



# AGENDA

Monday June 17, 2024, at 7:00 p.m.  
Council Chambers at the Tom Hornecker  
Recreation Centre, 2<sup>nd</sup> Floor, 2122 – 18 Street

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## REGULAR COUNCIL MEETING

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

### **2. PRESENTATIONS:**

- 2.1 Nanton School Enhancement Committee

### **3. REPORTS:**

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

- 3.1.1 Status Report – E
- 3.1.2 Capital Plan Status - E
- 3.1.3 Monthly Report – E

#### **3.2 FINANCIAL:**

- 3.2.1 Accounts Payable Reports - May 2024

#### **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
- 3.3.6 Emergency Management - E

#### **3.4 COUNCIL:**

- 3.4.1 MAYOR JENNIFER HANDLEY
- 3.4.2 COUNCILLOR VICTOR CZOP - E
- 3.4.3 COUNCILLOR ROGER MILLER - E
- 3.4.4 COUNCILLOR DAVE MITCHELL
- 3.4.5 COUNCILLOR KEN SORENSON
- 3.4.6 COUNCILLOR KEVIN TODD
- 3.4.7 COUNCILLOR JOHN DOZEMAN

#### **3.5 OTHERS:**

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

#### **4.1 ADOPTION:**

- 4.1.2 June 3, 2024 Meeting Minutes

**4.2 BUSINESS ARISING FROM THE MINUTES:**

4.2.1 Proposed Off-Site Levy Bylaw 1390/24

**5. NEW & UNFINISHED BUSINESS:**

5.1 June 24, 2024 Committee of the Whole Meeting

**6. CORRESPONDENCE:**

6.1 FOR ACTION:

6.2 FOR INFORMATION:

**7. CLOSED CONFIDENTIAL SESSION:**

7.1 Proposed Land Sale FOIP Section 24 Advice from Officials and FOIP Section 25 Economic Interests of the Municipality

**8. ADJOURNMENT:**



# STATUS REPORT

Meeting: June 3, 2024  
Agenda Item: 3.1.1

Completed = C Under Review = UR In Progress = IP No Further Action = NFA On Hold - HOLD

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

Items will move to "DEPARTMENT" or "COMMITTEE" after first reporting to Council.

## COUNCIL MEETING

| Res #                                           | Description                                        | Notes | Status | FWD   |
|-------------------------------------------------|----------------------------------------------------|-------|--------|-------|
| Regular Meeting May 21, 2024 & COW May 27, 2024 |                                                    |       |        |       |
| 160-24/05/21                                    | Letter of Support AJHL High River                  |       | C      | LS    |
| 161-24/05/21                                    | Public Notice – Loan Bylaw 1383/24                 |       | C      | DO/LS |
| 164-24/05/21                                    | Public Notice – Sale of Bulk water                 |       | C      | CS/LS |
| 1-24/05/27-CW                                   | CAO to amend Utility Bylaw 1283/17                 |       | C      | CAO   |
| 2-24/05/27-CW                                   | RFP for west view aimed at development & grants    |       | IP     | CAO   |
| 3-24/05/27-CW                                   | RDF on multi-unit residential construction         |       | IP     | CAO   |
| 4-24/05/27-CW                                   | RFD on small business property non-res sub classes |       | IP     | CAO   |

## COUNCIL

| Res #                     | Description                                                                            | Notes             | Status | FWD    |
|---------------------------|----------------------------------------------------------------------------------------|-------------------|--------|--------|
| Committee Recommendations |                                                                                        |                   |        |        |
| 23/10/16                  | Funding public skate – incorporation into policy, preferably the ice allocation policy | Reg 23/11/06      | IP     | LS/CS  |
| 9-24/01/08                | Policy for Public Recognition                                                          | Revise current    | IP     | LS     |
| 36-24/02/05               | RFD – Community Centre Utilities                                                       |                   | IP     | CS     |
| 68-24/03/04               | RFD – Tribute Wall location                                                            |                   | IP     | CAO/CS |
| 76-24/03/18               | RFD for CGEDC requests                                                                 | LS to meet w/ Leo | IP     |        |
| 77-24/03/18               | RFD cost of Fire Services to cover AHS ambulance                                       |                   | IP     | CS/CAO |
| 94-24/03/15               | ICF/MOU with FC/THR and possibly Okotoks re water                                      |                   | IP     | CAO    |
|                           | Consultant re: Fire Department                                                         |                   | C      | CAO    |
| 110-24/04/01              | CAO negotiate development agreement fees                                               | Meeting held      | C      | CAO    |
| 148-24/05/06              | Road and Storm water engineering – cost of construction                                |                   | IP     | CAO    |
| 149-24/05/06              | RFP for housing developers                                                             |                   | IP     | CAO    |
| 150-24/05-06              | Special Meeting June 3, 2024 – survey monkey                                           |                   | C      | CAO    |
| 160-24/05/21              | Letter of Support AJHL High River                                                      |                   | C      | LS     |
| 161-24/05/21              | Public Notice – Loan Bylaw 1383/24                                                     |                   | C      | DO/LS  |
| 164-24/05/21              | Public Notice – Sale of Bulk water                                                     |                   | C      | CS/LS  |

## DEPARTMENTS

| Res #        | Description                                                                                                                                   | Notes                           | ST | fw |
|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|----|----|
| 148-23/05/15 | Wastewater Plant upgrade – Town funding \$581,900 borrowing & \$581,900 reserves<br>Additional funding recd 6.2.2 24/01/22 – Aeration project | Borrow bylaw req'd<br>\$184,620 | IP | CS |



|                   |                                                                                                            |                                      |    |        |
|-------------------|------------------------------------------------------------------------------------------------------------|--------------------------------------|----|--------|
| 210 –<br>23/08/14 | Land Use Bylaw update process – include letter of opposition to secondary suites - J. Cooper & petitioners | Will be referenced in RFD April 15th | C  | DO     |
| 222 - 23/09/05    | Purchase skid-mounted flusher in 2024 budget process                                                       | 4-23/08/30                           | IP | CS/OPS |
| 262 – 23/10/02    | Additional Utility Operator consideration in 2024 budget                                                   | 2024 budget, hiring soon             | IP | CS     |

#### ITEMS ON HOLD FOR FUTURE SCHEDULING/CONSIDERATION

| Res #                                                                                                       | Description                                                                                       | Notes                                                                 |
|-------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| 90 -23/03/20                                                                                                | Collaborate w/ Nanton Fire Chief to review number of firefighters for required level of service   | Fire Chief/CAL                                                        |
| 135-23/05/01                                                                                                | Application for a solar feasibility assessment for Town's facilities or unserved industrial lands | Future consideration contingent on Climate Action Centre funding – CS |
| <b>CAO Comment:</b> <i>These items should be individually discussed at a future Committee of the Whole.</i> |                                                                                                   |                                                                       |

  
**NANTON**  
 EST 1973  
 CHIEF ADMINISTRATIVE OFFICER





# CAPITAL PLAN STATUS

Meeting: June 17th 2024  
Agenda Item: 3.1.2

## 2024 Items Only

| Roadway Infrastructure                                                    | Lead: Public Works | BUDGET    | SOURCE |
|---------------------------------------------------------------------------|--------------------|-----------|--------|
| Patching & Silver Willow Lodge area curb/gutter/parking expansion project |                    | \$150,000 | CCBF   |
| Sidewalk rehab & replacement - <i>various locations</i>                   |                    | \$75,000  | CCBF   |

Notes:

- The Silver Willow Lodge project is likely being deferred in favour of the resources required to deal with the 29<sup>th</sup> Avenue service line renewals over this year and next. A great deal of road surface will require replacement.
- Sidewalk rehab and replacements are currently underway.

| Utility Infrastructure                  | Lead: Manager of Operations | BUDGET      | SOURCE                       |
|-----------------------------------------|-----------------------------|-------------|------------------------------|
| Wastewater Treatment Plant (Dewatering) |                             | \$3,026,000 | AMWWP/Reserves/<br>Borrowing |
| Hydrant & Valves                        |                             | \$50,000    | CCBF                         |
| Wastewater collection system relining   |                             | \$75,000    | CCBF                         |
| WWTP Equipment (flusher)                |                             | \$200,000   | LGFF                         |

Notes:

- MPE Engineering lead the de-watering work
- Fournier dewatering technology (3 channel) ordered – installation summer 2025
- Flusher will be ordered, but a suitable vehicle must also be sourced
- Re-lining focused on 17<sup>th</sup> and 19<sup>th</sup> streets

| Parks & Trails     | Lead: Rec Facility Supervisor | BUDGET   | SOURCE |
|--------------------|-------------------------------|----------|--------|
| Playground updates |                               | \$20,000 | LGFF   |

Notes: Pricing being obtained for specific units

| Buildings                                              | Lead: Various | BUDGET    | SOURCE   |
|--------------------------------------------------------|---------------|-----------|----------|
| THRC – Arena Warm Room glass/ window wall              |               | \$50,000  | LGFF     |
| THRC – Elevator/lift with building modifications       |               | \$500,000 | LGFF     |
| Pool updates – valves and structural concrete          |               | \$50,000  | LGFF     |
| Firehall – Curb & approach updates                     |               | \$15,000  | LGFF     |
| Town Shop – LED lighting, ventilation and roof repairs |               | \$45,000  | Reserves |
| Recycling Centre/ Yard Waste - Fencing                 |               | \$35,000  | LGFF     |



Notes:

Federal funding declined on THRC proposals.  
Warm Room Glass/ wall project nearing completion

| Vehicles & Equipment                                | Lead: Public Works/ Rec/Bylaw | BUDGET    | SOURCE    |
|-----------------------------------------------------|-------------------------------|-----------|-----------|
| Recreation - Ice Re-surfacer                        |                               | \$175,000 | LGFF/MCAC |
| PW Pickup                                           |                               | \$35,000  | Operating |
| Bylaw Enforcement - vehicle                         |                               | \$50,000  | Reserves  |
| Fire – Breathing Apparatus units & dual band radios |                               | \$84,000  | Reserves  |
| Parks Mower (Zero Turn)                             |                               | \$30,000  | LGFF      |

Notes:

- Ice Resurfacer delivered – no sponsorship proposals for wrap received
- Second hand Bylaw vehicle acquired from Fort Macleod (2017, low mileage). Will require transferrable equipment investments.
- Parks mower (zero-turn) purchased

## Land Development

*Industrial roads proposal and order of magnitude estimate – CIMA engineering engaged.*

## Public Realm & Development

*There are no Public Realm & Development items at this time – this would be changed through the inclusion of priorities in the municipal strategic plan (by resolution and the allocation of funds). The two following grant-dependent projects remain in limbo until we hear from the federal granting department:*

|                                                  |           |
|--------------------------------------------------|-----------|
| Library Raingarden (grant dependent)             | \$56,500  |
| VIC Raingarden/secondary phase (grant dependent) | \$567,500 |

*This unfortunate wait also means that it is extremely difficult to forecast Public Realm reserve use or pressures.*

Other notes:

Streetlight at campground entrance – will proceed this year.





# REPORT FROM ADMINISTRATION

Meeting: June 17th, 2024

Agenda Item: 3.1.3

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## Chief Administrative Officer

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### June 2024 PERIOD

#### Bylaw and Policy Work

Administration is currently planning an update to Solid Waste Bylaw for Council, last adopted in 2017. A great deal has changed in 7 years and some particular focus is required around the area of yard waste area rules and regulations as well as restrictions on same that go into residential garbage.

Staff are also reviewing the snow removal policy and will bring an updated version to Council for review in the near future.

#### Land use district/ zoning information

A drop down feature can now be found at <https://www.nanton.ca/services/planning-and-development> , providing the public with a bit of a guide to Nanton's new Land Use Districts.

#### Westview Lot Sales

At present only 4 Westview serviced lots remain unsold or without a pending sale. Administration are prioritizing the issuance of a fairly detailed RFP for Town land based on the 2022 Area Structure Plan. Whatever the results are of such a process, big conversations lie ahead on this topic.

#### Industrial Lands

CIMA engineering have been engaged to develop a proposal and order of magnitude cost estimates for the upgrade or completion to standard of 18<sup>th</sup> and 19<sup>th</sup> streets in the industrial area of Town.

#### Intermunicipal Collaboration Framework (ICF)

A meeting was held at the staff level on June 13<sup>th</sup> to review the current agreement and update the schedules. The attached, developed by the CAO, best describes Nanton's updated status quo.

#### Public Notices/ Public Participation

<https://www.nanton.ca/government/public-notice>

#### Personnel and Professional Development

In the absence of a pool supervisor, an alternate arrangement of qualified seasonal staff have been hired.

### 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,

The block contains a handwritten signature in black ink that reads "Neil Smith". Below the signature is the official logo for the Nanton Fire Department. The logo features the word "NANTON" in a bold, sans-serif font. Underneath "NANTON" is a circular emblem containing a stylized fire truck. The words "EST" and "1973" are positioned on either side of the emblem.

CHIEF ADMINISTRATIVE OFFICER

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Neil Smith, RPP  
Chief Administrative Officer



## Services Provided by the Municipality Directly

| Service                                | Description                                                                     | Lead Municipality | How the Service will be provided | How the service will be funded |
|----------------------------------------|---------------------------------------------------------------------------------|-------------------|----------------------------------|--------------------------------|
| Water                                  | The Town operates a water plant providing treated water to all residents        | Town of Nanton    | Town Staff                       | Town Revenues                  |
| Wastewater                             | The Town operates a WWTP facility for all its residents                         | Town of Nanton    | Town Staff                       | Town Revenues                  |
| Roads/Sidewalks                        | Maintains roads and sidewalks, contracting out as needed                        | Town of Nanton    | Town Staff                       | Town Revenues                  |
| Business Licences/ Development Permits | Service provided to the community                                               | Town of Nanton    | Town Staff                       | Town Revenues                  |
| Emergency Management                   | The Town can provide emergency management services to the community if required | Town of Nanton    | Town Staff                       | Town Revenues                  |
| Outdoor Swimming Pool                  | The Town provides an outdoor seasonal pool for its residents and user groups    | Town of Nanton    | Town Staff                       | Town Revenues, MD contribution |
| Ice Arena                              | The Town operates an ice arena for its residents and user groups                | Town of Nanton    | Town Staff                       | Town revenues, MD contribution |
| Ball Diamonds                          | The Town operates 4 baseball diamonds for its residents and user groups         | Town of Nanton    | Town Staff                       | Town Revenues                  |
| Other Parks                            | The Town operates a number of parks and trails for the community                | Town of Nanton    | Town Staff                       | Town Revenues                  |
| Municipal Enforcement                  | Community Peace Officer                                                         | Town of Nanton    | Town Staff                       | Town Revenues                  |
| QMP                                    | Level of Fire Service , Safety Codes and Fire Inspections                       | Town of Nanton    | Town Staff                       | Town Revenues                  |
| Cemetery                               | Provision of plots and columbarium                                              | Town of Nanton    | Town staff                       | Town revenues, MD contribution |

## Services Provided by a 3rd Party

| Service        | Description                                                                | Lead Municipality | How the Service will be provided | How the service will be funded |
|----------------|----------------------------------------------------------------------------|-------------------|----------------------------------|--------------------------------|
| Weed Control   | Weed control services in certain priority public areas within Town lands   | Town of Nanton    | As per Service agreement         | Town Revenues                  |
| Gopher Control | Gopher control services in certain priority public areas within Town lands | Town of Nanton    | As per Service agreement         | Town Revenues                  |
| Tree Services  | Tree services in certain priority public areas within Town lands           | Town of Nanton    | As per Service agreement         | Town Revenues                  |

|                                                       |                                                                |                          |                           |                                |
|-------------------------------------------------------|----------------------------------------------------------------|--------------------------|---------------------------|--------------------------------|
| Audit Services                                        | Review of financial statements and transactions                | Town of Nanton           | As per Service agreement  | Town Revenues                  |
| Assessment Services                                   | Assessment evaluation of the the property tax base             | Town of Nanton           | As per Service agreement  | Town Revenues                  |
| IT Services                                           | Computer, software and internet services for Town operations   | Town of Nanton           | As per Service agreement  | Town Revenues                  |
| Residential Waste Collection                          | Garbage collection services                                    | Town of Nanton           | As per Service agreement  | Town Revenues                  |
| Residential Recycling Collection                      | Recycling collection services (curbside)                       | Town of Nanton           | As per Service agreement  | Town Revenues                  |
| Curling Rink                                          | Club operates a curling rink seasonally on Town property       | Town of Nanton           | As per lease agreement    | Town Revenues, MD contribution |
| Safety Code Services                                  | Professional building regulation services                      | Town of Nanton           | As per Service agreement  | Town Revenues                  |
| Planning Services                                     | Professional planning services                                 | Town of Nanton           | As per Service agreement  | Town Revenues                  |
| Campground, Ag Grounds, Golf Course, Community Centre |                                                                | Town of Nanton           | As per Service agreements | Town Revenues                  |
| Seniors Centre                                        | Society operates a seniors centre within a town-owned property | Town of Nanton           | As per Service agreements | Town Revenues                  |
| Engineering Services                                  | Supplied under a Master Services Agreement by various          | Town of Nanton           | As per Service agreements | Town Revenues                  |
| Alberta Southwest                                     | Economic Development                                           | All parties and external | As per Service Agreement  | As per Service Agreement       |
| Nanton Chamber of Commerce                            | Business promotion and local events                            | Town of Nanton           | As per Service Agreement  | As per Service Agreement       |
| Foothills Tourism Association                         | Destination marketing                                          | Business group lead      | As per Service Agreement  | As per Service Agreement       |

Services Provided Intermunicipally (in which Nanton participates)

| Service                         | Description                                       | Lead Municipality   | How the Service will be provided    | How the service will be funded |
|---------------------------------|---------------------------------------------------|---------------------|-------------------------------------|--------------------------------|
| Volunteer Fire Service          | All municipalities                                | All Towns           | As per Service Agreement            | As per Service Agreement       |
| Fire Training                   | VFD member training                               | All Towns           | As per Service Agreement            | As per Service Agreement       |
| Foothills 911                   | emergency dispatch system                         | Regional Board      | As per Service Agreement            | As per Service Agreement       |
| Nanton Fire Hall                | Building that houses VFD volunteers and equipment | Town of Nanton      | As per Service Agreement            | As per Service Agreement       |
| Mutual Aid                      | Mutual aid for emergency response                 | All Towns           | As per Service Agreement            | As per Service Agreement       |
| Nanton Medical Clinic & Reserve | Nanton, MD, MD external to this agreement         |                     | As per Service Agreement            | As per Service Agreement       |
| Foothills Regional Landfill     | Nanton, external municipalities                   | Regional Commission | As per Service Agreement            | As per Service Agreement       |
| FCSS/NQLF                       | Social services                                   | Nanton, MD          | As per Service Agreement            | As per Service Agreement       |
| Nanton Thelma Manning Library   | Library Services                                  | Nanton, MD          | As per Service Agreement and bylaws | As per Service Agreement       |
| Handi Bus Transportation        | Senior/ patient transport services                | Some parties        | As per Service Agreement            | As per Service Agreement       |
| Planning Services (ORRSC)       | All and external municipalities                   | Regional Board      | As per Service Agreement and bylaws | As per Service Agreement       |

**Town of Nanton**  
**Vendor Cheque Register Report**  
**Range: May 1 to May 31, 2024**  
**Sorted by: Cheque date**



| Cheque Number    | Vendor Cheque Name                     | Cheque Date | Amount      | Cheque Details                     |
|------------------|----------------------------------------|-------------|-------------|------------------------------------|
| EFT0000000005338 | 888351 Alberta Ltd o/a Wild Rose       | 5/10/2024   | \$31,075.00 | Sludge hauling & removal           |
| EFT0000000005339 | Calmont Equipment                      | 5/10/2024   | \$651.57    | Equipment parts                    |
| EFT0000000005340 | Canadian Linen & Uniform               | 5/10/2024   | \$71.07     | Office & library mat cleaning      |
| EFT0000000005341 | Canoe Procurement Group of Canada      | 5/10/2024   | \$400.42    | Miscellaneous parts                |
| EFT0000000005342 | CARO Analytical Services               | 5/10/2024   | \$558.08    | Water testing services             |
| EFT0000000005343 | ClearTech Industries Inc               | 5/10/2024   | \$1,186.50  | Water plant chemical               |
| EFT0000000005344 | Crossroad Energy Solutions Inc         | 5/10/2024   | \$807.45    | Pump repairs                       |
| EFT0000000005345 | Enfield, Tracy                         | 5/10/2024   | \$890.00    | Office and chambers cleaning       |
| EFT0000000005348 | Gregg Distributors Company Ltd         | 5/10/2024   | \$244.29    | Miscellaneous parts                |
| EFT0000000005349 | Hicklin Motors                         | 5/10/2024   | \$642.70    | Vehicle maintenance                |
| EFT0000000005350 | Inspiris                               | 5/10/2024   | \$2,173.50  | IT Services                        |
| EFT0000000005351 | J & C Master Contracting Inc.          | 5/10/2024   | \$47,779.20 | Warm room windows (Capital)        |
| EFT0000000005352 | Kaus, Elizabeth and Richard            | 5/10/2024   | \$2,020.63  | Refund - overpayment of taxes      |
| EFT0000000005353 | Klearwater Equipment                   | 5/10/2024   | \$8,126.85  | Water plant chemical and equipment |
| EFT0000000005354 | LAPP Corporation                       | 5/10/2024   | \$4,530.63  | Employee pension                   |
| EFT0000000005355 | Lifesaving Society                     | 5/10/2024   | \$125.00    | Lifeguard training                 |
| EFT0000000005356 | MD of Willow Creek                     | 5/10/2024   | \$302.49    | First aid training                 |
| EFT0000000005357 | Nanton Auto Parts Ltd.                 | 5/10/2024   | \$329.17    | Miscellaneous parts                |
| EFT0000000005358 | Nanton Home Hardware Building          | 5/10/2024   | \$319.77    | Miscellaneous parts                |
| EFT0000000005359 | Nanton Thelma Fanning Library          | 5/10/2024   | \$250.00    | Reimbursement of donation          |
| EFT0000000005360 | New-Alta Electric                      | 5/10/2024   | \$1,549.75  | Electrical upgrades                |
| EFT0000000005361 | NextGen Automation                     | 5/10/2024   | \$124.12    | Photocopier fees                   |
| EFT0000000005362 | Oldman River Regional Services         | 5/10/2024   | \$500.00    | Assessment review board fees       |
| EFT0000000005363 | Orkin Canada Corporation               | 5/10/2024   | \$238.02    | Pest control                       |
| EFT0000000005364 | Integrated Sustainability Constructors | 5/10/2024   | \$157.50    | Water plant software fees          |
| EFT0000000005365 | Reynolds, Mirth, Richards & Farmer     | 5/10/2024   | \$1,097.78  | Legal fees                         |

|                  |                                |           |             |                                     |
|------------------|--------------------------------|-----------|-------------|-------------------------------------|
| EFT0000000005366 | RNR Systems Inc.               | 5/10/2024 | \$1,106.70  | Laptop for Peace officer            |
| EFT0000000005367 | Shawne Excavating              | 5/10/2024 | \$792.75    | Hydrovac services                   |
| EFT0000000005368 | Super Save Disposal (AB) Ltd   | 5/10/2024 | \$1,534.85  | Waste management fees               |
| EFT0000000005369 | Superior Safety Codes          | 5/10/2024 | \$282.98    | Safety code fees                    |
| EFT0000000005370 | Triton Security                | 5/10/2024 | \$6,875.40  | Security equipment upgrades         |
| EFT0000000005371 | Uline Canada Corporation       | 5/10/2024 | \$675.97    | PPE                                 |
| 020305           | Alberta Registries             | 5/25/2024 | \$40.35     | Registry services                   |
| 020306           | Ashbrook Plumbing & Heating    | 5/25/2024 | \$4,767.00  | PW Shop building improvements       |
| 020307           | Chubb Life Insurance Company   | 5/25/2024 | \$143.46    | Employee benefits                   |
| 020308           | CIMA Canada Inc.               | 5/25/2024 | \$1,633.28  | Sediment survey                     |
| 020309           | Convergint Technologies LTD    | 5/25/2024 | \$1,062.71  | WWTP repairs                        |
| 020310           | DRV Transport & Rentals Inc.   | 5/25/2024 | \$7,875.00  | Wastewater bin rental               |
| 020311           | Dump Gump                      | 5/25/2024 | \$4,996.00  | Spring cleanup fees                 |
| 020312           | Fire & Frost Heating & Cooling | 5/25/2024 | \$8,450.00  | New hot water tank at Community Ctr |
| 020313           | FitFix Inc.                    | 5/25/2024 | \$1,110.38  | Fire department equipment repairs   |
| 020314           | Esso & Mobil Business          | 5/25/2024 | \$3.72      | Fuel                                |
| 020315           | Kee-Lok Security Supplies Ltd. | 5/25/2024 | \$36.75     | Tuning fork calibration (Bylaw)     |
| 020316           | Mainroad Maintenance Products  | 5/25/2024 | \$1,440.60  | Road maintenance (cold mix)         |
| 020317           | Nanton Nite Rodeo              | 5/25/2024 | \$250.00    | Promotional grant                   |
| 020318           | Peterson Mechanical            | 5/25/2024 | \$304.76    | Vehicle maintenance                 |
| 020319           | Prairie Environmental Services | 5/25/2024 | \$9,573.22  | Gopher control services             |
| 020320           | Receiver General for Canada    | 5/25/2024 | \$1,039.89  | Statutory deductions                |
| 020321           | Receiver General               | 5/25/2024 | \$1,043.34  | Statutory deductions                |
| 020322           | Rec Media Inc.                 | 5/25/2024 | \$13.25     | Refund - overpayment of sign lease  |
| 020323           | Siteone Landscape Supply Ltd.  | 5/25/2024 | \$7,698.95  | Westview pond chemicals             |
| 020324           | Smiley, Linda                  | 5/25/2024 | \$280.00    | First aid training                  |
| 020325           | South Central Welding          | 5/25/2024 | \$571.83    | Repairs to hydraulic tank           |
| 020326           | TDH Fluid Systems              | 5/25/2024 | \$13,526.68 | Pump repairs                        |
| 020327           | The Barrelman Inc.             | 5/25/2024 | \$3,005.63  | Rain barrel program                 |
| 020328           | Treasure House Imports         | 5/25/2024 | \$708.70    | Coat of arms - new pins             |
| 020329           | Trojan Technologies Goup ULC   | 5/25/2024 | \$4,802.96  | WWTP - new mesh filter              |
| 020330           | Vector Solutions               | 5/25/2024 | \$4,029.90  | Fire department training            |
| EFT0000000005372 | BDO Canada LLP                 | 5/25/2024 | \$13,369.66 | Audit fees                          |
| EFT0000000005373 | Calmont Equipment              | 5/25/2024 | \$2,066.82  | Bobcat tires                        |

|                  |                                        |           |              |                                        |
|------------------|----------------------------------------|-----------|--------------|----------------------------------------|
| EFT0000000005374 | Canadian Linen & Uniform               | 5/25/2024 | \$71.07      | Office & library mat cleaning          |
| EFT0000000005375 | Canoe Procurement Group of Canada      | 5/25/2024 | \$1,157.08   | Miscellaneous parts                    |
| EFT0000000005376 | Commercial Truck Equipment             | 5/25/2024 | \$8,507.66   | Fire department truck repairs          |
| EFT0000000005377 | Coyote Courier Ltd                     | 5/25/2024 | \$1,409.04   | Courier fees                           |
| EFT0000000005378 | CUPE                                   | 5/25/2024 | \$1,380.39   | Union dues                             |
| EFT0000000005379 | Czop, Victor                           | 5/25/2024 | \$232.48     | Per diem and travel expenses           |
| EFT0000000005380 | Ecco Recycling and Energy Corp         | 5/25/2024 | \$1,435.56   | Recycling fees                         |
| EFT0000000005381 | Foothills Regional Services Commission | 5/25/2024 | \$3,518.00   | Landfill tippage fees                  |
| EFT0000000005382 | Gregg Distributors Company Ltd         | 5/25/2024 | \$69.15      | Miscellaneous parts                    |
| EFT0000000005383 | iA Financial Group                     | 5/25/2024 | \$80.07      | Employee benefits                      |
| EFT0000000005384 | Saddle Mountain Tire                   | 5/25/2024 | \$590.10     | Tire repairs and replacement           |
| EFT0000000005385 | ISL Engineering & Land Service         | 5/25/2024 | \$4,482.77   | LUB Consultant fees                    |
| EFT0000000005386 | Klearwater Equipment                   | 5/25/2024 | \$11,773.77  | Water plant chemical and equipment     |
| EFT0000000005387 | LAPP Corporation                       | 5/25/2024 | \$5,659.02   | Employee pension                       |
| EFT0000000005388 | Linde Canada Inc.                      | 5/25/2024 | \$721.69     | Water plant chemical                   |
| EFT0000000005389 | Motion Industries (Canada) Inc         | 5/25/2024 | \$564.14     | WWTP equipment                         |
| EFT0000000005390 | MPE Engineering Ltd                    | 5/25/2024 | \$7,130.55   | Reservoir aeration project engineering |
| EFT0000000005391 | Nanton Home Hardware Building          | 5/25/2024 | \$273.49     | Miscellaneous parts                    |
| EFT0000000005392 | Nanton Thelma Fanning Library          | 5/25/2024 | \$500.00     | Reimbursement of donation              |
| EFT0000000005393 | NL Smith & Sons Const Ltd              | 5/25/2024 | \$3,571.03   | Gravel                                 |
| EFT0000000005394 | Oldman River Regional Services         | 5/25/2024 | \$500.00     | Regional SDAB Fees                     |
| EFT0000000005395 | Orkin Canada Corporation               | 5/25/2024 | \$220.40     | Pest control                           |
| EFT0000000005396 | Process Color Print Limited            | 5/25/2024 | \$252.00     | Signage                                |
| EFT0000000005397 | RecordXpress StorageVault Canada       | 5/25/2024 | \$137.07     | Office paper shredding                 |
| EFT0000000005398 | Simpson Industrial Services            | 5/25/2024 | \$268,972.95 | Reservoir aeration project             |
| EFT0000000005399 | T & T Disposal Services                | 5/25/2024 | \$6,178.26   | Waste & recycling contract             |
| EFT0000000005400 | UFA Co-operative Ltd                   | 5/25/2024 | \$6,421.88   | Fuel                                   |
| EFT0000000005401 | Western Pump Ltd.                      | 5/25/2024 | \$1,572.19   | Stenner pump                           |

Total Cheques: 88

\$548,646.79



## MONTHLY REPORT

Meeting: June 17, 2024

Agenda Item: 3.3.1

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### Clayton Gillespie, Corporate Services Manager

---

Report Period: May 16 to June 13, 2024

#### ACTIVITIES:

Health center meeting on June 6 – no new updates.

Research on new community energy conservation program offered through the Municipal Climate Change Action Centre – potential grant opportunity for energy efficiency updates to the community center.

Industrial road engineering – consultant/engineer engaged for initial scope with work starting in the coming weeks.

Bike Rodeo at AB Daley on June 12.

#### PROGRESS ON MAJOR PROJECTS & PROGRAMS:

As reported on last month, a bylaw enforcement vehicle has been purchased and we are working on getting it fitted with new equipment.

Capital budget – flusher quotations received, working out details on timing of purchase as larger truck will be required but this will happen in 2025.

#### Parks & Recreation Report:

Pool painting and pool valve work completed, and pool opened June 8.

Gopher control and park maintenance now ongoing.

First month of baseball complete - 59 hours booked from minor ball and 18 hours of high school ball plus Fireman's ball tourney.

#### TRAINING/EDUCATIONAL SESSIONS ATTENDED:

#### UPCOMING EVENTS / ADDITIONAL INFORMATION:

Prepared by: Clayton Gillespie, Corporate Services Manager

Date: June 12, 2024





# MONTHLY REPORT

Meeting: June 17, 2024

Agenda Item: 3.3.2

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## Operations Department

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Report Period: (May 2024)

### ACTIVITIES:

- WASTEWATER OPERATIONS

- 31795 m<sup>3</sup> of treated wastewater was released to Mosquito Creek.
- Sewer camera work to identify sewer lines that are deteriorated and candidates for re-lining. The camera identified two sewer lines in North Meadows that were allowing water infiltration into the line. The source of the infiltrating water (in this case) is likely from leaking water service lines, they will be addressed ASAP. No other inspected areas were shown to have water infiltration, Utilities staff will continue to look for these sources. The wastewater collection system is still backed up from the infiltrating water.

- WATER OPERATIONS

- 25556 m<sup>3</sup> of treated water was sent to the Town's distribution system.
- The new powder activated carbon system at the WTP was commissioned, however there are still some process issues to get sorted before it can be reliably brought online. Technicians are currently working to get them sorted ASAP.

- ROADS

- Sweeping (ACS Services) delayed due to weather but completed at the end of May. Will be looking into
- Check and clear storm drains for rain runoff.
- Fixing potholes
- Road on Roads will begin spray patching roads in June.
- Began painting curbs and crosswalks.
- Dust Abatement is booked for June.

- SIDEWALKS/PATHWAYS

- Started removing sidewalk for replacement.
- Installed No Parking signs on sidewalk at Circle K.

- MISCELLANEOUS

- New sander has arrived
- Installed and repaired signs around town

- CEMETERY

- 1 Inurnment
- Met with Parklawn to organize moving a headstone.

- **RECYCLING**

- Crushing asphalt and concrete piles will commence in June.
- Brought in 4 bins for tree branches and mulch to compare costs of hauling. Have brought in 2 more bins for tree branches to remove the remaining pile. Will continue with bins to remove the tree branch pile for the season. Once the remaining pile has been removed then it should only be estimated one bin per month to haul branches to the dump.
- Finished hauling branches to pile out west.
- Landscape yard.

## **PARKS AND RECREATION**

### **TRAINING/EDUCATIONAL SESSIONS ATTENDED:**

- **APWA Fleet Management Course – June 10 & 11 (Online)**

### **UPCOMING EVENTS / ADDITIONAL INFORMATION:**

- **Foothills Regional DEM meeting – May 29**

### **PROGRESS ON MAJOR PROJECTS & PROGRAMS:**

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

| Operating Project                        | Objective                   | Approach                       | Measure | Progress YTD                                                                                                                     |
|------------------------------------------|-----------------------------|--------------------------------|---------|----------------------------------------------------------------------------------------------------------------------------------|
| 1. Pick-up Truck                         | Purchase – Used             | Online search                  |         | Looking for trucks                                                                                                               |
| 2. Yard Waste Fence                      | Fence west/north/south area | Contacting fencing companies   |         | Waiting for Quote                                                                                                                |
| 3. Sander/Plow                           | Purchase - New              | Purchased                      |         | Installed and received.                                                                                                          |
| 4. Pavement Patching                     | Request for Quote           | Assemble list                  | RFQ     | Scheduled for beginning of June and will return in August.                                                                       |
| 5. Sidewalk                              | Request for Quote           | RFQ sent out due March 15      | RFQ     | Began at the end of May                                                                                                          |
| 6. Potholes                              | Pothole Fixing              | Quotes                         |         | Scheduled Read on Roads to start at the end of May.                                                                              |
| 7. Crushing – asphalt and concrete piles | Quote from Shawne           |                                |         | Booked with Shawne                                                                                                               |
| 8. Dust Abatement                        | Apply dust abatement        | Pricing from Read on Roads     |         | Booke for beginning of June                                                                                                      |
| 9. Tree Pile                             | Removal                     | Haul west of town and landfill |         | 6 bins have been loaded and hauled to the dump. 2 with mulch and 4 with Tree branches. 2 more expected to remove remaining pile. |





## MONTHLY DEPARTMENT REPORT

Regular Meeting: June 17, 2024

Agenda Item: 3.3.3

### Georgina Sharpe, Planning and Development

Report Period: May 2024

#### ACTIVITIES:

| Development Permit Approvals & Lot Sales |           |            |
|------------------------------------------|-----------|------------|
|                                          | May 2024  | April 2024 |
| Residential                              | \$485K    | \$321.5K   |
| Comm/Ind                                 | \$0K      | \$0K       |
| Public                                   | \$0K      | \$0K       |
| Other                                    | Signs = 0 | Signs = 0  |
| WV III Sales*<br>(Lots left = 9)         | 2 lots    | 2 lots     |
|                                          | YTD2024   | YTD2023    |
| TOTAL                                    | \$906.5K  | \$2,093K   |
|                                          | YTD2024   | YE2023     |
| Housing Starts                           | 2         | 6          |

\*by date of sale

- Municipal Planning Commission Meeting – May 13, 2024 @ 7 p.m.
- Public Hearing for Direct Control Bylaw 1392/24 – May 21, 2024 @ 7 p.m.

#### May Permits Issued:

| DP #   | Date Issued | Civic Address of Development | Lot | Blk | Plan     | LUD   | Description              |
|--------|-------------|------------------------------|-----|-----|----------|-------|--------------------------|
| D16-24 | 14-May-24   | 131 Westview Drive           | 5   | 85  | 0715724  | R-GEN | Single Detached Dwelling |
| D17-24 | 17-May-24   | 2603 22 Street               | 3   | 3   | 011 2292 | R-GEN | Shed and RV Parking      |
| D22-24 | 31-May-24   | 2705 20 Street               | 21  | 1   | 211 0553 | R-GEN | Acc Building Demo        |

#### PROGRESS ON PROJECTS & PROGRAMS:

- Land Use Bylaw Update Project –
  - Phase IV - Refine, Circulate and Adopt, including:
    - Public Hearing April 16 – no submissions received or heard
      - Council passed second and third reading of Bylaw #1389/24
- Draft Off-site Levy Bylaw
  - Final drafting to occur in June

#### TRAINING/EDUCATIONAL SESSIONS ATTENDED:

- Confidential Service Conversations – Staff Training Session May 30

**UPCOMING EVENTS / ADDITIONAL INFORMATION:**

- Municipal Planning Commission Meeting – none in June
- Travel Alberta Working Group Meeting – June 3, 2024
- Vacation June 6 – 24, 2024



**NANTON**  
EST. 1903  
CHIEF ADMINISTRATIVE OFFICER



## MONTHLY DEPARTMENT REPORT

Meeting: June 17, 2024

Agenda Item: 3.3.4

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### Nanton Fire Department

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Report Period: May 1- May 31, 2024

#### ACTIVITIES:

- Regular training nights are on Thursday's starting at 19:00 hours.
  - Councilors are welcome to attend training nights.
  - We have been focusing on:
    - MSA G1 Breathing Apparatus
      - New BA's have been put into service at the hall. Training has been focused on getting familiar with the new equipment.
    - Monthly Truck checks and station cleaning
- 2023 Call and Training Stats
  - Training Hours: 1737 hours were spent on training.
    - Wildland Urban Interface
    - Vehicle Extrication
    - Fire Suppression
    - Rescue
    - Public Relation Events
  - Call Hours: 1023 hours were spent on calls.
    - Medicals
    - Fires
      - Structure
      - Vehicle
      - Wildland
    - Public Relation Events
    - Alarm Bells
- Day-to-day operations continue as we prepare for structure fire/ wildland fire fighting and vehicle extrication scenarios.
- Recruitment is still a focus as we have had a few members move on to new careers.
  - New hiring practices have been implemented.
- Standard Operating Guidelines are being reviewed and revised.
  - Probationary Firefighter
  - Job Descriptions
  - Electric Vehicle Fires
  - General Rules and Conduct
  - Structure Firefighting
  - New Hire Orientation

**PROGRESS ON MAJOR PROJECTS & PROGRAMS:**

- Capital and Operational budget is under way.
  - Quotes have been requested for concrete work at the hall.
  - Breathing Apparatus commissioning continues as we wait for the installation of the new compressor and fill station.

**TRAINING/EDUCATIONAL SESSIONS ATTENDED:**

- Fire Chief continues to work towards his Fire Safety Codes Officer Group B with Safety Codes Council.
- Deputy Chief 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.

**UPCOMING EVENTS / ADDITIONAL INFORMATION:**

- Planning for the Annual Ball Tournament has started. Ball Tourney will be hosted starting May 31. An update will be forwarded once complete.

Respectfully submitted,  
John G. Dozeman  
Fire Chief



## Nanton Fire Department Monthly Call Statistics

22 Calls for the month of May.

- 4- Medical
- 3- Motor Vehicle Collisions
- 1- Alarm Bells
- 1- Outside Fire
- 8- Citizen Assists
- 3- Mutual Aid
- 2- Structure Fires

  
**NANTON**  
EST 1903  
CHIEF ADMINISTRATIVE OFFICER



## MONTHLY DEPARTMENT REPORT

Meeting: June 17, 2024

Item: 3.3.5

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Peace Officer Carlos Farias

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Report Period: May 2024

### ACTIVITIES:

May 3<sup>rd</sup> and 4<sup>th</sup> Traffic control for the Bomber Command Museum of Canada  
Events: 100 years anniversary of the Royal Canadian Air Force.  
Salute for Johnny Fauquier.

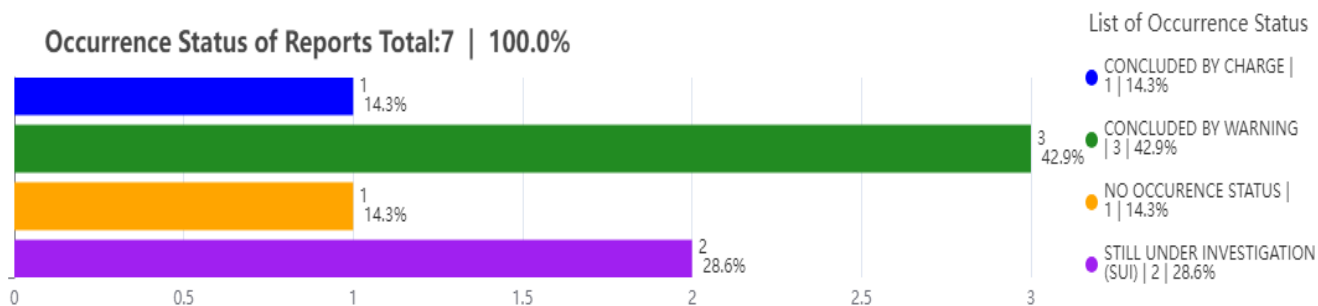
May 23 meeting with A B Daley Elementary School to discuss and organize the 2024 Bike rodeo.

**TRAINING/EDUCATIONAL SESSIONS ATTENDED:** none

### UPCOMING EVENTS / ADDITIONAL INFORMATION:

June 12 Bike Rodeo 2024 8:30 to 11:30

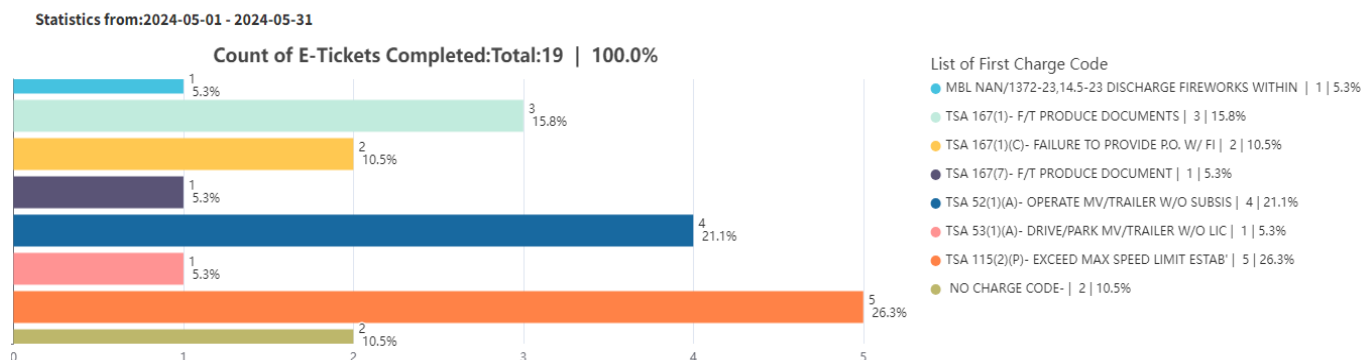
### Monthly Occurrences snapshot:



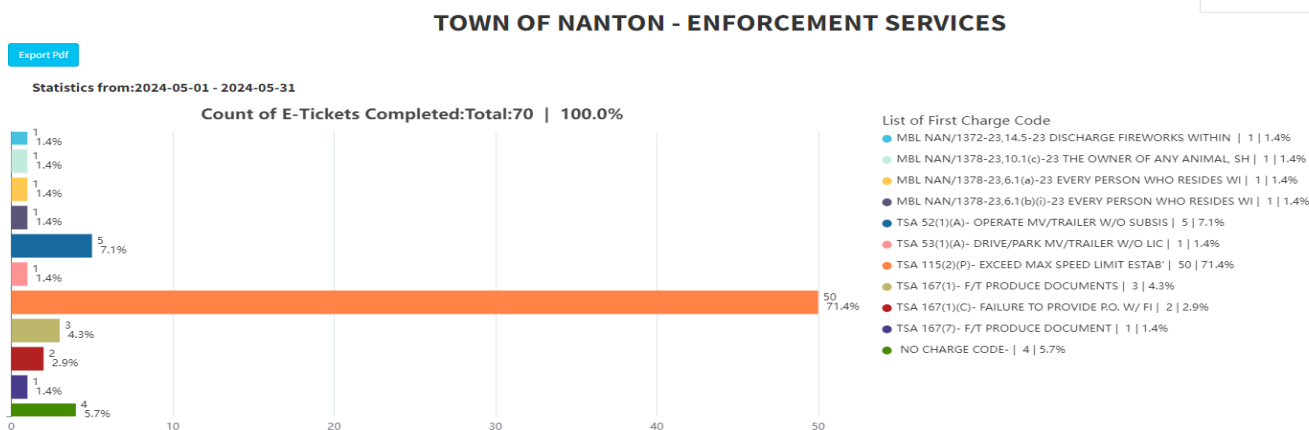
In May, there was a modest uptick in reported concerns. A total of 7 complaints were officially lodged and addressed: 3 related to animal bylaws, 2 concerning unsightly properties, and 2 regarding fire protection.

Additionally, there are currently 2 ongoing investigations into community bylaw infractions.

## Monthly warnings!



## Monthly ticket stats:



In May 2024, a total of 21 warnings and 70 violation tickets were issued. There was a marked reduction in speeding violations, with only 50 tickets issued this month. However, it's worth highlighting that 2 municipal bylaw tickets were issued, a less common occurrence.





## MONTHLY REPORT

Meeting: June 17, 2024

Agenda Item: 3.3.6

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### EMERGENCY MANAGEMENT Department

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Report Period: (May 2024)

#### EMERGENCY MANAGEMENT:

##### ACTIVITIES:

##### TRAINING

There are still a few staff left to take Basic Emergency Management and ICS 100, but these courses can be completed online.

No training scheduled during the summer but will be attending block training hosted by Town of High River and Foothills County starting in the fall.

Looking to host for the Town staff a planning p course in the fall with AEMA.

I am looking to attend with Lori and Lynne from FCSS Emergency social services online training.

##### TABLETOP EXERCISE:

Will holding another tabletop in September or October.

##### ADVISORY COMMITTEE MEETING:

An advisory committee meeting was held on May 6. Discussed upcoming emergency preparedness week plans, training and reviewed AEMA audit held in February. Alert system and backup power needed for the THRC was also discussed. It was decided to submit a request for decision to the committee of the whole meeting on June 24.

##### VERBAL UPDATE:

I am working on the Emergency social services plan next with help from FCSS and concentrating on updating the outdated ERP. I am still in need of the emergency plans for the schools, silver willow lodge and boys' and girls' clubs.

The Town hosted the regional meeting with DEM'S and DDEM'S from the MD of Foothills, Town of High River, Town of Longview, Town of Okotoks, Diamond Valley, Vulcan County and MD of Willow Creek. Discussed upcoming training for the fall, new regional team, and the regional exercise the Foothills County and Town of Okotoks will be holding in 2025 in which I will be participating. The next meeting will be held June 26 in Vulcan County.

In the process of completing section chief binders with all the ICS forms, meeting information, ICP/ECC layout and a breakdown of the planning P.



### **EMERGENCY PREPAREDNESS WEEK: May 5-11, 2024**

Emergency preparedness information session was held at FCSS on May 9 @ 11am-3pm. Sara-Lynn posted emergency preparedness information on social media daily. A 72-hour kit which was on display at the information session and those residents that attended brought forward good questions and seemed generally interested. A package was provided to residents to take home outlining how to create an emergency plan, home inventory list and door stickers in the event of an emergency. We estimated 20 people came through the door at the session and the remaining emergency plan packages were left at FCSS and the office. I will make more in the event all have been taken. All in all I felt the event was well received for the first year and Lynne and I have discussed plans for next year to attract more residents.

### **TRAINING/EDUCATIONAL SESSIONS ATTENDED:**

### **UPCOMING EVENTS / ADDITIONAL INFORMATION:**

- Foothills regional DEM meeting – May 29
- Emergency Advisory Committee Meeting – May 6





## MONTHLY COUNCIL REPORT

Meeting: June 17, 2024

Agenda Item: 3.4.2

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**Councillor Victor Czop:**

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Report Period: May 2024\_\_\_\_\_

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 Council meetings

Attend Emergency Management Committee meeting

Attend Citizens on Patrol meeting

*VR Czop*



## MONTHLY COUNCIL REPORT

Meeting: June 17, 2024  
Agenda Item: 3.4.3

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### Councillor Roger Miller:

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Deputy Mayor November 1, 2022 to February 28, 2023 and November 1, 2024 to February 28, 2025

Report Period: May 2024 \_\_\_\_\_

MPC Member: Yes

### APPOINTED EXTERNAL COMMITTEE MEETING HIGHLIGHTS:

#### 1. Nanton Health Centre Management Committee

Dates:

Key Items:

#### 2. Combined Assessment Review Board – N/A

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

Date: May 13 – Attend MPC meeting  
May 6, 21 - Attend regular meetings of Council  
May 14 – Attend virtual meeting of Nanton School Advisory Committee  
May 27 – Attend COW

Key Items: (as above)

**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:



# MINUTES

Monday June 3, 2024 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, John Dozeman, Roger Miller, Dave Mitchell, Ken Sorenson and Kevin Todd.

**OTHERS PRESENT:** Neil Smith                      Chief Administrative Officer  
Clayton Gillespie              Corporate Services Manager  
Sara-Lynn Lyons              Legislative Services & Communications  
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 # 167 – 24/06/03 – Czop**

The Regular Council agenda for June 3, 2024 was accepted as presented. CARRIED

### **2. PRESENTATIONS:** None

### **3. REPORTS:**

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

3.1.1 Status Report – E

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

#### **4.1 ADOPTION:**

4.1.1 May 21, 20 24 Regular Council Meeting Minutes – E

#### **RESOLUTION # 168 – 24/06/03 - Todd**

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 May 21, 2024 were accepted as distributed. CARRIED

4.1.2 Committee Meeting Minutes - E

#### **RESOLUTION # 169 – 24/06/03 - Miller**

The Councillors all having read the minutes and there being no errors, omissions or corrections, the Minutes of the Committee of the Whole Meeting of the Town of Nanton held May 27, 2024 were accepted as distributed. CARRIED

4.2 BUSINESS ARISING FROM THE MINUTES: None

## **5. NEW & UNFINISHED BUSINESS:**

### **5.1 Request for Decision Nanton Fire Department future directions – E**

#### **RESOLUTION # 170 – 24/06/03 - Miller**

Moved that the *Paid On Call Firefighters Policy* be amended to include a second Deputy Chief position that focusses on training, recruitment and organizational capacity building within the volunteer base. CARRIED

#### **RESOLUTION # 171 – 24/06/03 - Miller**

Moved that the \$30,000 budgeted for the Nanton Fire Department in 2024 be re-allocated toward:

- The establishment of a second Deputy Chief position (\$5,000 annual stipend)
- That the remainder be put into a reserved amount dedicated to access to professional advisory services for specific issues and projects over the next three years under a Master Services Agreement. CARRIED

#### **RESOLUTION # 172 – 24/06/03 - Todd**

Moved that the priority and actions items from the Strategic Plan around capacities and future compensation of the Nanton Fire Department is amended to read:

*“Establish an enhanced volunteer Fire Chief and Deputy Fire Chief approach to management of the Nanton Fire Department capacities and operations, while ensuring that leadership have budgeted independent annual access to professional advisory services where needed.”*

CARRIED

### **5.2 Bylaw 1394/24 Utility Bylaw amendment for sewer line repairs – E**

#### **RESOLUTION # 173 – 24/06/03 - Miller**

Moved to read Town of Nanton Bylaw # 1394/24, a Bylaw to amend bylaw \_\_\_\_ for a first time. CARRIED

#### **RESOLUTION # 174 – 24/06/03 - Dozeman**

Moved to read Town of Nanton Bylaw #1394/24 for a second time. CARRIED

#### **RESOLUTION # 175 – 24/06/03 - Todd**

Unanimous consent to read Town of Nanton Bylaw # 1394/24 for a third time was granted by all Council present. CARRIED

#### **RESOLUTION # 176 – 24/06/03 - Czop**

Moved to read Town of Nanton Bylaw # 1394/24 for a third and final time. CARRIED

## **6. CORRESPONDENCE:**

### **6.1 FOR ACTION: None**

### **6.2 FOR INFORMATION:**

6.2.1 Letter from Town of Nanton – AJHL Support for High River - E

6.2.2 EMS Announcement - E

6.2.3 Alberta Municipal Affairs – Bill 20 - E

6.2.4 Alberta Municipal Affairs – Local Government Fiscal Framework (LGFF) Funding - E

6.2.5 Email from D. Sharpe regarding EMS in Nanton – E

7. CLOSED CONFIDENTIAL SESSION: None

8. ADJOURNMENT:

RESOLUTION # 177 – 24/06/03 - Dozeman

IT WAS MOVED to adjourn the Regular Meeting of Council at 7:31 p.m.

TOWN OF NANTON

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

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

NS:sl

These minutes accepted and signed this 17<sup>th</sup> day of June, 2024.



## REQUEST FOR DECISION

Regular Meeting: June 17, 2024  
Agenda Item: 4.2.1

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### SUBJECT: PROPOSED OFF-SITE LEVY BYLAW 1390/24

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#### **PURPOSE:**

To review with Council an updated Engineering Memo for the purpose of appending it to an Off Site Levy Bylaw that meets legislative requirements and also satisfies Council objectives for cost recovery for municipal infrastructure projects that enable population growth.

#### **BACKGROUND / IMPLICATIONS:**

Committee of the Whole was presented with a Draft Bylaw March 25, 2024, Final Engineering Report, and update.

#### **RECOMMENDATION # 3 - 24/03/25 – CW - Dozeman**

Moved that Off-Site Levy Rate bylaw 1390/XX be brought forward to the April 15, 2024 Regular Council Meeting for Council Consideration of first reading. CARRIED

Since that meeting, legal review of the Bylaw comprised a number of suggested edits as well as additional comments.

#### **KEY ELEMENTS:**

- 1) Improved the ease of understanding and clarity around Off-Site Levies for all stakeholders
- 2) Allows some flexibility, but not uncertainty, around how levies are paid/collected/used etc.
- 3) Gives the municipality the ability to enforce the bylaw
- 4) Ensure the municipality is accountable and transparent regarding offsite levies and meets applicable provincial legislation and aligns with existing policies and procedures
- 5) Provides a timeline for periodic review of the bylaw, as well an inflationary increase of 3% per annum

#### **ADMINISTRATIVE RECOMMENDATION:**

Option 1 below should be considered so that Administration can present the Bylaw, as amended, to the affected landowners for feedback before consideration of second reading. There is no statutory requirement for a public hearing, but it is required that adequate stakeholder consultation be undertaken on the methodology and calculation of the levy before the bylaw is passed.

#### **DECISION OPTIONS:**

- ☒ #1 – That the Off-site Levy Rate Bylaw 1390/24, to repeal and replace Bylaw 1223/10, be read for a first time.
- ☐ #2 – That the following amendments to the Draft Off-Site Levy Bylaw 1390/24 be made for further consideration at the \_\_\_\_\_ Meeting: (LIST AMENDMENTS)

☐ #3 – That the recommended revisions and comments provided by legal review of Off-site Levy Rate Bylaw 1390/24 be reviewed in Closed Confidential before consideration of First Reading.

**ALTERNATIVES:**

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

**Financial:**

**Communications:**

**Applicable Legislation:** MGA ss. 648 - 649, Off-Site Levies Regulation AR 187/2017

**Attachments:**

1. Bylaw 1390/24 to adopt an Off-Site Levy Bylaw, with revisions.
2. Final Engineering Memo updated to June 2024 – MPE, a division of Englobe

Prepared By: Georgina Sharpe, Planning and Development Officer

**CAO Comments:**

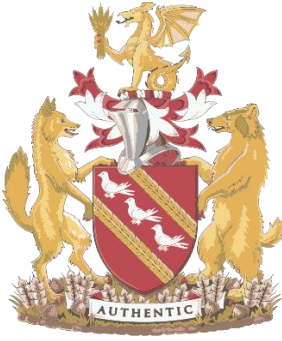
First reading also enables some reasonably concrete answers for RFP respondents regarding Westview.

**APPROVED BY:**

| NANTON STRATEGIC PLAN ALIGNMENT     |                                 |                          |                                  |
|-------------------------------------|---------------------------------|--------------------------|----------------------------------|
| <input type="checkbox"/>            | OPERATIONS                      | <input type="checkbox"/> | EMERGENCY SERVICES               |
| <input checked="" type="checkbox"/> | PLANNING & DEVELOPMENT          | <input type="checkbox"/> | COMMUNITY & ECONOMIC DEVELOPMENT |
| <input type="checkbox"/>            | GOVERNANCE & CORPORATE SERVICES | <input type="checkbox"/> | NOT APPLICABLE                   |
| PRIORITY OR ACTION:                 |                                 |                          |                                  |

  
NANTON  
EST 1903  
CHIEF ADMINISTRATIVE OFFICER





# *Town of Nanton*

## **BYLAW NUMBER: 1390/24**

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### **A BYLAW OF THE MUNICIPALITY OF THE TOWN OF NANTON IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF ESTABLISHING OFF-SITE LEVIES**

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#### **1. ENACTMENT:**

1.1 WHEREAS, the Municipal Government Act provides that a council of a municipality may by bylaw provide for the imposition and collection of an off-site levy in respect of land that is to be developed or subdivided and authorize an agreement to be entered into in respect of the payment of such levy; and

1.2 WHEREAS, Council deems it desirable to impose off-site levies for the purposes described in the Municipal Government Act; and

1.3 WHEREAS, Council deems it desirable to authorize agreements to be entered into in respect of the payment of off-site levies; and

1.4 WHEREAS, the Town of Nanton engaged the firm MPE a division of Englobe to prepare a report in respect of the fair and equitable calculation of off-site levies for the purposes described in the Municipal Government Act, which is attached as Schedule "B" to this Bylaw (the "MPE Report"); and

1.5 WHEREAS, Council has reviewed the MPE Report and deems it desirable to impose and collect off-site levies in accordance with such report.

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

#### **2. SHORT TITLE**

2.2 This Bylaw will be cited as the "Off-Site Levy Bylaw".

#### **3. INTERPRETATION**

3.1 DEFINITIONS:

**"Act"** means the Municipal Government Act, R.S.A. 2000 M-26, as amended;

**"Bylaw"** means the off-site levy bylaw established by the Municipality, and Schedules as attached;

**"Chief Administrative Officer"** means the Chief Administrative Officer for the Town, regardless of the specific title that may be conferred on that Officer by Council from time to time;

**"Council"** means the Council for the Town of Nanton;

**“Municipality”** means the Town of Nanton.

**“Off-Site Levy”** means the off-site levy imposed pursuant to this Bylaw.

**“Town”** means the municipal corporation of Nanton or where the context requires, the area within the boundaries of the Town.

3.2 Any references in this Bylaw to any statutes are to those statutes as amended or replaced from time to time and any amendments thereto.

3.3 The headings in this Bylaw do not form part of this Bylaw and shall not affect its interpretation.

#### **4. ADMINISTRATION AND ENFORCEMENT**

4.1 Council hereby delegates to the CAO the authority to enforce and administer this Bylaw.

#### **5. IMPOSITION OF OFF-SITE LEVIES**

5.1 Off-Site Levies are hereby imposed at the time of issuance of a development permit or subdivision approval in respect of all land that is to be developed or subdivided within the Off-Site Levy Area identified in the MPE Report attached as Schedule “B” to this Bylaw against which Off-Site Levies may be imposed in accordance with the Act.

5.2 Off-Site Levies are deemed imposed whether or not the imposition of Off-Site Levies is made a specific condition of subdivision approval or the development permit.

#### **6. AGREEMENTS**

6.1 The subdivision and development of land subject to Off-Site Levies under this Bylaw shall require as a condition of approval a requirement to enter into a development agreement with the Town pursuant to ss. 650 and 655 of the Act.

6.2 Where it is determined that a development agreement with the Town pursuant to ss. 650 and 655 of the Act is a necessary condition of approval, the applicant or owner shall enter into a development agreement with the Town.

6.3 Except as otherwise provided herein, each development agreement entered into by the Town pursuant to ss. 650 and 655 of the Act with respect to any development or subdivision application shall provide for payment of Off-Site Levies imposed by this Bylaw within the times specified by Town policy or guideline, as amended from time to time.

6.4 Where a development or subdivision results in a project in respect of which Off-Site Levies are collected under this Bylaw being constructed prior to the collection of sufficient Off-Site levies by the Town, the Town and the applicant or owner may enter into an agreement whereby the applicant or owner constructs all or part of the project at its sole cost and the Town agrees to pay the developer from the funds collected as Off-Site Levies or to grant a credit against future Off-Site Levies.

#### **7. PAYMENT OF OFF-SITE LEVIES**

7.1 Off-Site Levies in respect of land that is subject to subdivision must be paid prior to the endorsement of the plan of subdivision.



7.2 Off-Site Levies in respect of land that is subject to development shall be paid prior to the release of the development permit.

7.3 Notwithstanding sections 7.1 and 7.2, at the discretion of the CAO, the Town may enter into an agreement whereby payment of Off-Site Levies is deferred or Off-Site Levies are paid in stages, in which case the CAO may require that adequate security is provided to secure payment of the Off-Site Levies.

## **8. DEFAULT OF PAYMENT**

8.1 If a person fails, neglects or refused to pay an Off-Site Levy imposed under this Bylaw, the Town may, in accordance with the terms of any agreement entered into under section 6:

- a) commence proceedings in a court of competent jurisdiction for the payment of the Off-Site Levy;
- b) refuse to endorse a plan of subdivision or release of a development permit; and
- c) take any other steps available in law or equity for the failure, neglect or refusal to pay the Off-Site Levy.

## **9. OFF-SITE LEVY FUND**

9.1 All Off-Site Levies collected pursuant to this Bylaw shall be accounted for and expended in accordance with the applicable provisions of the Act.

## **10. DETERMINATION OF OFF-SITE LEVIES**

10.1 Off-Site Levies shall be as shown in Schedule "A".

## **11. DISCLOSURE AND ANNUAL REPORT**

11.1 No less than once in a calendar year, the CAO shall provide a report to Council, which report shall be publicly available, containing the information required in Section 648.4 (2) of the Act.

## **12. REVIEW**

12.1 The calculation of the Off-Site Levies shall be reviewed no less than once every four (4) calendar years.

## **13. GENERAL**

13.1 Nothing in this Bylaw precludes the Municipality from imposing such further or other charges, costs, fees or levies as may be lawfully authorized, including future Off-Site Levies where such levies have not been collected.

13.3 If any term, clause, or condition of this Bylaw or the application thereof is found to be invalid or unenforceable, the remainder of this Bylaw or the application of such term, clause, or condition shall not be affected and shall remain in force and effect.

## **14. EFFECTIVE DATE AND READINGS**

14.1 This bylaw comes into effect upon the date of final reading and signing thereof.



14.2 This bylaw repeals Bylaw #1223/10 and any amendments thereto.

14.3 Read a **first** time this \_\_\_\_ day of \_\_\_\_\_, 2024

TOWN OF NANTON

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

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

14.4 Read a **second** time this \_\_\_\_ day of \_\_\_\_\_, 2024.

TOWN OF NANTON

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

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

14.5 Read a **third** time this \_\_\_\_ day of \_\_\_\_\_, 2024.

TOWN OF NANTON

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

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



## SCHEDULE "A"

### DEFINED OFF-SITE LEVY RATES\*

Effective until December 31, 2024

| Project                                                   | Estimated Capital Cost | Assumed Funding % | Estimated Capital Cost with Funding | % For OSL Area 1          | OSL Eligible Portion                    |                 | OSL Eligible Portion with Funding |
|-----------------------------------------------------------|------------------------|-------------------|-------------------------------------|---------------------------|-----------------------------------------|-----------------|-----------------------------------|
| Potable Water                                             |                        |                   |                                     |                           |                                         |                 |                                   |
| Regional Water Project                                    | \$14,951,000           | 91%               | \$1,345,590                         | 21.0%                     | \$3,139,710                             | \$5,591,674     | \$282,574                         |
| Additional Pumping Capacity                               | \$200,978              | 61.5%             | \$77,457                            | 13.7%                     | \$27,534                                | \$75,166        | \$10,612                          |
| 26 Avenue - 16 Street to 22 Street                        | \$2,027,000            | 0%                | \$2,027,000                         | 13.7%                     | \$277,699                               | \$758,098       | \$277,699                         |
| Potable Water Storage Upgrades                            | \$2,896,261            | 61.5%             | \$1,115,061                         | 16.6%                     | \$480,779                               | \$2,415,482     | \$185,100                         |
| Total Water System Costs                                  | \$20,075,239           |                   | \$4,565,107                         | --                        | \$3,925,722                             | \$9,494,920     | \$755,985                         |
| Wastewater                                                |                        |                   |                                     |                           |                                         |                 |                                   |
| Completed WWTP Upgrades (2016)                            | \$1,427,530            | --                | \$1,427,530                         | 13.7%                     | \$195,572                               | \$533,896       | \$195,572                         |
| Proposed WWTP Upgrades                                    | \$5,668,000            | 61.5%             | \$2,182,180                         | 13.7%                     | \$776,516                               | \$2,119,832     | \$298,959                         |
| 26th Avenue - 20th Street to 21st Street WW Main Upsize   | \$477,000              | 0%                | \$477,000                           | 61.9%                     | \$295,263                               | \$0             | \$295,263                         |
| 21st Street - 26th Avenue to 24 Avenue WW Main Upsize     | \$882,000              | 0%                | \$882,000                           | 61.9%                     | \$545,958                               | \$0             | \$545,958                         |
| Total Wastewater System Costs                             | \$8,454,530            |                   | \$4,968,710                         | --                        | \$1,813,309                             | \$4,603,728     | \$1,335,751                       |
| Transportation                                            |                        |                   |                                     |                           |                                         |                 |                                   |
| Highway 2 and 26 Avenue Intersection Improvements         | \$515,000              | 50%               | \$257,500                           | 13.7%                     | \$70,555                                | \$192,610       | \$35,278                          |
| 26 Avenue and Township Road 163 Intersection Improvements | \$234,000              | 50%               | \$117,000                           | 13.7%                     | \$32,058                                | \$87,516        | \$16,029                          |
| Total Transportation System Costs                         | \$749,000              |                   | \$374,500                           | --                        | \$102,613                               | \$280,126       | \$51,307                          |
| Total Infrastructure Cost                                 | \$29,278,769           |                   | \$9,908,317                         | --                        | \$5,841,644                             | \$14,378,774    | \$2,143,042                       |
|                                                           |                        |                   |                                     |                           |                                         |                 |                                   |
| Component                                                 | Estimated Cost         |                   | Estimated Cost with Funding         | Net Developable Area (ha) | Off-Site Levy Rate with Funding (\$/ha) | Area 1 OSL Rate |                                   |
| Potable Water                                             | \$3,925,722            |                   | \$755,985                           | 22.6                      | \$33,450.64                             |                 |                                   |
| Wastewater                                                | \$1,813,309            |                   | \$1,335,751                         |                           | \$59,104.04                             |                 |                                   |
| Transportation                                            | \$102,613              |                   | \$51,307                            |                           | \$2,270.20                              |                 |                                   |
| Total                                                     | \$5,841,644            |                   | \$2,143,042                         | 22.6                      | \$94,824.88                             |                 |                                   |

\*Rates will be increased 3.0% annually effective on January 1<sup>st</sup> of each calendar year.



**SCHEDULE "B"**  
**OFF-SITE LEVIES INFRASTRUCTURE REVIEW**  
**TECHNICAL MEMORANDUM AND REPORT**  
**DATE: JUNE 10<sup>th</sup> , 2024**

DRAFT



*'DRAFT' Technical Memorandum for:*

# **TOWN OF NANTON**

## **OFF-SITE LEVY INFRASTRUCTURE REVIEW**

---

Prepared By:

Gavin Nummi, P.Eng.  
Project Manager

MPE a division of Englobe  
Suite 300, 714 5th Ave. S  
Lethbridge, AB  
P: (403) 317-3658  
Email: gnummi@mpe.ca

Date: June 10, 2024  
Project #: 2630-012-00

*Proud of Our Past... Building the Future*

[www.mpe.ca](http://www.mpe.ca)

Town of Nanton  
1907 – 21 Avenue  
Nanton, Alberta  
T0L 1R0

June 10, 2024

File: N:/2630/012/00/R01-5.0

**Attention: Neil Smith**  
**Chief Administrative Officer**

Dear Mr. Smith:

**Re: Town of Nanton Off-Site Levy Infrastructure Review**

We are pleased to submit a revised draft copy of the above noted memorandum. We thank you for the opportunity to be of service and to have prepared this memorandum on your behalf.

Should you have any questions or require additional information, please contact the undersigned at (403) 317-3658.

Yours truly,

**MPE, a division of Englobe**

Gavin Nummi, P.Eng.  
Project Manager

:gn



## CORPORATE AUTHORIZATION

This document has been prepared by MPE a division of Englobe under authorization of the Town of Nanton. The material in this document represents the best judgment of MPE a division of Englobe given the available information.

Any use that a third party makes of this document, or reliance on or decisions made based upon it is the responsibility of the third party. MPE a division of Englobe accepts no responsibility for damages, if any, suffered by a third party as a result of decisions made or actions taken based upon this document.

Should any questions arise regarding content of this document, please contact the undersigned.

**MPE a division of Englobe**

# 1 INTRODUCTION

## 1.1 BACKGROUND

The Town of Nanton (Town) has continued to experience growth over the past several years. As with other municipalities, the Town is required to expand and upgrade infrastructure to meet the demands of new development. Municipalities typically do not have the resources to fund all capital projects for new infrastructure and it would not be equitable for the existing community to bear the cost of servicing new development.

To meet this challenge, the Municipal Government Act (MGA) offers cost recovery tools to municipalities in the form of off-site levies (OSL's) and development charges to offset the cost of providing new infrastructure and services. According to the MGA, off-site levies may only be used to pay for all or part of the capital cost of the following projects:

- New or expanded facilities for storage, transmission, treatment, or supply of water,
- New or expanded facilities for treatment, movement, or disposal of sanitary sewage,
- New or expanded storm sewer drainage facilities,
- New or expanded roads required for or impacted by a subdivision or development,
- Land required for or in connection with any facilities described in the off-site levy provisions of the MGA.

In addition to the capital cost of the above noted facilities, off-site levies may be used to pay for all or part of community recreation facilities, fire hall facilities, police station facilities, and libraries.

The intent of this memorandum is to complete a review of infrastructure requirements that are eligible for inclusion in the off-site levy rate calculations and determine the appropriate allocation of costs to developable areas.

## 1.2 SCOPE OF WORK

The scope of the off-site levy update includes the following:

- Review and identify potential areas of development and determine the net developable areas that will benefit from Town infrastructure,
- Review master plan and infrastructure documents to identify projects with new or expanded infrastructure to support growth and future development,
- Complete a high-level analysis of the water distribution, wastewater, and stormwater management systems,
- Identify recommended infrastructure upgrades and improvements for developable areas,
- Update capital cost estimates of proposed infrastructure upgrades/ improvements as required,
- Prepare a summary of all infrastructure costs related to new development,
- Develop and submit a report to the Town that includes the necessary infrastructure related components to be incorporated into the Bylaw as outlined in the Off-Site-Levies Regulation of the MGA.

## 2 OFF-SITE LEVY

The Town's current levy rates and development charges are based on a previous off-site levy calculation report prepared in 2012 and the levy rates were subsequently increased in 2015. The advantages of the utilized method are that it is straightforward, and it arrives at a single rate that is applied equally to all development. This report will follow a similar methodology for the two identified areas.

The off-site levy calculation is based on a tally of all infrastructure and facility costs to the Town that are attributable to growth and that cost is allocated to all developable land. The methodology is defined in the following steps:

- Define the developable area,
- Estimate the infrastructure and facility requirements for the developable area,
- Identify what portion of the infrastructure and facility costs are attributable to growth,
- Calculate a levy rate based on the total infrastructure cost and net developable area.

### 2.1 DEVELOPABLE AREA

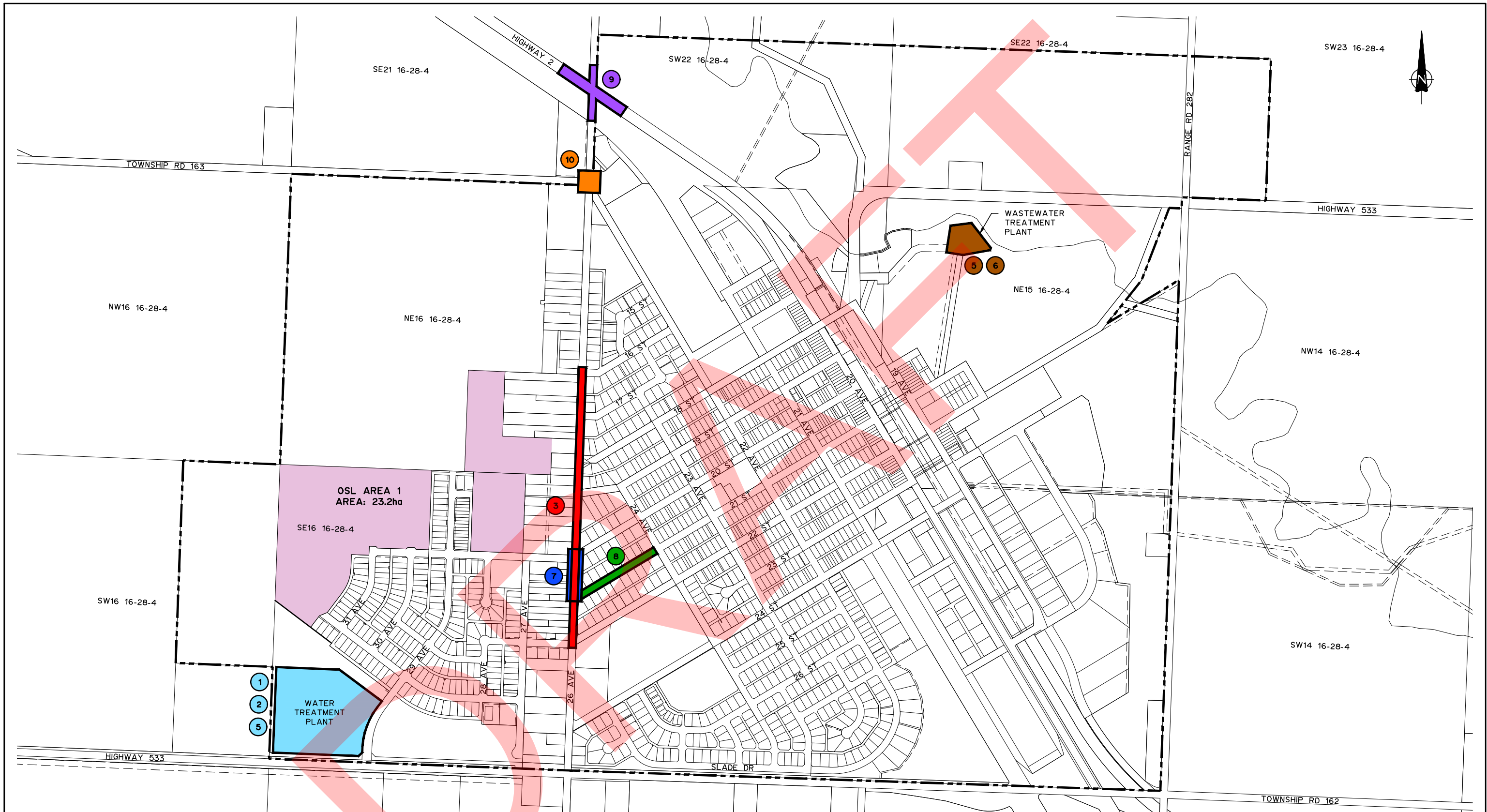
The developable area can include all land within the corporate boundary of the Town for which there does not exist a development agreement. Developable area can be the gross area, or it can be net of any allowance for Environmental Reserve, Municipal Reserve (MR), or major transportation corridors. The calculations remain the same and the total levy amount required remains the same, however the rate per unit area will vary depending on the use of gross area or net area in the calculations. The off-site levy calculations included in this report, utilize net developable area, and assume 10% of the total developable area will be utilized for MR and 5% is to be deducted for major transportation corridors.

Based on information from the Town, there is a total developable area of 75.5 ha available. However, based on direction from the Town, the off-site levy determination only includes the area identified as OSL Area 1 on Figure 1.

The adopted *Westview Area Structure Plan*, which is encompassed by OSL Area 1, has a projected population of 649 and a total developable area of 19.1 ha. OSL Area 1 also encompasses a 4.1 ha lot (1709 26 Avenue) which is assumed to have a developable area of 3.5 ha after an allowance of 15% is removed to allow for municipal reserves. The projected population for the 3.5 ha is 119 based on a density of 34 people/ha which matches the overall density of the *Westview Area Structure Plan*.

The Town's infrastructure systems were last fully assessed in 2008 as part of the *Infrastructure Master Plan Update* (IMP). The IMP utilized an existing population of 2,216 for 2007 and a design population of 5,597. Since Statistics Canada reported a current population of 2,167 for the Town, the recommendations from the IMP are still considered relevant. The area identified as OSL Area 1 was included in the IMP as an area for potential future growth within the Town.

Based on the information above, the total projected population for OSL Area 1 is 768, and the developable area used for the OSL calculation will be 22.6 ha.



**WATER PROJECT LIST**

- 1 REGIONAL WATER PROJECT
- 2 ADDITIONAL PUMPING CAPACITY
- 3 26 AVENUE - 16 STREET TO 22 STREET
- 4 POTABLE WATER STORAGE UPGRADES

**WASTEWATER PROJECT LIST**

- 5 COMPLETED WWTP UPGRADES (2016)
- 6 PROPOSED WWTP UPGRADES
- 7 26 AVENUE - 20 STREET TO 21 STREET UPSIZE
- 8 21 STREET - 26 AVENUE TO 24 AVENUE UPSIZE

**TRANSPORTATION PROJECT LIST**

- 9 HIGHWAY 2 AND 26 AVENUE INTERSECTION IMPROVEMENTS
- 10 26 AVENUE AND TOWNSHIP ROAD 163 INTERSECTION IMPROVEMENTS



TOWN OF NANTON  
OFF SITE LEVY INFRASTRUCTURE  
UPDATES

|                 |                 |                  |           |
|-----------------|-----------------|------------------|-----------|
| SCALE: 1:10 000 | DATE: JUNE 2024 | JOB: 2630-012-00 | FIGURE: 1 |
|-----------------|-----------------|------------------|-----------|

## 2.2 INFRASTRUCTURE REQUIREMENTS

Off-site levy rates are based on the capital costs of infrastructure projects to service additional growth. Estimated costs for the required projects are divided by the net developable area to determine base rates for each of the potable water, wastewater, stormwater, and transportation systems.

Applicable infrastructure projects are considered as any that provide capacity for the purpose of servicing additional residential, commercial, or industrial lots. Repairs or upgrades to solve existing problems are not considered eligible for funding from the off-site levy account. Subdivisions of land or the creation of lots where off-site levies have already been paid is considered redevelopment and projects to serve these areas are also not eligible for off-site levy funding. The eligible portion of the capital costs associated with expansion or upsizing projects is equivalent to the increased growth-related capacity provided by the project.

Table 2.2 provides a summary of the identified OSL eligible projects. The identified infrastructure projects have been previously identified in studies and/or developed based on knowledge of the Town's existing systems and the requirements for servicing the developable area. These infrastructure projects are shown on Figure 1. It is expected that major infrastructure projects would be administered directly by the Town, and that these projects would be funded directly from the off-site levy account.

Costs associated with infrastructure projects that are required to service OSL Area 1 and do not benefit additional areas throughout Town are considered 100% eligible for the off-site levy calculation. The eligible percentage of costs for projects that are required to service OSL Area 1 but also benefit additional areas was determined using the potential population for OSL Area 1 (768) relative to the total population serviced, or benefitting, from each individual project.

Table 2.1 –Off-Site Levy Infrastructure Projects for the Town of Nanton

| Project                                                   | Description                                                                                                                                                                                                                                                                                                                                                   | Source Study | Benefitting Area       | Design Population | OSL Eligible % |
|-----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|------------------------|-------------------|----------------|
| Potable Water                                             |                                                                                                                                                                                                                                                                                                                                                               |              |                        |                   |                |
| Regional Water Project                                    | Improved water supply to the Town, including capacity for development. The project was identified as a need for the Town in the <i>Regional Water Supply Study – High River Water Supply</i> (RWSS), completed in 2023.                                                                                                                                       | RWSS         | All                    | 2,679             | 28.7           |
| Additional Pumping Capacity                               | Upgraded pump capacity for new development and improved fire protection. Increased pumping capacity was identified as a requirement for future growth and fire protection within the IMP.                                                                                                                                                                     | IMP          | All                    | 5,600             | 13.7           |
| 26 Avenue - 16 Street to 22 Street                        | Distribution system upgrade required to provide minimum level of service to developable areas including OSL Area 1. The project would also benefit existing developed areas throughout Town.                                                                                                                                                                  | IMP          | All                    | 5,600             | 13.7           |
| Potable Water Storage Upgrades                            | Additional potable water storage required due to new development and growth identified within the IMP.                                                                                                                                                                                                                                                        | IMP          | All Future Development | 3,384             | 22.7           |
| Wastewater                                                |                                                                                                                                                                                                                                                                                                                                                               |              |                        |                   |                |
| Completed WWTP Upgrades (2016)                            | Improved wastewater treatment processes including capacity for new development. It is assumed that the design population was in accordance with the projections identified within the IMP.                                                                                                                                                                    | N/A          | All                    | 5,600             | 13.7           |
| Proposed WWTP Upgrades                                    | Projects identified within the 2021 Wastewater Treatment Plant Assessment (WWTPA). Design to match capacity of existing WWTP and costs based on 2022 AMWWP funding application.                                                                                                                                                                               | WWTPA        | All                    | 5,600             | 13.7           |
| Wastewater                                                |                                                                                                                                                                                                                                                                                                                                                               |              |                        |                   |                |
| 26th Avenue WW Main Upsize                                | Upgrades to existing sanitary main to provide capacity for new development. Services existing developed areas and developable lands. Identified in the 2024 West Side Sanitary Servicing Assessment (WSSA).                                                                                                                                                   | WSSA         | Westview Area          | 1,240             | 61.9           |
| 21st Street WW Main Upsize                                |                                                                                                                                                                                                                                                                                                                                                               | WSSA         | Westview Area          | 1,240             | 61.9           |
| Transportation                                            |                                                                                                                                                                                                                                                                                                                                                               |              |                        |                   |                |
| Highway 2 and 26 Avenue Intersection Improvements         | Intersection upgrades identified within completed traffic impact assessments due to developable areas. Intersection upgrades will also benefit existing developed areas. Projects identified within the 2010 Traffic Impact Assessment Report (TIA). It is assumed projections included in the were based on the ultimate buildout identified within the IMP. | TIA          | All                    | 5,600             | 13.7           |
| 26 Avenue and Township Road 163 Intersection Improvements |                                                                                                                                                                                                                                                                                                                                                               | TIA          | All                    | 5,600             | 13.7           |



## 2.3 PUBLIC FACILITIES

In addition to infrastructure projects, the MGA allows for the following public facilities to be funded through off-site levies:

- New or expanded community recreation facilities,
- New or expanded fire hall facilities,
- New or expanded police station facilities,
- New or expanded libraries.

Off-site levy calculations often include a significant developable area, of which a majority is assumed to be residential developments. The increased residential development can lead to a subsequent increase in population and changes to the public services provided by the municipality. The inclusion of public facilities in the off-site levy calculation allows for the Town to plan and budget to provide the necessary public services for an increased population.

Like infrastructure projects, only the portion of public facilities required to service the additional population is eligible for funding through off-site levies.

For this update, the Town has opted not to consider costs associated with public facilities. Cost Estimates Order of magnitude cost estimates have been prepared and/or updated for the infrastructure projects noted in the previous figures. A summary of all project costs is provided in Table 2.2.

## 2.4 ESTIMATED COSTS FOR OSL ELIGIBLE PROJECTS

A summary of estimated costs for identified projects is provided in Table 3.1. Current estimated costs were determined by adding an average annual inflation of 3% to the project costs identified in the most recent applicable studies and/or reports.

Cost estimates for the following projects were completed as part of this assessment and are included in Appendix A:

- Potable Water:
  - 26 Avenue - 16 Street to 22 Street,
- Wastewater:
  - 26th Avenue - 20th Street to 21st Street WW Main Upsize,
  - 21st Street - 26th Avenue to 24 Avenue WW Main Upsize,
- Transportation:
  - Highway 2 and 26 Avenue Intersection Improvements,
  - 26 Avenue and Township Road 163 Intersection Improvements.

Table 2.2 – Estimated OSL Infrastructure Costs for the Town of Nanton

| Project                                                   | Estimated Capital Cost | Assumed Funding % | Estimated Capital Cost with Funding | OSL Eligible % | OSL Eligible Portion with Funding |
|-----------------------------------------------------------|------------------------|-------------------|-------------------------------------|----------------|-----------------------------------|
| <b>Potable Water</b>                                      |                        |                   |                                     |                |                                   |
| Regional Water Project                                    | \$14,951,000           | 91%               | \$1,345,590                         | 21.0%          | \$282,574                         |
| Additional Pumping Capacity                               | \$200,978              | 61.5%             | \$77,457                            | 13.7%          | \$10,612                          |
| 26 Avenue - 16 Street to 22 Street                        | \$2,027,000            | 0%                | \$2,027,000                         | 13.7%          | \$277,699                         |
| Potable Water Storage Upgrades                            | \$2,896,261            | 61.5%             | \$1,115,061                         | 16.6%          | \$185,100                         |
| <b>Total Water System Costs</b>                           | <b>\$20,075,239</b>    |                   | <b>\$4,565,107</b>                  | --             | <b>\$755,985</b>                  |
| <b>Wastewater</b>                                         |                        |                   |                                     |                |                                   |
| Completed WWTP Upgrades (2016)                            | \$1,427,530            | --                | \$1,427,530                         | 13.7%          | \$195,572                         |
| Proposed WWTP Upgrades                                    | \$5,668,000            | 61.5%             | \$2,182,180                         | 13.7%          | \$298,959                         |
| 26th Avenue - 20th Street to 21st Street WW Main Upsize   | \$477,000              | 0%                | \$477,000                           | 61.9%          | \$295,263                         |
| 21st Street - 26th Avenue to 24 Avenue WW Main Upsize     | \$882,000              | 0%                | \$882,000                           | 61.9%          | \$545,958                         |
| <b>Total Wastewater System Costs</b>                      | <b>\$8,454,530</b>     |                   | <b>\$4,968,710</b>                  | --             | <b>\$1,335,751</b>                |
| <b>Transportation</b>                                     |                        |                   |                                     |                |                                   |
| Highway 2 and 26 Avenue Intersection Improvements         | \$515,000              | 50%               | \$257,500                           | 13.7%          | \$35,278                          |
| 26 Avenue and Township Road 163 Intersection Improvements | \$234,000              | 50%               | \$117,000                           | 13.7%          | \$16,029                          |
| <b>Total Transportation System Costs</b>                  | <b>\$749,000</b>       |                   | <b>\$374,500</b>                    | --             | <b>\$51,307</b>                   |
| <b>Total Infrastructure Cost</b>                          | <b>\$29,278,769</b>    |                   | <b>\$9,908,317</b>                  | --             | <b>\$2,143,042</b>                |



### 3 OFF-SITE LEVY RATE DETERMINATION

The off-site levy rate, in dollars per hectare, is calculated by dividing the total estimated infrastructure cost by the developable area. The developable area included in this report is 19.1 ha and based on the *Westview Area Structure Plan*. Table 3.1, below, provides the current value per hectare recommended for the off-site levy rate.

**Table 3.1 – Off-Site Levy Rate Determination for OSL Area 1**

| Component      | Estimated OSL Eligible Cost with Funding | Net Developable Area (ha) | Off-Site Levy Rate with Funding (\$/ha) |
|----------------|------------------------------------------|---------------------------|-----------------------------------------|
| Potable Water  | \$755,985                                | 22.6                      | \$33,450.64                             |
| Wastewater     | \$1,335,751                              |                           | \$59,104.04                             |
| Transportation | \$51,307                                 |                           | \$2,270.20                              |
| <b>Total</b>   | <b>\$2,143,042</b>                       | <b>22.6</b>               | <b>\$94,824.88</b>                      |

Alternative methods for determining the off-site levy rate include a cash flow model complete with project scheduling. This method would take interest payments on debentures into consideration and results in an increase to the current rate. However, full cost recovery can be achieved by the Town utilizing the method presented above by regularly completing a review and update to the bylaw to account for completed projects, actual costs incurred, inflation, and changes in planning documents.

## 4 REFERENCES

Town of Nanton, "Off-Site Levy Bylaw No. 1223/10," enacted August 9<sup>th</sup>, 2010.

Province of Alberta, "Municipal Government Act –RSA 2000, Chapter M-26," enacted December 9, 2020.

Associated Engineering Alberta Ltd., "Infrastructure Master Plan," Town of Nanton, Alberta, 2008.

MMM Group Ltd., "Traffic Impact Assessment Report", D2S Farms Development, Alberta, 2010.

MPE a Division of Englobe, "West Side Sanitary Servicing Assessment", Town of Nanton, Alberta, 2024.

MPE a Division of Englobe, "Capital Project Identification and Development", Town of Nanton, Alberta, 2024.

MPE a Division of Englobe, "Regional Water Study – High River Water Supply", Town of Nanton, Alberta, 2023.

MPE a Division of Englobe, "Wastewater Treatment Plant Assessment", Town of Nanton, Alberta, 2021.

**APPENDIX A**  
**ORDER OF MAGNITUDE COST ESTIMATES**

DRAFT

# Town of Nanton

## 26 Avenue - 16 Street to 22 Street - Watermain Upgrade

### ORDER OF MAGNITUDE COST ESTIMATE

| Description of Work                     |                                                                             | Quantity | Unit           | Unit Price  | Cost                  |
|-----------------------------------------|-----------------------------------------------------------------------------|----------|----------------|-------------|-----------------------|
| <b>General Requirements</b>             |                                                                             |          |                |             |                       |
| 1                                       | Mobilization/Demobilization/Bonding & Insurance/Profit/Traffic Accomodation | 1        | LS             | \$95,000.00 | \$95,000.00           |
| 2                                       | Dewatering and Care of Water                                                | 1        | LS             | \$10,000.00 | \$10,000.00           |
| 3                                       | Hydro-Excavation                                                            | 20       | hours          | \$500.00    | \$10,000.00           |
| <b>SUBTOTAL</b>                         |                                                                             |          |                |             | \$115,000.00          |
| <b>Water Distribution System</b>        |                                                                             |          |                |             |                       |
| 1                                       | Temporary Water Supply                                                      | 1        | LS             | \$25,000.00 | \$25,000.00           |
| 2                                       | Connection to Existing System                                               | 11       | ea             | \$3,500.00  | \$38,500.00           |
| 3                                       | 300mm PVC Pipe                                                              | 870      | m              | \$400.00    | \$348,000.00          |
| 4                                       | 300mm Isolation Valve                                                       | 13       | ea             | \$5,000.00  | \$65,000.00           |
| 5                                       | Fire Hydrant                                                                | 5        | ea             | \$12,500.00 | \$62,500.00           |
| <b>SUBTOTAL</b>                         |                                                                             |          |                |             | \$539,000.00          |
| <b>Surface Restoration</b>              |                                                                             |          |                |             |                       |
| 1                                       | Asphalt Road Restoration - Local Road                                       | 7,000    | m <sup>2</sup> | \$100.00    | \$700,000.00          |
| <b>SUBTOTAL</b>                         |                                                                             |          |                |             | \$700,000.00          |
| <b>GRAND SUBTOTAL</b>                   |                                                                             |          |                |             | <b>\$1,354,000.00</b> |
| Contingency (30%)                       |                                                                             |          |                |             | \$407,000.00          |
| Engineering (10%)                       |                                                                             |          |                |             | \$177,000.00          |
| Geotechnical and Materials Testing (5%) |                                                                             |          |                |             | \$89,000.00           |
| <b>GRAND TOTAL</b>                      |                                                                             |          |                |             | <b>\$2,027,000.00</b> |

## Town of Nanton

### 21 Street - 26 Ave to 24 Ave Wastewater Upgrade

#### ORDER OF MAGNITUDE COST ESTIMATE

| Description of Work                     |                                                                             | Quantity | Unit           | Unit Price  | Cost                |
|-----------------------------------------|-----------------------------------------------------------------------------|----------|----------------|-------------|---------------------|
| <b>General Requirements</b>             |                                                                             |          |                |             |                     |
| 1                                       | Mobilization/Demobilization/Bonding & Insurance/Profit/Traffic Accomodation | 1        | LS             | \$42,000.00 | \$42,000.00         |
| 2                                       | Dewatering and Care of Water                                                | 1        | LS             | \$10,000.00 | \$10,000.00         |
| 3                                       | Hydro-Excavation                                                            | 12       | hours          | \$500.00    | \$6,000.00          |
| <b>SUBTOTAL</b>                         |                                                                             |          |                |             | \$58,000.00         |
| <b>Wastewater Collection System</b>     |                                                                             |          |                |             |                     |
| 1                                       | Sanitary Bypass Pumping                                                     | 1        | LS             | \$11,000.00 | \$11,000.00         |
| 2                                       | Supply and Install 250 mm SDR35 PVC Sanitary Sewer Pipe, complete           | 280      | m              | \$400.00    | \$112,000.00        |
| 3                                       | Supply and Install Type 1 Standard Precast Manhole, complete                | 10       | v.m.           | \$3,000.00  | \$30,000.00         |
| 4                                       | Tie-in Existing Sanitary Service Lines                                      | 21       | ea             | \$3,000.00  | \$63,000.00         |
| 5                                       | Connect to Existing Sanitary Collection System                              | 2        | ea             | \$7,500.00  | \$15,000.00         |
| <b>SUBTOTAL</b>                         |                                                                             |          |                |             | \$231,000.00        |
| <b>Surface Restoration</b>              |                                                                             |          |                |             |                     |
| 1                                       | Asphalt Road Restoration - Local Road                                       | 3,000    | m <sup>2</sup> | \$100.00    | \$300,000.00        |
| <b>SUBTOTAL</b>                         |                                                                             |          |                |             | \$300,000.00        |
| <b>GRAND SUBTOTAL</b>                   |                                                                             |          |                |             | <b>\$589,000.00</b> |
| Contingency (30%)                       |                                                                             |          |                |             | \$177,000.00        |
| Engineering (10%)                       |                                                                             |          |                |             | \$77,000.00         |
| Geotechnical and Materials Testing (5%) |                                                                             |          |                |             | \$39,000.00         |
| <b>GRAND TOTAL</b>                      |                                                                             |          |                |             | <b>\$882,000.00</b> |

# Town of Nanton

## 26 Avenue - 20 Street to 21 Street Wastewater Upgrade

### ORDER OF MAGNITUDE COST ESTIMATE

| Description of Work                                                           | Quantity | Unit           | Unit Price  | Cost                |
|-------------------------------------------------------------------------------|----------|----------------|-------------|---------------------|
| <b>General Requirements</b>                                                   |          |                |             |                     |
| 1 Mobilization/Demobilization/Bonding & Insurance/Profit/Traffic Accomodation | 1        | LS             | \$23,000.00 | \$23,000.00         |
| 2 Dewatering and Care of Water                                                | 1        | LS             | \$10,000.00 | \$10,000.00         |
| 3 Hydro-Excavation                                                            | 10       | hours          | \$500.00    | \$5,000.00          |
| <b>SUBTOTAL</b>                                                               |          |                |             | \$38,000.00         |
| <b>Wastewater Collection System</b>                                           |          |                |             |                     |
| 1 Sanitary Bypass Pumping                                                     | 1        | LS             | \$10,000.00 | \$10,000.00         |
| 2 Supply and Install 250 mm SDR35 PVC Sanitary Sewer Pipe, complete           | 150      | m              | \$400.00    | \$60,000.00         |
| 3 Supply and Install Type 1 Standard Precast Manhole, complete                | 10       | v.m.           | \$3,000.00  | \$30,000.00         |
| 4 Tie-in Existing Sanitary Service Lines                                      | 5        | ea             | \$3,000.00  | \$15,000.00         |
| 5 Connect to Existing Sanitary Collection System                              | 2        | ea             | \$7,500.00  | \$15,000.00         |
| <b>SUBTOTAL</b>                                                               |          |                |             | \$130,000.00        |
| <b>Surface Restoration</b>                                                    |          |                |             |                     |
| 1 Asphalt Road Restoration - Local Road                                       | 1,500    | m <sup>2</sup> | \$100.00    | \$150,000.00        |
| <b>SUBTOTAL</b>                                                               |          |                |             | \$150,000.00        |
| <b>GRAND SUBTOTAL</b>                                                         |          |                |             | <b>\$318,000.00</b> |
| Contingency (30%)                                                             |          |                |             | \$96,000.00         |
| Engineering (10%)                                                             |          |                |             | \$42,000.00         |
| Geotechnical and Materials Testing (5%)                                       |          |                |             | \$21,000.00         |
| <b>GRAND TOTAL</b>                                                            |          |                |             | <b>\$477,000.00</b> |

## Town of Nanton

### Highway 2 and 26th Avenue Intersection Upgrades

#### ORDER OF MAGNITUDE COST ESTIMATE

| Description of Work                                      | Quantity | Unit           | Unit Price   | Cost                |
|----------------------------------------------------------|----------|----------------|--------------|---------------------|
| <b>General Requirements</b>                              |          |                |              |                     |
| 1 Mobilization/Demobilization/Bonding & Insurance/Profit | 1        | LS             | \$22,000.00  | \$22,000.00         |
| 2 Traffic Accommodations                                 | 1        | LS             | \$50,000.00  | \$50,000.00         |
| 3 Hydro-Excavation                                       | 30       | hours          | \$500.00     | \$15,000.00         |
| <b>SUBTOTAL</b>                                          |          |                |              | \$87,000.00         |
| <b>Road Works</b>                                        |          |                |              |                     |
| 1 300 mm Subgrade                                        | 150      | m <sup>2</sup> | \$20.00      | \$3,000.00          |
| 2 200mm Base Granular                                    | 150      | m <sup>2</sup> | \$15.00      | \$2,250.00          |
| 3 120mm Asphalt                                          | 150      | m <sup>2</sup> | \$60.00      | \$450.00            |
| 4 Prime Coat                                             | 150      | m <sup>2</sup> | \$3.00       | \$9,000.00          |
| 5 60mm Asphalt Overlay                                   | 1,200    | m <sup>2</sup> | \$20.00      | \$3,600.00          |
| <b>SUBTOTAL</b>                                          |          |                |              | \$19,000.00         |
| <b>Traffic Control</b>                                   |          |                |              |                     |
| 1 Traffic Signals                                        | 1        | LS             | \$200,000.00 | \$200,000.00        |
| 2 Durable Thermoplastic Pavement Markings                |          |                |              |                     |
| a) Single Solid White Line                               | 60       | m              | \$20.00      | \$1,200.00          |
| b) Dotted White Line                                     | 30       | m              | \$20.00      | \$600.00            |
| c) Solid Yellow Line                                     | 30       | m              | \$20.00      | \$600.00            |
| d) Right Turn Arrow                                      | 2        | ea             | \$600.00     | \$1,200.00          |
| e) Stop Bar                                              | 5        | ea             | \$1,200.00   | \$6,000.00          |
| <b>SUBTOTAL</b>                                          |          |                |              | \$210,000.00        |
| <b>GRAND SUBTOTAL</b>                                    |          |                |              | <b>\$316,000.00</b> |
| Contingency (30%)                                        |          |                |              | \$95,000.00         |
| Engineering (20%)                                        |          |                |              | \$83,000.00         |
| Geotechnical and Materials Testing (5%)                  |          |                |              | \$21,000.00         |
| <b>GRAND TOTAL</b>                                       |          |                |              | <b>\$515,000.00</b> |



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# Town of Nanton

## 26th Avenue and Township Road 163 Intersection Upgrades

### ORDER OF MAGNITUDE COST ESTIMATE

| Description of Work                     |                                                        | Quantity | Unit           | Unit Price  | Cost                |
|-----------------------------------------|--------------------------------------------------------|----------|----------------|-------------|---------------------|
| <b>General Requirements</b>             |                                                        |          |                |             |                     |
| 1                                       | Mobilization/Demobilization/Bonding & Insurance/Profit | 1        | LS             | \$11,000.00 | \$11,000.00         |
| 2                                       | Traffic Accommodations                                 | 1        | LS             | \$50,000.00 | \$50,000.00         |
| 3                                       | Hydro-Excavation                                       | 30       | hours          | \$500.00    | \$15,000.00         |
| <b>SUBTOTAL</b>                         |                                                        |          |                |             | \$76,000.00         |
| <b>Road Works</b>                       |                                                        |          |                |             |                     |
| 1                                       | 300 mm Subgrade                                        | 450      | m <sup>2</sup> | \$20.00     | \$9,000.00          |
| 2                                       | 200mm Base Granular                                    | 450      | m <sup>2</sup> | \$15.00     | \$6,750.00          |
| 3                                       | Prime Coat                                             | 450      | m <sup>2</sup> | \$3.00      | \$1,350.00          |
| 4                                       | 120mm Asphalt                                          | 450      | m <sup>2</sup> | \$60.00     | \$27,000.00         |
| 5                                       | 60mm Asphalt Overlay                                   | 1,200    | m <sup>2</sup> | \$20.00     | \$24,000.00         |
| <b>SUBTOTAL</b>                         |                                                        |          |                |             | \$69,000.00         |
| <b>Traffic Control</b>                  |                                                        |          |                |             |                     |
| 1                                       | Traffic Signs                                          | 4        | ea             | \$1,000.00  | \$4,000.00          |
| <b>SUBTOTAL</b>                         |                                                        |          |                |             | \$4,000.00          |
| <b>GRAND SUBTOTAL</b>                   |                                                        |          |                |             | <b>\$149,000.00</b> |
| Contingency (30%)                       |                                                        |          |                |             | \$45,000.00         |
| Engineering (15%)                       |                                                        |          |                |             | \$30,000.00         |
| Geotechnical and Materials Testing (5%) |                                                        |          |                |             | \$10,000.00         |
| <b>GRAND TOTAL</b>                      |                                                        |          |                |             | <b>\$234,000.00</b> |