



# MINUTES

Monday, October 21, 2024, at 6:30 p.m.  
Council Chambers at the Tom Hornecker  
Recreation Centre, 2122 – 18 Street

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## ORGANIZATIONAL MEETING

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**COUNCIL PRESENT:** Mayor Jennifer Handley and Councillors, Victor Czop, John Dozeman, Roger Miller, Dave Mitchell and Ken Sorenson

**OTHERS PRESENT:** Neil Smith Chief Administrative Officer  
Clayton Gillespie Manager of Corporate Services  
Sara-Lynn Lyons Legislative Services and Communications

1. Mayor Handley called the meeting to order at 6:30 p.m.
2. Adoption of Agenda:

**RESOLUTION # 246 - 24/10/21 - Sorenson**

Moved to accept the agenda for the Organizational Meeting of October 21, 2024, as presented.  
CARRIED

3. Confirmation of Code of Conduct Bylaw #1304/18 – acknowledgment by all Council Members present.
4. Regular Council Meetings BYLAW #1354/21:
  - 4.1 Dates set for Regular Council Meetings
  - 4.2 Appoint Council Chambers at the Tom Hornecker Recreation Centre 2122 – 18 ST

**RESOLUTION # 247 - 24/10/21 - Mitchell**

Moved to set the following dates for the Regular Meetings of Council, to be held at the Council Chambers in the Tom Hornecker Recreation Centre, 2122 – 18 Street, at 7:00 p.m., unless notification is provided in accordance with the current Town of Nanton Council and Committee Procedural Bylaw and the Municipal Government Act of Alberta;

November 4, 18, 2024	December 9, 2024
January 6 and 20, 2025	February 3 and 18 (Tuesday), 2025
March 3 and 17, 2025	April 7 and 21, 2025
May 5 and 20 (Tuesday), 2025	June 2 and 16, 2025
July 14, 2025	August 11, 2025
September 2 (Tuesday) and 15, 2025	October 6 and 20, 2025

CARRIED



**4.3 Schedule for Council Committee of the Whole Meetings**

**RESOLUTION # 248 - 24/10/21 - Miller**

Moved to schedule Committee of the Whole of Council Meetings, to be held at the Council Chambers in the Tom Hornecker Recreation Centre, 2122 – 18 Street, at 7:00 p.m., unless notification is provided in accordance with the current Town of Nanton Council and Committee Procedural Bylaw and the Municipal Government Act of Alberta;:

October 28, 2024	November 25, 2024
<i>December scheduled as required</i>	January 27, 2025
February 24, 2025	March 31, 2025
April 28, 2025	May 26, 2025
June 23, 2025	<i>July and August scheduled as required</i>
September 29, 2025	October 27, 2025

CARRIED

**5. Deputy-Mayor Appointments:**

**RESOLUTION # 249 - 24/10/21 - Czop**

Move to confirm the schedule of Deputy-Mayor appointments, previously set by Resolution #276 – 23/10/16 for the remainder of the 2024 to 2025 term as follows:

<b>Name</b>	<b>Second Term</b>
Councillor Miller	July 1/24 – Oct 31/24
Councillor Sorenson	Nov 1/24 – Feb 28/25
Councillor Dozeman	Mar 1/25 – Jun 30/25
Councillor Mitchell	Jul 1/25 – Oct 31/25

CARRIED

**6. INTERMUNICIPAL APPOINTMENTS:**

**6.1 Intermunicipal Collaboration Framework (ICF) (Bylaw #1399/24)**

**RESOLUTION # 250 - 24/10/21 - Miller**

Appointed Mayor Jennifer Handley and Councillor Victor Czop as Council representatives to the Intermunicipal Collaboration Framework Committee with Councillor Roger Miller as alternate. CARRIED

**6.2 Nanton Health Centre Management Committee (Co-ownership agreement)**

**RESOLUTION # 251 - 24/10/21 - Sorenson**

Appointed Councillor Roger Miller as Council representative to the Nanton Health Centre Management Committee with Mayor Jennifer Handley as alternate. CARRIED

**7. STANDING COMMITTEES - BYLAW #1321/19:**

**RESOLUTION # 252 - 24/10/21 - Czop**

Moved that all Standing Committee representatives for the upcoming organizational year be suspended and lieu will collaboratively address all items during Committee of the Whole meetings.



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**8. Freedom of Information & Protection of Privacy (FOIP) Appointments:**

**RESOLUTION # 253 - 24/10/21 - Miller**

Appointed Chief Administrative Officer, Neil Smith, as Head of Freedom of Information and Protection of Privacy (FOIP), and Sara-Lynn Lyons, Legislative Services and Communications Coordinator as FOIP Coordinator. CARRIED

**9. Property Tax Assessor**

**RESOLUTION # 254 - 24/10/21 - Miller**

Appointed Lance Wehlage, Benchmark Assessment Consultants, as Property Tax Assessor. CARRIED

Councillor Dozeman entered the meeting at 6:34 p.m.

**10. Regional Assessment Review Board Bylaw #1357:**

**RESOLUTION # 255 - 24/10/21 - Dozeman**

Appointed Councillor Roger Miller as Regional Assessment Review Board Member representative. CARRIED

**11. Emergency Management Committee Bylaw #1332/19**

**RESOLUTION # 256 - 24/10/21 - Mitchell**

As per Emergency Management Bylaw #1332/19, moved to appoint Councillor John Dozeman as Chair to the Emergency Advisory Committee with Councillor Victor Czop and Mayor Jennifer Handley; and further moved to appoint Public Works Lead Hand, Shellah Petersen as Director of Emergency Management Agency and Chief Administrative Officer, Neil Smith as Deputy-Director of the Emergency Management Agency. CARRIED

**12. Foothills Regional Emergency Services Commission (FRESC):**

**RESOLUTION # 257 - 24/10/21 - Czop**

Appointed Councillor John Dozeman as representative to the Foothills Regional Emergency Services Commission. CARRIED

**13. Nanton Quality of Life Foundation:**

**RESOLUTION # 258 - 24/10/21 - Miller**

Appointed Mayor Jennifer Handley as representative to the Nanton Quality of Life Foundation, with Councillor Ken Sorenson serving as Alternate. CARRIED

**14. Mosquito Creek Foundation (Bylaw #635/75)**

**RESOLUTION # 259 - 24/10/21 - Dozeman**

Appointed Mayor Jennifer Handley and Leigh McNeill as the two Town Members at Large representatives to the Mosquito Creek Foundation. CARRIED

**15. Highwood Management Plan – Public Advisory Committee Representatives:**

**RESOLUTION # 260 - 24/10/21 - Mitchell**

Appointed Councillor Ken Sorenson as representative to the Highwood Management Plan – Public Advisory Committee. CARRIED

**16. Foothills Regional Services Commission (FRSC Bylaw #1111/01):**

**RESOLUTION # 261 - 24/10/21 - Miller**

Appointed Councillor Dave Mitchell as representative to the Foothills Regional Services Commission, with Councillor Ken Sorenson as the alternate. CARRIED

**17. Alberta SouthWest Regional Alliance:**

**RESOLUTION # 262 - 24/10/21 - Sorenson**

Appointed Councillor Victor Czop as representative to the Alberta SouthWest Regional Alliance, and Mayor Jennifer Handley as the alternate. CARRIED

**18. Oldman River Regional Services Commission – Intermunicipal Service Agency:**

**RESOLUTION # 263 - 24/10/21 - Dozeman**

Appointed Councillor Victor Czop as representative to the Oldman River Regional Services Commission, and alternate Councillor Roger Miller. CARRIED

**19. Municipal Planning Commission:**

**RESOLUTION # 264 - 24/10/21 - Mitchell**

Appointed the Members of the Town of Nanton Municipal Planning Commission as follows:  
Three Council Members: Councillor Victor Czop, Councillor Roger Miller, Councillor Ken Sorenson;  
Two Alternate Council Members: Councillor John Dozeman, Mayor Jennifer Handley;  
Two Members-at-large: Shauna Strong, Julia Anderson.  
CARRIED

**20. Chinook intermunicipal Subdivision & Development (Bylaw #1323) Appeal Board**

**RESOLUTION # 265 - 24/10/21 - Czop**

Appointed Councillor Dave Mitchell (non-member of Municipal Planning Commission) as representative to the Chinook Intermunicipal Subdivision and Development Appeal Board. CARRIED

**21. Livingstone Range School Division – Nanton Joint Use Planning Agreement Governing Committee**

**RESOLUTION # 266 - 24/10/21 - Sorenson**

Appointed Councillor Roger Miller and Mayor Jennifer Handley as Council representative to the Livingstone Range School Division – Nanton Joint Use Planning Agreement Governing Committee. CARRIED

**22. Town of Nanton Library Board:**

**RESOLUTION # 267 - 24/10/21 - Miller**

Appointed Councillor Dave Mitchell as Council representative to the Town of Nanton Library Board for one year term with appointment expiring October 31, 2025. CARRIED

**23. Chinook Arch Regional Library System Representatives:**

**RESOLUTION # 268 - 24/10/21 - Mitchell**

Appointed Amanda Bustard, Chair of the Town of Nanton Library Board, as the representative to the Chinook Arch Regional Library System. CARRIED

**24. Community Organizations**

**RESOLUTION # 269 - 24/10/21 - Czop**

Appointed the Council Members as "Liaison" or "Point of Contact" to Town of Nanton Community Organizations as follows:

- Town and Country Kozy Korner Association Board – Councillor Victor Czop
- Nanton & District Chamber of Commerce – Mayor Jenniffer Handley / Councillor Victor Czop
- Nanton & District Community Memorial Centre Society – Councillor Victor Czop
- Nanton Lancaster Society Board – Councillor Roger Miller
- Canadian Grain Elevator Discover Centre of Canada – Councillor Roger Miller
- Nanton Agricultural Society – Councillor Dave Mitchell
- Nanton Golf Club – Councillor Dave Mitchell
- Nanton Children’s Society – Councillor John Dozeman
- Nanton Future Foundation – Councillor Dave Mitchell
- Nanton Booster Club – Mayor Jennifer Handley
- Nanton Promoters – Mayor Jennifer Handley
- Nanton Recreation Teams (general) – Councillor Dave Mitchell
- Citizens on Patrol – Councillor Victor Czop
- Nanton Lions / Leos Clubs – Councillor John Dozeman
- Nanton Fire Department – Councillor John Dozeman
- Nanton Animal Protection Society – Councillor Dave Mitchell / Mayor Jennifer Handley

CARRIED

**25. 2024 additions to the Community Member recognition Board:**

No additions at this time

**26. Adjournment:**

**RESOLUTION # 270 - 24/10/21 – Dozeman**

Moved to adjourn the 2024 Organizational Meeting of the Council of the Town of Nanton at 6:41 p.m.

**TOWN OF NANTON**

  
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 CHIEF ELECTED OFFICIAL

  
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 CHIEF ADMINISTRATIVE OFFICER

NS:sl

These minutes accepted and signed this 4<sup>th</sup> day of November, 2024.

