



AGENDA

Monday December 9, 2024, at 7:00 p.m.
Council Chambers at the Tom Hornecker
Recreation Centre, 2nd Floor, 2122 – 18 Street

REGULAR COUNCIL MEETING

1. CALL TO ORDER & ADOPTION OF AGENDA:

2. PRESENTATIONS:

- 2.1 Nanton RCMP Sgt. Dave Davis - E
- 2.2 Closed: Spring Hill Users Group Neil Wilson

3. REPORTS:

3.1 CHIEF ADMINISTRATIVE OFFICER:

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

3.2 FINANCIAL:

- 3.2.1 Accounts Payable Reports for November 2024

3.3 DEPARTMENT:

- 3.3.1 Corporate Services Manager - E
- 3.3.2 Operations Manager - E
- 3.3.3 Planning & Development Officer - E
- 3.3.4 Fire Chief - E
- 3.3.5 Peace Officer – E
- 3.3.6 Emergency Management - E

3.4 COUNCIL:

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

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

- 4.1.1 November 18, 2024 Regular Council Meeting Minutes - E

4.2 BUSINESS ARISING FROM THE MINUTES:

- 4.1 Request for Decision Borrowing Bylaw 1401/24 - E
- 4.2 Request for Decision Public Recognition Policy - E

5. NEW & UNFINISHED BUSINESS:

- 5.1 Request for Decision Interim Operating Budget - E
- 5.2 Request for Decision Tree Replacement and Westview Canopy - E
- 5.3 Request for Decision Bylaw 1403/24 Municipal Elections - E
- 5.4 Request for Decision Meeting Dates in January - E
- 5.5 Request for Decision: Canada Housing Infrastructure Fund - E

6. CORRESPONDENCE:

6.1 FOR ACTION:

6.2 FOR INFORMATION:

- 6.2.1 Grassy Mountain Correspondence Received - E
- 6.2.2 Minister of Public Safety and Emergency Services- E
- 6.2.3 Alberta Southwest: strategic directions - E

7. CLOSED CONFIDENTIAL SESSION:

- 7.1 Westview Lot Agreement FOIP Section 24 Advice from Officials

8. ADJOURNMENT:



November 21, 2024

Neil Smith
CAO
Nanton, AB

Dear Neil,

Please find attached the quarterly Community Policing Report attached that covers the July 1st to September 30th, 2024 reporting period. The attached report serves to provide a quarterly snapshot of human resources, financial data, and crime statistics for the Nanton Detachment.

This quarter I want to update you on the status of the Body Worn Camera (BWC) rollout, which will be starting this month. We will be conducting Province-wide media releases in mid-November that will include a demonstration of the new BWC along with an update on the Alberta RCMP deployment plan. As the deployment of BWCs to each detachment will take approximately 12-18 months, I will reach out to inform you of when you are expected to receive it. Shortly before the deployment of BWCs in our communities, I will also ensure there is communication locally so that residents are aware of this new piece of equipment being used by our officers.

I also want to let you know about the RCMP Public Consultation Tool that is anticipated to be launched in early 2025. This initiative is being launched in order to solicit feedback from RCMP stakeholders with the goal of increasing transparency in policing and contribute to our vision of becoming an inherently open RCMP. This public consultation tool will be secure and confidential for all participants who will remain anonymous. I encourage your engagement in this process and if you would like more information, you can contact the Open Government Office at EnterpriseTransparency-Transparenceauseindelorganisation@rcmp-grc.gc.ca

I always remain available to discuss your community-identified policing priorities and/or any ideas you may have that will enhance our service delivery to address the priorities that are important to you. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Sergeant David Davis
Chief of Police
Nanton Detachment





Alberta RCMP - Provincial Policing Report

Detachment Information

Detachment Name

Nanton

Detachment Commander

Sgt. David DAVIS

Report Date

November 21, 2024

Fiscal Year

2024-25

Quarter

Q2 (July - September)

Community Priorities

Priority #1: Traffic - Safety (motor vehicles, roads)**Updates and Comments:**

A total of 180 violation tickets were issued this quarter related to speeding, intersections and other related driving violation. The total amount of violation tickets issued are now 228. 5 Roadside suspensions were issued this quarter resulting in a total of 8 roadside suspensions for this reporting period.

All Nanton police officers are now trained on radar, some still require laser.

Priority #2: Police / Community Relations - Police Visibility**Updates and Comments:**

The Detachment completed 23 foot patrols and a bike rodeo in the first quarter and 12 food patrols including local rodeos, parades, community markets and chain lakes patrols. A total of 35 foot patrols have been completed this yr.

To date 8 presentations with community partners have been completed which included crime reduction strategies, community/ detachment updates and education.

15 school visits have been conducted. Visits have included SAFE planning, lock down practices, class talks on the use of 911 and bullying. As September was also the start of the school year, a significant time was spent in the school zones.





Priority #3: Crime Reduction- Property Crime and Drug Interventions

Updates and Comments:

During this time Nanton did not have anyone in the area that required compliance checks. Four traffic related enforcement stops have resulted in four charges of possession of Schedule 1 (oxy) and fentanyl.

Due to the limited numbers in Nanton. Suppression shifts are not possible without incurring a significant amount of overtime. Members stay on top of warrants issued within the Nanton area and both Crime and Traffic enforcement is continuously conducted. Joint operations are conducted with Sherriff's and bylaw when in the area.

Currently Nanton has 8 warrants with all but two living elsewhere. The two that live in Nanton have been evading arrest.





Community Consultations

Consultation #1

Date	Meeting Type
August 5, 2024	Community Connection
Topics Discussed	
Youth	
Notes/Comments:	
Detachment members marched in the annual Nanton days parade. Members also participated in various events throughout the day and weekend.	

Consultation #2

Date	Meeting Type
August 17, 2024	Meeting with Stakeholders
Topics Discussed	
Property Crime; Crime Reduction Initiatives	
Notes/Comments:	
Meet and greet with COP. Talked about what is happening around town and provided guidance on what to do should one encounter a suspicious person.	

Consultation #3

Date	Meeting Type
September 4, 2024	Meeting with Elected Officials
Topics Discussed	
Crime Reduction Initiatives; Property Crime	
Notes/Comments:	
Went over crime trends and Detachment resources. Talked about current proactive policing statistics.	





Consultation #4

Date	Meeting Type
September 19, 2024	Meeting with Stakeholders
Topics Discussed	
Crime Reduction Initiatives; Education Session	
Notes/Comments:	
Updates about current crime trends. Safety talks.	





Crime Statistics

The following table provides policing statistics on actual offences within the periods listed. Please see the Appendix for additional information and a five-year comparison.

Category	July - September			January - December		
	2023	2024	% Change YoY	2022	2023	% Change YoY
Total Criminal Code	40	88	+ 120%	229	200	- 13%
Persons Crime	11	16	+ 45%	67	50	- 25%
Property Crime	19	59	+ 211%	131	114	- 13%
Other Criminal Code	10	13	+ 30%	31	36	+ 16%
Drugs Offences	0	3	N/A	2	0	- 100%
Total Federal Acts	1	3	+ 200%	4	6	+ 50%
Total Provincial Acts ⁴	22	46	+ 109%	120	93	- 23%
Municipal By-Laws	6	5	- 17%	8	11	+ 38%
Motor Vehicle Collisions	41	40	- 2%	153	183	+ 20%
Total Traffic Offences	187	292	+ 56%	964	808	- 16%
Provincial Code Traffic	185	287	+ 55%	932	795	- 15%
Criminal Code Traffic	2	5	+ 150%	28	10	- 64%
Other Traffic	0	0	N/A	4	3	- 25%

Notes:

1. Data is extracted from a live database (PROS) and is subject to change over time.
2. Statistics for the July - September period reflect RCMP records as of October 8, 2024.
3. Full-year statistics reflect RCMP records as of January 5, 2024.
4. "Total Provincial Acts" include records of non-offence activities that are undertaken by Detachment members, in addition to actual offences under various provincial acts. Non-offence activities may include activities under the *Mental Health Act*, *Coroners Act*, and other provincial legislation in Alberta.

Trends / Points of Interest

Crime Trends increased in some areas due to an increase transient population. Enforcements initiatives also increased as a result and those individuals were eventually incarcerated and did not return to the area.



Provincial Service Composition

Staffing Category	Established Positions	Working	Soft Vacancies	Hard Vacancies
Regular Members	4	4	0	0
Detachment Support	2	1	0	1

Notes:

1. Data extracted on September 27, 2024 and is subject to change.
2. Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.
3. Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments:

Police Officers: Of the four established positions, three officers are currently working with one on restricted duties. There is no hard vacancy at this time.

Detachment Support: Of the two established positions, one resource is currently working with none on special leave. There is one hard vacancy at this time.





Nanton Provincial Detachment Crime Statistics (Actual) July to September: 2020 - 2024

All categories contain "Attempted" and/or "Completed"

October 8, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		1	1	2	0	3	200%	N/A	0.3
Drug Enforcement - Trafficking		1	0	0	0	0	-100%	N/A	-0.2
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		2	1	2	0	3	50%	N/A	0.1
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		1	0	0	1	0	-100%	-100%	-0.1
TOTAL FEDERAL		3	1	2	1	3	0%	200%	0.0
Liquor Act		2	0	0	0	6	200%	N/A	0.8
Cannabis Act		0	0	0	0	2	N/A	N/A	0.4
Mental Health Act		4	5	11	6	13	225%	117%	1.9
Other Provincial Stats		16	7	15	16	25	56%	56%	2.7
Total Provincial Stats		22	12	26	22	46	109%	109%	5.8
Municipal By-laws Traffic		1	1	0	3	0	-100%	-100%	0.0
Municipal By-laws		7	5	2	3	5	-29%	67%	-0.6
Total Municipal		8	6	2	6	5	-38%	-17%	-0.6
Fatals		0	0	0	0	2	N/A	N/A	0.4
Injury MVC		4	6	8	10	2	-50%	-80%	0.0
Property Damage MVC (Reportable)		45	42	29	28	27	-40%	-4%	-5.0
Property Damage MVC (Non Reportable)		9	3	2	3	9	0%	200%	0.0
TOTAL MVC		58	51	39	41	40	-31%	-2%	-4.6
Roadside Suspension - Alcohol (Prov)		0	2	7	3	3	N/A	0%	0.7
Roadside Suspension - Drugs (Prov)		0	0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		350	248	324	185	287	-18%	55%	-18.9
Other Traffic		2	0	2	0	0	-100%	N/A	-0.4
Criminal Code Traffic		9	7	9	2	5	-44%	150%	-1.3
Common Police Activities									
False Alarms		3	2	4	4	5	67%	25%	0.6
False/Abandoned 911 Call and 911 Act		5	3	0	1	5	0%	400%	-0.2
Suspicious Person/Vehicle/Property		16	14	27	17	27	69%	59%	2.5
Persons Reported Missing		3	2	2	2	2	-33%	0%	-0.2
Search Warrants		0	0	1	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		6	5	10	5	2	-67%	-60%	-0.8
Form 10 (MHA) (Reported)		0	0	0	1	3	N/A	200%	0.7



Nanton Provincial Detachment Crime Statistics (Actual) July to September: 2020 - 2024

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October 8, 2024

CATEGORY	Trend	2020	2021	2022	2023	2024	% Change 2020 - 2024	% Change 2023 - 2024	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	1	N/A	N/A	0.2
Sexual Assaults		0	0	3	1	1	N/A	0%	0.3
Other Sexual Offences		0	0	0	0	1	N/A	N/A	0.2
Assault		4	1	7	6	7	75%	17%	1.1
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	0	N/A	N/A	0.0
Criminal Harassment		4	4	5	2	1	-75%	-50%	-0.8
Uttering Threats		2	2	6	2	5	150%	150%	0.6
TOTAL PERSONS		10	7	21	11	16	60%	45%	1.6
Break & Enter		6	4	0	3	8	33%	167%	0.3
Theft of Motor Vehicle		1	0	2	2	4	300%	100%	0.8
Theft Over \$5,000		0	0	2	1	1	N/A	0%	0.3
Theft Under \$5,000		21	12	11	1	17	-19%	1600%	-1.9
Possn Stn Goods		3	2	3	0	2	-33%	N/A	-0.4
Fraud		3	4	4	8	10	233%	25%	1.8
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		8	4	9	3	11	38%	267%	0.5
Mischief - Other		10	7	1	1	6	-40%	500%	-1.4
TOTAL PROPERTY		52	33	32	19	59	13%	211%	0.0
Offensive Weapons		1	0	0	0	2	100%	N/A	0.2
Disturbing the peace		3	0	5	5	2	-33%	-60%	0.3
Fail to Comply & Breaches		1	2	1	2	4	300%	100%	0.6
OTHER CRIMINAL CODE		6	3	3	3	5	-17%	67%	-0.2
TOTAL OTHER CRIMINAL CODE		11	5	9	10	13	18%	30%	0.9
TOTAL CRIMINAL CODE		73	45	62	40	88	21%	120%	2.5



STATUS REPORT

Meeting: December 9th, 2024
 Agenda Item: 3.1.1

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

CAO = Chief Administrative Officer CS = Corporate Services OP = Operations Manager
DO = Development Officer LS = Legislative Services OTHER = Staff/Contractor/etc.

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

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

COUNCIL MEETING

Res #	Description	Notes	Status	FWD
Regular Meeting November 18, 2024				
312-24/11/18	Letter to MD Willow Creek re lobbying recreation grants	Awaiting further information	IP	CAO
317-24/11/18	RFD THRC renovations	Pending additional information	IP	CAO

COUNCIL

Res #	Description	Notes	Status	FWD
Committee Recommendations				
23/10/16	Funding public skate – incorporation into policy, preferably the ice allocation policy	Reg 23/11/06	IP	LS/CS
9-24/01/08	Policy for Public Recognition	Nov COW Meeting	IP	LS
68-24/03/04	RFD – Tribute Wall location		IP	CAO/CS
77-24/03/18	RFD cost of Fire Services to cover AHS ambulance		IP	CS/CAO
94-24/03/15	ICF/MOU with FC/THR and possibly Okotoks re water	Part of project management work	IP	CAO
196-24/07/15	ATCO Franchise agreement		C	CS
211-24/08/12	Community Center Green Initiative Grant		HOLD	CS
275-24/10/21	Bylaw 1400/24 Property Sub Class forms/policy	Website info.	IP	LS
278-24/10/21	RFD Energy Audit		IP	CS
286-24/10/28	Letter of support of LGSG for 29 th Ave		C	CS

DEPARTMENTS

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

ITEMS ON HOLD FOR FUTURE SCHEDULING/CONSIDERATION

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





CAPITAL PLAN STATUS

Meeting: December 9th, 2024
 Agenda Item: 3.1.2

*Deferred in green text
 2024 Items Only*

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

Notes:

- The Silver Willow Lodge project is likely being deferred in favour of the resources required to deal with the 29th Avenue service line renewals over this year and next. A great deal of road surface will require replacement.

Utility Infrastructure	Lead: Manager of Operations	BUDGET	SOURCE
Wastewater Treatment Plant (Dewatering)		\$3,026,000	AMWWP/Reserves/ Borrowing
Hydrant & Valves		\$50,000	CCBF
Wastewater collection system relining COMPLETE		\$75,000	CCBF
WWTP Equipment (flusher) ORDERED 2025 DELIVERY		\$200,000	LGFF

Notes:

- MPE Engineering lead the de-watering work.
- Fournier dewatering technology (3 channel) ordered and down payment made – installation summer 2025.
- Flusher will be ordered, but a suitable vehicle must also be sourced.
- Re-lining focused on 17th and 19th streets – some work by McGills completed.
- Hydrant and valve work can be deferred and budgeted money used for 29th avenue service line renewals.

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

Notes: Work deferred to 2025

Buildings	Lead: Various	BUDGET	SOURCE
THRC – Arena Warm Room glass/ window wall COMPLETE		\$50,000	LGFF
THRC – Elevator/lift with building modifications		\$500,000	LGFF
Pool updates – valves and structural concrete		\$50,000	LGFF
Firehall – Curb & approach updates COMPLETE – further needed in 2025		\$15,000	LGFF
Town Shop – LED lighting, ventilation and roof repairs UNDER WAY		\$45,000	Reserves
Recycling Centre/ Yard Waste – Fencing COMPLETE		\$35,000	LGFF



Notes:

Federal funding declined on THRC proposals.
Pool valves project is now complete – structural concrete deferred

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

Notes:

- PW pickup – still investigating different options. Funds to go to reserve for now.

Land Development

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

Public Realm & Development

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

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

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

Only one potentially deferred item (pickup is from the current year operating budget). It's not going to happen in 2024 these funds should be transferred to reserve.





REPORT FROM ADMINISTRATION

Meeting: December 9th, 2024

Agenda Item: 3.1.3

Chief Administrative Officer

November 2024 PERIOD

Local Area School Markers (Hobart and Litchfield)

Subsequent to their removal for the water and sewer line work by the VIC in 2022, a number of historic markers in the Town's custody were placed in the McEwan Schoolhouse for safekeeping without a firm future plan. Noting that these markers were typically installed as close to the original school sites as possible, upon their request, Administration has consented to the markers for Hobart and Litchfield schools being passed on to the Berger Land & Cattle Co. Ltd. who own the lands where these schools once were located. We have requested photographs of the markers once they have been installed by the very enthusiastic landowner.

Public Notices/ Public Participation

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

Personnel and Professional Development

I will have more to report on minor personnel developments in the new year.

The following reports are enclosed:

3.2 FINANCIAL:

3.2.1 Accounts Payable Reports previous month end

3.3 DEPARTMENT:

3.3.1 Corporate Services Manager

3.3.2 Operations Manager

3.3.3 Planning & Development Officer

3.3.4 Fire Chief

3.3.5 Peace Officer

Respectfully submitted,




CHIEF ADMINISTRATIVE OFFICER

Neil Smith, RPP
Chief Administrative Officer

Town of Nanton
 Vendor Cheque Register Report
 Range: November 1 - November 30, 2024
 Sorted by: Cheque date



Cheque Number	Vendor Cheque Name	Cheque Date	Amount	Cheque Details
EFT000000005741	Calmont Equipment	11/10/2024	\$2,111.40	Skid steer repairs
EFT000000005742	Canadian Linen & Uniform	11/10/2024	\$71.07	Office & library mat cleaning services
EFT000000005743	Canoe Procurement Group of Canada	11/10/2024	\$1,019.98	Miscellaneous supplies
EFT000000005744	Chris Almond Plumbing	11/10/2024	\$4,121.25	Office sewer line repairs
EFT000000005745	Czop, Victor	11/10/2024	\$638.96	Per diem and travel expenses
EFT000000005746	Ecco Recycling and Energy Corp.	11/10/2024	\$1,160.55	Recycling fees
EFT000000005747	Enfield, Tracy	11/10/2024	\$910.98	Office and council meeting room cleaning
EFT000000005748	Fire & Frost Heating & Cooling	11/10/2024	\$6,861.75	Community centre furnace
EFT000000005749	Foothills Regional Services Comm.	11/10/2024	\$5,063.00	Landfill tippage fees
EFT000000005750	GFL Environmental Inc.	11/10/2024	\$1,277.64	Vac truck services
EFT000000005751	G & JD Construction	11/10/2024	\$4,807.69	PW Shop ventilation upgrades (capital)
EFT000000005752	GM Mechanical Ltd	11/10/2024	\$1,236.40	Quarterly HVAC maintenance
EFT000000005753	Gregg Distributors Company Ltd	11/10/2024	\$293.79	Miscellaneous supplies
EFT000000005754	Hifab Holdings Ltd	11/10/2024	\$453.89	Shipping charges
EFT000000005755	Inspiris	11/10/2024	\$7,302.72	IT Services
EFT000000005756	Saddle Mountain Tire	11/10/2024	\$1,927.80	New tires for PW truck
EFT000000005757	Klearwater Equipment	11/10/2024	\$2,984.94	Water plant chemicals
EFT000000005758	LAPP Corporation c/o Alberta Pension	11/10/2024	\$5,944.97	Employee pension
EFT000000005759	Nanton Home Hardware Building	11/10/2024	\$608.63	Miscellaneous supplies
EFT000000005760	NextGen Automation	11/10/2024	\$119.53	Photocopier fees
EFT000000005761	NL Smith & Sons Const Ltd	11/10/2024	\$2,395.58	Crushed gravel
EFT000000005762	Orkin Canada Corporation	11/10/2024	\$238.02	Pest control
EFT000000005763	Platinum Fire & Security Ltd.	11/10/2024	\$506.08	Fire safety deficiency repairs
EFT000000005764	Recreation Facility Personnel	11/10/2024	\$490.61	Recreation training for staff
EFT000000005765	Reynolds, Mirth, Richards & Farmer	11/10/2024	\$1,003.28	Legal services
EFT000000005766	Royal Canadian Legion #80	11/10/2024	\$75.00	Remembrance day donation

EFT000000005767	Super Save Disposal (AB) Ltd	11/10/2024	\$1,534.85	Waste management fees
EFT000000005768	Superior Safety Codes	11/10/2024	\$889.35	Safety code fees
EFT000000005769	T & T Disposal Services	11/10/2024	\$7,856.44	Waste management services
EFT000000005770	TransAlta Energy Marketing	11/10/2024	\$43,041.77	Power and gas fees
EFT000000005771	UFA Co-operative Ltd	11/10/2024	\$5,015.12	Fuel
EFT000000005772	V Raffin Transit Mix Ltd	11/10/2024	\$3,164.70	Concrete & retaining wall blocks
020421	Alberta Registries	11/25/2024	\$20.00	Vehicle registry services
020423	Chubb Life Insurance Company	11/25/2024	\$143.46	Employee benefits
020424	Dump Gump	11/25/2024	\$2,625.00	Tree pile bin services
020425	JDP Wasserman LLP	11/25/2024	\$6,041.00	Interim audit fees
020427	Recon Utility Locating	11/25/2024	\$390.00	Utility locates
020428	Rural Municipalities of Alberta	11/25/2024	\$261.45	Annual membership
020429	Town of High River	11/25/2024	\$262.50	Car seat clinic (training)
EFT000000005773	555 Millwright Services LTD	11/25/2024	\$988.61	Wastewater plant equipment repairs
EFT000000005774	888351 Alberta Ltd o/a Wild Rose	11/25/2024	\$31,075.00	Sludge hauling & removal
EFT000000005775	Canadian Linen & Uniform	11/25/2024	\$71.07	Office & library mat cleaning services
EFT000000005776	Canoe Procurement Group of Canada	11/25/2024	\$4,395.96	Plumbing supplies for De-watering proj.
EFT000000005777	CARO Analytical Services	11/25/2024	\$538.65	Water testing
EFT000000005778	ClearTech Industries Inc	11/25/2024	\$1,056.91	Water plant chemicals
EFT000000005779	Contain-A-Way Services	11/25/2024	\$675.40	Waste management services
EFT000000005780	Crossroad Energy Solutions	11/25/2024	\$30,569.04	Pump repairs
EFT000000005781	CUPE	11/25/2024	\$1,437.85	Union fees
EFT000000005782	Dunlop Collision Repair Centre	11/25/2024	\$1,615.43	Vehicle repairs
EFT000000005783	G.T Electrical Ltd.	11/25/2024	\$2,655.35	Cmnty ctr emergency lighting updates
EFT000000005784	Handley, Jennifer	11/25/2024	\$2,057.04	Per diem and travel expenses
EFT000000005785	iA Financial Group	11/25/2024	\$80.07	Employee benefits
EFT000000005786	Inspiris	11/25/2024	\$4,624.17	IT Services
EFT000000005787	Klearwater Equipment	11/25/2024	\$2,984.94	Water plant chemicals
EFT000000005788	LAPP Corporation c/o Alberta Pension	11/25/2024	\$5,944.97	Employee pension
EFT000000005790	Linde Canada Inc.	11/25/2024	\$721.69	Water plant chemicals
EFT000000005791	Matchett, Mike	11/25/2024	\$1,050.00	Fire department training
EFT000000005792	MPE Engineering Ltd	11/25/2024	\$3,880.80	Engineering for dewatering project
EFT000000005793	Municipal Risk Services Ltd	11/25/2024	\$787.50	Risk assessment services
EFT000000005794	Nanton Auto Parts Ltd.	11/25/2024	\$398.25	Miscellaneous supplies

EFT000000005795	Nanton Gas Plus	11/25/2024	\$357.22	Fuel
EFT000000005796	Nanton Home Hardware Building	11/25/2024	\$494.63	Miscellaneous supplies
EFT000000005798	Purolator Inc.	11/25/2024	\$88.73	Shipping charges
EFT000000005799	Integrated Sustainability Const.	11/25/2024	\$157.50	Water plant software
EFT000000005800	Skybox Signs Ltd.	11/25/2024	\$708.75	LED sign computer repairs

Total Cheques: 65

\$224,286.68





MONTHLY REPORT

Meeting: December 9, 2024
Agenda Item: 3.3.1

Clayton Gillespie, Corporate Services Manager

Report Period: November 15 to December 5, 2024

ACTIVITIES:

Local Sustainability grant – administration had a call with grant advisors, reviewed potential project and provided further information and clarification.

Preliminary start on the 2025 operating budget and 2024 year end numbers.

Nanton Health Centre meeting November 20 – a response from the Minister received.

Paperwork in place for the new councilor benefits.

Meeting with Benchmark to discuss assessments (another large increase in residential assessment).

PROGRESS ON MAJOR PROJECTS & PROGRAMS:

Meeting with Aplin & Martin to discuss starting point for the regional waterline project.

Agreement with Circular Materials received and now in place – effective April 1, 2025 to September 30, 2026.

Parks & Recreation Report:

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

UPCOMING EVENTS / ADDITIONAL INFORMATION:

Prepared by: Clayton Gillespie, Corporate Services Manager

Date: December 5, 2024





MONTHLY REPORT

Meeting: Monday December 9, 2024
Agenda Item: 3.3.2

Operations Department

Report Period: (November 2024)

ACTIVITIES:

- WASTEWATER OPERATIONS
 - 31282 m³ of treated effluent was released to Mosquito Creek
 - Ongoing construction of waste line, return line, and water supply line from old digester building into the heated shop (the location of the future dewatering unit). These lines are to be used for providing water and sludge feed to the dewatering centrifuge rental unit that is to be delivered and commissioned in early December.

- WATER OPERATIONS
 - 28013 m³ of treated potable water was sent to the Town's distribution system.
 - Several taste and odor complaints about the Town's potable water have been received. The likely cause of the complaints are from a late season algae bloom in the raw water reservoir, due to the unseasonably warm weather during September and October. Water samples have been collected from various locations throughout Town and have been submitted for analysis to confirm the presence of geosmin and MIB, the two constituents causing historical taste and odor problems in the Town's potable water.

- ROADS
 - Grading yard waste area.
 - Cut out manhole on 21 Street by Yard waste gate and raise to ground level.
 - Filling potholes through out town.

- SIDEWALKS/PATHWAYS
 - Clear snow and spread ice melt.

- MISCELLANEOUS
 - New ventilation for shop booked with G & JD for December.
 - Clean up PW yard around the aggregate piles, and created scrap wood and metal storage areas.
 - Installed Xmas lights at VIC, Westview and Lions Grove Park.
 - Installed banners and pole lights.
 - Installed candy canes at gateway signs.
 - Ordered signage for THRC and overweight signage for 20 A Ave/25 Street.

- CEMETERY
 - 1 Columbarium plate

- YARD WASTE AREA
 - Finished loading bins of tree branches. Small pile remains to be cleaned up in the spring.
 - Slats in new yard waste fence have been installed.
 - Continued cleanup of soil piles, landscaping north side for better drainage and installing berm along north fence.
 - Moving millings aggregate piles to east side of yard.
 - Turning compost pile.

PARKS AND RECREATION

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

- Elections webinar – November 8

UPCOMING EVENTS / ADDITIONAL INFORMATION:

- Elections webinar – December 12

PROGRESS ON MAJOR PROJECTS & PROGRAMS:

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

Operating Project	Objective	Approach	Measure	Progress YTD
1. Pick-up Truck	Purchase – Used	Online search		Searching for trucks
2. Yard Waste Fence	Fence west/north/south area	Contacting fencing companies		Fence and slates completed.
3. Sander/Plow	Purchase - New	Purchased		Installed and received.
4. Pavement Patching	Request for Quote	Assemble list	RFQ	Completed first patches and will return in September.
5. Sidewalk	Request for Quote	RFQ sent out due March 15	RFQ	Completed in September
6. Potholes	Pothole Fixing	Quotes		Completed in June
7. Crushing – asphalt and concrete piles	Quote from Shawne			Completed in July
8. Dust Abatement	Apply dust abatement	Pricing from Read on Roads		Completed on June 24
9. Tree Pile	Removal	Haul west of town and landfill		Completed
10. Shop Ventilation	Install new fan ventilation and lovsres	Quotes		Booked G & JD Const. to complete work in 2024



CHIEF ADMINISTRATIVE OFFICER



MONTHLY DEPARTMENT REPORT

Regular Meeting: December 9, 2024
 Agenda Item: 3.3.3

Georgina Sharpe, Planning and Development

Report Period: November 2024

ACTIVITIES:

Development Permit Approvals & Lot Sales		
	November 2024	October 2024
Residential	\$540K	\$250K
Comm/Ind	\$0K	\$0K
Public	\$0K	\$0K
Other	Signs = 0	Signs = 0
WV III Sales* (Lots left = 2)	1 lots	0 lots
	YTD2024	YTD2023
TOTAL	\$3,929K	\$4,520K
	YTD2024	YE2023
Housing Starts	8	6

*by date of sale

- Vacation – November 12-15
- Nanton School Servicing Plans engineering review
- Project and grant research

November Permits Issued:

DP #	Date Issued	Civic Address of Development	Lot	Blk	Plan	LUD	Description
D42-24	8-Nov-24	2018 30 Avenue	17	79	071 5724	R-GEN	Single Detached Dwelling
D43-24	8-Nov-24	2018 30 Avenue	17	79	071 5724	R-GEN	Garage

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

- N/A

UPCOMING EVENTS / ADDITIONAL INFORMATION:

- Vacation – December 15-January 6
- Municipal Planning Commission Meeting – January 13 (as required)





MONTHLY DEPARTMENT REPORT

Meeting: December 9, 2024

Agenda Item: 3.3.4

Nanton Fire Department

Report Period: November 1- November 30, 2024

ACTIVITIES:

- Regular training nights are on Thursday's starting at 19:00 hours.
 - Councilors are welcome to attend training nights.
 - We have been focusing on:
 - Vehicle Extrication
 - Working with response partners to set up training scenarios for vehicle extrication.
 - Monthly Truck checks and station cleaning
- Recruitment is still a focus as we have had a few members move on to new careers.
 - New hiring practices have been implemented.
 - The current staffing numbers have seen a decrease as members have moved on to new careers.
- Standard Operating Guidelines are being reviewed and revised.
 - Met with TSI virtually to discuss areas of interest that we are looking for assistance on. A summary report will be provided in the next few weeks.
 - Reached out to TSI as we await report

PROGRESS ON MAJOR PROJECTS & PROGRAMS:

- Capital and Operational budget is under way.
- End of year supply and restock of tools and equipment
 - Quotes have been gathered to ensure that tools and equipment are restocked for the new year

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

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

UPCOMING EVENTS / ADDITIONAL INFORMATION:

- Nanton Christmas Festival preparations have been under way.
 - Thank you to our continued supporters for helping to make this a great event for the community
 - Nanton Quality of Life Foundation
 - Connect First Credit Union
 - Southern Alberta Towing
 - Shutter Close Photography
- Attended Fire Chiefs meeting
 - Training for NFPA 1001 In House has been determined
 - Initial discussions regarding the Fire Service Agreement
 - MD Budget
- Alberta Fire Chiefs Association Region 7 meeting
 - Regrets sent
 - Received summary of meeting details
- Fire Safety Code Audit
 - Survey Request complete
 -

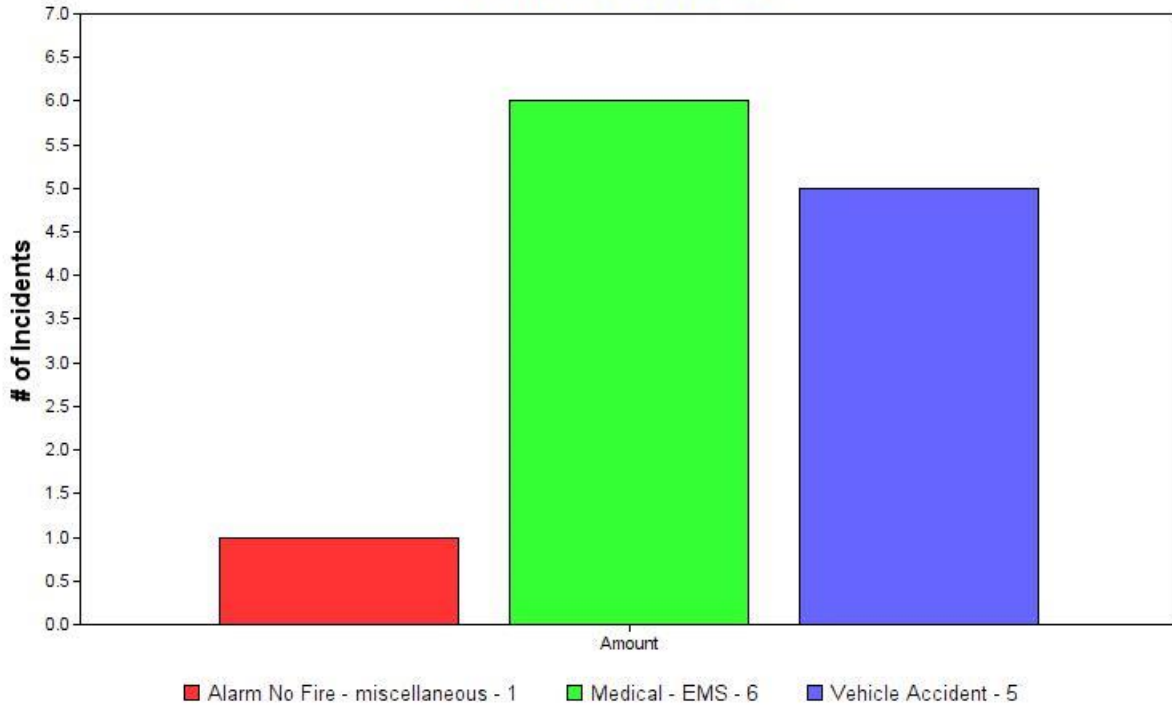
Respectfully submitted,
John G. Dozeman
Fire Chief



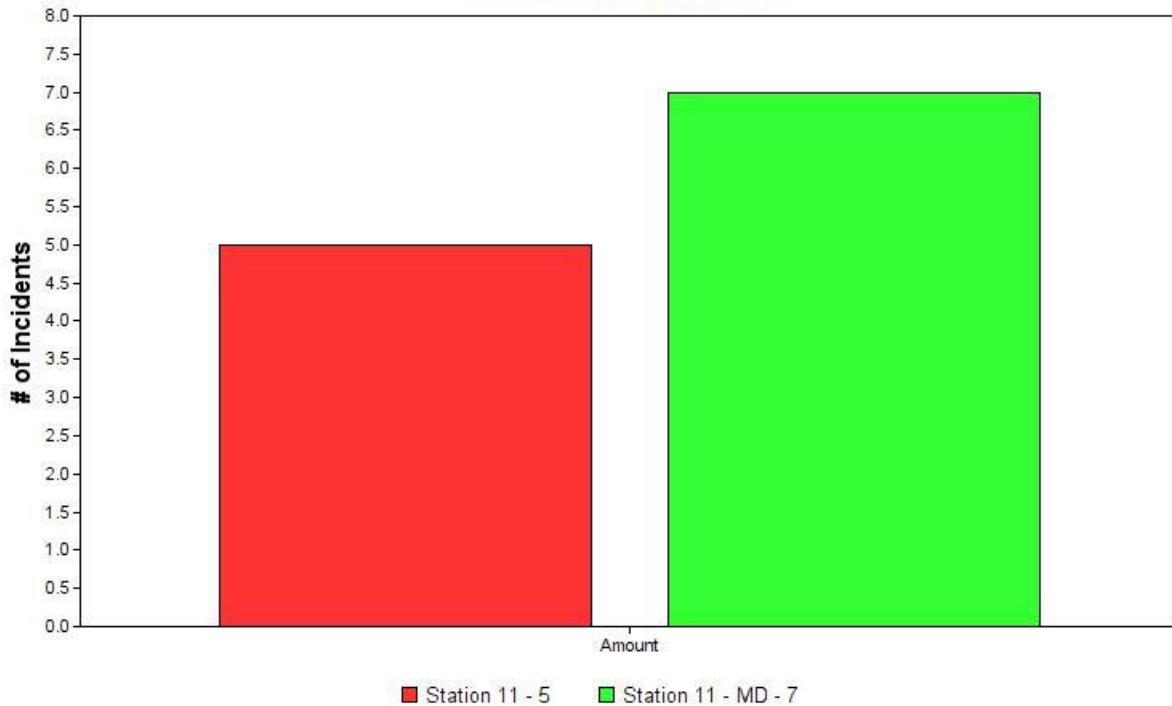


Nanton Fire Department Monthly Call Statistics

Totals by Type
From Nov 1 24 to Nov 30 24



Totals by Station
From Nov 1 24 to Nov 30 24





MONTHLY DEPARTMENT REPORT

Meeting: Monday December 9, 2024
Agenda Item 3.3.5

Peace Officer Carlos Farias

Report Period: November 2024

ACTIVITIES:

On November 8th, Nanton Municipal Enforcement participated in a Joint Force Operation in Rocky Mountain House, working alongside Alberta Sheriffs, Fish and Wildlife Officers, Peace Officers, and the RCMP. As certified Child Passenger Safety Technician, Nanton Municipal Enforcement officers played a key role in ensuring compliance with child restraint regulations. The operation was aimed at enhancing traffic safety, with a specific focus on child passenger safety. The combined efforts of various law enforcement agencies helped reinforce the importance of proper child restraint use and other safety measures, contributing to public awareness and overall road safety.

Given that it was hunting season, officers were also on the lookout for firearms violations and any irregular or suspicious situations related to hunting activities. This included ensuring compliance with firearm safety laws, hunting regulations, and identifying any potential illegal or unsafe practices.

On November 30th, during the *Nanton Lights the Way* event at the Community Centre, CPO Farias was actively performing traffic enforcement in the area. Due to the high volume of vehicles circulating around town for the event, CPO Farias focused on ensuring traffic safety, managing congestion, and enforcing any relevant traffic regulations. The presence of law enforcement helped maintain order and ensure the safe flow of traffic, contributing to the success of the community celebration.

UPCOMING EVENTS / ADDITIONAL INFORMATION:

I would like to inform you that I will be on vacation in the coming weeks. During this time, we have arranged for support from neighboring agencies, including Vulcan County and the Town of High River. They will assist by performing traffic enforcement and responding to emergency calls as needed.

Additionally, the local RCMP detachment is fully aware of my absence and will be working closely with the community to ensure ongoing safety and security during this period.

I am confident that these arrangements will maintain the high level of service and support our community expects. Thank you for your understanding.

Monthly Occurrences snapshot:

In November 2024, 17 reports were opened for received complaints for services or officer observed investigations. Therein the complaints from residents, 5 Community bylaw (Snow Removal) | Animal bylaw and 12 Parking tickets.

Monthly ticket stats:

For the month of November 2024, a total of 33 warnings and 84 violation tickets were issued. Of note, there was a significant increase in speeding violations, with a total of 48 tickets issued for speeding alone. This increase highlights the ongoing need for continued attention to speed enforcement in our area to ensure the safety of all road users.

Lastly, I would like to bring to your attention a concerning trend regarding parking issues on 20A Avenue. Over the past few weeks, I have observed a significant increase in the number of parking tickets issued in this area, particularly related to large trucks.

The main concerns are as follows:

1. **Parking in front of fire hydrants** – Several trucks have been parking in areas that block access to fire hydrants, which is a serious safety hazard.
2. **Wrong-way parking on a two-way street** – Many vehicles are parked facing the wrong direction, which creates potential hazards for drivers and affects the flow of traffic.

Parking in prohibited areas – Trucks have also been parking in areas where parking is clearly not allowed, further contributing to congestion and safety concerns.

Given the rising frequency of these violations, it is clear that 20 A Avenue requires some attention. I recommend that we consider additional enforcement, as well as a review of the parking regulations or signage in the area, to help address these issues before they become more problematic.



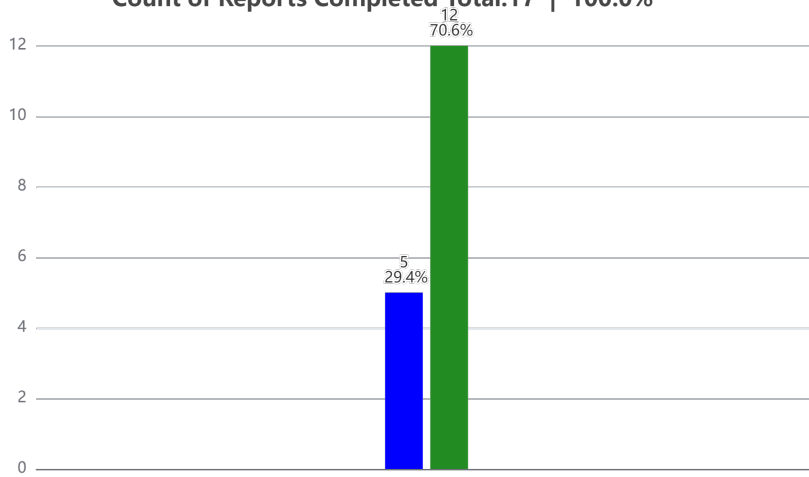


TOWN OF NANTON - ENFORCEMENT SERVICES

Statistics from:2024-11-01 to 2024-11-30
Printed on:2024-12-05 12:37:38

Report Type:Occurrence report

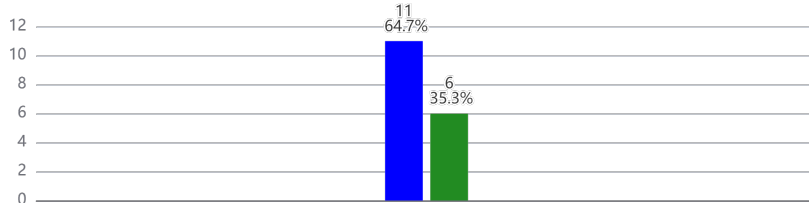
Count of Reports Completed Total:17 | 100.0%



List of Categories

- MUNICIPAL | 5 | 29.4%
- PARKING TICKET | 12 | 70.6%

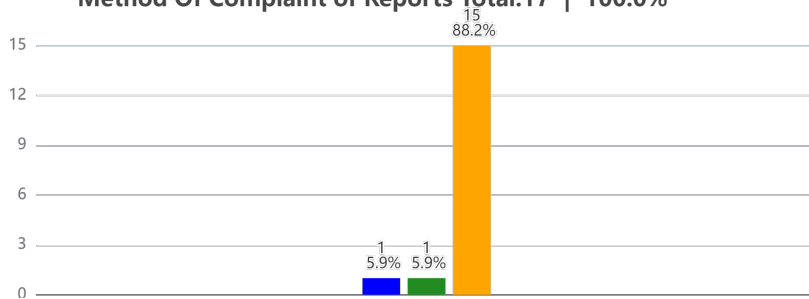
Occurrence Status of Reports Total:17 | 100.0%



List of Occurrence Status

- CONCLUDED BY CHARGE | 11 | 64.7%
- CONCLUDED BY WARNING | 6 | 35.3%

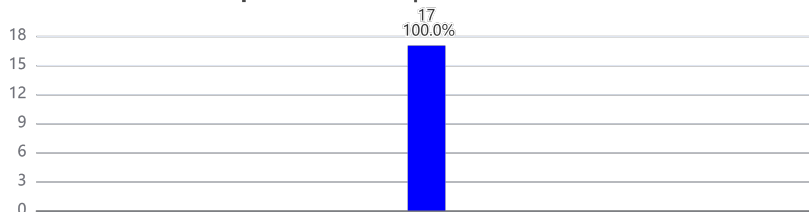
Method Of Complaint of Reports Total:17 | 100.0%



List of Method Of Complaints

- E-MAIL | 1 | 5.9%
- PHONE | 1 | 5.9%
- SELF GENERATED | 15 | 88.2%

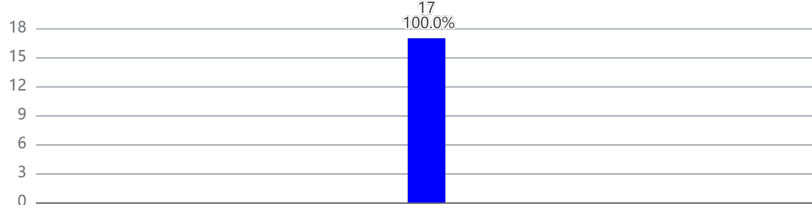
Subzone of Reports Total:17 | 100.0%



Subzone

- NO SUBZONE | 17 | 100.0%

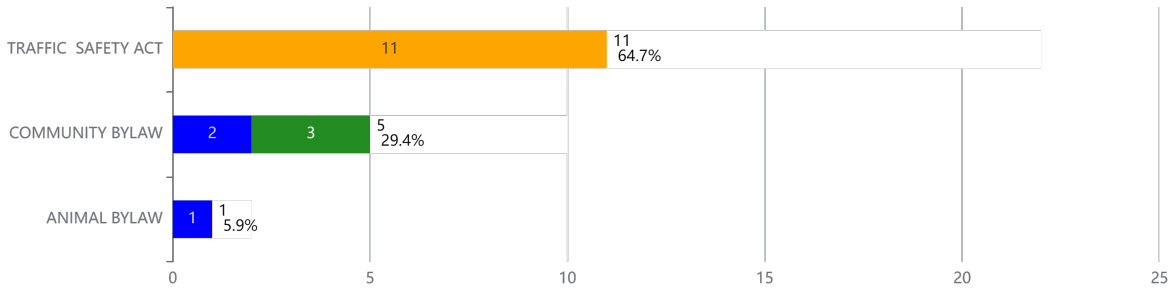
Offence location (Subzone) of Reports Total:17 | 100.0%



List of Offence location (Subzone)

● NANTON | 17 | 100.0%

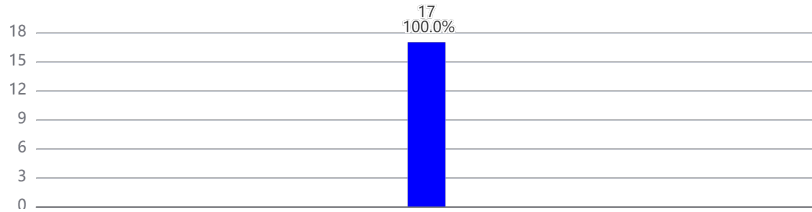
Count of Incident Types Total:17 | 100.0%



List of Incident Disposition

- SUBJECT COUNSELLED/WARNED
- NO DISPOSITION
- SUBJECT CHARGED

Reports Total:17 | 100.0%



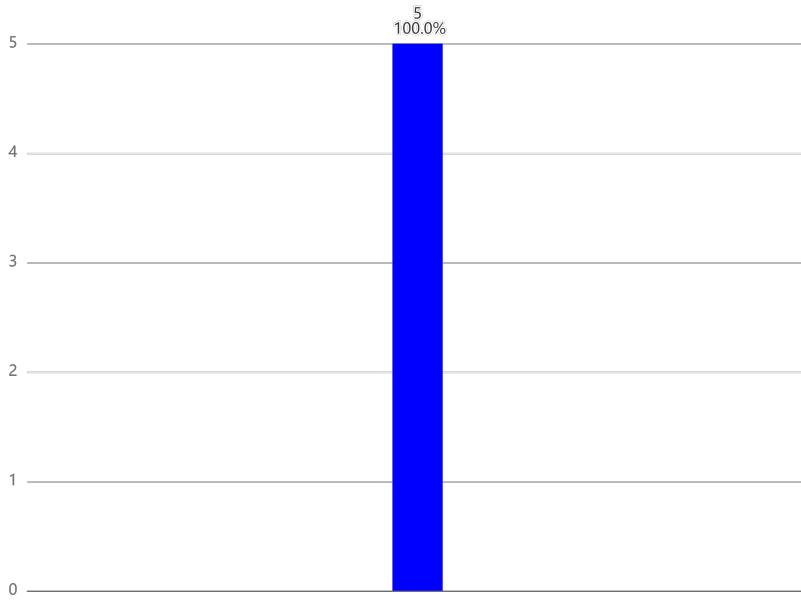
List of Member

● FARIAS, CARLOS | 17 | 100.0%

Count of Incident Types Total:5 | 100.0%

Municipal Types

● COMMUNITY BYLAW | 5 | 100.0%



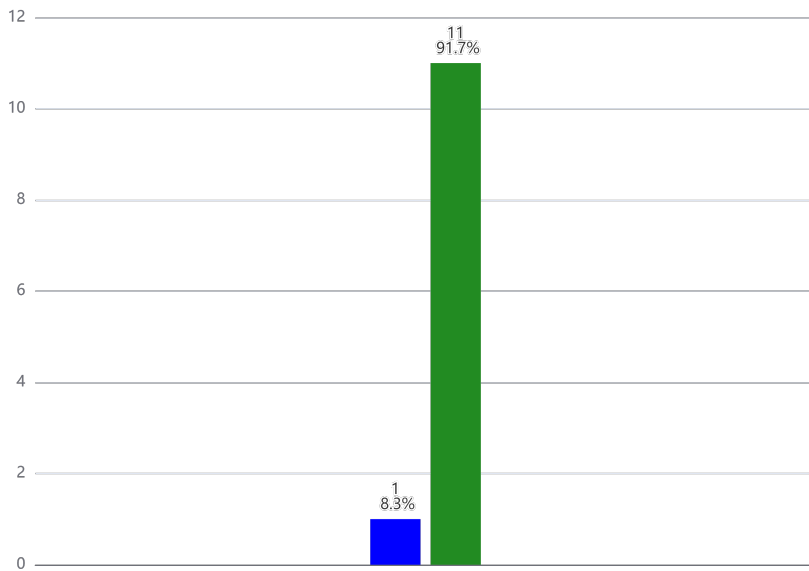
100.00% # of Reports: 5 Municipal COMMUNITY BYLAW.

Municipal Types:Grand Total: 100.00% Total # of Incident Types Reported:5 Total # of Reports: 5

Count of Incident Types Total:12 | 100.0%

Parking Ticket Types

- ANIMAL BYLAW | 1 | 8.3%
- TRAFFIC SAFETY ACT | 11 | 91.7%



8.33% # of Reports: 1 Parking Ticket ANIMAL BYLAW.

91.67% # of Reports: 11 Parking Ticket TRAFFIC SAFETY ACT.

Parking Ticket Types:Grand Total: 100.00% Total # of Incident Types Reported:12 Total # of Reports: 12

Grand Total: 100.00% Total # of Incident Types Reported:17



MONTHLY REPORT

Meeting: Monday December 9, 2024
Agenda Item: 3.3.2

EMERGENCY MANAGEMENT Department

Report Period: (November 2024)

EMERGENCY MANAGEMENT:

ACTIVITIES:

TRAINING

Basic Emergency Management and ICS 100, to be completed online for a few staff members.

Will be booking a Planning P workshop with AEMA.

TABLETOP EXERCISE:

Completed exercise October 25 and will be planning a tabletop for Spring 2025.

ADVISORY COMMITTEE MEETING:

Will schedule a meeting for Spring 2025.

VERBAL UPDATE:

Creating the Emergency social services plan and concentrating on updating the outdated ERP's.

Attended a meeting with DEM'S and DDEM'S from the MD of Foothills, Town of High River, Longview, Okotoks, Diamond Valley, Vulcan County and MD of Willow Creek on November 13. Discussed upcoming training, seasonal hazards, new legislation, regional team, any recent incidents or ICP activations and the regional exercise the Foothills County and Town of Okotoks will be holding in 2025. The next meeting will be held December 11 in Diamond Valley.

Section Chief and Officer binders are complete and will be adding personalized sheets to each at the request of the section chiefs and officers.

Attended the Disaster Forum in Banff November 4-6, 2024.

1. Forum Overview:

- Attended the Disaster Forum in Banff from November 4-6, 2024.
- Participated in various breakout sessions and guest speaker presentations.

2. Hands-on Exercises:

- Observed an Incident Command Post (ICP) and Emergency Coordination Centre (ECC) exercise with:
 - Town of Banff
 - Town of Canmore
 - Parks Canada

3. **Guest Speakers:**
 - **Incident Commander from the Town of Jasper:** Shared insights on recent experiences and challenges faced with the recent fires.
 - **Incident Commander from West Kelowna:** Provided a detailed account of the fires that impacted the area in 2023.
4. **Key Takeaways:**
 - Gained valuable information on improving the ECC process.
 - Identified areas where improvements could be made and recognized areas that are already functioning effectively.
 - Networking with other emergency management professionals.

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

- **Foothills regional DEM meeting – Nov 13, 2024**
- **Disaster Forum – Nov 4-6, 2024**

UPCOMING EVENTS / ADDITIONAL INFORMATION:

- **ESS Basic – December 4, 2024 (Online)**





MONTHLY COUNCIL REPORT

Meeting: Monday December 9, 2024
Agenda Item: 3.4.2

Councillor Victor Czop:

Report Period: November 2024_____

MPC Member: Yes (alternate)

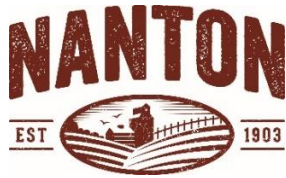
APPOINTED EXTERNAL COMMITTEE MEETING HIGHLIGHTS:

Liaison / Point of Contact: Nanton Community Centre, Citizens on Patrol, Kozy Corner

ADDITIONAL INFORMATION:

Attend Council meetings
Attend Community Hall Society AGM
Attend Nanton School enhancement dinner
Attend Willow Creek Land banquet
Attend Citizens on Patrol meeting in High River
Attend Nanton Remembrance Day function
Attend Citizens on Patrol meeting
Attend AB Southwest MECAP seminar on zoom
Attend Nanton Kozy Corner meeting
Attend NAPS AGM
Attend Fort MacLeod Christmas Santa Parade
Attend Mayor and Reeves meeting on zoom
Attend Council Organization meeting

VR Czop



MINUTES

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

REGULAR COUNCIL MEETING

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

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

1. CALL TO ORDER & ADOPTION OF THE AGENDA:

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

RESOLUTION # 307 – 24/11/18 - Dozeman

The Regular Council agenda for November 18, 2024 was accepted as presented. CARRIED

2. PRESENTATIONS:

3. REPORTS:

3.1 CHIEF ADMINISTRATIVE OFFICER:

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

3.2 FINANCIAL:

- 3.2.1 Accounts Payable Report for October 2024

3.3 DEPARTMENT:

- 3.3.1 Corporate Services Manager - E
- 3.3.2 Operations Manager - E
- 3.3.3 Planning & Development Officer - E
- 3.3.4 Fire Chief - E
- 3.3.5 Peace Officer – E
- 3.3.6 Emergency Management - E

3.4 COUNCIL:

- 3.4.1 MAYOR JENNIFER HANDLEY
 - *Reminder for Committee of the Whole Meeting scheduled: November 25, 2024*
- 3.4.2 COUNCILLOR VICTOR CZOP - E
- 3.4.3 COUNCILLOR ROGER MILLER - E
- 3.4.4 COUNCILLOR DAVE MITCHELL
- 3.4.5 COUNCILLOR KEN SORENSON
- 3.4.6 COUNCILLOR KEVIN TODD

3.4.7 COUNCILLOR JOHN DOZEMAN

RESOLUTION # 308 – 24/11/18 - Mitchell

Moved that all written reports, as recorded on the agenda for November 18, 2024, be received for information and filing. CARRIED

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

4.1.1 November 4th, 2024 Regular Council Meeting Minutes – E

RESOLUTION # 309 – 24/11/18 – 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 4th, 2024 were accepted as distributed. CARRIED

4.2 BUSINESS ARISING FROM THE MINUTES:

4.2.1 Request for Decision Bylaw 1397/ 24 ATCO Franchise Agreement

RESOLUTION # 310 – 24/11/18 - Dozeman

Moved to read Town of Nanton Bylaw #1397/24 for a second time. CARRIED

RESOLUTION # 311 – 24/11/18 - Sorenson

Moved to read Town of Nanton Bylaw #1397/24 for a third and final time. CARRIED

4.2.2 RFD 2025 Capital Budget

RESOLUTION # 312 – 24/11/18 - Dozeman

Moved to direct the Chief Administrative Officer to send a letter to the Municipal District of Willow Creek regarding efforts to lobby the provincial government for increased funding for recreation grants. CARRIED

RESOLUTION # 313 – 24/11/18 - Dozeman

Moved that the 2025 Capital Budget be in the amount of \$2,322,340 be approved as presented and attached to these minutes as schedule 'A'. CARRIED

5. NEW & UNFINISHED BUSINESS:

5.1 RFD - Community Centre Repairs

RESOLUTION # 314 – 24/11/18 – Mitchell

Moved that the costs of \$10,090 for the new furnace and emergency lighting upgrades at the Community Centre, be funded from the Building Reserve Fund. CARRIED

6. CORRESPONDENCE:

6.1 FOR ACTION:

6.2 FOR INFORMATION:

6.2.1 Correspondence regarding Natural Infrastructure Fund (NIF) - E

7. CLOSED CONFIDENTIAL SESSION:

RESOLUTION # 315 – 24/11/18 - Miller

IT WAS MOVED at 8:25 p.m. 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 D2S Farms Ltd. FOIP Section 24 Advice from Officials
- 7.2 Municipal Buildings FOIP Section 24 Advice from Officials
- 7.3 Nanton Waterline Project FOIP Section 24 Advice from Officials
CARRIED

Councillor Czop left the meeting at 9:40 p.m. and returned at 9:42 p.m.

RESOLUTION # 316 – 24/11/18 - Sorenson

IT WAS MOVED to reconvene the Regular Meeting at 9:54 p.m. CARRIED

RESOLUTION # 317 – 24/11/18 - Dozeman

Moved to direct the Chief Administrative Officer to prepare a request for decision in regards to the Tom Hornecker Recreation Centre west wing civic renovation. CARRIED

RESOLUTION # 318 – 24/11/18 – Czop

Moved to direct the Chief Administrative Officer to engage Aplin Martin Consultants Ltd. as project manager for the Nanton Regional Water Supply (Design Detail Phase). CARRIED

8. ADJOURNMENT:

RESOLUTION # 319 – 24/11/18 - Dozeman

IT WAS MOVED to adjourn the Regular Meeting of Council at 9:55 p.m.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

NS:sl

These minutes accepted and signed this 9th day of December, 2024.

2025 Capital Budget

Roadway Infrastructure:

	<u>Estimate</u>	<u>Funding Source</u>
Sidewalks -	\$50,000	Canada Community Building Fund
Road rehab –	\$50,000	Canada Community Building Fund
29 th Avenue –	\$75,000	Canada Community Building Fund
Road assessment -	<u>\$50,000</u>	Local Government Fiscal Framework
Total =	\$225,000	

Utility Infrastructure:

Water main valves -	\$75,000	Canada Community Building Fund
29 th Avenue (south of 20 th street) –	\$225,000	Local Government Fiscal Framework
Sewer re-lining -	\$100,000	Canada Community Building Fund
WWTP Membranes -	\$362,840	Local Government Fiscal Framework
Wastewater line flusher w/truck –	\$75,000	Local Government Fiscal Framework
Westview pond analysis -	<u>\$17,000</u>	Reserves
Total =	\$854,840	

Parks

VIC Rest area upgrades –	\$103,000	Reserves
Library pocket park -	\$56,500	Reserves
Total =	\$159,500	

Buildings		
Pool liner –	\$200,000	Reserves
Arena 2 nd Floor access – (Elevator & associated renos)	\$300,000	Local Government Fiscal Framework
Emergency Management - (transfer switch)	\$35,000	Operating tax revenue
Community Centre – (Energy efficiency updates - pending energy audit)	\$100,000	Local Government Fiscal Framework
Firehall – (Parking lot improvements)	\$25,000	Local Government Fiscal Framework
Library – (potential wall or window upgrades)	<u>\$20,000</u>	Reserves
Total =	\$680,000	

Equipment		
Public works – (Skid Steer & Bucket truck)	\$165,000	Reserves & LGFF
Parks & Recreation – (Mower & Tool cat)	\$80,000	Reserves
Wastewater equipment –	\$83,000	Local Government Fiscal Framework
Fire department – (To fund future Engine replacement)	<u>\$75,000</u>	Operating tax dollars
Total =	\$403,000	

Grand total =	\$2,322,340
----------------------	--------------------

The total from each funding source would look as follows:

Local Government Fiscal Framework =	\$1,310,840
Canada Community Building Fund =	\$350,000
Reserves =	\$551,500
Operating tax dollars =	<u>\$110,000</u>
Total =	\$2,322,340





REQUEST FOR DECISION

Meeting: December 9, 2024
Agenda Item: 4.1

Borrowing Bylaw No. 1401/24

Recommendation/Purpose:

That council pass 2nd and 3rd reading of Bylaw No. 1401/24.

BACKGROUND / IMPLICATIONS:

First reading of Borrowing Bylaw No. 1401/24 was passed October 21, 2024. This bylaw represents the borrowing that is needed to fund the Town's portion of the dewatering project. After first reading was passed administration prepared the attached advertisement and placed it on the Town's website and social media for a period of two weeks per MGA requirements.

During that period the public could provide comment if they had any – no concerns or feedback was brought forward and as such administration is now bringing the bylaw back to council for second and third reading. As outlined originally, once this bylaw is passed administration can apply to the Alberta Capital Finance authority for the appropriate funding with applicable timelines (the bylaw will allow for a borrowing of up to twenty years). This will likely take place in the new year as we get closer to acquiring the equipment and getting it put in place. Hopefully, interest rates will come down a bit more to help reduce the overall borrowing cost.

ADMINISTRATION RECOMMENDATION:

Administration recommends that Council pass Bylaw 1401/24.

DECISION OPTIONS:

- #1 Pass the bylaw as presented
- #2 Do not pass the bylaw
- #3 Pass the bylaw with amendment

PROPOSED RESOLUTION / RECOMMENDATION:

RESOLUTION #

Moved to read Town of Nanton Bylaw # 1401/24 for a second time.

RESOLUTION #

Moved to read Town of Nanton Bylaw #1401/24 for a third and final time.

ALTERNATIVES:

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

Communications / PR:

Financial:

Attachments: Proposed Bylaw #1401/24 and advertisement

Applicable Legislation:

Prepared By: Clayton Gillespie, Corporate Services Manager

Date: December 4, 2024

APPROVED BY:


NANTON
EST. 1903
CHIEF ADMINISTRATIVE OFFICER



Town of Nanton

BYLAW NUMBER: 1401/24

A BYLAW OF THE MUNICIPALITY OF THE TOWN OF NANTON IN THE PROVINCE OF ALBERTA TO AUTHORIZE COUNCIL TO INCUR INDEBTEDNESS BY THE ISSUANCE OF DEBENTURE(S) IN THE AMOUNT OF \$581,900 FOR THE PURPOSE OF WASTEWATER TREATMENT PLANT SLUDGE HANDLING SYSTEM UPGRADES.

1. AUTHORITY:

WHEREAS, The Council of the Municipality of the Town of Nanton has decided to issue a bylaw pursuant to Section 258 of the Municipal Government Act to authorize the financing, undertaking and upgrading of the sludge handling system within the wastewater treatment plant.

Plans and specifications have been prepared and the total cost of the project is estimated to be \$3,026,000 and the Municipality estimates the following grants and contributions will be applied to the project:

Grants (AWMMP)	\$1,862,200
Debenture(s)	\$581,900
Reserves	<u>\$581,900</u>
Total Cost	\$3,026,000

In order to complete the project, it will be necessary for the Municipality to borrow a maximum sum of \$581,900 for a period not to exceed 20 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this Bylaw.

The estimated lifetime of the project financed under this Bylaw is equal to, or in excess of 20 years.

The principal amount of outstanding debt of the Municipality at December 31, 2023 is \$711,464 and no part of the principal or interest is in arrears.

All required approvals for the project have been obtained and the project is in compliance with all Acts and regulations of the Province of Alberta.

2. ENACTMENT:

NOW, THEREFORE, THE COUNCIL OF THE MUNICIPALITY DULY ASSEMBLED, ENACTS AS FOLLOWS:

- 2.1 That for the purpose of upgrading the sludge handling system within the wastewater treatment plant a maximum sum of **FIVE HUNDRED AND EIGHTY ONE THOUSAND, NINE HUNDRED DOLLARS (\$581,900)** be borrowed from the Alberta Capital Finance Authority or another

authorized financial institution by way of debenture on the credit and security of the Municipality at large, of which amount the full sum of \$581,900 is to be paid by the Municipality at large.

- 2.2 The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this bylaw, namely the upgrade of the sludge handling system within the wastewater treatment plant.
- 2.3 The Municipality shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest installments not to exceed TWENTY (20) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed SIX (6) percent.
- 2.4 The Municipality shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
- 2.5 The indebtedness shall be contracted on the credit and security of the Municipality.
- 2.6 The net amount borrowed under this bylaw shall be applied only to the project specified by the Bylaw.

3. INTERPRETATION

- 3.1 This Bylaw will be cited as the Raw Water reservoir renewal project Borrowing Bylaw No. 1401/24.

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 21st day of October, 2024

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





Town of Nanton

Administration Office: 1907 - 21 Avenue
P.O. Box 609, Nanton, Alberta - T0L 1R0

T: 1-877-365-3901 or 403-646-2029
www.nanton.ca

FOR IMMEDIATE RELEASE – October 22nd 2024

TOWN OF NANTON PUBLIC NOTICE

SECTION 251 - THE MUNICIPAL GOVERNMENT ACT

TAKE NOTICE that the Council of the Town of Nanton, in the Province of Alberta, has given first reading to borrowing Bylaw No. 1401/24 which will, upon final passage and approval, authorize the proper officers of the said municipality to borrow monies from the Alberta Capital Finance Authority or other authorized financial institution by way of debenture issue, to pay for the cost of the following municipal purpose, namely the upgrading of the sludge handling system within the wastewater treatment plant;

The total cost of the aforesaid project amounts to a maximum of \$3,026,000. The net amount to be borrowed on the credit and security of the municipality at large by the issue of debentures is \$581,900. The debentures are to be repayable to the Alberta Capital Finance Authority or another authorized financial institution in equal consecutive semi-annual instalments of combined principal and interest, the semi-annual interest not to exceed 6% or the interest rate as fixed from time to time by the Alberta Capital Finance Authority;

NOW THEREFORE NOTICE is hereby given by the Council of the Town of Nanton that, unless a petition of the electors for a vote on Bylaw No. 1401/24 is demanded, as provided for by the terms of Section 231 of the *Municipal Government Act*, the said Council may pass the said borrowing bylaw.

A copy of the above-noted bylaw may be obtained by visiting the Nanton Town Office (1907 – 21st Avenue) between 8:30 a.m. and 4:00 p.m., Monday to Friday or can be viewed on the municipal website at www.nanton.ca
All persons interested are hereby notified and they are required to govern themselves accordingly.

DATED at the Town of Nanton, in the Province of Alberta, this 22nd day of October, 2024.

Per: Clayton Gillespie
Corporate Services Manager

AUTHENTIC ALBERTA



Town of Nanton

Administration Office: 1907 - 21 Avenue
P.O. Box 609, Nanton, Alberta - T0L 1R0

T: 1-877-365-3901 or 403-646-2029
www.nanton.ca

INFORMATION FOR ELECTORS

Pursuant to Section 1(i) of the *Municipal Government Act* an "elector" means:

1. A person who is eligible to vote in the election for a councillor under the *Local Authorities Election Act*.

Pursuant to Section 47(1) of the *Local Authorities Election Act* a person is eligible to vote in an election if he:

- a) is at least 18 years old,
- b) is a Canadian citizen, and
- c) has resided in Alberta for the 6 consecutive months immediately preceding election day and is resident in the area on election day.

A poll may be demanded in the Town of Nanton by electors equal in number to at least

- a) in the case of a municipality other than a summer village, by electors of the municipality equal in number to at least 10% of the population and
- b) in the case of a summer village, by 10% of the electors of the summer village

in accordance with the provisions of Section 223 of the *Municipal Government Act* and in accordance with the provisions of Section 251 of the *Municipal Government Act*.

The petition for a vote must be received by the Chief Administrative Officer within 15 days of the last publication of this notice and shall contain on each page "an accurate and identical statement of the purpose of the petition". (Further requirements of the petition are provided in Section 224 of the *Municipal Government Act*.)

DATE of the last publication of this notice is the 6th day of November, 2024 therefore a petition must be received by 4:00 p.m., the 21st day of November 2024.



REQUEST FOR DECISION

Meeting: Monday December 9, 2024
Agenda Item: 4.2

Public Recognition Policy

PURPOSE:

To seek Council's approval for the updated Public Recognition Policy, which separates employee recognition from public recognition, establishes a fair and transparent process for submission of requests, and addresses the ongoing discussion regarding the placement of the Tribute Wall in the community hall foyer.

BACKGROUND / IMPLICATIONS:

Upon review of the Town's existing recognition policies, it was identified that the current policy combines employee recognition with public recognition. This creates a lack of clarity and operational challenges, particularly as the purpose and criteria for recognizing employees differ from those for recognizing members of the public. To improve clarity and focus, the recognition policy has been revised to separate these two categories into distinct policies.

Additionally, the review highlighted the need for a fair and equitable process for submitting public recognition requests. The current system inadvertently places the onus on Town staff to monitor potential milestones, increasing the risk of accidental omissions. The updated Public Recognition Policy addresses this by formalizing a submission-based process, ensuring fairness and consistency.

The Tribute Wall, which serves to honor outstanding community achievements, is still under discussion regarding its physical placement. The current recommendation is to locate the Tribute Wall in the front foyer of the community hall, a central and accessible location that would enhance visibility and public engagement.

ADMINISTRATIVE RECOMMENDATION:

The recommendation is for Council to review and approve the updated Public Recognition Policy as presented, or to provide any comments and suggestions for further revisions.

DECISION OPTIONS:

- #1 – Approve as presented.
- #2 – Approve with the following changes
- #3 – Not proceed at this time.

ALTERNATIVES:

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

Financial (GL# / Amount) :

Communications/PR:

Applicable Legislation:

Attachments:

Prepared By: Sara-Lynn Lyons

Date: December 4, 2024

APPROVED BY: Neil Smith, Chief Administrative Officer:


NANTON
EST 1903
CHIEF ADMINISTRATIVE OFFICER

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





POLICY

Policy No. [FUNCTION –RESOLUTION # - DATE]
Department: Administration

Public Recognition Policy

1. PURPOSE:

The purpose of this policy is to provide a clear and structured process for recognizing significant personal milestones, outstanding community achievements, and contributions to the community. This policy ensures that individuals and groups are acknowledged in a meaningful and consistent manner, fostering civic pride, and celebrating the positive impact of community members.

2. CRITERIA:

2.1. Recognition of Major Personal Milestones

2.1.1 The Town values and celebrates personal milestones that reflect longevity, commitment, and resilience, such as:

- Birthdays: Milestone celebrations including the 90th, 100th, and subsequent years.
- Wedding Anniversaries: Landmark anniversaries such as the 50th, 60th, 75th, and beyond.

2.1.2 Request Process:

- Submission: A written request must be submitted to the Town Office at least four weeks prior to the milestone date.
- Details Required: The request should include the name(s) of the individual(s) being celebrated, the milestone being recognized, the date of the milestone, and any additional relevant details.

2.1.3 Recognition Process:

- Upon approval, the recipient(s) will receive a personalized letter of congratulations signed by the Mayor, along with a commemorative card.
- The Town Office may arrange a public acknowledgment or brief presentation at a community event, depending on the circumstances.

2.2 Tribute Wall for Outstanding Community Achievements

The Tribute Wall serves as a lasting testament to individuals and groups who have made exceptional contributions to the community through volunteer service, leadership, and dedication to improving the quality of life for residents.

2.2.1 Nomination Process:

- **Eligibility Criteria:** Nominations may be submitted for individuals or groups who have demonstrated outstanding achievements, including:
 - Significant volunteerism.
 - Leadership in community organizations.
 - Exceptional service that has positively impacted the Town.
- **Submission Requirements:**
 - A written nomination must be submitted to the Town Office.
 - The nomination must include the nominee's full name, detailed accomplishments, and any supporting documentation such as letters of support or media articles.

2.2.2 Approval Process:

- All nominations will be reviewed annually by the Council at its organizational meeting.
- The Council will deliberate and pass a resolution to approve the names to be added to the Tribute Wall.
- Approved nominees will have their names engraved on a plaque and displayed on the Tribute Wall, accompanied by a brief description of their achievements, if appropriate.

3.1 ALIGNMENT WITH RELATED POLICIES

This policy works in conjunction with other Town policies to ensure comprehensive and consistent recognition of contributions:

- Public Asset Donation Policy (Policy 72-300-19/09/16): Outlines procedures for recognizing donations of public assets, including naming rights and commemorative acknowledgments.
- Municipal Naming Policy (Policy 12-106-24/04/01): Provides guidelines for naming public spaces and assets to honor individuals or groups who have contributed to the community.

4.1 ANNUAL REVIEW AND CELEBRATION

The Tribute Wall and its honorees will be prominently featured during an annual event or ceremony dedicated to celebrating community achievements. This event will serve as an opportunity to acknowledge the exceptional contributions of individuals and groups, fostering a sense of pride and unity among residents. In addition to the Tribute Wall, the Council may explore and implement further initiatives to recognize and promote outstanding contributions, such as public announcements, awards, or additional commemorative displays. These efforts ensure that the community's gratitude is expressed in meaningful and lasting ways.

6. POLICY REVIEW AND AMENDMENT

To maintain its relevance, this policy will be reviewed by Council every three years or as needed. Any amendments will reflect feedback from the community and Council to enhance recognition practices.



REFERENCE NUMBER:
REPLACES POLICY DATED:

AMENDMENTS / REVIEWS:

Date (yyyy/mm/dd)	Section # Amended	Comments

Next Review Date:	
-------------------	--

MAYOR

Date

CHIEF ADMINISTRATIVE OFFICER

Date

REVISION HISTORY

Policy

In Effective

Inactive



REFERENCE NUMBER:
REPLACES POLICY DATED:



REQUEST FOR DECISION

Meeting: December 9, 2024
Agenda Item: 5.1

2025 Interim Operating Budget

Recommendation/Purpose:

For council to pass a resolution to utilize the 2025 operating budget numbers as an interim budget until the 2025 operational budget is finalized in the new year.

BACKGROUND / IMPLICATIONS:

Earlier this year in March, the 2024 budget was finalized and with it a preliminary 2025 and 2026 budget included. This has been done for the past number of years and is meant to satisfy MGA requirements. At the start of each new year, we then have a starting point for budget discussions. Administration's understanding was that this process met the requirements of the MGA but during the recent municipal accountability review done with municipal affairs we were informed that this is not correct.

Instead, there is a requirement that a resolution be passed to use the current operating budget as an interim until such time as the new budget is finalized or in our case we use the existing 2025 budget as an interim budget until the new budget is finalized. There is also a requirement that when the operating budget is finalized that we include an additional year. We've only been including the current year plus two years for a total of three but now we will be bringing forward the current year plus three years.

The existing 2025 operating budget that was included in the 2024-2026 plan is highlighted below. The noted increase is 6% but this was administration's best estimate at the time and is really just a starting point. The request today is for a resolution to utilize this 2025 operating budget as interim until we move forward in to 2025 and this resolution gives administration the proper authority for spending. In January and February administration will come back to council with a proposed budget for further discussion.

ADMINISTRATION RECOMMENDATION:

That the existing 2025 operating budget contained within the 2024-2026 multi-year plan be utilized as an interim budget for 2025 until the 2025 operating budget is finalized.

ALTERNATIVES:

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

Communications / PR:

Financial:

Attachments: 2024 – 2026 Multi-year Operational Budget

Applicable Legislation: MGA Section 283.1

Prepared By: Clayton Gillespie, Corporate Services Manager

Date: December 3, 2024

APPROVED BY:


NANTON
EST 1953
CHIEF ADMINISTRATIVE OFFICER

**Town Of Nanton
2024 - 2026
Operational Budget**



	2024	2025	2026 EST
REVENUE			
Net Municipal Taxes	\$3,112,047	\$3,311,457	\$3,429,555
Sales & User Fees	1,584,666	1,598,482	1,599,782
Licenses & Permits	60,350	58,889	58,889
Fines	35,000	30,000	30,000
Rentals	169,242	174,338	174,338
Government transfers	206,346	176,346	176,496
Investment income	95,000	90,000	80,000
Penalties & cost	54,041	62,060	62,060
Franchise & Concession	340,600	351,541	356,541
Other revenues	9,000	9,110	9,110
Total Revenue	5,666,292	5,862,223	5,976,771
EXPENDITURES			
Legislative	136,375	136,800	142,581
General Administrative	803,722	843,210	856,246
Fire	219,273	203,595	208,595
Municipal Enforcement and Disaster	123,809	121,533	124,131
Common services	393,458	390,951	395,848
Roads	465,544	456,875	463,342
Water	673,568	679,722	695,498
Waste Water	959,940	863,205	798,981
Solid Waste	80,500	82,871	82,871
Recycling	106,907	82,497	82,870
Cemetery	28,197	29,102	29,710
Land - Planning, Zoning and Subdivision	158,966	172,521	174,701
Marketing and Communications	58,390	74,688	74,974
Parks and Recreation	937,790	960,645	977,414
Cultural, FCSS and Public Health	163,357	166,544	166,544
Total Expenditures	5,309,796	5,264,758	5,274,306
EXCESS (SHORTFALL) - BEFORE OTHER	356,496	597,465	702,465
OTHER			
Government transfers for capital assets	3,287,200	900,000	2,785,000
EXCESS (SHORTFALL) OF REV OVER EXP	3,643,696	1,497,465	3,487,465
ADJUST CASH ITEMS THAT ARE NOT REV & EXP			
Capital expenditures	(4,083,100)	(1,050,000)	(2,835,000)
Debt principal repayment	(32,496)	(59,965)	(59,965)
Transfer from reserves	946,900	180,000	60,000
Transfer to reserves	(475,000)	(567,500)	(652,500)
Net	0	0	0



REQUEST FOR DECISION

Meeting: December 9th 2024

Agenda Item: 5.2

Boulevard Tree Replacement and Canopy Planting in Westview

PURPOSE:

To request Council's decision on the inclusion of expanded boulevard tree replacement on 20th street and intentional shade tree planting in Westview in the upcoming budget. This request was submitted by a local resident.

BACKGROUND / IMPLICATIONS:

Background:

A request has been submitted by a resident concerning the condition of the urban tree canopy in the Town, particularly in the original part of town on 20th street and in Westview. The resident highlighted two mature boulevard green ash trees that were severely damaged in the Canada Day windstorm and had to be removed for safety reasons. Their removal has left a noticeable gap in the canopy along 20 Street.

The resident also pointed out the uncomfortable heat experienced in Westview, especially during the summer months, due to a lack of shade trees. This has raised concerns about the strain on the electricity grid as more homes in Westview install air conditioning systems to combat the heat. The resident proposed that the Town initiate a planned replacement of all the removed boulevard trees in the original part of town to begin replenishing the urban canopy. Additionally, it was recommended planting shade trees along Town-owned property in Westview, such as the perimeter of the dry pond, to address the heat issues in that area.

As part of this proposal, the resident suggested that emergency tree removals and stump grinding should be included in the emergency section of the budget, ensuring that these activities are properly funded and prioritized when necessary.

Lastly, the resident raised concerns about the species of trees previously planted in the Town and suggested more consideration be given to the selection of species that are better suited for the specific needs of the urban canopy, including heat mitigation and disease resistance. They also proposed using hedges as a supplementary measure to help newly planted trees succeed, particularly in windy areas of Westview.

Implications:

1. Budget Constraints:

The Town's current budget is already stretched with numerous ongoing projects, and the addition of a comprehensive tree planting and replacement program may require considerable additional resources.

While external funding, such as from the Federal Government's 2 Billion Trees Initiative, could potentially help alleviate some of the costs, administration has looked into this grant and unfortunately, we are not eligible for funding unless the Town plans to plant more than 50,000+ trees. Additionally, the Capacity Building Stream of the initiative is currently not accepting applications. Securing external funding would require significant additional administrative effort and may not be a viable option at this time.

2. **Staffing and Resources:**

The planting and maintenance of new trees will require additional staff time and resources, particularly in areas where soil quality is poor, such as Westview. This includes selecting appropriate tree species, planting, ongoing care, and ensuring the long-term success of the trees, pursuant to policy.

3. **Environmental and Social Benefits:**

Expanding the urban canopy through tree planting in both the original part of town and Westview would help mitigate the heat island effect, improve air quality, provide aesthetic benefits, and reduce the demand on the electricity grid. These benefits align with broader environmental sustainability goals and could lead to long-term energy savings for the community.

4. **Public Perception:**

There is likely to be strong support from residents for initiatives that improve the urban landscape and address environmental concerns like heat mitigation. However, some residents may have concerns about the costs, the type of species selected, and the potential impact on their properties (e.g., root systems or future maintenance).

ADMINISTRATIVE APPROACH:

While the proposed tree planting and replacement program is a well-founded and beneficial initiative, budgetary constraints and staffing limitations make it difficult to fully implement in the immediate future. In the meantime, administration will be sending out letters to homeowners in Westview who are eligible for the \$100 rebate program to encourage tree planting in the area, as part of the Town's ongoing efforts to increase the urban canopy.

CAO COMMENT:

Council needs to consider this RFD in the context of *Nanton's Urban Forest Policy (2022)* and the fact that even generous grant aid, such as the FCM program, requires a corresponding municipal contribution and a substantial increase in tree maintenance costs that grants do not pay for. Our last major tree planting initiative was in 2022, with federal funding assistance around the VIC/ Mile 60 area. Substantial time and effort has gone into that and other areas to get new trees to thrive – every winter is a worry in the early years. The larger the tree initially, the greater the risk of a failure to thrive. Boulevard tree replacement can get complex and cannot necessarily be executed as residents would envision; appropriate species and locations must be selected (even when donated) – not simply an existing spot - that avoid buried services such as sewer lines.

DECISION OPTIONS:

- #1 – That Administration bring forward the annual Tree Planting and Maintenance Plan, pursuant to policy, incorporating limited proposals for some boulevard and park locations, as well as a firm recommendation on additional personnel or contractor required to increase successful outcomes from planting.
- #2 – To continue pursuing external funding sources such as grants.
- #3 – No immediate action



ALTERNATIVES:

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

Financial (GL# / Amount) :

Communications/PR:

Applicable Legislation:

Attachments:

Prepared By:

Date:



APPROVED BY: Neil Smith, Chief Administrative Officer:

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



Sara-Lynn Lyons

From: Anthea Naylor [REDACTED]
Sent: Friday, November 8, 2024 1:04 PM
To: Neil Smith
Cc: Sara-Lynn Lyons; Bill Woytiuk; council@nanton.ca
Subject: Re: Nanton boulevard tree replacement and canopy planting in Westview proposal

You don't often get email from anthea@telusplanet.net. [Learn why this is important](#)

Hi Neil,

Thank you for responding to my proposal.

I wonder if there is solid evidence that boulevard trees are the culprits for blocked sewer lines. My guess is that the very long water-seeking roots of poplars still growing in the original part of town are more likely the issue. Especially those damaged by topping, as they are doing their best to regrow (before giving up in disgust). And also the very suspect materials used to make the sewer lines. I know that part of my sewer line includes orangeburg which is particularly porous after 100 years!

Esthetics aside, having a good canopy can do much to offset the need for electricity to cool homes and the boulevard trees are an effective measure.

Hedges could be planted to increase the success of the newly planted trees especially on the windy edge of town. This is an effective strategy used for decades here in southern Alberta by the PFRA.

The section of the Millennial Crossing between the parking lot and Alberta Marine (on the west side along the gravel road) would benefit from shade tree planting. It gets really hot along that section of the pathway.

Tree selection is a challenge but hopefully can be overcome. Columnar aspens are lovely but are known for making colonies and not staying solo. And I recently had to have one of mine removed due to disease.

Planting trees now is a legacy for the future. In our part of the world they take 15-25 years to mature, so anytime is a good time to get them planted.

I look forward to seeing our town become known for its wonderful trees!

Thank you again!

Anthea Naylor

'It's all good!'

On Fri, Nov 8, 2024 at 12:44 PM Neil Smith <cao@nanton.ca> wrote:

Hello there,

Thanks for this request which will be used during operational budget deliberations. I also attach the Town's Urban Forest Policy for your interest.

The Town still offers \$100 rebates to new home builders in Westview for putting trees in their front yards. I believe that this approach was taken many years ago because much of Westview was less conducive for public trees due to the sidewalk, curb and gutter design implemented (than elsewhere). And the soil quality in Westview is universally poor – home owners at least bring in better quality material for their front yards. In many parts of town, we cannot simply replace lost trees in their former locations as root systems cause extensive problems for sewer collection lines and greater thought beyond the aesthetic needs to be implemented for replacement. Species choice of the past has also been questionable – I myself occasionally differ from the schedule developed in 2021 as the boulevard plantings recommended are all species that take considerable time to reach scale and maturity. Species such as columnar aspen arguably should be considered more frequently to accelerate planting success and progress (while mixing in the higher value species), particularly if we're talking shade and shelterbelts with a bit of disease resistance.

Thanks again for this. It's great to receive feedback on a subject that staff discuss all the time.

Neil Smith MCIP, RPP

Chief Administrative Officer



Town of Nanton, Box 609, 1907 - 21 Avenue, Nanton, AB T0L 1R0

P: (403) 336-6548 nanton.ca

<https://youtu.be/-rEttOau6YA>

CONFIDENTIALITY WARNING

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. Please notify the sender immediately if you have received this e-mail in error. Any review or use of any kind other than by the intended recipient is strictly prohibited.

From: Anthea Naylor [REDACTED]
Sent: Friday, November 8, 2024 12:02 PM
To: Jenniferhandley [REDACTED]; jdozeman <jdozeman@townofnanton.onmicrosoft.com>; Victor Czop <vczop@nanton.ca>; Neil Smith <cao@nanton.ca>; Bill Woytiuk <publicworks@nanton.ca>
Subject: Nanton boulevard tree replacement and canopy planting in Westview proposal

Hello all,

I understand that council is currently deliberating the budget. I would like to propose a planned boulevard tree replacement in the original part of town and intentional shade tree planting in Westview be included in the next budget.

Two mature boulevard green ash trees were decimated in the Canada Day weekend wind storm in front of the house next to me. Their removal (wisely done for safety and the health of the trees) has left a huge hole in the canopy of 20 Street.

In the hot days of summer, walking in Westview is an unpleasant experience due to the heat. And I would bet that most homes have air conditioning installed or are planning to have it installed which puts a strain on our electricity grid. The hot micro climate in Westview can be put down to the lack of shade trees.

A planned replacement of all the removed boulevard trees in the original part of town would get us started in replacing our canopy.

And an intentional planting of shade trees on the Town owned property along the roads in Westview would get a canopy started. One area could be along the perimeter of the dry pond.

Funding for this could be supported by the Federal Government's 2 Billion Trees initiative.

<https://www.canada.ca/en/campaign/2-billion-trees.html>

I would also like to suggest that the emergency removal of Town trees and the stump grinding following the tree's removal be included in the emergency section of the budget.

Thank you for being willing to consider my proposal.

Anthea Naylor



'It's all good!'



POLICY

Policy No. 72 364 21/10/12
Department: Parks

Schedule "A" to October 12, 2021 Regular Minutes

NANTON'S URBAN FOREST

PURPOSE:

To establish a framework for the consistent protection, management, and sustainability of the Town's urban forest within the limited resources and capacities available.

POLICY:

The Town considers the Urban Forest an important asset that enhances the quality of life for the community. The Town shall ensure the Urban Forest is managed through range of bylaws, policies, community long term plans, programs, applicable arborist practices and Municipal Engineering Standards.

DEFINITIONS:

"Town" means the Town of Nanton

"Town Owned Property" means a parcel of land including any buildings, structures, and devices, or where the context so requires, a chattel owned by the Town or for which the Town has assumed responsibility. Examples include natural and park areas, road right of ways, and Town facility grounds.

"Public Trees" means all trees on Town owned property.

"Natural Area" means land or water dominated by native vegetation in naturally occurring patterns. Such areas could include grasslands, forests, wetlands, or riparian areas but does not include parks.

"Naturalization" means an alternative landscape management technique; natural processes of growth and change are less restricted and the landscape is allowed to become more natural than ornamental by restricting mowing and by planting native vegetation found locally on similar landscapes.

"Park Area" means any Town owned lands, developed and managed by the Town and designated as Town Parks or Town Playgrounds. This does not include parks or playgrounds under the ownership or authority of area School Divisions or other private property.

"Private Trees" means all trees located on land that is not Town owned property.

"Tree Canopy" means the uppermost layer in a forest, formed by the crowns of the trees in the urban forest. The tree canopy is typically represented by the percentage of ground area covered in a defined area.

"Tree Diversity" means a range of tree species and ages which support a healthy urban forest.
"Urban Forest" means the trees and associated vegetation located within Town limits, whether planted or naturally occurring within both private and public property. Examples include trees and associated vegetation in parks, natural/naturalized areas, the river valley, ravines, trails, and roadways.

"Urban Forest Management Plan" means any long-term strategic plan for managing the urban forest in the Town of Nanton that is created by a qualified professional or department head and adopted by Council subsequent to this policy.

Responsibilities

1. Council shall review and consider the budget to ensure this policy is resourced appropriately as proposed by the Chief Administrative Officer.
2. The Chief Administrative Officer or designate is responsible that this policy is applied effectively through any approved urban forest management plan and associated administrative policies, standards, procedures, and practices cross-referenced in this policy.

Standards

1. The Parks and Recreation staff shall develop and monitor a Tree Planting and Maintenance Operational Plan on an annual basis.
 - 1.1 The Tree Planting and Maintenance Plan shall detail the quantity, species, and locations where new trees are to be planted in the Town.
 - 1.2 The Tree Planting and Maintenance Plan budget will be presented to Council within the annual operating and capital budgets.
 - 1.3 If a knowledgeable arborist or horticulturalist presently sits on Council or a Committee of Council, their knowledge as a volunteer should be accessed during this process.
2. The Chief Administrative Officer shall be supplied with a written internal or externally sourced report in relation to tree health, inventory changes and programs at least once per term for discussion with Council or a responsible Committee of Council.
3. The Town shall recognize that the overall tree canopy in Nanton includes all private and Public Trees.

Public Trees

1. Public Tree removal, replacement and planting is executed in accordance with the *Public Tree Management Bylaw*, as amended, including guiding criteria for removal and replacement methodology, applicable to both the public and the Operations Department.
2. The donation of new Public Trees or funds for their purchase is done in accordance with the *Public Asset Donations Policy*, as amended.
3. Species selection guidance for the Town is contained within Schedule 'A' of this policy and the *Town of Nanton Parks, Recreation and Open Space Master Plan (2019)*, Appendix 3: Drought Resistant Plantings.
4. In the interests of effective donations and municipal investments in Public Trees, species that are frequently prone to diseases should represent a smaller proportion of plantings to minimize the risk of severe loss and/ or major tree management costs:



Common Tree Disease Considerations		
Disease	Rank*	Description
Black Knot Fungus	1	Large knots of black knots that encircle branches. Very common disease of fruiting and ornamental plants in the genus Prunus (cherries, plums, mayday, apricot, flowering almond, lilac). Considerable ongoing tree inspection and care implications for municipal works/ contractors.
Fire Blight	2	A bacterial disease that browns and kills leaves, flowers and branches. Affects the rose family of trees and shrubs, including crabapple, pear, mountain ash, cotoneaster, raspberry, flowering almond, saskatoon, cherry, hawthorn, apple and plum. Considerable ongoing tree inspection and care implications for municipal works/ contractors.
Juniper-hawthorn rust	4	A fungal disease that affects junipers, cedars, and apple trees. Considerable ongoing tree inspection and care implications for municipal works/ contractors.
Oystershell Scale	4	It has the appearance of small clusters of oyster-shaped "shells" that cover bark on shrubs and trees. Fruit trees, lilac, ash, maple, dogwood, poplar, viburnum, cotoneaster and willow. Considerable ongoing tree inspection and care implications for municipal works/ contractors.
Dutch Elm Disease	4	Spread by elm bark beetles, affects all elm species. All elms require regular inspection for infection, resulting in arborist costs.
* Ranked in terms of how often the disease becomes a consideration for tree management in Nanton.		

- Replacement tree planting should be expedited with larger caliper specimens when appropriate space is available with no overhead concerns.

Private Trees

- The Town may provide public information to promote the health, care and planting of private trees in support of the Urban Forest.

Westview Private Tree Rebate

- As the Town continues to develop land for sale in the Westview area, and finds it desirable to provide incentive to purchasers to improve the Urban Forest canopy, an incentive scheme has been in place since 2008 and shall continue.
- Upon presentation of a tree purchase receipt, after the purchase of a serviced municipal lot, the Town will provide a 50 per cent rebate to a maximum value of \$100.
- Claims for a rebate must be made within 24 months of a development permit being issued for construction on the site.

4. The tree must be planted in the front yard area, away from underground services to the residence, utility rights-of-way and boulevards (a tree purchased for or donated to the boulevard in front of a home is not a private tree).
5. The species purchased must be one listed on Schedule 'A' of this policy.
6. The Town is not responsible for the purchasing, planting, maintenance and care or replacement of the tree.

Long Range Objectives

1. The Town is committed to improving the Urban Forest canopy over time, but it is recognised that any future Urban Forest Management Plan must reflect the budgetary and organizational capacities of the municipality.
2. Above ground seasonal irrigation systems or enhanced watering programs should be explored to bring on young trees and shrubs more effectively in most of the Town's parks.
3. An effective strategy for improving soil quality, drainage and nutrients should be investigated to improve both existing tree health in parks and facilitate improved outcomes from planting.
4. Shelterbelt areas for some parks should be identified to improve overall Urban Forest development and guide plantings.

Repeals

1. Policy statements #114-08/05/05 and #194 - 16/07/18 are hereby repealed.



MAYOR

October 12, 2021
Date



CHIEF ADMINISTRATIVE OFFICER

October 12, 2021
Date

Schedule 'A'

Planting Suggestions for the Town of Nanton

BOULEVARD PLANTINGS	PARK PLANTINGS	
Ash Elm Lilac (<i>Japanese Lilac/Syringa reticulata 'Ivory Silk'</i>) Oak	SHADE TREES Ash Elm Maple Poplar Willow	ORNAMENTAL TREES Aspen Birch Crabapple Hawthorn Linden Mountain Ash Ohio Buckeye
COMMUNITY FOOD GARDENS	CONIFEROUS TREES Douglas Fir Larch Pine Spruce	SHRUBS Alder Meadowsweet Birch Mock Orange Buffaloberry Potentilla Cherry Rose Currant Saskatoon Dogwood Viburnum Elder Willow Gooseberry Wolf Willow Hakusp Juniper

Prospective donors and staff should review common disease considerations within the *Urban Forest Policy* prior to major purchases.

Spring, summer or Fall bulb planting donations or plans, while not part of this policy or schedule, are also considered as part of the annual parks and recreation planning cycle.





REQUEST FOR DECISION

Meeting: Monday December 9, 2024
Agenda Item: 5.3

Municipal Elections Bylaw

PURPOSE:

The purpose of the proposed Municipal Election Bylaw is to establish a clear and consistent framework for conducting municipal elections and by-elections within the Town of Nanton. The bylaw aims to:

1. Ensure compliance with the *Local Authorities Election Act* (LAEA).
2. Delegate administrative authority to streamline election management and reduce the need for repeated council resolutions.
3. Provide council with opportunities to make informed decisions on key election-related matters, such as nomination deposits and candidate requirements.

BACKGROUND / IMPLICATIONS:

The *Municipal Government Act* and the *Local Authorities Election Act* (LAEA) empower municipalities to regulate local election processes through bylaws, ensuring clarity, consistency, and compliance with provincial legislation. Recent changes introduced by Bill 20 have added new provisions to the LAEA, including the option for municipalities to require candidate criminal record checks. These updates, combined with the training of new administrative staff, present an opportunity to review and modernize election procedures.

Bringing forward a new Municipal Election Bylaw allows the Town of Nanton to streamline its election processes by delegating authority to the Returning Officer. This minimizes the need for multiple council resolutions on routine items, such as setting voting station locations or managing joint elections with other jurisdictions. By reducing administrative burden, the bylaw ensures operational consistency while maintaining council's ability to make key policy decisions.

Additionally, the bylaw provides a clear framework for prospective candidates, outlining the nomination process, voting procedures, and other requirements. This ensures transparency and accessibility for those interested in running for council, supporting fair and well-organized elections.

KEY CONSIDERATIONS FOR COUNCIL

1. Nomination Deposit

Section 29 of the LAEA permits municipalities to require candidates to pay a nomination deposit fee through a bylaw passed before December 31 of the year preceding an election. The maximum allowable fee is \$100, and the deposit is refundable under the following conditions:

- The candidate is declared elected.
- The candidate receives at least half the votes of the elected candidate with the fewest votes.
- The candidate withdraws during the nomination period.

Recommendation: Council should determine whether to implement a nomination deposit fee and, if so, set the amount (up to \$100).

2. Criminal Record Check

Bill 20 introduced Section 21.1 to the LAEA, allowing municipalities to require candidates to submit a criminal record check. However, the legislation does not specify the type of check required (e.g., basic, vulnerable sector) or what should be done with the information collected. Administration advises caution due to the ambiguity and potential legal implications under the

Freedom of Information and Protection of Privacy Act (FOIP). The LAEA's use of "may" provides council discretion to opt out of this requirement if desired.

Recommendation: Council should decide whether to require candidates to submit a criminal record check and, if so, clarify expectations regarding the type of check and its use.

ADMINISTRATIVE RECOMMENDATION:

Council is encouraged to:

1. Approve the Municipal Election Bylaw to provide a structured, consistent framework for conducting elections in compliance with the LAEA.
2. Provide direction on the following matters:
 - o Whether to collect a nomination deposit fee of up to \$100 and, if so, the specific amount.
 - o Whether to require candidates to submit a criminal record check, recognizing the administrative and legal implications.

DECISION OPTIONS:

- #1 – Approve the bylaw as is
- #2 – Approve the bylaw with the following changes:
- #3 – To not proceed

ALTERNATIVES:

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

Financial (GL# / Amount) :

Communications/PR:

Applicable Legislation:

Attachments:

Prepared By: Sara-Lynn Lyons

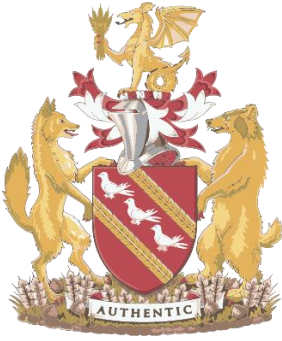
Date: December 4, 2024



APPROVED BY: Neil Smith, Chief Administrative Officer:

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





Town of Nanton

BYLAW NUMBER: 1403/XX

A BYLAW OF THE MUNICIPALITY OF THE TOWN OF NANTON IN THE PROVINCE OF ALBERTA TO PROVIDE MUNICIPAL ELECTIONS WITHIN THE JURISDICTION OF THE TOWN OF NANTON

1. PURPOSE:

- 1.1 This bylaw establishes the rules and procedures for conducting elections within the Town of Nanton, Alberta, in accordance with the requirements set forth in the *Local Authorities Election Act*.
- 1.2 If there is any conflict between a provision in this Bylaw and provision of the *Local Authorities Election Act*, the latter prevails.

2. ENACTMENT

- 2.1 WHEREAS the Municipal Government Act, Statutes of Alberta 2000 Chapter M-26, and all amendments thereto, authorizes Council to pass Bylaws in relation to conduction Municipal Elections and By-Elections;
- 2.2 WHEREAS the *Local Authorities Election Act*, Statutes of Alberta 2000 Chapter L-21, and all amendments thereto, authorizes Council to pass Bylaws in relation to enacting procedures and regulations in relation to conduction Municipal Elections and By-Elections;
- 2.3 NOW THEREFORE the Council of the Town of Nanton in the Province of Alberta, duly assumed enacts as follows:

3. CITATION

- 3.1 This Bylaw maybe cited as the "Municipal Election Bylaw".

4. DEFINITIONS

- 4.1 Unless otherwise specified, words used in this bylaw have the same meaning as defined in the Municipal Government Act.
- 4.2 In this Bylaw, the following terms mean:
 - a) "Candidate" means an individual who has been nominated to run for election in a local jurisdiction as a member of Council or school board trustee;

- b) "Council" means the Council of the Town of Nanton, elected pursuant to the Municipal Government Act;
- c) "Local Jurisdiction" means, and includes, the Town of Nanton, and any other jurisdiction the Town of Nanton has in agreement with to conduction elections on their behalf;
- d) "Town" is the corporation of the Town of Nanton;
- e) "Returning Officer" is the Chief Administrative Officer or otherwise delegated by resolution of Council.

5. APPOINTMENTS

- 5.1 An elected authority may, by resolution, appoint a returning officer for the purposes of conducting elections under this Act by June 30 of the year in which the election occurs or, for a by-election or vote on a question or bylaw, in the resolution or bylaw that fixes the say for the by-election or vote on a question or bylaw.
- 5.2 If the elected authority does not appoint a returning officer, the Chief Administrative Officer is deemed to have been appointed as the returning officer.
- 5.3 The *Local Authorities Elections Act*, requires a deputy returning officer be appointed by the municipal Council at the time a returning officer is appointed for the purpose of general elections, by-elections or votes on a question or bylaw.
- 5.4 If, through illness, absence or other incapacity, the returning officer is incapable of performing the duties of returning officer, the substitute returning officer has and may exercise all the duties, functions and powers of a returning officer for the purposes of conductions elections under the Act.

6. NOMINATIONS

- 6.1 The Town Office is hereby designated to serve as the local jurisdiction office for the purpose of receiving nominations.
- 6.2 Nomination Day is four (4) weeks before Election Day.
- 6.3 A person may file a nomination to become a candidate:
 - a) for a general Election, within the period beginning on January 1 in a year in which a general Election is to be held and ending at 12 noon on Nomination Day;
 - b) and for a by-election, within the period beginning on the day after the resolution or bylaw is passed to set Election Day for the by-election and ending at 12 noon on Nomination Day.



- c) on the prescribed form that can be obtained at the Town Office and must be in accordance with section 27 of the *Local Authorities Election Act*.

6.4 Within forty-eight (48) hours of the close of nominations on Nomination Day, the Returning Officer shall post or cause to be posted at the Local Jurisdiction office the names of all candidates that have been nominated and offices for which they were nominated.

7. WITHDRAWAL OF NOMINATIONS

7.1 A person nominated as a candidate may withdraw their nomination any time during the nomination period in accordance with section 32 of the *Local Authorities Election Act*, subject to the following:

- a) the person withdrawing their nomination must provide their withdrawal in writing to the Returning Officer;
- b) the withdrawal must include the person's name and the office for which they were nominated, and the withdrawal must be signed and dated by the person; and
- c) the person's withdrawal is effective on the date written notice is received by the Returning Officer in accordance with this bylaw.

8. VOTING

8.1 The Returning Officer is hereby authorized to:

- a) designate the location, dates, and times of operation for voting stations in accordance with the *Local Authorities Election Act*;
- b) conduct an advanced vote on an Election in accordance with the *Local Authorities Election Act* if deemed necessary.

8.2 The elected authority by resolution or the returning officer, if authorized by resolution of the elected authority, may designate the location of one or more institutional voting stations for an election.

8.3 Every person who attends at a voting station for the purpose of voting must show one piece of identification issued by a Canadian government, whether federal, provincial or local, or an agency of that government, that contains a photo of the person, the person's name and the address of the person's residence. This includes an Operator's (Driver's) License or an Alberta Identification Card.

8.4 Notwithstanding clause 8.3, if a person who attends a voting station for the purpose of voting is unable to produce one piece of identification issued by a Canadian government or an agency of that government, the person must produce two (2) pieces of identification, both of which must establish the elector's name and one of which must establish the address of the person's residence.



9. JOINT ELECTION

9.1 The Returning Officer is authorized to enter into agreements, on behalf of the Town, to conduct elections on behalf of other jurisdictions in the town whose boundaries may or may not be contiguous with the Town but do have areas in common.

10. COUNTING CENTRE

10.1 The Returning Officer may designate a a single location as a counting Centre for the purpose of this section and shall notify all affected candidates, official agents, and scrutineers of the location of the Counting Centre.

10.2 The Returning Officer shall ensure the Counting Centre is secure from unauthorized access by persons who are not entitled to be present during the processing and tabulation of results.

11. EFFECTIVE DATE AND READINGS

11.1 Read a **first** time this ____ day of _____, 2024

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

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

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER



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

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

DRAFT





REQUEST FOR DECISION

Meeting: Monday December 9, 2024
Agenda Item:5.4

January Meeting Dates

PURPOSE:

To consider canceling or rescheduling the Monday, January 6th meeting due to its proximity to the holiday season and to address the need for coverage at the January 13th Municipal Planning Commission (MPC) meeting in Councillor Miller's absence.

BACKGROUND / IMPLICATIONS:

The scheduled meeting on January 6th falls shortly after the Christmas and New Year holidays, a time when many individuals may still be away or transitioning back to regular routines. Holding this meeting as planned could impact availability and participation.

Additionally, the MPC meeting on January 13th will require an alternate representative to act on behalf of Councillor Miller, who will be on holiday. Assigning a representative ensures continuity and supports effective decision-making at the MPC.

ADMINISTRATIVE RECOMMENDATION:

That Council consider canceling or rescheduling the January 6th, 2024 meeting.

That Council appoint an alternate representative to attend the January 13th MPC meeting in place of Councillor Miller.

DECISION OPTIONS:

- #1 – Cancel the January 6th, 2024 meeting.
- #2 – Cancel and reschedule the January 6th, 2024 meeting.
- #3 – Continue with the meeting as scheduled.

ALTERNATIVES:

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

Financial (GL# / Amount) :

Communications/PR:

Applicable Legislation:

Attachments:

Prepared By: Sara-Lynn Lyons

Date: December 5, 2024

APPROVED BY: Neil Smith, Chief Administrative Officer:

CHIEF ADMINISTRATIVE OFFICER

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





REQUEST FOR DECISION

Meeting: December 9, 2024
 Agenda Item: 5.5

Canada Housing Infrastructure Fund

Recommendation/Purpose:

That up to \$15,000 from the municipal lands reserve be allocated to the submission of proposals to the new Canada Housing Infrastructure Fund.

BACKGROUND / IMPLICATIONS:

This program is not to be confused with the *Housing Accelerator Fund*, although it remains a risk in the current political election cycle. Additionally, any submission to this program that proved successful would subsequently require the consent of the province to any funding agreement, pursuant to new legislation.

CHIF uses a continuous intake, whereby project applications may be submitted at anytime while the intake remains open. Project applications received before the final closing date may be reviewed and approved during the application intake period, so interested parties have been encouraged to apply early. The absolute deadline we would be working to would be March 31st, 2025.

Eligible projects must support increased capacity of municipal infrastructure related to drinking water, wastewater, stormwater, or solid waste management. Eligible projects under CHIF are tied to enabling increased housing supply. For a project to be eligible, applicants must demonstrate in their application that there is a housing need, or that growth is expected in the community where the project will take place. Planning projects, such as ASPs, are also eligible.

The funding can potentially cover **50%** of costs for a town Nanton's size, which is not inconsiderable given the inflationary costs we are seeing for bare land subdivisions, particularly roads. More than one proposal can be submitted. There are three potential projects for which the Town could apply, with the assistance of planning and engineering consultants:

Project	Consultant Costs for submission (estimate)
Northwest Sewer Collector	\$5,000
Nanton Northwest ASP	Possible in-house submission or \$2-3,000
Phase 1(b) of the Westview ASP	\$4-5,000

Pursuing this is risky as this program, like most others, clearly favours and is designed for large towns, regions or cities. However, it appears to fit a lot of Nanton's requirements around its own development agenda. Of the three possible projects, administration believes that Phase 1(b) of Westview would carry the greatest chance of success as it already has a strong Area Structure Plan and is the higher density phase of the plan. The Northwest Sewer Collector is also worth submitting for as success would hugely reduce the cost of a piece of infrastructure that lays the groundwork for Nanton's long term residential and non-residential growth for decades to come. It is a tough project to justify with major grant assistance, but would rarely be eligible for anything offered by senior government. Related to this, submitting for funding assistance with an ASP for the same area of Town (about 150 acres of land) could yield related success

for the long term and help resolve a number of long standing development, traffic and recreation infrastructure issues in that part of town (probably a cost of \$120-170,000).

Worst case scenario, in the event of being declined, the Town will have accurately costed proposals for the development of one or more phases of the Westview ASP (to get to serviced parcels of bare land and developed roads) and the construction of the northwest sewer collector, both of which can be updated for future funding opportunities. Right now, we have little grasp of the firm magnitude of costs for these items in the 2025 economy. In the case of Westview, this means that we cannot determine the costs in relation to the market's pricing of serviced residential or other lots (i.e. the viability of cost recovery or revenue generation). With the housing market in its present state, along with the continued high cost of construction that typically exceeds the price of buying a home locally, Nanton, like other small towns, is faced with the prospect of being land developer once again (if Council chooses to see land development of scale facilitated). However, this is not as affordable and low risk a road as was the case 15-25 years ago. This is why administration suggests consideration of the CHIF program even though its longevity as a program is questionable.

ADMINISTRATION RECOMMENDATION:

That up to \$15,000 from the municipal lands reserve be allocated to the submission of proposals to the new Canada Housing Infrastructure Fund.

DECISION OPTIONS:

- #1 That up to \$15,000 from the municipal lands reserve be allocated to the submission of proposals to the new Canada Housing Infrastructure Fund.
- #2 That up to \$5,000 from the municipal land development reserve is allocated to the submission of a proposal for Phase 1(b) of the Westview Area Structure Plan/ **or** northwest sewer collector.
- #3 To not proceed with a grant application to the Canada Housing Infrastructure Fund.

PROPOSED RESOLUTION / RECOMMENDATION:

ALTERNATIVES:

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

Communications / PR:

Financial:
\$5-15,000 from reserve

Attachments: Proposed agreement

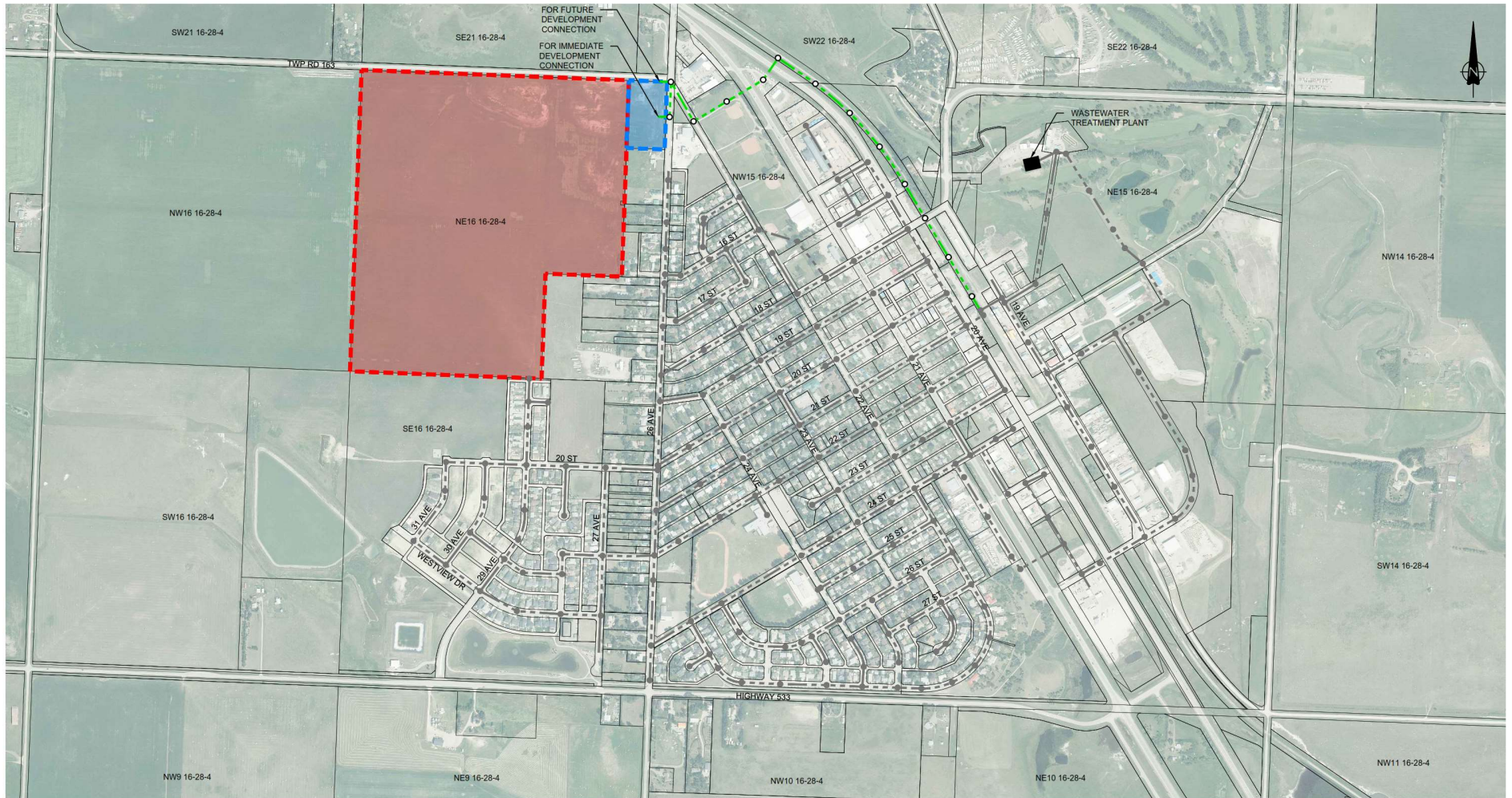
Applicable Legislation:

Prepared By: Neil Smith, Chief Administrative Officer


Date: December 3rd , 2024

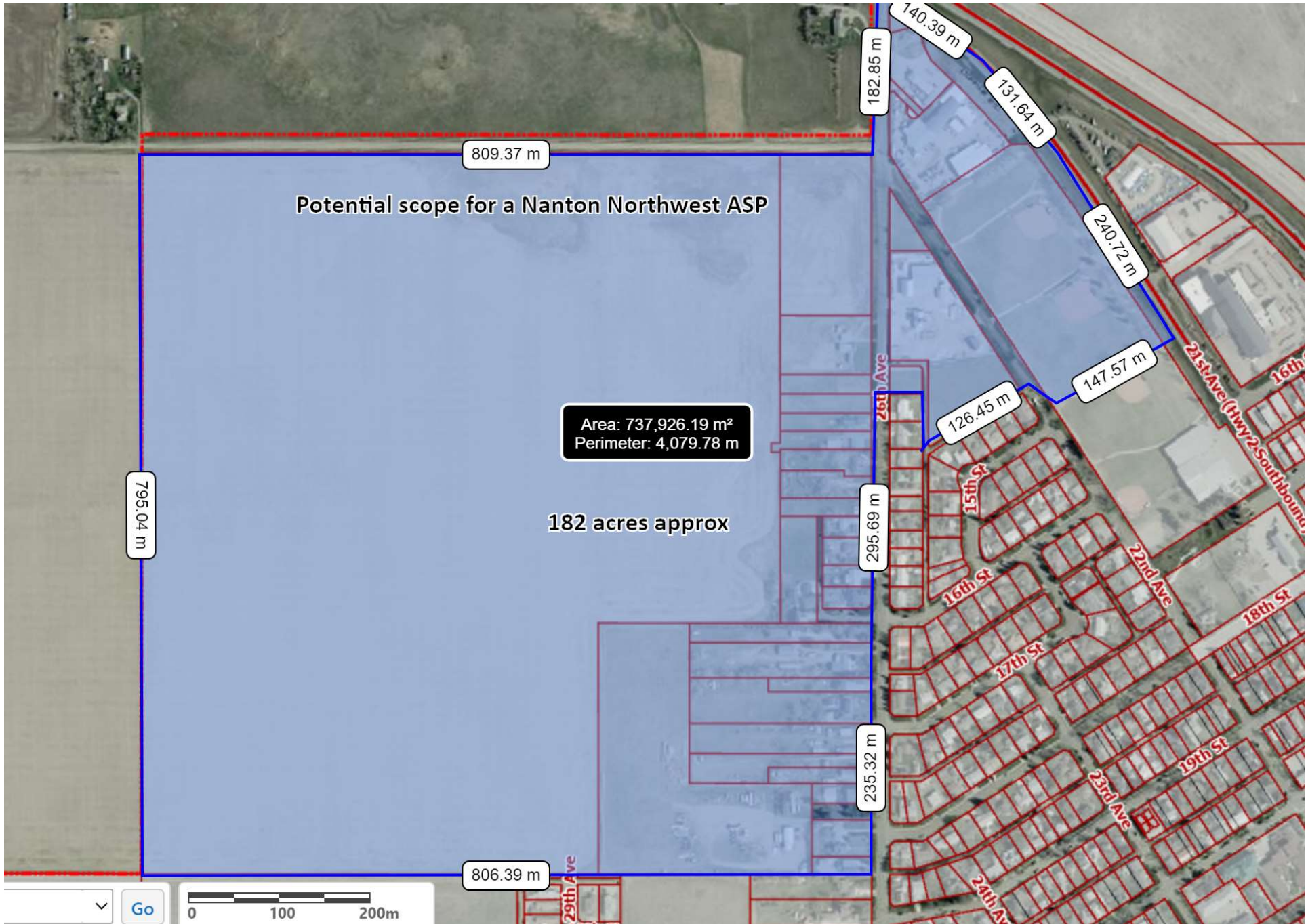
APPROVED BY:

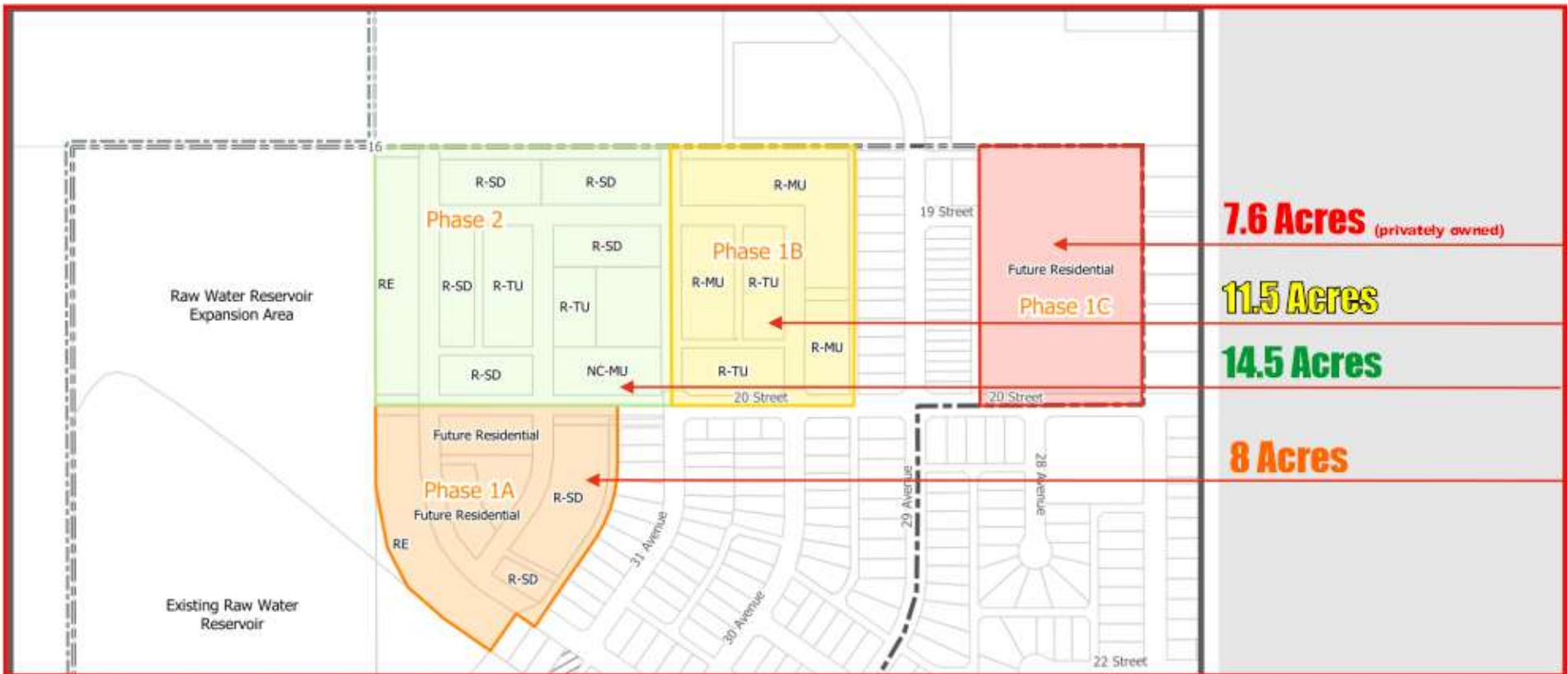




- LEGEND**
- IMMEDIATE DEVELOPMENT AREA
 - FUTURE DEVELOPMENT AREA
 - EXISTING SANITARY PIPE
 - EXISTING SANITARY MANHOLE
 - PROPOSED SANITARY PIPE
 - PROPOSED SANITARY MANHOLE

		TOWN OF NANTON NORTHWEST DEVELOPMENT CONCEPTUAL SANITARY SERVICING	
SCALE: 1:10 000	DATE: SEPTEMBER 2019	JOB: 2630-006-00	FIGURE: 2





Sara-Lynn Lyons

From: Elizabeth Williams [REDACTED]
Sent: Tuesday, November 26, 2024 10:42 AM
To: Sara-Lynn Lyons
Subject: Grassy Mountain Coal a Provincial Issue/ Snogdgrass Speaks out
Attachments: 20241125 Letter to Premier Smith regarding CNP Referendum.pdf

You don't often get email from elizabethwilliamsrmt@gmail.com. [Learn why this is important](#)

Dear Town of Nanton Council Members,

I am writing again to express my grave concern over the threat of open pit coal mining in the Crowsnest Pass and to encourage local leaders to stand up in solidarity for Alberta Water Source protection, as I believe, once one mine goes ahead, additional mines will be moving into our watershed next

I hope you received my letter of November 8th 2024, with similar concerns, as Neil Smith, town CAO notified me he was passing it on to you all.

I laid out my concerns regarding open pit coal development in headwaters and why I believe Municipal level governments have a responsibility to speak out against Provincial overreach on issues that will drastically impact us as a whole in my previous letter.

High River Mayor Snodgrass has once again been the first responder on the scene and has released his letter today speaking out against the Crowsnest Pass direction. Major Snodgrass letter attached below.

Two additional points of interest have emerged on the coal issue since I first wrote.

It turns out the "local" CNP citizens in favour of coal in the pass has actually been funded by a professional pro energy citizens communication arm of the Canadian Petroleum Producers Association, spending \$20,000.00 on social media ad campaigns in Crowsnest to influence towards a pro coal stance.

<https://www.rmoutlook.com/local-news/alberta-pro-coal-citizens-group-hid-role-of-lobbyist-strategist-on-campaign-9838997>

The Crowsnest Pass Referendum Results are in yesterday.

In favour of coal development 71.8 % Against: 28.2%

Premiere Smith is quoted as saying that if citizens want this coal mine, she "will make it happen", despite unprecedented numbers of Alberta voices against this form of extraction in headwaters. While it is largely understood that referendums are non binding, and that one location's referendum results do not override a downstream community's choice, I think it is worth note that these results will be used to forward the open pit coal agenda.

The Alberta Energy Regulator is holding its public hearing on December 3rd and 4th in the Pass before making a ruling on whether this previously 3 times denied escapade can proceed.

I encourage you to read up on the issue and consider choosing to join Nanton Council voices with High River and Ranchlands MD, to speak out against open pit coal in Albertas Eastern Slopes, publicly before the December 3rd hearings, to send a strong message of disagreement with this direction to Premiere Smith, Minister of Energy and Minerals Brian Jean and in solidarity with neighbouring Municipal Districts for protecting Alberta Water sources.

Thank you for your time on this matter and for your public service,
Concerned Albertan,
Elizabeth Williams



309B Macleod Trail SW
High River, Alberta Canada T1V 1Z5
P: 403.652.2110 F: 403.652.2396
www.highriver.ca

November 19, 2024

The Honourable Danielle Smith, MLA
Premier of the Province of Alberta
307 Legislature Building
10800 – 97 Avenue
Edmonton, AB
T5K 2B6

Sent via Email: premier@gov.ab.ca

Re: Metallurgical Coal Mine at Grassy Mountain

Dear Premier Smith:

This letter is a formal request for the province to consider the broader impacts of a metallurgical coal mine at Grassy Mountain. The non-binding referendum that Crowsnest Pass is holding this month should not be considered the only voice when making a decision in regard to coal mining at Grassy Mountain.

On behalf of my fellow Council Members, High River residents, and all Albertans who depend on the Highwood River, the purpose of this letter is to respectfully ask you to undertake additional local and province wide public consultation, to consider the broader impacts of a metallurgical coal mine at Grassy Mountain, prior to any further consideration or action surrounding this project.

The province considers public consultation an integral part of conducting municipal business, along with providing a transparent, accountable, collaborative and regulatory approach to all business matters yet the provincial government is not reciprocating the same responsibilities when considering these coal mining operations. There is a deplorable lack of public consultation taking place, and the impacts should be widely communicated beyond Crowsnest Pass and M.D. of Ranchlands No. 66.

The non-binding referendum being conducted in the Crowsnest Pass should not be considered as the only voice in this decision-making process. Consideration should be extended to all of Albertans downstream of the headwaters, who will experience profound repercussions created from these operations such as:

1. Ecological impacts;
2. Agriculture production;
3. Wildlife preservation;
4. Quality and cleanliness of drinking water; and
5. Unnecessary pollution.

The effects of these consequences will ultimately impact Albertans' health and quality of life. Albertans are counting on you to analyze and apply the scientific data that can be used to support

the fact that sustainable development cannot continue to take precedence over our relationship with the environment.

We must protect our vital water source now and for generations to come, and these actions cannot be reversed.

It is your sovereign duty to put the rights of Albertans first. Your quote "Let's do this the Alberta way - strong, focused and determined to do what you believe is in the best interests of Albertans no matter how hard that is." Premier Smith, if what you speak is the truth and you truly do take pride in this province and everything it stands for, then for all the pioneers and farmers, the many First Nations, Metis and Inuit peoples, who have lived on and cared for these lands for generations, and for the rest of all Albertans and municipalities located within the Eastern Slopes of the Rocky Mountains, who will be deeply affected by any decisions regarding coal mining in our region, we deserve to have a say in these matters. You don't have to listen very closely to hear the voices of concern, you just have to listen.

The answer is "No" - No further coal mines should be allowed on Alberta's Eastern Slopes. There is no balancing act that can be accomplished when we are dealing with threats to our water.

Please do not hesitate to contact me if you have any questions or concerns.

Regards,

A handwritten signature in black ink, appearing to read 'CS', enclosed within a large, loopy circular flourish.

Craig Snodgrass
Mayor

Timber Ridge Land & Cattle

Box 156

Stavelly, Alberta

TOL 1Z0

To All It Does Concern,

It is with deep concern that I sit and write to express my disappointment that Albertans and Canadians are required to remind our elected officials of the detrimental effects coal mining in Alberta's Eastern Slopes has on our most precious natural resource of water. I am extremely discouraged by the lack of public consultation our current governments exhibit when it comes to making decisions that have major impacts on so many tax payers, communities, businesses, our economy, wildlife and natural resources. The non-binding referendum that was held in the Crowsnest Pass is an extremely small percentage of the voices that need to be heard before any decisions are made regarding the mining of coal at Grassy Mountain.

We ranch in the North end of the Porcupine Hills. Our family continues to learn and practice Regenerative Principles that support natural systems and wildlife. Our practices protect the headwaters of Oxley and Nanton Creeks and deeply value hundreds of species that are present including several that are endangered. Our family has spent lifetimes making connections and participating in the education of future land stewards, beef producers, biologists, botanists, scientists, hunters and anyone who wants the connection with a working landscape that is critical to maintaining biodiversity and the health of the ecosystem. We understand the native grasslands sequester an amazing amount of carbon and our grazing principles reflect our commitment to doing our part in the climate solutions story. We understand the benefit of healthy animals grazing the slopes and forests in order to change fuel loads in dry years. We are deeply rooted in agriculture and committed to raising healthy food for our community, healthy water is the key factor that drives our practices. These are the stories that flow freely from our neighbors and our communities, who are committed to the future stewards and a healthy Alberta.

The proposed coal mines will damage our Eastern Slopes watershed as selenium accumulation increases and demand for water use by the mines affect everyone else downstream. It is so misguided to allow foreign coal companies to come here to destroy so many of the iconic features that Alberta has and to affect so many Albertans lives. It is imperative for Albertans to recognize the devastating effects this mining proposal will have on the quantity and quality of water, our commitment to the preservation of wildlife and ecotourism, agricultural production and critical health effects to man and beast. As our elected officials it is your duty to stand up for Alberta and the best interests of Albertans. It is your duty to consult with us, to listen to the science and expertise, and to lead by example.

Thank you for your time,

Kelly Hall



ALBERTA
PUBLIC SAFETY AND EMERGENCY SERVICES

*Office of the Minister
Deputy Premier of Alberta
MLA, Calgary-West*

AR 29969

November 20, 2024

Her Worship Jennifer Handley
Mayor
Town of Nanton
PO Box 609
Nanton AB T0L 1R0

Dear Mayor Handley:

As a respected partner in the field of police governance in Alberta, I am writing to highlight how recently proclaimed legislative changes may affect your community.

The Government of Alberta is enhancing civilian governance of the Royal Canadian Mounted Police (RCMP) by proclaiming sections of the *Police Amendment Act, 2022*, and creating the Police Governance Regulation and Police Governance (Ministerial) Regulation. These amendments will ensure communities policed by the RCMP have a voice in setting local and province-wide policing priorities and performance goals by creating municipal and regional policing committees, as well as a Provincial Police Advisory Board.

These changes will take effect on March 1, 2025, after a transition period to allow municipalities to pass and implement relevant bylaws. Every community in Alberta served by the RCMP will be required to be represented by one of the following types of governance bodies, depending on their population size and type of police service agreement.

Communities with a population of 15,000 or greater, policed under a Municipal Police Service Agreement

- These communities are required to establish a Municipal Policing Committee (MPC), through bylaws, by March 1, 2025.
- MPCs will consist of between three and seven members appointed by the municipality's council.
- The Minister may also appoint committee members based on the size of the committee.

.../2

Communities with a population of less than 15,000, policed under a Municipal Police Service Agreement

- These communities are required to establish a Regional Policing Committee, through bylaws, by March 1, 2025.
- Each RCMP district is a region (e.g., South, Central, East, and West), and each region contains five to 10 municipalities required to work with other communities in the same RCMP district to form a Regional Policing Committee (RPC).
- RPCs will consist of at least one member appointed by each municipality represented.
- Communities may opt out of a RPC in favour of establishing their own municipal committee, or a joint committee with another municipality, with ministerial approval.

Communities policed under the Provincial Police Service Agreement

- Small and rural communities policed under the Provincial Police Service Agreement, including municipalities with a population under 5,000, municipal districts and counties, and Metis Settlements, will be represented by the Provincial Police Advisory Board.
- The province will appoint up to 15 members to the Provincial Police Advisory Board, including representation from First Nations, Métis communities, Rural Municipalities of Alberta, Alberta Municipalities, and all four provincial RCMP districts.
- Costs for the Provincial Police Advisory Board will be borne by the province.
- The Provincial Police Advisory Board will be operational by March 1, 2025.

Attached for further reference is a Frequently Asked Questions document with more information about the new requirements for RCMP local governance bodies. You can also find the Police Governance (Order in Council) Regulation, the Police Governance (Ministerial) Regulation, and the proclamation of the *Police Act* sections establishing these governance bodies on the Alberta.ca website at www.alberta.ca/alberta-kings-printer.

Please note that in the next few weeks your administration will receive communication from department representatives with details about planned information sessions regarding these governance bodies. If you have any questions or require support in the set-up of these governance bodies, please contact the department at: AlbertaPoliceGovernance@gov.ab.ca.

Thank you for everything you do to help ensure Albertans can live, work, and raise families in safe and secure communities.

Sincerely,



Honourable Mike Ellis
Deputy Premier of Alberta
Minister of Public Safety and Emergency Services

Attachment

Frequently Asked Questions:

RCMP civilian governance

Alberta's government is enhancing civilian governance of RCMP policed communities to ensure they have a voice in setting local and province-wide policing priorities and performance goals by creating municipal and regional policing committees, as well as a Provincial Police Advisory Board.

This document provides answers to questions about the establishment and operation of RCMP civilian governance bodies.

Why is the government mandating civilian governance bodies for RCMP-policed communities?

Creation of these new civilian governance bodies responds to a long-standing desire of communities to have more say in how they are policed by the RCMP.

By establishing municipal and regional governance committees and the Provincial Police Advisory Board, we are giving communities the opportunity to provide input on both local and provincial policing priorities and RCMP service delivery while increasing police accountability.

Civilian governance bodies support a paradigm shift that sees local police as an extension and a reflection of the communities they serve.

What will the function of the municipal police committees be?

Municipal policing committees will enhance civilian governance of local policing by:

- Overseeing the administration of the municipality's police service agreement;
- Representing public interests and concerns to local RCMP leadership and collaborating with local detachments to plan yearly priorities and strategies for municipal policing and community safety; and
- Regularly reporting on the implementation of programs and services that support police service priorities.

What will the function of the regional police committees be?

Regional policing committees will help ensure Alberta's small rural communities have a voice in how they are policed.

- Regional committee's roles and responsibilities will be similar to their municipal counterparts, advocating for the priorities and concerns of smaller communities while also supporting integrated community safety planning for RCMP policed municipalities in the region.
- The boundaries of the four new regional policing committee zones correspond to Alberta's four RCMP districts, to ensure local policing priorities are accurately reflected in service delivery.

How many different civilian governance bodies will be established?

Four regional policing committees will be established to align with the four RCMP districts in Alberta.

The number of municipal policing committees will depend on whether individual communities decide to either participate in one of the four regional boards, form joint municipal policing committees with neighbouring communities, or form their own municipal policing committee. It is recognized that some communities already have a committee similar in nature to what is envisioned.

How will the civilian governance body for a community be determined?

Communities with a population over 15,000 that are policed by the RCMP will be required to establish municipal policing committees.

RCMP policed communities with a population between 5,000 and 15,000 will be represented by regional policing committees but can apply to opt out and form their own municipal policing committee.

Communities with a population under 5,000 that are served by the RCMP under the Provincial Police Service Agreement will be represented by the Provincial Police Advisory Board. The board will make recommendations on province-wide policing priorities and other aspects of RCMP service delivery.

What is the timeline for these governance bodies to be established?

The amendments and new regulations will come into force on March 1, 2025.

A transitional period, between November 2024 and February 2025, will allow municipalities to pass relevant bylaws and make other preparations for implementation.

This transition period also allows municipalities that already have civilian governance bodies time to adapt those bodies to the new statutory requirements.

What is the process for communities that want to opt out of a regional committee and establish their own municipal or joint policing committee?

Communities seeking to opt out of a regional committee in favour of establishing their own municipal committee (or a joint committee with another municipality) must have a formal process in place to do so, consistent with how other municipal committees are established and aligned with the *Police Act* and Police Governance Regulation.

- Municipalities will also need ministerial approval in order to opt out of a regional committee and/or form a joint municipal committee.
- Any municipality can be part of a joint municipal policing committee, as long as it meets the definition of municipality in the *Police Act*.

To initiate the process of obtaining ministerial approval, a municipality can contact the Ministry of Public Safety and Emergency Services at AlbertaPoliceGovernance@gov.ab.ca.

What are the requirements for the composition of the municipal and regional policing committees?

Municipal policing committees will consist of between three and seven members, appointed by the municipality's council, for terms of two to three years. The municipality's chief elected officer is not eligible to be elected as chair or vice-chair of a municipal policing committee.

Regional policing committees will consist of at least one member appointed by each municipality represented for terms of two to three years.

- Regional policing committees can include additional members appointed by the municipalities with the agreement of all the municipalities in the region. Both municipal and regional policing committees may also include provincial members appointed by the minister.

Will committee positions be voluntary or paid?

Municipalities can choose whether to establish remuneration for their policing committee (municipal or regional) members through their respective bylaws.

Will the municipalities have to pay for the setup and administration of the governance bodies

Municipalities are responsible for the costs of establishing, administering, and sustaining membership of municipal and regional policing committees.

If a municipality cannot afford these costs, they have the option of utilizing a portion of their annual Police Support Grant, which allows funds to be used for governance and local police oversight.

Communities with populations between 5,000 and 15,000 may also take the opportunity to share costs related to RCMP governance by becoming part of a regional policing committee.

What is the role of the Provincial Police Advisory Board?

The Provincial Police Advisory Board will serve as an advisory body for about 275 small rural municipalities, such as municipal districts and counties, as well as eight Metis Settlements policed by the RCMP under the Provincial Police Service Agreement. The board will support the alignment of local and provincial priorities across the province.

The PPAB will be responsible for developing and maintaining communication between the Alberta RCMP, the provincial government, and the small and rural communities it represents.

The PPAB will help advance the interests of RCMP-policed communities by

- Advising and supporting collaboration between the RCMP, communities, and community agencies on integrated community safety planning;
- Representing the interests of communities served by the RCMP under a provincial police service agreement;
- Reporting annually on progress related to provincial police service priorities, provincial police service resourcing, and related initiatives; and
- Working with the RCMP and the Ministry of Public Safety and Emergency Services to communicate with municipalities about provincial priorities, resourcing, and community specific challenges.

How will the government ensure alignment between provincial and municipal policing priorities?

Both municipal and regional policing committees are required to consider provincial policing priorities when setting local ones.

The Provincial Police Advisory Board will provide advice on behalf of small and rural communities policed by the RCMP, to support overall alignment of local and provincial policing priorities.

Who will pay administration costs associated with the Provincial Police Advisory Board?

Costs for the Provincial Police Advisory Board will be the responsibility of the province.

Can the government appoint provincial members to these policing committees or to the board?

Yes. The government is responsible for ensuring adequate and effective policing across the province, and provincial appointees help the government fulfill that obligation.

The Minister of Public Safety and Emergency Services appoints all members of the Provincial Police Advisory Board and can appoint a small number of members to municipal, joint municipal, or regional policing committees based on size.

Who can municipalities contact with questions about the new civilian governance bodies?

Municipalities can contact the Ministry of Public Safety and Emergency Services at AlbertaPoliceGovernance@gov.ab.ca with questions and/or support in setting up these new governance bodies.

More information on RCMP civilian governance bodies can be found in the *Police Act* and in the Police Governance Regulations, found at Alberta King's Printer.

Alberta SouthWest Regional Economic Development Alliance
Implementing strategic sector development



2019-2021: Energizing Agricultural Transformation (EAT)

The “Resource Round Table” engaged producers and innovators from across the region identified issues, helped guide research and identified next steps toward sharing knowledge and increasing opportunities for producers and suppliers, creating an inventory of agricultural businesses and supply chain in Alberta SouthWest.

2022: Building A Sustainable Tourism Industry Opportunity Network (BASTION)

Collaboration and discussion between operators, municipal leaders, chambers, and economic development partners identified gaps and needs, then collaborated to share information and best practices. This initiative created an inventory of regional tourism businesses/attractions in 6 categories. It is important to gain further understanding of visitation trends and current capacity in order to identify opportunities for investment and infrastructure development.



2023: Manufacturing Energy Construction Ag Processing (MECAP)

At the “Innovators and Influencers Round Table” progressive business leaders shared knowledge, identified issues and potential solutions within the MECAP sectors. Ongoing connection with industry leaders will serve to identify emerging trends, address shared challenges and highlight opportunities.



This proposed initiative is designed to build upon these previous projects with a focus on promoting the “starring” opportunities in our communities.

2025-2028: Invest SouthWest...Aligning the Stars



1. Regional Attractiveness: Design, lead and implement investment readiness strategies.
 - Review, update, validate existing research.
 - Identify gaps, opportunities, regional strengths, trends and issues in key sectors.
 - Plan and implement a meaningful BRE visitation strategy for opportunities in key sectors.
 - Gap analysis identifying jobs needed to help clusters grow.
 - Economic growth potential with talent pipeline development and training needed to fill jobs.
 - Identify “starring” investment opportunities: address feasibility and factors supporting business case.
2. Communication: Manage an effective focus on metrics and measures.
 - License relevant on-line platforms, create impactful digital presence.
 - Design training events and tactics to share best practices for optimal results.
 - Track relevant measures, metrics and analytics and provide regular reports to stakeholders.
3. Community Engagement: Align strengths and promote opportunities.
 - Guide community engagement to create action plans that address shared priorities and opportunities.
 - Facilitate resource sharing, networking, and training events related to action priorities.
 - Ensure businesses receive up-to-date information about provincial and federal programs and resources.

Project costs based upon previous and proposed contracted services- April 2025-January 2028

	Deliverable	Cost
April 2025	Situation Analysis/literature review/validate project plan	\$5,000
Sept 2025	Gap analysis; opportunity identification	\$30,000
Jan 2025	Digital assets plan and content; on-line platform licensing	\$25,000
Jan 2026	Opportunity feasibility overview	\$10,000
	Training events and community action planning	\$10,000
Jan 2027	Business case development	\$50,600
	Investment attraction visuals/graphics/actions	\$24,000
Jan 2028	Project completion	
	Total Investment	\$154,600

