



AGENDA

Monday September 16, 2024 at 7:00 p.m.
Council Chambers at the Tom Hornecker
Recreation Centre, 2nd Floor, 2122 – 18 Street

REGULAR COUNCIL MEETING

1. CALL TO ORDER & ADOPTION OF AGENDA:

2. PRESENTATIONS:

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 for August 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
- 3.3.5 Peace Officer – E
- 3.3.6 Emergency Management

3.4 COUNCIL:

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

3.5 OTHERS:

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

- 4.1.1 September 3, 2024 Regular Meeting Minutes – E

4.2 BUSINESS ARISING FROM THE MINUTES:

5. NEW & UNFINISHED BUSINESS:

5.1 Information Brief Alberta Health Services Medical First Response Funds - E

5.2 Information Brief Proposed Property Assessment Subclass Bylaw 1398 - E

6. CORRESPONDENCE:

6.1 FOR ACTION:

6.2 FOR INFORMATION:

6.2.1 Mayor letter -Smith's 60th Wedding Anniversary - E

6.2.2 Mayor letter – Municipal District of Willow ACP Grant for Spring Line and Response - E

6.2.3 Municipal Affairs 2025 Fire Services Training Program Grant - E

6.2.4 Livingstone Range School Division August Report of May 2024 Meeting - E

7. CLOSED CONFIDENTIAL SESSION:

8. ADJOURNMENT:



STATUS REPORT

Meeting: September 16, 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 CS = Corporate Services OP = Operations Manager
DO = Development Officer LS = Legislative Services 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 September 3, 2024				
223-24/09/03	Letter re Joint Grant application MD for Spring Line		C	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	Sept COW Meeting	IP	LS
36-24/02/05	RFD – Community Centre Utilities		IP	CS
68-24/03/04	RFD – Tribute Wall location		IP	CAO/CS
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
148-24/05/06	Road and Storm water engineering – cost of construction		IP	CAO
4-24/05/27-CW	RFD on small business property non-res sub classes		IP	CAO
196-24/07/15	ATCO Franchise agreement		IP	CS
210-24/08/12	Sep 3Public Hearing LUB Amendment Bylaw 1396		C	DO
211-24/08/12	Community Center Green Initiative Grant		IP	CS

DEPARTMENTS

Res #	Description	Notes	ST	fw
148-23/05/15	Wastewater Plant upgrade – Town funding \$581,900 borrowing & \$581,900 reserves Additional funding recd 6.2.2 24/01/22 – Aeration project	Borrow bylaw req'd \$184,620	IP	CS
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, interviews July 9-12	C	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
CAO Comment: <i>These items should be individually discussed at a future Committee of the Whole.</i>		





CAPITAL PLAN STATUS

Meeting: September 16th, 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 - various locations		\$75,000	CCBF
<i>Notes:</i>			
<ul style="list-style-type: none"> The Silver Willow Lodge project is likely being deferred in favour of the resources required to deal with the 29th 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/ Borrowing
Hydrant & Valves		\$50,000	CCBF
Wastewater collection system relining		\$75,000	CCBF
WWTP Equipment (flusher)		\$200,000	LGFF
<i>Notes:</i>			
<ul style="list-style-type: none"> MPE Engineering lead the de-watering work. Fournier dewatering technology (3 channel) ordered and down payment made – installation summer 2025. Flusher will be ordered, but a suitable vehicle must also be sourced. Re-lining focused on 17th and 19th streets – some work by McGills completed. Hydrant and valve work can be deferred and budgeted money used for 29th avenue service line renewals. 			

Parks & Trails	Lead: Rec Facility Supervisor	BUDGET	SOURCE
Playground updates		\$20,000	LGFF
<i>Notes: Pricing being obtained for specific units – can be deferred if funds are needed elsewhere.</i>			

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 is now complete.

Pool valves project is now complete – available dollars for other work as structural concrete work can wait.

Firehall – still awaiting further pricing.

Town shop – some work is underway.

Recycling centre/yard waste fencing – better than expected pricing received meaning more fencing can be done and this work will begin within the next month.

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 – working on getting pricing.
- Parks mower (zero-turn) purchased
- Fire – BA units purchased and received.
- PW pickup – still investigating different options.

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.





REPORT FROM ADMINISTRATION

Meeting: June 17th, 2024
Agenda Item: 3.1.3

Chief Administrative Officer

August 2024 PERIOD

Gateway signs/ LEDs

These assets (north and south) are now approximately 8 years old. While the housings are in reasonable condition, the LEDs and their computer units are starting to show some significant wear and tear. Replacing just one small computer unit (like the one that has failed on the north end) will cost \$2,000. Future costs of maintenance and replacement are likely to escalate. Once administration has received some numbers from a number of possible vendors, a request for decision (RFD) will be brought to Council with a range of options. One possible funding source for renewal of the assets could be the Public Realm Reserve.

Intermunicipal Collaboration Framework (ICF)

A virtual committee meeting was held September, endorsing the revised schedules for the next five years. A bylaw will be brought forward to Council.

Public Notices/ Public Participation

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

Personnel and Professional Development

Jordan Glas, Recreation Facilities Supervisor, has earned his certificate in Recreation Facility Master Operator and the associated ticket rate under the collective agreement for that credential.

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,

CHIEF ADMINISTRATIVE OFFICER

Neil Smith, RPP

Chief Administrative Officer

Town of Nanton
Vendor Cheque Register Report
Range: August 1 - August 31, 2024
Sorted by: Cheque Date



Cheque Number	Vendor Cheque Name	Cheque Date	Amount	Cheque Details
EFT000000005538	888351 Alberta Ltd o/a Wild Rose	8/10/2024	\$33,561.00	Sludge hauling & removal
EFT000000005539	911 Supply	8/10/2024	\$136.48	Fire department clothing
EFT000000005540	Big Hill Services	8/10/2024	\$3,230.55	Arena/ice supplies
EFT000000005541	Calmont Equipment	8/10/2024	\$5,036.66	Equipment servicing & supplies
EFT000000005542	Canadian Linen & Uniform	8/10/2024	\$142.14	Office & library mat cleaning
EFT000000005543	CARO Analytical Services	8/10/2024	\$471.98	Water testing
EFT000000005544	ClearTech Industries Inc	8/10/2024	\$1,054.82	Water plant chemicals
EFT000000005545	Crossroad Energy Solutions Inc	8/10/2024	\$337.05	Electrican services - Water plant
EFT000000005546	CUPE	8/10/2024	\$1,735.49	Union fees
EFT000000005548	Ecco Recycling and Energy Corp	8/10/2024	\$999.77	Recycling fees
EFT000000005549	Enfield, Tracy	8/10/2024	\$890.00	Office & council room cleaning services
EFT000000005551	Gregg Distributors Company Ltd	8/10/2024	\$468.00	Miscellaneous supplies
EFT000000005552	Hifab Holdings Ltd	8/10/2024	\$488.17	Shipping charges
EFT000000005553	iA Financial Group	8/10/2024	\$80.07	Employee benefits
EFT000000005554	Inspiris	8/10/2024	\$7,653.42	IT services
EFT000000005556	Klearwater Equipment	8/10/2024	\$6,815.52	Water plant chemicals
EFT000000005557	LAPP Corporation c/o Alberta Pension	8/10/2024	\$11,073.64	Employee pension
EFT000000005559	Linde Canada Inc.	8/10/2024	\$721.69	Water plant chemicals
EFT000000005560	MD of Willow Creek	8/10/2024	\$800.00	Southern AB summer games contribution
EFT000000005561	Nanton Auto Parts Ltd.	8/10/2024	\$535.62	Miscellaneous supplies
EFT000000005562	Nanton Gas Plus	8/10/2024	\$87.05	Fuel
EFT000000005563	Nanton Home Hardware Building	8/10/2024	\$893.19	Miscellaneous supplies
EFT000000005564	Nanton Thelma Fanning Library	8/10/2024	\$1,000.00	Reimbursement of donation
EFT000000005565	NextGen Automation	8/10/2024	\$187.70	Photocopier fees
EFT000000005566	NL Smith & Sons Const Ltd	8/10/2024	\$441.40	Vehicle service
EFT000000005567	Orkin Canada Corporation	8/10/2024	\$238.02	Pest control

EFT0000000005569	Pinnacle Aquatic Group	8/10/2024	\$1,945.43	Chemical for swimming pool
EFT0000000005570	Platinum Fire & Security Ltd.	8/10/2024	\$1,356.80	Deficiency repairs
EFT0000000005571	RecordXpress StorageVault Canada	8/10/2024	\$28.40	Office paper shredding services
EFT0000000005572	Reynolds, Mirth, Richards & Farmer	8/10/2024	\$4,525.87	Legal fees
EFT0000000005574	Shawne Excavating	8/10/2024	\$38,498.78	Concrete crushing
EFT0000000005575	Simpson Industrial Services	8/10/2024	\$863.70	Additonal parts
EFT0000000005576	Somerset Tree Service Ltd	8/10/2024	\$9,934.89	Tree maintenance services
EFT0000000005577	Super Save Disposal (AB) Ltd	8/10/2024	\$1,599.88	Waste management fees
EFT0000000005578	Superior Safety Codes	8/10/2024	\$2,811.30	Safety code fees
EFT0000000005579	T & T Disposal Services	8/10/2024	\$8,515.14	Monthly bin pickup services
EFT0000000005580	Todd, Kevin	8/10/2024	\$164.10	Per diem and travel expenses
EFT0000000005582	TransAlta Energy Marketing	8/10/2024	\$35,928.35	Power and gas fees
EFT0000000005583	Triple Green Products	8/10/2024	\$136,271.84	De-hydrator down payment (Capital)
EFT0000000005584	Uline Canada Corporation	8/10/2024	\$448.87	Miscellaneous supplies
20378	Alberta Development Officers Assoc.	8/25/2024	\$265.00	Conference fees
20379	Ashbrook Plumbing & Heating	8/25/2024	\$2,603.16	Hot water tank repairs & maint. (WWTP)
20380	CIMA Canada Inc.	8/25/2024	\$2,436.80	Industrial road engineering
20381	Country Rose Homes	8/25/2024	\$2,500.00	Security deposit returned
20382	DRV Transport & Rentals Inc.	8/25/2024	\$5,355.00	WWTP bin rentals
20383	Dump Gump	8/25/2024	\$2,625.00	Tree pile bin services
20384	Farmboy Landscaping & Maintenance	8/25/2024	\$708.75	Screened loam
20385	Federal Express Canada	8/25/2024	\$198.46	Shipping charges
20386	Healthy Worker	8/25/2024	\$2,398.21	Hearing tests for staff
20387	Ingram Landscape Design	8/25/2024	\$3,000.93	Town office flower beds
20388	Kortech Calcium Services Ltd.	8/25/2024	\$16,199.82	Dust control services
20389	Nanton Boosters Club	8/25/2024	\$500.00	Promotional grant
20390	Read on Roads Incorporated	8/25/2024	\$2,199.75	Road maintenance
20391	Receiver General	8/25/2024	\$1,043.34	Statutory deductions
20392	Schlosser Martin Construction	8/25/2024	\$13,535.05	Waterline services & repairs
EFT0000000005585	Big Hill Services	8/25/2024	\$761.25	Arena/ice supplies
EFT0000000005586	Brandt Tractor Ltd.	8/25/2024	\$642.00	Equipment servicing
EFT0000000005587	Canadian Linen & Uniform	8/25/2024	\$71.07	Office & library mat cleaning
EFT0000000005588	Canoe Procurement Group of Canada	8/25/2024	\$494.13	Miscellaneous supplies
EFT0000000005589	CARO Analytical Services	8/25/2024	\$1,779.75	Water testing

EFT0000000005590	ClearTech Industries Inc	8/25/2024	\$6,978.33	Water plant & WWTP chemicals
EFT0000000005591	Contain-A-Way Services	8/25/2024	\$337.70	Waste management fees
EFT0000000005592	Coyote Courier Ltd	8/25/2024	\$624.96	Shipping charges
EFT0000000005593	Foothills Regional Services Comm.	8/25/2024	\$4,267.00	Landfill tippage fees
EFT0000000005594	G & JD Construction	8/25/2024	\$459.38	Equipment rental fees
EFT0000000005595	Gregg Distributors Company Ltd	8/25/2024	\$506.82	Miscellaneous supplies
EFT0000000005596	Hifab Holdings Ltd	8/25/2024	\$238.81	Shipping charges
EFT0000000005597	Inspiris	8/25/2024	\$5,112.92	IT services
EFT0000000005598	J & C Master Contracting Inc.	8/25/2024	\$8,024.10	Release of holdback
EFT0000000005599	Klearwater Equipment	8/25/2024	\$3,911.04	Water plant chemicals
EFT0000000005600	LAPP Corporation c/o Alberta Pension	8/25/2024	\$5,536.82	Employee pension
EFT0000000005601	Les Industries Fournier Inc.	8/25/2024	134,045.63	De-watering equipment - pmt # 2
EFT0000000005602	MPE Engineering Ltd	8/25/2024	\$23,266.43	De-watering project engineering
EFT0000000005603	Nanton Home Hardware Building	8/25/2024	\$507.99	Miscellaneous supplies
EFT0000000005605	Pinnacle Aquatic Group	8/25/2024	\$3,298.54	Chemical for swimming pool
EFT0000000005606	Platinum Fire & Security Ltd.	8/25/2024	\$698.57	Deficiency repairs
EFT0000000005607	Process Color Print Limited	8/25/2024	\$1,095.68	North end sign
EFT0000000005608	Integrated Sustainability Cons.	8/25/2024	\$157.50	Water plant software fees
EFT0000000005610	Shawne Excavating	8/25/2024	\$1,239.00	Hydro-vac services
EFT0000000005611	TransAlta Energy Marketing	8/25/2024	\$39,855.95	Power and gas fees
EFT0000000005612	UFA Co-operative Ltd	8/25/2024	\$6,067.10	Fuel

Total Cheques: 81

627,520.52





MONTHLY REPORT

Meeting: September 16, 2024

Agenda Item: 3.3.1

Clayton Gillespie, Corporate Services Manager

Report Period: August 12 to September 11, 2024

ACTIVITIES:

COPTER notices were sent out at the end of August with a September 30 deadline. Several applications have already been received.

Insurance renewal applications completed at the end of August – the 2025 renewal will be sent in November.

ATCO franchise agreement advertising (for renewal of the agreement) has been placed in the newsletter- after September 16, further information will be sent to Atco to move the renewal process along.

Employee benefits plan mid-year review with Hillcrest completed – decreases are projected to both health and dental premiums should the current claiming trends continue for the next six months.

July/August utility billing completed – revenues for water, wastewater, storm, waste management and recycling are all at the 50% mark or better for the halfway point. In terms of cubic meters of water billed for we are still quite a bit less when compared to the amount of water being produced, but water production numbers for YTD are 16% below where they were at the same time last year, so our leak detection and infrastructure updates are making a difference.

Library leak – more rainwater infiltrated the library on August 28. The contractor who prepared a quote to replace the north wall stucco will be doing a repair to the one small section to hopefully alleviate future issues. We will bring back consideration of the entire north wall stucco replacement for the 2025 budget.

Preliminary equalized assessment report received (subject to change up until Oct. 18/24) This is used for the annual school requisition.

PROGRESS ON MAJOR PROJECTS & PROGRAMS:

Green & Inclusive Community Building Grant program – we've spoken with Associated Engineering and are awaiting a proposal from them in order to move forward with an application for community centre energy efficiency upgrades.

Audit services – at the end of the 2023 audit, fees were discussed with the current auditor, and we were advised fees would be going up significantly. We received a proposal in August that was way higher than expected and so we made the decision to put the audit services back out to RFP. The RFP closes September 20 – we'll report back to council on this.

Parks & Recreation Report:

Pool – season finished on August 28 (slightly sooner than we had wanted) due to staffing shortages. Overall, a good pool season though. Stats for the past two years are as follows:

	2023	2024
Lane Swim	646	660
Open Swim	3141	1832
Lessons	265	165
Aqua-fit	459	423
Rentals	395	477
Total Revenue	\$36,858	\$30,994

2024 numbers were down approximately 27% while revenue was down approximately 15%

Regular mowing, tree care and other parks duties continue due to the rain in August.

Arena – ice plant started and staff busy making ice which is now ready, and bookings started as of September 9, 2024.

Booking/calendar system – a new booking/calendar system is in the works with staff to be trained on it in the coming weeks and then it will be functional and ready for use.

Sale of equipment – with the addition of the new electric Olympia ice resurfacers we have sold the 2014 Olympia. A neighboring municipality in need reached out and we came to an agreement. Money from the sale will go back into the Machinery and equipment reserve for future purchases.

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

UPCOMING EVENTS / ADDITIONAL INFORMATION:

Prepared by: Clayton Gillespie, Corporate Services Manager

Date: September 11, 2024





MONTHLY REPORT

Meeting: September 16, 2024
Agenda Item: 3.3.2

Operations Department

Report Period: (August 2024)

ACTIVITIES:

- WASTEWATER OPERATIONS
 - 31790 m³ of treated effluent was released to Mosquito Creek
 - Sewer main re-lining activities were completed August 27 and 28. During the re-lining work on August 28, it was noted during the final cutting/reopening of the sewer laterals from residences that there were significant volumes of clear water contained within each lateral. There was heavy rainfall the previous evening and throughout the day, and suspicion is that all the weeping tile systems for each home are draining into their respective sanitary sewer line. Wastewater levels within the WWTP lift station increased very suddenly once the rain had started, and it appears that there could be several areas in Town that have residential stormwater collection tied into their sewer collection system.

- WATER OPERATIONS
 - 31933 m³ of treated potable water was sent to the Town's distribution system
 - Continued topping up the reservoir until the diversion is closed at the end of September.
 - No taste and/or odour complaints in the Town's potable water have been reported to Operations this summer.
 - Water service line replacement work on 29th Avenue in Westview was awarded to Blackie Siteworks, work is scheduled to start September 9.

- ROADS
 - Check and clear storm drain from rain runoff.
 - Replace asphalt on areas with sidewalk replacement.
 - Road on Roads applied EAP-2 (emulsified asphalt) to 22 Ave/23 Ave between 18 Street and 19 street.
 - Paint curbs and stop lines at schools, 20A Ave and 28 Street.
 - Graded rodeo grounds road and yard and put out signage for the Pro rodeo.

- SIDEWALKS/PATHWAYS
 - Continued repair and replacement of sidewalk projects with plans to complete in September.
 - Hydrovac and excavate area at Tim Hortons to prepare for new sidewalk.
 - Installed new sidewalk at Tim Hortons and finished pin curb in parking lot.

- MISCELLANEOUS
 - Built approach on property south of NAPS.
 - Cleaned up alleys ends where gravel spilled onto the road.
 - Setup for parade
 - Empty contents of bulk water station to prepare for turn over to new owners.

- Prepared 3 Ton with plow for online sale in September with Teams Auctions.
- Installed new solar lights at 18 Street and 20 Street crosswalks for better lighting for pedestrians.
- Removed North gateway panel and sign and installed new sign.
- **CEMETERY**
 - 2 inurnments
 - 1 Columbarium
 - Mark area for new headstone installation
- **YARD WASTE AREA**
 - Continuing to load 1 bin of tree branches per week to remove pile.
 - Lynx fence will commence fence installations in late August.
 - Cleanup back and 19 Ave area to prepare for new fence.
 - New posts installed for fence around yard waste area.

PARKS AND RECREATION

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

UPCOMING EVENTS / ADDITIONAL INFORMATION:

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		Searching for trucks
2. Yard Waste Fence	Fence west/north/south area	Contacting fencing companies		Commencing in late August
3. Sander/Plow	Purchase - New	Purchased		Installed and received.
4. Pavement Patching	Request for Quote	Assemble list	RFQ	Completed first patches and will return in September.
5. Sidewalk	Request for Quote	RFQ sent out due March 15	RFQ	Began at the end of May will complete in Sept.
6. Potholes	Pothole Fixing	Quotes		Completed in June
7. Crushing – asphalt and concrete piles	Quote from Shawne			Completed in July
8. Dust Abatement	Apply dust abatement	Pricing from Read on Roads		Completed on June 24
9. Tree Pile	Removal	Haul west of town and landfill		Loading 1 bin per week to remove pile.





MONTHLY DEPARTMENT REPORT

Regular Meeting: September 16, 2024
 Agenda Item: 3.3.3

Georgina Sharpe, Planning and Development

Report Period: August 2024

ACTIVITIES:

Development Permit Approvals & Lot Sales		
	August 2024	July 2024
Residential	\$390K	\$25K
Comm/Ind	\$0K	\$0K
Public	\$0K	\$0K
Other	Signs = 0	Signs = 0
WV III Sales* (Lots left = 5)	0 lots	4 lots
	YTD2024	YTD2023
TOTAL	\$2,018.5K	\$3,544.2K
	YTD2024	YE2023
Housing Starts	4	6

*by date of sale

- Municipal Planning Commission Meeting – none in August
- Land and Property Right Tribunal (LPRT) Preliminary Hearing August 12th – Appeal of Decision on Subdivision 2021-0-056

August Permits Issued:

DP #	Date Issued	Civic Address of Development	Lot	Blk	Plan	LUD	Description
D30-24	6-Aug-24	2313 19 Street	7	12	3163L	R-GEN	Shed
D31-24	9-Aug-24	2312 18 Street	4	40	1637GC	R-GEN	Front Deck
D27-24	13-Aug-24	2014 31 Avenue	26	84	071 5728	R-GEN	Single Detached Dwelling
D28-24	13-Aug-24	2014 31 Avenue	26	84	071 5728	R-GEN	Garage
D32-24	14-Aug-24	2402 22 Street	19, 20	15	2325P	R-GEN	Carport detached

PROGRESS ON PROJECTS & PROGRAMS:

- Off-site Levy Bylaw 1390/24
 - Adopted August 12

TRAINING/EDUCATIONAL SESSIONS ATTENDED: None

UPCOMING EVENTS / ADDITIONAL INFORMATION:

- Public Hearing for Land Use Bylaw Amendment 1396/24 – September 3
- Municipal Planning Commission Meeting – September 9
- ADOA Conference (Calgary) – September 26
- Vacation - September 23 – 25 & 27



MONTHLY DEPARTMENT REPORT

Meeting: September 16, 2024
Item: 3.3.5

Peace Officer Carlos Farias

Report Period: August 2024

ACTIVITIES: August was a busy month filled with numerous events and activities. Nanton Municipal Enforcement supported these events by providing various services, including traffic control, traffic enforcement, and animal control.

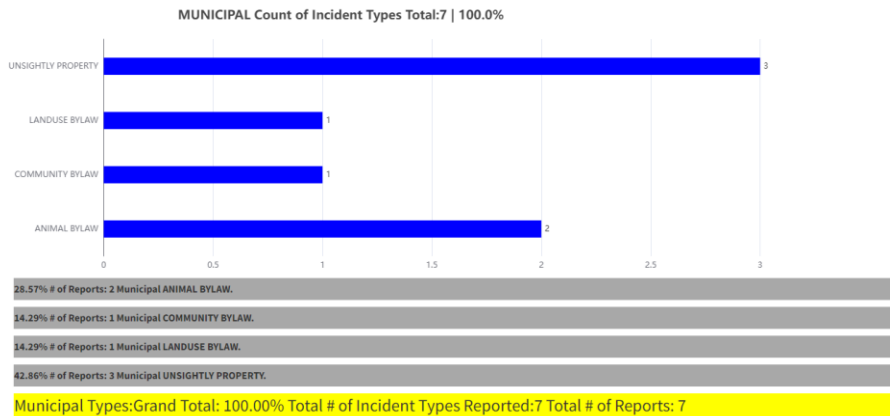
Events:

- Nanton Round Up Days 2024: August 2nd, 3rd, 4th, and 5th
- 1st Nanton Professional Rodeo: August 23rd and 24th

TRAINING/EDUCATIONAL SESSIONS ATTENDED: N/A

UPCOMING EVENTS / ADDITIONAL INFORMATION: N/A

Monthly Occurrences snapshot:



In August, a total of 7 complaints were filed and resolved. The breakdown includes 2 complaints related to the Animal Bylaw, 1 complaint concerning the Land Use Bylaw, 3 complaints about unsightly properties, and 1 complaint regarding the Community Bylaw.

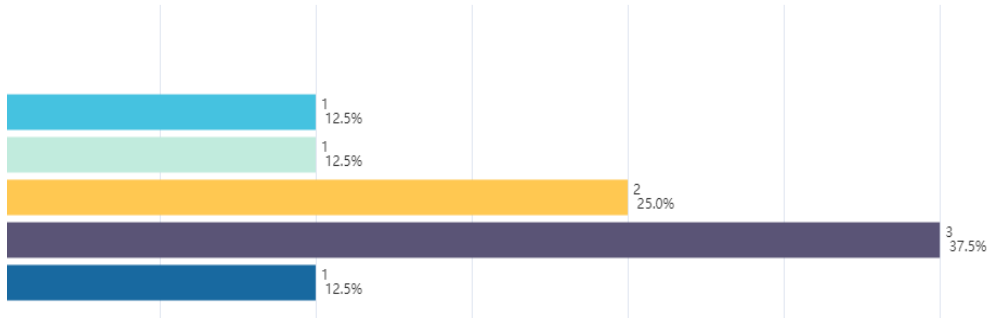
Warnings stats:

TOWN OF NANTON - ENFORCEMENT SERVICES

Export Pdf

Statistics from: 2024-08-01 - 2024-08-31

Count of E-Tickets Completed: Total: 8 | 100.0%



List of First Charge Code

- MBL NAN/1378-23,12.8-23 AT LARGE | 1 | 12.5%
- MBL NAN/1378-23,6.1-23 UNLICENSED DOG | 1 | 12.5%
- TSA 115(2)(P)- EXCEED MAX SPEED LIMIT ESTAB' | 2 | 25.0%
- TSA 167(1)- F/T PRODUCE DOCUMENTS | 3 | 37.5%
- TSA 53(1)(B)- DISPLAY ON MV/TRAILER LIC PLA | 1 | 12.5%

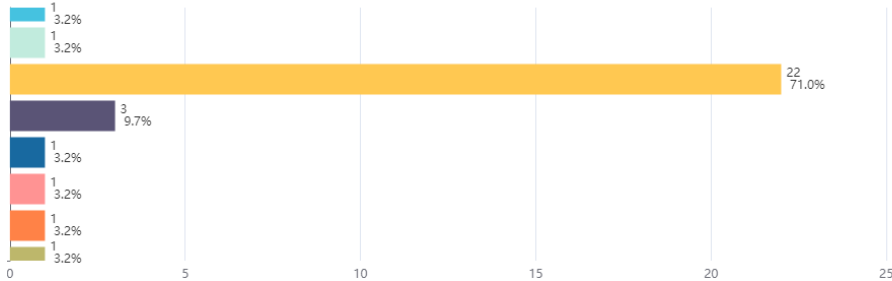
Monthly ticket stats:

TOWN OF NANTON - ENFORCEMENT SERVICES

Export Pdf

Statistics from: 2024-08-01 - 2024-08-31

Count of E-Tickets Completed: Total: 31 | 100.0%



List of First Charge Code

- MBL NAN/1378-23,12.8-23 AT LARGE | 1 | 3.2%
- MBL NAN/1378-23,6.1-23 UNLICENSED DOG | 1 | 3.2%
- TSA 115(2)(P)- EXCEED MAX SPEED LIMIT ESTAB' | 22 | 71.0%
- TSA 167(1)- F/T PRODUCE DOCUMENTS | 3 | 9.7%
- TSA 53(1)(B)- DISPLAY ON MV/TRAILER LIC PLA | 1 | 3.2%
- TSA 54(1)(A)- DRIVE UNINS'D MV ON HWY | 1 | 3.2%
- TSA RROR,30(A)(I)- MAKE U-TURN IN URBAN AREA BTW | 1 | 3.2%
- TSA RROR,57- FAIL TO OBEY TRAFFIC CONTROL | 1 | 3.2%

In August 2024, we issued a total of 8 warnings and 31 violation tickets. Notably, there was a decrease in speeding tickets, with 22 issued this month. Officer Farias observed that overall traffic behavior remains quite good.





MONTHLY COUNCIL REPORT

Meeting: [September 16, 2024]
Agenda Item: 3.4.2

Councillor Victor Czop:

Report Period: July, August 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 various functions on Roundup days

VR Czop



MINUTES

September 3, 2024 at 7:00 p.m.
Council Chambers at the Tom Hornecker
Recreation Centre, 2122 – 18 Street

REGULAR COUNCIL MEETING

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
Bill Woytiuk	Operations Manager
Sgt. Dave Davis	Town of Nanton RCMP
Kattie Shlamp	Oldman River Regional Services Commission

1. CALL TO ORDER & ADOPTION OF THE AGENDA:

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

RESOLUTION # 215 – 24/09/03 - Dozeman

The Regular Council agenda for September 3, 2024 was accepted with the following changes:
7.4 Nanton Spring Line FOIP Section 16 Intergovernmental Relations
CARRIED

2. PRESENTATIONS:

2.1.1 Public Hearing – Bylaw 1396/24 Amendment to Land Use Bylaw 1389/24

RESOLUTION # 216 – 24/09/03 - Czop

Moved to recess the Regular Meeting of Council at 7:01 p.m. in order to hold a Public Hearing in regards to Town of Nanton Bylaw # 1396/24. CARRIED

The advertisement for the Public Hearing in regards to Town of Nanton **Bylaw # 1396/24** was conducted in accordance with the Municipal Government Act, and will be conducted in accordance with the Council and Committee Procedural Bylaw #1354/21.

2.1.2 Presentation by Neil Smith, Chief Administrative Officer

Neil Smith presented Bylaw #1396/24, an amendment to Land Use Bylaw 1389/24, comprised of three parts.

- 1) To redistrict Lots 1 and PTN Lot 2 Block 3 Plan 4362I from Mixed-Use Downtown District M-DWT to Mixed-Use Transition District M-TRN to accommodate an application for development.
- 2) To redistrict Condominium Plan 0910124 from DC – Direct Control (DC-1) to R-GEN Residential, General District; and
- 3) To amend Section 2.4 (Development on Non-Conforming Sized Parcels) to clarify and underscore that minimum and maximum parcel size requirements in each district are not to affect the redesignation of parcels through the Land Use Bylaw amendment process.

2.1.3 Chair Will Read Summary of Written Submissions Received To Date:

There was 1 written submission by the August 27th deadline by Alberta Transportation and Economic Corridors with no objection.

2.1.4 Call For Presentations:

2.1.4.1 Are there any Registered Presentations:

There were no presentations received by the September 3rd 12:00 p.m. deadline.

2.1.4.2 Are there any Non-Registered Presentations and Present in person:

Kattie Shlamp from the Oldman River Regional Services Commission made a presentation in support of the land use bylaw amendment.

2.1.4.3 Are there any Non-Registered Presentations and Present by electronic means:

There was no one present by electronic means.

2.1.5 Close Public Hearing

RESOLUTION # 217 – 24/09/03 - Todd

Moved to **CLOSE** the Public Hearing in regard to Town of Nanton Bylaw # 1396/24 and reconvene the Regular Meeting of Council at 7:09 p.m. CARRIED

2.2 RCMP Sergeant Dave Davis Quarterly Presentation to Council

Sergeant Davis made a presentation to Council regarding the recent uptick of crime and statistics. Council thanked Sergeant Davis for his presentation.

Sergeant Davis left the meeting at 7:18 p.m.

3. REPORTS:

3.1 CHIEF ADMINISTRATIVE OFFICER:

3.1.1 Status Report – E

3.1.2 Capital Plan Status - E

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

4.1.1 August 12, 2024 Regular Council Meeting Minutes – E

RESOLUTION # 218 – 24/09/03 - Miller

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 August 12, 2024, were accepted as distributed. CARRIED

4.2 BUSINESS ARISING FROM THE MINUTES:

4.2.1 Information Brief 29 Ave Waterline Project

4.2.2 Request for Decision Bylaw 1396/24 Second and Third Reading

RESOLUTION # 219 – 24/09/03 - Czop

Moved to read Town of Nanton Bylaw #1396/24 for a second time. CARRIED

RESOLUTION # 220 – 24/09/03 - Mitchell

Moved to read Town of Nanton Bylaw #1396/24 for a third and final time. CARRIED

Kattie Schlamp left the meeting at 7:37 p.m.

5. NEW & UNFINISHED BUSINESS: None

6. CORRESPONDENCE:

6.1 FOR ACTION: None

6.2 FOR INFORMATION:

6.2.1 Intermunicipal Collaboration Framework Committee Agenda September 10, 2024

7. CLOSED CONFIDENTIAL SESSION:

RESOLUTION # 221 – 24/09/03 - Todd

IT WAS MOVED to recess the Regular Meeting at 7:35 p.m. in order to hold “Closed Confidential Sessions” pursuant to Section 197(2) of the Municipal Government Act, RSA 2000, Chapter M-26 and the Freedom of Information and Protection of Privacy Act, as follows:

7.1 Nanton School Parking Lot FOIP Section 25 Economic Interests of the Municipality

7.2 Quarterly Loss Report FOIP Section 24 Advice from Officials

7.3 Land & Property Rights Tribunal Decision – D2S Farms Ltd. FOIP Section 29 Information Available to the Public

7.4 Nanton Spring Line FOIP Section 16 Intergovernmental Relations
CARRIED

RESOLUTION # 222 – 24/09/03 - Sorenson

IT WAS MOVED to reconvene the Regular Meeting at 8:28 p.m. CARRIED

RESOLUTION # 223 – 24/09/03 - Czop

Moved to direct the Chief Administrative Officer to provide a letter to the Municipal District of Willow Creek on behalf of the Mayor of the Town of Nanton proposing that a joint application be made to the Alberta Community Partnership Grant to support the Spring Line Study. CARRIED

8. ADJOURNMENT:

RESOLUTION # 224 – 24/09/03 – Dozeman

IT WAS MOVED to adjourn the Regular Meeting of Council at 8:30 p.m.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

NS:sl

These minutes accepted and signed this 16th day of September, 2024.

DRAFT



INFORMATION BRIEF

Meeting: Monday September 16, 2024
Agenda Item: 5.1

Funds from AHS to Support Medical First Response

Purpose:

This brief is to inform the Council about the approved resolution from the Fire Chiefs Committee to allocate \$19,523.00 from Alberta Health Services (AHS) for Medical First Response (MFR) services. The MFR supports municipalities to have their fire services provide first response services when AHS paramedics are delayed. We seek Council's approval to proceed with the distribution of these funds as recommended.

Background:

At the Fire Chiefs Committee Meeting April 18, 2024 the following resolution to distribute \$19,523.00 from Alberta Health Services (AHS) to support Medical First Response (MFR) across municipalities was made:

FCC-24/05

MOVED by Deputy Fire Chief Duncan McLean to split the \$19,523.00 as follows: \$5,000 each for the Nanton Fire Department, Claresholm Fire Department, and Fort Macleod Fire Department; and \$2,261.50 for each the Stavely Fire Department and Granum Fire Department. The funds are to be put towards medical training or supplies.

CARRIED

Nanton Fire	\$5,000.00
Claresholm Fire	5,000.00
Fort Macleod Fire	5,000.00
Stavely Fire	2,261.50
Granum Fire	<u>2,261.50</u>
	\$19,523.00

Prepared By: Sara-Lynn Lyons

CAO Comments:


NANTON
EST 1903
CHIEF ADMINISTRATIVE OFFICER

Date Signed: September 12, 2024



INFORMATION BRIEF

Meeting: September 16th 2024
Agenda Item: 5.2

Proposed Property Assessment Subclass Bylaw

Purpose: To inform Council of the likely draft of the replacement subclasses bylaw and solicit feedback before recommending a first reading and public notice period.

Background:

In 2020 council passed bylaw No. 1339/20 which was new bylaw intended to incentivize small businesses while also encouraging development of non-residential property that has been vacant for several years. In the three years it has been in place there has been varying degrees of success. A good number of small businesses have qualified for a decent discount while there has only been a small amount of movement on development of vacant non-residential properties.

In terms of numbers, the small business incentive looks as follows:

2021 – 52 properties filed the appropriate paperwork and received a 10% discount

2022 – 37 properties filed the appropriate paperwork and received a 10% discount

2023 – 50 properties filed the appropriate paperwork and received a 10% discount

(These numbers equate to approximately 53% of properties that are eligible, and the discount has equated to on average about \$11,500 that ends up being covered/spread among the residential tax base)

Under the bylaw, a small business property is defined as –

A property that is owned or leased by a business that:

- Held a valid Town of Nanton business license attached to the property on December 31 of the preceding tax year; and
- Had no more than ten (10) full-time employees across Canada on December 31 of the preceding tax year.

The criteria were set and designed to identify and reward active small businesses on non-residential properties. In review of the non-residential properties there is about 15 to 20% that don't qualify due to having more than 10 full time employees. There has been some argument that the discount offered is somewhat unfair, but this is what is currently in place.

In terms of the vacant non-residential sub-class, the numbers look as follows:

2021 – 0 properties (Two properties were issued letters, but took steps to avoid the sub-class)

2022 – 1 property

2023 – 1 property

(The two properties noted were taxed at twice the non-residential rate)

Of these properties, some small steps have been taken to become non-vacant, so there have potentially been some marginal successes.

A new prospective bylaw

Due to the new Land Use Bylaw, a renewed bylaw was essential for 2025. Based on Council feedback since 2023, staff has developed a draft that would, subject to some final legal review, provide the following tax-varying powers:

- A continued ability to at least double taxes on a NR Vacant property as defined by the bylaw (areas districted M-DWT). EXISTING, BUT MODIFIED
- A continued ability to cut the tax rate for Small Business Property by up to 25%. EXISTING, BUT UPDATED
- An ability to cut the residential tax rate on the Multi-Unit Dwelling Property Subclass by up to 50% in R-GEN districted areas. PROPOSED NEW

The continued attraction for Council in the creation of these powers is that properties in any of these subclasses can be taxed at the regular rate if Council chooses not to vary the subclass rate. For example, if the time is not right to have a tax incentive for multi-unit dwellings, a rate different from the regular residential rate need not be created.

If Council chooses to proceed with this revised bylaw, Administration will also draft a 'sister' policy for this bylaw that is revised annually at budget, transparently setting out Council's position and case for subclass variation. It will be easier to revisit regularly than the bylaw itself.

The scope for modifications to the **Small Business Property Class** is limited due to the regulation around it. At present, it can apply to eligible properties that had no more than ten (10) full-time employees across Canada at December 31 of the preceding tax year. Council could choose to expand this to up to fifty (50) employees (the provincial limiting definition) if it chooses.

In summary the purpose of the proposed subclasses are as follows:

- **Vacant Non-Residential:** stimulus for building owners to use their downtown commercial buildings for the benefit of the local economy (not leave them long term vacant)
- **Small Business Property:** Tax break to encourage/reward small business in non-residential properties.
- **Multi-Unit Dwelling:** Tax break to incentivize an element of rental housing in new multi-unit dwelling construction that helps facilitate local economic needs (principally labour market challenges for employers).

These measures are on top of the non-residential tax development incentives passed earlier in the year. Together, these powers give this and future Councils significant ability to stimulate or incentivize particular types of development and use.

Enforceability remains a question that comes up a little around certain eligibility criteria in these classes (as some owners do pursue the 'workaround'). The major change there is that a Peace Officer will be authorized to enter a property to ascertain if a property, the owner having completed a statutory declaration, is genuinely home to an operating business or two or more residential rental tenures are in effect.

Prepared By: Neil Smith, Chief Administrative Officer

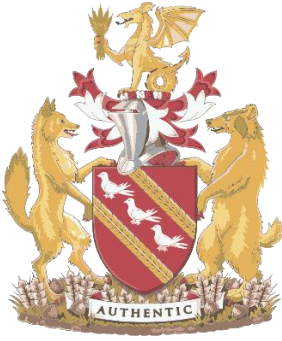
CAO Comments:

This is not the complete 'first draft' bylaw. Council are encouraged to consider and provide feedback to administration over the next few weeks – or tonight.



CHIEF ADMINISTRATIVE OFFICER

Date Signed: September 12th 2024



Town of Nanton

BYLAW NUMBER: 1398/XX

A BYLAW OF THE MUNICIPALITY OF THE TOWN OF NANTON IN THE PROVINCE OF ALBERTA TO AUTHORIZE ASSESSMENT SUB CLASSES

WHEREAS Section 297 of the Municipal Government Act, RSA 2000, Chapter M-26 (the Act) allows for the non-residential assessment class to be divided into Class 1 (residential) and Class 2 (non-residential) sub-classes;

WHEREAS Council deems it necessary to identify properties within the M-DWT (Mixed Use Downtown) Land Use District (Bylaw 1389/24 as amended) that meet the criteria as outlined within this Bylaw for the designation of these Class 2 (non-residential) assessment sub-classes;

WHEREAS Council deems it necessary to identify properties within the R-GEN (General Residential) Land Use District (Bylaw 1389/24 as amended) that meet the criteria as outlined within this Bylaw for the designation of these Class 1 (residential) assessment sub-classes;

WHEREAS Council also deems it necessary to develop certain definitions and criteria to determine a property's inclusion in the assessment sub-class;

NOW THEREFORE the Council of the Town of Nanton, in the Province of Alberta, in open meeting assembled hereby enacts as follows:

PART I – PURPOSE AND INTERPRETATION

1. Purpose:

The purpose of this Bylaw is to set the criteria for property to be taxed as Class 1 or Class 2 sub-classes under the R-GEN or M-DWT Land Use District within the Town of Nanton:

- (i) Vacant Non-Residential Property Sub-Class
- (ii) Other non-residential property.
- (iii) Small Business Property Sub Class
- (iv) Multi-Unit Dwelling Property Sub Class

2. Citation:

This Bylaw is cited as the Property Assessment Sub-Classes Bylaw.

3. Definitions:

Words in this Bylaw have the same meaning as in the Municipal Government Act, except as follows:

- (a) "M-DWT" means the Mixed-Use Downtown Land Use District designation in Town of Nanton Bylaw No.1389/24, as amended.

- (b) “Current taxation year” means the year in which the current annual taxes are levied against assessed real property;
- (c) “Non-Residential Property” has the same meaning as in Section 297(4)(b) of the Municipal Government Act;
- (d) “Multi-Unit Dwelling” – means a property with three (3) or more dwelling units that:
- i. meet the definition of dwelling (multi-use) in the Town of Nanton Land Use Bylaw 1389/24, as amended; and
 - ii. is located within the R-GEN Land Use District as defined by Town of Nanton Land Use Bylaw 1389/24, as amended; and
 - iii. is located within the boundaries of the Westview Area Structure Plan area as defined by Town of Nanton Westview Area Structure Plan 1362/22, as amended; and
 - iv. is comprised of two or more residential rental tenures.
- (e) “Municipal Government Act” means the Municipal Government Act, RSA 2000, c M26, as amended from time to time;
- (f) “Parcel of Land” has the same meaning as in Section 1(1)(v) of the Municipal Government Act;
- (g) “Property” has the same meaning as in Section 284(1)(r) of the Municipal Government Act;
- (h) “Residential rental tenure” means occupancy of a dwelling unit under a rental agreement that is subject to the Residential Tenancies Act.
- (i) “Small Business Property Sub Class” means property in the municipality, within the M-DWT Land Use District, that is owned or leased by an operating business that:
- i. held a valid Town of Nanton business licence attached to the property at December 31 of the preceding tax year; and
 - ii. had no more than ten (10) full-time employees across Canada at December 31 of the preceding tax year.
- (j) “Vacant Non-Residential Property Sub Class” means property in the municipality that is owned or leased by a business or person that:
- (i) is located within the M-DWT Land Use District as defined by Town of Nanton Land Use Bylaw 1389/24, as amended; and
 - (ii) has improvements assessed at or above \$200,000 in value within the Town of Nanton assessment roll in the preceding tax year; and
 - (iii) was subject to non-residential taxation in the two preceding tax years; and
 - (v) had no valid municipal or regional business licence attached to the property in the two preceding tax years; and
 - (v) had not been connected to the water or sewer utilities or had used under 10m³ metred water and sewer annually in the two preceding tax years; and
 - (vi) is not currently assessed as an approved residential or other permitted use that does not require a business licence; and
 - (vii) has no attached development permit in good standing approved and issued by the municipal subdivision and development authority.



4. Interpretation:

- 4.1 Headings, titles and preambles in this Bylaw are for ease of reference only.
- 4.2 References to one gender includes the other and the singular includes the plural as the context requires.
- 4.3 Every provision of this bylaw is independent of all other provisions and if any provision of this Bylaw is declared invalid by a Court, all other provisions of this Bylaw remain valid and enforceable.
- 4.4 References to bylaws and enactments in this bylaw include amendments and replacement bylaws and enactments, and regulations and orders thereunder.
- 4.5 Offences under this Bylaw are strict liability offences.

5. Application

- 5.1 Nothing in this Bylaw relieves a person from the obligation to comply with a provision of any other bylaw or enactment, or the requirements of a permit, order or license issued under another bylaw or enactment.
- 5.2 Nothing in this Bylaw prohibits a person from engaging in any activity that is lawfully permitted by another bylaw or enactment, or pursuant to a permit, order or license granted under the authority of another bylaw or enactment and reasonably contemplated within the scope of a permit, order or license.

6.0 Vacant Non-Residential Property Sub-Class

- 6.1 Any property within the Town of Nanton meeting the criteria for the Vacant Non-Residential Property, as per the provisions of the Bylaw, is subject to a municipal tax rate set that:
 - (i) must not be less than the non-residential tax rate for Other Non-Residential property;
 - (ii) must not be greater than 200 per cent of the non-residential tax rate for Other non-residential property.
- 6.2 The amount of revenue raised over and above the Other Non-Residential municipal tax rate from those properties meeting the criteria for the Vacant Non-Residential Property sub-class assessment, shall be:
 - (i) separately accounted for and transferred to the Town of Nanton "Public Realm Improvement Reserve Fund" for the purpose of funding amenities, infrastructure and other improvements that tangibly and visibly improve the physical condition, appearance and function of the public realm and provide a public benefit to the community overall.
- 6.3 A property in the Vacant Non-Residential Property sub-class shall be placed in the Other Non-Residential class if all owners registered on title sign a statutory declaration, in a form approved by the Chief Administrative Officer, declaring that the property no longer meets the definition of a Vacant Non-Residential Property in the current taxation year in accordance with the following deadlines:
 - (i) On or before January 31.



- 6.4 On or before September 30th , the Town of Nanton shall send an advisory notice to the owner registered on title of any property that may be subject to the Vacant Non-Residential Property sub-class in the next tax year, advising them of:
- (i) the criteria for being placed in the Vacant Non-Residential sub-class;
 - (ii) the impact on municipal property taxes of being placed within said sub-class in the next tax year;
 - (iii) the statutory declaration regulations and deadline.
- 6.5 The properties that comprise the Vacant Non-Residential Property Sub-Class will be identified within the Assessment Roll that is made public annually as per the provisions of the MGA, Part 9, Division 2.
- 7.0 Small Business Property Sub-Class**
- 7.1 Any property within the Town of Nanton meeting the criteria for the Small Business Property, as per the provisions of the Bylaw, will have a tax rate set that:
- (i) must not be less than 75 per cent of the non-residential tax rate for other non-residential property.
 - (ii) must not be greater than the non-residential tax rate for other non-residential property.
- 7.2 A property in the Small Business sub-class shall be placed or remain in the sub-class if all owners registered on title sign a statutory declaration, in a form approved by the Chief Administrative Officer, declaring that their property meets the definition of a Small Business Property in the current taxation year in accordance with the following deadlines:
- (ii) On or before January 31.
- 7.3 The properties that meet the definition of a Small Business Property will be identified within the Assessment Roll that is made public annually as per the provisions of the MGA, Part 9, Division 2.
- 8.0 Multi-Unit Dwelling Property Sub-Class**
- 8.1 Any property within the Town of Nanton meeting the criteria for a Multi-Unit Dwelling Property, as per the provisions of the Bylaw, is subject to a municipal tax rate set that:
- (i) must not be less than 50 per cent of the residential tax rate for other residential property.
 - (ii) must not be greater than the residential tax rate for other residential property.
- 8.2 A property in the Multi Unit Dwelling sub-class shall be placed or remain in the sub-class if all owners registered on title sign a statutory declaration, in a form approved by the Chief Administrative Officer, declaring that their property meets the definition of a Multi-Unit Dwelling in the current taxation year in accordance with the following deadlines:
- (ii) On or before January 31.
- 9.0 Statutory Declarations**
- 9.1 A person shall not make a false or misleading statement or provide any false or misleading information on a statutory declaration signed in accordance with this Bylaw.



- 9.2 A mandatory condition of statutory declarations shall include permission for onsite inspections of properties to satisfy a Peace Officer or Bylaw Enforcement Officer that:
- (i) a licensed business is or is not in operation pursuant to subclass definitions (Vacant Non Residential Property Subclass; Small Business Property Subclass);
 - (ii) two or more residential rental tenures are in effect pursuant to subclass definition (Multi-Dwelling Property Subclass).
- 9.3 If any condition of the statutory declaration signed in accordance with this Bylaw is contravened, or if a false or misleading statement or false or misleading information was provided on the statutory declaration by the persons registered on titles, the said persons:
- (i) Will be liable to pay the tax rate approved for their property's appropriate sub-class for the current taxation year;
 - (ii) Will be guilty of an offence and shall be liable for a minimum specified penalty of \$5,000.

10.0 ENACTMENT/ TRANSITION

- 10.1 If any clause in this bylaw is found to be invalid, it shall be severed from the remainder of the bylaw and shall not invalidate the whole bylaw.
- 10.2 The Assessment Sub-Classes will become effective upon final passing of this bylaw and will be applied to those properties meeting the provisions of this Bylaw as of January 2, 2025.

11. EFFECTIVE DATE AND READINGS

- 11.1 This bylaw repeals Bylaw #1339/20 and any amendments thereto.
- 11.2 Read a **first** time this ____ day of _____, 2024

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER



11.3 Read a **second** time this ____ day of _____, 2024.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

11.4 Read a **third** time this ____ day of _____, 2024.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

DRAFT



Dear Mayor Handley and Members of Council,

November is Family Violence Prevention Month, a time to increase awareness of the warning signs of domestic abuse and the resources and supports available so we can work together to end domestic abuse and build healthier relationships in our communities.

Today domestic violence and abuse are at epidemic levels. Alberta has the third highest rate of self-reported spousal violence among Canadian provinces. The rate of police reported intimate partner violence and abuse experienced in rural areas is 75% higher than in urban areas. On average, every 2.5 days, one woman or girl is killed in Canada.

Rowan House Society's mission is, "We are here to break the cycle of domestic violence and abuse in our communities and our vision is, "We aspire to compassionately erase domestic violence and abuse.

We do this through various supports and services within our seven core programs:

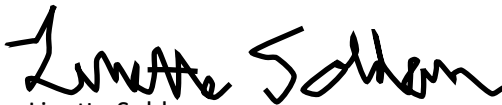
1. 24-Hour Support Line
2. Emergency Shelter Program
3. Children's Program
4. Outreach Program
5. Preventative Education Program
6. Court Support Program
7. Safe at Home Program

We are asking you to proclaim November as Family Violence Prevention Month in your community and have attached to this letter, a formal proclamation that we hope you will consider signing, posting in your community, and returning a copy to us.

Additionally, please join the movement to create awareness in your community by having a purple light shine at the Municipal Centre.

Thank you for your support in creating awareness of domestic violence and abuse.

Sincerely,



Linette Soldan
Executive Director
Rowan House Society
linettes@rowanhouse.ca



Town of Nanton
1907 21 Avenue, P.O. Box 609,
Nanton, Alberta T0L 1R0
Phone 403.646.2029 Fax 403.646.2653
www.nanton.ca

Mayor and Council
Municipal District of Willow Creek
#273129 Secondary Highway 520
Claresholm, AB T0L 0T0

September 4, 2024

Dear Mayor and Council

I hope this letter finds you well. I am writing to propose a collaborative initiative between the Town of Nanton and the Municipal District of Willow Creek with regard to a significant opportunity that aligns with both our future infrastructure needs and regional planning objectives. Specifically, I suggest that our two municipalities consider submitting a joint application for the Alberta Community Partnership (ACP) grant to support an intermunicipal project focused on the Nanton Spring Line which impacts the Springhill Water Users Society, and future reservoir management within the Municipal District of Willow Creek.

As you are aware, the current infrastructure that supports our region's water supply is vital for our communities. However, with anticipated changes and the evolving needs for these resources, it is prudent to plan for their future use and sustainability. This project aims to address the long-term viability of the Nanton spring line and reservoirs, ensuring that we are well-prepared in the coming years.

Additionally, this proposed project could be effectively synchronized with the planning and analysis work currently underway for the High River waterline project. By aligning our efforts, we can achieve greater efficiency and benefit from shared insights and strategies, ultimately fostering a more integrated approach to regional water management.

The ACP grant provides an excellent opportunity to secure funding that can support this intermunicipal partnership. By working together, we can leverage this funding to undertake comprehensive planning and analysis, thus ensuring that our infrastructure meets future demands while optimizing resource use.

I would be pleased to discuss this proposal further and explore how we can best collaborate to develop a successful grant application. Please let me know a convenient time for a meeting or if there are any preliminary thoughts or concerns you might have.

Thank you for considering this opportunity. I look forward to the possibility of working together on this important initiative.

Sincerely,

p.p. Neil Smith, CAO
Jennifer Handley, Mayor

Cc: Neil Wilson, Spring Hill Water Users

/sl



Municipal District of Willow Creek

Office of the Reeve

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September 12, 2024

Mayor Jennifer Handley and Council
Town of Nanton
Box 609
Nanton, AB
T0L 1R0

RE: Alberta Community Partnership Grant – Town of Nanton – Nanton Spring Line Study

The Council reviewed the request from the Town of Nanton to partner in an Alberta Community Partnership grant for the purpose of undertaking a study of the Nanton Spring Line.

The Council has passed a resolution supporting this grant application.

We look forward to working with the Town and the engineer on this project.

Sincerely, on Behalf of Council,

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



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR115836

August 9, 2024

Subject: 2025 Fire Services Training Program Grant

Dear Chief Elected Officials:

It is my pleasure to announce that Municipal Affairs is providing \$500,000 in grant funding for the 2025 Fire Services Training Program. This government recognizes the important work of fire services, and that public safety is always a priority. While Municipal Affairs respects that fire services are a municipal responsibility, we also recognize that a strong provincial-municipal partnership is key to keeping Albertans safe.

This grant provides supplemental funding supports to assist Alberta communities in ensuring their local fire services are adequately trained to respond to identified community risks. Courses approved for delivery under this grant will align with the following key outcomes:

- public safety is preserved in Alberta;
- community risk is effectively managed by local authorities; and
- firefighters are able to receive training in alignment with best practices.

Grant information, along with grant guidelines and application form are available at www.alberta.ca/fire-services-training-grant. Please forward this information to your chief administrative officers and fire chiefs, so they may complete the application form. Collaboration involving multiple municipalities is permitted, but not required.

If you have any questions regarding the grant applications or the program guidelines, feel free to contact Municipal Affairs at 1-866-421-6929 or firecomm@gov.ab.ca.

This grant program will assist fire departments across the province be prepared with the knowledge and skills to protect their communities. I look forward to reviewing your 2025 Fire Services Training Program submissions.

Sincerely,

Ric McIver
Minister



Livingstone Range
SCHOOL DIVISION

August 20, 2024

The Nanton Schools Advisory Committee, consisting of Livingstone Range School Division (LRSD) Administration and Trustees, Town of Nanton Council members, the Municipal District of Willow Creek, and the Municipal District of Ranchland met on May 23, 2024.

The Committee received a project update from LRSD Associate Superintendent of Business Services Jeff Perry, which included the following:

- The schematic design has been completed and reviewed by a government engaged cost consultant. The estimated costs of the project, based on the market conditions, is currently higher than the government's proposed budget. At this stage of the project there are a lot of cost estimates and contingencies built into the report.
- Next steps include continuing on into the design development stage which breaks down project components into greater detail. This will reduce the amount of contingencies the cost consultant carries in their next report
- Design development includes going room by room to identify what a typical classroom will look like, and having a closer look at specialized areas to ensure they are set up to meet the needs of student instruction and programs.

In addition to the project update, Mr. Perry spoke on the division's efforts to visit and evaluate available community facilities for decanting purposes. Finding community facilities that can house students during the project is our best chance at reducing the project timeline and student disruption. It will also eliminate phasing costs (completing one area then moving students into that area to complete another area).

- After review of the various community spaces, the school Principals and the division administration will work through a plan of what is believed to be the best options. This plan will be brought forward to the committee in a future meeting and will then be discussed with the applicable owners / boards of the facilities..
- Our focus as part of the decanting process is to find a win-win such that the schools use of the facilities will not hinder current operations of the facilities.
- We appreciate those who have taken time to tour us through their facilities.

Finally, the cost estimate on the learning commons enhancement was shared with the Nanton Enhancement Committee as well as the Town of Nanton. This initiated additional dialogue and conversation as to when we might know the actual cost required of the fundraising group. That number will be determined through the tendering process anticipated to be early in the new year.

The next Committee meeting will be held in September 2024. For project information on the New and Modernized Nanton Schools visit www.lrsd.ca/nantonschools

Sincerely,

Lori Hodges
Board Chair, Livingstone Range School Division

Every student, every day.

W: www.lrsd.ca P: 403-625-3356 F: 403-553-0370 T: 800-310-6579
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