing on:
    - Response Levels for responding to calls.
    - Routing and Mapping for directions to calls.
    - Radio Communications
- Recruitment and Retention will be a primary focus over the next few months to assist with 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.
  - An RFP has been started and can be expected in March.
- We will be working with our neighbours to promote a fire training academy that could be hosted through 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 NFPA 10-01 Level 1, First aid and Medical First Responder training. More information and a potential 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.
- Day to day operations continue as we prepare for the winter season.
  - Appropriate changes to apparatus have been completed
- Discussions with responding partners regarding the state of AHS Ground Ambulance and the steps required to ensure citizens are receiving the best level of service for medical first response.
  - Including discussions of potential transportation of critical patients to the nearest hospital
    - RFD was presented and approved.
    - Have received multiple requests for interviews with local news outlets.
- I received a resignation letter from Deputy Chief Arkes. He will be stepping down as Deputy Chief and will remain as a member to assist with Fire Safety Inspections and the Quality Management Plan. We thank Doug for his years of Service as the Deputy and look forward to having him assist with inspections and investigations.
  - A Deputy Chief posting will take place in February.

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>• January Town Call Totals: <ul style="list-style-type: none"> <li>○ Alarm Bells- 2</li> <li>○ Hazmat- 0</li> <li>○ Medical- 4</li> <li>○ Structure Fire- 0</li> <li>○ Motor Vehicle- 2</li> <li>○ Outside Fire- 0</li> <li>○ Electrical- 0</li> <li>○ Investigation- 0</li> <li>○ Citizen Assist- 0</li> <li>○ Mutual Aid- 0</li> <li>○ Suspicious Pkg.- 0</li> <li>○ Gas Leak 0</li> <li style="padding-left: 40px;">Total 8</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>• December MD Call Totals: <ul style="list-style-type: none"> <li>○ Alarm Bells- 0</li> <li>○ Hazmat- 0</li> <li>○ Medical- 3</li> <li>○ Structure Fire- 0</li> <li>○ Motor Vehicle- 2</li> <li>○ Outside Fire- 0</li> <li>○ Electrical- 0</li> <li>○ Investigation- 0</li> <li>○ Citizen Assist- 0</li> <li>○ Mutual Aid- 1</li> <li>○ Suspicious Pkg.- 0</li> <li>○ Gas Leak 0</li> <li style="padding-left: 40px;">Total 6</li> </ul> </li> </ul> |
|--|---|

**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 is in need of 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.
  - Exterior lighting will be upgraded to more efficient LED lighting.
    - Temperatures have pushed this upgrade to the New Year
    - Scheduling conflicts with electrician have pushed project to February.

**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.
- Discussions with DEM regarding ICS training for Fire Department members
  - Working with response partners to host this training.
- 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)

**UPCOMING EVENTS / ADDITIONAL INFORMATION:**

- We have started planning for the return of the Fireman's Ball on March 25, 2023. More details to come.

Respectfully submitted,  
Fire Chief John G. Dozeman





# MONTHLY DEPARTMENT REPORT

Meeting: February 21, 2023  
Agenda Item: 3.3.5

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Peace Officer Adam Reiter #18591

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Report Period: January 2023

## ACTIVITIES:

- Joint Force Operation (JFO) with Cst. Khan and Cst. Laberge: January 6
- January 17 – 19: ICS 300 in High River
- January 23: Court and JFO with Cpl. Nairn
- January 25: Assist High River Protective Services with protest

## TRAINING/EDUCATIONAL SESSIONS ATTENDED:

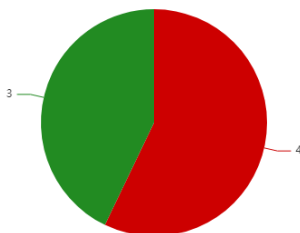
## UPCOMING EVENTS / ADDITIONAL INFORMATION:

## Monthly Occurrences snapshot:

Count of Incident Types Total:7 | 100.0%

### Municipal Types

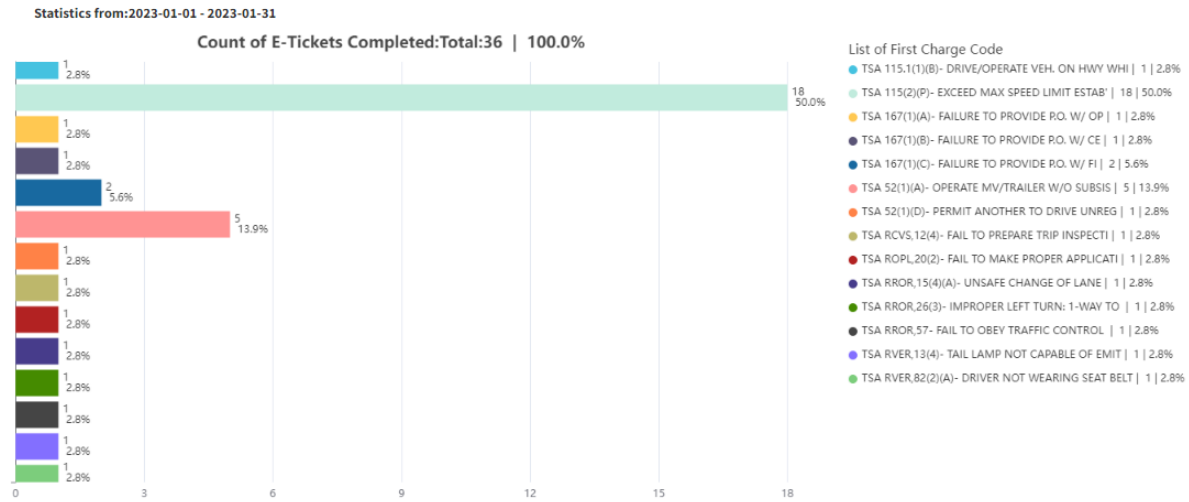
ANIMAL BYLAW	4   57.1%
TRAFFIC BY-LAW	3   42.9%



The 7 files shown above break down into 4 Animal Control files, and 3 Traffic Bylaw files, with the traffic files being snow removal issues.

## Monthly ticket stats:

A slight change was done in the way warnings are issued and tracked for January. All stops containing supplementary violations were issued physical written warnings as well. This change has created a more accurate stat tracking, as previously if a ticket was being issued no written warnings would be issued, instead warnings were verbally explained. In total 36 violations were identified in January, tickets issued total approximately \$3125. As usual, the largest issue found was speeding, 5 unregistered motor vehicles were also found during this time.





# MONTHLY COUNCIL REPORT

Meeting: [February 20, 2023]  
Agenda Item: 3.4.2

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## Councillor Victor Czop:

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Report Period: January 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 Community Hall Society meeting  
Attend Mayor-Reeve meeting on zoom  
Attend Council meetings  
Attend ICF meeting in Claresholm  
Attend Nanton C.O.P meeting  
Attend Committee of the Whole meeting

*VR Czop*



# MONTHLY COUNCIL REPORT

Meeting: February 21, 2023

Agenda Item: 3.4.7

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## Councillor John Dozeman:

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

Report Period: December

MPC Member: Yes

### APPOINTED EXTERNAL COMMITTEE MEETING HIGHLIGHTS:

#### 1. Emergency Management Committee Chair

Date:

Key Items: Nothing scheduled for January.

#### 2. Foothills Regional Emergency Services Commission

Date: January 25, 2023

Key Items: Approved Minutes are attached.

#### 3. Other Events

Date: January 26, 2023

Key Items: Community Futures Highwood, Queens Jubilee Medal Presentation for community members followed by Board Meeting. Articles of Association changes and discussions.

**Council Standing Committees:**  
(Key items detailed in minutes)

Services: Nothing scheduled in January.  
Finance: Nothing Scheduled for January

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

### UPCOMING EVENTS / ADDITIONAL INFORMATION:

**FOOTHILLS REGIONAL EMERGENCY SERVICES COMMISSION  
BOARD MEETING**

**Wednesday, January 25, 2023, 7:00 p.m. Teams Virtual Meeting**

Attendance: Suzanne Oel, Chairman, Jamie Tiessen, Vice Chairman  
Brenda Fenwick, Executive Director  
Board Members: Jonathan Gordon, Aaron Lyons, Will Smith, John  
Dozeman, Jason Schneider  
Absent: Cheryl Actemichuk, Michael Nychyk

**1.0** The meeting was called to order at 7:00 by Brenda Fenwick, Acting Chairperson.

**2.0** **Organizational Elections**

**Chairman:**

Nominations for the position of Chairman were asked from the floor.

**MOTION:** by Jonathan Gordon to nominate Suzanne Oel for the position of  
Chairman.

**Seconded by Will Smith  
CARRIED**

Suzanne Oel accepted the nomination.  
Suzanne Oel appointed Chairman by acclamation.  
Suzanne Oel assumed the position of Chairman.

**Vice Chairman:**

Nominations for the position of Vice Chairman were asked from the floor.

**MOTION:** by Jonathan Gordon to nominate Jamie Tiessen for the position of  
Vice Chairman.

**Seconded by Aaron Lyons  
CARRIED**

Jamie Tiessen accepted the nomination.  
Jamie Tiessen appointed Vice Chairman by acclamation

**Signing Authority**

**MOTION:** by Jamie Tiessen to reappoint Suzanne Oel, Chairperson, Brenda  
Fenwick, Executive Director and Michael Luchia, Operations  
Superintendent and Cheryl Actemichuk, board member as signing  
authority for the Commission

**Seconded by Aaron Lyons  
CARRIED**

**3.0 AGENDA**

**MOTION:** by Will Smith to adopt the agenda as presented.

**Seconded by Jonathan Gordon  
CARRIED**

**4.0 MINUTES OF PREVIOUS MEETING – November 23, 2022**

To record the adoption of the Minutes approved by electronic vote.

**MOTION:** by Jonathan Gordon to adopt the Minutes of November 23, 2022

**Seconded by Aaron Lyons  
CARRIED by electronic vote.**

**5.0 FINANCIAL**

**5.1 Collective Bargaining Tentative Agreement 2023 – 2025 – J. Tiessen**

**MOTION:** by Jamie Tiessen to move the report and discussion into closed meeting at 7:05 pm.

**Seconded by Will Smith  
CARRIED**

**MOTION:** by John Dozeman to come out of closed meeting at 7:20 pm.

**Seconded by Will Smith  
CARRIED**

**MOTION:** by Jonathan Gordon to approve the negotiated tentative agreement between Foothills Regional Emergency Services Commission and the Health Sciences Association of Alberta as presented.

**Seconded by Aaron Lyons  
CARRIED**

**5.2 Appointment of Auditor – Scase and Partners**

**MOTION:** by John Dozeman to appoint Scase and Partners to perform the annual audit for the year ended 2022.

**Seconded by Will Smith  
CARRIED**

**5.3 Draft Budget 2023 - 2025**

Brenda Fenwick presented the proposed draft budget for 2023 and the projected budget for 2024-2025.

**MOTION:** by Jonathan Gordon to approve the draft budget for 2023 and the projected budget for 2024 and 2025 as presented.

**Seconded by John Dozeman  
CARRIED**

**6.0 NEW BUSINESS**

**6.1 NG 911 Update (Standing Item)**

Verbal update discussed during Budget discussion. Municipalities have been signing the Local Governing Authority agreements and Brenda Fenwick has been assisting them with understanding the roles and responsibilities. The Call Handling Solution project is well underway, the equipment was delivered in early January to both sites (primary and backup). It is anticipated that installation will occur in early May as there have been some scheduling challenges. The NICE recording system will be upgraded at the same time to be NG911 compatible.

**6.2 Commission Bylaw Revisions**

The Commission Bylaws required revision to accommodate for the amalgamation of Turner Valley and Black Diamond. Legal advise was obtained and the revisions were straightforward. The bylaws have been revised to reflect the amalgamated towns of Turner Valley and Black Diamond as the Town of Diamond Valley as per the Order in Council from the Lieutenant Governor. The Membership has been reduced by 1 member municipality and the Board has been reduced from 10 directors to 9.

**MOTION:** by Will Smith to adopt the revised Organizational Bylaw as presented.

**Seconded by Aaron Lyons  
CARRIED**

**MOTION:** by John Dozeman to adopt the revised Bylaw No.1-2013 Board of Directors Bylaw as presented.

**Seconded by Jonathan Gordon  
CARRIED**

**7.0 EXECUTIVE DIRECTOR REPORT**

Reviewed and accepted as information.

**8.0** **CLOSED MEETING** (At the Board's discretion, the Board may close this portion of the meeting to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and Protection of Privacy (FOIP) Act.

**8.1 AHS EMS Dispatch** (Not required to be discussed in a closed meeting)

A discussion was held concerning the Province's efforts to improve EMS service delivery in Alberta. The recently release reports from EMS Provincial Advisory Committee and the Dispatch Review were discussed. It was suggested that MLA Sigurdson be invited to the next FRESC meeting to provide a formal update, Suzanne Oel will extend the invitation. **The next meeting will be rescheduled to April 26, 2023** to accommodate this invitation prior to the Provincial election.

**9.0** The meeting was adjourned by Suzanne Oel at 8:26 p.m.

**FOOTHILLS REGIONAL EMERGENCY SERVICES COMMISSION  
BOARD MEETING  
Wednesday, November 23, 2022  
7:00 p.m. Teams Meeting**

Attendance : Suzanne Oel, Chair, Jamie Tiessen, Vice-Chair  
Brenda Fenwick, Executive Director  
Board Members: Jason Schneider, Jonathan Gordon, Aaron Lyons, Will Smith, John Dozeman, Michael Nychyk, Cheryl Actemichuk

**1.0** The meeting was called to order at 7:01 by Suzanne Oel, Chair.

Visitation: MLS Sigurdson attended the meeting to provide an update regarding the ongoing EMS issue and the EMS Dispatch Review Discussion. Each board member shared perspectives, concerns, and questions.

**2.0** **AGENDA**

**MOTION:** by Cheryl Actemichuk to adopt the agenda as presented

**Seconded by Jamie Tiessen  
CARRIED**

**3.0** **MINUTES OF PREVIOUS MEETING – April 27, 2022**

**MOTION:** by John Dozeman to adopt the Minutes of April 27, 2022.

**Seconded by Jonathan Gordon  
CARRIED by electronic vote**

**4.0** **FINANCIAL**

**4.1** **Collective Bargaining and 2023 Interim Operating Budget**

**MOTION:** by John Dozeman to approve continued day to day operations using the approved 3 year budget projected budget as a guideline and interim budget until the Collective Bargaining process is complete

**Seconded by Michael Nychyk  
CARRIED**

**5.0 NEW BUSINESS**

**5.1 NG911 Project Update**

Brenda Fenwick presented and reviewed the information brief regarding the current state of the transition to NG911. Anticipated transition to NG911 is late 2023 or early 2024.

**MOTION:** by Jamie Tiessen to accept the report as information.

**Seconded by John Dozeman  
CARRIED**

**6.0 EXECUTIVE DIRECTOR REPORT**

The Executive Director report was reviewed and received as information.

**MOTION:** by Jonathan Gordon to accept the Executive Director report as information.

**Seconded by Will Smith  
CARRIED**

**7.0 CLOSED MEETING** (At the Board's discretion, the Board may close this portion of the meeting to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the Freedom of Information and Protection of Privacy (FOIP) Act.

**7.1 AHS EMS**

**MOTION:** by Will Smith to go into closed meeting at 8:31 pm

**Seconded by Cheryl Actemichuk  
CARRIED**

**MOTION:** by Will Smith to come out of the closed meeting at 8:54 pm

**Seconded by John Dozeman  
CARRIED**

**8.0 2023 MEETING DATES** Jan 25, May 24, Sept 27, Nov 29

**9.0** The meeting was adjourned at 8:56 pm



# MINUTES

Monday, February 6, 2023 at 7:00 p.m.  
Council Chambers at the Tom Hornecker  
Recreation Centre, 2122 – 18 Street

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## REGULAR COUNCIL MEETING

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

**OTHERS PRESENT:**

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

### **1. CALL TO ORDER & ADOPTION OF THE AGENDA:**

The Regular Meeting was called to order by Mayor Handley at 7:00 p.m.

#### **RESOLUTION # 26 – 23/02/06 - Sorenson**

The Regular Council agenda for February 6, 2023, was accepted as presented. CARRIED

### **2. PRESENTATIONS:**

2.1 Nanton RCMP Report – Cpl. Tom Nairn 7:02 - 7:14 pm

The RCMP letter requesting Council's 2023 priorities, with the reports provided by Cpl. Nairn, will be brought forward to the next Regular Meeting to discuss for Council's direction.

Cpl. Nairn left the meeting at the end of his presentation.

### **3. REPORTS:**

#### **3.1 CHIEF ADMINISTRATIVE OFFICER:**

3.1.1 Status Report – E

#### **3.2 FINANCIAL:**

3.2.1 Financial Variance Report for 2022 – E

**RESOLUTION # 27 - 23/02/06- Mitchell**

Approved the transfer of the following Operating/Capital Budget amounts into reserves for use in 2023 or later:

- \$12,000 from Legislative to contingency reserves.
- \$35,000 from Corporate services to contingency reserves.
- \$26,000 from Fire to fire reserves.
- \$16,000 from Public Works to contingency reserves.
- \$5,000 from Utilities to Water and Wastewater reserves.
- \$13,000 from Development to contingency reserves.
- \$55,000 from Parks & Rec to contingency reserves.

\$332,686 net lot sales to municipal land development reserves.

CARRIED

**RESOLUTION # 28 - 23/02/06 - Miller**

Moved that all written reports, as recorded on the agenda for February 6, 2023, be received for information and filing. CARRIED

**4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:**

**4.1 ADOPTION:**

**4.1.1 Regular Meeting of Council January 16, 2023 Minutes – E**

**RESOLUTION # 29 - 23/02/06 - Czop**

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 January 16, 2023, were accepted as distributed. CARRIED

**4.1.2 Committee of the Whole Meeting January 30, 2023 – E**

**RESOLUTION # 30 - 23/02/06 - 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 the Town of Nanton held January 30, 2023, were accepted as distributed. CARRIED

**4.2 BUSINESS ARISING FROM THE MINUTES:**

**4.2.1 Approval of ISL Engineering Community Engagement Plan for Land Use Bylaw update – E**

**RESOLUTION # 31 - 23/02/06 - Miller**

Moved to adopt the Nanton Land Use Bylaw Community Engagement Implementation Plan as presented by ISL Engineering and Land Services, as attached to these minutes as Schedule "A". CARRIED

**4.2.2 Approval of amended Purchasing Policy #13 159 21/06/07 - E**



**RESOLUTION # 32 - 23/02/06 - Miller**

Moved to approve the amended purchasing policy to include authorization for the contracting of 'Vendors of Record' under Master Services Agreement(s), as attached to these minutes as Schedule "B".

CARRIED

**5. NEW & UNFINISHED BUSINESS:**

**5.1 Travel Reimbursement Policy 12 – 47 – 20/02/18 Amendment – E**

**RESOLUTION # 33 - 23/02/06 - Mitchell**

Moved to approve the amendment to Travel policy No. 12 47 20/02/18 that will update the mileage rate as per the Finance committee's recommendation, as attached to these minutes as Schedule "C". CARRIED

**5.2 Request from Councillor Kevin Todd for Leave of Absence extension and Reassignment of Deputy-Mayor appointment**

**RESOLUTION # 34 - 23/02/06 - Sorenson**

Moved to approve requested leave of absence extension from Councillor Kevin Todd to March 1, 2023. CARRIED

**5.3 Municipal Government Act Changes – Appointments for Mayor - E**

**RESOLUTION # 35 - 23/02/06 - Mitchell**

Moved to rescind Resolution 298-22/10/17 and appoint Councillor Victor Czop as Chair and two Council Members, Councillors Ken Sorenson and Kevin Todd as well as Mayor Jennifer Handley to the Governance Standing Committee. CARRIED

**RESOLUTION # 36 - 23/02/06 - Sorenson**

Moved to rescind Resolution 299-22-10-17 and appoint Councillor Kevin Todd as Chair and two Council Members, John Dozeman and Dave Mitchell as well as Mayor Jennifer Handley to the Finance Standing Committee. CARRIED

**RESOLUTION # 37 - 23/02/06 - Miller**

Moved to rescind Resolution 300-22/10/17 and appoint Councillor Ken Sorenson as Chair and two Council Members, John Dozeman, Roger Miller as well as Mayor Jennifer Handley to the Services Standing Committee. CARRIED

**5.4 Municipal Planning Commission – Appointment changes - E**

**RESOLUTION # 38 - 23/02/06 - Mitchell**

Moved to rescind Resolution 314-22/10/17 and appoint the Members of the Town of Nanton Municipal Planning Commission as follows: Three Council Members: Victor Czop, Roger Miller, Ken Sorenson; Two Alternate Council Members: John Dozeman, Kevin Todd; Two Members-at-large: Shauna Strong, Julia Anderson. CARRIED

**6. CORRESPONDENCE:**

**6.1 FOR ACTION:**

**6.1.1 Oldman Watershed Council Request and Information Brief – E**

**RESOLUTION # 39 - 23/02/06 - Mitchell**

Moved to decline the request from the Oldman Watershed Council for a \$0.48 per capita donation. CARRIED



**6.1.2 Livingstone Range School Division proposed meeting with Nanton Council – E**

**RESOLUTION # 40 - 23/02/06 - Czop**

Moved to accept THE proposed meeting from Livingstone Range School Division on Tuesday March 7, 2023 at 10:00 a.m in Nanton. CARRIED

**6.2 FOR INFORMATION:**

6.2.1 Citizens on Patrol thank you for donation - E

**7. CLOSED CONFIDENTIAL SESSION:**

**RESOLUTION # 41 - 23/02/06 - Miller**

IT WAS MOVED to recess the Regular Meeting at 7:40 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 Chief Administrative Officer Policy for Employee Training Incentives – FOIP Section 24(1) Advice from officials
  - 7.2 Draft Alberta Health Services Emergency Medical Services position – FOIP Section 21 Harmful to intergovernmental relations
  - 7.3 Legal Opinion – FOIP Section 27 Privileged Information
- CARRIED

**RESOLUTION # 42 - 23/02/06 - Miller**

IT WAS MOVED to reconvene the Regular Meeting at 8:15 p.m. CARRIED

**RESOLUTION # 43 - 23/02/06 - Czop**

Moved that a letter be forwarded to the Alberta Minister of Health, under signature of Mayor Handley, to share the Town’s Position Brief regarding “Alberta Health Services Emergency Medical Services and Communities without Urgent Care/Hospital Facilities”, as well as the February 3, 2023 Joint Media Release, “Patient Transport Initiative to Enhance Public Safety”, from the Towns of Nanton, Claresholm, Stavely and Fort Macleod and the Municipal District of Willow Creek No. 26, and further that the correspondence highlights the burden of costs borne by communities where the communities are utilizing Emergency Medical Response Units.

**8. ADJOURNMENT:**

**RESOLUTION # - 23/02/06 - Sorenson**

IT WAS MOVED to adjourn the Regular Meeting of Council at 8:16 p.m.

**TOWN OF NANTON**

\_\_\_\_\_  
CHIEF ELECTED OFFICIAL

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

NS:ll

These minutes accepted and signed this 21 day of February, 2023.



DRAFT



# INFORMATION BRIEF

Meeting: February 21, 2023  
Agenda Item: 5.1

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## 2023 Operating Budget – Initial Draft & Discussion

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### Background:

In March of 2022 council passed the 2022-2024 operational budget. The 2023 budget that was included, has formed the starting point for this year's budget and is considered the interim budget until council finalizes/amends that budget. That budget reflected a 1.14% increase in total tax collected over 2022. A number of things are now known which have changed the picture and the proposed increase now sits at 2.72% over the amount collected in 2022.

Some of the highlights/main reasons for the increase are as follows:

- Insurance costs have gone up about 13% or \$17,000.
- The approved LUB review has added a significant cost to the budget - \$90,000.
- Wages have gone up 3% due to the union agreement and some small organizational changes.
- Compensation changes in the fire department and a potential consultant review per the strategic plan have added about \$19,000.
- Professional service fees for audit costs and IT costs have increased adding \$10,000 to the budget along with a potential housing needs assessment that could add.....
- Inflation is still weighing heavy, and we are budgeting for about a 5% increase to fuel costs and power and gas fees among other items.

Despite these challenges there are a few things that have been factored in to help lessen the increase. Council just recently passed a resolution to move 2022 surplus dollars into reserves and administration would recommend utilizing these in 2023. Council also approved a franchise fee increase which will help to generate more revenue in 2023, interest rates are still high meaning investment income will be higher in 2023 and the approved fees and rates bylaw will generate higher user fees to help cover some of the increased costs.

The budget in 2023 again proposes to put the same amount into reserves as previous years – this amount can be reduced if council desired and this could help to reduce the increase. In terms of utilizing reserves to help offset expenses, right now administration has proposed utilizing \$45K to offset the LUB review and the \$162K 2022 surplus. Council can utilize more or less if desired.

Although not in the Town's control, the police tax will be increasing by a lot in 2023. This number is not factored into the municipal operating budget as council has chosen to show this as a separate item on tax notices. The fee collected by the province in 2023 will be \$136,493 – in 2022 the number was \$90,930.

So, the overall revenue and expense numbers look as follows:

Revenues =	\$2,600,632	(\$70,034 more or 2.77% higher than 2022)
Expenses =	\$5,642,069	(\$150,634 more or 2.74% higher than 2022)

**Net Tax to collect = (\$3,041,438) \$79,601 more or 2.72% higher than 2022**

## Legislative

The legislative budget hasn't changed a lot from 2023. Support grants have increased a little bit but travel, training and per diem expenses have gone down based on historical data. The microphone project is included but reserves will cover this and reserves will also help to cover support grants so the net deficit is actually lower than 2022. Franchise fees were a big part of the surplus in 2022 so we are recommending that \$20K of the surplus be used to cover the majority of the support grants and that way the additional franchise fee revenue this year can build up the new community reserve.

	<b>2022</b>	<b>2023</b>		
Total Revenues	\$10,000	\$30,000		
Total Expenses	<u>\$149,162</u>	<u>\$150,757</u>		
Net	(\$139,162)	(\$120,757)	-	13.23% decrease

## Administration

As briefly mentioned before, insurance, audit and IT costs have gone up and due to some organizational changes, wages have also increased. Aside from that, there are not many changes to the admin budget. FCSS and the Library are included in the overall admin budget but no big changes here. The community development budget does include items from the strategic plan – promo video, building wrap, increased funding to the chamber and other signage but even with those the overall increase is minimal. The municipal enforcement budget is also included and this has decreased slightly since a lot of the first/one time purchases incurred in setting that up in 2022 are now gone and we know with some confidence what revenue/fines will be.

	<b>2022</b>	<b>2023</b>		
Total Revenues	\$108,296	\$134,830		
Total Expenses	<u>\$1,124,155</u>	<u>\$1,150,150</u>		
Net	(\$1,015,859)	(\$1,015,320)	-	0.05% decrease

## Fire

Administration is recommending the 2022 surplus be utilized to offset expenses in 2023 and this will keep the increase to a minimum as the compensation changes and potential department review by consultant adds quite bit in expense this year. Most other items are relatively unchanged. A few things have been neglected for a while so a couple areas have increased to get things back in line.

	<b>2022</b>	<b>2023</b>		
Total Revenue	\$50,115	\$72,115		
Total Expenses	<u>\$193,472</u>	<u>\$212,450</u>		
Net	(\$143,357)	(\$140,335)	-	2.11% decrease

## Public Works

Included as before is Common Services, Roads and Cemetery in the public works budget. We are again recommending the 2022 surplus be utilized but total revenues are lower this year as a bigger surplus was utilized in 2022. In terms of expenses, common services is up a little bit, the roads budget has increased and cemetery is pretty much the same. Because road infrastructure is so important, we want to increase or maintain spending and part of the capital budget has money coming from this budget.

	<b>2022</b>	<b>2023</b>		
Total Revenues	\$66,417	\$32,550		
Total Expenses	<u>\$838,735</u>	<u>\$867,035</u>		
Net	(\$772,318)	(\$834,485)	-	8.05% increase

## Environmental

Stormwater, Waste management and Recycling are relatively unchanged for 2023 but the water and wastewater budgets continue to increase as we continue to learn more and more. User fees, although increased will not be enough to cover expenses in 2023. Overall, our expenses have gone down this year, and this is in part due to a good size 2021 surplus that was utilized in 2022 to cover unforeseen/specific expenses and we don't have this in 2023. Maintenance of equipment and the water distribution system continues to be very important and so spending here has increased a little bit. On the wastewater side, sludge hauling, and removal is a continued concern and money is also budgeted this year for a pilot project to test out some new technology. We are hopeful grant funding will come but major improvements are a little way off so these costs will likely remain high for a few years.

	<b>2022</b>	<b>2023</b>
Total Revenues	\$1,588,255	\$1,517,322
Total Expenses	\$1,579,981	\$1,563,677
Net	\$8,274	(\$46,356)

## Planning & Development

The net difference in 2023 right now does look a little abnormal but as discussed before this is due to the LUB review costs. At this point we have recommended utilizing 2022 surplus dollars plus an additional \$45k from reserves to help offset these costs but this can be changed. The rest of the development budget hasn't changed a whole lot – some small increase to account for inflation, a small increase in fees paid to ORRSC and a small increase in wages.

	<b>2022</b>	<b>2023</b>		
Total Revenues	\$42,975	\$90,815		
Total Expenses	\$160,889	\$237,614		
Net	(\$117,914)	(\$146,799)	-	24.50% increase

## Parks & Recreation

Parks and recreation is very similar to last year in terms of revenues and expenses. On the parks side, we've put a little more into tree maintenance and we'd like to get more new trees planted this year. Aside from that no big changes. On the arena side, revenues projected are similar and on the expense side, insurance is up quite a bit and utilities have gone up based on the previous year. We are continuing to budget quite a bit for repairs and maintenance as it is important with this older building. We did just learn last week that the Olympia will require some major work so we'll have to budget for that. The pool is very similar to last year – expenses don't change too much, and wages have increased a little. We did apply for a Canada Summer Jobs grant so hopefully we are successful on that front.

	<b>2022</b>	<b>2023</b>		
Total Revenues	\$277,740	\$268,500		
Total Expenses	\$905,041	\$900,385		
Net	(\$627,301)	(\$631,885)	-	0.73% increase

## Municipal/Other

The last of the department budgets is the municipal/other budget that takes into account franchise fees, reserves, investment income and tax penalties. Discussed earlier, franchise fees are going up due to the increase approved earlier, investment income is higher this year due to interest rates and the transfer to reserves is up and this is due to adding a community reserve which will be funded by the increase in franchise fees.

	<b>2022</b>	<b>2023</b>		
Total Revenues	\$368,800	\$454,500		
Total Expenses	\$540,000	\$560,000		
Net	(\$153,200)	(\$105,500)	-	31.14% decrease

In terms of mill rates and how the proposed budget may affect rate payers is still a little unknown as we have only just received assessment data and so we only have approximate numbers. Because the assessments have gone up quite a bit the mill rate will likely go down, but the overall tax dollars paid won't change a lot. It looks like the average single-family dwelling will see an approximate \$40 annual increase or an approximate 1.75% increase over 2022. These are only approximate right now and this is only the municipal increase. The police tax increase, along with school and seniors' requisitions numbers are not know.

## Summary/Conclusion

In the budget proposed thus far, administration has tried to balance the need to maintain service levels, keep pace with inflation, and continue important infrastructure maintenance while keeping increases to the rate payer at a reasonable level. To move forward and ensure we produce a fair budget, administration would like to request feedback from council on –

- Reserve contributions – increase, decrease or keep the same ?
- Use of reserves over and above what has been proposed if any (LUB review funding) ?
- Any initiatives, projects or areas of the budget that need to be increased or scaled back ?
- Any capital project amendments – utilize grants instead of tax dollars ?
- Is there enough information provided or is more needed ?

In terms of timing, we normally pass the budget by the end of March and we can even wait until mid-April so we've got some time for decisions. We can this bring back to a COW or to the Finance committee or we can continue at regular council meetings based on feedback.

Prepared By: Clayton Gillespie, Corporate Services Manager

Date: February 16, 2023

CAO Comments:

  
**NANTON**  
EST 1903

Date Signed: February 17th 2023



# INFORMATION BRIEF

Meeting: February 21, 2023  
Agenda Item: 5.2

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## State of IT Health

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### Background:

Within the strategic plan, an action put forth was for administration to provide annually a report/brief to council on IT security and overall network health with any recommendations. This was not done in 2022 so administration is now providing an update to council.

Working with our IT contractor the following has been provided for council consideration:

### Town of Nanton IT current state and recommendations

The Town's critical IT systems are all hosted in Microsoft Azure cloud, which provides excellent stability and backups in case of failure. This modern use of Microsoft Azure cloud is a key strength of our current system.

As per our IT contractor (Inspiris), the current overall network security is rated average. Many basic recommended security elements are in place, but gaps remain, especially as cybercrime continues to dramatically increase.

### Recommendations:

1. Final end of life being reached on the WWTP Windows 7 SCADA devices. Strongly recommend replacing with newer operating systems as per MPE recommendations. (Staff is well aware of this recommendation)
2. End user devices and servers currently have basic security software only. Consider upgrading to Sophos Intercept X with Managed Detection and Response 24/7 security system which monitors for anomalous behaviour and alerts a human-led Security Operations Center. This is the next generation of network security and likely will affect your cyber insurance rates.
3. End user devices currently do not have any managed patching. Consider adding inspiris managed services to your end user devices so we monitor and manage all critical operating system patches to protect against breaches.
4. Opportunity for an additional layer of email phishing and fraud protection. This is because email is still one of the primary attack vectors on your organization. Consider adding Sophos Email Security as an additional layer of protection above your Microsoft Advanced Threat Protection.
5. Opportunity for increased user training for email phishing and fraud protection. Consider adding Sophos Phish Threat user testing/training which sends emails to users that look like phishing and flags them for training if they click on the links.

6. Wireless network is ageing. It's been reliable except for the north sign. Partial elimination of the network has already taken place with the deployment of separate fiber internet connections at the fire hall, rec center, and WWTP. Consider taking opportunities for further reduction of requirements on wireless links such as where Telus 5G smart hubs could be possible.

From here, administration will work with Inspiris to get quotes on these recommended updates before proceeding any further. The Town has contracted Inspiris now for the past three years and generally are satisfied with the service. Administration may consider going back out to tender this year but no definite plans are in place right now.

Prepared By: Clayton Gillespie, Corporate Services Manager

Date: February 16, 2023

**CAO Comments:** The current contractor/ consultant relationship has significantly improved our IT security and modernization at a critical time, but there is a weakness in terms of in-person service and trouble shooting that requires examination this year.



Date Signed: February 17th 2023



January 25<sup>th</sup>, 2023

Corporal Thomas NAIRN  
Detachment Commander  
Nanton Detachment

Dear Council,

As we enter the 4<sup>th</sup> Quarter of our fiscal year, we are reaching out to all elected officials, partners, and community members to help us identify and set our Detachment Priorities for the next fiscal year, which starts April 1<sup>st</sup>, 2023. We will be soliciting input to set our priorities through different platforms including Council meetings, partnership meetings, a virtual Town Hall meeting, an online survey, and more. With that said, when I attend your next council meeting, I would like to solicit input and gain an understanding of what your council wants your local RCMP to be focused on and ultimately prioritize in the upcoming year.

As a reminder, our current priorities, which I believe have been very fitting, are:

- 1) Traffic Safety – Speeding and Impaired Driving violation enforcement.
- 2) Crime Reduction- Property Crime – Offender Checks, Educational Media Releases, Operation Street Sweep.
- 3) Police Community Relations– Foot patrols, Enhanced Visibility Shifts, Meetings and Presentations.
- 4) Reduce Substance Abuse- Drug enforcement, Drug enforcement training.

In preparation for our upcoming meeting and discussions, I request that council members review the current priorities, review the RCMP report and statistics, and review the needs of your community so we can discuss.

Other Priorities you may or may not wish to consider, in addition to the current, could be:

- 1) Drug Enforcement – Targeted drug enforcement and or education.
- 2) Traffic Safety – Impaired detection and enforcement, speeding, seatbelts, etc.
- 3) Fraud Prevention – Education, awareness and prevention initiatives.
- 4) Police presence in schools – Enforcement and or Education.



- 5) Interdepartmental Efforts – Increasing partnership relationships and involvement (agencies such as peace officers, bylaw officers, fire departments, Fish and Wildlife, etc).
- 6) Water Safety – Enforcement and Education on the waterways (boaters and users of the lakes and rivers).

After the consultation process, 3 priorities are typically selected. The detachment will set targets and initiatives to work towards the priority. Those initiatives and targets form part of the regular reporting to Mayors, Reeves, Councils, and the public and contribute to effective community based policing.

If at anytime you have questions, concerns, or comments, feel free to contact the undersigned.

Corporal Thomas NAIRN  
Detachment Commander  
Nanton Detachment  
403-646-5722



RECEIVED

FEB - 6 2023

TOWN OF NANTON

265 East 400 South | Box 291 | Raymond | Alberta | T0K 2S0 | 403 752-4585 | [www.abfarmsafety.com](http://www.abfarmsafety.com)

February 1, 2023

Town of Nanton

P.O. Box 609

Nanton AB T0L 1R0

The Farm Safety Centre is a community based organization led by farmers and ranchers with an interest in helping things go right for all individuals in rural Alberta. The centre began a farm safety education effort called Safety Smarts in 1998. The 2022-2023 school year is the 25<sup>th</sup> consecutive year of Safety Smarts delivery to children attending rural and remote elementary schools in Alberta. The generosity of many continues to make this unique farm safety extension effort possible and we are grateful for each and every dollar donated in support of the important outreach of our charitable organization.

The program has been delivered continuously since 1998 and over the course of its 25 years the Safety Smarts Program is offered province wide by a regional team of instructors. The program has continued to evolve into what we have and see today. Rural children across the province receive farm safety presentations in their individual school classrooms. Since 1998 Safety Smarts learning and engagement has involved 846,376 rural children, 41,952 presentations and 7,629 school visits have been made.

The Safety Smarts program has been adapted to allow for both virtual delivery via Zoom as well as safe face-to-face delivery in schools. Our Safety Smarts team has been well trained and fully equipped with all the necessary skills and tools to be able to successfully and safely deliver Safety Smarts presentations to rural elementary students across the province. In the 2022 calendar year, our Safety Smarts team delivered a total of 1,676 Safety Smarts presentations to 36,413 elementary students in 399 rural elementary schools across the province. Feedback from both students and teachers is both positive and encouraging.

The Farm Safety Centre runs another program for adults called the SFF Rural Health Initiative. This is a newer program designed to promote health, well-being and safety to rural adults. We partner with towns, municipalities, counties and or specialty groups like ag. societies to offer free one-on-one in-depth health assessments and personalized education for those that choose to participate. It is all about creating awareness and helping rural Albertans be more proactive about their health, well-being and safety. Please let us know if your organization would like to host a Rural Health Initiative workshop for families in your area.

The Farm Safety Centre is hopeful that in 2023 your organization will consider supporting our continual efforts to bring awareness of farm safety to children and promote health, well-being and safety to all Rural Albertans. **As budget realities allow, we invite the Rural Communities in Alberta to consider a modest 2023 donation of \$350 - \$500.** If this does not work within your budget then a donation of any amount will be greatly appreciated.



## SAFETY SMARTS 2022 DELIVERY UPDATE

The Farm Safety Centre, first and foremost would like to express our sincere gratitude for all your generous support over the years to the Safety Smarts Program and the Farm Safety Centre!

In 2022 our team was able to achieve:

**1,676 Presentations**

in

**399 Rural Elementary Schools**

and reached

**36,413 Students**

25 Years  
of  
Safety  
Smarts  
Delivery

846,376  
Children  
Have Been  
Reached

41,952  
Presentations  
Have Been  
Given

7,629  
Schools  
Have Been  
Visited