

AGENDA

December 11, 2023, at 7:00 p.m.
Council Chambers at the Tom Hornecker
Recreation Centre, 2nd Floor, 2122 – 18 Street

REGULAR COUNCIL MEETING

1. CALL TO ORDER & ADOPTION OF AGENDA:

2. PRESENTATIONS: None

3. REPORTS:

3.1 CHIEF ADMINISTRATIVE OFFICER:

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

3.2 FINANCIAL:

- 3.2.1 Accounts Payable Reports November 2023 – E

3.3 COUNCIL:

- 3.4.2 COUNCILLOR VICTOR CZOP - E
- 3.4.3 COUNCILLOR ROGER MILLER - E
- 3.4.6 COUNCILLOR KEVIN TODD - E

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

- 4.1.1 Regular Minutes of Council Meeting November 20, 2023 - E
- 4.1.2 Committee of the Whole of Council Meeting Minutes November 27, 2023 - E

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
- 4.2.2 Municipal Development Plan Bylaw #1306/18 – E
- 4.2.3 2024 Capital Budget draft – E
- 4.2.4 Additional Committee of the Whole Meeting Thursday January 11, 2024

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

- 5.1 Fees & Rates Bylaw update - E

5.2 Annual Funding Agreements and Community Support Grants - E

5.3 Information Brief – Yard Waste Survey Results - E

6. CORRESPONDENCE:

6.1 FOR ACTION: None

6.2 FOR INFORMATION:

6.2.1 Letter from Royal Canadian Mounted Police and Report Tom Nair – 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:

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

8. ADJOURNMENT:



REPORT FROM ADMINISTRATION

Meeting: November 20th 2023

Agenda Item: 3.1.2

Chief Administrative Officer

Website change

The Request for Proposals closed on November 30th with approximately twenty proposals received. Four of those proposals were from regular local government service providers, although not our current service provider (Civicplus). As Council may recall, this RFP was initiated due to an arbitrary near 20% fee increase in 2023.

The proposal from UPANUP studios was selected as the best value for money proposal by an experienced municipal service provider. They currently provide website services to Foothills County and Okotoks amongst many others and have an office in Calgary.

Good examples of their product for towns and villages can be seen here:

www.oliver.ca

www.sunpeaksmunicipality.ca

<http://www.100milehouse.com/>

At an estimated initial cost of \$7,500 and \$2,400 per year for the next 4-5 years, this was the most cost-effective option available and within current budgetary tolerance for the service which had risen to nearly \$9000 per annum with the existing provider. Going this route allows both Administration and Council to look at how the Town can add value to its online presence cost-effectively once more. CivicPlus served the Town well for nearly ten years, but the marketplace has changed significantly since 2014 and will continue to do so.

Sara Lynn Lyons will lead this project in the first half of 2024.

Public Notices/ Public Participation

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, has joined us already. A High River resident, we are looking forward to working with someone who already knows our community as a regular visitor.

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

Administration will look at refreshing the online Google map ahead of the New Year.

Most December reports will be enclosed with January agenda packages.

Respectfully submitted,

The block contains a handwritten signature in black ink that reads "Neil Smith". Below the signature is the official logo of the Nanton Rural Municipality. The logo features the word "NANTON" in a bold, sans-serif font. Below the name is a horizontal oval containing a stylized landscape with a sun or moon and a river. To the left of the oval is the word "EST" and to the right is the year "1903".

Neil Smith, RPP
Chief Administrative Officer



STATUS REPORT

Meeting: December 11, 2023
Agenda Item: 3.1.1

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

CAO = Chief Administrative Officer
DO = Development Officer

CS = Corporate Services
LS = Legislative Services

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

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

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

COUNCIL MEEETING

Res #	Description	Notes	Status	FWD
Regular Meeting November 20, 2023				
327-23/11/20	CAO to review By#1339 Non-Res Subclass prior 09/24		IP	CS/CAO
328-23/11/20	CAO to issue RFP for Engineers & purchase/install sludge dewatering press for WWTP		C	CAO/CS
329-23/11/20	CAO to proceed w/Water for Life application for High River regional water connection by Nov 30	MPE submitting on Town's behalf	C	OTHER
330-23/11/20	Approve up to \$300 K from reserves – add'l cost WTP aeration project (MPE Engineers' bid process)	Actual costs TBD w/ bid award	C	OTHER/ CAO

COMMITTEE OF THE WHOLE

Res #	Description	Notes	Status	FWD
Committee of the Whole November 27, 2023				
1-23/11/27	Resolution required for Option 1: Full Cost Recovery, as outline in the MPE Draft Off-Site Levy Infrastructure Review dated October 20, 2023		IP	LS
2-23/11/27	Amendment to MDP Bylaw#1306/18		IP	DO
3-23/11/27	Updated 5-year Capital Plan		IP	CS

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	Organizational Meeting – letters required for Council representation		C	LS
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

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), <i>incorporating manhole chamber renewal(s)</i>	COMPLETE	\$150,000	Gas Tax

Flusher (for sewer collection mains) Modifying the 2009 flusher is not an option, therefore a whole new unit is required as a 2024 project.

\$20,000 MSI/LGFF

WWTP Equipment (chemical pump and metering)

\$25,000 MSI/LGFF

Water Valve Replacement (12 planned) **COMPLETE FOR 2023**

\$100,000 Gas Tax

Catch Basin/ swale (Ranchland Motel corner) project: *further discussion*

\$20,000 MSI/LGFF

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

Pathway Rehab (Ball Diamond area) **COMPLETE**

\$20,000 MSI/LGFF

Playground updates (handicap accessible swings and groundwork):
deferred – linked to Boards project delays at THRC

\$25,000 MSI/LGFF

VIC washroom completion **COMPLETE**

\$10,000 Reserves

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 be 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

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.



Town of Nanton**Vendor Cheque Register Report****Range: November 1 to November 30, 2023****Sorted by: Cheque date**

Cheque Number	Vendor Cheque Name	Cheque Date	Amount	Cheque Details
EFT0000000004929	888351 Alberta Ltd o/a Wild Rose	11/10/2023	\$31,075.00	Sludge hauling & disposal
EFT0000000004931	BDO Canada LLP	11/10/2023	\$5,617.50	Interim audit fees
EFT0000000004932	Behrends Bronze Inc	11/10/2023	\$356.59	Cemetery plaques
EFT0000000004933	Canadian Linen & Uniform	11/10/2023	\$68.47	Office & library mat cleaning
EFT0000000004934	Canoe Procurement Group of Canada	11/10/2023	\$1,378.63	Miscellaneous supplies
EFT0000000004935	Canadian Recreation Solutions	11/10/2023	\$8,001.00	Playground equipment (capital)
EFT0000000004936	CARO Analytical Services	11/10/2023	\$528.15	Water testing
EFT0000000004937	Cattlemens Corner	11/10/2023	\$251.95	Work boots
EFT0000000004938	ClearTech Industries Inc	11/10/2023	\$1,526.28	WTP chemical
EFT0000000004939	Contain-A-Way Services	11/10/2023	\$653.02	Waste management fees
EFT0000000004940	Crossroad Energy Solutions Inc	11/10/2023	\$202.65	WWTP equipment repairs
EFT0000000004941	Enfield, Tracy	11/10/2023	\$898.39	Office & council meeting room cleaning
EFT0000000004942	GCS Automotive Repairs	11/10/2023	\$417.47	PW truck repairs
EFT0000000004943	G & JD Construction	11/10/2023	\$210.00	Genie lift rental
EFT0000000004945	Gregg Distributors Company Ltd	11/10/2023	\$530.59	Miscellaneous supplies
EFT0000000004946	Industrial Machine Inc	11/10/2023	\$19,524.75	PW truck plow - Capital budget
EFT0000000004947	Inspiris	11/10/2023	\$3,210.90	IT services
EFT0000000004948	Klearwater Equipment	11/10/2023	\$3,883.53	Isofloc (WTP chemical)
EFT0000000004950	Linde Canada Inc.	11/10/2023	\$655.50	Tank rental (WTP)
EFT0000000004951	Medteq Solutions CA Ltd.	11/10/2023	\$3,924.56	Fire department training platform
EFT0000000004952	Metercor Inc.	11/10/2023	\$624.75	Water meters
EFT0000000004953	Motion Industries (Canada) Inc	11/10/2023	\$1,031.31	Stainless steel ball bearings (WWTP)
EFT0000000004954	Nanton Home Hardware Building	11/10/2023	\$508.55	Miscellaneous supplies
EFT0000000004955	NextGen Automation	11/10/2023	\$130.16	Photocopier fees
EFT0000000004957	NL Smith & Sons Const Ltd	11/10/2023	\$12,810.78	PW truck (2003 International) repairs
EFT0000000004958	Peregrine Arena Solutions	11/10/2023	\$18,375.00	Arena board project (Capital)

EFT0000000004959	Pond Pro Canada Ltd.	11/10/2023	\$73,490.29	Reservoir aeration project (Capital)
EFT0000000004960	Integrated Sustainability Constructors	11/10/2023	\$157.50	WTP software
EFT0000000004961	Reynolds, Mirth, Richards & Farmer	11/10/2023	\$653.63	Legal fees
EFT0000000004962	Royal Canadian Legion #80	11/10/2023	\$75.00	Remembrance day donation
EFT0000000004963	Shawne Excavating	11/10/2023	\$48,684.42	Water line repairs
EFT0000000004964	Super Save Disposal (AB) Ltd	11/10/2023	\$1,534.85	Waste management fees
EFT0000000004965	Superior Safety Codes	11/10/2023	\$923.53	Safety code fees
EFT0000000004966	T & T Disposal Services	11/10/2023	\$6,178.26	Waste management fees
EFT0000000004967	TJ's Industrial Cleaning Services	11/10/2023	\$834.75	Arena concession range hood cleaning
EFT0000000004968	UFA Co-operative Ltd	11/10/2023	\$4,887.71	Fuel
20185	Alberta Registries	11/25/2023	\$20.00	Vehicle registrations
20187	Chubb Life Insurance Company	11/25/2023	\$143.46	Employee benefits
20188	Claresholm MInor Hockey	11/25/2023	\$218.05	Refund for ice rental not used
20189	Convergint Technologies LTD	11/25/2023	\$832.02	WWTP equipment repairs
20190	Country Boyz Industries Inc.	11/25/2023	\$210.00	Arena board signage
20191	Deloitte LLP	11/25/2023	\$6,037.50	ARO training for PSAS 3280
20192	Flys Etc o/a 504645 AB Inc	11/25/2023	\$530.72	Safety vests & patches
20193	Imperial Oil	11/25/2023	\$15.11	Fuel
20194	McNally Contractors Ltd	11/25/2023	\$899.42	Holdback on paving
20195	Municipal Information Network	11/25/2023	\$315.00	Annual membership
20196	Receiver General	11/25/2023	\$1,004.26	Statutory deductions
20197	Recon Utility Locating	11/25/2023	\$300.00	Utility locates
20198	Rural Municipalities of Alberta	11/25/2023	\$204.75	Membership fees
20199	Trojan Technologies Goup ULC	11/25/2023	\$103.95	Parts
EFT0000000004969	B & B Energy Services Ltd.	11/25/2023	\$8,957.55	Sump pit reinforcing
EFT0000000004970	Calgary Lock & Safe	11/25/2023	\$563.01	Community centre door repairs
EFT0000000004971	Canadian Linen & Uniform	11/25/2023	\$68.47	Office & library mat cleaning
EFT0000000004972	Canoe Procurement Group of Canada	11/25/2023	\$831.30	Miscellaneous supplies
EFT0000000004973	CARO Analytical Services	11/25/2023	\$528.15	Water and Wastewater testing
EFT0000000004974	Cattlemens Corner	11/25/2023	\$491.23	Miscellaneous supplies
EFT0000000004975	Central Sharpening Ltd	11/25/2023	\$136.50	Ice blade sharpening
EFT0000000004976	Coyote Courier Ltd	11/25/2023	\$1,544.84	Courier fees
EFT0000000004977	CUPE	11/25/2023	\$1,005.32	Union fees
EFT0000000004978	Ecco Recycling and Energy Corp	11/25/2023	\$1,735.04	Recycling fees

EFT0000000004979	Foothills Regional Services Commission	11/25/2023	\$3,184.00	Landfill tippage fees
EFT0000000004980	GM Mechanical Ltd	11/25/2023	\$770.74	Office HVAC maintenance
EFT0000000004981	iA Financial Group	11/25/2023	\$80.99	Employee benefits
EFT0000000004982	Inspiris	11/25/2023	\$298.20	IT services
EFT0000000004983	Kana Developments Ltd.	11/25/2023	\$1,875.21	PW building renos
EFT0000000004984	Klearwater Equipment	11/25/2023	\$3,232.74	WTP chemical
EFT0000000004985	MPE Engineering Ltd	11/25/2023	\$16,318.32	Reservoir aeration project (Capital)
EFT0000000004986	Nanton Auto Parts Ltd.	11/25/2023	\$261.27	Miscellaneous supplies
EFT0000000004987	Nanton Home Hardware Building	11/25/2023	\$226.79	Miscellaneous supplies
EFT0000000004988	Nanton Thelma Fanning Library	11/25/2023	\$2,000.00	Reimbursement of donation
EFT0000000004990	Orkin Canada Corporation	11/25/2023	\$1,102.00	Pest control (fire hall)
EFT0000000004991	Pacific Flow Control Ltd.	11/25/2023	\$4,939.62	Hydrant repair & maintenance
EFT0000000004992	RMA Insurance Ltd.	11/25/2023	\$137,068.59	2024 Insurance renewal
EFT0000000004994	Shawne Excavating	11/25/2023	\$7,565.49	Waterline repairs
EFT0000000004995	Signcraft Digital (1978) Inc.	11/25/2023	\$525.00	Banner replacement
EFT0000000004996	Volker Stevin Contracting Ltd	11/25/2023	\$891.19	Signage for hwy 2 water repair
Total Cheques: 77			<u>\$460,851.22</u>	



MONTHLY COUNCIL REPORT

Meeting: [December 11, 2023]

Agenda Item: 3.4.2

Councillor Victor Czop:

Report Period: November 2023_____

MPC Member: Yes

APPOINTED EXTERNAL COMMITTEE MEETING HIGHLIGHTS:

Council Standing Committees:

Economic & Community Development No meetings

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

ADDITIONAL INFORMATION:

Serve as Deputy Mayor for Month of November
Attend AB Southwest zoom meeting
Attend AB Southwest meeting at Cowley
Attend Prairie Mountain Health meeting on zoom
Attend Mayor Reeve meeting on zoom
Attend Council meetings
Attend Remembrance Day function
Attend MPC meeting
Attend NAPS AGM
Attend Emergency Advisory Committee meeting
Attend 2 C.O.P meetings
Attend Minister Schulz Water for Life meeting on zoom
Attend Community Hall Society AGM
Attend MD Willow Open House at Stavely
Attend RCMP meetings
Attend Christmas Parade at Fort MacLeod
Attend Committee of the Whole meeting
Attend ABmunis Town Hall meeting on zoom

VR Czop



MONTHLY COUNCIL REPORT

Meeting: December 11, 2023

Agenda Item: 3.4.3

Councillor Roger Miller:

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

Report Period: November 2023

MPC Member: Yes

APPOINTED EXTERNAL COMMITTEE MEETING HIGHLIGHTS:

1. Nanton Health Centre Management Committee

Date: All meetings cancelled

Key Items: AHS has indicated that all discussions are on hold pending Government direction.

2. Combined Assessment Review Board – N/A

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

Date: November 6 – attend regular meeting of Council
November 13 - Attend MPC meeting
November 14 – Attend Nanton/LRSD school advisory committee meeting.
November 16 – Attend initial fund-raising committee meeting at AB Daley school
November 20 - Attend regular meeting of Council
November 23 – Attend meeting at Town Office with RCMP
November 24 – Attend Hubbing meeting with RCMP in Claresholm
November 27 – Attend COW Council meeting
November 30 – Attend online meeting with ABmunis re Provincial Consultations

Key Items: (as above)

Council Standing Committees:
(Key items detailed in minutes)

Services
Recreation and Culture

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

UPCOMING EVENTS / ADDITIONAL INFORMATION:



MONTHLY COUNCIL REPORT

Meeting: December 11, 2023

Agenda Item: 3.4.6

Councillor Kevin Todd:

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

Report Period: _____

MPC Member: Yes (Alternate)

APPOINTED EXTERNAL COMMITTEE MEETING HIGHLIGHTS:

1. Intermunicipal Collaboration Framework Committee

Date: No Meetings to Date - Scheduling Conflict

Key Items:

2. Nanton Quality of Life Foundation Board

Date: November 7, 2023, December 5, 2023,

Key Items: - Minutes Available

3. Alberta SouthWest Regional Alliance

Date:

Key Items: Minutes Available

4. Chamber of Commerce

Date: November 2, 2023 November 23, 2023

Key Items: Minutes Available

Council Standing Committees:
(Key items detailed in minutes)

Chair Finance
Chair Economic and Community Development
Governance

Liaison / Point of Contact: Nanton & District Chamber of Commerce / Nanton Children's Society /
Nanton Future Foundation

UPCOMING EVENTS / ADDITIONAL INFORMATION:



MINUTES

November 20, 2023 at 7:00 p.m.
Council Chambers at the Tom Hornecker
Recreation Centre, 2122 – 18 Street

REGULAR COUNCIL MEETING

COUNCIL PRESENT: Deputy-Mayor Victor Czop and Councillors John Dozeman, Roger Miller, Dave Mitchell, Ken Sorenson and Kevin Todd* (*online attendance).

ABSENT: Mayor Jenifer Handley

OTHERS PRESENT:	Neil Smith	Chief Administrative Officer
	Lisa Lockton	Legislative Services Manager
	Clayton Gillespie	Corporate Services Manager
	Sara-Lynn Lyons	Legislative and Communications
	Evan Jersch	Deputy Fire Chief

1. CALL TO ORDER & ADOPTION OF THE AGENDA:

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

RESOLUTION # 324 – 23/11/20 - Dozeman

The Regular Council agenda for November 20, 2023 was accepted with the following changes:
Removal of item 2.2 - Presentation by Nanton Skate Club.
CARRIED

2. PRESENTATIONS:

2.1 Nanton RCMP Corporal Tom Nairn, Second Quarter Report for Nanton - 7:00 to 7:11 p.m.

Corporal Nairn summarized the second quarter report for Nanton and noted the information included with his report regarding testing of body-worn cameras. He also thanked the Nanton Citizens on Patrol for their efforts in mitigating crime within Nanton.

3. REPORTS:

3.1 CHIEF ADMINISTRATIVE OFFICER:

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

3.2 FINANCIAL:

- 3.2.1 Accounts Payable Reports October 2023 - E

3.3 DEPARTMENT:

- 3.3.1 Corporate Services Manager - E
- 3.3.2 Operations Manager - E
- 3.3.3 Planning & Development Officer - E
- 3.3.4 Fire Chief – E (Aug / Sept / Oct)
- 3.3.5 Peace Officer - E

3.4 COUNCIL:

3.4.2 COUNCILLOR VICTOR CZOP - E

3.4.3 COUNCILLOR ROGER MILLER – E

RESOLUTION # 325 – 23/11/20 – Mitchell

Moved that all written reports, as recorded on the agenda for November 20, 2023, be received for information and filing. CARRIED

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

4.1.1 Regular Meeting of Council November 6, 2023 – E

RESOLUTION # 326 - 23/11/20 - 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

4.2 BUSINESS ARISING FROM THE MINUTES: None

5. NEW & UNFINISHED BUSINESS:

5.1 Committee of the Whole of Council Meeting October 23, 2023, Recommendations - E

5.1.1 Review Town of Nanton Bylaw #1339/20, the Non-Residential Property Sub-Classes bylaw

RESOLUTION # 327 - 23/11/20 - Dozeman

Moved to direct the Chief Administrative Officer to further review Town of Nanton Bylaw #1339/20, the Non-Residential Property Sub-Classes bylaw, and return the information to Council by September 2024 for consideration of changes prior to the 2025 budget planning process. CARRIED

5.1.2 Request for Proposals Nanton Wastewater Treatment Plant sludge de-watering press

RESOLUTION # 328 - 23/11/20 – Miller

Move that the Chief Administrative Officer issue a Request for Proposals to engage an engineering firm for project management and proceed with the purchase and installation of a sludge de-watering press project for the Nanton Wastewater Treatment Plant. CARRIED

5.1.3 Funding for water connection between the Town of Nanton and the Town of High River

RESOLUTION # 329 - 23/11/20 – Todd

Whereas the Town of High River has approved conditional support of the Town of Nanton's regional potable water connection initiative, as per High River's Resolution #174-2023, the Council of the Town of Nanton directs Chief Administrative Officer Neil Smith to proceed with the grant application process for the Water for Life funding program, with the Town's engineers, MPE, to submit the application on the Town's behalf prior to the November 30, 2023 deadline. CARRIED



5.2 Reservoir Aeration project – request for additional funds – E

RESOLUTION # 330 - 23/11/20 – Mitchell

WHEREAS the Town of Nanton initiated funding for the aeration project for the Nanton Water Treatment Plant in 2020 for the amount of \$1.370 million through a submission to the Alberta Municipal Water/Wastewater Partnership (AMWWP) grant, and

WHEREAS the AMWWP grant funding share of 61.54% was successfully approved in 2022 with the project finally getting underway in 2023, and

WHEREAS the Town's engineer, MPE has put out bids for the final completion of the project to install equipment and system modifications, with the proponents have presented options with an approximate \$300,000 increase in costs due to inflation, now therefore,

Council approves the use of up to \$300,000 from the engineered infrastructure reserves to fund the shortfall in 2024 rather than borrowing or utilizing further tax dollars. CARRIED

6. CORRESPONDENCE:

6.1 FOR ACTION:

6.2 FOR INFORMATION:

6.2.1 High River District Health Care Foundation Thanks for MASH Bash 2.0 Donations – E

Deputy Fire Chief Evan Jersch left the meeting at 7:50 p.m.

7. CLOSED CONFIDENTIAL SESSION:

RESOLUTION # 331- 23/11/20 – Sorenson

IT WAS MOVED to recess the Regular Meeting at 7:50 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 Livingstone Range School Division & Nanton Advisory Committee – School Enhancement – FOIP Section 24(1) Advice from officials

7.2 Recreation Facility User Fees – FOIP Section 24(1) Advice from officials.

CARRIED

RESOLUTION # 332 - 23/11/20 – Miller

IT WAS MOVED to reconvene the Regular Meeting at 8:50 p.m. CARRIED

8. ADJOURNMENT:

RESOLUTION # 333 - 23/11/20 – Dozeman

IT WAS MOVED to adjourn the Regular Meeting of Council at 8:51 p.m.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

NS:ll

These minutes accepted and signed this 11th day of December, 2023.





MINUTES

November 27, 2023 at 7:00 p.m.
Council Chambers at the Tom Hornecker
Recreation Centre, 2122 – 18 Street

COUNCIL COMMITTEE OF THE WHOLE MEETING

COUNCIL PRESENT: Deputy-Mayor Victor Czop and Mayor Jennifer Handley (electronic attendance), Councillors John Dozeman, Roger Miller, Dave Mitchell, Ken Sorenson and Kevin Todd (electronic attendance)

ABSENT: Councillor Dave Mitchell

OTHERS PRESENT:	Neil Smith	Chief Administrative Officer
	Clayton Gillespie	Corporate Services Manager
	Georgina Sharpe	Planning and Development Officer
	Sara-Lynn Lyons	Legislative and Communications
	Gavin Nummi	MPE Engineering Ltd.
	Gavin Scott	Oldman River Regional Services Commission

1. CALL TO ORDER & ADOPTION OF THE AGENDA:

The Committee of the Meeting was called to order by Deputy-Mayor Czop at 7:01 p.m.

RESOLUTION # 1 – 23/11/27 – CW - Dozeman

The Committee of the Whole of Council agenda for November 27, 2023, was accepted as presented.
CARRIED

2. DELEGATIONS:

2.1 MPE: Off-Site Levy Bylaw Rate Options – E

Gavin Nummi presented the Town of Nanton Off-Site Levy Infrastructure Review package dated October 20, 2023, as prepared by MPE Engineering Ltd. Mr. Nummi defined an off-site levy as a charge to a developer which pays for a portion of infrastructure costs associated with growth.

2.2 Oldman River Regional Services Commission: Municipal development Plan Updates – E

Gavin Scott advised Council that the Town of Nanton's Municipal Development Plan Bylaw #1306/18 must be consistent with the Intermunicipal Development Plan.

3. PRESENTATIONS BY DEPARTMENTS:

Administration

3.1 Discussion and Recommendations for Item 2.1

RECOMMENDATION # 1 – 23/11/27 – CW - Dozeman

That the Off Site Levy Rate Calculation, Option 1: Full Cost Recovery, as outlined in the MPE Draft Off-Site Levy Infrastructure Review dated October 20, 2023, be brought forward to the December 11, 2023 Regular Council Meeting for Council consideration. CARRIED

Council thanked Mr. Nummi for his presentation. Mr. Nummi left the meeting at 7:59 p.m.

3.2 Discussion and Recommendations for Item 2.2

RECOMMENDATION # 2 – 23/11/27 – CW - Miller

That the drafted bylaw amendment to the Municipal Development Plan Bylaw #1306/18 remove the name Lancaster Landing Area Structure Plan and adopt the name Westview Area Structure Plan and bring forward to the December 11, 2023, Regular Meeting of Council for consideration. CARRIED

Council thanked Mr. Scott for his presentation. Mr. Scott left the meeting at 8:06 p.m.
Mayor Jennifer Handy lost internet connection and left the meeting at 8:11 p.m.

3.3 2024 Capital Budget first draft – E

RECOMMENDATION # 3 – 23/11/27 – CW – Sorensen

That Council consider the updated 5-year capital Budget Plan, as presented at this meeting, in its 2024 budget process. CARRIED

RESOLUTION # 2 – 23/11/27 – CW -Miller

Moved that all written reports, as recorded on the agenda for November 27, 2023, be received for information and filing. CARRIED

4. MAYOR AND COUNCILLOR INQUIRIES:

4.1 None

5. NEXT COMMITTEE OF THE WHOLE MEETING:

5.1 Early January schedule as required.

Topic: Land Use Bylaw Update – review of the “What We Heard Report” from the second round of engagement could potentially be **Thursday, January 4, 2024** and would include the Advisory Group. Package would be sent out in mid-December.

6. ADJOURNMENT:

RESOLUTION # 3 – 23/11/27 – CW - Dozeman

Moved to adjourn the Committee of the Whole of Council Meeting at 8:45 p.m.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

NS:ll

These minutes accepted and signed this 11th day of December 2023.





REQUEST FOR DECISION

Meeting: December 11, 2023
Agenda Item: 4.2.1

SUBJECT: OFF-SITE LEVY BYLAW UPDATE

PURPOSE:

To bring forward Committee of the Whole recommendations with regard to Off-site Levy (OSL) Rates and bylaw preparation.

Council's role in the consideration and passage of the OSL Bylaw, is whether it agrees with the calculation of the levy as well as to direct staff on resolving stakeholders' concerns, if possible.

BACKGROUND / IMPLICATIONS:

The MPE Engineering Memo (dated October 20, 2023) and three cost recovery options were presented to Council with respect to proposed Off-site Levy Rates on November 27, 2023 at the Committee of the Whole.

The Three Table 3.1 Options that were outlined:

- 1) Full Cost Recovery (Based on the Original Calculation)
 - Contains all projects and assigns eligible costs to the developable area based on the % of population that would be serviced and capacity needs to be provided for.
- 2) Exclusion of Water Supply and WWTP expansion projects
 - Assumes the Town will cover all costs associated with increased capacity to accommodate development and growth.
- 3) Assumed Increased Funding for OSL Eligible Projects
 - Assumes that the Town will subsidize (cover costs for) projects related to growth and including capacity for future growth.

The committee's recommendation was as follows:

RECOMMENDATION # 1 – 23/11/27 – CW - Dozeman

That the Off-site Levy Rate Calculation, Option 1: Full Cost Recovery, as outline in the MPE Draft Off-Site Levy Infrastructure Review dated October 20, 2023, be brought forward to the December 11, 2023 Regular Council Meeting for Council Consideration. CARRIED

ADMINISTRATIVE RECOMMENDATION:

CAO Comments:

The Town and other developers, at present, cannot promote or package lands for prospective development without clarity, particularly where subdivision is concerned. Council, to obtain that clarity, **must select a way forward** from the options presented **or direct staff to simply initiate repeal the existing bylaw and live without an OSL Bylaw**. There is no middle way. Off-site levies should be

reasonable and scenarios have been developed to remove responsibility for major growth or renewal projects that are needed for the entire community (in terms of water and sewer). If viable proposals were ever developed in future for the D2S Farms Ltd. lands where major new growth infrastructure once again loomed large, OSLs might have to be reviewed again – but that would be for another day. Administration encourages the continuance of off-site levies in principle.

DECISION OPTIONS:

☒ #1 – Accept the Memo as a basis for moving forward with a draft bylaw

*Move 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.*

☐ #2 – Reject the Memo and offer suggestions for changes

☐ #3 – Seek additional information before proceeding further with the acceptance of the memo

ALTERNATIVES:

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

Financial (GL# / Amount) :

Communications/PR: An off-site bylaw must be advertised in accordance with MGA s. 606 before second reading but no public hearing is required.

Applicable legislation:

MGA: s.616(r.2), s.648, s.648.01(3), s.648.1, s.648.2, s.648.3, s.648.4, s.694(4)
Off-Site Levies Regulation: AR 101/2021

Attachments:

1. Draft Copy of Proposed Engineering Memo updated to December 6, 2023
2. The three Options (for Table 3.1) as presented on October 27, 2023 to COW

Prepared By: Georgina Sharpe, Planning and Development Officer

APPROVED BY:



NANTON STRATEGIC PLAN ALIGNMENT			
☐	OPERATIONS	☒	EMERGENCY SERVICES
☒	PLANNING & DEVELOPMENT	☐	COMMUNITY & ECONOMIC
☐	GOVERNANCE & CORPORATE SERVICES	☐	NOT APPLICABLE
PRIORITY OR ACTION:			

Additional Background:

[Off-site levies manual now available | Alberta Municipalities \(abmunis.ca\)](#) (Optional background reading)

An off-site levy (OSL) bylaw is used to aid the funding of new and expanded municipal infrastructure associated with growth. The Municipal Government Act provides the enabling legislation to allow municipalities to implement an Off-site Levy to recover capital costs based on the benefit that a development will receive. To allocate the levy fairly, the OSL bylaw in place sets out the calculations of the costs of this infrastructure and determines those areas that will benefit. The town then utilizes a Development Agreement to collect the levies, generally at time of development. Levies may be calculated for the following in accordance with MGA s648(2):

(2) An off-site levy may be used only to pay for all or part of the capital cost of any or all of the following:

- (a) new or expanded facilities for the storage, transmission, treatment or supplying of water;
- (b) new or expanded facilities for the treatment, movement or disposal of sanitary sewage;
- (c) new or expanded storm sewer drainage facilities;
- (c.1) new or expanded roads required for or impacted by a subdivision or development;
- (c.2) subject to the regulations, new or expanded transportation infrastructure required to connect, or to improve the connection of, municipal roads to provincial highways resulting from a subdivision or development;
- (d) land required for or in connection with any facilities described in clauses (a) to (c.2).

The levy may also take into account the capital costs of facilities such as NEW or EXPANDED recreation, fire hall, police station or library facilities. *However, Council has indicated that at this time these expanded facilities are not in scope for the levy bylaw update.*

Historical and Current Context:

Council passed Nanton's first Off-site Levy Bylaw in 2010 (Bylaw #1223 – available on the Town's website). It concentrated on all the potential residential development west of 26 Avenue. The basis for the calculation was the Infrastructure Master Plan and an accompanying memo attached to the Bylaw from Associated Engineering. The levy rate meant that for every hectare of land developed, the Developer would have to pay \$90,596 (\$36,679 per acre). Since the passing of the bylaw, there have been no subdivisions approved in Nanton that were subject to the levy.

To review and update the OSL Rates, the town engaged MPE Engineering in 2021 to create a new supporting memorandum. This memo, as amended and refined, identifies current projects as well as any new projects that that support population growth.

Stakeholder Consultation Requirements:

MGA Section 648.3

Consultation with stakeholders

648.3(1) A municipality must consult, in good faith, with stakeholders

- (a) before making a final determination on defining and addressing existing and future infrastructure, transportation infrastructure and facility requirements, and
 - (b) when determining the methodology on which to base an off-site levy.
- (2) Before passing or amending a bylaw imposing an off-site levy, a municipality must consult, in good faith, on the calculation of the levy with stakeholders in the benefitting area where the off-site levy will apply.
- (3) A consultation referred to in this section must begin at the earliest opportunity and must provide stakeholders with the ability to provide input on an ongoing basis.
- (4) During a consultation referred to in this section, a municipality must make publicly available any calculations the municipality has made and any information the municipality has relied upon including, without limitation, any assumptions and data the municipality has used in models to complete calculations.

2020 c39 s10(35)

Appeals:

The role of the Land and Property Rights Tribunal (LPRT) has been expanded to hear appeals of new or amended OSL bylaws for sanitary sewer systems, storm sewers, water systems roads and municipal road connections to provincial highways as well as facilities.

The OSL appeal period is 90 days. This ensures enough time to develop complex appeal submissions to the LPRT. This will not impact development decision timelines as the levy is not stayed during the appeal. A municipality can continue to impose and collect the levy, but may not use the funds until the appeal is completed. If the appeal is successful, the funds are returned to the developer. The notice of appeal provisions were streamlined for ease of use by stakeholders.



a division of Englobe



'DRAFT' Technical Memorandum for:

TOWN OF NANTON

OFF-SITE LEVY INFRASTRUCTURE REVIEW

Prepared By:

Gavin Nummi, P.Eng.
Project Manager

Date: December 6, 2023

Project #: 2630-012-00

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

Proud of Our Past... Building the Future

www.mpe.ca

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

December 6, 2023
File: N:/2630/012/00/R01-4.0

Attention: Neil Smith
Chief Administrative Officer

Dear Mr. Smith:

Re: Town of Nanton Off-Site Levy Infrastructure Review

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

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

Yours truly,

MPE, a division of Englobe

Gavin Nummi, P.Eng.
Project Manager

:gn

CORPORATE AUTHORIZATION

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

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MPE a division of Englobe

1 INTRODUCTION

1.1 BACKGROUND

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

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

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

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

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

1.2 SCOPE OF WORK

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

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

2 OFF-SITE LEVY

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

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

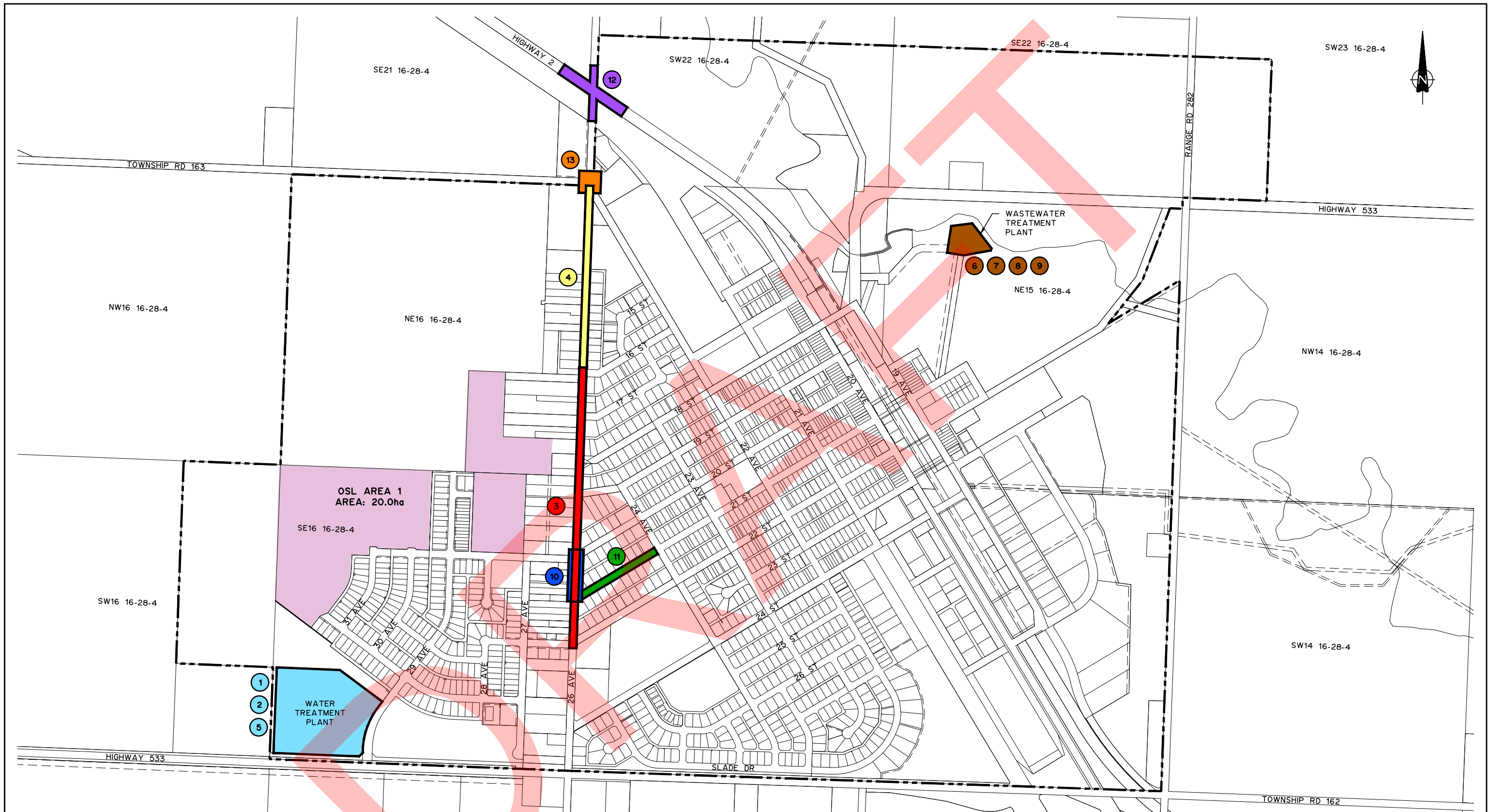
- Define the developable area,
- Estimate the infrastructure and facility requirements for the developable area,
- Identify what portion of the infrastructure and facility costs are attributable to growth, over and above the local requirements for development,
- Calculate a levy rate based on the total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

2.1 DEVELOPABLE AREA

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

For this memorandum, only developable areas to the west of 26th Avenue was included in the review. Based on information from the Town, there is a total developable area of 75.5 ha available, however the off-site levy determination only includes the 20.0 ha identified as OSL Area 1 on Figure 2.1.

Table 2.1 provides a summary of the net developable area calculations used for the off-site levy calculations.



WATER PROJECT LIST

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

WASTEWATER PROJECT LIST

- 6 COMPLETED WWTP UPGRADES (2016)
- 7 IMMEDIATE PRIORITY WWTP PROJECTS
- 8 SHORT TERM PRIORITY WWTP PROJECTS
- 9 MID-TERM PRIORITY WWTP PROJECTS
- 10 26 AVENUE - 20 STREET TO 21 STREET UPSIZE
- 11 21 STREET - 26 AVENUE TO 24 AVENUE UPSIZE

TRANSPORTATION PROJECT LIST

- 12 HIGHWAY 2 AND 26 AVENUE INTERSECTION IMPROVEMENTS
- 13 26 AVENUE AND TOWNSHIP ROAD 163 INTERSECTION IMPROVEMENTS



TOWN OF NANTON
OFF SITE LEVY INFRASTRUCTURE
UPDATES

SCALE: 1:10 000	DATE: OCTOBER 2023	JOB: 2630-012-00	FIGURE: 1
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Table 2.1 – Net Developable Area Calculations for the Town of Nanton

Land Use Area	Land Use	Total Area (ha)	10% MR Deduction (ha)	5% Major Transportation Corridor (ha)	Net Developable Area (ha)	Estimated Population
OSL Area 1 <i>Westview and Undeveloped Lands</i>	R1	16.0	1.6	0.8	13.6	320
	R3	4.0	0.4	0.2	3.4	108
Totals	--	20.0	2.0	1.0	17.0	428

A potential population increase of 428 represents a growth horizon of approximately 10 years assuming a 2.0% growth rate and a current population of 2,181. The estimated populations outlined in Table 2.1 are based on population densities within the available *Westview Area Structure Plan* completed by the Town and closely reflects the total expected population growth indicated in that document.

2.2 INFRASTRUCTURE REQUIREMENTS

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

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

Based on a 2.0% average annual growth rate, the projected 25-year population for the Town is 3,578. Since OSL Area 1 encompasses a potential population increase of 428 out of the total 1,397, OSL Area 1 should be responsible for 30.6% of the cost for growth-related infrastructure projects, and 12.0% of the cost for projects that enable servicing of the developable area but also provide benefit to existing developed areas. Costs associated with infrastructure projects that directly service, or enable the servicing of, OSL Area 1 are considered 100% eligible for the off-site levy calculation.

Projects that allow for servicing of the developable lands, but provide benefit to select locations of developed areas are assigned proportionately throughout the off-site levy rate calculation.

The infrastructure projects incorporated into the off-site levy rate have been previously identified in studies and/or developed based on knowledge of the Town's existing systems and the requirements for servicing the developable area. These infrastructure projects are shown on Figure 1. It is expected that most, if not all, major infrastructure projects would be administered directly by the Town, and that these projects would be funded directly from the off-site levy account.

Table 2.2 provides a summary of the identified projects.

2.3 PUBLIC FACILITIES

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

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

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

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

For the purpose of this update, the Town has opted not to consider costs associated with public facilities.

Table 2.2 –Off-Site Levy Infrastructure Projects for the Town of Nanton

Project	Description	Benefitting Area	OSL Eligible %
Potable Water			
Regional Water Project	Improved water supply to the Town, including capacity for development.	All	12.0%
Additional Pumping Capacity	Upgraded pump capacity for new development and improved fire protection.	All	12.0%
26 Avenue - 16 Street to 22 Street	Distribution system upgrade required to provide minimum level of service to developable areas; also benefits existing developed areas.	All	12.0%
Potable Water Storage Upgrades	Additional potable water storage required due to new development.	Development Only	30.6%
Wastewater			
Completed WWTP Upgrades (2016)	Improved wastewater treatment processes including capacity for new development.	All	12.0%
Immediate Priority WWTP Projects		All	12.0%
Short Term Priority WWTP Projects		All	12.0%
Mid-Term Priority WWTP Projects		All	12.0%
26th Avenue - 20th Street to 21st Street WW Main Upsize	Upgrades to existing sanitary main to provide capacity for new development. Services existing developed areas and developable lands.	Westview Area	33.2%
21st Street - 26th Avenue to 24 Avenue WW Main Upsize		Westview Area	31.4%
Transportation			
Highway 2 and 26 Avenue Intersection Improvements	Intersection upgrades identified within completed traffic impact assessments due to developable areas. Intersection upgrades will also benefit existing developed areas.	All	12.0%
26 Avenue and Township Road 163 Intersection Improvements		All	12.0%

3 COST ESTIMATES

Order of magnitude cost estimates have been prepared and/or updated for the infrastructure projects noted in the previous figures. A summary of all project costs is provided in Table 3.1.

DRAFT

Table 3.1 – Estimated Infrastructure Costs for the Town of Nanton

Project	Estimated Capital Cost	Assumed Funding %	Estimated Capital Cost with Funding	OSL Eligible %	OSL Eligible Portion with Funding
Potable Water					
Regional Water Project	\$14,951,000	91%	\$1,345,590	12.0%	\$161,471
Additional Pumping Capacity	\$201,000	66%	\$68,340	12.0%	\$8,201
26 Avenue - 16 Street to 22 Street	\$2,100,000	0%	\$2,100,000	12.0%	\$252,000
Potable Water Storage Upgrades	\$2,896,000	66%	\$984,640	30.6%	\$301,300
Total Water System Costs	\$20,148,000		\$4,498,570	--	\$722,971
Wastewater					
Completed WWTP Upgrades (2016)	\$1,427,530	--	\$1,427,530	12.0%	\$171,304
Immediate Priority WWTP Projects	\$350,000	66%	\$119,000	12.0%	\$14,280
Short Term Priority WWTP Projects	\$38,000	66%	\$12,920	12.0%	\$1,550
Mid-Term Priority WWTP Projects	\$4,853,000	66%	\$1,650,020	12.0%	\$198,002
26th Avenue - 20th Street to 21st Street WW Main Upsize	\$477,000	0%	\$477,000	33.2%	\$158,319
21st Street - 26th Avenue to 24 Avenue WW Main Upsize	\$882,000	0%	\$882,000	31.4%	\$277,302
Total Wastewater System Costs	\$8,027,530		\$4,568,470	--	\$820,758
Transportation					
Highway 2 and 26 Avenue Intersection Improvements	\$515,000	50%	\$257,500	12.0%	\$30,900
26 Avenue and Township Road 163 Intersection Improvements	\$234,000	50%	\$117,000	12.0%	\$14,040
Total Transportation System Costs	\$749,000		\$374,500	--	\$44,940
Total Infrastructure Cost	\$28,351,280		\$9,246,635	--	\$1,529,091

4 OFF-SITE LEVY RATE DETERMINATION

The off-site levy rate, in dollars per hectare, is calculated by dividing the total estimated infrastructure cost by the net developable area. The total developable area included in this report is 20.0 ha and based on Table 2.1, the net developable area is 17.0 ha. Table 4.1, below, provides the current value per hectare recommended for the off-site levy rate.

Table 4.1 – Off-Site Levy Rate Determination for OSL Area 1

Component	Estimated OSL Eligible Cost with Funding	Net Developable Area (ha)	Off-Site Levy Rate with Funding (\$/ha)
Potable Water	\$722,971	17.0	\$42,527.73
Wastewater	\$820,758		\$48,279.86
Transportation	\$44,940		\$2,643.53
Total	\$1,588,669	17.0	\$93,451.13

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

5 REFERENCES

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

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

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

DRAFT

Town of Nanton
OSL Rate Calculations - Full Cost Recovery

Project	Estimated Capital Cost	Assumed Funding %	Estimated Capital Cost with Funding	% For OSL Area 1	OSL Eligible Portion	OSL Eligible Portion with Funding
Potable Water						
Regional Water Project	\$14,951,000	91%	\$1,345,590	12.0%	\$1,794,120	\$161,471
Additional Pumping Capacity	\$200,000	66%	\$68,000	12.0%	\$24,000	\$8,160
26 Avenue - 16 Street to 22 Street	\$2,100,000	0%	\$2,100,000	12.0%	\$252,000	\$252,000
Potable Water Storage Upgrades	\$2,323,750	66%	\$790,075	30.6%	\$711,068	\$241,763
Total Water System Costs	\$19,574,750		\$4,303,665	--	\$2,956,188	\$663,394
Wastewater						
Completed WWTP Upgrades (2016)	\$1,427,530	--	\$1,427,530	12.0%	\$171,304	\$171,304
Immediate Priority WWTP Projects	\$350,000	66%	\$119,000	12.0%	\$42,000	\$14,280
Short Term Priority WWTP Projects	\$38,000	66%	\$12,920	12.0%	\$4,560	\$1,550
Mid-Term Priority WWTP Projects	\$4,853,000	66%	\$1,650,020	12.0%	\$582,360	\$198,002
26th Avenue - 20th Street to 21st Street WW Main Upsize	\$477,000	0%	\$477,000	33.2%	\$158,319	\$158,319
21st Street - 26th Avenue to 24 Avenue WW Main Upsize	\$882,000	0%	\$882,000	31.4%	\$277,302	\$277,302
Total Wastewater System Costs	\$8,027,530		\$6,518,470	--	\$1,235,845	\$820,758
Transportation						
Highway 2 and 26 Avenue Intersection Improvements	\$515,000	50%	\$257,500	12.0%	\$61,800	\$30,900
26 Avenue and Township Road 163 Intersection Improvements	\$234,000	50%	\$117,000	12.0%	\$28,080	\$14,040
Total Transportation System Costs	\$749,000		\$374,500	--	\$89,880	\$44,940
Total Infrastructure Cost	\$28,351,280		\$11,196,635	--	\$4,281,912	\$1,529,091

Component	Estimated Cost	Estimated Cost with Funding	Net Developable (ha)	Off-Site Levy Rate with Funding (\$/ha)	Area 1 OSL Rate
Potable Water	\$2,956,188	\$663,394	17.0	\$39,023.16	
Wastewater	\$1,235,845	\$820,758		\$48,279.86	
Transportation	\$89,880	\$44,940		\$2,643.53	
Total	\$4,281,912	\$1,529,091	17.0	\$89,946.56	

Town of Nanton
OSL Rate Calculations - Excluding Water Supply and WWTP Projects

Project	Estimated Capital Cost	Assumed Funding %	Estimated Capital Cost with Funding	% For OSL Area 1	OSL Eligible Portion	OSL Eligible Portion with Funding
Potable Water						
Additional Pumping Capacity	\$200,000	66%	\$68,000	12.0%	\$24,000	\$8,160
26 Avenue - 16 Street to 22 Street	\$2,100,000	0%	\$2,100,000	12.0%	\$252,000	\$252,000
Potable Water Storage Upgrades	\$2,323,750	66%	\$790,075	30.6%	\$711,068	\$241,763
Total Water System Costs	\$4,623,750		\$2,958,075	--	\$1,162,068	\$501,923
Wastewater						
26th Avenue - 20th Street to 21st Street WW Main Upsize	\$477,000	0%	\$477,000	33.2%	\$158,319	\$158,319
21st Street - 26th Avenue to 24 Avenue WW Main Upsize	\$882,000	0%	\$882,000	31.4%	\$277,302	\$277,302
Total Wastewater System Costs	\$1,359,000		\$3,309,000	--	\$435,621	\$435,621
Transportation						
Highway 2 and 26 Avenue Intersection Improvements	\$515,000	50%	\$257,500	12.0%	\$61,800	\$30,900
26 Avenue and Township Road 163 Intersection Improvements	\$234,000	50%	\$117,000	12.0%	\$28,080	\$14,040
Total Transportation System Costs	\$749,000		\$374,500	--	\$89,880	\$44,940
Total Infrastructure Cost	\$6,731,750		\$6,641,575	--	\$1,687,569	\$982,484

Component	Estimated Cost	Estimated Cost with Funding	Net Developable Area (ha)	Off-Site Levy Rate with Funding (\$/ha)	Area 1 OSL Rate
Potable Water	\$1,162,068	\$501,923	17.0	\$29,524.88	
Wastewater	\$435,621	\$435,621		\$25,624.78	
Transportation	\$89,880	\$44,940		\$2,643.53	
Total	\$1,687,569	\$982,484	17.0	\$57,793.19	

Town of Nanton
OSL Rate Calculations - Assumed Increased Funding

Project	Estimated Capital Cost	Assumed Funding %	Estimated Capital Cost with Funding	% For OSL Area 1	OSL Eligible Portion	OSL Eligible Portion with Funding
Potable Water						
Regional Water Project	\$14,951,000	95%	\$747,550	12.0%	\$1,794,120	\$89,706
Additional Pumping Capacity	\$200,000	70%	\$60,000	12.0%	\$24,000	\$7,200
26 Avenue - 16 Street to 22 Street	\$2,100,000	50%	\$1,050,000	12.0%	\$252,000	\$126,000
Potable Water Storage Upgrades	\$2,323,750	70%	\$697,125	30.6%	\$711,068	\$213,320
Total Water System Costs	\$19,574,750		\$2,554,675	--	\$2,956,188	\$436,226
Wastewater						
Completed WWTP Upgrades (2016)	\$1,427,530	--	\$1,427,530	12.0%	\$171,304	\$171,304
Immediate Priority WWTP Projects	\$350,000	70%	\$105,000	12.0%	\$42,000	\$12,600
Short Term Priority WWTP Projects	\$38,000	70%	\$11,400	12.0%	\$4,560	\$1,368
Mid-Term Priority WWTP Projects	\$4,853,000	70%	\$1,455,900	12.0%	\$582,360	\$174,708
26th Avenue - 20th Street to 21st Street WW Main Upsize	\$477,000	50%	\$238,500	33.2%	\$158,319	\$79,160
21st Street - 26th Avenue to 24 Avenue WW Main Upsize	\$882,000	50%	\$441,000	31.4%	\$277,302	\$138,651
Total Wastewater System Costs	\$8,027,530		\$5,629,330	--	\$1,235,845	\$577,790
Transportation						
Highway 2 and 26 Avenue Intersection Improvements	\$515,000	50%	\$257,500	12.0%	\$61,800	\$30,900
26 Avenue and Township Road 163 Intersection Improvements	\$234,000	50%	\$117,000	12.0%	\$28,080	\$14,040
Total Transportation System Costs	\$749,000		\$374,500	--	\$89,880	\$44,940
Total Infrastructure Cost	\$28,351,280		\$8,558,505	--	\$4,281,912	\$1,058,956

Component	Estimated Cost	Estimated Cost with Funding	Net Developable Area (ha)	Off-Site Levy Rate with Funding (\$/ha)	Area 1 OSL Rate
Potable Water	\$2,956,188	\$436,226	17.0	\$25,660.37	
Wastewater	\$1,235,845	\$577,790		\$33,987.66	
Transportation	\$89,880	\$44,940		\$2,643.53	
Total	\$4,281,912	\$1,058,956	17.0	\$62,291.56	

Town of Nanton OSL Comparisons

Municipality	Current Off-Site Levy Rate (\$/ha)	Notes
Calgary	\$490,527 to \$540,755	2022 bylaw update
Medicine Hat	\$139,557 to \$407,359	2019 bylaw update
Lethbridge	\$290,000	2022 bylaw update
High River	\$97,374 to \$256,673	2021 bylaw update
Okotoks	\$202,580	2020 bylaw update
Coaldale	\$184,766	March 2023 update
Coalhurst	\$126,000	Undergoing review for potential increase
Claresholm	\$115,839	\$46,878.36 per acre for the Starline Business Park - 2020
Brooks	\$64,068 to \$102,682	2021 bylaw update
Nanton - Proposed	\$57,793 to \$89,946	
Nanton - Current	\$85,030	
Taber	\$74,162	2012 bylaw - recommended increase in 2019
Black Diamond	\$57,623	Recommended based on 2022 report



REQUEST FOR DECISION

Meeting: December 11, 2023
Agenda Item: 4.2.2

BYLAW 1380/23 TO AMEND THE MUNICIPAL DEVELOPMENT PLAN

PURPOSE:

To bring forward the recommendation of the Committee of the Whole Meeting of Council which met November 27, 2023 for approval and direction by resolution.

BACKGROUND / IMPLICATIONS:

The Committee of the Whole met and reviewed the proposed amendments to the current Municipal Development Plan with Gavin Scott, Senior Planner from the Oldman River Regional Services Committee attending.

RECOMMENDATION # 2 – 23/11/27 – CW - Miller

That the drafted bylaw amendment to the Municipal Development Plan Bylaw #1306/18 remove the name Lancaster Landing Area Structure Plan and adopt the name Westview Area Structure Plan and bring forward to the December 11, 2023, Regular Meeting of Council for consideration.
CARRIED

The proposed edits have now been included as per the following Amending Bylaw #1380/23. These edits are to address the recent adoption of the Westview Area Structure Plan (and the repeal of the Lancaster Landing Area Structure Plan.

PROPOSED RESOLUTIONS:

RESOLUTION # - 23/12/11

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.

RESOLUTION # - 23/12/11

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

DECISION OPTIONS:

- ☒ #1 – Move first reading and set public hearing date.
- ☐ #2 – Amend the bylaw as presented to be brought forward to next council meeting for consideration.

ALTERNATIVES:

REFER the matter to (Administration or Committee) _____

DEFER the matter to the Council meeting of (date) _____

Applicable Legislation: MGA s.632

Attachments: Municipal Development Plan Amending Bylaw #1380/23

Prepared By: Georgina Sharpe, Planning & Development Officer

NANTON STRATEGIC PLAN ALIGNMENT			
☐	OPERATIONS	☒	EMERGENCY SERVICES
☐	PLANNING & DEVELOPMENT	☐	COMMUNITY & ECONOMIC
☐	GOVERNANCE & CORPORATE SERVICES	☐	NOT APPLICABLE
PRIORITY OR ACTION:			

APPROVED BY:

DATE:





BYLAW

Bylaw Number: 1380/23

A BYLAW OF THE MUNICIPALITY OF THE TOWN OF NANTON IN THE PROVINCE OF ALBERTA TO AMEND BYLAW 1306/18 BEING THE MUNICIPAL DEVELOPMENT PLAN BYLAW.

WHEREAS Pursuant to the provisions of the Municipal Government Act, Chapter M-26, Revised Statutes 2000, the Council of the Town of Nanton in the Province of Alberta (hereinafter called the "Council") is required to adopt a Municipal Development Plan,

WHEREAS the Council has adopted Bylaw 1376/23 to repeal the Lancaster Landing Area Structure Plan Bylaw 1235/11, and

WHEREAS the Council has adopted Bylaw 1362/22 to adopt the Westview Area Structure Plan, and

WHEREAS the purpose of Bylaw 1380/23 is to reference and update all corresponding maps and policies related to the Area Structure Plans;

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

2. ENACTMENT

- 2.1 Bylaw 1306/18, being the Municipal Development Plan Bylaw, is hereby amended and a consolidated version of the Municipal Development Plan reflecting the amendment is authorized to be prepared as per "Schedule A" attached.

3. INTERPRETATION

- 3.1 This Bylaw will be cited as bylaw 1380/23.

4. EFFECTIVE DATE AND READINGS

- 4.1 This bylaw comes into effect upon the date of final reading and signing thereof.
- 4.2 Read a **first** time this 11th day of December, 2023.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

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

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

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

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER



1. Replace General Policy Lu10 in its entirety with the following:

Lu10: Area Structure Plans



Area structure plans should be completed for undeveloped or raw land and evaluated by the town, town’s engineering consultant and their planning advisor to ensure road linkages, land uses, open/green space provisions, stormwater management and lot layout are acceptable. For general information on the requirements of an Area Structure Plan refer to Appendix E.

The Westview Area Structure Plan (Bylaw 1362-22) is to be reference for planning and development of the remainder of SE16 16-28 W4M.

The portion of NE16 16-28 W4M as shown in Figure 9: Area A requires an area structure plan to be completed to the satisfaction of the Town of Nanton.

Area A (Figure 9)

Promoted Goals: ①②⑤⑥⑦⑨⑩⑪

SSRP Appendix A reference: 1.1, 1.3, 1.4, 3.2

2. Replace Area 1 (Figure 3) in its entirety with the following:

Area 1 (Figure 3)

This area is comprised of three subdivided areas: the first (1601-1701 26th Avenue) and most northerly being 200 m long lots fronting 26th Avenue were subdivided by the town in the 1950s. Secondly, south of those are lots 130 m long lots (1803-1913 26th Avenue) acquired in the 1980s and subdivided in the 1990s. And thirdly, two large undeveloped parcels west of the subdivided lots.

All three subareas have potential for further subdivision and infill development. If the area is to work as a cohesive development access and potential lot layout should be reviewed through a shadow planning exercise. This is one area where further planning beyond a shadow plan is recommended. Future development of the area must be considered in conjunction with NE16 16-28 W4M.



3. Replace Area 2 (Figure 4) in its entirety with the following:



Area 2 (Figure 4)

This area was originally subdivided in 1977 while in the MD of Willow Creek and then after annexation re-subdivided by the Town of Nanton in 1982 creating the southerly lots, and a portion of 16th Street with alley (1501-1517 26th Avenue). The lots north of these were annexed in 1996 and have undergone subsequent piecemeal subdivision and development. Zoning designation is Single Detached residential R1 on the south half and Multi-residential R3 on the north half. Future development of the area must be considered in conjunction with NE16 16-28 W4M.

4. Replace Additional References in the Land Use Element with the following:

Additional References:

-  Town of Nanton Land Use Bylaw
-  Town of Nanton MD of Willow Creek Intermunicipal Development Plan
-  Town of Nanton Westview Area Structure Plan
-  Town of Nanton Integrated Community Sustainability Plan
-  Town of Nanton Municipal Improvements, Construction, Maintenance and Acceptance Policy and Procedures
-  Nanton 2021
-  Government of Alberta Documents: *Municipal Government Act, Subdivision and Development Regulation, Efficient Use of Land Implementation Tools Compendium, South Saskatchewan Regional Plan, Alberta Land Stewardship Act, Agriculture Operations Practices Act*
-  Alberta Register of Historic Places and the Alberta Heritage Survey
-  *Alberta Safety Codes Barrier Free Design Guide*

5. Replace the Town of Nanton Parks and Open Space Master Plan Map 1 with the version attached on the following page.

TOWN OF NANTON PARKS AND OPEN SPACE MASTER PLAN MAP 1

- ### Points of Interest

 - Centennial Park
 - Lion's Grove Park
 - Luther Park
 - Dave Wallace Memorial Park
 - Westview Meadows
 - Nanton Campground
- ### Parks

 - Existing Park
 - Ag Society Lease
 - Golf Course Lease
 - School
 - Proposed Park
 - 1500 Ft Park Walkability Buffer
- ### Open Space

 -
- ### Walkways

 - Existing Walkway
 - Proposed Walkway
- ### Nanton Municipal Boundary

 -
- ### Mosquito Creek

 -
- ### 100 Foot Creek Setback

 -
- ### Points of Interest

 - A Tom Hornecker Rec Center
 - B Town Hall
 - C Community Centre
 - D A.B. Daley Community School
 - E J.T. Foster School
 - F Agriplex / Rodeo Grounds
 - G Nanton Golf Course
 - H Nanton Grain Elevator
 - I Nanton Visitor Centre
 - J Baptist Church
 - K Bomber Command
 - L Fire Hall

1-10 See Inventory of Open Space





REQUEST FOR DECISION

Meeting: December 11, 2023
Agenda Item: 4.2.3

2024 Capital Budget / 5 Year Capital Plan

Purpose:

For council to approve the 5 year capital budget plan.

Background:

Further to the Committee of the Whole meeting of November 27, 2023 and the resolution to move the 5-year plan forward, administration is now bringing the plan to council for formal approval. Based on feedback from the committee of the whole meeting, descriptions of the projects have been slightly updated, and color coding updated to better reflect funding, but otherwise the plan is as previously presented.

In terms of funding the plan, grant funding dollars are noted from the previous information brief: we continue to have gas tax funding (now known as CCBF- Canada Community Building Fund), MSI funding (which will be replaced by the Local Government fiscal framework) and then tax and reserve dollars as council deems appropriate. Available gas tax funds currently sit at \$288,249 and the 2024 allocation should be similar to last year (\$136,534) leaving a total of \$424,783. MSI funds currently sit at \$1,216,951 and with the addition of the 2024 allocation we should be at approximately \$1,476,951.

In terms of reserves, the balance at the end of 2023 is to be approximately \$5 million (before interest earned) – this reflects use of reserve dollars for the reservoir aeration project and as reported the final tally could vary. In 2024, the proposed plan would utilize \$760,900 of reserve dollars bringing the balance down to \$4.24 million but depending on the 2024 operational budget and council's contribution back to reserves the balance could be right back up to around the \$5 million dollar mark. The proposed plan will require \$65,000 of tax dollars meaning this amount will be included in the operational budget.

Upon approval of the plan all projects would be put out to RFP to obtain the best pricing/options. The pricing that is budgeted is based on administration's best estimate or on already received estimates. Administration does it's best to budget an accurate number – we don't want to come back to council to request further funds, but this does occasionally happen – inflation is still a big factor.

Details of the projects as previously presented are noted below:

Roadway infrastructure – Road and sidewalk work continue to be important as ever. In 2024 the plan is to continue roadway rehab in various areas and a big portion of the road work will be the curb and gutter project next to the silver willow lodge to create additional parking (drawings attached). Sidewalk rehab/replacement will also continue with new sidewalk next to Tim Horton's being proposed. The amounts noted are the same as budgeted in 2023 but there is a carryover of grant funds from 2023 that can be used.

Utility Infrastructure – the WWTP dewatering project is the main focus in 2024 and this will be funded by a combination of reserves, borrowing and a grant. Valve and hydrant work continue to be very important and so we've budgeted \$50,000 in 2024 for this work (a decrease from 2023). The sewer re-lining work

that has been done the past two years has been successful and so we'd like to continue with another stretch to extend the life of a section of sewer main. In terms of equipment, a flusher is included as this was previously discussed and recommended by the services committee for inclusion in the 2024 capital budget – the current unit is not capable of dealing with about 20 different sections in town and when the needs arises it is very important to have the right equipment in place which this would do.

Parks & Trails – the only project proposed for parks in 2024 is a continuation of the 2023 playground project. In 2023 a small piece of equipment was ordered and so we'd like to continue with making the swings handicap accessible so this will involve groundwork and the appropriate swings.

Public Realm & Development – As noted, there is currently nothing budgeted in this category. We do however still have grant applications for the Visitor Information Centre area and the library outstanding so this could change and there may be a need for reserves to help funds these projects. The Visitor Information Centre itself could be a consideration for council – this isn't currently in the budget, but the roof will need work sooner than later.

Buildings – Starting with the Tom Hornecker Recreation Centre there is potential for significant investment again. The elevator project is proposed as there is a grant application still outstanding, although approval seems unlikely, so we've budgeted for the money to come from MSI. Without the elevator, handicap accessibility is an issue. The elevator would make possible further 2nd floor enhancements in the future as well. The warm room glass/window wall is being proposed as the current setup of windows does not allow for easy viewing of the ice surface and this project would make the warm room more enticing. The pool assessment done in 2023 outlined a number of projects and so we have allocated up to \$50,000 for this work (valves & potential structural repairs and or paint).

At the firehall, there is a new curb and approach (on the north and west side of lot) being proposed to allow for proper slopes to keep alley water out of the lot and the approach will create a safer entrance onto 24th street when responding to calls. Although a lot of work was done at the public works shop in 2023, we are again proposing more work – new LED lighting, ventilation work and roof work is also required to help improve the lifespan of the building. The other project is the 2023 fencing project that did not get completed around the recycling yard – the budget has been increased up to \$35,000.

Vehicles and Equipment – In 2023 council approved a new ice re-surfacer which will arrive and be paid for in 2024 and is partially funded by a grant. The annual vehicle/equipment replacement is included again for \$65,000. Administration had discussed the potential for a fleet program, but this will require further research. Likely we'll replace one of the older pickup trucks and there are a couple of pieces of equipment needed. The bylaw enforcement vehicle needs replacement as the current one is a 2014 unit and nearing the end of its useful life. In discussion with the fire chief, new breathing apparatus units (7) are required and the possibility of new dual band radios. The current compressor used to fill the units can be sold to offset these costs. The other purchase would be a new mower for the parks department to replace an older unit. In 2024 we will sell the old backhoe and a few other items that will help offset costs/be transferred into reserves for the future.

Funding of the Plan - The allocation of funds does eat up a lot of the gas tax and MSI funding meaning there won't be a lot to carry over to future years, but this allocation means fewer tax dollars and less from reserves – this can always be adjusted. The plan proposed is mostly targeted at helping to maintain current infrastructure with the WWTP dewatering project accounting for the biggest portion. At this point all feedback is welcome as this is the first draft and if there are other projects council wishes to consider we can potentially incorporate them.

Years 2025-2028 – these figures and projects are mostly unchanged from the previous plan. There are several projects, and these are management's best estimate of needs going forward based on engineering reports and asset management. This will change from year to year but having this in place helps for planning purposes and administration will update as required based on new information.

DECISION OPTIONS:

- ☒ #1 Approve the plan as presented.
- ☐ #2 Approve the plan with amendments.
- ☐ #3 Refer back to administration and or committee for further edits.

PROPOSED RESOLUTION / RECOMMENDATION:

That Council approve the 2024-2028 5-year capital plan as attached to these minutes as Schedule “?”.

ALTERNATIVES:

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

Communications / PR

Financial:

Attachments:

Applicable Legislation:

Prepared By: Clayton Gillespie, Corporate Services Manager

Date: December 7, 2023

CAO Comments:

NANTON STRATEGIC PLAN ALIGNMENT			
☐	OPERATIONS	☐	EMERGENCY SERVICES
☐	PLANNING AND DEVELOPMENT	☐	COMMUNITY AND ECONOMIC DEVELOPMENT
☒	GOVERNANCE AND CORPORATE SERVICES	☐	NOT APPLICABLE
PRIORITY OR ACTION:			



TOWN OF NANTON - FIVE YEAR CAPITAL PLAN

EST 1913 Population growth of .5%		2024						2225		2236		2247		2418	
		Comments		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
Land Development															
Industrial															
Commercial															
Residential															
Total Land Development			0	0	0	0	0	0	0	0	0	0	0	0	0
Roadway Infrastructure															
18th Avenue		New road													
19th Avenue		Street and stormwater upgrade													
Roadway Rehab		Patching & SWL curb/gutter project	150,000	50,000	250,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Sidewalk replacement program		Sidewalk repair & replacement	75,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Total Roadway Infrastructure			225,000	100,000	350,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000
Utility Infrastructure															
Waste Water Treatment Plant		Upgrades (Dewatering project)	3,026,000	250,000											
Water Plant Updates		Equipment/plant updates		250,000											
Valve & hydrant replacement		Hydrant, valves	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Infiltration gallery pumps															
Waste water mains		re-lining	75,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Equipment		Wastewater line Flusher	200,000												
Raw Water Reservoir		Aeration projection													
Manhole Replacement		rotating replacement and infiltration repairs	0	50,000	0										
Stormwater management		Westview storm pond dredging	0	100,000											
Total Utility Infrastructure			3,351,000	500,000	100,000	425,000	425,000	425,000	425,000	425,000	425,000	425,000	425,000	425,000	425,000
Parks (Cemetery) and Trails															
Centennial Park															
Ball Diamonds, new and or revitalized															
Children's Spray Park															
Pathway		Extensions/rehab													
Playground Apparatus		Additions/replacement	20,000	25,000											
Total Parks and Trails			20,000	25,000	300,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Public Realm & Development															
Northbound Rest Area Upgrade		2nd phase & or grant project	0												
Gateway Signage															
VIC School house															
Total Downtown Vitalization			0	0	0	0	0	0	0	0	0	0	0	0	0
Buildings															
THRC - arena		Warm room glass/window wall	50,000	125,000	250,000										
THRC		Elevator/lift with building modifications	500,000												
THRC		Pool updates - valves & structural concrete	50,000												
Town Office / Library		Raingarden	0												
Fire Hall		Curb & approach updates	15,000												
Town Shop		LED lighting, ventilation, & roof	45,000												
Recycling Cnt		Fencing	35,000												
FCSS Building		Building repairs		25,000											
Community Cnt		Energy efficiency upgrades		50,000											
Total Buildings			695,000	200,000	275,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Vehicles and Equipment															
Equipment replacement under \$50 K		Box sander & backhoe attachment	30,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Equipment replacement over \$50 K		Ice resurfacer	175,000												
Vehicle Replacement		PW pickup	35,000	50,000											
Bylaw enforcement		New vehicle	50,000												
Fire Truck(s)															
Fire Equipment		Breathing apparatus units & Dual band radios	84,000												
Furniture and Fixtures		Speed signage													
Equipment		Parks mower (zero-turn)	30,000												
Total Vehicles and Equipment			404,000	100,000	515,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Other Assets															
Columbarium															
Total Other Assets			0	0											
TOTAL			4,695,000	925,000	1,540,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000	1,250,000
Funding Sources- Estimated			2024	2025	2026	2027	2027	2027	2027	2027	2027	2027	2027	2027	2027
Basic Municipal Transportation Grant (BMTG)															
Canada Community Building Fund			350,000	200,000	200,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Municipal Sustainability Initiatives Program - to be replaced by the LGFF		/	1,027,300	425,000	600,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000	700,000
AB Municipal Water/Wastewater Partnership (AMWWP)			1,862,200												
Federal Small Communities Grant (FSC)															
Municipal Stimulus Program															
Western Diversification grant															
Municipal Reserves			179,000	585,000	450,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
Municipal reserves for WWTP project			581,900												
Westview Reserves															
Municipal Operating Dollars			65,000	125,000	90,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000	150,000
Borrowing			581,900	0	500,000										
Local Improvements / Utility Levy															
Offsite Levies															
Fundraising and in-kind			0	0	0	0	0	0	0	0	0	0	0	0	0
Other grants (MCCAC)			47,700												
Total Revenue			4,695,000	1,335,000	1,840,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Unfunded			0	-410,000	-300,000	-250,000	-250,000	-250,000	-250,000	-250,000	-250,000	-250,000	-250,000	-250,000	-250,000



REQUEST FOR DECISION

Meeting: December 11, 2023

Agenda Item: 5.1

Fees and Rates Bylaw update

PURPOSE:

For council to consider adopting that attached updated fees and rates bylaw.

BACKGROUND / IMPLICATIONS:

Administration is presenting an updated fees and rates bylaw to ensure rates that need to be updated are, and any additional rates needed have been added. As we move into 2024 we've added year 5 (2028) to a number of the rates, we've incorporated the new infrastructure renewal fee, and the summer facility rental fees that had originally been placed in its own bylaw.

Due to ongoing inflation concerns, utility fees have been increased slightly more for each of the next five years than was noted in the previous bylaw - annual increases are approximately 5%. From year to year these can be adjusted as necessary based upon new information.

No other big changes have been proposed to the other schedules.

ADMINISTRATIVE RECOMMENDATION:

Approve the Bylaw 1381/23 with updated fee and rate schedules.

DECISION OPTIONS:

- ☒ #1 – Approve Bylaw No. 1381/23
- ☒ #2 – Approve with amendments
- ☒ #3 – Refer to the finance committee for further review

ALTERNATIVES:

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

Financial (GL# / Amount) : _____

Communications/PR:

Attachments: Bylaw No. 1381/23

Applicable Legislation:

Prepared By: Clayton Gillespie, Corporate Services Manager

Date: Dec. 6, 2023

APPROVED BY: Neil Smith, Chief Administrative Officer:

NANTON STRATEGIC PLAN ALIGNMENT			
☐	OPERATIONS	☐	EMERGENCY SERVICES
☐	PLANNING AND DEVELOPMENT	☐	COMMUNITY AND ECONOMIC DEVELOPMENT
☒	GOVERNANCE AND CORPORATE SERVICES	☐	NOT APPLICABLE
PRIORITY OR ACTION: CAPITAL PRIORITIES -			





BYLAW

Bylaw Number: 1381/23

A BYLAW OF THE MUNICIPALITY OF THE TOWN OF NANTON IN THE PROVINCE OF ALBERTA TO SET FEES AND RATES RESPECTING SERVICES AND GOODS PROVIDED BY THE TOWN OF NANTON.

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

WHEREAS Council deems it proper and expedient to set fees and rates, as may be amended from time to time, respecting:

- i. Municipal Utility services and supply provided by the Town of Nanton, including, but not limited to, water, wastewater and sewers, storm sewers and plumbing; and
- ii. Solid Waste and Recycling fees; and
- iii. Business License fees; and
- iv. Parks and Recreation related services; and
- v. Cemetery fees; and
- vi. Miscellaneous Fees.

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

1. ENACTMENT:

- 1.1. This Bylaw will be cited as the Fees and Rates Bylaw # 1381/23.
- 1.2. The Water Rates, Wastewater Rates and Storm Water Rates, attached as per Schedules "A" and "B" respectively, as stated within this Bylaw, shall be the fees and rates in regard to the current Town of Nanton Municipal Utility Bylaw, and any amendments thereof.
- 1.3. The Solid Waste and Recycling fees, attached as per Schedule "C" and stated within this Bylaw, shall be the fees and rates in regard to the current Solid Waste and Recycling Bylaw, and any amendments thereof.
- 1.4. The Town of Nanton Business License Fees, attached as per Schedule "D" and stated within this Bylaw, shall be the fees and rates in regard to the current Town of Nanton Business License Bylaw, and any amendments thereof.
- 1.5. The Town of Nanton Parks and Recreation fees and rates for services relating to its facilities, attached as per Schedule "E" and Schedule "I" stated within this Bylaw, shall be the fees and rates in regard to the services provided. THRC refers to the Tom Hornecker Recreation Centre.



Bylaw #1381/23

- 1.6 The Town of Nanton Miscellaneous services fees and rates, attached as per Schedule "F" and stated within this Bylaw, shall be the fees and rates for those services provided.
- 1.7 Schedule "G" attached to this Bylaw are the Town of Nanton fees and rates pertaining to the Third Party Uses of Municipal Land and Improvements Policy and shall be the fees and rates for those services provided.
- 1.8 Schedule "H" attached to this Bylaw are the Town of Nanton fees and rates pertaining to the Town of Nanton Cemetery and shall be the fees and rates for those services provided.

2. GENERAL PROVISIONS:

2.1 Severability

It is the intention of Council that each separate provision of the Bylaw shall be deemed independent of all other provisions herein and it is the further intention of Council that if any provision of this Bylaw is declared invalid, all other provisions hereof shall remain valid and enforceable.

2.2 Fees, Rates and Charges

The fees, rates and charges contained in the attached Schedules and forming part of this Bylaw shall be the fees, rates and charges in effect for the provision of goods and services stated.

3. EFFECTIVE DATE AND READINGS

- 3.1 This Bylaw #1381/23 comes into full force and effect upon final reading, thereby repealing Town of Nanton Bylaw #1366/22 and Bylaw # 1370/23.

- 3.2 Read a first time this ____ day of _____, 2023.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

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

TOWN OF NANTON

CHIEF ELECTED OFFICIAL



CHIEF ADMINISTRATIVE OFFICER

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

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

DRAFT



BYLAW # 1381/23 – SCHEDULE “A”**WATER RATES & CHARGES***

Minimum repair charges for a damaged meter	\$55.00
Deposit for meters requested to be removed and calibrated	\$100.00
Charge for provision and installation of remote reading device	\$55.00
Water services disconnected during regular working hours	\$55.00
Water services reconnected during regular working hours	\$55.00
Water services disconnected after regular working hours	\$110.00
Water services reconnected after regular working hours	\$110.00
Bimonthly charge for unmetered water services in addition to basic rate	\$55.00
Request each on-site meter reading where radio reading service is available	\$55.00
New Lawn or newly seeded lawn (additional watering schedule) Permit	\$10.00
Bi-monthly infrastructure renewal fee for an unconnected vacant lot	\$50

(*GST may be applicable to charges noted above)

Water Rates 2024 – 20282024 - Residential

\$62 flat fee +
 \$0 on 0 to 18 m³consumption
 \$2.25/m³ on 19 to 36 m³ consumption
 \$2.75/m³ on 37 to 45 m³ consumption
 \$2.95/m³ over and above 45 m³

Commercial/Industrial

\$62 flat fee +
 \$0 on 0 to 18m³ consumption
 \$2.25/m³ on 19 to 36m³ consumption
 \$2.80/m³ on 37 to 45 m³ consumption
 \$3.00/m³ over and above 45 m³

2025 - Residential

\$64 flat fee +
 \$0 on 0 to 18 m³consumption
 \$2.25/m³ on 19 to 36 m³ consumption
 \$2.75/m³ on 37 to 45 m³ consumption
 \$2.95/m³ over and above 45 m³

Commercial/Industrial

\$64 flat fee +
 \$0 on 0 to 18m³ consumption
 \$2.25/m³ on 19 to 36m³ consumption
 \$2.80/m³ on 37 to 45 m³ consumption
 \$3.00/m³ over and above 45 m³

2026 - Residential

\$66 flat fee +
\$0 on 0 to 18 m³consumption
\$2.30/m³ on 19 to 36 m³ consumption
\$2.80/m³ on 37 to 45 m³ consumption
\$3.00/m³ over and above 45 m³

Commercial/Industrial

\$66 flat fee +
\$0 on 0 to 18m³ consumption
\$2.30/m³ on 19 to 36m³ consumption
\$2.85/m³ on 37 to 45 m³ consumption
\$3.05/m³ over and above 45 m³

2027 - Residential

\$68 flat fee +
\$0 on 0 to 18 m³consumption
\$2.30/m³ on 19 to 36 m³ consumption
\$2.80/m³ on 37 to 45 m³ consumption
\$3.00/m³ over and above 45 m³

Commercial/Industrial

\$68 flat fee +
\$0 on 0 to 18m³ consumption
\$2.30/m³ on 19 to 36m³ consumption
\$2.85/m³ on 37 to 45 m³ consumption
\$3.05/m³ over and above 45 m³

2028 - Residential

\$70 flat fee +
\$0 on 0 to 18 m³consumption
\$2.35/m³ on 19 to 36 m³ consumption
\$2.85/m³ on 37 to 45 m³ consumption
\$3.10/m³ over and above 45 m³

Commercial/Industrial

\$70 flat fee +
\$0 on 0 to 18m³ consumption
\$2.35/m³ on 19 to 36m³ consumption
\$2.90/m³ on 37 to 45 m³ consumption
\$3.15/m³ over and above 45 m³

BYLAW # 1381/23 – SCHEDULE “B”**STORM WATER AND WASTEWATER RATES & CHARGES****Stormwater rates 2024 – 2028**

2024	\$4.36
2025	\$4.47
2026	\$4.58
2027	\$4.70
2028	\$4.82

Deposit for wastewater service lines requested to be inspected	\$300.00
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Bimonthly rates for wastewater service and discharge rates based on metered water consumption values

Wastewater Rates 2024 - 20282024: Residential

\$78 flat fee +
\$0 on 0 to 18 m³ consumption
\$2.25/m³ on 19 to 36 m³ consumption
\$2.75/m³ on 37 to 45 m³ consumption
\$2.95/m³ over and above 45 m³

Commercial/Industrial

\$77 flat fee +
\$0 on 0 to 18m³ consumption
\$2.25/m³ on 19 to 36m³ consumption
\$2.75/m³ on 37 to 45 m³ consumption
\$3.00/m³ over and above 45 m³

2025: Residential

\$79 flat fee +
\$0 on 0 to 18 m³ consumption
\$2.25/m³ on 19 to 36 m³ consumption
\$2.75/m³ on 37 to 45 m³ consumption
\$2.95/m³ over and above 45 m³

Commercial/Industrial

\$78 flat fee +
\$0 on 0 to 18m³ consumption
\$2.25/m³ on 19 to 36m³ consumption
\$2.75/m³ on 37 to 45 m³ consumption
\$3.00/m³ over and above 45 m³

2026: Residential

\$81 flat fee +
\$0 on 0 to 18 m³ consumption
\$2.30/m³ on 19 to 36 m³ consumption
\$2.80/m³ on 37 to 45 m³ consumption
\$3.00/m³ over and above 45 m³

Commercial/Industrial

\$80 flat fee +
\$0 on 0 to 18m³ consumption
\$2.30/m³ on 19 to 36m³ consumption
\$2.85/m³ on 37 to 45 m³ consumption
\$3.05/m³ over and above 45 m³

2027: Residential

\$83 flat fee +
\$0 on 0 to 18 m³ consumption
\$2.30/m³ on 19 to 36 m³ consumption
\$2.80/m³ on 37 to 45 m³ consumption
\$3.00/m³ over and above 45 m³

Commercial/Industrial

\$82 flat fee +
\$0 on 0 to 18m³ consumption
\$2.30/m³ on 19 to 36m³ consumption
\$2.85/m³ on 37 to 45 m³ consumption
\$3.05/m³ over and above 45 m³

2028: Residential

\$85 flat fee +
\$0 on 0 to 18 m³ consumption
\$2.35/m³ on 19 to 36 m³ consumption
\$2.85/m³ on 37 to 45 m³ consumption
\$3.05/m³ over and above 45 m³

Commercial/Industrial

\$84 flat fee +
\$0 on 0 to 18m³ consumption
\$2.35/m³ on 19 to 36m³ consumption
\$2.90/m³ on 37 to 45 m³ consumption
\$3.10/m³ over and above 45 m³

As per Resolution #313-20/11/02:

Residential Wastewater consumption charges, for billing purposes, from May 1st to October 31st annually, is calculated based on an average of water consumption in the prior months of November 1st to April 30th.

This is to acknowledge that additional water consumption during the summer months does not generally enter the sewer collection system.

BYLAW # 1381/23 – SCHEDULE “C”**SOLID WASTE CHARGES & FEES 2024 - 2028**

2024 -	\$17.67
2025 -	\$17.94
2026 -	\$18.39
2027 -	\$18.85
2028 -	\$19.32

Additional garbage tags	\$3.00
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RECYCLING FEES 2024 – 2028

2024 -	\$13.33
2025 -	\$13.66
2026 -	\$14.00
2027 -	\$14.35
2028 -	\$14.71

Non-residential Recycling bi-monthly charge *	\$15.00
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(*Fee only applicable when service is provided)

BYLAW # 1381/23 – SCHEDULE “D”**BUSINESS LICENSE RATES AND FEES**

<u>Description</u>	<u>Rate (GST Exempt)</u>
Resident - Full Calendar Year	\$150.00
Resident - Six Months or Less Within a Calendar Year	\$50.00
Non-Resident - Full Calendar Year	\$200.00
Non-Resident - Six Months or Less within a Calendar Year	\$100.00
Temporary - Day	\$20.00
Temporary - Week	\$40.00
Temporary - Month	\$80.00
Market Site – Full Calendar Year	\$200.00
Market Site - Six Months or Less Within a Calendar Year	\$100.00
Alberta Southwest Regional – Full Calendar Year	Set by ABSW
Resident Fee Discount if renewal rendered by 31 st day of January	\$50.00*

* Applies only to Resident Full Calendar Year renewals.

Schedule "E" PARKS AND COMMUNITY EVENTS (All rates include GST unless otherwise stated)

Baseball Diamond Per Day

	2024	2025	2026	2027	2028
Baseball Diamond Rental, Non-Local Based Group (adult) Daily/Hourly	\$82/\$10.25	\$83.50/10.44	\$85.15/10.65	\$86.85/\$10.85	\$88.60/\$11.07
Baseball Diamond Rental, Local Based Group (adult) Daily/Hourly	\$67.30/\$8.40	\$68.65/\$8.58	\$70/\$8.75	\$71.40/\$8.93	\$72.83/\$9.11
Baseball Diamond Rental - Local School/Child/Youth (under 18 years of age) Daily/Hourly	\$41/\$5.13	\$42/5.25	\$43/\$5.38	\$44/\$5.50	\$44.88/\$5.61
Baseball Diamond Rental - Non-local youth Daily/Hourly	\$67.30/\$8.40	\$68.65/\$8.58	\$70/\$8.75	\$71.40/\$8.93	\$72.83/\$9.11
Adult tournament event rate (1-3 days)	\$306	\$312	\$318	\$325	\$332
Minor tournament event rate (1-3 days) - under 18 years of age	\$204	\$208	\$212	\$216	\$220

Community Events Policy Rates

Damage/Cleaning Deposits	\$150-\$500 dependent on risk factors (see policy).				
Street/Road closure permits	\$50				
Community Bylaw Noise Exception	\$20				
Private rentals or functions in parks (if not listed elsewhere) <i>Local Non-Profits, Clubs and Associations Exempt</i>	\$10.00 per day or part thereof				
Public event or function in parks (if not listed elsewhere) <i>Local Non-Profits, Clubs and Associations Exempt</i>	\$25.00 per day or part thereof				
Town staff/ crew support or assistance for a third party rental or event outside of the THRC facility <i>Exemptions where Town covers costs listed in the policy.</i>	\$70 per hour (\$40 per hour without a vehicle), plus a holiday fee of an additional 50% for weekend or outside working hours service and an additional 100% for holiday service				
CPO/Bylaw Member and vehicle for film production or third party event	\$125 per hour				
Porta Pottie rental (per day)	\$31	\$31.21	\$31.84	\$32.47	\$33.12
THRC Car Park private rental or public event (per day)	\$41	\$41.62	\$42.45	\$43.30	\$44.16

THRC ADVERTISING & SPONSORSHIP ANNUAL RATES (PER YEAR)

	2023-24	2024-25	2025-26	2026-27	2027-28
THRC Wall Sign – up to 2' X 4'	\$81	\$83	\$84	\$86	\$88
THRC Wall Sign – up to 2' X 8'	\$163	\$166	\$170	\$173	\$176
THRC Wall Sign – up to 4' X 8'	\$272	\$278	\$283	\$289	\$295
THRC Wall Sign up to 6'x12'	\$424	\$433	\$441	\$450	\$459
THRC Rink Board Sign - 3' x 8'	\$265	\$271	\$276	\$281	\$287
THRC Ice Signage – as per agreement (3'x6' site)	\$167	\$171	\$174	\$177	\$181

LED monitor rolling advertising (if available /per season)	\$83	\$85	\$86	\$88	\$90
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Other custom signage or sponsorship requests

By sponsorship policy agreement

FACILITY RATES (Lease/ LOC agreements may apply)

	2024	2025	2026	2027	2028
Warm Room rental per hr	\$38	\$39	\$40	\$40	\$41
LCD projector & screen (use within THRC only) /per setup	\$32	\$33	\$33	\$34	\$35
Curling Lounge for meetings/per hour (only available from Apr 1 – Sept 30 each yr)	\$37	\$38	\$38	\$39	\$40
Curling Lounge for meetings/per day (only available from Apr 1 – Sept 30 each yr)	\$265	\$270	\$276	\$281	\$287
Additional THRC staffing required and or general holidays/ per hr	\$80	\$82	\$83	\$85	\$87
Extraordinary cleaning/ per hr (to be charged in ½ hr increments)	\$37	\$38	\$38	\$39	\$40
Town Initiated Programing 1 – per class, per person (plus cost of external trainer /coach, if required)	\$53	\$54	\$55	\$56	\$57

DAMAGE/CLEANING DEPOSITS

\$150

\$500 if deposit lost in previous 2 calendar years

DRY ICE ARENA RENT

	2024	2025	2026	2027	2028
Public Use - No food or drink / hr	\$75	\$77	\$78	\$80	\$81
Local Minor Sports / hr	\$64	\$65	\$67	\$68	\$69
Non-local Sports Groups / hr	\$70	\$71	\$73	\$74	\$76
Public Use – No food or drink / day	\$630	\$643	\$655	\$669	\$682
Public Use – drink & food permitted /day	\$742	\$757	\$772	\$787	\$803
Pickle Ball – Drop in individual	\$6	\$6	\$6	\$6	\$6
Pickle Ball – Drop in Ten Pass	\$55	\$56	\$57	\$58	\$60
Pickle Ball – Individual Season Pass	\$116	\$118	\$121	\$123	\$126

ICE SURFACE

	2023-24	2024-25	2025-26	2026-27	2027-28
Public Skate Admission (applicable only to <u>unsponsored</u> public skate)					
Under 6 years (with 16 years or over)	\$0	\$0	\$0	\$0	\$0
Public Skate - 6 to 12 years	\$4	\$4	\$4	\$4	\$4

Public Skate - 13 years and over	\$5	\$5	\$5	\$5	\$5
Public Skate - Family (must include one parent/guardian)	\$12	\$12	\$12	\$13	\$13

Public Skate Season Passes (applicable only to unsponsored public skate)

Family Season Skating Pass	\$316	\$322	\$329	\$335	\$342
6 to 12 years	\$163	\$166	\$170	\$173	\$176
13 years and over	\$194	\$198	\$202	\$206	\$210
Ten Pass	\$38	\$39	\$40	\$40	\$41

ARENA RENT – PRIME TIME = all other hours than Non-Prime

	<u>2024 (Jan-Mar)</u>	<u>2024-25</u>	<u>2025-26</u>	<u>2026-27</u>	<u>2027-28</u>
Local Adult Group per hour	\$147	\$158	\$161	\$164	\$168
Local Youth Group per hour	\$98	\$105	\$107	\$110	\$112
Local Youth Group w/Warm Room per hour	\$119	\$128	\$130	\$133	\$136
Non-Local Adult Group per hour	\$279	\$300	\$306	\$312	\$318
Non-Local Youth Group per hour	\$156	\$168	\$171	\$174	\$178

ARENA RENT – Non Prime Hours = 6:00 a.m. to 4:00 p.m. (Monday - Friday)

	<u>2024 (Jan-Mar)</u>	<u>2024-25</u>	<u>2025-26</u>	<u>2026-27</u>	<u>2027-28</u>
Non Prime Local Youth Group per hour	\$72	\$77	\$79	\$81	\$82
Non Prime Local Adult Group per hour	\$111	\$119	\$122	\$124	\$127
Non Prime Non-Local Youth Group per hour	\$117	\$126	\$128	\$131	\$133
Non Prime Non-Local Adult Group per hour	\$201	\$216	\$220	\$225	\$229
ADULT TOURNAMENT RATE (LOCAL) per day	\$1,381	\$1,485	\$1,514	\$1,545	\$1,575
ADULT TOURNAMENT RATE (NON-LOCAL) per day	\$2,668	\$2,868	\$2,983	\$3,102	\$3,164
YOUTH TOURNAMENT RATE (LOCAL) per day	\$935	\$1,005	\$1,045	\$1,087	\$1,109
YOUTH TOURNAMENT RATE (NON-LOCAL) per day	\$1,492	\$1,604	\$1,668	\$1,735	\$1,769

AQUATICS FEES

	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
POOL GENERAL ADMISSION					

Under 6 years of age (must be accompanied by person 16+)	\$0	\$0	\$0	\$0	\$0
- per session			\$0	\$0	\$0
			\$0	\$0	\$0
6 to 12 years of age – per session	\$5	\$5	\$5	\$5	\$6
			\$0	\$0	\$0
13 years and over – per session	\$6	\$6	\$6	\$6	\$6
			\$0	\$0	\$0
Family (must include one parent/guardian) – per session	\$17	\$18	\$18	\$18	\$19

POOL SEASON PASS

	2024	2025	2026	2027	2028
Family	\$181	\$185	\$188	\$192	\$196
6 to 12 years	\$63	\$64	\$66	\$67	\$68
13 years and over	\$69	\$70	\$72	\$73	\$75
Ten Pass Punch Card 6 to 12 years	\$38	\$39	\$40	\$40	\$41
Ten Pass Punch Card 13 + years	\$48	\$49	\$50	\$51	\$52

POOL USE

	2024	2025	2026	2027	2028
Hourly Pool Rent	\$85	\$87	\$88	\$90	\$92
Hourly Pool Rent with Lounge	\$102	\$104	\$106	\$108	\$110
Local Swim Club Pool Rent / hr	\$60	\$65	\$67	\$68	\$69
Local Swim Club Lane Rent / lane/ hr	\$15	\$15	\$16	\$16	\$16
Non-Local Swim Club Pool Rent / hr	\$106	\$108	\$110	\$112	\$115
Non-Local Swim Club Lane Rent / lane/ hr	\$18	\$18	\$19	\$19	\$19
Pool W/ibit/ per setup	\$53	\$54	\$55	\$56	\$57

SWIM LESSONS

		2024	2025	2026	2027	2028
Parent-Tot / Swimmer 1 / Swimmer 2						
25% lesson fee discount when bundled with season pass	5 Class Set	\$40	\$41	\$42	\$42	\$43
25% lesson fee discount when bundled with season pass	8 Class Set	\$63	\$64	\$66	\$67	\$68
Swimmer 3-Swimmer 6 (1 hr classes)						
25% lesson fee discount when bundles with season pass	5 class set	\$46	\$47	\$48	\$49	\$50
25% lesson fee discount when bundles with season pass	8 class set	\$72	\$73	\$75	\$76	\$78
Rookie/Ranger/Star						

25% lesson fee discount when bundles with season pass	5 class set	\$68	\$69	\$71	\$72	\$74
25% lesson fee discount when bundles with season pass	8 class set	\$109	\$111	\$113	\$116	\$118
Bronze Star – 16 hr session		\$113	\$115	\$118	\$120	\$122
Bronze Medallion – 18-20 hr session		\$152	\$155	\$158	\$161	\$165
Bronze Cross – 18-20 hr session		\$152	\$155	\$158	\$161	\$165
Bronze Medallion + Bronze Cross		\$270	\$275	\$281	\$287	\$292
Private Lesson - Per ½ hr session		\$41	\$42	\$43	\$44	\$44
Group Lessons (Non Specific)						
+13/Adult ages	5 class set	\$52	\$53	\$54	\$55	\$56
	8 class set	\$82	\$84	\$85	\$87	\$89
AquaFit – Per class		\$7	\$7	\$7	\$7	\$8
	10 Punch Pass	\$63	\$64	\$66	\$67	\$68
Standard First Aid* – 16 hrs		\$168	\$171	\$175	\$178	\$182
National Lifeguard* – 40 hrs		\$348	\$355	\$362	\$369	\$377
Lifesaving Society Swim & Lifesaving Instructor* – 40 hrs		\$348	\$355	\$362	\$369	\$377
Recertification (all advanced courses*)		\$91	\$93	\$95	\$97	\$99

BYLAW # 1381/23 – SCHEDULE “F” MISCELLANEOUS FEES AND RATES

Where GST is applicable, noted by asterisks (*)

Administration	Assessment Review Request	\$60.00 per residential tax roll \$140.00 per commercial tax roll
Administration	Document Reprints	\$5.00 per document (30 pages or more)
Administration	Tax Certificate	\$25.00 per property
Administration	Tax Information Sheet	\$25.00 per property
Administration	Non-sufficient funds	\$15.00 per item
Administration	Municipal District Maps	at Cost (*)
Administration	Nanton Branded Merchandise	(*)

Wholesale to local retailers – cost plus amount not to exceed 25% of value

Retail from Town facilities – cost plus amount set by CAO to ensure fair market value

(Note: Council requests for branded merchandise for events and VIPs – wholesale value of the items deducted from individual Councillor expense budget.)

**BYLAW # 1381/23 – SCHEDULE “G” FEES AND RATES FOR THIRD PARTY USES OF
MUNICIPAL LAND AND IMPROVEMENTS**

(GST not applicable)

DESCRIPTION	FEE	Explanatory information
Minimum starting lease term fee	\$50.00, per year	Cannot be negotiated for a lower figure.
Minimum annual lease fee or increase	2 %, per year	Cannot be negotiated for a lower figure.
Minimum bare land license of occupation (non-exclusive temporary use)	\$10 per day or part thereof \$15 per month \$150 per year	LOC lasting up to 30 days LOC lasting up to 11 months LOC lasting 1 or more years
Minimum license of occupation for all or portion of a municipal building or structure (non-exclusive temporary use)	\$15 per day or thereof \$20 per month \$200 per year	LOC lasting up to 30 days LOC lasting up to 11 months LOC lasting 1 or more years
Minimum rate for a downtown license of occupation utilizing parking stalls, public parking space	\$750 per parking stall or 20 feet of unmarked public parking frontage rendered unusable, per year	For seasonal temporary LOCs that facilitate additional business activities such as sidewalk patios/ cafes and extended displays
Encroachment agreement minimum fee	\$165	Preparation of an encroachment agreement, cannot be negotiated for lower figure
Application Fee	\$55	Under the Third Party Uses of Municipal Land and Improvements Policy

BYLAW # 1381/23 - Schedule 'H' – Cemetery Fees

Section:	Burial Rights:	Fees (\$):				
		2024	2025	2026	2027	2028*
2.7	Casket Lot fee	1428.00	1442.00	1456.00	1471.00	1485.00
2.7	Urn lot fee	361.00	364.00	367.00	371.00	375.00
	Columbarium: (open and close included- weekend/holiday surcharge is applicable)					
9.11	Niche with single engraving	1250.00	1263.00	1275.00	1288.00	1300.00
9.11	Niche with double engraving	1400.00	1415.00	1430.00	1445.00	1460.00
	Memorial Wall:					
9.9	Plaque & installation	300.00	306.00	313.00	316.00	319.00
	Services:					
7.7	Open & close for interment May 1 to November 30 – 6 foot depth (single depth)	515.00	520.00	525.00	530.00	535.00
7.7	Open & close for interment May 1 to November 30 – 9 foot depth (double depth)	721.00	728.00	735.00	741.00	748.00
7.7	Open & close for interment Dec. 1 to April 30 - Single depth	618.00	624.00	630.00	636.00	642.00
7.7	Open & close for interment Dec. 1 to April 30 - Double Depth	824.00	832.00	840.00	848.00	856.00
7.7	Open & close for inurnment Dec 1 to April 30 - ashes	206.00	208.00	210.00	212.00	214.00
7.7	Open & close for inurnment May 1 to Nov. 30 - ashes	180.00	182.00	184.00	186.00	188.00
7.10	Late funeral surcharge (after 4:00 p.m. arrival)	103.00	104.00	105.00	106.00	107.00
7.14	Weekend/Holiday surcharge: <i>Interment/ Inurnment</i>	438.00	442.00	446.00	450.00	454.00
7.14	Weekend /Holiday surcharge: <i>Columbarium</i>	139.00	141.00	143.00	145.00	147.00
7.21	Disinterment with permanent outer box**	670.00	676.00	682.00	688.00	695.00
7.23	Disinterment without permanent outer box surcharge**	1339.00	1353.00	1366.00	1374.00	1380.00
6.4; 6.6	Change of burial rights	63.00	64.00	65.00	66.00	67.00

* Fees limit until such time as the bylaw is amended or replaced.

** Fee could be at the market cost of an approved contractor if the Town cannot internally provide this service for any reason.

BYLAW # 1381/23 - Schedule 'I' – Summer Facility Fees

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

	2024	2025	2026	2027	2028
1 Day event Non-Local rental	\$1030.00	\$1060.90	\$1092.73	\$1125.51	\$1159.28
1 Day event, Local rental	\$772.50	\$795.68	\$819.55	\$844.13	\$869.45
2 Day event Non-Local rental	\$1802.50	\$1856.58	\$1912.27	\$1969.64	\$2028.73
2 Day event, Local rental	\$1339.00	\$1379.17	\$1420.55	\$1463.16	\$1507.05
Add Warm Room to rental	\$154.50	\$159.14	\$163.91	\$168.83	\$173.89
3 or more days	By Written Agreement with the Chief Administrative Officer				
Private Events (e.g. weddings, Celebrations of life, dinners)	As per Dry Ice Arena hourly or day rate in Schedule "E" of Bylaw #1381/23				
Add Warm Room/Curling Lounge/Concession to rental	\$154.50	\$159.14	\$163.91	\$168.83	\$173.89
Damage / Cleaning Deposits	As per Schedule "E" of Bylaw #1381/23				



REQUEST FOR DECISION

Meeting: December 11, 2023
Agenda Item: 5.2

Support Grants / Funding Agreements 2024

Introduction:

As we do every year, an advertisement for support grant applications was put out in October with a deadline of November 30, 2023. This year we received three (3) applications for council consideration.

This is also the time when the Nanton Quality of Life and the Nanton Library submits its 2024 budget for consideration. There are additional expenses for these two entities related to the facilities they operate in, and these are dealt with separately in the Town's overall operating budget.

Background Information:

1. FUNDING AGREEMENTS - OVERVIEW FOR 2024 BUDGET

Nanton Quality of Life Foundation (NQLF) has submitted its budget for 2024 (attached) requesting \$15,337 in funding from the Town of Nanton; this amount has changed slightly due to a new provincial FCSS agreement. The requested amount is 25% of the provincial funding and is a requirement of the grant. The Town of Nanton receives the provincial grant of \$61,347.00 and passes the money thru to NQLF along with the Town's grant commitment.

Nanton Thelma Fanning Library submitted its budget for 2024 and the amount being requested is in line with previous year's requests. This amount (once approved) is submitted to the Library in quarterly payments. Within the operational budget there are other expenses related to the Library (building) and the Chinook Arch Regional Library system but this is the one expense that is paid directly to the Library.

Recommendation:

Administration recommends funding is approved as requested.

.....

2. ANNUAL SUPPORT GRANT APPLICATIONS – OVERVIEW FOR 2023 BUDGET

The Town received three (3) grant applications for 2024 that meet the criteria as per the Grants Disbursement Policy 12 - 486 – 18/12/03.

Nanton Citizens on Patrol is requesting a \$1000 support grant for a project entitled "Light up Nanton's Alley's". The attached letter outlines further details pertaining to the request. The Town provided a \$250 support grant in 2022 and a \$300 support grant again in 2023.

Nanton Community Memorial Centre is seeking funding to help offset the centre's utility costs (power, gas, water & sewer) for 2024. As noted in the attached, the costs are approximately \$13,500 which is

similar to the previous year. The Town did provide a support grant in each of the last two year's to help cover utility costs in the amount of \$12,000 and \$14,000 respectively. Further detail is provided in the attached request.

Nanton Animal protection society – NAPS is seeking \$3000 from the Town for the “Town of Nanton Cat Program 2024” – this is a continuation of the same program the Town sponsored last year which provides pet owners a reduced rate to spay and neuter feral cats with the hope of reducing stray cats. The Town provided a \$1500 support grant in 2023.

The total support grants approved over the past 5 years looks as follows:

2023 =	\$23,400
2022 =	\$19,370
2021 =	\$9,558
2020 =	\$5,450
2019 =	\$17,300

Within the 2023-2025 operating budget, the current 2024 budgeted amount for this category is \$17,500. Council of course can vary from this amount and can always approve funding at a later date once the overall budget becomes clearer.

The number of requests received is lower than usual – one additional request was received after the deadline and so council may want to advertise again, or another option would be to budget additional funds for requests that may still come in. Last fall a request from STARS was considered and council deferred a decision on that so this should again be considered.

Two years ago, council past a resolution to support the Handivan society annually with \$3000 which will be in addition to any support grants approved and council normally also supports the High River Health foundation with \$1500 (more in 2023 was approved). The establishment of a community sustainability reserve has generated \$20,000 that can be used to help cover these types of costs.

Recommendation:

Administration presents the following grant requests for consideration in the 2024 operating budget.

	2024 Request
Citizens on Patrol	\$1,000
Community Centre Society	\$13,500
Nanton Animal Protection Society	\$3,000
Total	\$17,500

DECISION OPTIONS:

2024 FUNDING AGREEMENTS

☒ #1 – Approve the 2024 Funding Agreement amount for Nanton Quality of Life Foundation and the Nanton Thelma Fanning Library, as outlined in section 1. above, further grant amounts as determined by council.

ANNUAL COMMUNITY SUPPORT GRANT APPLICATIONS

☒ #2 – Approve Annual Community Support Grant funding to the applicants outlined above in section 2. with the grant amounts as determined by Council

☐ #3 – Defer either grant options to a later date.

ALTERNATIVES:

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

Financial (GL# / Amount) : _____

Communications/PR:

Applicable Legislation:

Attachments: Applications and budgets submissions / Policy #12-486-18/12/03 Annual Grants
Disbursement Criteria

Prepared By: Clayton Gillespie, Corporate Services Manager

Date: December 7, 2023

APPROVED BY:



NANTON THELMA FANNING LIBRARY

1907 21 AVE - P.O. BOX 310

NANTON AB T0L 1R0

Clayton Gillespie - Director of Corporate Services

Town of Nanton

1907 - 21 Ave P.O. Box 609

Nanton AB T0L 1R0

October 19, 2023

Enclosed with this letter, is the 2024 Budget for Nanton Thelma Fanning Library which we request that you present to Town Council for their analysis and approval.

Thank you.

Amanda Bustard – Chairman

Nanton Thelma Fanning Library

Gloria McGowan – Library Manager

Nanton Thelma Fanning Library

**TOWN OF NANTON LIBRARY BOARD
2024 BUDGET REQUEST**

PROPOSED 2024 BUDGET		2023 BUDGET		2022 ACTUALS	
REVENUE		REVENUE		REVENUE	
Grants		Grants		Grants	
Town of Nanton	\$45,000.00	Town of Nanton	\$45,000.00	Town of Nanton	\$45,000.00
Province of Alberta	\$16,750.00	Province of Alberta	\$16,650.00	Province of Alberta	\$16,650.00
MD of Willow Creek	\$10,732.00	MD of Willow Creek	\$10,732.00	MD of Willow Creek	\$10,732.00
MD of WC Library Brd	\$5,000.00	MD of WC Library Board	\$5,000.00	MD of WC Library Brd	\$4,833.00
MD of Ranchlands	\$212.05	MD of Ranchlands	\$212.05	MD of Ranchland	\$212.05
Donations	\$5,000.00	Donations	\$2,000.00	Donations	\$2,807.70
Membership Fees	\$4,000.00	Membership Fees	\$5,000.00	Membership Fees	\$4,292.00
Membership Fines	\$200.00	Membership Fines	\$900.00	Membership Fines	\$371.98
Service Revenue	\$1,500.00	Service Revenue	\$1,500.00	Service Revenue	\$1,327.80
Book Sales / Fundraising	\$300.00	Book Sales / Fundraising	\$300.00	Book Sales / Fundraising	\$219.40
Interest Earned	\$750.00	Interest Earned	\$2,000.00	Interest Earned	\$342.74
Reimbursements - Town of Nanton	\$3,500.00	Reimbursements - Town of Nanton	\$3,500.00	Reimbursements - Town of Nanton	\$3,500.00
Recovered Expense (GST)	\$200.00	Recovered Expense (GST)	\$500.00	Recovered Expense (GST)	\$0.00
Technology Upgrade Reserve	\$5,000.00	Technology Reserve	\$5,000.00	Program Grant	\$0.00
TOTAL OPERATING REVENUE	\$98,144.05	TOTAL OPERATING REVENUE	\$98,294.05	TOTAL OPERATING REVENUE	\$90,288.67
EXPENSES		EXPENSES		EXPENSES	
Staff		Staff		Staff	
Salaries and Wages	\$68,000.00	Salaries and Wages	\$70,000.00	Salaries and Wages	\$62,920.90
CPP and EI Expense	\$2,500.00	CPP and EI Expense	\$3,300.00	CPP and EI Expense	\$2,172.80
Course or Conference Fees	\$500.00	Course or Conference Fees	\$500.00	Course or Conference Fees	\$99.75
Travel and Hospitality	\$1,500.00	Travel and Hospitality	\$1,000.00	Travel and Hospitality	\$1,331.48
W.C.B. - Alberta	\$250.00	W.C.B. - Alberta	\$225.00	W.C.B. - Alberta	\$236.91
Total Staff Expense	\$72,750.00	Total Staff Expense	\$75,025.00	Total Staff Expense	\$66,761.84
Library Resources		Library Resources		Library Resources	
Books	\$1,500.00	Books	\$1,500.00	Books	\$263.64
Periodicals and Newspapers	\$200.00	Periodicals and Newspapers	\$300.00	Periodicals and Newspapers	\$60.00
Total Library Resources	\$1,700.00	Total Library Resources	\$1,800.00	Total Library Resources	\$323.64
Administration		Administration		Administration	
Year-End Accounting Fee	\$1,100.00	Year-End Accounting Fee	\$1,100.00	Year-End Accounting Fee	\$992.25
Board Expenses	\$1,000.00	Board Expenses	\$800.00	Board Expenses	\$145.48
Equipment Rental & Mtce.	\$2,000.00	Equipment Rental & Mtce.	\$2,000.00	Equipment Rental & Mtce.	\$1,786.35
Bank Charges	\$75.00	Bank Charges	\$50.00	Bank Charges	\$0.01
Library Supplies	\$1,000.00	Library Supplies	\$800.00	Library Supplies	\$855.24
Advertising	\$50.00	Advertising	\$50.00	Advertising	\$0.00
Program Expense	\$500.00	Program Expense	\$500.00	Program Expense	\$80.89
Stationery & Copier Supplies	\$1,200.00	Stationery & Copier Supplies	\$1,100.00	Stationery & Copier Supplies	\$1,243.98
Telephone	\$200.00	Telephone	\$500.00	Telephone	\$679.94
Postage and Delivery	\$100.00	Postage and Delivery	\$50.00	Postage and Delivery	\$94.99
Donation	\$50.00	Other -		Donation	\$30.00
Total Administration Expense	\$7,275.00	Total Administration Expense	\$6,950.00	Total Administration Expense	\$5,909.13
Building Costs		Building Costs		Building Costs	
Janitorial Service	\$3,500.00	Janitorial Service	\$3,500.00	Janitorial Service	\$3,500.04
Cleaning Supplies	\$500.00	Cleaning Supplies	\$500.00	Cleaning Supplies	\$224.91
Repairs/Maintenance/Labour	\$400.00	Repairs/Maintenance/Labour	\$300.00	Repairs/Maintenance/Labour	\$301.38
COVID Materials/Supplies	\$0.00	COVID Materials/Supplies	\$0.00	COVID Materials/Supplies	\$0.00
Total Building Expense	\$4,400.00	Total Building Expense	\$4,300.00	Total Building Expense	\$4,026.33
Transfer Payments		Transfer Payments		Transfer Payments	
C.A.R.L.S. Membership Fee	\$8,100.00	C.A.R.L.S. Membership Fee	\$7,971.82	C.A.R.L.S. Membership Fee	\$7,971.82
Total Transfer Payments	\$8,100.00	Total Transfer Payments	\$7,971.82	Total Transfer Payments	\$7,971.82
TOTAL OPERATING EXPENDITURE	\$94,225.00	TOTAL OPERATING EXPENDITURE	\$96,046.82	TOTAL OPERATING EXPENDITURE	\$84,992.76
Capital Expenditures		Capital Expenditures		Capital Expenditures	
Furniture and Equipment	\$800.00	Capital Furniture	\$800.00	Furniture and Equipment	\$377.97
Technology	\$800.00	Capital Technology	\$500.00	Technology	\$2,297.74
Technology Upgrade Reserve	\$5,000.00	Technology Upgrade Reserve	\$5,000.00		
TOTAL CAPITAL EXPENDITURE	\$6,600.00	TOTAL CAPITAL EXPENDITURE	\$6,300.00	TOTAL CAPITAL EXPENDITURE	\$2,675.71
TOTAL CASH DISBURSEMENTS	\$100,825.00	TOTAL CASH DISBURSEMENTS	\$102,346.82	TOTAL CASH DISBURSEMENTS	\$87,668.47
NET INCOME	-\$2,680.95	NET INCOME	-\$4,052.77	NET INCOME	\$2,620.20

NANTON QUALITY OF LIFE FOUNDATION

2024 - FCSS Budget for the Nanton Quality of Life Foundation

FCSS Income

Town of Nanton	\$15,336.68	
Province of Alberta (FCSS)	\$61,346.73	
MD of Ranchland No. 66	\$3,712.00	
<u>MD of Willow Creek No. 26</u>	<u>\$49,139.11</u>	
Total Income:		<u>129,534.00</u>

Other Income

In-Home Assistance/User Fees	\$4,000
Total Other:	<u>\$4,000</u>

Total FCSS Income \$133,534.00

Expenses

Administration (10% of Income)

Board Expenses	\$600.00
Copier Lease	\$1,360.00
Facility Supplies	\$1,500.00
Insurance	\$3,700.00
Membership Fees	\$600.00
Office Supplies	\$1,500.00
Repairs/Mtc	\$100.00
Security System	\$374.00
Telephone/Internet	\$2,820.00
Quickbooks	\$800.00
	<u>\$13,354.00</u>

Program Expenses

Salaries/Payroll Expenses (2 Full/2 Part/1 Casual)	\$108,000.00
Printing	\$1,500.00
Advertising	\$600.00
Conferences/Courses	\$1,000.00
Fuel/Mileage	\$1,500.00
Facilitators	\$1,500.00
Program Supplies	\$2,000.00
WCB (Volunteers, Staff)	\$1,800.00
Accounting/Professional Services	\$2,500.00
Digital Technology	\$1,000.00
Total	<u>\$121,400.00</u>

2024 (Program Expense

Distribution

In Home Assistance	\$5,500.00
Collaborative Learning/Workshops	\$11,200.00
Child/Youth/Family Programs	\$10,000.00
Senior Programming	\$15,000.00
Monthly Newsletter	\$1,200.00
Community Celebrations	\$10,000.00
Community Development	\$9,000.00
Information/Referral Services	\$35,000.00
Volunteer Coordination	\$15,000.00
Professional Development	\$2,000.00
Income Tax Program	\$5,500.00
Volunteer Appreciation	\$2,000.00
	<u>\$121,400.00</u>

Total FCSS Expenses \$133,534.00



Town of Nanton
Support Grant Funding Request Form

SUBMISSION DATE:

MM	DD	YYYY
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Thank you for considering the Town of Nanton as a partner for your project or event. In addition to your written request, the following information must be provided in order for the request to be considered.

Please allow sufficient time between the submission date and the project start date for your application to be reviewed.

1. PROJECT NAME: Light up Nanton's alleys

Contact Name: Kirk Jensen
Organization: Nanton Citizens on Patrol
Address: Box 43
Town: Nanton
Postal Code: T0L 1B0
Phone #/Email: 780-404-6788 nantencitizensonpatrol@gmail.com

2. PROJECT START DATE: Jan. 2024 PROJECT END DATE: Dec. 2024

3. DESCRIPTION:

a) DESCRIPTION OF PROJECT – PURPOSE, TOTAL COST, INTENDED AUDIENCE:

A draw for every month (done at our meetings every other month).
The draw will be for Nanton residents to win a motion sensor solar light.

Total cost: \$1000.00

b) OTHER PARTNERS – WHAT OTHER FUNDING CHANNELS ARE YOU PURSUING (IF NOT, WHY):

(Attach additional pages if required)

Local businesses will be approached to host a free draw box & literature.

c) BENEFIT OR IMPACT TO THE COMMUNITY

Enhanced lighting of backyards and alleys. Awareness of need for improved lighting.

e) PROVIDE MOST CURRENT FINANCIAL STATEMENTS AND CURRENT YEAR'S BUDGET:

(Please attach documentation to this request)

f) PLEASE DESCRIBE HOW THIS GRANT WILL BE ACKNOWLEDGED IN THE COMMUNITY BY THE GROUP

Town will be acknowledged on distributed literature and draw boxes. as well as on social media.

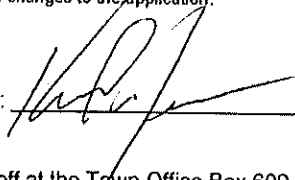
4. OBJECTIVES & PERFORMANCE MEASURES (PROVIDE MINIMUM OF 3)

Goal	Objective / Target	Method to measure goals/objectives
Increase profile of C.O.P.	Increase members	% increase in membership
Improved lighting in town		observation
Increase awareness		

By submitting this application to the Town of Nanton we the undersigned,

- Understand that the request may not be eligible for financial support from the Town of Nanton, based on Council's Strategic Goals.
- Acknowledge that the Town of Nanton reserves the right to amend or rescind its approved investment if the project is not completed, the evaluation report is not submitted or lacks sufficient detail or the program was materially different than represented in this application.
- Agree to notify the Town of Nanton in writing for further approval if there are changes to the application.

Project Manager: Kirk Jensen

Signature: 

Please send completed forms to finance@nanton.ca, mail or drop off at the Town Office Box 609, 1907 21 Avenue, Nanton T0L 1R0. Attention: Clayton Gillespie

The personal information requested here is being collected under the authority of Alberta's Freedom of Information and Protection of Privacy (FOIP) Act, Section 33 (c), for the purpose the promotional funding project and is protected under the Act. Notwithstanding, comments or remarks offered in this form may be made public, without disclosure of personal information. If you have any questions about the collection, use or disclosure of the personal information provided, please contact the FOIP Co-ordinator at the Town of Nanton Administrative Office, 1907 - 21 Avenue, Box 609, Nanton, Alberta, T0L 1R0 (403) 646-2029.

Nanton Citizen's on Patrol
Financial statement
Ending date December 31, 2022

Opening Balance: \$2237.19

Net Assets: (same as opening balance) \$2237.19

Revenue:
Total #1: \$1850.00

Expenses:
Office = \$658.61

Total #2: \$658.61

Total #1: \$1850.00

Total #2: \$658.61

Total: 1191.39 Closing Balance: \$3428.58

Over/Short:
Revenue: \$1850.00
Expenses: \$658.61

Treasurer's Name: Dana Glas Signature: Dana Glas

Audited by Members:

Name: Ashley Ufland Date: Jan. 31, 2023
Signature: Ashley Ufland
Position: Director

Name: Erin Shields Date: March 16, 2023
Signature: Erin Shields
Position: Director

Name: Brian Taylor Date: Mar. 16, 2023
Signature: Brian Taylor
Position: Director

President: Name: Kirk Jensen
Signature: Kirk Jensen
Date: March 16, 2023



Town of Nanton
Support Grant Funding Request Form

SUBMISSION DATE:

10	16	2023
MM	DD	YYYY

Thank you for considering the Town of Nanton as a partner for your project or event. In addition to your written request, the following information must be provided in order for the request to be considered.

Please allow sufficient time between the submission date and the project start date for your application to be reviewed.

1. PROJECT NAME: 2024 - Utility Management Cost

Contact Name: Mike Cooper
Organization: Nanton Community Memorial Centre Society
Address: PO BOX 1248
Town: Nanton
Postal Code: T0L 1R0
Phone #/Email.: 587-582-7557 or mikecoop104@icould.com

2. PROJECT START DATE: Jan/01/2024 PROJECT END DATE: Dec/31/2024

3. DESCRIPTION:

a) DESCRIPTION OF PROJECT – PURPOSE, TOTAL COST, INTENDED AUDIENCE:

Our Society aims to provide a centre and suitable meeting place for various activities of the Community. This includes but is not limited to delivery of musical/dramatic entertainment, plus lectures on social, educational, political economics and other subjects.

We are requesting the Town of Nanton help offset the Utility costs for the Centre in 2024. As per our 2023 Financial Report this was \$13,528.87 between Electricity, Gas, Sewer and Water.

We continue to have general maintenance and cleaning labour completed by volunteers, a record of hours is available upon request.

b) OTHER PARTNERS – WHAT OTHER FUNDING CHANNELS ARE YOU PURSUING (IF NOT, WHY):

(Attach additional pages if required)

Mosquito Creek Music. The centre hosts a musical show every 1-2 months, to promote local talent and in turn generate income for the Society. Completed through ticket sales, 50/50 Raffle and sale of food/drink.

Our AGLC casino fundraiser was completed this past year and allowed us to receive funds this past quarter.

c) BENEFIT OR IMPACT TO THE COMMUNITY:

Our centre encourages unity and collaboration between individuals, families, artists, entrepreneurs, local businesses and societies. This ultimately helps drive activity and economy in the community.

e) PROVIDE MOST CURRENT FINANCIAL STATEMENTS AND CURRENT YEAR'S BUDGET:

(Please attach documentation to this request) Balance Sheet and Financial Report attached to Email.

f) PLEASE DESCRIBE HOW THIS GRANT WILL BE ACKNOWLEDGED IN THE COMMUNITY BY THE GROUP

Special mentions at events hosted by the board or Mosquito Creek Music in the Community Centre.

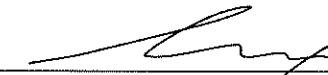
4. OBJECTIVES & PERFORMANCE MEASURES (PROVIDE MINIMUM OF 3)

Goal	Objective / Target	Method to measure goals/objectives
Help increase local economy.	Host various expos and shows.	Improvements on centre contents or leasable space, maintain volunteer only activity to reduce overhead. Plus continue to be tight with spending and regular review financials monthly.
Promote local artists/musicians.	Host various concerts.	
Keep centre active + good condition.	Return profits into the Centre	

By submitting this application to the Town of Nanton we the undersigned,

- Understand that the request may not be eligible for financial support from the Town of Nanton, based on Council's Strategic Goals.
- Acknowledge that the Town of Nanton reserves the right to amend or rescind its approved investment if the project is not completed, the evaluation report is not submitted or lacks sufficient detail or the program was materially different than represented in this application.
- Agree to notify the Town of Nanton in writing for further approval if there are changes to the application.

Project Manager: Tanisha Proulx

Signature: 

Please send completed forms to finance@nanton.ca, mail or drop off at the Town Office Box 609, 1907 21 Avenue, Nanton T0L 1R0. Attention: Clayton Gillespie

The personal information requested here is being collected under the authority of Alberta's Freedom of Information and Protection of Privacy (FOIP) Act, Section 33 (c), for the purpose the promotional funding project and is protected under the Act. Notwithstanding, comments or remarks offered in this form may be made public, without disclosure of personal information. If you have any questions about the collection, use or disclosure of the personal information provided, please contact the FOIP Co-ordinator at the Town of Nanton Administrative Office, 1907 – 21 Avenue, Box 609, Nanton, Alberta, T0L 1R0 (403) 646-2029.

DECEMBER 6, 2023

NANTON MEMORIAL COMMUNITY CENTRE

IMPROVEMENTS

- | | |
|---|------------|
| • Purchase of 250 new chairs for basement | \$ 22, 304 |
| • 400 new cutlery sets | |
| • Paint upstairs, Hall, Entry Way and 5 bathrooms | \$ 9607.00 |
| • Mirrors, back splash, and floor in upstairs bathrooms | \$ 2200.00 |

PROJECTED IMPROVEMENTS

- | | |
|--------------------------------------|-----------|
| • Painting basement and meeting room | 10,000.00 |
| • Replace dinnerware and glasses | 15000.00 |
| • Refinish main floor hall | 10000.00 |

NOTE:

Planned improvements are dependent on:

- Administration, Janitorial, and general maintenance being done by Volunteers.
- Mosquito Creek Music continues to contribute to income.

06-Dec-23

NANTON MEMORIAL COMMUNITY CENTRE 5 YEAR PROJECTION

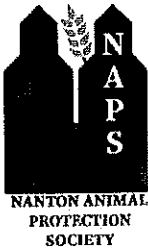
		Projected	Projected	Projected
ITEM	2023	2024	2025	2026
INCOME				
Rentals	21,000.00	21,000.00	21,000.00	21,000.00
MCM	10,000.00	10,000.00	10,000.00	10,000.00
Casino	64,000.00			
Grant	14,000.00	14,000.00	14,000.00	14,000.00
TOTAL INCOME	109,000.00	45,000.00	45,000.00	45,000.00
EXPENSE				
expenses	32,000.00	33,600.00	35,280.00	37,044.00
improvements	33,000.00	15,000.00	15,000.00	15,000.00
TOTAL EXPENSE	65,000.00	48,600.00	50,280.00	52,044.00
income - Exp	44,000.00	-3,600.00	-5,280.00	-7,044.00
BANK				
GRANT INCLUDED	44,000.00	38,800.00	30,080.00	14,484.00
NO GRANT		24,800.00	10,800.00	-3,684.00

NOTES

Janitorial, Co-ordinator and General maintenance is done by Volunteers
Mosquito Creek Music income is generated by Volunteers and not guaranteed

NANTON MEMORIAL COMMUNITY HALL USAGE 2023

EVENT	TYPE	AMOUNT
EXERCISE CLASSES		64
LIONS	Meeting	24
Boosters	Meeting	12
Promoters	Meeting	12
Mosquito Creek Music	open mic	32
Mosquito Creek Music	concerts	5
Nanton Elevator	concerts	1
Leo's	Food & Flick	1
Boosters	Fun in Sun	1
Promoters	Seafood dinner	1
Christmas market	retail	2
Other markets	retail	2
Funerals		5
Weddings		4
misc events		8
Birthdays		5
Euro radio	dances	3
Firemens Ball		1
Chinook Players 2 FULL WEEKS	plays	2
Minor Hockey	year end	1
Lions	pancake breakfast	1
Ag society	new years	1
Hall board meetings		12
		200



NANTON ANIMAL PROTECTION SOCIETY

2404 – 19 Avenue
PO Box 1377
Nanton, AB
T0L 1R0
403-336-8655

September 27, 2023

Town of Nanton

Attention: Clayton Gillespie

Please find enclosed our Support Grant Funding Request for our Town of Nanton Cat Program 2024

This program was started last year, through a support Grant from the town of Nanton. It was very well received in the community. Last year we were able to do 5 neuters and 4 spays. This year we hope to double that.

This program has helped to reduce the unwanted litters of felines with the town.

We hope that the town will consider funding this program again with year.

Regards,

A handwritten signature in black ink that reads 'Carrie Gataiant'.

Carrie Gataiant
Treasurer / Director

WE COULDN'T DO WHAT WE DO WITHOUT PEOPLE LIKE YOU!



Town of Nanton
Support Grant Funding Request Form

SUBMISSION DATE:

09 27 2023
MM DD YYYY

Thank you for considering the Town of Nanton as a partner for your project or event. In addition to your written request, the following information must be provided in order for the request to be considered.

Please allow sufficient time between the submission date and the project start date for your application to be reviewed.

1. PROJECT NAME: Town of Nanton Cat Program
Contact Name: Carrie Gataian
Organization: Nanton Animal Protection Society
Address: P.O. Box 1377
Town: Nanton AB
Postal Code: T0L 1R0
Phone #/Email: 403-336-8655 info@nantonanimalprotection.ca

2. PROJECT START DATE: Jan 1/24 PROJECT END DATE: May 31/24

3. DESCRIPTION:

a) DESCRIPTION OF PROJECT – PURPOSE, TOTAL COST, INTENDED AUDIENCE:

The program is to help the citizens of Nanton receive a discount to spay / neuter their cat. We have a similar program in place for farmers & ranchers which has been a huge success. Total Cost \$3000.00 to spay / neuter 18 town cats. The program helps to reduce unwanted kittens and cats being dumped due to being pregnant.

b) OTHER PARTNERS – WHAT OTHER FUNDING CHANNELS ARE YOU PURSUING (IF NOT, WHY):
(Attach additional pages if required)

It was very success last year 5 neuters 4 spays.

c) BENEFIT OR IMPACT TO THE COMMUNITY:

To help reduce unwanted kittens and pregnant cats being dumped at the shelter or somewhere in the town

e) PROVIDE MOST CURRENT FINANCIAL STATEMENTS AND CURRENT YEAR'S BUDGET:

(Please attach documentation to this request)

f) PLEASE DESCRIBE HOW THIS GRANT WILL BE ACKNOWLEDGED IN THE COMMUNITY BY THE GROUP

We will acknowledge it through our social media Facebook, Instagram & web site.

4. OBJECTIVES & PERFORMANCE MEASURES (PROVIDE MINIMUM OF 3)

Goal	Objective / Target	Method to measure goals/objectives
Reduce unwanted kittens	- Town	They call to book an apt
Reduce pregnant cats being dumped in town or at the shelter		

By submitting this application to the Town of Nanton we the undersigned,

- Understand that the request may not be eligible for financial support from the Town of Nanton, based on Council's Strategic Goals.
- Acknowledge that the Town of Nanton reserves the right to amend or rescind its approved investment if the project is not completed, the evaluation report is not submitted or lacks sufficient detail or the program was materially different than represented in this application.
- Agree to notify the Town of Nanton in writing for further approval if there are changes to the application.

Project Manager: Carrie Gataiont Signature: Carrie Gataiont

Please send completed forms to finance@nanton.ca, mail or drop off at the Town Office Box 609, 1907 21 Avenue, Nanton T0L 1R0. Attention: Clayton Gillespie

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Town of Nanton

ferals

Date	Amount	Balance	Notes
		\$ 1,500.00	
Feb 9/23	\$ 105.00	\$ 1,395.00	neuter
Mar 21/23	\$ 429.42	\$ 965.58	2N 1S
Mar 23/23	\$ 308.18	\$ 657.40	1S Complicated
	\$ 211.85	\$ 445.55	1S
Apr 26/23	\$ 112.58	\$ 332.97	1N
Apr 26/23	\$ 218.46	\$ 114.51	1S
Apr 26/23	\$ 144.76	-\$ 30.25	1N
5 neuters and 4 spays			
May 23/23	\$ 120.75	-\$ 151.00	1N
May 25/23	\$ 217.46	-\$ 368.46	1S
May 25/23	\$ 32.25	-\$ 400.71	Euthanize feral
May 29/23	\$ 31.44	-\$ 432.15	Feral antibiotics
May 30/23	\$ 307.17	-\$ 739.32	N/dental feral
June 13/23	\$ 146.15	-\$ 885.47	Feral neuter
Aug 24/23	\$ 847.71	-\$ 1,733.18	1N/3S
Aug 28/23	\$ 316.64	-\$ 2,049.82	1S
Aug 30/23	\$ 400.24	-\$ 2,450.06	1N/1S
Sept 1/23	\$ 404.54	-\$ 2,854.60	3N

*last years
\$1,500⁰⁰*

*what we have done
beyond the Grant*

<u>2023 strays taken into shelter from around town</u>			<u>vaccines and s/n</u>	<u>Total</u>
<u>for vaccines, surgery, etc, then adoption</u>				
Abigail	Near firehall		\$ 375	\$ 375
Bonnie	29th ave	mom and two kittens	\$ 375	\$ 750
Buttons	29th ave		\$ 450	\$ 1,200
Boo	29th ave		\$ 355	\$ 1,555
Cindy-Lou	Home Hardware		\$ 375	\$ 1,930
Beau	19th ave		\$ 280	\$ 2,210
Ernie	26th ave		\$ 280	\$ 2,490
Frodo	Slade Drive		\$ 280	\$ 2,770
Henrietta	across from fire hall		\$ 375	\$ 3,145
Harold	Alley between 22nd and 23rd streets (siblings)		\$ 355	\$ 3,500
Harvey			\$ 355	\$ 3,855
Jaxon	26th ave		\$ 355	\$ 4,210
Monica	19th St	mom and three kittens	\$ 375	\$ 4,585
Muffy	19th St		\$ 355	\$ 4,940
Mocha	19th St		\$ 355	\$ 5,295
Mookie	19th St		\$ 355	\$ 5,650
Oscar	21st st	very sick on intake	\$ 375	\$ 6,025
Scotty	21st st	4 kittens	\$ 355	\$ 6,380
Sari			\$ 450	\$ 6,830
Siren			\$ 450	\$ 7,280
Salem			\$ 355	\$ 7,635
Tigger	2W	three 1-day old kittens - two died	\$ 355	\$ 7,990
Trouble				\$ 7,990
Trixie				\$ 7,990
Uzuri	26th Ave		\$ 375	\$ 8,365

cryptorchid - neuter requiring exploratory surgery, three puncture wounds resulting in huge abscess (8 stitches to close). Additional vet bill for abscess was \$636 (not included in total)

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09/27/23

Accrual Basis

Nanton & District Animal Protection Society

Balance Sheet

As of July 31, 2023

	Jul 31, 23
ASSETS	
Current Assets	
Chequing/Savings	
10001 · Chequing-1224	32,825.03
10002 · CASINO ACCOUNT-5724 / 50178	60,501.89
10003 · Savings-3400	1,040.48
10050 · GIC INVESTMENT - 41016419400	5,167.31
10052 · GIC INVESTMENT - 41157721200	5,030.00
Total Chequing/Savings	104,564.71
Other Current Assets	
12008 · Prepaid Expenses	3,778.08
Total Other Current Assets	3,778.08
Total Current Assets	108,342.79
Fixed Assets	
13000 · Land Purchase	18,834.00
13001 · NAPS - New Shelter	221,783.30
13002 · Amortization Naps New Shelter	-29,854.12
13003 · WASHER & DRYER	1,926.97
13004 · Amortization Washer/Dryer	-1,039.02
13005 · KENNELS	6,299.22
13006 · Amortization Kennels	-2,670.87
13007 · SHED	2,099.99
13008 · Amortization Shed	-210.00
Total Fixed Assets	217,169.47
TOTAL ASSETS	325,512.26
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
22000 · Deferred Revenue	
22003 · DEFFERRED CASINO	34.92
22004 · FRBC Program	250.00
22007 · Deferred Revenue	6,870.00
Total 22000 · Deferred Revenue	7,154.92
23000 · Accured Liabilities	787.50
25000 · GST/HST Payable	-1,803.45
Total Other Current Liabilities	6,138.97
Total Current Liabilities	6,138.97
Total Liabilities	6,138.97
Equity	
31000 · Equity - Restricted	34.92
310001 · Equity - Unrestricted	270,689.84
31003 · Retained Earnings	-317.47
Net Income	48,966.00
Total Equity	319,373.29
TOTAL LIABILITIES & EQUITY	325,512.26

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09/27/23

Accrual Basis

Nanton & District Animal Protection Society

Profit & Loss

August 2022 through July 2023

	Aug '22 - Jul 23
Ordinary Income/Expense	
Income	
41000 · CASINO FUNDS	
41001 · Casino Income	61,347.10
Total 41000 · CASINO FUNDS	61,347.10
410099 · DONATION	
42000 · DONATIONS	120.00
42001 · DONATION JARS	942.84
42002 · Donations (receipted)	5,133.05
42003 · In Memory of	50.00
42005 · Calgary Foundation	8,543.00
42006 · Donation (no tax receipt)	24,820.24
42007 · TNR Program	125.00
42008 · FRBC PROGRAM	6,646.00
42010 · TCP - Town Cat Program	2,045.00
42030 · Benevity Fund	2,795.00
42031 · Canada Helps	1,140.00
Total 410099 · DONATION	52,360.13
42050 · FUNDRAISING	
42052 · CUPCAKES FOR KITTIES	903.00
42054 · KASH FOR KRITTERS	7,594.31
42061 · BETTY WHITE CHALLENGE	180.00
42050 · FUNDRAISING - Other	878.00
Total 42050 · FUNDRAISING	9,555.31
43000 · FEES	
43007 · Adoption Fees	10,980.00
Total 43000 · FEES	10,980.00
44050 · MISCELLANEOUS INCOME	1,250.00
45000 · INTEREST	87.88
Total Income	135,580.42
Expense	
50000 · CASINO EXPENSE	
50001 · Vet Care	5,554.21
50000 · CASINO EXPENSE - Other	0.00
Total 50000 · CASINO EXPENSE	5,554.21
51000 · Operating Expenses	
51005 · ADVERTISING	1,099.36
51010 · BANK SERVICE CHARGES	38.93
51015 · AUTOMOBILE EXPENSE (mileage)	67.94
51017 · MARKETING	325.00
51020 · OFFICE SUPPLIES	1,339.74
51025 · POSTAGE	35.97
51035 · Accounting	787.50
Total 51000 · Operating Expenses	3,694.44
510049 · FUNDRAISING EXPENSES	
510050 · Fundraising Costs	50.00
510052 · CANADAHHELPS SERVICE CHARGES	51.57
510060 · BENEVITY SERVICE CHARGES	38.01
515003 · KASH FOR KRITTERS RAFFLE	2,775.00
510049 · FUNDRAISING EXPENSES - Other	2,252.92
Total 510049 · FUNDRAISING EXPENSES	5,167.50

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09/27/23

Accrual Basis

Nanton & District Animal Protection Society
Profit & Loss
August 2022 through July 2023

	Aug '22 - Jul 23
510070 · PROGRAM EXPENSE	
510071 · Animal Supplies	4,826.40
510073 · Vet Care programs	39,730.68
510074 · FRBC Program	14,514.31
510080 · TCP - Town Cat Program	1,549.26
51082 · TNR Expense	2,544.77
Total 510070 · PROGRAM EXPENSE	63,165.42
51809 · DONOR WALL	390.89
52000 · UTILITIES	
52001 · ATCO ENERGY	
52003 · Electricity Charges	1,908.09
52004 · Natural Gas Charges	933.88
Total 52001 · ATCO ENERGY	2,841.97
52005 · TOWN OF NANTON	1,041.55
Total 52000 · UTILITIES	3,883.52
52050 · INSURANCE	
52056 · Liability Insurance	2,814.00
52050 · INSURANCE - Other	654.00
Total 52050 · INSURANCE	3,468.00
53000 · REPAIRS AND MAINTENCE	
53001 · Repairs and Maint	1,290.44
Total 53000 · REPAIRS AND MAINTENCE	1,290.44
Total Expense	86,614.42
Net Ordinary Income	48,966.00
Net Income	48,966.00

NANTON & DISTRICT ANIMAL PROTECTION SOCIETY
BUDGET - August 1, 2023 - July 31, 2024

INCOME

41000 · CASINO FUNDS	0.00
410099 · DONATION	58,000.00
42050 · FUNDRAISING	15,000.00
43000 · FEES ADOPTION FEES	15,000.00
45000 · INTEREST	100.00
TOTAL INCOME	88,100.00

EXPENSES

50000 · CASINO EXPENSE	0.00
51000 · Operating Expenses	
51005 · ADVERTISING	1,200.00
51010 · BANK SERVICE CHARGES	40.00
51015 · AUTOMOBILE EXPENSE (mileage)	100.00
51017 · MARKETING	500.00
51020 · OFFICE SUPPLIES	1,000.00
51025 · POSTAGE	50.00
51035 · Accounting	800.00
Total 51000 · Operating Expenses	3,690.00
510049 · FUNDRAISING EXPENSES	
510050 · Fundraising Costs	1,000.00
Total 510049 · FUNDRAISING EXPENSES	1,000.00
510070 · PROGRAM EXPENSE	
510071 · Animal Supplies	5,000.00
510073 · Vet Care programs	45,000.00
510074 · FRBC Program	15,000.00
510080 · TCP - Town Cat Program	3,000.00
51082 · TNR Expense	3,000.00
Total 510070 · PROGRAM EXPENSE	71,000.00

52000 · UTILITIES	
52001 · ATCO ENERGY	
52003 · Electricity Charges	2,000.00
52004 · Natural Gas Charges	1,000.00
Total 52001 · ATCO ENERGY	<u>3,000.00</u>
52005 · TOWN OF NANTON	1,100.00
Total 52000 · UTILITIES	<u>7,100.00</u>
52050 · INSURANCE	
52056 · Liability Insurance	3,000.00
52050 · INSURANCE - Other	700.00
Total 52050 · INSURANCE	<u>3,700.00</u>
53000 · REPAIRS AND MAINTENCE	
53001 · Repairs and Maint	1,000.00
Total 53000 · REPAIRS AND MAINTENCE	<u>1,000.00</u>
TOTAL EXPENSES	<u>87,490.00</u>
TOTAL INCOME	<u>88,100.00</u>
PROFIT	<u>610.00</u>



INFORMATION BRIEF

Meeting: December 11, 2023
Agenda Item: 5.3

Yard Waste Area Survey

Purpose:

Survey results are provided for Council's consideration ahead of a Request for Decision being brought forward in the New Year.

Background:

Participation from the user base of the Yard Waste Area was high and quite passionate around the matter of retention. It largely reflects Council's own discussions on the topic:

- **Greater user pay is not supported strongly**
- **Status quo is generally favoured**
- **Onsite burning is strongly supported as a disposal solution**
- **Commercial and out-of-town users should pay their way somehow**

This is good sentiment, but the 'we want to have our cake eat it' situation is there for all to see. The status quo cannot endure if fees stay where they are or if the Town is to find a practical way of billing commercial and out-of-town users who escalate the disposal costs.

Administration has never recommended full closure of this facility, yet that fear has driven a lot of the passion in the responses reviewed. An RFD will come forward no later than February.

Attachments: Survey summary

Applicable Legislation:

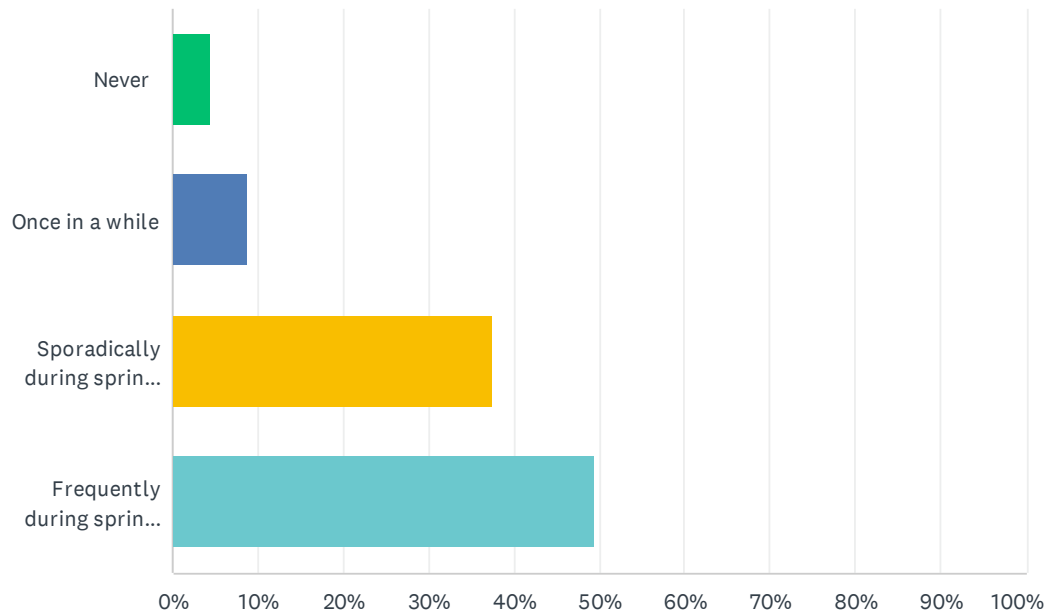
Prepared By: Neil Smith, CAO

Date: December 6, 2023



Q1 How often do you use the Nanton Yard Waste Area facility?

Answered: 160 Skipped: 0



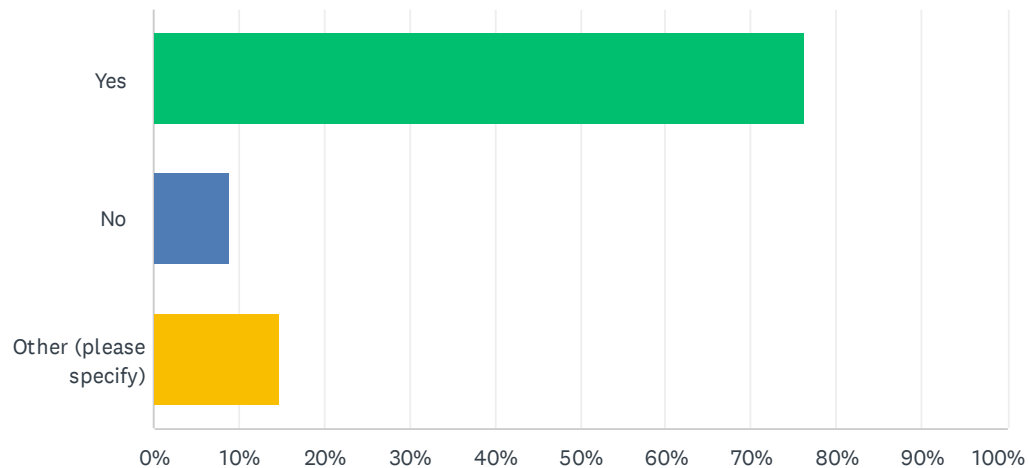
ANSWER CHOICES	RESPONSES	
Never	4.38%	7
Once in a while	8.75%	14
Sporadically during spring, summer and fall	37.50%	60
Frequently during spring, summer and fall	49.38%	79
TOTAL		160

The vast majority of respondents to the survey were the users and, given the passion of some responses, perhaps give the Town an idea of the local user base's size. Key take away:

Only 50% of respondents are frequent users, which could influence how the Town operates the service in future.

Q2 Do you believe that offering a free, unsecured yard waste drop-off service at the expense of the Town is a fair, equitable and desirable service?

Answered: 157 Skipped: 3

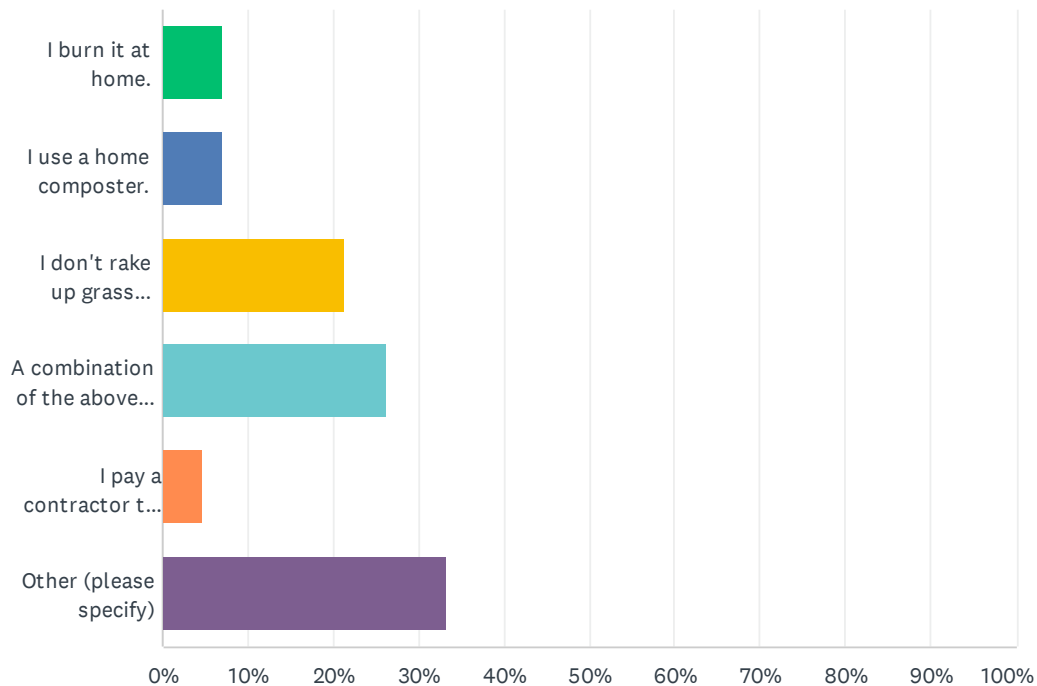


ANSWER CHOICES	RESPONSES	
Yes	76.43%	120
No	8.92%	14
Other (please specify)	14.65%	23
TOTAL		157

Some respondents considered this a loaded question , but Administration wished to see how users assessed the equity of the status quo. The response to the question and the comments reviewed indicated the possibility of 'consumer resistance' to a user pay model.

Q3 If you do not use the Yard Waste Area, but generate yard waste, what are you doing with the material? Skip if this question does not apply to you.

Answered: 42 Skipped: 118

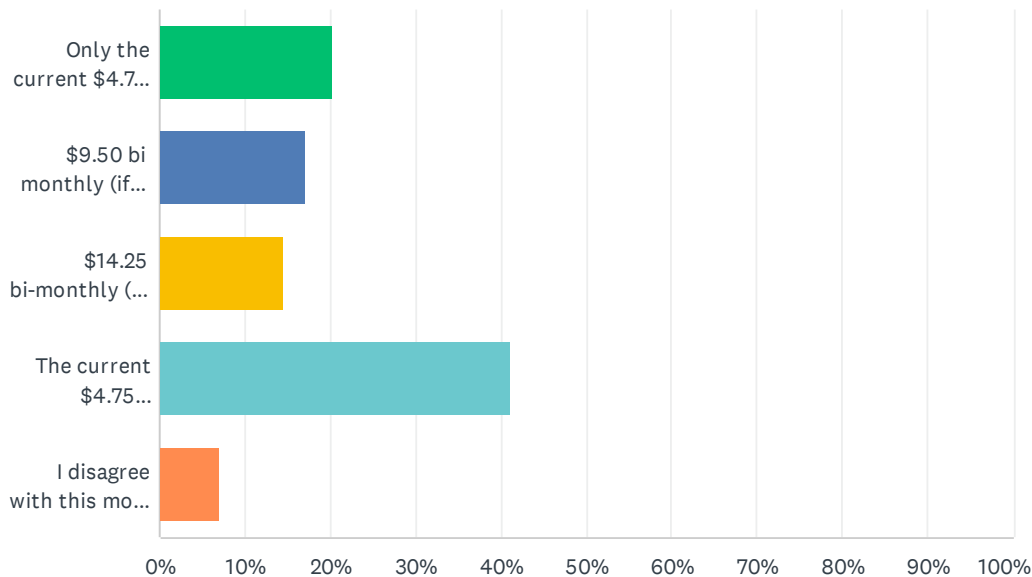


ANSWER CHOICES	RESPONSES	
I burn it at home.	7.14%	3
I use a home composter.	7.14%	3
I don't rake up grass clippings.	21.43%	9
A combination of the above measures.	26.19%	11
I pay a contractor to take it away (likely to the Town facility or a landfill).	4.76%	2
Other (please specify)	33.33%	14
TOTAL		42

A minority of respondents indicated that they used a mixture of methods at home instead of using the yard waste area.

Q4 All residents currently contribute \$28.50 per year from their municipal user fees for anyone to be able to drop off unlimited grass clippings, branches up to 5cm diameter and leaves/ other natural debris. With the understanding that this is only sufficient revenue to run an unmanned facility and partly process and dispose of what is deposited annually, would you, as a resident, be prepared to pay one of the following options:

Answered: 158 Skipped: 2

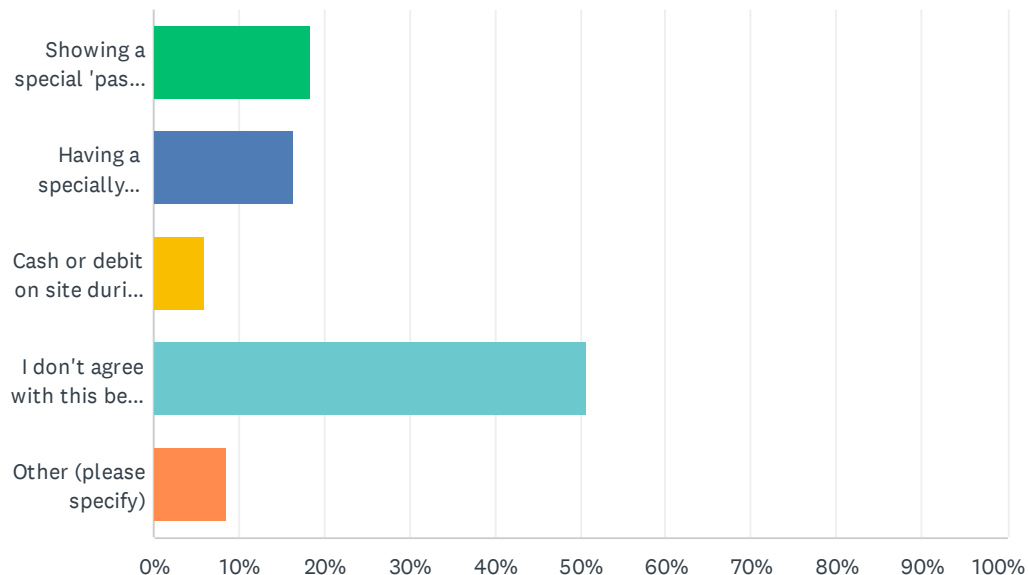


ANSWER CHOICES	RESPONSES	
Only the current \$4.75 bi-monthly (no more than what I currently pay) under any circumstances	20.25%	32
\$9.50 bi monthly (if sufficient to maintain the status quo of the service right now)	17.09%	27
\$14.25 bi-monthly (if it staffs the facility and funds proper processing and disposal)	14.56%	23
The current \$4.75 bi-monthly with commercial and out-of-town users funding the difference.	41.14%	65
I disagree with this model completely and my current contribution. It should be fully user pay on site or close.	6.96%	11
TOTAL		158

Some comments naturally disputed what the current user fee levels could justify in terms of expenditure, but it looks like respondents firmly favour the status quo, with out-of-town and commercial users funding the difference to keep that status quo. The challenge, of course, is that the status quo cannot be continued if any on-site user pay element is introduced (without major logistical challenges).

Q5 Making the Yard Waste Area 'User Pay' on-site could be a very expensive proposition in itself, making the service unsustainable (greater staffing and equipment costs). Which of the following approaches (to keep costs down) would suit you as a site user?

Answered: 152 Skipped: 8

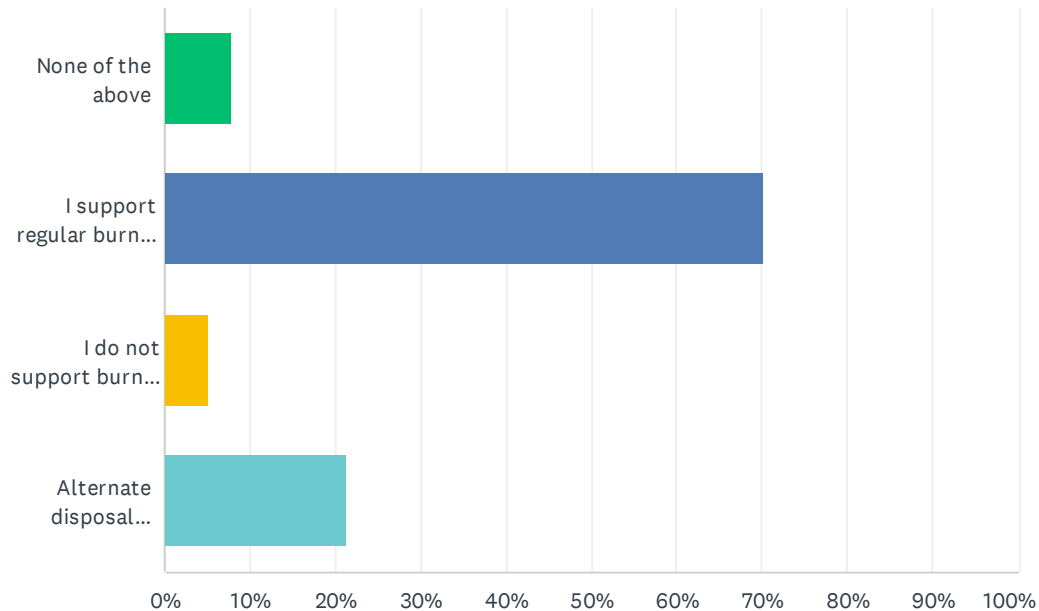


ANSWER CHOICES	RESPONSES	
Showing a special 'pass' to municipal staff during a scheduled opening 1-2 times per week between April and October.	18.42%	28
Having a specially purchased pass that allows keyless electronic entry 24/7 year round.	16.45%	25
Cash or debit on site during a scheduled opening 1-2 times per week between April and October.	5.92%	9
I don't agree with this being a user pay service.	50.66%	77
Other (please specify)	8.55%	13
TOTAL		152

Here we see that on-site user pay is not a popular option with at least half of the respondents.

Q6 One of the biggest challenges we have at the Yard Waste Area is disposal and the complaints we get if we burn material. Please provide your thoughts on this.

Answered: 154 Skipped: 6

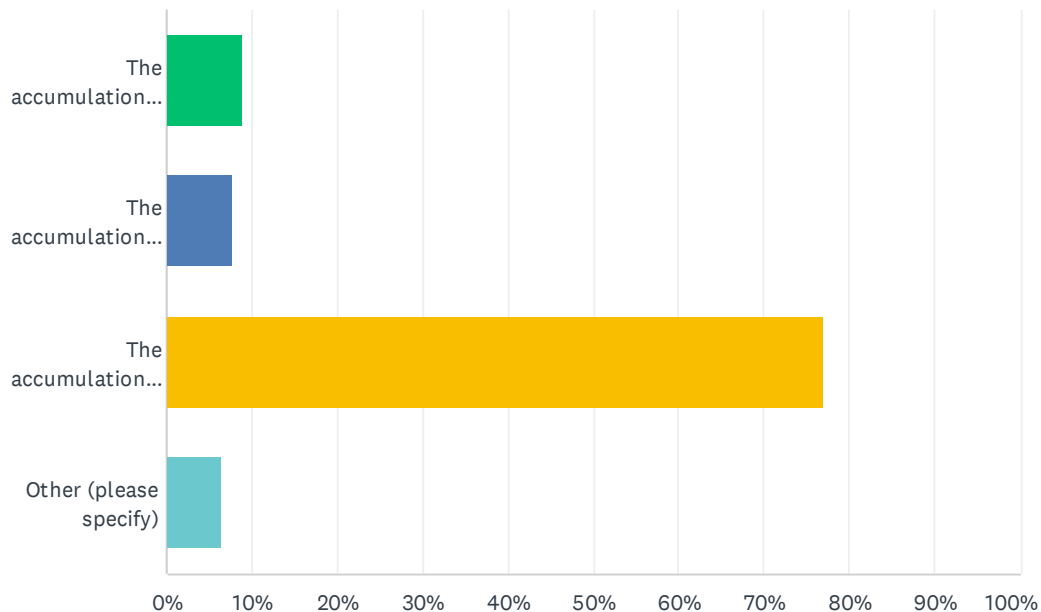


ANSWER CHOICES	RESPONSES	
None of the above	7.79%	12
I support regular burning to keep waste accumulation and costs down regardless of temporary smoke issues.	70.13%	108
I do not support burning at the Yard Waste Area due to smoke/ air quality issues.	5.19%	8
Alternate disposal methods to conventional burning are required.	21.43%	33
Total Respondents: 154		

This question was interesting from the respondents in that very little empathy with people who complain about smoke from burning was on display,

Q7 Trees and shrubs that are dropped off can be infected with the likes of black knot and fire blight, diseases that can be carried in the wind to take hold of new trees and shrubs. It also undermines what chipped materials from the site can be used for. Please comment.

Answered: 157 Skipped: 3

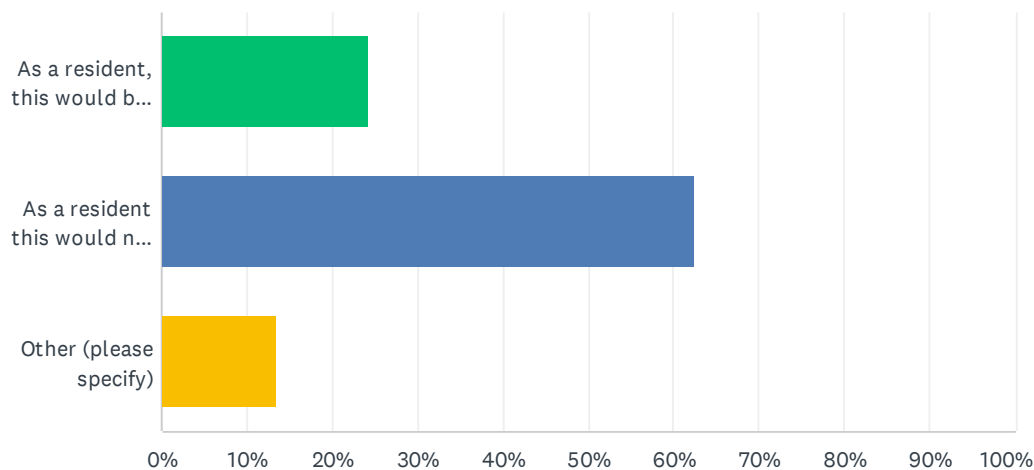


ANSWER CHOICES	RESPONSES	
The accumulation of this material at this site concerns me.	8.92%	14
The accumulation of this material at this site does not concern me.	7.64%	12
The accumulation of this material only concerns me if disposal or burning isn't being done regularly.	77.07%	121
Other (please specify)	6.37%	10
TOTAL		157

The desire to see an improved burning regime was very clear in these responses as well.

Q8 One option Administration has suggested is moving away from season-long yard waste area openings and instead having curbside or alley yard waste 'pickups' by the Operations Dept., once in Spring and once in Fall. This would retain a degree of service while reducing disposal costs and site misuse. For some residential communities elsewhere, this proves to be sufficient. Please provide your feedback.

Answered: 157 Skipped: 3

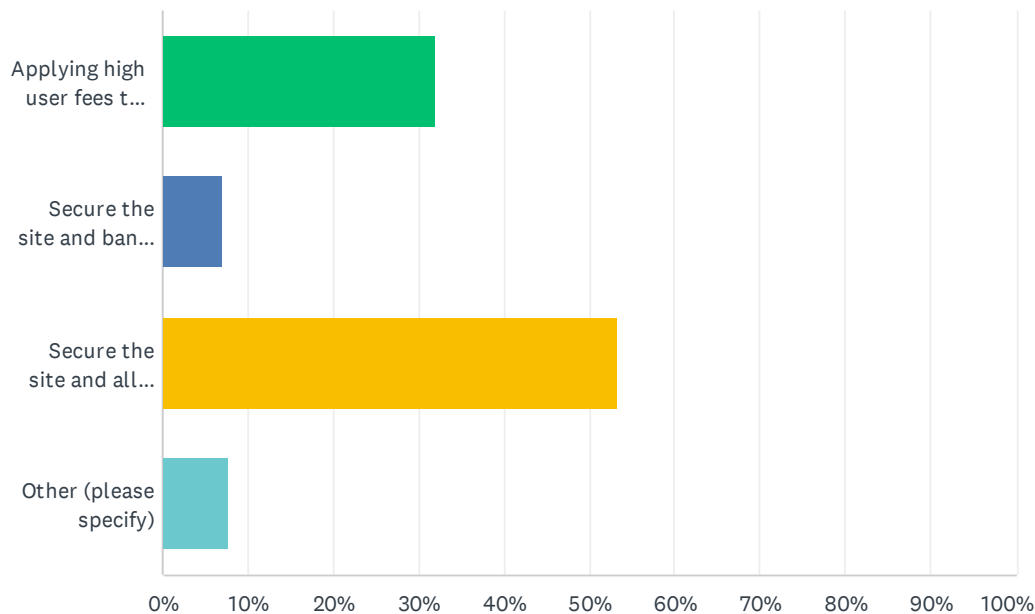


ANSWER CHOICES	RESPONSES	
As a resident, this would be sufficient for my yard waste disposal needs.	24.20%	38
As a resident this would not be sufficient for my yard waste needs.	62.42%	98
Other (please specify)	13.38%	21
TOTAL		157

Interesting, a quarter of respondents thought that seasonal pick ups would be sufficient for their needs instead of the season-long opening of the facility. This was a better response to this question than had been expected.

Q9 Commercial and out-of-town users are large contributors to the volume of material that accumulates at present. Without much greater levels of site control, these activities are impossible to manage or limit. Which approach to these users would you favour, understanding that the yard waste area is neither a landfill facility NOR a waste transfer station?

Answered: 156 Skipped: 4

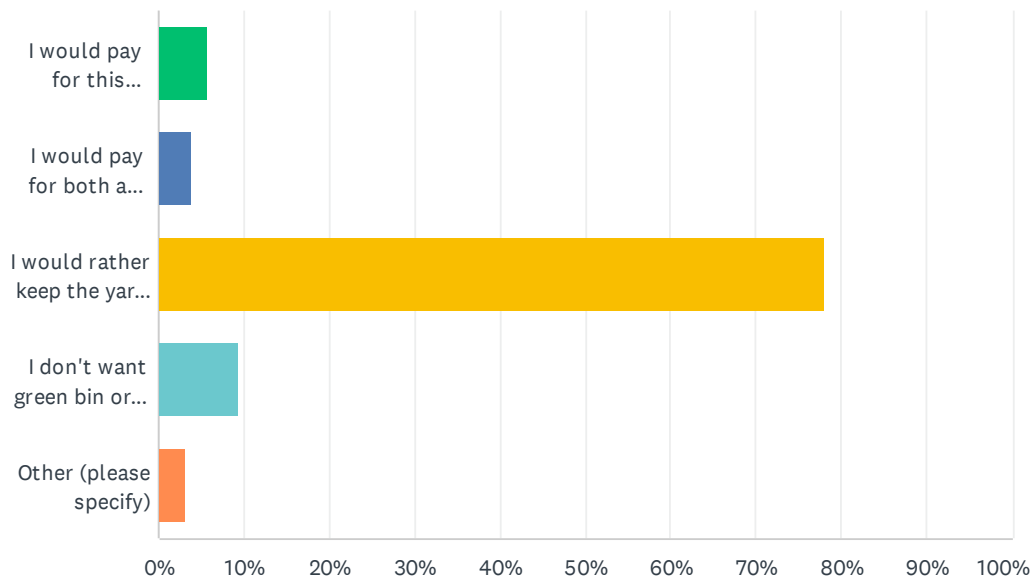


ANSWER CHOICES	RESPONSES	
Applying high user fees to commercial and out-of-town users to cover their costs or deter their use of the facility.	32.05%	50
Secure the site and ban both commercial and out-of-town users from the site.	7.05%	11
Secure the site and allow only local commercial users access (business licence holders) if they pay a fee like residents.	53.21%	83
Other (please specify)	7.69%	12
TOTAL		156

Interesting, securing the site is the opposite of the status quo clearly desired by largely the same users. This is a challenge for administration and Council to accommodate.

Q10 The introduction of a curbside "green bin" service would not be an acceptable alternate service for some users of the Yard Waste Area. It would also be a very high cost service (on a par with garbage collection), representing a large shift in terms of levels of service. What are your thoughts on 'green bin' (kitchen/yard/ organic debris)?

Answered: 159 Skipped: 1

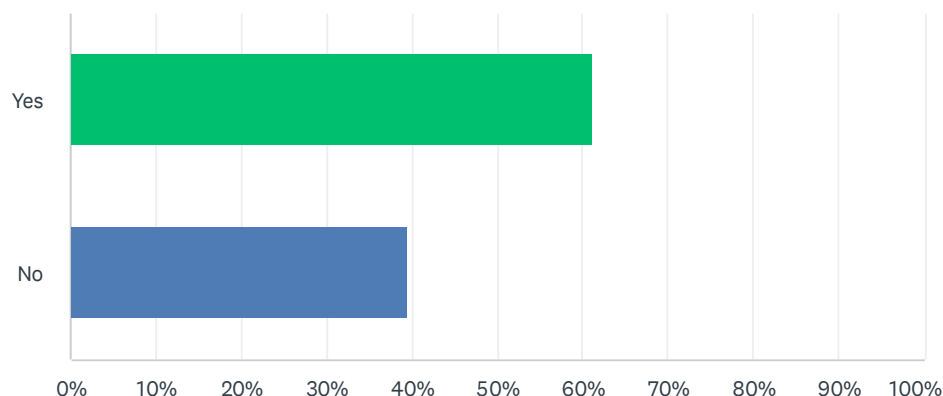


ANSWER CHOICES	RESPONSES	
I would pay for this service at a higher cost, with loss of the Yard Waste Area.	5.66%	9
I would pay for both a green bin service and the continuation of the Yard Waste Area for tree branches and commercial users.	3.77%	6
I would rather keep the yard waste area than have the added cost of green bin.	77.99%	124
I don't want green bin or the yard waste area - people should just take their debris to the local landfill or pay a contractor to do it for them at market rates.	9.43%	15
Other (please specify)	3.14%	5
TOTAL		159

The green bin option was predictably rejected as yard waste area users and green bin use are not an 'either/ or' proposition in terms of level of service and capacity. It is important that it be borne in mind that Yard Waste Area use is the context of this question, the broader residential base has not necessarily participated.

Q11 Should the Town do more to educate the public on the value of not raking up grass clippings in support of water conservation? City of Calgary information on the topic.

Answered: 157 Skipped: 3



ANSWER CHOICES	RESPONSES	
Yes	61.15%	96
No	39.49%	62
Total Respondents: 157		

This is an interesting piece of feedback that indicates Administration and Operations should perhaps consider some messaging around grass clipping question in the context of some very hot and dry recent summers and lawn irrigation.

Royal Canadian Mounted Police

Commanding Officer
Alberta



Gendarmerie royale du Canada

Commandant
de l'Alberta

November 23, 2023

Jennifer Handley
Mayor
Town of Nanton
1907 - 21 Avenue
Box 609
Nanton, Alberta T0L 1R0

RECEIVED

NOV 30 2023

TOWN OF NANTON

Dear Mayor Handley:

RE: Alberta Municipalities Conference – Fall 2023

On behalf of the Alberta RCMP, my thanks to you, your council members and town representative for meeting with me and my senior leadership team during the Alberta Municipalities Fall 2023 Conference. Meetings like these are invaluable to us, as they help us assess, evaluate and tailor our policing services and meet the needs of your community and citizens.

Thank you for sharing the concerns of one of your citizens regarding the level of service they received for a break and enter call. We will also look into your concerns regarding the issue of High River members working overtime in Nanton. Southern Alberta District Officer, Chief Superintendent Nichols will follow up with you.

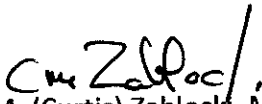
We also appreciated hearing your concerns about speeding in Nanton. As discussed, we will reach out to the Alberta Sheriffs and our own Traffic unit with respect to how we can work together to address this issue.

As your provincial and municipal police service, we must listen, be responsive and tailor our services to meet the needs of you and your citizens. Along with your direct conversations with detachment leadership, the discussions we had and feedback we received at our meeting helps us ensure we are responding to your priorities, and can continue to provide innovative, proactive police services to a community we are proud to serve.

Thank you again for the opportunity to meet, and we look forward to continuing to discuss your policing needs with you. Chief Superintendent Nichols will be following up with you on the items we discussed, but please do not hesitate to contact me with any additional questions or

comments. I can be reached at 780-412-5444 or curtis.zablocki@rcmp-grc.gc.ca.

Yours truly,


C. M. (Curtis) Zablocki, M.O.M.
Deputy Commissioner
Commanding Officer Alberta RCMP

11140 - 109 Street
Edmonton, AB T5G 2T4

Telephone: 780-412-5444
Fax: 780-412-5445



Alberta RCMP Strategic Analysis and Research Unit

Claresholm & Nanton Detachments – Travel Times Pre/Post Hubbing 2023-11-23

The Claresholm and Nanton RCMP Detachments have been operationally hubbed since February, 2020. The table below contains a break down of average travel times by Detachment and dispatch priority, as well as combined (blended) times, from 2019 to 2022.

Average Travel Times (Minutes)				
Detachment/Priority	2019	2020	2021	2022
Claresholm	11.1	13.5	9.0	12.3
Priority 1	-	-	-	-
Priority 2	10.1	10.8	8.8	12.6
Priority 3	17.2	15.8	9.7	11.9
Nanton	12.3	11.5	15.8	15.5
Priority 1	-	-	-	-
Priority 2	12.0	11.2	15.6	15.8
Priority 3	13.5	13.8	16.2	14.9
Combined	Not Hubbed	12.5	11.5	13.6
Priority 1		2.4	-	-
Priority 2		11.5	11.6	13.9
Priority 3		14.6	11.3	13.0

The Detachment average travel times above are for files that occurred within the Detachment's jurisdiction (regardless of where police officers are responding from), whereas the combined numbers treat both Detachment areas as one large area. While there have been year-to-year fluctuations in the average travel times, travel times to files in Claresholm and Nanton's jurisdictions are higher in 2022 than they were pre-hubbing.

The next section will provide a more detailed analysis of the data which reveals that the total number of uninterrupted trips of all types increased from 46 across both areas in 2019 to 253 across both areas in 2022. This represents a 550% increase in the number of uninterrupted trips despite no similar change in the call for service. S/Sgt Harms has said that when the hubbing pilot commenced there was a greater emphasis placed on the need for employees to be out of the office conducting patrols or interacting with clients which could explain the increased number in uninterrupted trips of all types. An emphasis on pro-active patrols could result in somewhat longer response times because most calls occur close to a detachment based on population being centered where the detachments are.

It should also be noted that travel times can only be calculated using the vehicle GPS system when an employee travels directly to a call without any interruption or downloading the dispatched event to the record management system. Employees will sometimes request that the dispatcher download the file so that they can access the information directly without relying on asking questions of the dispatcher. Travel time is also not available for self-generated work, after hours calls and reports made to the front counter. This explains



Alberta RCMP Strategic Analysis and Research Unit

the fact that the uninterrupted trips analyzed in this report represent a small percentage of all police files generated, ranging from a low of 1.5% in 2019 to a high of 7% in 2022.

The table to the below contains a breakdown of the Detachment of jurisdiction where an uninterrupted trip ended (ie the jurisdiction that the file belongs to) from 2019 to 2022.

Uninterrupted Trips				
Detachment/Priority	2019	2020	2021	2022
Claresholm	28	50	82	149
Priority 1	0	2	0	1
Priority 2	24	34	54	97
Priority 3	4	14	27	51
Nanton	18	48	55	104
Priority 1	0	4	0	1
Priority 2	15	25	37	69
Priority 3	3	19	18	34

The table below shows a breakdown of what jurisdiction a file was created for and which Detachment responded (uninterrupted trips only):

Uninterrupted Trip Responding Detachments by Destination				
Destination/Detachment Responding	2019	2020	2021	2022
Claresholm	28	50	82	149
Claresholm	28	42	70	97
Cochrane				1
Fort MacLeod		1		6
Nanton		7	9	45
Coaldale			3	
Nanton	18	48	55	104
Claresholm		2	24	61
Fort MacLeod		1		
High River	5	8		2
Nanton	13	34	29	41
Turner Valley		1	1	
Okotoks		1	1	
Vulcan		1		

In 2022:

- 97 of the 149 (65%) uninterrupted trips made to Claresholm files were by Claresholm Patrol Units and 45 (30%) were made by Nanton Patrol Units;
- 41 of the 104 (39%) uninterrupted trips made to Nanton files were by Nanton Patrol Units and 61 (59%) were made by Claresholm Patrol Units.



Alberta RCMP Strategic Analysis and Research Unit

The table below contains a breakdown of what jurisdiction Claresholm and Nanton Patrol Units responded to (uninterrupted trips only).

Uninterrupted Trip Destinations by Responding Detachment				
Detachment Responding/Destination	2019	2020	2021	2022
Claresholm	31	49	105	172
Banff				1
Claresholm	28	42	70	97
Crowsnest Pass				2
Fort MacLeod	3	5	8	9
High River			1	1
Nanton		2	24	61
Okotoks				1
Picture Butte			1	
Piikani			1	
Nanton	16	44	43	91
Claresholm		7	9	45
Crowsnest Pass			1	2
Fort MacLeod			4	2
High River	2	2		
Nanton	13	34	29	41
Vulcan	1	1		1

In 2022 of the 172 uninterrupted trips Claresholm Patrol Units made:

- 97 (56%) were responding to the Claresholm Detachment's jurisdiction;
- 61 (36%) were responding to Nanton's;
- 9 (5%) were responding to Fort MacLeod's; and
- 5 (3%) were responding elsewhere (Banff, Crowsnest Pass, High River, or Okotoks).

In 2022 of the 91 uninterrupted trips Nanton Patrol Units made:

- 45 (50%) were responding to the Claresholm Detachment's jurisdiction;
- 41 (45%) were responding to Nanton's;
- 4 (4%) were responding to either Fort MacLeod or Crowsnest Pass'; and
- 1 (3%) were responding to Vulcan's.

Should there be any further questions regarding travel times in Alberta RCMP Detachments, please contact the Alberta RCMP's Strategic Analysis and Research Unit.

Claresholm/Nanton RCMP Pilot Project Executive Summary

The Claresholm/Nanton RCMP pilot project pooled the Provincial Policing Service Agreement (PPSA) funded positions from the two detachments that police the MD of Willow Creek, the MD of Ranchlands, Stavely, Nanton and Claresholm, examining how service delivery by these pooled resources could improve policing in the area.

Prior to the pilot Claresholm RCMP and Nanton RCMP operated as standalone detachments with each detachment responsible for their own jurisdiction.

The pilot was managed by S/Sgt Rob Harms and Cpl Tom Nairn who did observe there were qualitative improvement provided during the pilot predominantly in relation to human resourcing and shift coverage challenges. These advantages and some potential disadvantages were presented to representatives from each community in May 2023. Participants were provided a PowerPoint summarizing the results of the pilot evaluation to that date.

At that meeting the community feedback was that more consideration was needed and efforts should be made to produce some quantitative analysis of factors that are important to the communities. S/Sgt Kelly and Cpl Nairn attended council meetings for all stakeholders to gather their input on the metrics they wanted to see analysed. This resulted in the four metrics being identified and efforts were made to gather data on them for analysis. The metrics analysed were proactive patrols between zones, human resource vacancy patterns, response time for calls for service and participation in community events.

Further, while gathering and analyzing the data the RCMP heard at both the Alberta Municipalities meeting and the Rural Municipality Association meeting from elected officials that they would prefer a return to having their service provided by the two stand-alone RCMP detachments. The RCMP heard those views and committed to moving back to the pre-pilot model if that is what the community wants because both are valid service delivery models.

Pre-Pilot

Claresholm RCMP provided 18-hour policing (remaining six hours being covered by on call) to the Town of Claresholm with a population of 3,780 and its rural area with a population of approximately 2,538. The Claresholm detachment area included 10.51 km² for the Town of Claresholm and 2,065 km² for the surrounding rural area.

Nanton RCMP provided 18-hour policing (remaining six hours being covered by on call) to the Town of Nanton with a population of 2,221 and its rural area with a population of approximately 1,224. The Nanton detachment area included 5.11 km² for the Town of Nanton and 1,516 km² for the surrounding rural area.

Prior to the pilot, the two detachments operated as stand-alone detachments with employees in each detachment working in their own respective jurisdictions. All employees responded to calls in their respective geographic area as well as making proactive patrols, managing the workload, exhibits and administrative duties separately. Detachment Services Assistants were responsible for their own area's administrative tasks such as court, criminal record checks, front counter service, collision reports etc.

Pilot

The Claresholm/Nanton RCMP pilot examined whether policing services could be improved by integrating the resources of both detachments into a single operational unit. The belief was that by creating a larger, single unit responsible for policing Claresholm/Nanton might be able improve service delivery for all residents of the two detachment areas. The total policing area for the “Claresholm/Nanton RCMP” is 3,581 km² and has a population of 9,763. Both detachments were kept operational with public servants and police working from those two locations.

Between July and August 2023, police officers tracked their proactive patrols to the “other” detachment area, seeing Claresholm make 20 patrols to Nanton and its rural area and Nanton make 15 patrols to Claresholm and its rural area. Proactive patrols within the area of their posting were not tracked. This would not occur if the detachments were stand-alone units which would only enter the jurisdiction of another area when back up is required for officer or public safety.

Human resources and how the pilot could fill vacancies was also tracked. February will be used as an example; Nanton detachment saw one officer on sick leave due to injury along with another officer on paternity leave. The pilot absorbed a good amount of the vacancies but still saw 15 shifts that month having to be filled with officers on overtime either from Nanton, Claresholm or from outside detachments. If this, however, occurred with a standalone Nanton detachment, it could have been detrimental to the detachment’s ability to offer service to Nanton and surrounding area as the detachment is staffed with four officers. During periods such as this Nanton would, as it has in the past, need to fill shifts using overtime, on call and/or secondments from neighboring detachments. Southern Alberta District has been allotted twelve positions for a District relief team that once it is staffed can also help in mitigating these situations.

The Alberta RCMP Strategic Analysis and Research Unit assisted in preparing a report to evaluate police response patterns. The report is being included as a separate document for your information. As discussed in the report there are some interesting observations, but they are likely not related to hubbing. It is also important to remember that the uninterrupted trips analyzed in that report represent a small percentage of all police files generated (eg. 1.5% in 2019 and 7% 2022). In summary the report shows that during hubbing response times did increase, but this is likely partly due to a more mobile policing model which saw the number uninterrupted trips increase by a factor of 5.5. The data also demonstrated that both detachment areas did support each other under the hubbing model.

Finally, the last metric tracked in July and August 2023, was how each detachment was helping each other with presentations and community events in the others’ area. In this time frame, three events took place in Nanton and four events took place in Claresholm. All of the community events had at least one officer attend. Events were mostly attended by officers posted to that location, but there was participation at three events from officers from the other location.

Evaluation

The pilot has garnered valuable insight to the benefits offered to our contract partners by both the stand alone and hubbing models.

Two stand alone detachments yielded better response times which is expected given the smaller overall detachment area. Response times may have also increased due to an increased emphasis on pro-active

patrols. When each detachment operated separately managing employees and administrative processes were simpler and morale seemed somewhat higher. The additional complexity of managing employees and administrative processes across two work sites were never fully mitigated, likely in part due to the fact that pilot projects always involve a degree of uncertainty. Employees also reported a greater ability to focus on specific community needs when responsible for a smaller detachment area. The pre-pilot model allowed each detachment to form a strong group identity and develop policing strategies that fit the needs of their detachment area.

The pilot did yield more supervision during operational hours across the entire area as it allowed a single Sergeant detachment commander to be responsible for those duties leaving the two Corporal to function as road supervisors. Returning to two stand-alone detachments will reduce the number of supervisors in each area, but this is mitigated by the availability of a newly created Alberta RCMP Real Time Operation Center. This center provides support to Constables working alone in their detachment area. The pilot enabled greater flexibility in scheduling and the ability to more easily set up larger police operations such as traffic enforcement projects. The pilot did see officers working less on call as opposed to pre-pilot model. This is because the pilot was able to meet the on call needs of the entire area with two officers on call, during on call hours, instead of the three which were on call prior to the pilot.

Conclusion

Both models represent a viable means of policing the area each with their own advantages and disadvantages. The RCMP heard from at least two stakeholders that they would prefer a return to two stand alone detachments. As neither model represents a risk to public safety we support a move back to the previous model with the understanding that either detachment may experience soft vacancies, related to various types of leave, in the future that will be more difficult to absorb under that model.

November 27, 2023

RECEIVED

File: 2E-15

DEC 05 2023

TOWN OF NANTON

Neil Smith
Chief Administrative Officer
Town of Nanton
PO Box 609
Nanton, AB T0L 1R0

Dear Mr. Smith,

RE: ORRSC – Change in Assigned Municipal Planner

While reviewing the municipal assignments and organization of staff within the Oldman River Regional Services Commission we are pleased to officially inform you that we have transitioned your assigned municipal Planner from Gavin Scott to Kattie Schlamp, effective January 1, 2024.

Since starting with ORRSC in early 2022 Kattie has worked closely with our Senior Planners in various projects across the region and has become an invaluable member of our team. Kattie came to Lethbridge from Halifax, Nova Scotia to attend the University of Lethbridge to pursue her bachelor's degree in urban and Regional Studies. Subsequent to obtaining her degree she started her career in planning with the Town of Taber working various roles related to planning and economic development where she gained a wealth of knowledge and experience.

We are confident that your planning needs will be well served by Kattie and the rest of our team. We encourage you to contact Kattie by 403-329-1344 or by email at kattieschlamp@orrsc.com to discuss her role within your community.

If you have any questions about these changes, please feel free to contact me at 403-329-1344.

Sincerely,



Lenze Kuiper
Chief Administrative Officer

LK/rk



Town of Nanton

1907 21 Avenue, PO Box 609, Nanton, Alberta T0L 1R0
P 403.646.2029 F 403.646.2653 nanton.ca

November 29th 2023

Dreeshen, Devin, Honourable
Minister of Transportation and Economic Corridors
132 Legislature Building
10800 - 97 Avenue
Edmonton, AB T5K 2B6

E-mail: transportation.minister@gov.ab.ca

Dear Minister Dreeshen,

**RE: Alberta Municipal Water/Wastewater Partnership (AMWWP) Grant #706399 – Town of Nanton
Water Treatment Plant Aeration and PAC Feed system (impact of inflation)**

On behalf of Council, I am writing to request that the Ministry consider an increase to the funding for the above project in reflection of a significant increase to inflationary pressures around general contractor costs since the funding agreement was signed in August 2022 and originally submitted to the AMWWP program in early 2020.

After a competitive competition for the installation of the aeration pump, power and PAC system (the final leg of the project), the lowest proposal for that portion of the work was far in excess of what had been anticipated, but is, we're informed, typical in the sector right now. The overall cost of the project will rise from \$1.37 million to a maximum of \$1.67 million.

Based on this information and the eligible project percentages in the funding agreement, Council respectfully requests that you consider increasing the province's grant share by a further \$184,620. At the same time, it is recognized that funding letters and the agreement itself are clear that there should be no such expectation of a grant increase, but I do ask that unique inflationary situations all local governments are experiencing right now be recognized as well as the time it took for the Town's proposal to get approved (2 ½ years from submission - although numbers were revised and resubmitted during that period).

Thank you in advance for your consideration and response. The Ministry's contribution to this project will prove highly beneficial to current water quality and safety in Nanton and Council thanks the Minister for the province's generosity.

Yours sincerely,
Town of Nanton

Jennifer Handley
Mayor

:NS
Cc:

Chelsae Petrovic, MLA, Livingstone – Macleod
Luke Schoening, MPE - Lethbridge