



MINUTES

Monday December 9, 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, Roger Miller, Dave Mitchell, and Ken Sorenson.

ABSENT: Councillor John Dozeman

OTHERS PRESENT:

Neil Smith	Chief Administrative Officer
Clayton Gillespie	Corporate Services Manager
Sara-Lynn Lyons	Legislative Services & Communications
Georgina Sharpe	Planning & Development Officer
Sgt. Dave Davis	Nanton RCMP
Neil Wilson	Spring Hill Water Users Group

1. CALL TO ORDER & ADOPTION OF THE AGENDA:

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

RESOLUTION # 320 – 24/12/09 - Sorenson

The Regular Council agenda for December 9, 2024 was accepted with the following changes:

Addition of 7.2 Grassy Mountain Coal Mine FOIP Section 24 Advice from Officials
CARRIED

2. PRESENTATIONS:

2.1 Nanton RCMP Sgt. Dave Davis – E

Sergeant Dave Davis gave an updated report to Council. Council thanked Sergeant. Davis for his report and his ongoing efforts to reduce crime in the Town of Nanton.

Sergeant Davis left the meeting at 7:19 p.m.

2.2 Closed: Spring Hill Users Group Neil Wilson

RESOLUTION # 321 – 24/12/09 - Czop

IT WAS MOVED at 7:21 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:

2.2 Closed: Spring Hill Users Group Neil Wilson FOIP Section 25 Economic Interests of the Municipality. CARRIED

RESOLUTION # 322 – 24/12/09 – Miller

IT WAS MOVED to reconvene the Regular Meeting at 7:44 p.m. CARRIED

RESOLUTION # 323 – 24/12/09 - Mitchell

It was moved to add closed agenda item 7.3 Spring Hill Water Users Group FOIP Section 25 Economic Interests of the Municipality. CARRIED

Neil Wilson left the meeting at 7:44 p.m.
Councillor Roger Miller left the meeting at 7:45 p.m. and returned at 7:47 p.m.

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

RESOLUTION # 324 – 24/12/09 - Miller

Moved to request that a request for decision regarding tax incentive bylaw for volunteer's fire fighters be brought forward to Council. CARRIED

- 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

RESOLUTION # 325 – 24/12/09 – Czop

Moved that all written reports, as recorded on the agenda for December 9, 2024 be received for information and filing. CARRIED

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

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

RESOLUTION # 326 – 24/12/09 - Mitchell

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 28, 2024 were accepted as distributed. CARRIED

4.2 BUSINESS ARISING FROM THE MINUTES:

4.1 Request for Decision Borrowing Bylaw 1401/24 – E

RESOLUTION # 327 – 24/12/09 - Miller

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

RESOLUTION # 328 – 24/12/09 - Mitchell

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

4.2 Request for Decision Public Recognition Policy – E

RESOLUTION # 329 – 24/12/09 - Sorenson

Moved to approve the Public Recognition policy with the addition that the tribute wall plaque will be written in consultation with the family and legislative services and attached to these minutes as schedule 'A'. CARRIED

5. NEW & UNFINISHED BUSINESS:

5.1 Request for Decision Interim Operating Budget - E

RESOLUTION # 330 – 24/12/09 - Miller

Moved to approve the 2025 interim operating budget as presented and attached to these minutes as schedule 'B'. CARRIED

5.2 Request for Decision Tree Replacement and Westview Canopy – E

RESOLUTION # 331 – 24/12/09 - Miller

Moved to request that the Tree Planting and Maintenance Plan, in accordance with policy, be brought forward with an Information Brief that incorporates proposals for tree planting in select boulevard and park locations, including the cost of additional personnel or contractors to complete the work.

5.3 Request for Decision Bylaw 1403/24 Municipal Elections – E

RESOLUTION # 332 – 24/12/09 - Czop

As per Sections 13(1) and 13(2.1) of the Local Authorities Election Act, move to appoint Shellah Petersen as the Chief Returning Officer for the Town of Nanton for the purpose of the October 20, 2025 General Municipal Election, with Legislative Services and Communications Coordinator, Sara-Lynn Lyons, appointed as Substitute Returning Officer. CARRIED

RESOLUTION # 333 – 24/12/09 - Miller

Moved to read Town of Nanton Bylaw #1403/24, a Bylaw to provide Municipal Elections, for a first time. CARRIED

RESOLUTION # 334 – 24/12/09 - Sorenson

Moved to read Town of Nanton Bylaw #1403/24 for a second time. CARRIED

RESOLUTION # 335 – 24/12/09 - Mitchell

Unanimous consent to read Town of Nanton Bylaw #1403/24 for a third time was granted by all Council present. CARRIED

RESOLUTION # 336 – 24/12/09 - Czop

Moved to read Town of Nanton Bylaw #1403/24 for a third and final time. CARRIED

5.4 Request for Decision Meeting Dates in January – E

RESOLUTION # 337 – 24/12/09 - Mitchell

Moved to cancel the January 6th, 2025 Regular Council meeting. CARRIED

5.5 Request for Decision: Canada Housing Infrastructure Fund – E

RESOLUTION # 338 – 24/12/09 – Miller

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

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:

RESOLUTION # 339 – 24/12/09 - Mitchell

IT WAS MOVED at 9:02 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 Westview Lot Agreement FOIP Section 24 Advice from Officials

7.2 Grassy Mountain Coal Mine FOIP Section 24 Advice from Officials

7.3 Springhill Water Users Group FOIP Section 25 Economic Interests of the Municipality
CARRIED

RESOLUTION # 340 – 24/12/09 - Miller

IT WAS MOVED to reconvene the Regular Meeting at 10:08 p.m. CARRIED

RESOLUTION # 341 – 24/12/09 - Mitchell

Whereas Council wishes to reaffirm its resolution from January 18, 2021, whereby Council expresses its concerns over the safety and quality of regional water resources that supply Nanton's water license allocations, it directs the Chief Administrative Officer to draft a letter to Premier Danielle Smith for signature by the Mayor, which requests further information or a more thorough analysis concerning the local hydrological, environmental, and economic impacts of any watershed changes from this kind of resource development. CARRIED

8. ADJOURNMENT:

RESOLUTION # 342 – 24/12/09 - Sorenson

IT WAS MOVED to adjourn the Regular Meeting of Council at 10:09 p.m.

TOWN OF NANTON



CHIEF ELECTED OFFICIAL



CHIEF ADMINISTRATIVE OFFICER

NS:sl

These minutes accepted and signed this 20th day of January, 2025.



SCHEDULE 'A'

POLICY

Policy No. 12 –RESOLUTION # - 24/12/09
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, which will be displayed on the Tribute Wall, along with a brief description of their achievements, if applicable. The wording for the plaque will be developed in consultation with the person making the nomination and the Town of Nanton Legislative Services.

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.



A handwritten signature in blue ink, appearing to be 'J. J. J.', located in the bottom right corner of the page.

AMENDMENTS / REVIEWS:

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

Next Review Date: _____

MAYOR

Date

CHIEF ADMINISTRATIVE OFFICER

Date

Copy for minutes.

REVISION HISTORY

Policy

In Effective

Inactive



SCHEDULE 'B'

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