



MINUTES

Monday January 20, 2025 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, 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
Georgina Sharpe	Planning & Development Officer
Carlos Farias	Municipal Peace Officer
Becky Scott	Chamber of Commerce
Bill Woytiuk (electronic)	Operations Manager
Kattie Schlamp (electronic)	Oldman River Regional Services Commission

1. CALL TO ORDER & ADOPTION OF THE AGENDA:

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

RESOLUTION # 1 – Sorenson

The Regular Council agenda for January 20, 2025 was accepted as presented. CARRIED

2. PRESENTATIONS:

2.1.1 Public Hearing – Bylaw 1404/25 (Amendment to Land Use Bylaw 1389/24)

RESOLUTION # 2 – 25/01/20 - Dozeman

Moved to recess the Regular Meeting of Council at 7:02 p.m. in order to hold a Public Hearing in regard to Town of Nanton Bylaw # 1404/25. CARRIED

The advertisement for the Public Hearing in regard to Town of Nanton **Bylaw # 1404/25** was conducted in accordance with the Municipal Government Act, and will be conducted in accordance with the Council and Committee Procedural Bylaw #1354/21.

2.1.2 Presentation by Kattie Schlamp, Oldman River Regional Services Commission

The amendment to the land use bylaw map to aid in readability.

2.1.3 Chair Will Read Summary of Written Submissions Received To Date:

There were no submissions to date.

2.1.4 Call For Presentations:

2.4.1 Are there any Registered Presentations:

There were no registered presentations.

2.4.2 Are there any Non-Registered Presentations:

There were no non-registered presentations.

All information received and presented at this hearing will be considered by Council for Bylaw # 1404/25.

2.5 Close Public Hearing

RESOLUTION # 3 – 25/01/20 - Mitchell

Moved to **CLOSE** the Public Hearing in regard to Town of Nanton Bylaw # 1404/25 and reconvene the Regular Meeting of Council at 7:05 p.m. **CARRIED**

2.2 Nanton Chamber of Commerce – Becky Scott

Council thanked Beckey Scott for the presentation on the Chamber of Commerce 2024 review.

Becky Scott left the meeting at 7:25 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 December 2024

3.3 DEPARTMENT:

3.3.1 Corporate Services Manager - E

3.3.2 Operations Manager – E

3.3.3 Parks and Recreation Manager - E

3.3.4 Planning & Development Officer - E

3.3.5 Fire Chief - E

3.3.6 Peace Officer – E

3.3.7 Emergency Management

Bill Woytiuk entered the meeting at 7:35 p.m. and provided information on his report and answered questions from Council. Council thanked Bill for his report.

Bill Woytiuk left the meeting at 7:39 p.m.

3.4 COUNCIL: (roundtable)

- 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 JOHN DOZEMAN

RESOLUTION # 4 – 25/01/20 - Czop

Moved that all written reports, as recorded on the agenda for January 20, 2025 be received for information and filing. CARRIED

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

4.1.1 Regular Council Meeting Minutes – E

RESOLUTION # 5 – 25/01/20 - Miller

The Councillors all having read the minutes and there being no errors, omissions or corrections, the Minutes of the Regular Meeting of the Council of the Town of Nanton held December 9, 2024 were accepted as distributed. CARRIED

4.2 BUSINESS ARISING FROM THE MINUTES:

5. NEW & UNFINISHED BUSINESS:

5.1 Information Brief Municipal Enforcement 2024 Report – E

Council thanked Carlos Farias for his report and for his exemplary service in 2024.

Carlos Farias left the meeting at 8:05 p.m.

5.2 Request for Decision Bylaw 1404/25 Land Use Amendment – E

RESOLUTION # 6 – 25/01/20 - Czop

Moved to read Town of Nanton Bylaw #1404/25, a Bylaw to amend Land Use Bylaw 1389/24 for a first time. CARRIED

RESOLUTION # 7 – 25/01/20 - Mitchell

Moved to read Town of Nanton Bylaw #1404/25 for a second time. CARRIED

RESOLUTION # 8 – 25/01/20 - Miller

Unanimous consent to read Town of Nanton Bylaw #1404/25 for a third time was granted by all Council present. CARRIED

RESOLUTION # 9 – 25/01/20 - Dozeman

Moved to read Town of Nanton Bylaw #1404/25 for a third and final time. CARRIED

Kattie Schlamp left the meeting at 8:17 p.m.



5.3 Request for Decision Thelma Fanning Public Library Bylaw – E

RESOLUTION # 10 – 25/01/20 – Mitchell

Moved to accept the Nanton Municipal Library bylaw as attached to these minutes as schedule 'A'.
CARRIED

5.4 Information Brief Quality of Life Survey – E

RESOLUTION # 11 – 25/01/20 - Sorenson

Moved that the Town of Nanton conduct an extended Quality of Life survey over 2025 to help inform the next Council term on resident perceptions and municipal priorities. CARRIED

5.5 Request for Decision Municipal Buildings – E

RESOLUTION # 12 – 25/01/20 - Dozeman

Move to direct the Chief Administrative Officer to proceed with the conceptual planning for the second phase of the Tom Hornecker Recreation Centre civic renovation, prioritizing the installation of an accessibility elevator in 2025, at an estimated cost of \$100,000 to \$175,000, with half to be sourced from arena reserve and half from the building and land improvement reserve. CARRIED

5.6 February 24, 2025 Committee of the Whole Meeting

RESOLUTION # 13 – 25/01/20 – Czop

Moved to cancel the February 24, 2025, Committee of the Whole Meeting. CARRIED

6. CORRESPONDENCE:

6.1 FOR ACTION: None

6.2 FOR INFORMATION:

6.2.1 Letter to Premier Danielle Smith - Metallurgical Coal Mine and Grassy Mountain – E
Including letters received regarding requests for support

6.2.2 Letter to Municipal District of Willow Creek – Recreation Grants – E

6.2.3 Letter from Federal Minister of House, Infrastructure and Communities – E

6.2.4 Letter from Provincial Minister of Health – E

6.2.5 Letter from Municipal District of Willow Creek – E

7. CLOSED CONFIDENTIAL SESSION:

RESOLUTION # 14 – 25/01/20 - Mitchell

IT WAS MOVED at 8:36 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 Northwest Area Structure Plan FOIP Section 25 Economic Interests of the Municipality

7.2 Municipal Projects FOIP Section 24 Advice from Officials
CARRIED

RESOLUTION # 15 – 25/01/20 - Miller

IT WAS MOVED to reconvene the Regular Meeting at 9:56 p.m. CARRIED

RESOLUTION # 16 – 25/01/20 - Czop

Moved that the Oldman River Regional Services Commission be engaged to begin an Area Structure Plan process for the northwest areas of the Town, with particular focus on bare land and mixed uses in the vicinity, at a cost of \$63,000 to be sourced from the municipal land development reserve. CARRIED

8. ADJOURNMENT:

RESOLUTION # 17 – 25/01/20 – Dozeman

IT WAS MOVED to adjourn the Regular Meeting of Council at 9:57 p.m.

TOWN OF NANTON



CHIEF ELECTED OFFICIAL



CHIEF ADMINISTRATIVE OFFICER

NS:sl

These minutes accepted and signed this 3rd day of February, 2025.

BYLAWS OF THE TOWN OF NANTON LIBRARY BOARD

Approved by the Board on: September 11, 2024

Accepted by The Town of Nanton Municipal Council on: _____

The Town of Nanton Library Board enacts the following Bylaws pursuant to Section 36 of the Alberta *Libraries Act*.

1. Definitions in these Bylaws shall mean:

- 1.1. **Applicant:** in the case of 8.0 below, a person who makes a request for access to a record under 8(1) of the *Freedom of Information and Protection Act*; elsewhere in the Bylaws means a person applying for a library card.
- 1.2. **Board:** the Town of Nanton Library Board.
- 1.3. **Cardholder:** the registered user of a current library card.
- 1.4. **Cardholder Categories** shall include the following:
 - 1.4.1. Adult: any person 18 years and older.
 - 1.4.2. Child: any person through 17 years of age.
 - 1.4.3. TAL Card borrower: a cardholder from outside the Town of Nanton Library System with a current TAL card.
 - 1.4.4 ME Libraries borrower: a cardholder from outside the Town of Nanton Library System whose card is registered in the ME Libraries program.
- 1.5. **Good Standing:** a cardholder with no outstanding overdue items or charges.
- 1.6. **Library Manager:** the person charged by the Board with operation of the Town of Nanton Library.
- 1.7. **Library:** the Town of Nanton Library (also known as the Nanton Thelma Fanning Library).
- 1.8. **Library resources:** any resources, regardless of format, that are held in the Town of Nanton Library's collection, or borrowed by the Town of Nanton Library, and includes but is not limited to books, periodicals, audio recordings, video recordings, projected media, paintings, drawings, photographs, toys and games, kits, and electronic databases.
- 1.9. **Loan Period:** the period of time, as set out in **Schedule B**, which a cardholder may borrow library resources and includes any renewal of an original loan period.
- 1.10. **Non-resident:** any person who has a residence outside the Nanton District, does not pay Nanton property or business taxes, and is not a resident of any member municipality of the Town of Nanton Library System.
- 1.11. **Resident:** any person who resides within the Nanton area or any division of the County of Willow Creek which is a member of Town of Nanton Library System and/or pays Nanton property or business taxes.
- 1.12. **Group:** is defined as an Association, Institution, Business, or Organization.
- 1.13. **TAL card:** the Alberta Library card allows a cardholder to borrow materials from any library participating in the Alberta Library Card program.
- 1.14. **ME Libraries:** A provincial program that allows library card holders to borrow materials from any library in Alberta who participates in the Alberta Public Library Network.

2. Interpreting the Bylaws

2.1. The Board is a corporation established under the *Libraries Act* Sect 3(4) as defined by the *Interpretation Act, R.S.A.2000 Chapter I-8*.

3. Admittance to/Conduct in the Building

3.1. The building is to be open free of charge to the public for library purposes at the hours posted.

3.2. No person using the library building shall:

3.2.1. Create any unnecessary disturbance for other library users and/or contravene Library Board Policy.

3.2.2. Take away any library item from the building unless the item has been properly checked out in accordance with library circulation policies and procedures.

3.2.3. Go into or stay in the building outside of those time periods chosen for public use, unless approved by the Library Manager.

3.2.4. Solicit other library users and staff for personal, commercial, religious, or political reasons.

3.2.5. Any child under the age of 5 must be accompanied by an older child of at least 13 years of age, or an adult.

3.2.6. The library will not be responsible for injury incurred by unaccompanied children.

3.3. Except with the permission of the Library Manager, no person shall:

3.3.1. Consume food or drink, while working at or near the computer stations.

3.3.2. Bring any animal, other than a service animal, into the building.

3.3.3. Bring a wheeled vehicle or conveyance, other than a wheelchair, walker, baby carriage or stroller, into the building.

3.4. Persons who do not act in accordance with 3.2 and 3.3 shall be asked to put an end to their actions. If the action continues or the seriousness of the action justifies it, library staff will direct the person to leave the building. Library staff may also ask for outside assistance, including contacting local law enforcement officers.

3.5. All persons using the library shall comply with applicable public health regulations.

3.6. No member of the public is to be left in the library building for any purpose without a staff person or member of the Board present. The Town of Nanton Library staff have access to the building in relation to building concerns, such as the security alarm being triggered. Security persons may have access to the building under special circumstances.

4. Procedures for Acquiring a Library Card

4.1. Any resident or non-resident is eligible to apply for a library card. A library card is issued upon:

4.1.1. Completion of an official Town of Nanton Library card application form.

4.1.2. Presentation of one piece of photo identification bearing the applicant's permanent address if a young adult or an adult is applying for a card. If a child is applying for a card, a parent or legal guardian must present photo identification bearing his/her permanent address.

4.1.3. Presentation of payment of applicable fees as outlined in Schedule A.

4.2. Applicants will receive a library card which:

4.2.1. is valid from the date of issue to the date of expiry, unless revoked by the Library Manager under 7.3.

4.2.2. Remains the property of the Town of Nanton Library.

4.2.3. Is not valid unless the card is signed by the cardholder. The card may be signed by the cardholder's parent/legal guardian in the case of a Child or under special circumstances.

4.3. An applicant may receive a TAL card if the applicant is a resident cardholder in good standing.

4.4. An applicant may participate in the ME Libraries program if the applicant is a resident cardholder in good standing.

5. Responsibilities of a Cardholder

5.1. The cardholder named on a library card will be the only person that may use the card.

5.2. Loss or theft of a current library card must be reported immediately to the Library.

Cardholders are responsible for all library resources borrowed and all charges attributable before the loss or theft of the card is reported.

5.3. Cardholders must notify the library of any change of contact information as soon as possible.

5.4. A cardholder is responsible for all library items borrowed on their card and will compensate the library for all library items damaged or lost while borrowed on their card. In the case of a group card, the designated cardholder(s) listed on the group card application form is/are responsible for all library items borrowed on all group cards on that application form, and will compensate the library for all library items damaged or lost while borrowed on those cards. In the case of a Child card, the parent or legal guardian who signed the Child cardholder's application form is responsible for all library items borrowed on that library card and will compensate the library for all library items damaged or lost while borrowed on that card.

5.5. A cardholder will return or renew any library items on or before the due date as provided in Schedule B.

6. Loan of Library Resources

6.1. There is no charge for using library resources on library premises or borrowing library resources normally lent by the library, consultation with members of the library staff or receiving basic information service.

6.2. Loan periods for library resources are set out in Schedule B.

6.3. Library resources may be reserved and/or renewed in accordance with procedures established by the Library Manager.

7. Penalty Provisions

7.1. The procedures for demanding the return of overdue resources are as set out in Schedule C.

7.2. As per 5.4, cardholders are responsible for all charges resulting from failing to return or the late return of library resources. The fine schedule is outlined in Schedule C.

7.3. A library card may be denied or revoked if the cardholder fails to satisfy the conditions prescribed in 6 or has previously shown that he/she cannot be trusted with library resources by repeated damage to or loss of library materials, non-payment of overdue fines, and/or loss or damage assessments.

7.4. In cases of serious dereliction, the Board may prosecute an offence under the *Libraries Act, s.41*. Such an offense is punishable under the *Libraries Act, s.41*. The range of penalties applying on conviction for such an offense is set out in Schedule C.

7.5. Any fine or penalty imposed pursuant to an offence under 7.4 inures to the benefit of the Town of Nanton Library Board in accordance with the *Libraries Act, s.42*.

8. Service and Equipment Rental

8.1. Service and Equipment rental fees are listed in Schedule D.

9. Room Rental Fees

9.1 Charges for the use of library premises not normally used for public library purposes (i.e. the library meeting room) are set out in Schedule E.

SCHEDULE A – Fees for the Issuance of Library Cards

Resident Individual Adult Card Fee (18 years and older)	\$20.00/ year
Resident Individual Child Card Fee (0 – 17 years)	\$ FREE
Resident Group Card Fee	\$100.00/ year
Non-resident Individual Adult Card Fee (18 years and older)	\$50.00/ year
Replacement Card Fee	\$ FREE

Card fees may be waived at the discretion of the Library Manager – proof of hardship may be required. All library cards are subject to review.

SCHEDULE B – Loan Periods for Library Resources

1. All circulating resources are loaned for three weeks, with the following exceptions:
 - a. Audiovisual recordings are loaned for one week.
 - b. Interlibrary items are typically loaned for three weeks unless otherwise authorized by the lending library.
 - c. Library material taken out under a Group Library Card are subject to the loan periods set out above unless special arrangement is made with the Library Manager.
2. Renewal Periods: All circulating resources may be renewed a maximum of two times for a total loan of nine weeks, except for video recordings which may be renewed twice for a total loan of three weeks.
 - a. Extended due dates may be granted by at the discretion of the Library Manager or his/her designate in the event of upcoming travel, anticipated hospitalization or recuperation, or other foreseeable absences.
 - b. All renewals are subject to recall or reservations from other cardholders.

SCHEDULE C – Overdue Fines and Procedures for the Return of Overdue Material

Material Type	Charge per day
Children’s Materials including fiction, non-fiction, and audiovisual materials	\$0.10
Adult and Young Adult Materials including fiction, non-fiction, large print.	\$0.25
Audiovisual materials	\$1.00

C.2 Procedures for return of overdue materials

1. Cardholders receive notifications about overdue Library material. Overdue fines accrue to a maximum of \$10 per item.
2. Cardholders who have reached a maximum owing of \$25.01, or have other fees owing totaling an amount greater than \$25.01, will not be allowed to borrow resources until their account is paid.
3. Notwithstanding number 4, accounts may be paid in installments without loss of borrowing privileges and accounts may be reduced or waived under special circumstances at the discretion of the Library Manager.

C.3 Penalties for lost or damaged items

1. The purchase cost as listed in the library’s integrated library system (ILS) shall be charged. This charge may be waived if an exact replacement copy in new or pristine condition is provided by the cardholder.

SCHEDULE D – Public Office Services

Photocopying and Printing	\$0.25 per page or side - B/W \$1.00 per page or side - Colour
Scanning	\$0.25 per page
Laminating	\$2.00 per page \$1.00 per pouch

SCHEDULE E – Meeting Room Rental Fees

Cardholder Members	First 2 hours Free, then \$15.00 per hour
Non-cardholder members	\$15.00 per hour
A deposit to hold the room will be returned if all conditions have been met.	\$20.00

1. Rental Charges & Agreement referenced in Schedule E.1

SCHEDULE E.1 – Room Rental Agreement

Date Requested: _____ Time: _____

Name of Member / User/ Organization: _____

Contact Name: _____

Phone: _____ Email: _____

Type of Meeting / Use of Meeting Room: _____

Rental Rate: _____ Member (2 hours or less) _____ additional hour used (\$15 / hr)
_____ Non-member (\$15 / hr) _____ \$20 deposit is required to hold room

I/We, as user, agree to the following terms:

1. If leasing the Town of Nanton Library meeting room, the User has access ONLY to the meeting room and adjacent washroom facilities.
2. The User must supply adequate supervision of children.
3. The User is responsible for the behaviour and conduct of all spectators, participants and others associated with the Used and Meeting Room.
4. The User is financially responsible to the Library Board for all loss or damage to the equipment or facilities by any person or persons admitted to the Library on behalf of the User during the period of the Rental Agreement, and for any janitorial clean up required in returning the Rental Space to the state it was in prior to the Rental.
5. The User will leave the Meeting Room in the order and condition in which it was prior to use by the User, unless otherwise directed noted in writing hereon. Failure to do so will results in an additional \$50 charge.
6. The Library is not responsible for providing general office supplies such as blue tack, masking/tape, scissors, markers, extension cords, flip chart paper, overhead slides, etc.
7. Catering, associated dishes, utensils and clean-up are not provided by the Library.
8. The Library and the Board assume no responsibility for the safety, loss or damage of articles owned by the User or participants.
9. The User must indemnify and save harmless the Town of Nanton and the Board of the Town of Nanton Library from and against all liability whatsoever resulting from injury or damage to any persons or property during the use of the Meeting Room. The User understands and agrees that neither the Town of Nanton nor the Board of the Town of Nanton Library provide property or liability insurance to the User.

User Signature

Library Staff Member