



AGENDA

Monday, January 8, 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:

- 1.1 Call to Order
- 1.2 Adoption of Agenda

2. PRESENTATIONS: None scheduled

3. REPORTS:

3.1 CHIEF ADMINISTRATIVE OFFICER:

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

3.2 FINANCIAL: None

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

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

- 4.1.1 Regular Council Meeting Minutes December 11, 2023 – E

4.2 BUSINESS ARISING FROM THE MINUTES:

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

- 5.1 Nanton Municipal Library Appointment - E

6. CORRESPONDENCE:

6.1 FOR ACTION: None

6.2 FOR INFORMATION:

- 6.2.1 Alberta Environment and Protected Areas – 2024 Drought Emergency Plan – E

- 6.2.2 Livingstone Range School Division – Nanton School Enhancement Committee Proposal acceptance - E
- 6.2.3 Alberta Municipal Affairs – Assessment Model Review Stakeholder Steering Committee update – E
- 6.2.4 Nanton Medical Clinic Proposal – E

7. CLOSED CONFIDENTIAL SESSION:

- 7.1 Canadian Grain Elevator Discovery Centre Lease – FOIP Section 23(1)(a) Local public body confidences.
- 7.2 Town of Nanton Parks – FOIP Section 23(1)(a) Local public body confidences.

8. ADJOURNMENT:





STATUS REPORT

Meeting: January 08, 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 December 11, 2023				
338-23/12/11	Draft off-site bylaw for legal review and recommence stakeholder consultations.		IP	CAO/DO
339-23/12/11 340-23/12/11	Public hearing Jan 22/24. MDP bylaw 1380/23 requires 2 nd & 3 rd reading.		IP	CAO/DO
341-23/12/11	2024 Capital Budget / 5 year Capital Plan		C	CS
342-22/12/11	Committee of the Whole Meeting January 11, 204		C	CAO
343-346-23/12/11	2024 Fee and Rate Bylaw Law		C	CS
347-23/12/11	2024 Funding Agreements		C	CS
348-23/12/11	First meeting Feb/24 Annual Community Support Grants	Communications	IP	CS
23/12/11	Request Chamber of Commerce to attend Council Meeting		IP	CAO
23/12/11	Yard-Waste options		IP	
352-23/12/11	CAO to draft letter re: Nanton School Enhancement		IP	CAO

COUNCIL

Res #	Description	Notes	Status	FWD
Committee Recommendations				
3-23/09/21 – 13	CAO to explore contracted street sweeping/janitorial	2024 budget		
23/10/16	Funding public skate – incorporation into policy, preferably the ice allocation policy	Reg 23/11/06	IP	CAO/CS

DEPARTMENTS

Res #	Description	Notes	ST	fw
243-21/09/07	Heraldic emblem project updated – contract signed – waiting for final document	23/11/13	C	LS
149-22/05/02	RFD re: STARS \$2/capita request	Deferred for new reserve 2024	IP	CS
174-22/05/16 250-22/08/15	CAO to draft lease agreement for the Canadian Grain Elevator Discovery Center	Ready for finalization 06/05	IP	CAO/DO
76 - 23/03/06	CAO find options re: pension programs and planning.	LAPP application	IP	CAO
148-23/05/15	Wastewater Plant upgrade – Town funding \$581,900 borrowing & \$581,900 reserves	Borrow bylaw req'd	IP	CS
185-23/06/19	Off-site levy bylaw to be re-drafted eliminating Lancaster Landing future densities from calculation	Bylaw 1375 & 1376	C	CAO/CS
178 –23/06/19	Consideration for Bare lot utility fees for Fees/Rates (143-23/05/15 Item 5.1 Bare Lot & Servicing to June 5)	Fall 2023	IP	CAO/CS
210 – 23/08/14	Land Use Bylaw update process – include letter of opposition to secondary suites - J. Cooper & petitioners		IP	DO
222 - 23/09/05	Purchase skid-mounted flusher in 2024 budget process	4-23/08/30	IP	CS/OPS

223 - 23/09/05	Pool Assessment Report – further info req'd from Salas O'Brien, Stephenson Engineering	5-23/08/30	IP	CAO
262 – 23/10/02	Additional Utility Operator consideration in 2024 budget	2024 budget	IP	CS
263 – 23/10/02	Council consider 25% contribution to Kosy Korner lift	2024 budget	IP	CS
3-23/09/21 – 13	CAO to explore contracted street sweeping/janitorial	2024 budget	IP	CAO/CS
309-23/11/06	CAO to consult w/ MPE for STIP application – 26 AVE & Hwy 2 intersection	Deferred for another round	C	CAO / CS
327-23/11/20	CAO to review By#1339 Non-Res Subclass prior 09/24		IP	CS/CAO

ITEMS ON HOLD FOR FUTURE SCHEDULING

Res #	Description	Notes
CW 1-22/11/28	Pursue a Community Designation under the Alberta Advantage Immigration Program	Entrepreneur Stream secured - CAO
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 unserviced industrial lands	Future consideration contingent on Climate Action Centre funding – CS
221 - 23/09/05	Closure of yard waste depot Oct 31/23 – contingent (68-23/03/06 Air option for Q4 2023 planning) (CAO temp reopened to end of Nov or 1 st snowfall)	3-23/08/30 S

CAPITAL PLAN STATUS

Roadway Infrastructure	Lead: Public Works	BUDGET	SOURCE
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Road rehab & repairs - various locations COMPLETE	\$150,000	Gas Tax
Sidewalk rehab & replacement - <i>various locations</i> COMPLETE	\$75,000	Gas Tax

Notes:

- Sidewalk: HWY 2 Circle 'K' Location is priority ahead of Tim Horton's area (defer latter to 2024);
- Curb replacement: SWL area of 20th conversion to angle parking will be a 2024 project – some underground services need to first be addressed.

Water, Wastewater & Stormwater Infrastructure	Lead: Manager of Operations	BUDGET	SOURCE
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WWTP (FOG Digester) COMPLETE	\$75,000	MSI/LGFF
Sewer collection re-lining (remainder of 19 th Street), incorporating manhole chamber renewal(s) COMPLETE	\$150,000	Gas Tax

Flusher (for sewer collection mains) <i>Modifying the 2009 flusher is not an option, therefore a whole new unit is required as a 2024 project.</i>	\$20,000	MSI/LGFF
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WWTP Equipment (chemical pump and metering)	\$25,000	MSI/LGFF
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Water Valve Replacement (12 planned) COMPLETE FOR 2023	\$100,000	Gas Tax
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Catch Basin/ swale (Ranchland Motel corner) project: <i>further discussion</i>	\$20,000	MSI/LGFF
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Raw water reservoir aeration project 80% COMPLETE	\$1,370,000	AWWMP
		38.46% Reserves; 61.54% Province

Notes:

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

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

Buildings	Lead: Various	BUDGET	SOURCE
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THRC - front curtainwall façade, roof & elevator (grant dependent) Grant application submitted – unlikely a 2024 project	\$300,000	program
Arena – partial board replacement/ updates COMPLETE	\$75,000	MSI/LGFF
Public Works Shop – Heating, A/C, ventilation, lighting and structural, electrical, fiber, sewer, water Most aspects complete – inside structural work still to be done.	\$75,000	MSI/LGFF
Firehall – Heating updates COMPLETE	\$50,000	MSI/LGFF
Fencing - recycling/branch pile yard In development	\$25,000	Taxation

Notes:

Vehicles & Equipment	Lead: Public Works/ Rec/Bylaw	BUDGET	SOURCE
PW equipment - sander and plow COMPLETE		\$50,000	Taxation
Backhoe replacement COMPLETE (ORDERED)		\$202,000	MSI/LGFF
Vehicles (PW pickup trucks) COMPLETE		\$75,000	Reserves
Parks - tractor replacement COMPLETE		\$40,000	MSI/LGFF
Bylaw equipment - speed signage & upgraded crosswalk illumination COMPLETE (not crosswalks)		\$25,000	Gas Tax

Notes:

- Sander and Plow will be executed this summer.
- Backhoe ordered – receipt in 2024
- A fleet program for next year may is being examined. What best fits the budget?
- Electric traffic signs received. Model that will allow traffic count on HWY2.
- Pedestrian crossing upgrades could be deferred due to challenges around cost-effective upgrading. Inquiries continue..

Public Realm & Development	BUDGET	SOURCE
Library Raingarden (grant dependent)	\$56,500	program
VIC Raingarden/secondary phase (grant dependent)	\$567,500	program

Gateway Signage

\$25,000 MSI/LGFF

Notes:

- *Some capital renewal around technology undertaken for the LED gateway signs.*
- *Digital Kiosk project has been completed.*
- *Library or VIC project grant application success would mean considerable reserve decisions for match or partnering amounts.*

Other notes:

Fortis streetlight at HWY 533 campground is deferred due to estimate inflation. Will be discussed for 2024 budget.

We are now looking at which aspects of this year's schedule are carried forward to 2024 or further.





REPORT FROM ADMINISTRATION

Meeting: January 8th 2024
Agenda Item: 3.1.2

Chief Administrative Officer

DECEMBER 2023 PERIOD

Letter from Minister Schulz (2024 water supply in Alberta)

Staff will be coordinating in the next week or so to discuss what measures and public messaging to employ in the first months of this year in light of the expected spring and summer 2024 water challenges in the Province. For Nanton, the critical period will be when the Women’s Coulee diversion opens and just how early (before October) that it closes. Mindful that public expectations of a normal spring, summer and fall should already be tempered, the attached graphic is already being employed on the electronic notice board, with some real time information that can be edited. Administration will likely bring forward a recommended Critical Level 3 special metered water rate (likely based on use levels that go beyond historic averages) to act as a broad water waste deterrent (not a revenue generator).

Thanks to Nanton’s challenges in recent years, we are somewhat prepared for the Minister’s requests as we have already had to take the kind of actions requested in a number of areas (our leak detection progress in 2023 could prove critical). While preparing for the worst, we will hope for a less concerning 2024 experience than the one that is potentially being outlined.

Public Notices/ Public Participation

A Municipal Development Plan Bylaw amendment is currently circulating as a Public Notice.

Public notices page: [Public Notices | Nanton, AB - Official Website](#)
Public Participation Page: [Public Participation | Nanton, AB - Official Website](#)

Personnel and Professional Development

Our new Community Peace Officer, Carlos Farias, received his Peace Officer appointment from the Solicitor General’s office over Christmas. We are now back to full enforcement and compliance capability.

NEW BUSINESS LICENCES THIS MONTH
Nil
Approved new Business Licence information can be followed here: Planning & Development Nanton, AB - Official Website

Respectfully submitted,



Neil Smith, RPP
Chief Administrative Officer

WATER CONSERVATION WARNING LEVEL



All Outdoor Water Use is permitted in line with some specific town regulations.

Responsible water use encouraged at all times.



All Outdoor Water Use, including watering lawns, non-commercial washing of vehicles, sidewalks, pads, exteriors of building, filling of hot tubs/Jacuzzis, recreational use of sprinklers and like water toys, is restricted.

Watering permits may be refused, suspended or terminated. Some bylaw enforcement possible.



All outdoor use is strictly prohibited.

Bylaw enforcement and other measures will be used to reduce consumption and gain compliance.

Additional information



MONTHLY REPORT

Meeting: January 8, 2024

Agenda Item: 3.3.1

Clayton Gillespie, Corporate Services Manager

Report Period: November 20 to December 31, 2023

ACTIVITIES:

A Canada Summer Jobs grant application was once again submitted. We are hopeful this year's submission will be successful.

Completion and approval of the 2024 capital budget – work will now begin on RFP's for the projects and purchases.

November/December utility billing completed and send out – revenue for the year in all areas on budget or slightly above with the exception of wastewater revenue which was slightly under.

Municipal website – as previously reported a contract for a new website has been entered into – work will begin in the coming months with a new website going into effect by July.

Work on 2023 budget variance report started and preliminary 2024 operating budget.

Interim audit was completed at the end of November – auditors will be back again in late February/early March to complete the audit. Staff will be busy with year end work now for the next month or so.

Continued work on the new PS3280 standard.

PROGRESS ON MAJOR PROJECTS & PROGRAMS:

RFP for design and project management services for WWTP dewatering project completed – two firms submitted proposals with MPE being chosen.

Parks & Recreation Report:

Numbers for public skate continue to be decent with the Christmas break being quite busy - ___ Public / Shinny Skaters utilized the facility in December.

In terms of ice rentals, 123.75 local hours were booked in the month of December. Non-local hours = 4.5.

MARKETING AND COMMUNICATIONS:

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

UPCOMING EVENTS / ADDITIONAL INFORMATION:

Prepared by: Clayton Gillespie, Corporate Services Manager

Date: January 2, 2024





MONTHLY REPORT

Meeting: ()
Agenda Item: 3.3.2

Operations Department

Report Period: (November 2023)

ACTIVITIES:

- WASTEWATER OPERATIONS
 - 30051 m³ of treated wastewater effluent was released to Mosquito Creek.
 - Sent out RFP request for wastewater sludge dewatering, with a December 8 close date. Completed site visits with the prospective engineering firms.
 - Began cleaning out old equipment from digester building to help prepare for future installation of pumps for the future dewatering equipment.

- WATER OPERATIONS
 - 29485 m³ of treated water was sent to the Town's distribution system.
 - Water service line repair at 2405 25 St.

- ROADS
 - Repaired potholes
 - Working on road repair list for 2024
 - Grading and filling potholes in alleys.

- SIDEWALKS/PATHWAYS
 - Working on sidewalk replacement list for 2024.

- MISCELLANEOUS
 - Will purchase solvent based paint and will continue crosswalks in spring 2024.
 - Waiting for new sander to arrive.
 - Installed Christmas pole lights and decorated VIC and Lions Grove area.
 - Assist utilities with removing old bladder from reservoir area.
 - Replacing blue signs.

- CEMETERY
 - Installed wall plaques.
 - Marked plots for monument placement.

- RECYCLING
 - Mulch pile remains and will be offered but not advertised to town residents.

- Yard was closed on October 31 but reopened due to the nice weather and closed again on November 30.
- Hauling soil to ditch east of Vet clinic and filling areas in the yard for more room.
- Completed moving old compost piles to the ditch east of the Vet clinic.
- Sent out an RFP for mulch, compost and tree branch removal on Alberta purchasing connection ending November 30 but no response. Will try again in spring 2024.

PARKS AND RECREATION

EMERGENCY MANAGEMENT:

- Working on Emergency management plan
- Emergency Advisory Committee Meeting November 16, 2023
- Table Top Exercise scheduled for December 1, 2023

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

- Completed Emergency Coordination Center from NAIT – November 1, 2

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. Backhoe	Purchase – New	Ordered		Received
2. Yard Waste Fence	Fence west/north/south area	Contacted fencing companies		Received 1 quote will source for second quote in 2024.
3. Pick-up Truck	Purchase - Used	Searching dealerships		Purchased and Received
4. Sander/Plow	Purchase - New	Alberta Purchasing Connection	Request for Quotes	Plow installed. Sander will arrive late November/early December.
5. Pavement Patching	Request for Quote	Measure and mark		Complete
6. Sidewalk	Repair and Replace	Inspect sidewalks /Measure and mark		Completed
7. Utility Patches	Patching	Use cold mix to cover patch		Completed
8. Potholes	Pothole Fixing	Sonic Patching	Quotes	Completed
9. Dust Abatement	Apply dust abatement	Read on Roads		Completed in June
10. Tree Pile	Removal	Grind/Mulch		Completed June 13

11. 18 Street	CRF Sealant	Apply sand sealant to road		Completed July 19-20
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MONTHLY DEPARTMENT REPORT

Regular Meeting: January 8, 2024
 Agenda Item: 3.3.3

Georgina Sharpe, Planning and Development

Report Period: November & December 2023

ACTIVITIES:

Development Permit Approvals & Lot Sales		
	November 2023	December 2023
Residential	\$0K	\$40K
Comm/Ind	\$95K	\$125K
Public	\$0K	\$0K
Other	Signs = 0	Signs = 0
WV III Sales* (Total = 68/85)	0 lot	0 lot
	YTD2022	YTD2023
TOTAL	\$2,962K	\$5,285K
	YE2022	YE2023
Housing Starts	7	6

*by date of sale

- Municipal Planning Commission Meetings – November 13 and December 18 @ 7 p.m.
- Canadian Grain Elevator Discovery Centre Lease
 - Attended joint meeting December 13
- Lease of Industrial Lot @ 2409 19 Avenue - development permit application pending
- Road Closure Bylaw 1377/23 – sent to Minister for signature November 21

November Permits Issued:

DP #	Date Issued	Civic Address of Development	Lot	Blk	Plan	LUD	Description
D42-23	1-Nov-23	2408 22 Street	16,17	15	2325P	R1	HOC1-Electrical and Maintenance contractor
D43-23	14-Nov-23	2001 20 Avenue	5, 6, 9, 10	3	4362I	C1	Change of use from Hotel to Motion Picture / Film production (Similar to)

December Permits Issued:

DP #	Date Issued	Civic Address of Development	Lot	Blk	Plan	LUD	Description
D44-23	8-Dec-23	2605 19 Avenue	1	110	9012064	IN	Change of use vacant to towing operation impound
D46-23	8-Dec-23	3011 23 Street	1	83	0715724	R2	HOC 1 - music professional services
D48-23	8-Dec-23	2320 24 Street	11	34	2325P	R2	HOC 1 - mobile business unit. Personal services

D45-23	18-Dec-23	2409 19 Avenue	3	120	0811102	IN	Change of use from vacant to temporary storage of shipping containers
D36-23	19-Dec-23	2119 24 Street	1	Z	7810259	C2	Addition to North Side of Home Hardware
D47-23	19-Dec-23	2303 16 Street	13	40	7410314	R1	Accessory Building - Garage

PROGRESS ON PROJECTS & PROGRAMS:

- Land Use Bylaw Update Project –
 - Phase III - Public Engagement (cont'd from October), including:
 - Survey
 - Virtual Open House

TRAINING/EDUCATIONAL SESSIONS ATTENDED: N/A

UPCOMING EVENTS / ADDITIONAL INFORMATION:

- Committee of the Whole – What We Heard Report and Discussion – January 11 @ 7 p.m.
- Municipal Planning Commission Meeting – January 15 @ 7 p.m.





**INTERMUNICIPAL EMERGENCY SERVICES
FIRE CHIEFS COMMITTEE MEETING
MINUTES
REGULAR MEETING
Wednesday, August 9, 2023**

The regular meeting of the Fire Chiefs Committee was held at the Claresholm Firehall on Wednesday, August 9, 2023, commencing at 10:10 hrs.

IN ATTENDANCE: Kelly Starling, Emergency Services Coordinator, M.D. of Willow Creek
John Dozeman, Fire Chief, Town of Nanton
Craig White, Fire Chief, Town of Claresholm
Dallas Woodman, Deputy Fire Chief, Town of Claresholm
Duncan McLean, Fire Chief, Hamlet of Granum
Ray Malchow, Deputy Fire Chief, Town of Stavely
Allen Zoeteman, Fire Chief, Town of Fort Macleod
Sean Kelly, Deputy Fire Chief, M.D. of Willow Creek
Joe Bruyere, Deputy Fire Chief, M.D. of Willow Creek
Kathy Wiebe, Recording Secretary

CALL TO ORDER: The meeting was called to order at 10:10 hrs.

**ACCEPTANCE OF
AGENDA**

FCC-23/08 MOVED by Fire Chief McLean that the agenda be adopted as presented, noting that an updated draft of the WCES Rope Rescue Team Lead position has been provided.

CARRIED

**ADOPTION OF
MINUTES**

FCC-23/09 MOVED by Fire Chief Zoeteman that the Minutes of the Regular Meeting of the Fire Chiefs Committee held on January 11, 2023, be adopted as presented.

CARRIED

OLD BUSINESS

Review of Action List

A review of the items noted on the Action List took place.

Fire Chief White left meeting at 11:25 hrs and re-entered at 11:27 hrs.

FCC-23/10

MOVED by Deputy Fire Chief Kelly that the review of the Action List be accepted as information, and that the updated draft of the posting for WCES Rope Rescue Team Lead position be accepted as amended.

CARRIED

FINANCIAL

Budget Reports

A reminder for the Chiefs that their Operating Budgets are available for viewing on FirePro at anytime. Deputy Chief Kelly advised that he confirmed numbers in each of the budgets at the beginning of August.

Due to rising costs, when share costing is occurring for larger purchases updated quotes will be needed to ensure items have been properly budgeted for. It would be ideal to have quotes requested for budget discussions in the fall, and then again before ordering in the new year.

Chief Starling advised that the MD has started working on the 2024 Budget and he will be scheduling meetings with each station chief towards the end of September or early October.

NEW BUSINESS

FOIP Requests on MD Events

If any verbal or written requests are received for information or documentation relating to a MD event, please refer them to Chief Starling or to the MD's FOIP Coordinator, Derrick Krizsan.

Media content of an event happening in a municipality shall only be shared from that respective municipality's social media platforms.

Firefighter Insurance Coverage

A reminder that no new members can attend training or calls until they have been added on insurance.

Nanton Repeater/Legacy Radio System

Discussion of this agenda item took place under the Review of Action List. Chief Starling and Chief Dozeman have completed an evaluation and inventory of the tower. They will be presenting information to their respective Councils.

Response Plans for Understaffed Events

Chief Starling advised that a firefighter recently suffered an injury during an EMS medical lift assist call. Crews are to be reminded that they can call for additional resources if needed to safely complete a task. MD of Willow Creek Peace Officers may also be a resource for assistance if they are in the area as they are both 1001 trained. They can be located through dispatch.

INFORMATION

Year-to-Date Stats

Attached for information are the Year-to-Date stats for each firehall. Copies of these stats will also be forwarded to the CAOs.

ROUNDTABLE DISCUSSION

Updates from each Fire Department were provided, and discussion took place. Items to note are:

- Willow Creek – Chief Starling and Deputy Chief Kelly attended the Train-the-Trainer for high performance CPR, which will be the expected standard starting 2024. Firefighters will be trained in this during the annual first aid recertification.

- Fort Macleod Fire – Chief Zoeteman brought forward the subject of requests for volunteers for rodeo standby and other community events. Consensus was for a general statement that ‘we will try our best to support community events, but we may not be able to accommodate all requests’. It will be on a case-by-case basis depending on member availability.

Chief White exited the meeting at 12:10 hrs.

Pagers – add to Action List to include an amount in the 2024 Capital Budget for a supply of pagers for use when replacements are needed (approximately 10). A supply of spare batteries was also suggested. Chief Dozeman indicated that the Nanton Fire Department has three or four pagers that are not needed and can come back for use at another hall.

EV vehicles – a couple of members have completed training. Do we look into having information sheets available in our trucks for common models of EV vehicles or access on phones? Chief Dozeman indicated that the NFPA app has that information available, and he will forward that information out to everyone.

Grain Rescue within the MD – Deputy Chief Bruyere advised that members from each station have completed grain rescue training. We are currently completing an inventory of what equipment is needed.

- Granum Fire – nothing further to bring forward other than what has been discussed. They are up in membership. Chief Mclean will confirm numbers of radios and pagers in hall. Chief Dozeman indicated that Nanton Fire may be short on radios, but he will confirm.
- Claresholm Fire – nothing further to bring forward.
- Stavely Fire – nothing further to bring forward.
- Nanton – nothing further to bring forward.
- Willow Creek – Deputy Chief Bruyere mentioned that there have been instances of members signing up for training and/or events and then not attending. Stations Chiefs asked that they be advised when this occurs so they can monitor and have some dialogue with their members. Starting this fall stations chiefs will be given monthly reports on their members in the 1001 training. It was noted that the 1051 course will not be proceeding while the fire ban is on.
- Willow Creek – Deputy Chief Kelly asked that if neither he or Deputy Chief Bruyere are on scene for a motor vehicle accident that someone takes pictures of the scene, and

gathers vehicle information. It helps articulate what happened on scene at a later date if there are any questions.

ADJOURNMENT

FCC-23/11

Moved by Fire Chief McLean that the meeting be adjourned at 13:14 hrs.

CARRIED

These Minutes approved this 11th day of December, 2023.



Kelly Starling, Emergency Services Coordinator



Kathy Wiebe, Recording Clerk

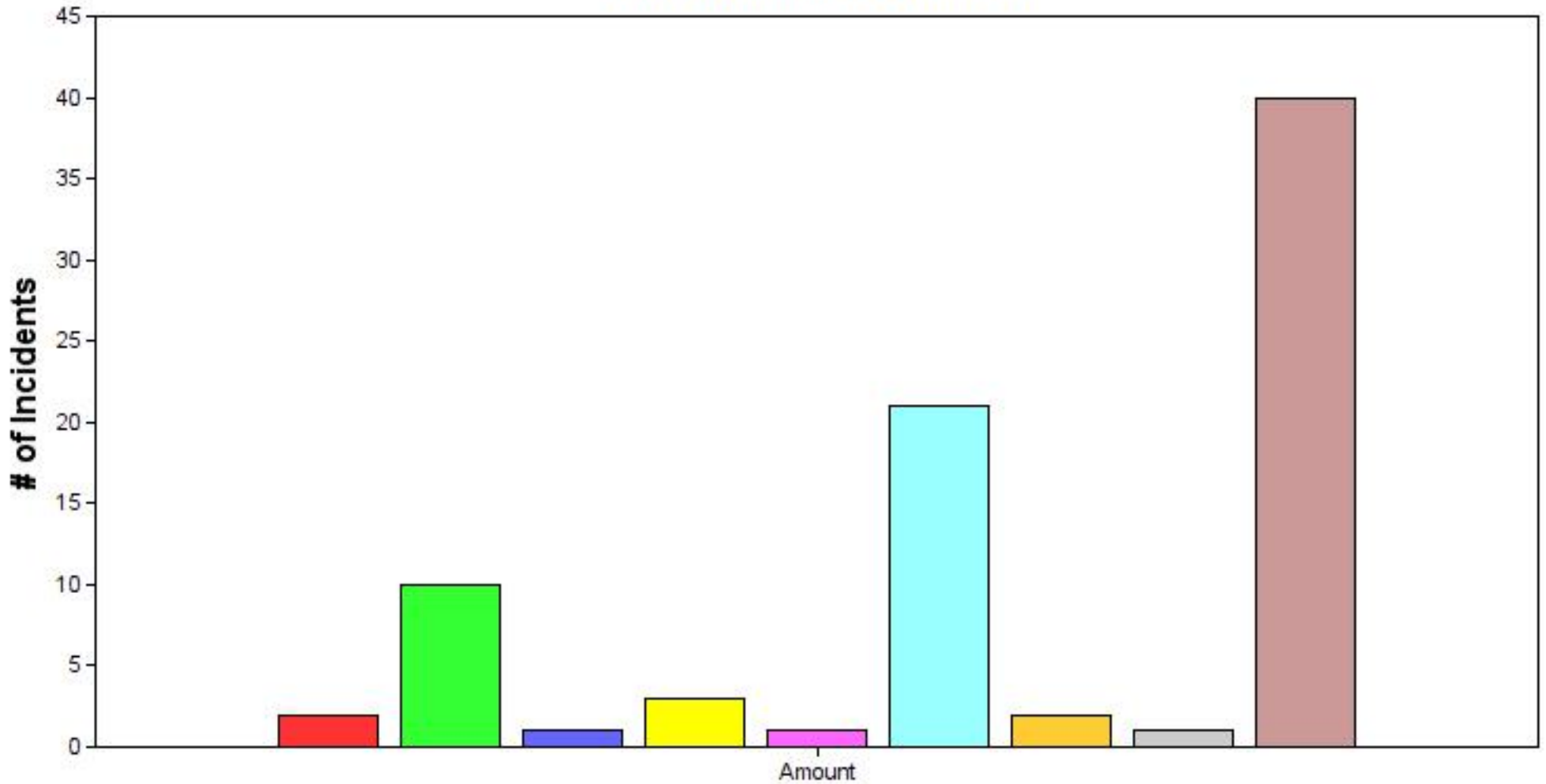


Year End November 1/22- October 31/23

Department	M.D.	Town/Hamlet	Assist reports	Total (Assist calls not included)	Total
11 Nanton Fire	81	163	6	244	250
12 Stavely Fire	34	28	20	62	82
13 Claresholm Fire	34	183	21	217	238
14 Granum Fire	31	18	9	49	58
15 Fort Macleod Fire	78	101	11	179	190
WCES	73			73	

- Total year to date Nov1/ 22-Oct 31/23, Assist Calls not included: **824** calls
(Last year comparison- Nov 1/21-Oct 8/23: **750** calls)
- Calls in M.D. of Ranchland year to date Nov1/ 22-Oct 31/23 Assist Calls not included: **27**
(Last year comparison- Nov 1/21-Aug 8/22: **30** calls)

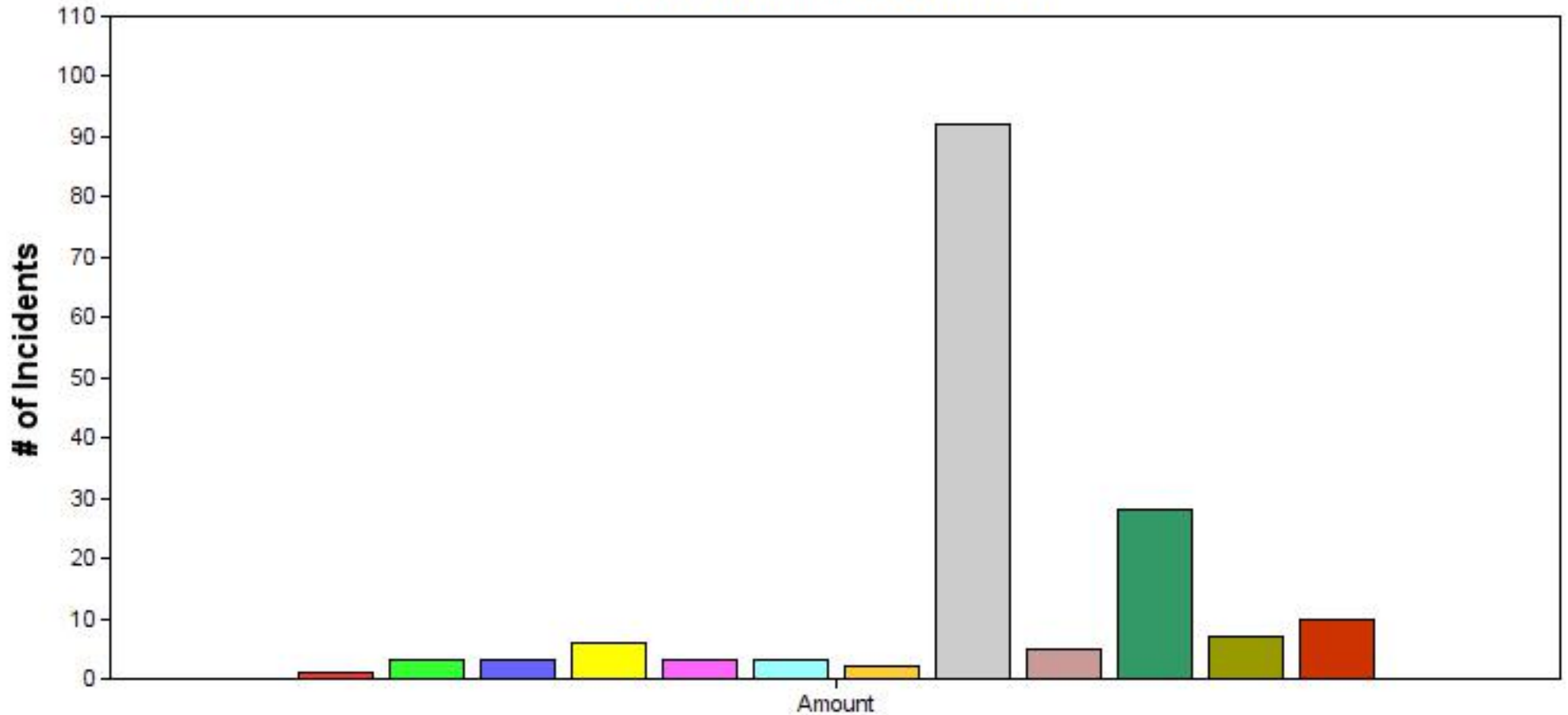
11 Nanton Fire (M.D.)
From Nov 1 22 to Oct 31 23



■ Alarm No Fire - accidental miscellaneous - 2
 ■ Fire Outside - 10
 ■ Fire Structure - 1
 ■ Fire Vehicle - 3
■ Gas leak - response to carbon monoxide detector alarm - 1
 ■ Medical - EMS - 21
 ■ Public Service - miscellaneous - 2
■ Rescue - miscellaneous - 1
 ■ Vehicle Accident - 40

11 Nanton Fire (Town)

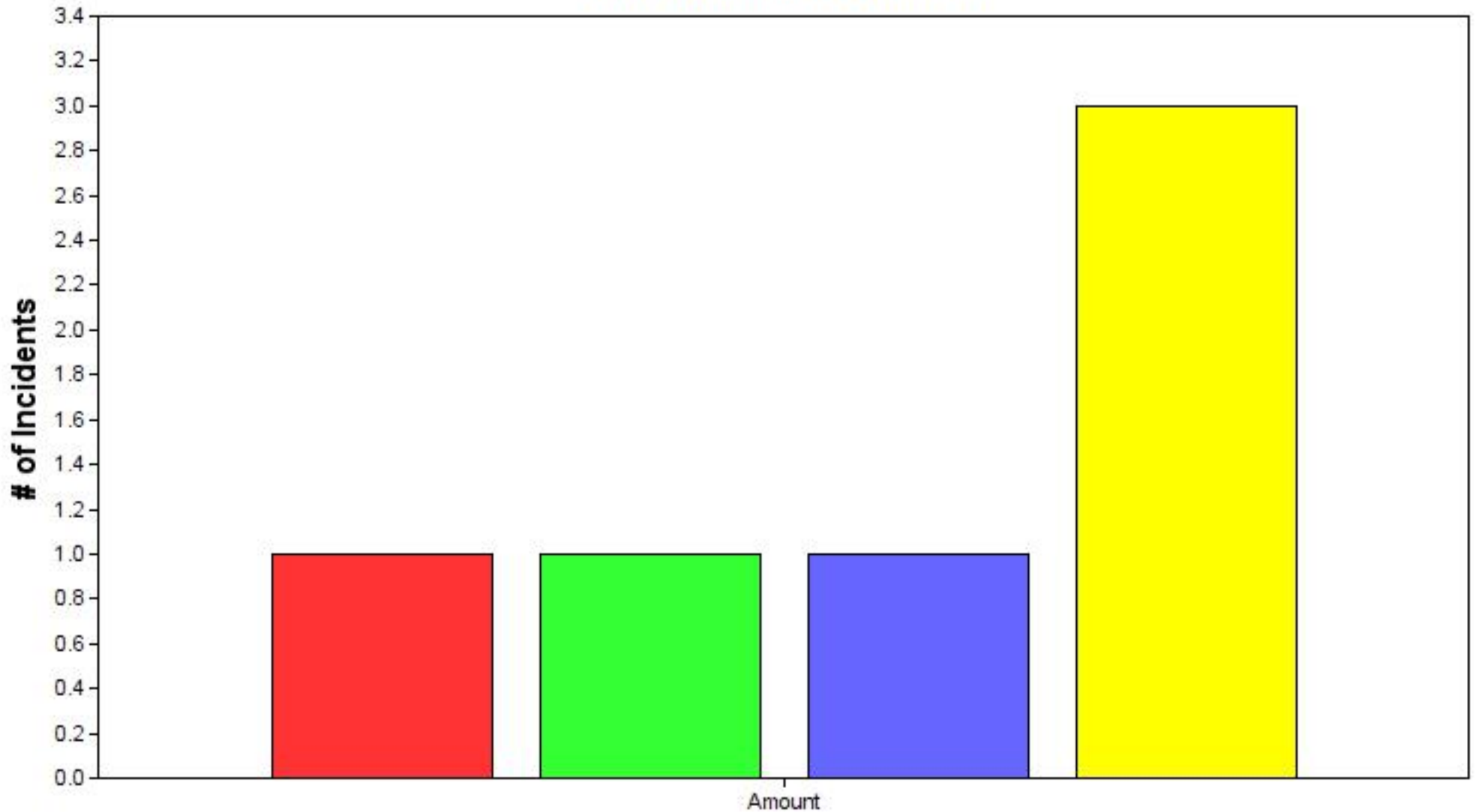
From Nov 1 22 to Oct 31 23



- Alarm No Fire - accidental miscellaneous - 1
- Alarm No Fire - detector activated - 3
- Alarm No Fire - smoke or steam mistaken - 3
- False Alarm - internal or local alarm system - 6
- False Alarm - miscellaneous - 3
- Fire Outside - 3
- Fire Vehicle - 2
- Medical - EMS - 92
- Public Service - assist police or other agency - 5
- Public Service - miscellaneous - 28
- Safety Codes Investigation - 7
- Vehicle Accident - 10

11 Nanton Fire (Assist Report)

From Nov 1 22 to Oct 31 23



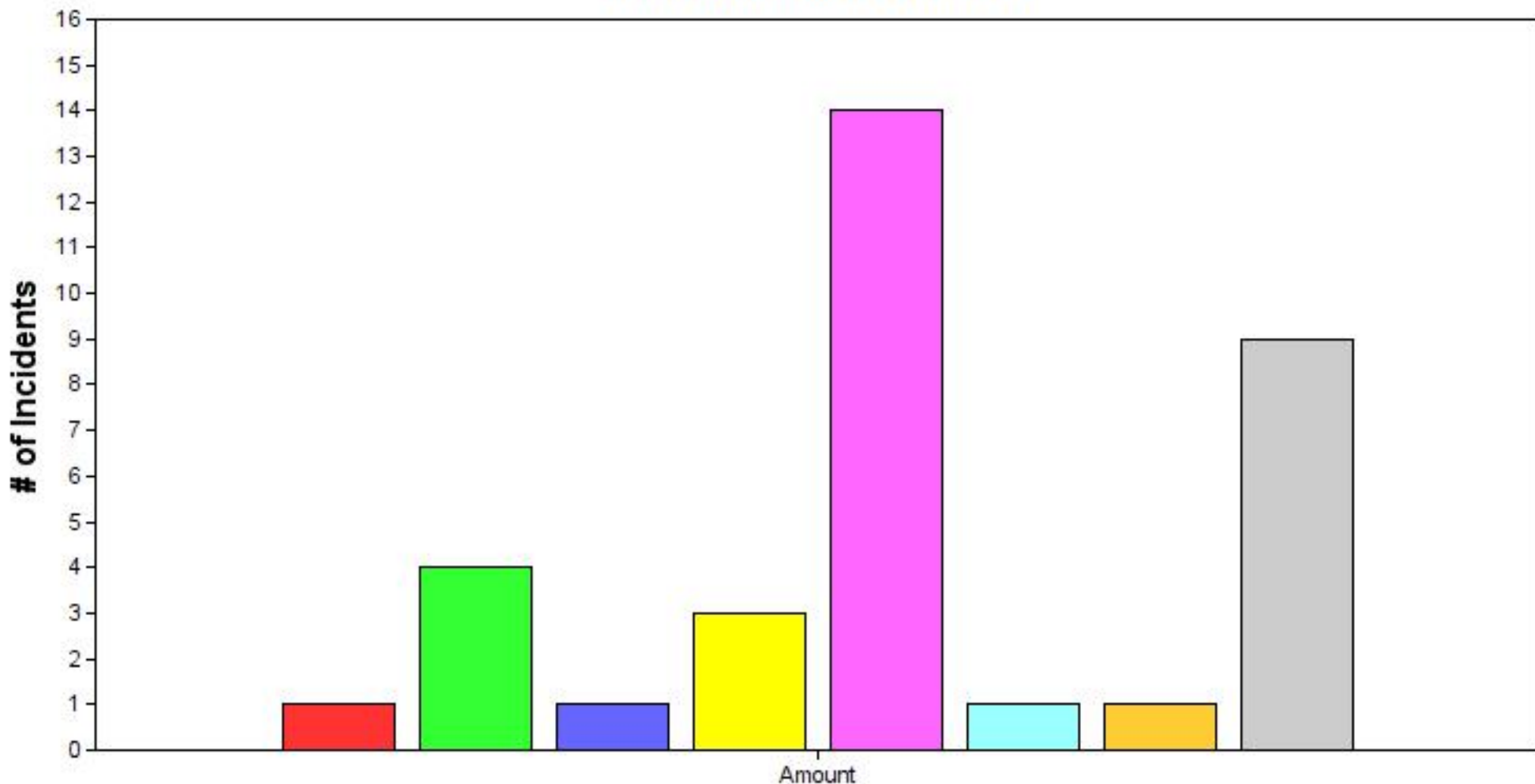
■ Fire Structure - 1

■ Fire Vehicle - 1

■ Public Fire Service - miscellaneous - 1

■ Vehicle Accident - 3 Page 25 of 81

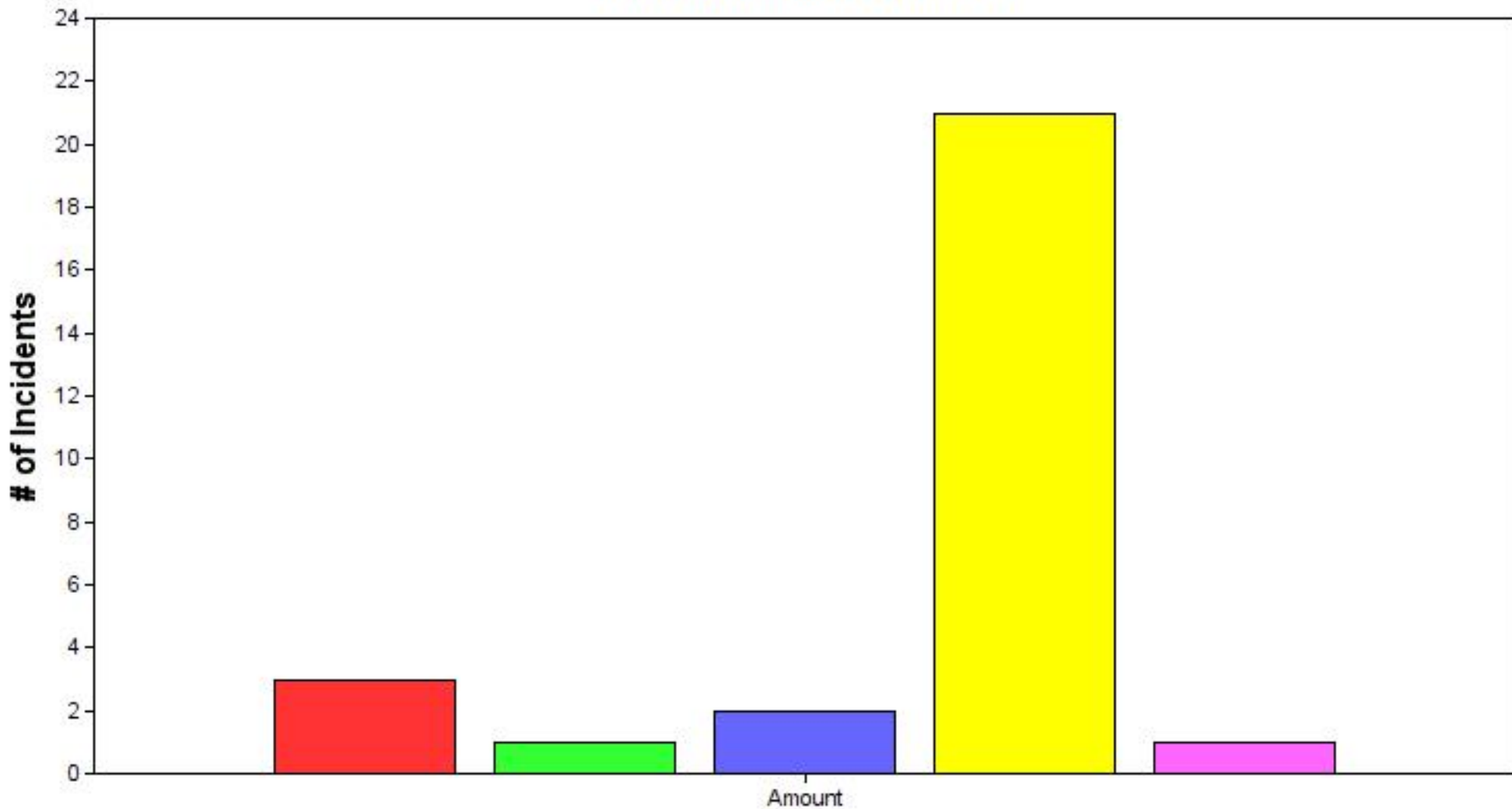
12 Stavelly Fire (M.D.)
From Nov 1 22 to Oct 31 23



■ Alarm No Fire - accidental miscellaneous - 1
 ■ Fire Outside - 4
 ■ Fire Structure - 1
 ■ Fire Vehicle - 3
■ Medical - EMS - 14
 ■ Public Service - citizens locked in or out - 1
 ■ Rescue - miscellaneous - 1
■ Vehicle Accident - 9

3.3.4 Fire

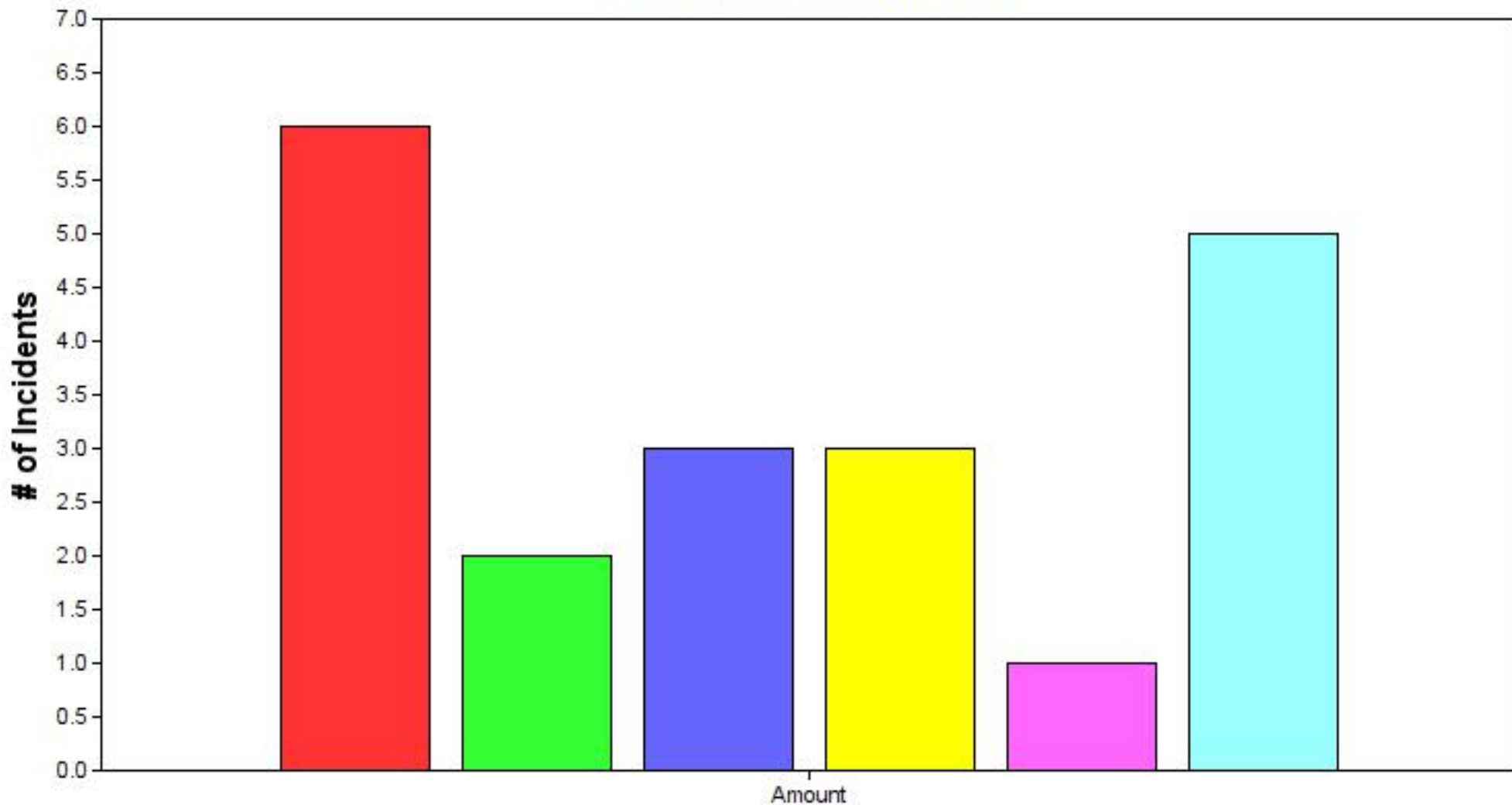
12 Stavely Fire (Town)
From Nov 1 22 to Oct 31 23



■ Alarm No Fire - accidental miscellaneous - 3 ■ Alarm No Fire - detector activated - 1 ■ Fire Outside - 2
■ Medical - EMS - 21 ■ Public Service - miscellaneous - 1

12 Stavelly Fire (Assist Report)

From Nov 1 22 to Oct 31 23



■ Fire Outside - 6

■ Fire Structure - 2

■ Fire Vehicle - 3

■ Medical - EMS - 3

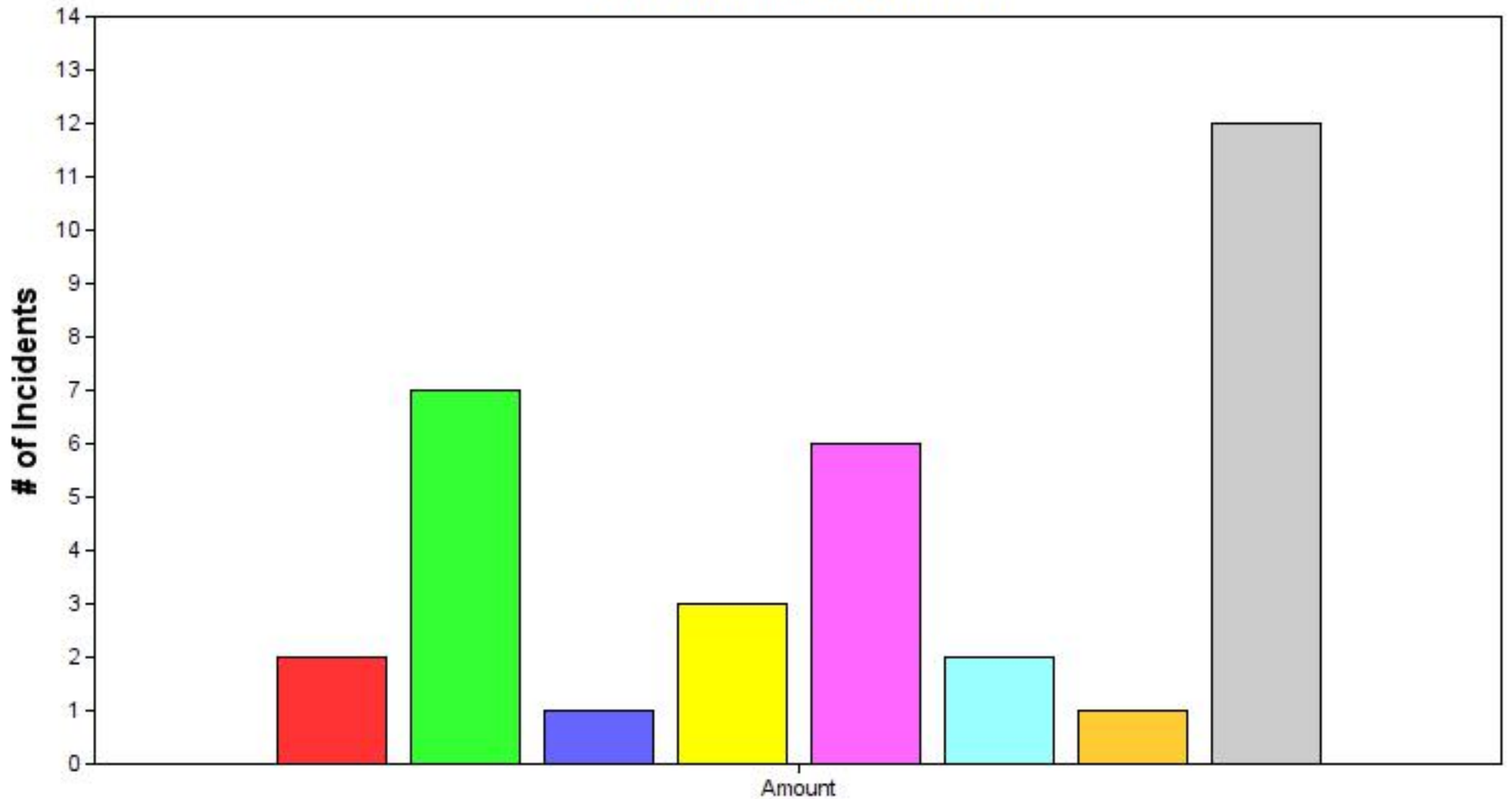
■ Rescue - miscellaneous - 1

■ Vehicle Accident - 5

3.3.4 Fire

13 Claresholm Fire (MD)

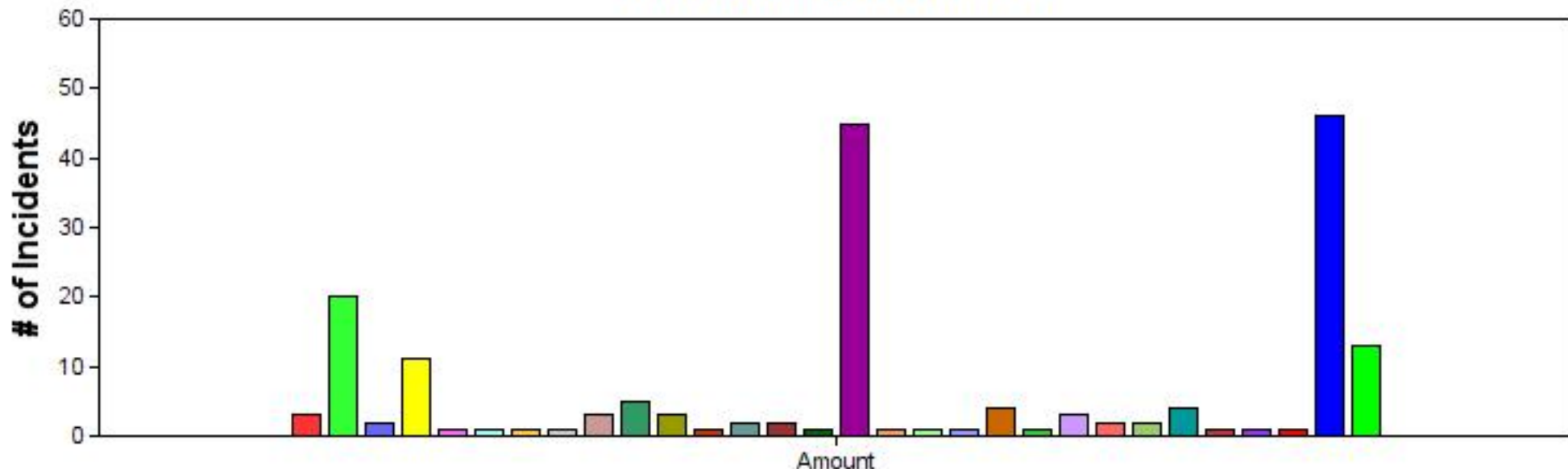
From Nov 1 22 to Oct 31 23



■ Alarm No Fire - accidental miscellaneous - 2
 ■ Fire Outside - 7
 ■ Fire Structure - 1
 ■ Fire Vehicle - 3
■ Medical - EMS - 6
■ Public Service - miscellaneous - 2
■ Rescue - miscellaneous - 1
■ Vehicle Accident - 12

13 Claresholm Fire (Town)

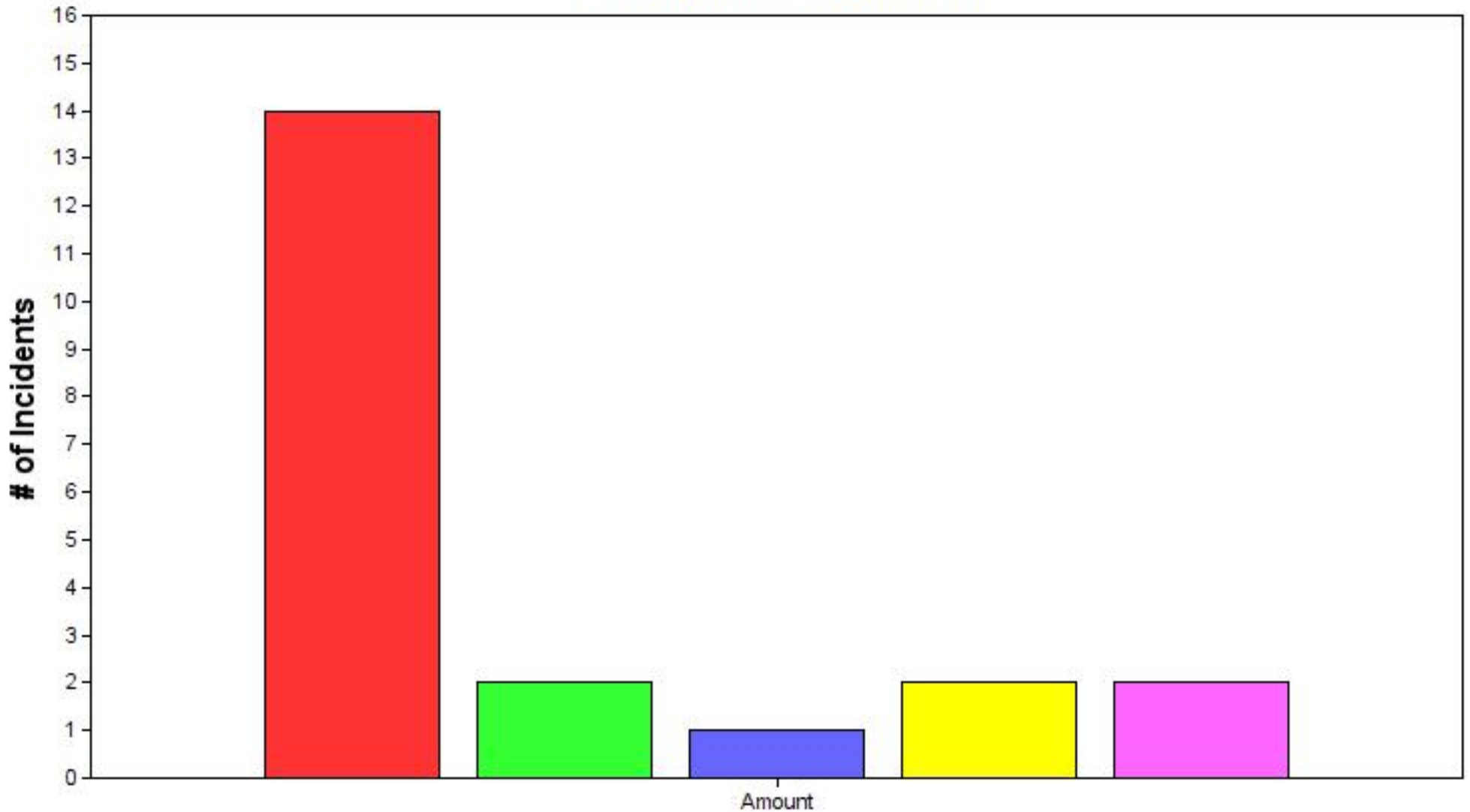
From Nov 1 22 to Oct 31 23



- Alarm No Fire - accidental miscellaneous - 3 ■ Alarm No Fire - detector activated - 20
- Alarm No Fire - miscellaneous - 2 ■ Alarm No Fire - smoke or steam mistaken - 11 ■ Burn Permit Inspection - 1
- False Alarm - internal or local alarm system - 1 ■ False Alarm - miscellaneous - 1
- False Alarm - verbal report to fire station - 1 ■ Fire Outside - 3 ■ Fire Structure - 5 ■ Fire Vehicle - 3
- Gas Leak - miscellaneous - 1 ■ Gas leak - response to carbon monoxide detector alarm - 2
- Incident Situation Unclassified - 2 ■ Industrial Accident - 1 ■ Medical - EMS - 45
- No Alarm Fire - not responded to by fire department - 1 ■ Public Hazard - gasoline or fuel wash down - 1
- Public Hazard - hazardous object removed - 1 ■ Public Hazard - miscellaneous - 4
- Public Hazard - toxic chemical spill - 1 ■ Public Service - assist police or other agency - 3
- Public Service - citizens locked in or out - 2 ■ Public Service - first-aid - 2 ■ Public Service - miscellaneous - 4
- Resuscitation Call - dead on arrival - 1 ■ Resuscitation Call - miscellaneous - 1 ■ Rupture - water pipes - 1
- Safety Codes Investigation - 46 ■ Vehicle Accident - 13

13 Claresholm Fire (Assist Report)

From Nov 1 22 to Oct 31 23



■ Fire Outside - 14

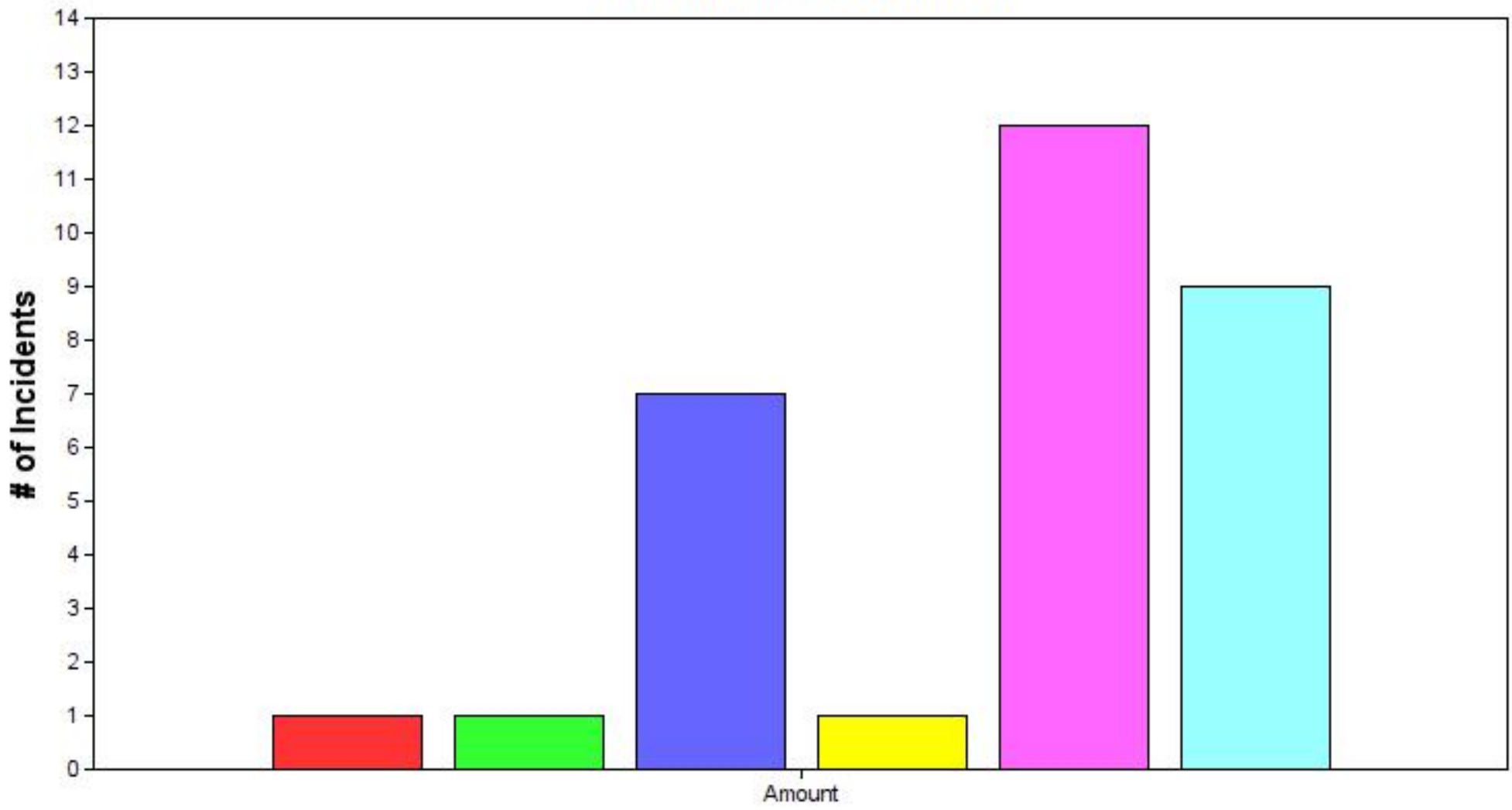
■ Fire Structure - 2

■ Fire 3.3.4 Fire - 1

■ Medical - EMS - 2

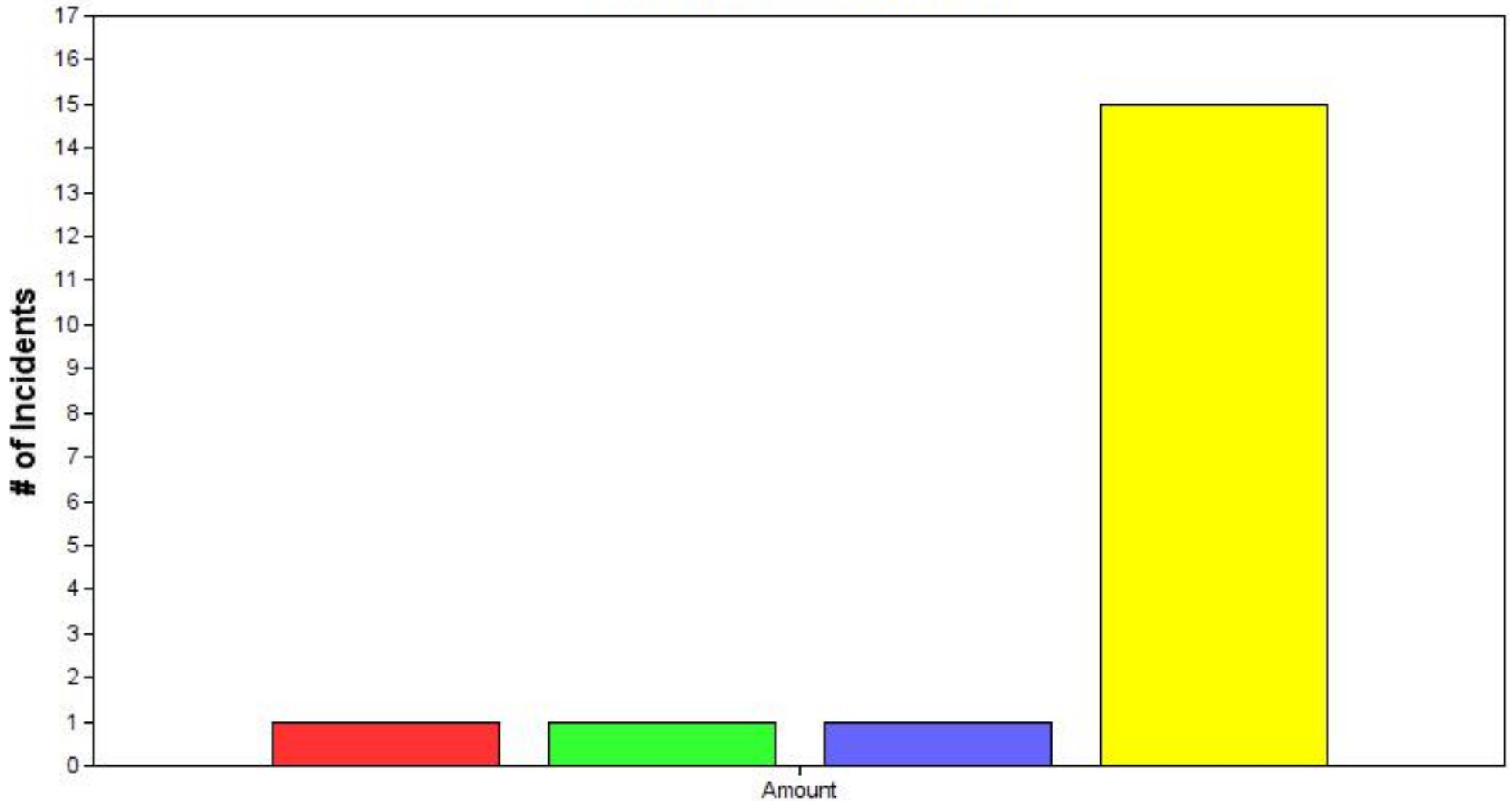
■ Vehicle Accident - 2

14 Granum Fire (MD)
From Nov 1 22 to Oct 31 23



■ Alarm No Fire - accidental miscellaneous - 1
 ■ Burn Permit Inspection - 1
 ■ Fire Outside - 7
 ■ Fire Structure - 1
■ Medical - EMS - 12
■ Vehicle Accident - 9
 3.3.4 Fire

14 Granum Fire (Hamlet)
From Nov 1 22 to Oct 31 23



■ Alarm No Fire - accidental miscellaneous - 1

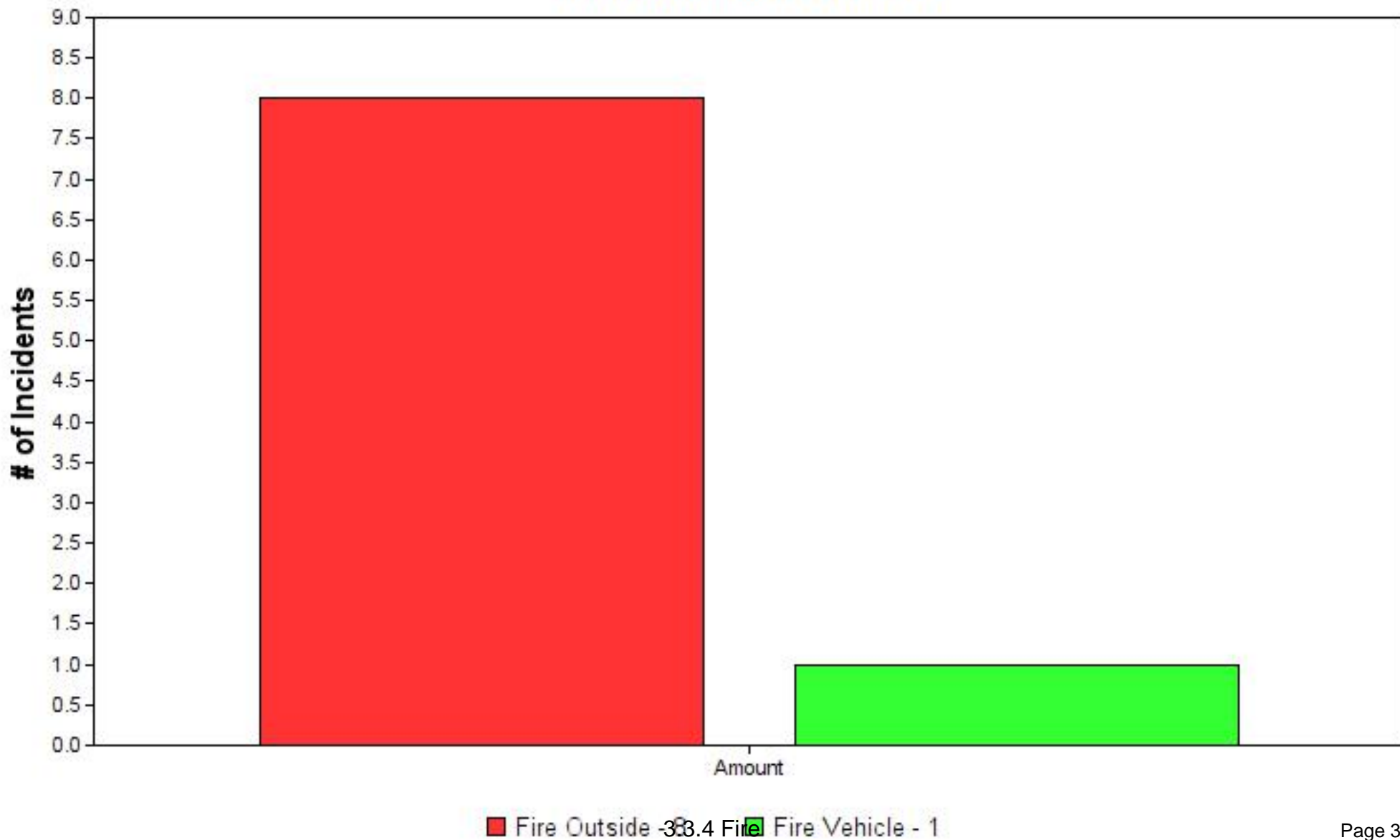
■ Alarm No Fire - miscellaneous - 1

■ Fire Outside - 1

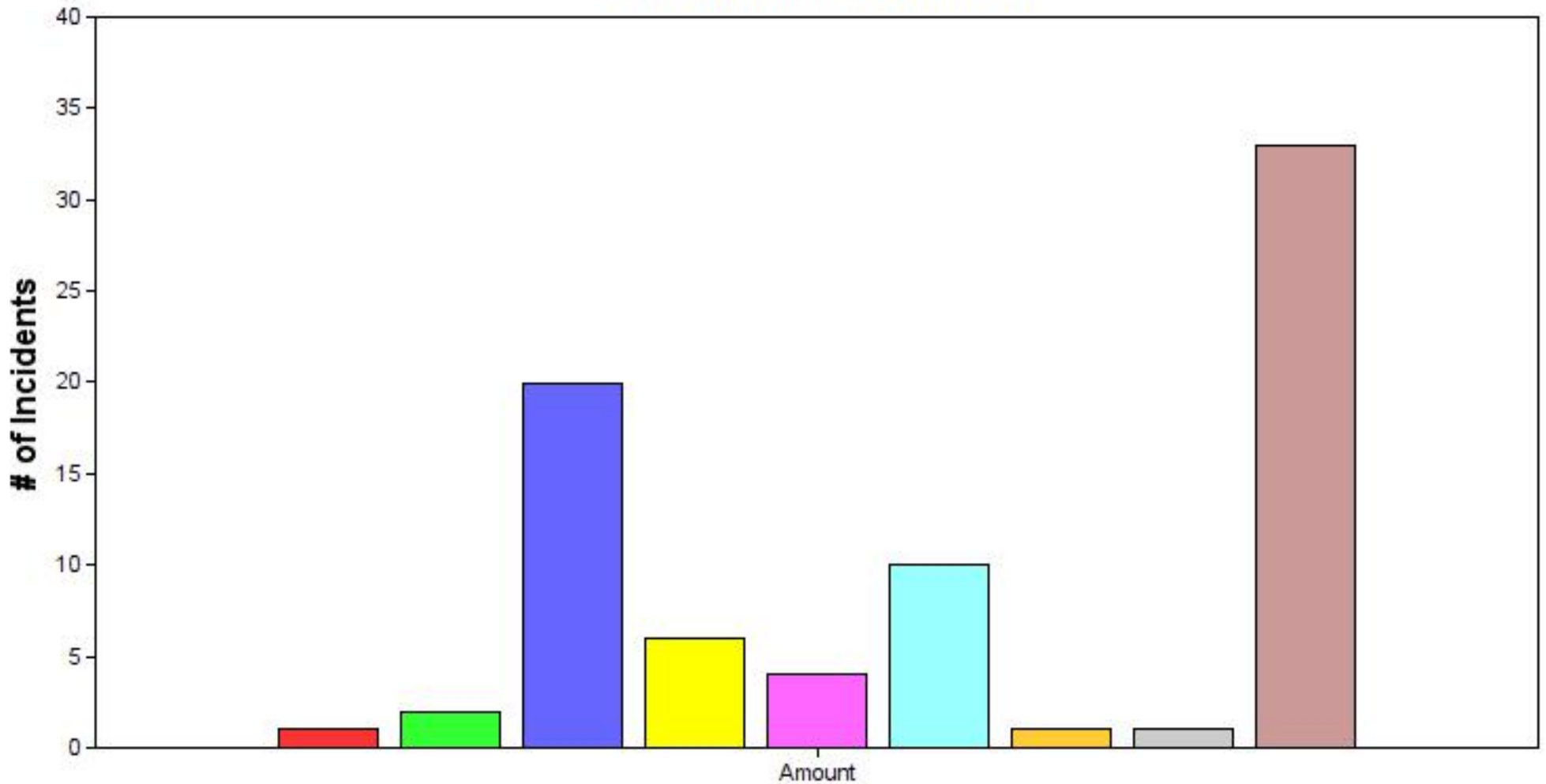
■ Medical - EMS - 15

3.3.4 Fire

14 Granum Fire (Assist Report)
From Nov 1 22 to Oct 31 23



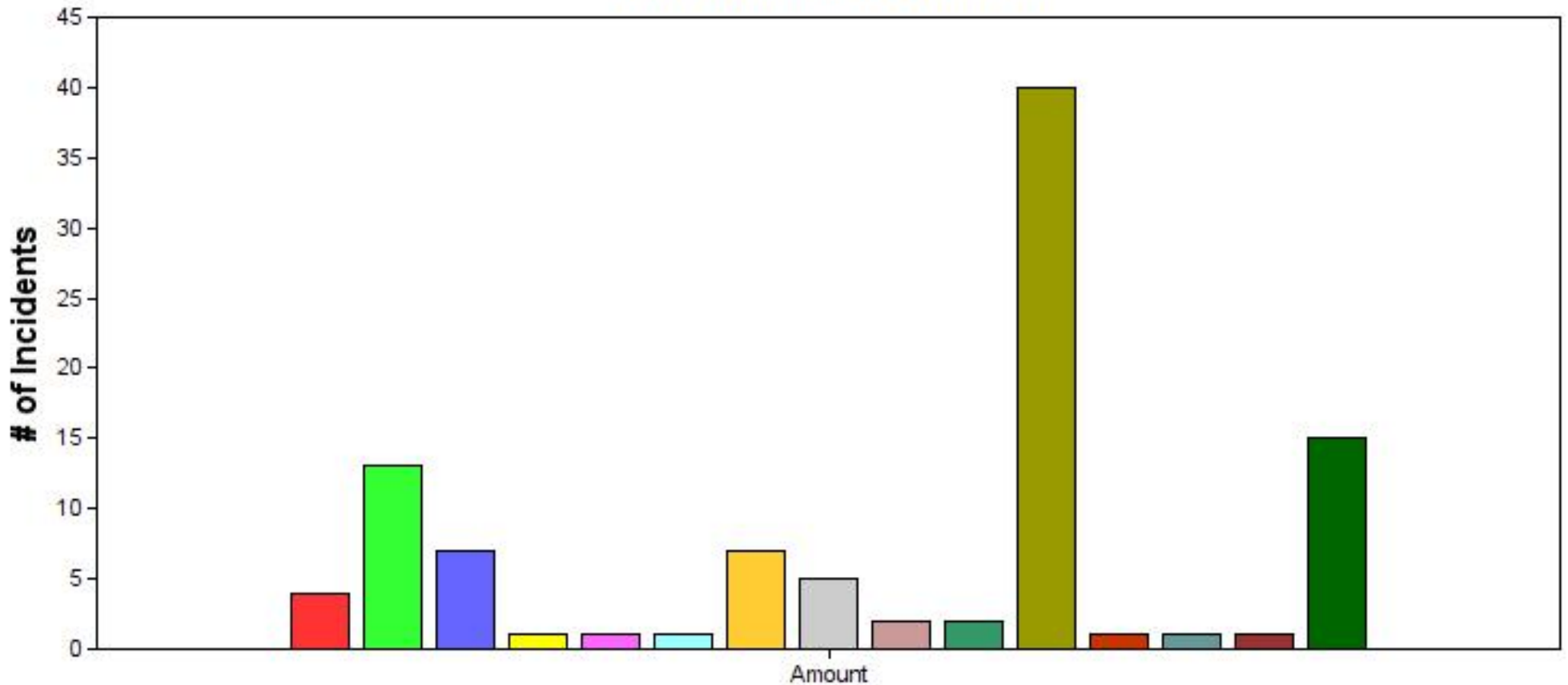
15 Fort Macleod (MD)
From Nov 1 22 to Oct 31 23



■ Alarm No Fire - accidental miscellaneous - 1
 ■ Alarm No Fire - smoke or steam mistaken - 2
 ■ Fire Outside - 20
■ Fire Structure - 6
 ■ Fire Vehicle - 4
 ■ Medical - EMS - 10
 ■ Public Service - miscellaneous - 1
■ Rescue - miscellaneous - 1
■ Vehicle Accident - 33

15 Fort Macleod (Town)

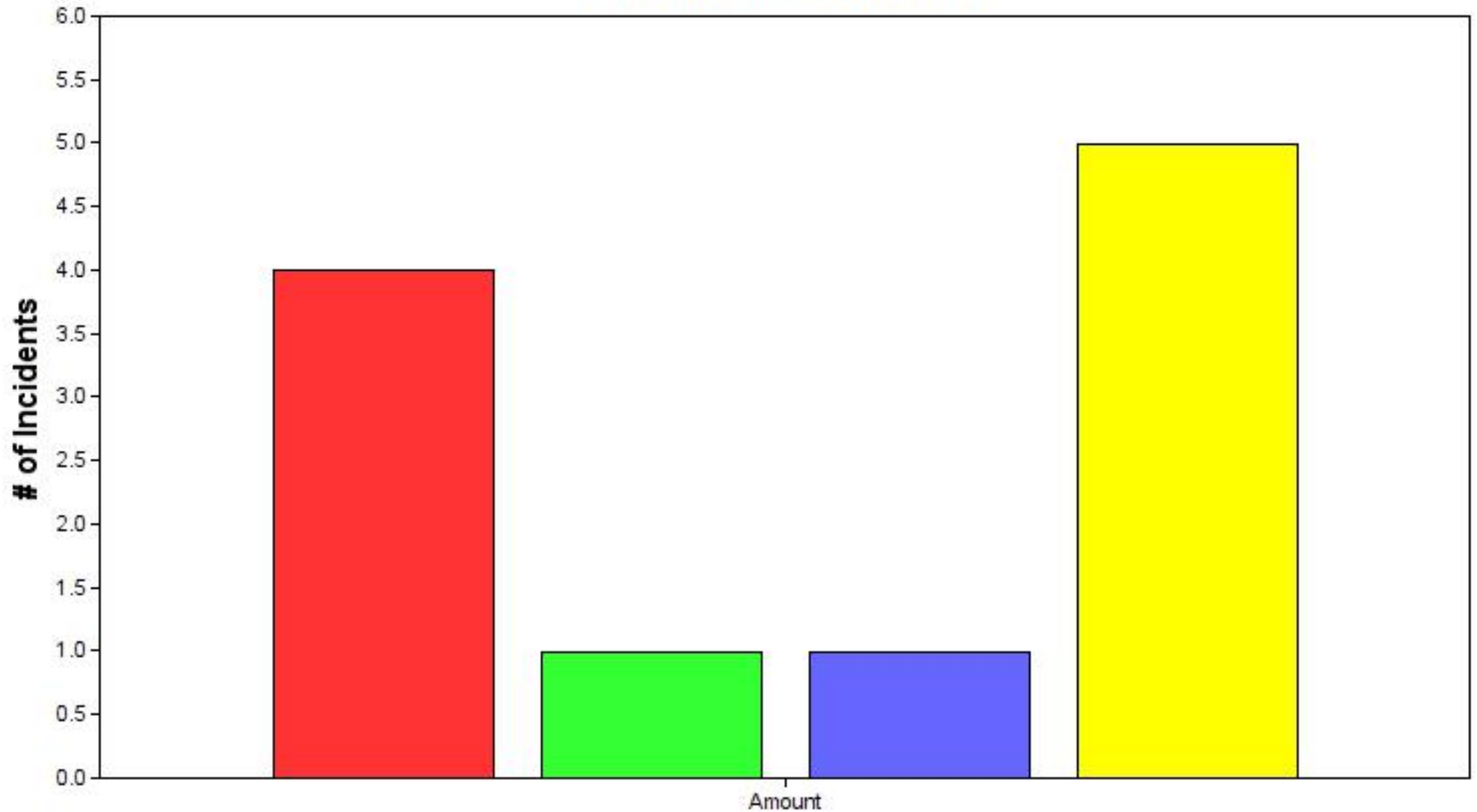
From Nov 1 22 to Oct 31 23



- Alarm No Fire - accidental miscellaneous - 4
- Alarm No Fire - detector activated - 13
- Alarm No Fire - miscellaneous - 7
- Alarm No Fire - smoke or steam mistaken - 1
- Alarm No Fire - unknown odours investigated - 1
- False Alarm - miscellaneous - 1
- Fire Outside - 7
- Fire Structure - 5
- Fire Vehicle - 2
- Gas Leak - miscellaneous - 2
- Medical - EMS - 40
- Public Hazard - miscellaneous - 1
- Public Service - assist police or other agency - 1
- Public Service - miscellaneous - 1
- Vehicle Fire - 15

15 Fort Macleod Fire (Assist Report)

From Nov 1 22 to Oct 31 23



■ Fire Outside - 4

■ Fire Structure - 1

■ Fire Vehicle - 1

■ Vehicle Accident - 5



MINUTES

December 11, 2023 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 John Dozeman (electronic attendance), Roger Miller, Dave Mitchell, Ken Sorenson and Kevin Todd.

ABSENT: Victor Czop

OTHERS PRESENT:

Neil Smith	Chief Administrative Officer
Lisa Lockton	Legislative Services Manager
Clayton Gillespie	Corporate Services Manager
Sara-Lynn Lyons	Legislative Services and 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 # 334 – 23/12/11 - Todd

The Regular Council agenda for December 11, 2023 was accepted with the following changes:

Additions - 2.1 delegation from the Nanton School Enhancement Committee and
- 7.4 closed confidential session Nanton School Enhancement Committee – FOIP
Section 24(1) Advice from Officials.

CARRIED

Councillor Dozeman entered the meeting at 7:03 p.m.

2. PRESENTATIONS:

2.1 Added: Nanton School Enhancement Committee - New A.B.Daley Elementary Build and the J.T. Foster modernization.

Greg Graves, Jennifer Jones from the Nanton School Enhancement Committee and Charlee Mappin, Principal of A.B. Daley School, made a presentation to Council regarding fundraising for enhancements to the new build of A.B. Daley School. The Nanton School Enhancement Committee, in conjunction with the Nanton Futures Foundation, requires a guarantor should the committee not able to raise the funds in the projected time.

Council thanked the delegates for their presentation. Greg Graves, Jennifer Jones and Charlee Mappin left the meeting at 7:24 p.m.

3. REPORTS:

3.1 CHIEF ADMINISTRATIVE OFFICER:

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

4.1.1 Regular Council Meeting Minutes December 11, 2023

3.2 FINANCIAL:

3.2.1 Accounts Payable Reports previous month end November 2023 - E

3.4 COUNCIL:

3.4.2 COUNCILLOR VICTOR CZOP - E

3.4.3 COUNCILLOR ROGER MILLER - E

3.4.6 COUNCILLOR KEVIN TODD - E

RESOLUTION #335 – 23/12/11 - Sorenson

Moved that all written reports, as recorded on the agenda for December 11, 2023, be received for information and filing. CARRIED

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

4.1.1 Regular Council Meeting Minutes November 20, 2023 – E

RESOLUTION #336 – 23/12/11- 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 November 20, 2023, were accepted as distributed. CARRIED

4.1.2 Committee Meeting Minutes November 27, 2023 - E

RESOLUTION #337 – 23/12/11 - Todd

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

4.2 BUSINESS ARISING FROM THE MINUTES: Committee of the Whole of Council Meeting November 27, 2023, Recommendations

4.2.1 MPE Engineers: Off-Site Levy Bylaw Replacement – E

RESOLUTION #338 - 23/12/11 - Todd

Moved to accept the MPE Off-Site Levy Rate Infrastructure Review Draft Technical Memorandum dated December 6, 2023, which is based on the Full Cost Recovery Off-site Levy Rate Option 1; and further that the Chief Administrative Officer draft an Off-site Bylaw for legal review and recommence stakeholder consultations as required by Section 648.3 of the Municipal Government Act prior to presentation of the draft bylaw and consideration of first reading. CARRIED

4.2.2 Municipal Development Plan Bylaw #1306/18 – E

RESOLUTION #339 - 23/12/11 - Mitchell

Moved to read the Town of Nanton Bylaw #1380/23, a bylaw to amend the Municipal Development Plan Bylaw 1306/18, to reference the Westview Area Structure Plan, as adopted by Bylaw 1362/22, and to remove reference to the Lancaster Landing Area Structure Plan, as repealed by Bylaw 1376/23, for the first time. CARRIED

RESOLUTION #340 - 23/12/11 - Sorenson

Moved to hold a Public Hearing in regard to Town of Nanton Municipal Development Plan Bylaw #1380/23, on Monday January 22, 2024. CARRIED



4.2.3 2024 Capital Budget draft – E

RESOLUTION #341 - 23/12/11- Dozeman

Moved to approve the 2024 Capital Budget / 5 Year Capital Plan as attached to these minutes as Schedule 'A'. CARRIED

4.2.4 Additional Committee of the Whole Meeting Thursday January 11, 2024

RESOLUTION #342 - 23/12/11- Todd

Moved to schedule an additional Committee of the Whole Meeting Thursday January 11, 2024 at 7:00 p.m. at Council Chambers. CARRIED

5. NEW & UNFINISHED BUSINESS:

5.1 Fees & Rates Bylaw update – E

RESOLUTION #343 - 23/12/11 - Miller

Moved to read Town of Nanton Bylaw #1381/23, a bylaw to set fees and rates respecting services and goods provided by the Town of Nanton, for a first time. CARRIED

RESOLUTION #344 - 23/12/11 - Mitchell

Moved to read Town of Nanton Bylaw #1381/23 for a second time. CARRIED

RESOLUTION #345 - 23/12/11- Mitchell

Unanimous consent to read Town of Nanton Bylaw #1381/23 for a third time was granted by Council as present. CARRIED

RESOLUTION #346 - 23/12/11 - Todd

Move to read Town of Nanton Bylaw #1381/23 for a third and final time. CARRIED

5.2 Annual Funding Agreements and Community Support Grants – E

RESOLUTION #347 - 23/12/11 – Todd

Council moved to approve the 2024 Funding Agreement amount as follows:

Nanton Quality of Life Foundation	\$15,337
Nanton Municipal Library Board	\$45,000
Total	\$60,337

CARRIED

RESOLUTION #348 - 23/12/11 - Dozeman

Council moved to postpone the Annual Community Support Grant decision to the first meeting in February 2024 in order to extend the invitation for requests from the community. CARRIED

5.3 Information Brief – Yard Waste Survey Results – E -

Chief Administrative Officer discussion with Council

6. CORRESPONDENCE:

6.1 FOR ACTION: None

6.2 FOR INFORMATION:

6.2.1 Letter from Royal Canadian Mounted Police and Report Cpl. Tom Nairn – E



- 6.2.2 Oldman River Regional Services Commission – E
- 6.2.3 Letter to Minister of Transportation – Aeration and Impact of Inflation - E

7. CLOSED CONFIDENTIAL SESSION:

RESOLUTION #349 – 23/12/11 – Sorenson

IT WAS MOVED to recess the Regular Meeting at 8:09 p.m. 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 Chamber of Commerce – Memorandum of Understanding for Funding – FOIP Section 23(1) Local public body confidences
 - 7.2 Industrial Lands – Temporary Lease Agreement – FOIP Section 23(1)(b) Local public body confidences
 - 7.3 Office Hours to the Public - FOIP Section 24(1) Advice from Officials
 - 7.4 Added: Nanton School Enhancement Committee – FOIP Section 24(1) Advice from Officials.
- CARRIED

Georgina Sharpe left the meeting at 8:46 p.m., prior to agenda item 7.3.

RESOLUTION #350 – 23/12/11 - Todd

IT WAS MOVED to reconvene the Regular Meeting at 9:45 p.m. CARRIED

7.3 Office Hours to the Public - FOIP Section 24(1) Advice from Officials

RESOLUTION #351 – 23/12/11 - Dozeman

Moved that the Chief Administrative Officer authorize a 30-minute daily lunch break closure for the Town office effective January 1st 2024. CARRIED

7.4 Added: Nanton School Enhancement Committee – FOIP Section 24(1) Advice from Officials.

RESOLUTION #352 – 23/12/11- Miller

Moved that the Chief Administrative Officer communicate to the Nanton School Enhancement Committee, Nanton Futures Foundation and Livingstone Range School Division Council’s intent to consider a loan and/or borrowing bylaws in early 2024 to lend up to \$690,000 to the Nanton Futures Foundation for the purpose of underwriting community fundraising efforts for enhancements to the new build of A.B. Daley School. CARRIED

8. ADJOURNMENT:

RESOLUTION #353 – 23/12/11 - Dozeman

IT WAS MOVED to adjourn the Regular Meeting of Council 9:47 p.m.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

NS:ll

These minutes accepted and signed this 8th day of January, 2024.





REQUEST FOR DECISION

Regular Meeting: January 8, 2024
Agenda Item: 5.1

Nanton Library Board Appointment

PURPOSE:

To appoint a new Member to the Town of Nanton Municipal Library Board.

BACKGROUND / IMPLICATIONS:

Correspondence was received from the Library Board Chair, Amanda Bustard, on November 23, 2023, recommending Ellen Vandeven as Board Member. In accordance with the Libraries Act, Part 1;

“A municipal board shall consist of not fewer than 5 and not more than 10 members **appointed by Council.**”

Although the Libraries Act states that “The appointments of the members of the municipal board shall be made on the date fixed by council”, usually at the Annual Organizational Meeting of Council, it also allows that, “Any vacancy arising from any cause must be filled by council as soon as reasonably possible for council to do so.”

ADMINISTRATIVE RECOMMENDATION:

In addition to the appointment recommendation, Legislative Services will be meeting with the Town of Nanton Library Board Chair, Amanda Bustard, to review the Town’s and the Board’s bylaws of 2012, regarding the municipal library, as both require updating to meet the provisions of the Alberta Libraries Act and Regulations. This will be an excellent opportunity for the Library Board to create updated and relevant policies for the management of the Nanton Thelma Fanning Library.

DECISION OPTIONS:

#1 – Moved to appoint Ellen Vandeven to the Town of Nanton Library Board, effective immediately, with the term expiry date of October 31, 2025

#2 – No alternate recommendation

Financial (GL# / Amount) : N/A **Attachments:** Correspondence as noted.

Communications/PR: Forward appointment correspondence to Nanton Municipal Library Board

Applicable Legislation: Alberta Libraries Act, RSA 2000, Chapter L-11

Prepared By: Lisa Lockton, Legislative Services Manager

Date: January 2, 2024

APPROVED BY: Neil Smith, Chief Administrative Officer:



NANTON STRATEGIC PLAN ALIGNMENT			
<input type="checkbox"/>	OPERATIONS	<input checked="" type="checkbox"/>	EMERGENCY SERVICES
<input type="checkbox"/>	PLANNING & DEVELOPMENT	<input type="checkbox"/>	COMMUNITY & ECONOMIC
<input checked="" type="checkbox"/>	GOVERNANCE & CORPORATE SERVICES	<input type="checkbox"/>	NOT APPLICABLE
Bylaw updates in collaboration with the Library Board will streamline appointment processes and provide the board with a process to establish clear and effective policies for the management of the			



TOWN OF NANTON LIBRARY BOARD
1907 21 AVE - P.O. BOX 310
NANTON AB – T0L 1R0

Nanton Town Council
1907 – 21 Ave.
Box 609
Nanton, Alberta T0L 1R0

November 21, 2023

RE: New Trustee – Town of Nanton Library Board

Town of Nanton Council:

Ellen Vandeven has applied, and been accepted, as a Trustee to the Nanton Thelma Fanning Library Board. We ask that Council appoint Ellen Vandeven as a Library Trustee for a two-year term, which will expire October 31, 2025.

Thank you for your attention to this matter.

Sincerely Yours,

Amanda Bustard
Board Chair
Nanton Thelma Fanning Library Board



ALBERTA

ENVIRONMENT AND PROTECTED AREAS

Office of the Minister

Dear Elected Municipal Leaders,

Alberta is currently in a significant drought. During summer 2023, several water basins reached critical drought conditions due to low rainfall and high temperatures. The world is also experiencing El Niño, a global phenomenon occurring for the first time in seven years. It's causing less snow and rain, along with higher temperatures, heightening the potential for significant drought into spring and summer 2024, particularly in southern Alberta.

Alberta has five stages in its water management plan. Ranging from Stage 1, which is a minor drought, to Stage 5, which is a province-wide emergency. We are currently in Stage 4. The Government of Alberta is closely monitoring the situation and working to be prepared in case the province faces a similar – or worse – drought next year. Staff from Environment and Protected Areas, along with Agriculture and Irrigation, are working with water licence holders, major water users, and other partners to develop water conservation plans and water-sharing agreements.

Alberta has stood up a Drought Command Team in the event of an emergency and an early first draft of a 2024 Drought Emergency Plan has been completed and is now being refined. We have also initiated drought modelling work that will allow the province to determine how to maximize the province's water supply. Alberta is considering a wide range of tools and approaches to respond to an emergency situation, including both regulatory and non-regulatory tools.

The province will also be striking an advisory panel of leaders to help provide advice in the months ahead. And we are preparing for the future, looking at what long-term infrastructure is needed to help manage water supplies for future generations.

However, municipal action is also needed. In order to be fully prepared for a severe drought, municipal leaders throughout Alberta will need to take action. From my time as the Minister of Municipal Affairs, I have had the pleasure of meeting and working with many of you, and I am confident that Albertans will find their municipal leaders are ready and willing to deal with this challenge head-on.

That's why I am writing to all municipalities to ask that the following be undertaken in the coming months:

- 1.) Initiate efforts to monitor water supply infrastructure proactively, paying particular attention to water intake relative to water levels.
- 2.) Begin a review of the terms of your municipality's water licence so you are aware of any conditions that may limit your ability to withdraw water during a drought.
- 3.) Alert municipal water managers to prepare to be engaged with officials from the Drought Command Team, should conditions within your municipal water licence need to be triggered.
- 4.) Develop a water shortage plan so your municipality is prepared to respond if water availability decreases.

We are asking all water users to start planning now to use less water in 2024. We are committed to providing information and supporting any additional conservation efforts that your municipality may adopt in the future.

Stay up-to-date on precipitation and water levels through the Alberta Rivers app or the Alberta Rivers Basins web page at rivers.alberta.ca. To learn more about the impacts of drought on communities and the principles for sound water management, please visit alberta.ca/drought.

Environment and Protected Area would like to hear from your water management staff on perceived risks of drought in 2024, what impacts it could have on your operations, and how your municipality plans to mitigate risks. To connect with our team, please email epa.drought@gov.ab.ca.

Alberta has navigated many droughts before and has a long, proud history of coming together during tough times. I know we can count on our municipal partners to work together in the face of adversity.

Sincerely,



Rebecca Schulz
Minister of Environment and Protected Areas

cc: Honourable Ric McIver
Minister of Municipal Affairs

Honourable RJ Sigurdson
Minister of Agriculture and Irrigation

Stacey Smythe
Assistant Deputy Minister, Regulatory Assurance
Environment and Protected Areas



Livingstone Range
SCHOOL DIVISION

December 20, 2023

Nanton School Enhancement Committee
Greg Graves, Director
PO Box 811
Nanton AB T0L 1R0
Sent via email: hyggehomes@telus.net

Dear Mr. Graves,

Thank you for your presentation to the Board of Trustees on December 18, 2023. On behalf of the Board of Trustees, we accept the proposal from the Nanton School Enhancement Committee to raise funds for a 100 square metre enhancement to the Learning Commons of the new elementary school in Nanton. Acceptance of this partnership is conditional upon a local Municipality(ies) financial guarantor and approval from Alberta Education.

Although the membership of the Nanton Schools Advisory Committee is restricted to elected officials and Livingstone Range School Division senior administration, an LRSD representative from the Nanton Schools Advisory Committee will correspond with you regularly. Additionally, an LRSD representative would like to attend your Nanton School Enhancement Committee meetings where possible. Please let us know of those meetings with as much advance notice as possible.

We will share the elementary school design drawings with you when they are prepared.

We look forward to working with the Nanton School Enhancement Committee in the interest of 'Every student, every day.'

Sincerely,

Lori Hodges
Chair, Board of Trustees

cc: Neil Smith, CAO, Town of Nanton (cao@nanton.ca)

Every student, every day.



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR113106

Dear Chief Elected Officials:

Since 2022, Municipal Affairs has been working with the Assessment Model Review Stakeholder Steering Committee consisting of industry representatives and municipal partners, such as Alberta Municipalities and Rural Municipalities of Alberta. The committee was tasked with designing an engagement process that will assist in updating the regulated property assessment models in a fair and transparent manner. I am now carefully considering the committee's proposed engagement plan.

As you are aware, in 2020, a number of tax incentives were put in place when Alberta's previous review of regulated property assessment was paused. A three-year property tax holiday on new wells and pipelines was introduced to promote new investment and economic activity in the energy sector. This tax holiday will end, as planned, after the 2024 municipal tax year. The Well Drilling Equipment Tax was also eliminated, and there are no plans to reinstate it.

Two assessment-based measures to support the viability of mature oil and gas assets were also implemented at that time: the continuation of the 35 per cent assessment reduction for shallow gas wells and pipelines (first introduced in 2019), and additional depreciation adjustments for lower-producing wells. These two measures were intended as a bridge to the implementation of new assessment models and will therefore be extended until the Assessment Model Review is completed and the regulated assessment models for wells are updated.

Thank you for continuing to work in partnership with the province. I look forward to sharing more information in early 2024 regarding further engagement on the Assessment Model Review.

Sincerely,

A handwritten signature in blue ink that reads "Ric McIver".

Ric McIver
Minister

cc: Chief Administrative Officers
Tyler Gandam, President, Alberta Municipalities
Paul McLauchlin, President, Rural Municipalities of Alberta

Nanton Health Centre Management Committee

New Health Centre Proposal to Alberta Health Services



*Nanton Health Centre Management Committee
Proposal to Alberta Health Services
Key Contact: Clayton Gillespie
finance@nanton.ca
November 2023*

CONFIDENTIAL

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Accommodation for Operations During Construction	5
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NHCMC Project Drawings		
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Municipal District of Willow Creek No. 26 - Council Resolution of Support		
Town of Nanton - Council Resolution of Support		
Municipal District of Ranchland No. 66 - Council Resolution of Support		

EXECUTIVE SUMMARY

Primary Goal

The Municipal District of Ranchland No. 66, Town of Nanton and Municipal District of Willow Creek No. 26 are proposing terms for a facility lease agreement with Alberta Health Services for the purposes of renovating and expanding the Community Health Centre located in the Town of Nanton.

Background

In 2012 the three communities collectively purchased the Nanton Community Health Centre located at 2216-20th Street in the Town of Nanton. The Inter-Municipal Co-Ownership Agreement of 2012 established the “Nanton Health Centre Management Committee” and includes representatives of all three municipalities who manage the operation of the facility.

The Nanton Community Health Centre provides space for medical doctors who operate under contract with Alberta Health Services. The facility serves the residents within the region and currently has 3 medical doctors and a locum (Doctor who stands in temporarily for another physician), a nurse practitioner, lab services, physiotherapy, programs for diabetes, immunization, nutrition counseling, cardiology and other valued community health services.

The 56-year-old structure requires renovation as evidenced by accessibility issues, lack of design attention to energy-efficiency and safety.

A number of studies of the existing facility have been completed including: the 2015 Alberta Health Services Functional Programme Space Summary and a 2019 Preventative Maintenance Condition Assessment. These studies combined with ongoing occupant and user feedback indicate that the current facility has reached the end of its lifespan as a medical clinic and that a replacement facility is required.

The Committee plans a major retrofit of the existing building and an expansion of an additional 29% to meet the requirements of the “Green and Inclusive Community Building Program”. An application to fund a portion of the building construction has been submitted. The conceptual design is based upon the Alberta Health Services Functional Programme Space Summary including the recommended size and general design were influential during the design of the major retrofit.

Collectively the municipalities are intent on initiating a project to facilitate a new Community Health Centre which includes negotiating and executing a long-term lease with Alberta Health Services that will provide sufficient revenues to permit the construction of this facility which will meet the long-term needs of the region.

The conceptual design meets the requirements of AHS as a result of continuous correspondence with AHS personnel.

BUSINESS PLAN PROPOSAL

Project Description

The Committee's intent is to renovate and expand the current health centre to meet the current and future demands for medical services in the region.

To achieve this intent the Committee retained MPE Engineering to; undertake a study to determine the order of magnitude costs, develop a conceptual floor plan of a renovated and expanded Health Centre, prepare a Request for Proposal (RFP) document for a 'design-build' project delivery model and to administer the RFP process. Following contract execution with the successful proponent, MPE Engineering will oversee and administer the construction process of the facility through completion. MPE has also been directed to investigate potential grant opportunities under the 'Infrastructure Canada-Green and Inclusive Community Buildings' initiative and others. This grant application has been submitted and we are awaiting notification from the funding body.

The Alberta Health Services lease agreement with the Committee is a critical cornerstone of the renovation and expansion of the current facility as the lease provides the only cashflow for the Committee to both fund the project and provide revenue to offset operating costs.

The Committee is dedicated to achieving a grant from Infrastructure Canada for this project. This grant, which may provide up to \$2,999,999 is intended to provide for retrofits, repairs and upgrades to existing community buildings.

The 'Green and Inclusive Community Building Program' (renovation stream) will be required to meet the following minimum standards:

1. Built to be net-zero carbon. This facility will be a highly energy efficient building that produces onsite, or procures carbon-free renewable energy or high-quality carbon offsets in an amount sufficient to offset the annual carbon emissions associated with building materials and operation without the need for a transition plan. The Zero Carbon Building Design Standard V2 established by the Canada Green Building Council will be referenced.
2. Climate Resiliency. The new building will demonstrate that a climate risk assessment has been conducted and measures identified that mitigate all medium and high risks.
3. Accessibility. The project will meet or exceed the requirement of the highest published accessibility standard in the jurisdiction, defined as the requirements in the Canadian Standards Association's Accessible Design for the Built Environment (Can/CSA B651-18), or the most recent standard in addition to applicable provincial building codes and relevant municipal by-laws.

The renovation project has six main components:

1. Public washrooms renovated to allow for barrier free use with adequate allowances undertaken for building use and space. Currently no public bathrooms meet code for barrier free accessibility. The new design will accommodate two barrier free washrooms which will be designed to standards that provide cleanliness and safety.
2. Upgrading to LED lighting throughout the building, including, barrier free entrances, exterior lighting, and security lighting. Currently lighting is not LED, exterior lighting is also older and high energy consumption. Lighting within public corridors be designed based on the WELL Building Standard with minimizes the disruption of the body's circadian system, enhances productivity, supports good sleep quality, and provides appropriate visual acuity.
3. Accessibility improvements will ensure all doors are adequate for the ease of barrier free access throughout the facility. Automatic push button will be placed on the entrance doors and barrier free washrooms to allow for patients to conveniently access the building. Building signage will be bolder and more visible to clearly provide safety instructions, provide directions, and to identify amenity uses.
4. Full building envelope improvement will be provided on all exterior walls and below grade as current structure is not energy efficient. New building envelope will provide high level control of indoor air quality, humidity levels, energy consumption and temperature.
5. Upgrade the mechanical HVAC and AC to commercial grade equipment. Health and wellness improvements will be a focus in the overall design and layout of the building. The WELL building standard will be utilized as a guideline regarding air and water quality. In regard to air quality replacing the current outdated mechanical will allow for improvements in temperature control, air quality and energy consumption. This is an imperative upgrade to the system within a medical facility to help mitigate the transmission of air borne viruses.
6. Implementing solar panels. Installing solar panels will work towards reducing the buildings overall carbon footprint by reducing consumption of natural gas.

If the grant is not received, items such as solar panels will be omitted from the project scope. The project will take approximately 24-30 months from the issuance of the RFP documents. The committee has completed significant preliminary engineering and fiscal planning and are well positioned to move through the final design phase to NWPTA compliant contractor procurement and then the construction phase. We will work with local users of the Nanton Health Centre to ensure that we work together to accommodate the community needs within the construction stages while ensuring business continuity.

Health Centre Site Plan and Floor Plan

Attached to this business proposal are the proposed Health Centre plans detailing:

1. The parking lot concept plan – Drawing T1.3
2. The site plan with temporary building – Drawing C1.1
3. The existing plan – Drawing S2.0
4. The demolition plan – Drawing S2.1
5. The proposed floor plan – Drawing S2.2
6. Sections and details pertaining to the plan – Drawing S3.0-S3.33

A 3D model of the facility can be viewed on the web at:

<https://api2.enscape3d.com/v1/view/a2bd7596-a419-4fdb-9802-bec6873aee7b>

Accommodation of Operations During Construction

The renovation and retrofit of the existing building will require a temporary facility to be located on the lot adjacent to the existing Medical Centre to accommodate operations during the construction period.

This aspect of the project is detailed in Drawing 3.4 of the attached document.

The costs related to the workspace accommodation for business continuity are included in the overall project costs.

Financial Overview

The NHCMC is concerned that the organizational momentum to renovate and expand the Health Centre that has been gained in recent years is at risk of waning. In response, the Committee is considering all options with respect to the project that include a grant funded option and an option which is fully funded by the three participating municipalities. These options for funding the project are supported by Resolutions from each municipality. Considerable risk is being assumed by the municipalities without a long-term lease agreement with AHS.

Business Case Options

Two options are proposed for the lease rental rates for the Business Case:

Option 1 – Lease Rental rate based upon the Committee receiving a “Canada Infrastructure – Green and Inclusive Community Building Program” Grant which will provide up to three million dollars in funding for the project, and

Option 2 – Lease Rental rate based upon the entire project being funded by the three municipalities who operate as the Nanton Medical Centre Management Committee without benefit of a grant.

A detailed construction cost estimate is attached as an appendix to this business case.

Note: Furniture, fixtures and equipment costs are included in the cost estimates below for the Health Centre. Based on discussions with AHS, it is preferred that the FFE costs be included with the project and added to the lease rate. FFE costs are estimated to be up to \$2,246,728 as provided by AHS. This cost includes Engineering and Contingency. FFE costs are amortized over the 20-year term of the lease. Note: The Committee is willing to examine extending the lease rental term for Option 2 to 30 years if desired by AHS.

OPTION 1 (With Grant) Costs include Eng. Services and Contingency

Cost of Construction (detailed estimate attached)	\$6,561,346
Grant – Green and Inclusive Community Building Program	\$2,999,999
Furniture, Fixtures and Equipment (including: IT and Security)	\$2,246,728
Balance of construction costs	\$5,808,075
Annual debenture payment (20-year term)	\$495,257
Annual facility operating costs	\$90,000
Total Annual Costs	\$585,257
Lease Rental Rate (based on 7414 ft ²)	\$78.94 / ft ²

OPTION 2 (Without Grant) Costs include Eng. Services and Contingency

Cost of Construction	\$5,469,321
Furniture, Fixtures and Equipment (including: IT and Security)	\$2,246,728
Total Construction Costs	\$7,716,049
Annual debenture payment (20-year term)	\$657,951
Annual facility operating costs	\$90,000
Total Annual Costs	\$747,951
Lease Rental Rate (based on 7414 ft ²)	\$100.88 / ft ²

Timeline

Confirmation from Alberta Health Services that a long-term lease agreement between the Nanton Health Centre Management Committee and AHS is assured may delineate the project timeline. Delays in this regard will extend the initiation of proceeding to the procurement phase.

November 2023 - Council Resolutions received supporting the project through adequate funding allocation and risk acceptance. Contingent on lease agreement with AHS

December 2023 - Determination if funding from "Canada Infrastructure - Green and Inclusive Community Building Program has been approved

December 2023 - Confirmation that AHS will enter into a long-term agreement with NHCMC for a renovated and expanded medical clinic facility

December 2023 - RFP documents for 'Design / Build' procurement model for the project advertised and evaluated to ensure compliance with trade agreements (with or without grant approval)

Winter 2024 - Enter into a contract with the successful proponent. Detailed design commences

Spring 2024 – Modular units are established to ensure business continuity

Spring 2024 - Construction commences

Fall 2025 – Modular units are removed and operations begin from the completed facility

Spring 2026 – Parking Lot work complete

Summer 2026 - Grand Opening of the completed Nanton Health Centre Facility

SUMMARY

The Nanton Health Centre Management Committee initiative is a collaborative local government partnership that is unique in Alberta. This project provides Alberta Health Services the opportunity to swiftly and economically address the modernization of a facility which hosts required medical services in rural Alberta.

The 3 municipalities who form the Nanton Health Centre Management Committee, the physicians and staff who work in the Health Centre and the users of the facility all agree that undertaking this project is not only required but is long overdue.

Every accommodation has been considered with respect to the prior information that has been provided by Alberta Health Services by the Committee who sought to design a facility that will meet the scope of services that are provided with an allowance for future demand and growth as evidenced by the planned 29% increase in building size.

The project proposes to significantly offset costs related to this project by seeking a federal grant designed to bring community buildings to a more modern standard. If successful, this will reduce the capital cost of the project for the NHCMC and will result in significantly lower annual lease costs for Alberta Health Services for buildings of similar age and design.

The communities are prepared to move forward swiftly to initiate this project provided that a suitable financial arrangement can be undertaken which both recognizes the partnership that Alberta Health Services and the Nanton Health Centre Management Committee.



3D ISOMETRIC VIEW

LIST OF DRAWINGS

CIVIL	
C1.1	SITE PLAN
ARCHITECTURAL	
A1.1	CODE REVIEW
A1.2	RENDERINGS
A1.3	RENDERINGS
STRUCTURAL	
S2.0	EXISTING PLAN
S2.1	DEMOLITION PLAN
S2.2	PROPOSED FLOOR PLAN
S3.0	SECTIONS AND DETAILS
S3.1	ELEVATIONS
S3.2	ELEVATIONS
S3.3	PRELIMINARY ROOF PLAN
S3.4	TEMPORARY STRUCTURE

NHC MANAGMENT COMMITTEE
NANTON HEALTH CENTER
FOR 100% REVIEW
1725-026-00





NOTES:

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ISSUE	YY-MM-DD	REVISION
1	23-04-12	FOR 100% REVIEW



NHC MANAGEMENT COMMITTEE

NANTON HEALTH CENTRE
CIVIL
SITE PLAN

DESIGNED	C.P.V.	JOB	1725-026-00
DRAWN	C.G.H.	SCALE	1 : 400
DATE	APRIL 2023	DRAWING	C1.1



NOTES:

1	REQUEST FOR PROPOSAL
ISSUE	YY-MM-DD REVISION



NHC MANAGEMENT COMMITTEE

NANTON HEALTH CENTRE
APPENDIX A
SITE PLAN

DESIGNED	B.S.K.	JOB	1725-026-00
DRAWN	R.M.J.	SCALE	1:600
DATE	MARCH 2023	DRAWING	C1.1



NOTES:

1	REQUEST FOR PROPOSAL
ISSUE	YY-MM-DD REVISION



NHC MANAGEMENT COMMITTEE

NANTON HEALTH CENTRE
APPENDIX A
SITE PLAN

DESIGNED	B.S.K.	JOB	1725-026-00
DRAWN	R.M.J.	SCALE	1:600
DATE	MARCH 2023	DRAWING	C1.1

BUILDING CODE REVIEW

1. APPLICABLE CODE:
 - NATIONAL BUILDING CODE OF CANADA 2015 - DIVISION B, PART 3
 - APPLICABLE SECTION REFERENCES ARE SHOWN IN BRACKETS
2. PROJECT CATEGORY: ADDITION AND RENOVATION
3. MAJOR USE AND OCCUPANCY
 - MAJOR: GROUP F DIVISION 3 OCCUPANCY UP TO TWO (2) STORIES (3.2.2.85.)
4. CONFORMING TO: MAJOR OCCUPANCY GROUP F DIVISION 3 (3.2.2.85.)
5. HIGH BUILDING CLASSIFICATION: NOT APPLICABLE (3.2.6.1.)
6. CONSTRUCTION:
 - REQUIRED: COMBUSTIBLE OR NON-COMBUSTIBLE (3.2.2.85.)
 - PROVIDED: NON-COMBUSTIBLE (3.2.2.85.)
7. FIRE SUPPRESSION:
 - a. SPRINKLER SYSTEM: NOT REQUIRED (3.2.2.18.)
 - b. STANDPIPE: NOT REQUIRED (3.2.5.8.)
 - c. FIRE ALARM: REQUIRED (3.2.4.1.)
8. NUMBER OF STREETS FACING: 1 (3.2.2.10.)
9. MAXIMUM BUILDING AREA: 1 600m² (3.2.2.85.)
10. MAXIMUM BUILDING HEIGHT: 2 STORIES (3.2.2.85.)
11. FIRE RATINGS/SEPARATIONS
 - a. FLOOR ASSEMBLIES: SHALL BE FIRE SEPARATIONS AND IF OF COMBUSTIBLE CONSTRUCTION SHALL HAVE A FIRE RESISTANCE RATING NOT LESS THAN 45 MINUTES (3.2.2.85.)
 - b. ROOF ASSEMBLIES: NO REQUIREMENTS (3.2.2.85.)
 - c. MEZZANINES: NO REQUIREMENTS (3.2.2.85.)
 - d. SUPPORTING ASSEMBLIES: LOADBEARING WALLS, COLUMNS AND ARCHES SUPPORTING AN ASSEMBLY REQUIRED TO HAVE A FIRE-RESISTANCE RATING SHALL HAVE A FIRE-RESISTANCE RATING NOT LESS THAN 45 MINUTES OR BE OF NONCOMBUSTIBLE CONSTRUCTION (3.2.2.85.)
 - e. SERVICE ROOMS (GAS-FIRED): SHALL BE SEPARATED FROM THE REMAINDER OF THE BUILDING BY FIRE SEPARATIONS HAVING A FIRE-RESISTANCE RATING OF NOT LESS THAN 1 HOUR (3.6.2.1.)
 - f. STORAGE ROOMS: SHALL BE SEPARATED FROM THE REMAINDER OF THE BUILDING BY FIRE SEPARATIONS HAVING A FIRE-RESISTANCE RATING OF NOT LESS THAN 1 HOUR (3.3.4.3.)
 - g. HOUSEKEEPING ROOMS: SHALL BE SEPARATED FROM THE REMAINDER OF THE BUILDING BY FIRE SEPARATIONS HAVING A FIRE-RESISTANCE RATING OF NOT LESS THAN 1 HOUR (3.3.1.21.)
12. EXITS
 - a. MINIMUM NUMBER OF EXITS: EVERY FLOOR AREA INTENDED FOR OCCUPANCY SHALL BE SERVED BY AT LEAST 2 EXITS (3.4.2.1.)
 - b. LEAST DISTANCE BETWEEN EXITS: SHALL BE ONE HALF THE MAXIMUM DIAGONAL DIMENSION OF THE FLOOR AREA, BUT NEED NOT BE MORE THAN 9m FOR A FLOOR HAVING A PUBLIC CORRIDOR OR ONE HALF THE MAXIMUM DISTANCE OF THE FLOOR AREA, BUT NOT LESS THAN 9m FOR ALL OTHER FLOOR AREAS (3.4.2.3.)
 - c. MAXIMUM TRAVEL DISTANCE: 30m (3.4.2.5.)
 - d. MAXIMUM TRAVEL DISTANCE - SERVICE SPACE: 50m (3.4.2.4.3.)
 - e. MINIMUM EXIT WIDTH: THE MINIMUM AGGREGATE REQUIRED WIDTH OF EXITS SERVING FLOOR AREAS INTENDED FOR ASSEMBLY OCCUPANCIES, RESIDENTIAL OCCUPANCIES, BUSINESS AND PERSONAL SERVICES OCCUPANCIES, MERCANTILE OCCUPANCIES AND INDUSTRIAL OCCUPANCIES SHALL BE DETERMINED BY MULTIPLYING THE OCCUPANT LOAD OF THE AREA SERVED BY (3.4.3.2.):
 - 6.1mm PER PERSON FOR RAMPS WITH A SLOPE OF NOT MORE THAN 1 IN 8, DOORWAYS, CORRIDORS AND PASSAGEWAYS
 - 8mm PER PERSON FOR A STAIR CONSISTING OF STEPS WHOSE RISE IS NOT MORE THAN 180mm AND WHOSE RUN IS NOT LESS THAN 280mm
 - 9.2mm PER PERSON FOR RAMPS WITH A SLOPE OF MORE THAN 1 IN 8 OR STAIRS OTHER THAN STAIRS CONFORMING TO THE CLAUSE ABOVE
 - f. CALCULATIONS: GROUP F (MINIMUM WIDTHS BASED ON 10 OCCUPANTS)
 - EXIT CORRIDORS AND PASSAGEWAYS = 1100mm
 - RAMPS = 1100mm
 - STAIRS = 900mm
 - DOORWAYS = 800mm

13. BARRIER FREE DESIGN
 - a. REQUIRED: YES (3.8.2.1.)
 - b. ENTRANCES: NOT LESS THAN 50% OF THE PEDESTRIAN ENTRANCES OF A BUILDING SHALL BE BARRIER FREE AND SHALL LEAD FROM THE OUTDOORS AT SIDEWALK LEVEL OR A RAMP THAT COMPLIES WITH SUBSECTION 3.8.3 AND LEADS FROM A SIDEWALK (3.8.2.2.)
 - c. PATH OF TRAVEL: THE UNOBSTRUCTED WIDTH OF A BARRIER-FREE PATH OF TRAVEL SHALL BE NOT LESS THAN 920mm. THE WIDTH OF A BARRIER-FREE PATH OF TRAVEL THAT IS MORE THAN 30m LONG SHALL BE INCREASED TO NOT LESS THAN 1500mm FOR A LENGTH OF 1500mm AT INTERVALS NOT EXCEEDING 30m (3.8.3.2.)
 - d. WASHROOMS: UNIVERSAL WASHROOM ACCESSIBLE ON MAIN LEVEL PROVIDED (3.8.3.12.)
 - e. SIGNAGE: SIGNS REQUIRED BY ARTICLE 3.8.2.10. SHALL INCORPORATE THE INTERNATIONAL SYMBOL OF ACCESS OR THE INTERNATIONAL SYMBOL OF ACCESS FOR HEARING LOSS AND APPROPRIATE GRAPHICAL OR TEXTUAL INFORMATION THAT CLEARLY INDICATES THE TYPE OF FACILITIES AVAILABLE (3.8.3.9.)
 - f. DOORWAYS: EVERY DOORWAY THAT IS LOCATED IN A BARRIER-FREE PATH OF TRAVEL SHALL HAVE A CLEAT WIDTH NOT LESS THAN 800mm WHEN THE DOOR IS IN THE OPEN POSITION (3.8.3.6.)
14. OCCUPANT LOAD
 - a. MAXIMUM OCCUPANTS DUE TO SQUARE AREA (3.1.17.1.):
 - EXISTING: 750m² / (4.6m² / PERSON) = 163 PERSONS
 - ADDITION: 192m² / (4.6m² / PERSON) = 41 PERSONS
 - TOTAL: 204 PERSONS
 - b. MAXIMUM OCCUPANTS SPECIFIED TO OCCUPY THE BUILDING:
 - 10 MAXIMUM AT ANY GIVEN TIME.
15. PLUMBING FIXTURES:
 - a. MAXIMUM OCCUPANCY: 10 MAXIMUM SPECIFIED
 - b. FIXTURES REQUIRED: 1 WATER CLOSET PER EACH SEX (3.7.2.2.)
 - c. FIXTURES PROVIDED: 1 UNIVERSAL WATER CLOSETS (3.7.2.2.); 2 UNI-SBC
 - d. ADDITIONAL: NOT APPLICABLE (3.7.2.2.)
 - e. URINAL SUBSTITUTION: NOT APPLICABLE (3.7.2.2.)
 - f. LAVATORIES: ONE PROVIDED PER EACH UNIVERSAL WATER CLOSET (3.7.2.3.)

NATIONAL ENERGY CODE OF CANADA (NECB) 2017 - CODE REVIEW

1. PART 3: BUILDING ENVELOPE
 1. ENVELOPE TO CONFORM TO THE REQUIREMENTS OF NECB 2017 TRADE-OFF CALCULATIONS BASED ON A HDD = 6050 (ZONE 7B)

NOTES:

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1	23-04-12	FOR 100% REVIEW
ISSUE	YY-MM-DD	REVISION



NHC MANAGEMENT COMMITTEE

NANTON HEALTH CENTER
ARCHITECTURAL
CODE REVIEW

DESIGNED	CPV	JOB	1725-026-00
DRAWN	RNF	SCALE	1:1
DATE	APRIL 2023	DRAWING	A1.1



NOTES:

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6	23-10-27	FOR AHS REVIEW
5	23-10-11	FOR AHS REVIEW
4	23-09-20	FOR AHS REVIEW
ISSUE	YY-MM-DD	REVISION



NHC MANAGEMENT COMMITTEE

**NANTON HEALTH CENTER
ARCHITECTURAL
RENDERINGS**

DESIGNED	CPV	JOB	1725-026-00
DRAWN	RNF	SCALE	
DATE	NOVEMBER 2023	DRAWING	A1.2



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4	23-09-20	FOR AHS REVIEW
ISSUE	YY-MM-DD	REVISION

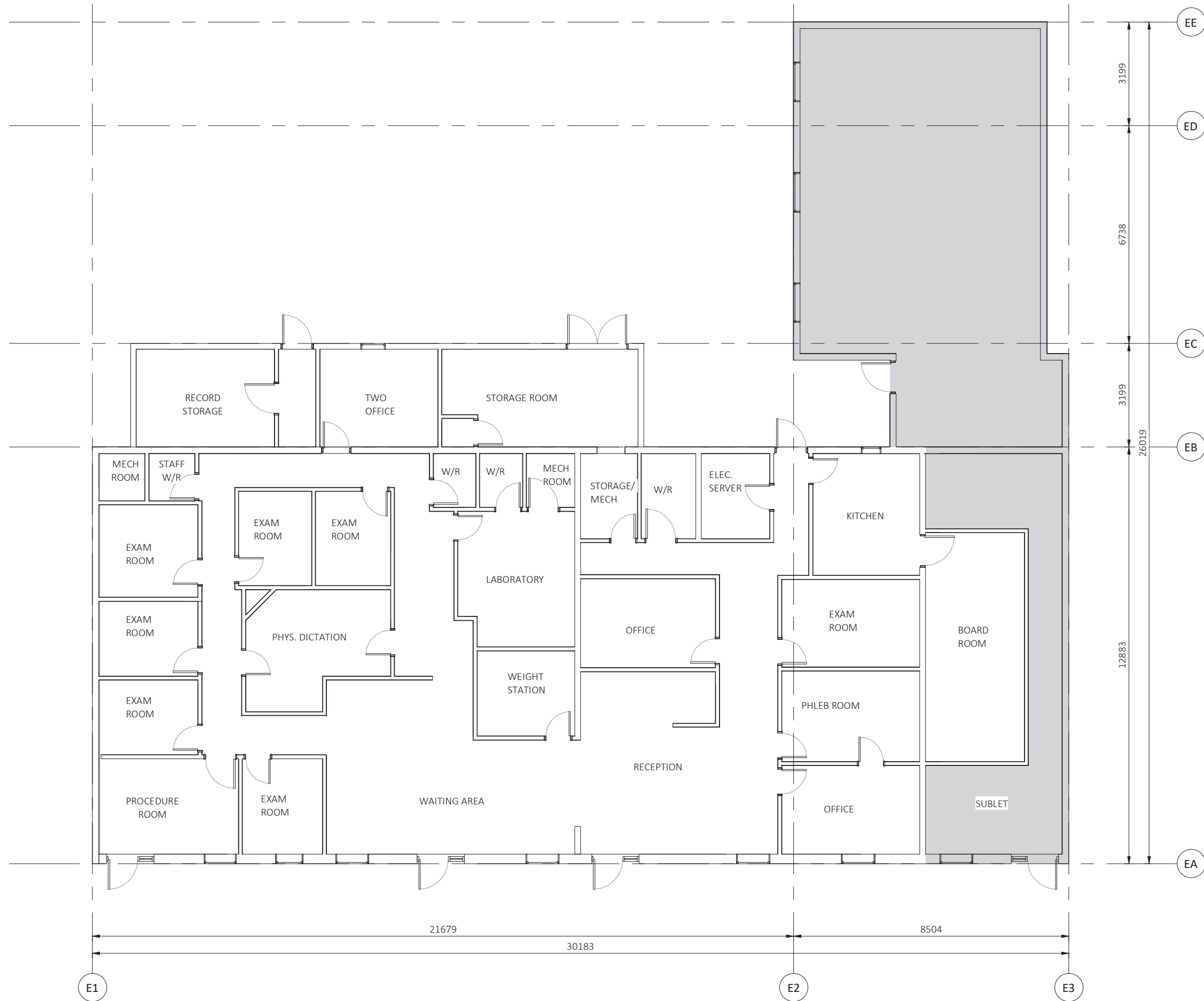


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NHC MANAGEMENT COMMITTEE

**NANTON HEALTH CENTER
ARCHITECTURAL
RENDERINGS**

DESIGNED	CPV	JOB	1725-026-00
DRAWN	RNF	SCALE	
DATE	NOVEMBER 2023	DRAWING	A1.3



NOTES:

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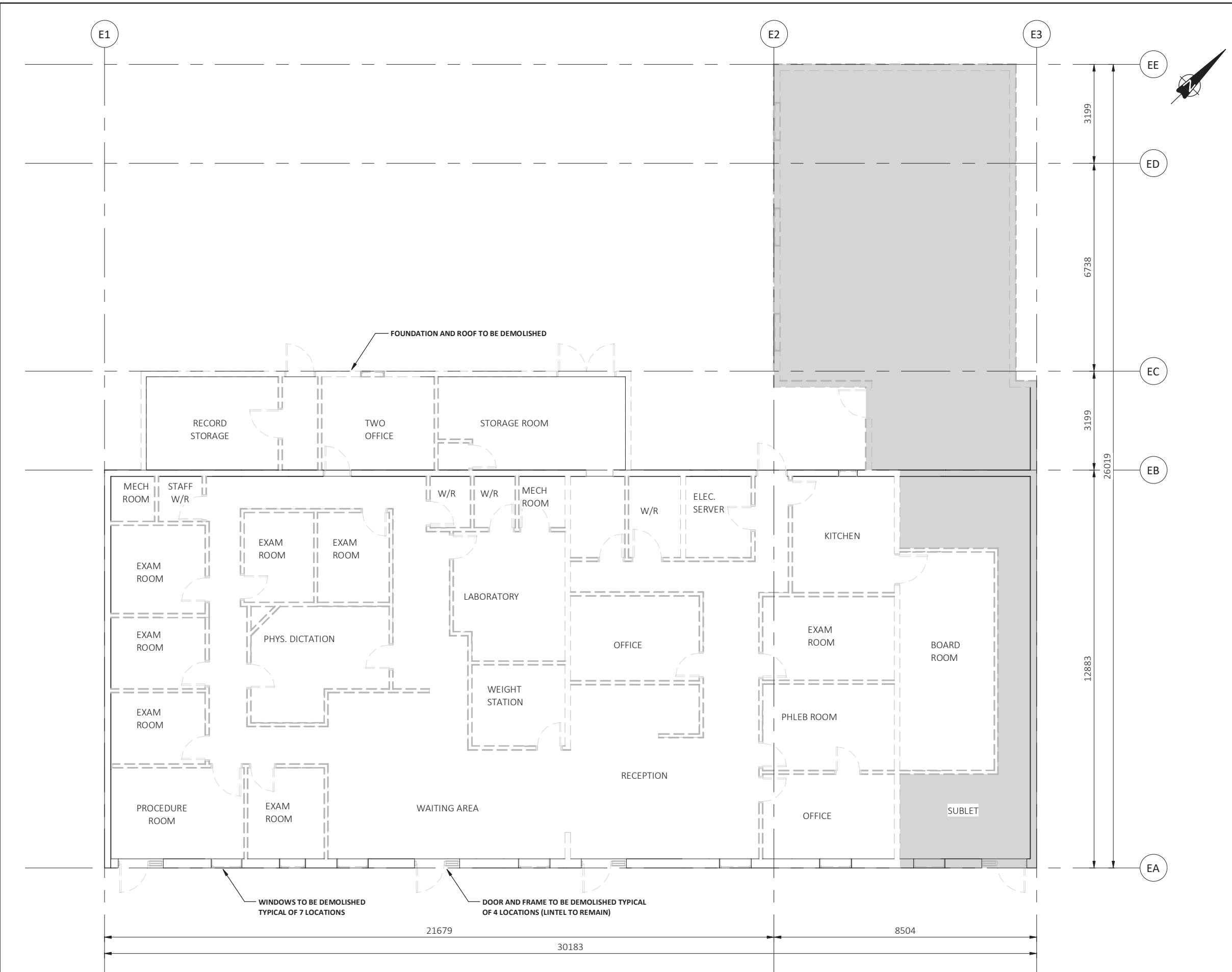
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5	23-10-11	FOR AHS REVIEW
4	23-09-20	FOR AHS REVIEW



NHC MANAGEMENT COMMITTEE

**NANTON HEALTH CENTER
STRUCTURAL
EXISTING PLAN**

DESIGNED	CPV	JOB	1725-026-00
DRAWN	RNF, KRM	SCALE	1 : 125
DATE	NOVEMBER 2023	DRAWING	S2.0



NOTES:

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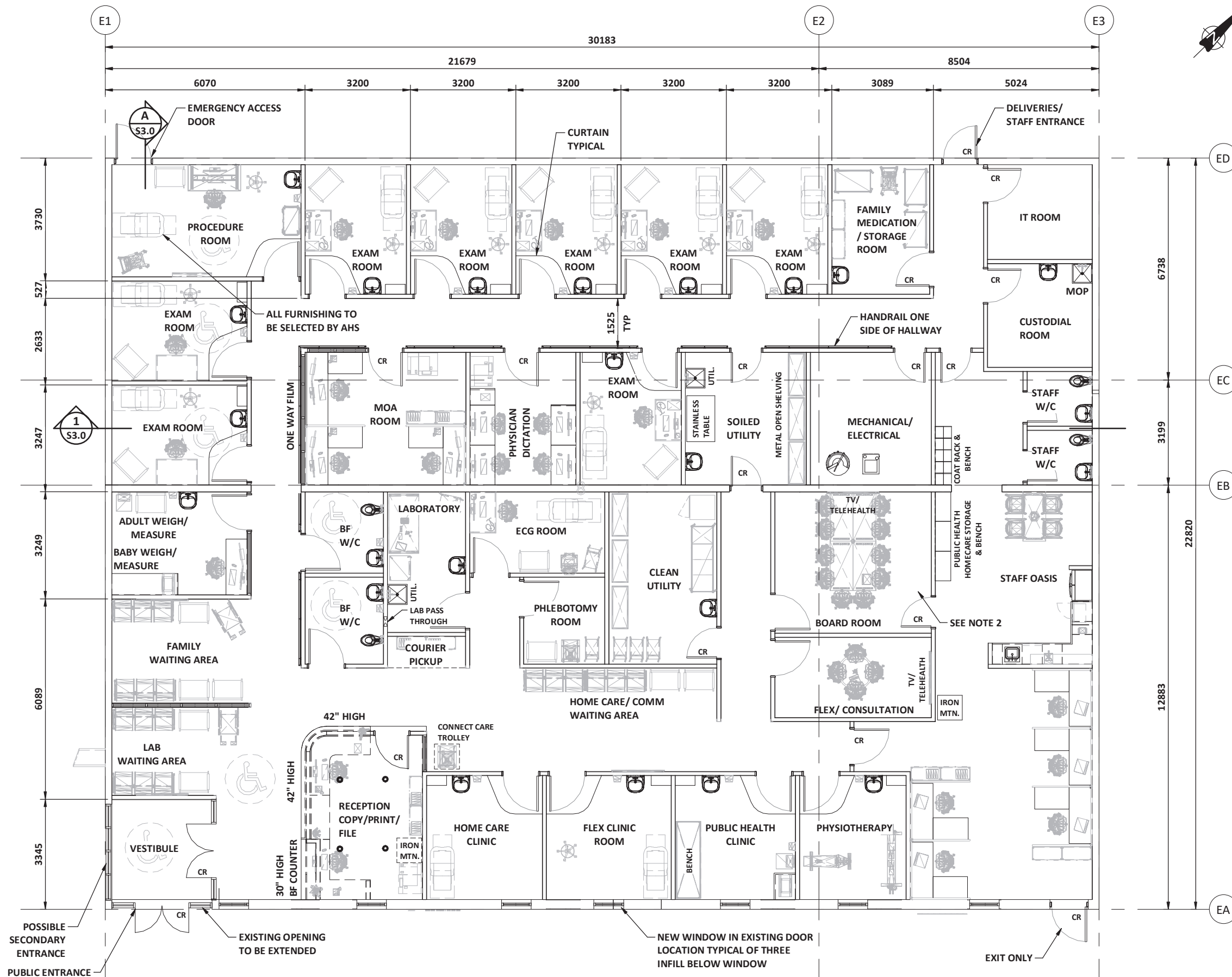
ISSUE	YY-MM-DD	REVISION
7	23-11-21	FOR AHS REVIEW
6	23-10-27	FOR AHS REVIEW
5	23-10-11	FOR AHS REVIEW
4	23-09-20	FOR AHS REVIEW



NHC MANAGEMENT COMMITTEE

**NANTON HEALTH CENTER
STRUCTURAL
DEMOLITION PLAN**

DESIGNED	CPV	JOB	1725-026-00
DRAWN	RNF, KRM	SCALE	1 : 125
DATE	NOVEMBER 2023	DRAWING	S2.1



NOTES:

1. CR = CARD READER
2. SMUDGING TO BE COMPLETED IN BOARDROOM, AND FLEX/CONSULTATION ROOMS. ROOMS TO BE NEGATIVELY PRESSURED AS REQUIRED TO ACCOMMODATE SMUDGING.
3. DOORS TO HAVE 10"x4" LITE WITH FROSTING FOR PRIVACY/ SECURITY
4. EXTERIOR WINDOWS IN EXAM ROOMS TO HAVE FROSTING FOR PRIVACY.

THIS DRAWING MAY HAVE BEEN MODIFIED FROM ITS ORIGINAL SIZE. ALL SCALE NOTATIONS INDICATED ARE BASED ON 11"x17" FORMAT DRAWINGS

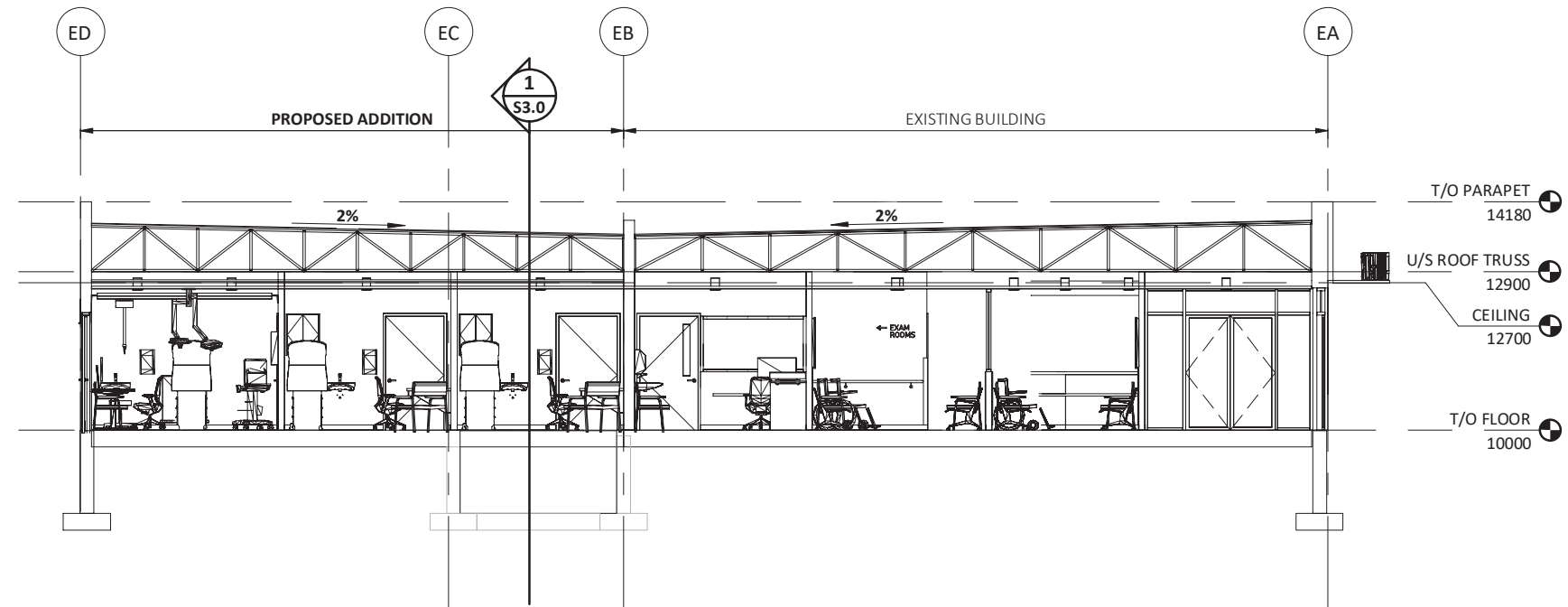
ISSUE	YY-MM-DD	REVISION
7	23-11-21	FOR AHS REVIEW
6	23-10-27	FOR AHS REVIEW
5	23-10-11	FOR AHS REVIEW
4	23-09-20	FOR AHS REVIEW



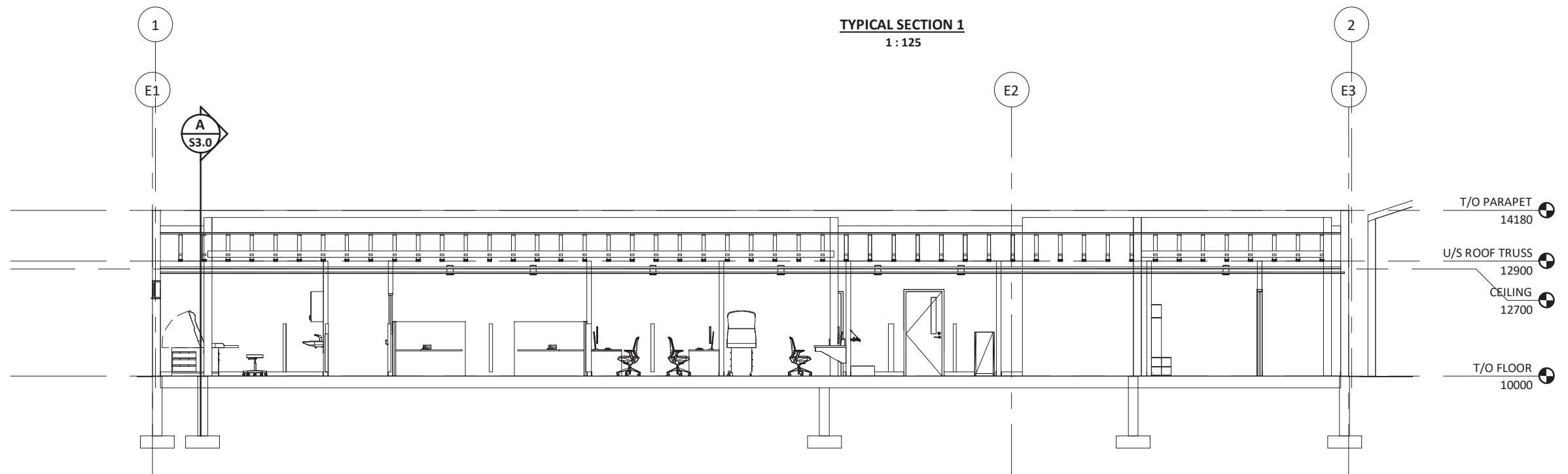
NHC MANAGEMENT COMMITTEE

NANTON HEALTH CENTER
STRUCTURAL
PROPOSED FLOOR PLAN

DESIGNED	CPV	JOB	1725-026-00
DRAWN	RNF, KRM	SCALE	1 : 125
DATE	NOVEMBER 2023	DRAWING	S2.2



TYPICAL SECTION 1
1 : 125



TYPICAL SECTION 2
1 : 125

NOTES:

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ISSUE	YY-MM-DD	REVISION



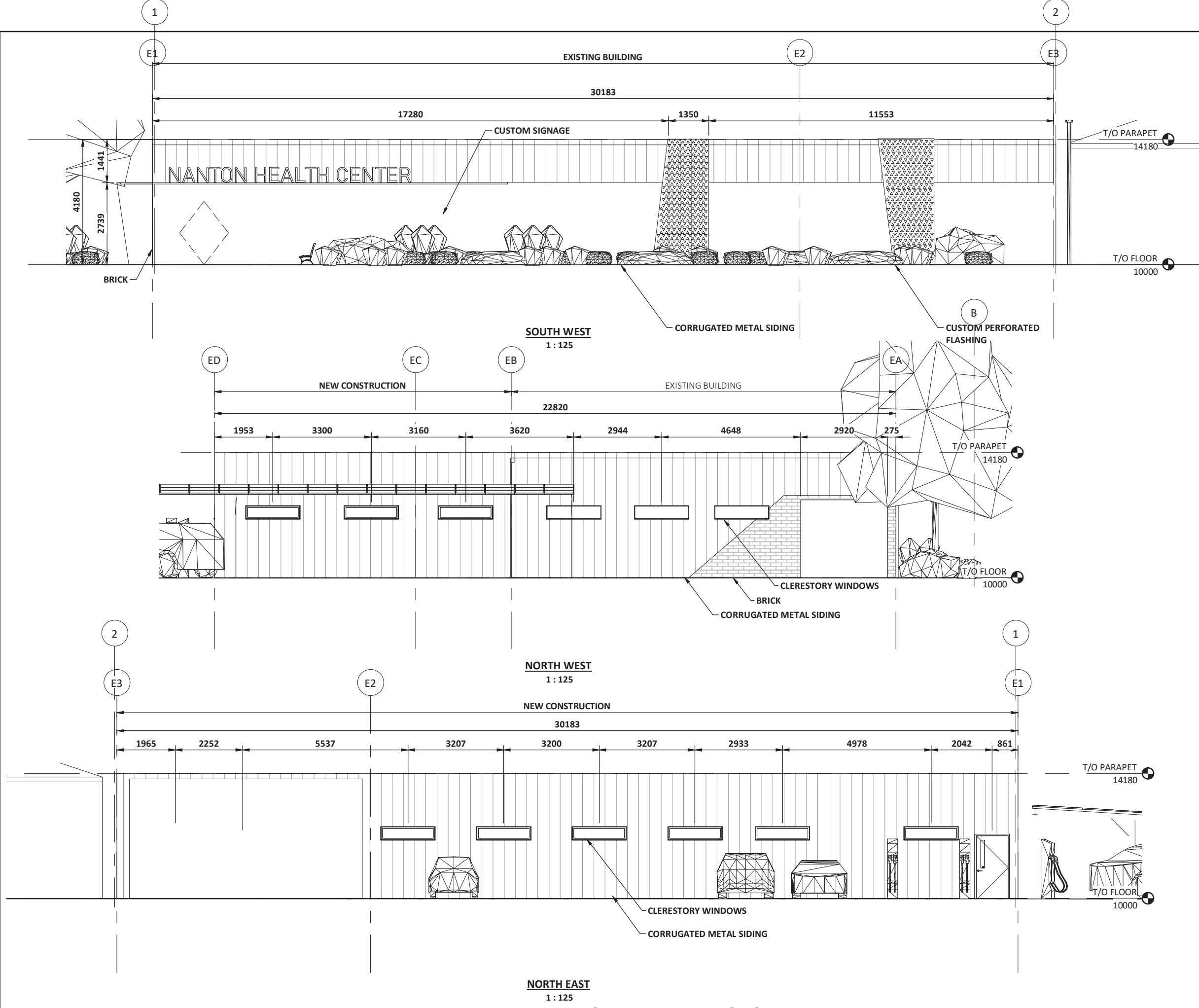
NHC MANAGEMENT COMMITTEE

**NANTON HEALTH CENTER
STRUCTURAL
SECTIONS AND DETAILS**

DESIGNED	CPV	JOB	1725-026-00
DRAWN	RNF	SCALE	1 : 125
DATE	NOVEMBER 2023	DRAWING	S3.0

DIGITAL DRAWINGS BEST VIEWED IN ©ADOBE ACROBAT READER

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NOTES:
1. ALL ELEVATIONS FOR CONCEPTUAL PURPOSES ONLY

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ISSUE	YY-MM-DD	REVISION
7	23-11-21	FOR AHS REVIEW
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5	23-10-11	FOR AHS REVIEW
4	23-09-20	FOR AHS REVIEW

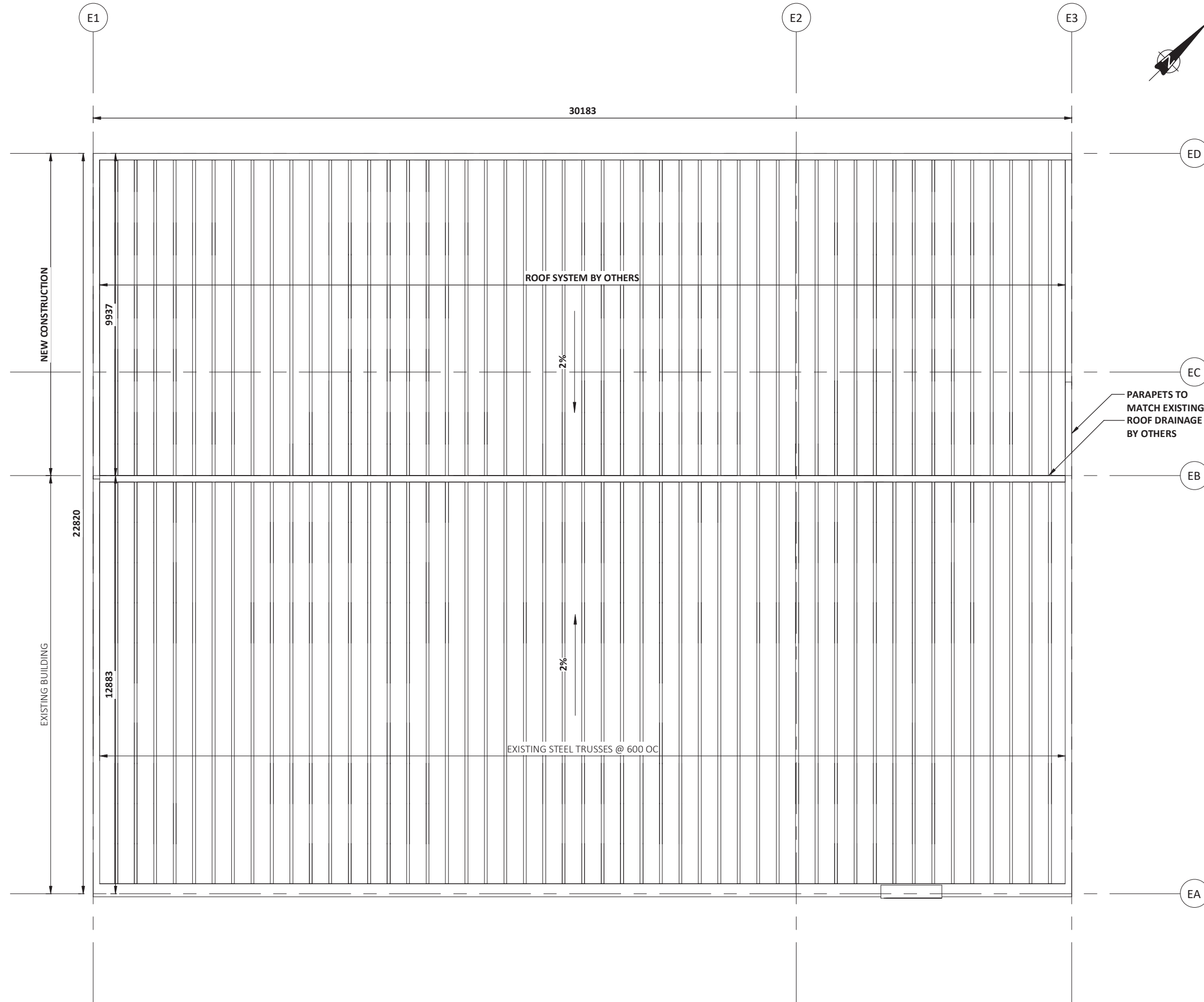


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NHC MANAGEMENT COMMITTEE

**NANTON HEALTH CENTER
STRUCTURAL
ELEVATIONS**

DESIGNED	CPV	JOB	1725-026-00
DRAWN	RNF	SCALE	1:125
DATE	NOVEMBER 2023	DRAWING	53.1



NOTES:

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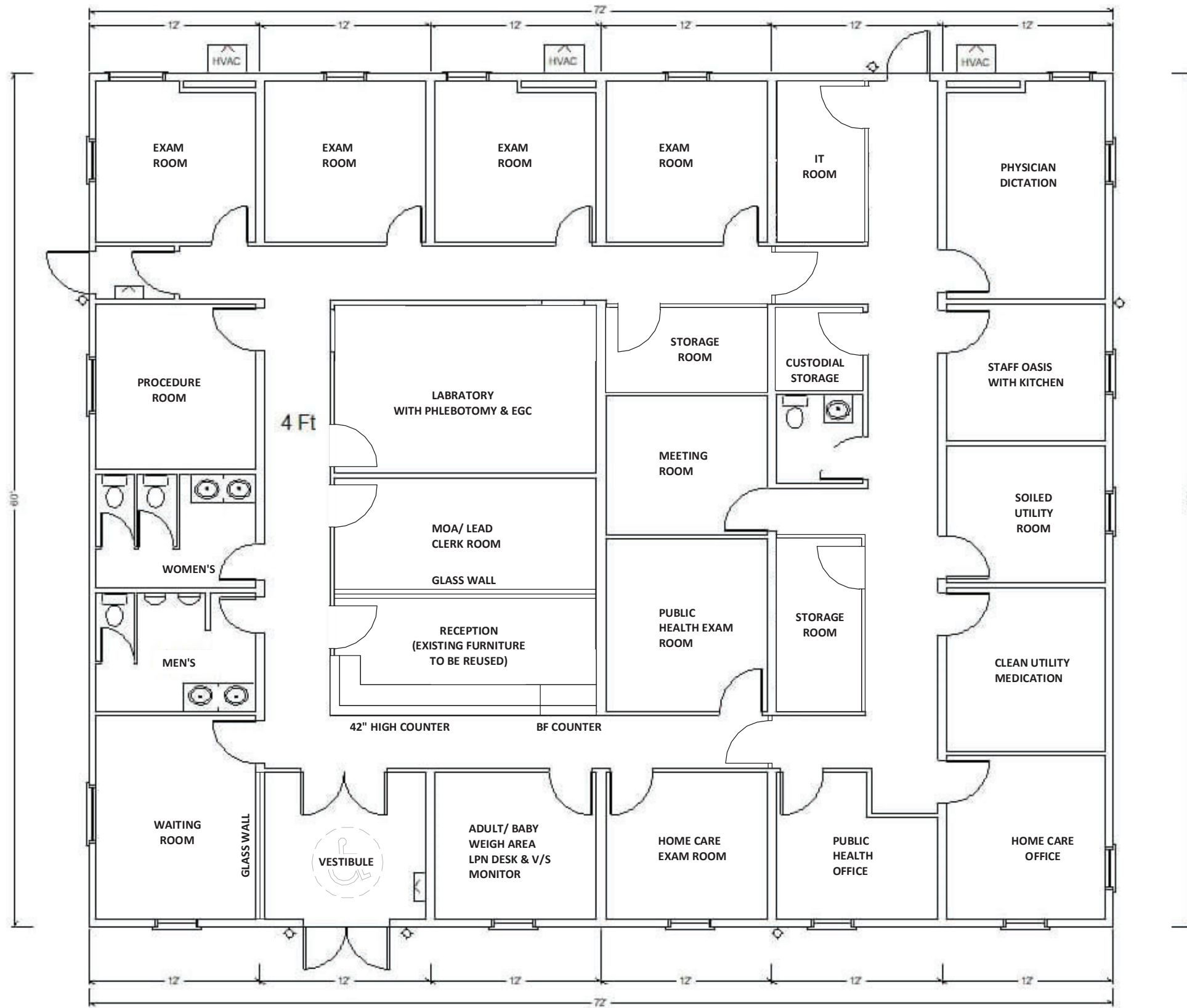
6	23-10-27	FOR AHS REVIEW
5	23-10-11	FOR AHS REVIEW
4	23-09-20	FOR AHS REVIEW
3	23-08-25	FOR AHS REVIEW
ISSUE	YY-MM-DD	REVISION



NHC MANAGEMENT COMMITTEE

NANTON HEALTH CENTER
STRUCTURAL
PRELIMINARY ROOF PLAN

DESIGNED	Designer	JOB	1725-026-00
DRAWN	Author	SCALE	1 : 125
DATE	NOVEMBER 2023	DRAWING	S3.3



NOTES:

- CONTRACTOR TO PROVIDE PROPOSED BUILDING LAYOUT FOR TEMPORARY SERVICE BUILDING

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ISSUE	YY-MM-DD	REVISION
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4	23-09-20	FOR AHS REVIEW



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NHC MANAGEMENT COMMITTEE

**NANTON HEALTH CENTER
STRUCTURAL
TEMPORARY STRUCTURE**

DESIGNED	CPV	JOB	1725-026-00
DRAWN	RNF, KRM	SCALE	1 : 100
DATE	NOVEMBER 2023	DRAWING	53.4



Nanton Health Centre Management Committee

Nanton Health Centre
Order of Magnitude Cost Estimate
With GICB Grant Initiative

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL COST
General Condition				
General Conditions	1	LS	650,000.00	\$ 650,000.00
			SUBTOTAL	\$ 650,000.00
Building Demolition				
Existing NHC Rear Auxiliary Building Demo	170	m ²	500.00	\$ 85,000.00
Existing Interior Building Demo	385	m ²	500.00	\$ 192,500.00
			SUBTOTAL	\$ 277,500.00
Nanton Medical Centre Renovation				
Architectural				
Exterior Envelope	370	m ²	750.00	\$ 277,500.00
Roofing	690	m ²	350.00	\$ 241,500.00
Exterior Doors	8	each	4,500.00	\$ 36,000.00
Partitions	690	m ²	300.00	\$ 207,000.00
Interior Doors	31	each	2,500.00	\$ 77,500.00
Fittings	690	m ²	30.00	\$ 20,700.00
Finishes	690	m ²	450.00	\$ 310,500.00
Fixed Furnishings	690	m ²	290.00	\$ 200,100.00
Structural				
Foundations	300	m ²	250.00	\$ 75,000.00
Slab on Grade	690	m ²	280.00	\$ 193,200.00
Superstructure	300	m ²	550.00	\$ 165,000.00
Mechanical				
Plumbing Fixtures and Sanitary	690	m ²	320.00	\$ 220,800.00
Domestic Water	690	m ²	120.00	\$ 82,800.00
Heating Ventilation and Air Conditioning	690	m ²	790.00	\$ 545,100.00
Electrical				
Electrical Service/Distribution	690	m2	260.00	\$ 179,400.00
Lighting and Branch Wiring	690	m2	360.00	\$ 248,400.00
Communications and Security Roughin	690	m2	160.00	\$ 110,400.00
ATS/Generator Connection	690	m2	35.00	\$ 24,150.00
Fire Alarm	1	each	75,000.00	\$ 75,000.00
AV Equipment Roughin	1	each	50,000.00	\$ 50,000.00
			SUBTOTAL	\$ 3,340,100.00
Site Works				
Site Improvements				
Concrete Removals	60	m2	22.00	\$ 1,320.00
Concrete Sidewalk Replacements	55	m ²	210.00	\$ 11,550.00
Asphalt Removals	100	m ²	7.50	\$ 750.00
Existing Gravel Disposal	200	m ³	17.00	\$ 3,400.00
300mm Subgrade Preparation	1,100	m2	8.00	\$ 8,800.00
250mm Base Granular Material	1,100	m2	15.00	\$ 16,500.00
Prime Coat	1,100	m2	2.00	\$ 2,200.00
90mm HMA - Type III	1,100	m2	35.00	\$ 38,500.00
Solar Shade Structure	1	LS	250,000.00	\$ 250,000.00
Line Painting	1	L.S.	3,500.00	\$ 3,500.00
Landscape Upgrades	1	L.S.	30,000.00	\$ 30,000.00
Site Civil				
Water Service Upgrade	1	L.S.	4,000.00	\$ 4,000.00
Sanitary Service Upgrade	1	L.S.	3,500.00	\$ 3,500.00
Site Electrical				
Electrical Service Upgrade	1	LS	45,000.00	\$ 45,000.00
EV Chargers	2	each	20,000.00	\$ 40,000.00
Solar Generation System	1	each	150,000.00	\$ 150,000.00
Parking Lot Plugs	8	each	2,000.00	\$ 16,000.00
			SUBTOTAL	\$ 625,000.00



Nanton Health Centre Management Committee
Nanton Health Centre
Order of Magnitude Cost Estimate
With GICB Grant Initiative

Temporary Facility				
60x72 Modular Unit Rental (based on 18 month construction)	20	month	8,000.00	\$ 160,000.00
60x72 Modular Installation	1	L.S.	80,000.00	\$ 80,000.00
60x72 Modular Removal (Assumed)	1	L.S.	20,000.00	\$ 20,000.00
60x72 Modular Transportation	1	L.S.	30,000.00	\$ 30,000.00
60x72 Modular Modifications (to suit NHC)	1	L.S.	180,000.00	\$ 180,000.00
60x72 Modular Service Connection	1	L.S.	60,000.00	\$ 60,000.00
<i>SUBTOTAL</i>				\$ 530,000.00
AHS FFE				
IT	1	L.S.	371,800.00	\$ 371,800.00
Security	1	L.S.	185,000.00	\$ 185,000.00
Furniture and Equipment	1	L.S.	1,250,000.00	\$ 1,250,000.00
Move Services	1	L.S.	25,000.00	\$ 25,000.00
Signage	1	L.S.	25,000.00	\$ 25,000.00
<i>SUBTOTAL</i>				\$ 1,856,800.00
<i>TOTAL</i>				\$ 7,279,400.00
<i>CONTINGENCY ALLOWANCE (15%)</i>				\$ 1,091,900.00
<i>DESIGN-BUILD ENGINEERING SERVICES (6%)</i>				\$ 436,800.00
<i>TOTAL</i>				\$ 8,808,100.00



Nanton Health Centre Management Committee

Nanton Health Centre
Order of Magnitude Cost Estimate
Without GICB Grant Initiative

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Nanton Health Centre Management Committee
Nanton Health Centre
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60x72 Modular Transportation	1	L.S.	30,000.00	\$ 30,000.00
60x72 Modular Modifications (to suit NHC)	1	L.S.	180,000.00	\$ 180,000.00
60x72 Modular Service Connection	1	L.S.	60,000.00	\$ 60,000.00
<i>Subtotal</i>				\$ 530,000.00
AHS FFE				
IT	1	L.S.	371,800.00	\$ 371,800.00
Security	1	L.S.	185,000.00	\$ 185,000.00
Furniture and Equipment	1	L.S.	1,250,000.00	\$ 1,250,000.00
Move Services	1	L.S.	25,000.00	\$ 25,000.00
Signage	1	L.S.	25,000.00	\$ 25,000.00
<i>Subtotal</i>				\$ 1,856,800.00
<i>Total</i>				\$ 6,376,900.00
<i>Contingency Allowance (15%)</i>				\$ 956,500.00
<i>Design-Build Engineering Services (6%)</i>				\$ 382,600.00
<i>Total</i>				\$ 7,716,000.00

RISK REGISTRY - NANTON HEALTH CENTER - RETROFIT

Likelihood Categories		
Score	Descriptor	Description
1	Improbable	about 1 in 1000
2	Remote	about 1 in 100
3	Unlikely	about 1 in 10
4	Likely	more likely to happen than not
5	Certain	expect it to happen

Severity Categories	
Score	Impact
1	<ul style="list-style-type: none"> Insignificant or negligible impact on Project or Schedule Minor design detail changes and minor impact on Project
2	<ul style="list-style-type: none"> Minor impact accomplishing Project objectives or delay within Schedule Minor design detail changes applied extensively or to multiple locations
3	<ul style="list-style-type: none"> Significant impact accomplishing Project objectives or delay within Schedule Moderate design detail changes applied throughout or to multiple locations
4	<ul style="list-style-type: none"> Major impact accomplishing project objectives or delay within Schedule. Fundamental re-work required (i.e. Project re-design or re-approval) Schedule delay in opening of critical areas
5	<ul style="list-style-type: none"> Redefine Scope of Work / Mitigate Risk before proceeding.

List of Risk Types	
Code	Description
U	Utilities
E	Environment
A	Approvals and Permits
P	Property and Agreements
S	Scope Clarity
C	Construction
Ds	Design
F	Financial
Bc	Business Continuity
Pr	Political Risk
M	Project Management
Q	Quality

Risk Profile					
Likelihood Score	Severity Score				
	1	2	3	4	5
5	Yellow	Red	Red	Red	Red
4	Yellow	Yellow	Red	Red	Red
3	Green	Yellow	Yellow	Red	Red
2	Green	Green	Yellow	Yellow	Red
1	Green	Green	Green	Yellow	Yellow

No.	Nature of Risk	Risk Type	Implications	Likelihood	Severity	Risk	Mitigation	Responsible Party	Comments	Status
1	Inadequate utilities for the facility	U	Inability for the facility to operate as intended	1	3	Low	Early confirmation of utility capacity	Design Team	Existing services are adequate - Green alternatives being considered where possible to lower demand on these services	Preliminary
2	Environmental damage	E	Environmental contamination	1	3	Low	Contractor to dispose of waste appropriately. Use environmentally sustainable materials where appropriate. Use green alternatives where possible to minimize the environmental impact	Contractor	Green items will need to be specified in the RFP	Preliminary
3	Delay in grant funding notification	A	Delay to the project schedule	3	5	High	Apply for funding as soon as possible, continue to check in with the funding body to ensure timelines and expectations are aligned	Committee	Cannot advertise the RFP until we receive grant notification as the scope will change depending on grant success	Preliminary
4	Inability to secure appropriate permits	A	Delay to the project schedule	2	2	Low	Contractor to gain all permits as required	Contractor	Municipal permits could be streamlined to minimize processing time	Preliminary
5	Inability to secure a long term lease with tenant	P	Lost revenue	3	5	High	Ensure a long term lease is secured prior to advertisement of the RFP	Committee	Will need to gain grant notification prior to long term lease agreement as this will establish a fair cost for the lease	Preliminary
6	Expectations are not aligned	S	Disappointment	3	3	Medium	Meet and provide plans to the potential tenant to ensure project scope and end product is understood and agreed upon	All	Clear communication about floor plan and building model - 3D model provided	Preliminary
7	Contractor Disagreement	S	Conflict with the contractor - cost increases	3	3	Medium	RFP proceeds, provide 3D model, floor plan, and a solid RFP document to ensure the scope and expectations are aligned. Confirmation of understanding with highest ranking RFP	Design Team	RFP process and discussions with the contractor prior to award to ensure alignment with the committee's expectations	Preliminary
8	Delay or inability to source supplies/labor	C	Delay to the project schedule and additional costs	4	2	Medium	Penalty structure within contract for delays - Contractor to order early, specify available supplies, plan in advance	Contractor	Likely to occur, may need to include a penalty structure to the RFP to cover costs of the mobile units for business continuity	Preliminary
9	Non-sustainable service delivery	F	Services cannot be provided in time	2	5	High	Ensure the business model includes lifecycle costing to understand true costs and revenues required to support the service	Committee	Understand Capital, Operations, Maintenance, Renewal, and Disposal costs	Preliminary
10	Committee partners are severed	F	Increased cost to other committee members	1	5	Medium	Maintain positive working relations with committee members	Committee	A long term agreement between the committee partners may be required	Preliminary

RISK REGISTRY - NANTON HEALTH CENTER - RETROFIT

Likelihood Categories		
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5	<ul style="list-style-type: none"> Redefine Scope of Work / Mitigate Risk before proceeding.

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E	Environment
A	Approvals and Permits
P	Property and Agreements
S	Scope Clarity
C	Construction
Ds	Design
F	Financial
Bc	Business Continuity
Pr	Political Risk
M	Project Management
Q	Quality

Likelihood Score	Risk Profile				
	Severity Score				
	1	2	3	4	5
5	Yellow	Red	Red	Red	Red
4	Yellow	Yellow	Red	Red	Red
3	Green	Yellow	Yellow	Red	Red
2	Green	Green	Yellow	Yellow	Red
1	Green	Green	Green	Yellow	Yellow

No.	Nature of Risk	Risk Type	Implications	Likelihood	Severity	Risk	Mitigation	Responsible Party	Comments	Status
11	Business continuity is inadequate	Bc	The health center cannot operate	2	2	Low	Install a 72x60 modular workspace and transfer equipment prior to construction occurring	Contractor	Medical clinic can operate from modular setup temporarily while construction is occurring	Preliminary
12	Citizens express project concerns	Pr	Additional resources required to mitigate public concerns	2	1	Low	Ensure public awareness of the project throughout the duration	Committee	This is the nature of the business	Preliminary
13	Committee - Loss of key staff	Pm	Delay to the project schedule	3	2	Medium	Continue to be a preferred employer in the region.	Committee	Be a competitive and preferred employer	Preliminary
14	Contractor - Loss of key staff	Pm	Delay to the project schedule	3	2	Medium	Review and consider employee retention in the RFP scoring	Committee	Review key staff longevity and retention	Preliminary
15	Poor quality building/finishes	Q	Life expectancy of building and components are shortened	3	2	Medium	Advertise an appropriately detailed RFP, choose a reputable trusted contractor, specify exact items as desired	Design Team	Clearly specify expectations in the RFP and clarify with the contractor prior to contract award	Preliminary

July 21, 2023

VIA Email: finance@nanton.ca

Town of Nanton
1907 21 Avenue
T0L 1R0

Attention: Clayton Gillespie

Re: Letter of Support, Green and Inclusive Community Building Program

Alberta Health Services (AHS) is committed to negotiating a lease agreement (subject to executive approval and approval from Minister of Health, Province of Alberta). This new lease agreement will support health care delivery in the Town of Nanton and surrounding communities.

The success of the Green and Inclusive Community Grant will greatly assist in making this transaction possible. We understand that a proposed new facility will be built considering net-zero carbon, climate resilience, and accessibility, these factors will ensure sustainable and accessible health care space for AHS clients and staff.

AHS is excited for this opportunity and recommends and supports a successful grant application by the Town of Nanton.

Warm regards,
Sherry Russell
Director, Real Estate (south Sector)
Capital Management



Municipal District of Willow Creek

Office of the Reeve

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

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

Nanton Health Centre Management Committee
Mr. Evan Berger – Chair
Box 609
Nanton, AB
T0L1R0

Dear Chair Berger,

RE: Municipal District of Willow Creek Letter of Support for Nanton Health Centre Project

The Council of the Municipal District of Willow Creek No. 26 has passed the following resolution in support of the Nanton Health Centre Management Committee project for the Nanton Health Centre Project:

Moved by

“Be it resolved that the Municipal District of Willow Creek No. 26 support the Business Plan proposed by the Nanton Health Centre Management Committee including the application to the Infrastructure Canada – Green and Inclusive Community Building program for the purpose of renovating the Nanton Health Centre.”

We look forward to the benefits that will accrue to the region as a result of this collaborative regional project.

Sincerely, on Behalf of Council,

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



Town of Nanton

1907 21 Avenue, PO Box 609, Nanton, Alberta T0L 1R0

P 403.646.2029 F 403.646.2653 nanton.ca

September 7, 2022

Nanton Health Centre Management Committee

Mr. Evan Berger – Chair

Box 609

Nanton, AB

T0L 1R0

Dear Chair Berger,

Re: Town of Nanton Letter of Support for Nanton Health Centre Project

The council of the Town of Nanton recently passed the following resolution in support of the proposed Nanton Health Centre Project:

RESOLUTION # 265 - 22/09/06 – Czop

“Be it resolved that the Town of Nanton support the Business Plan proposed by the Nanton Health Centre Management Committee including the application to the Infrastructure Canada – Green and Inclusive Community Building program for the purpose of renovating the Nanton Health Centre.”

We are deeply appreciative of the committee and its efforts to make this unique and collaborative regional project a success.

Sincerely, on behalf of Council,

Roger Miller

Deputy Mayor

Town of Nanton



MUNICIPAL DISTRICT OF RANCHLAND NO. 66

September 12, 2022

Nanton Health Centre Management Committee
Mr. Evan Berger, Chair
Box 609
Nanton, Alberta
T0L 1R0

Dear Chair Berger,

Re: Municipal District of Ranchland Letter of Support for the Nanton Health Centre Project

The Council of the Municipal District of Ranchland No.66 passed the following resolution in support of the Nanton Health Centre Management Committee Project:

Motion No. 22/09/06/257 **MOVED** by Deputy Reeve Streeter that the Municipal District of Ranchland send a letter of support for the Business Plan proposed by the Nanton Health Centre Management Committee including the application to the Infrastructure Canada – Green and Inclusive Building program for the purpose of renovating the Nanton Health Centre.

CARRIED UNANIMOUSLY

We strongly support the regional cooperation demonstrated by this project and are appreciative of the increased benefits to the public that will result from the collaborative effort.

Sincerely, on behalf of Council,

Harry Streeter,
Deputy Reeve
Municipal District of Ranchland No.66