



AGENDA

Monday June 2, 2025, 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 Native Learning Circle - E

3. REPORTS:

3.1 CHIEF ADMINISTRATIVE OFFICER:

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

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

- 4.1.1 May 20, 2025 Regular Meeting Minutes - E
- 4.1.2 May 26, 2025 Committee of the Whole Meeting Minutes - E

4.2 BUSINESS ARISING FROM THE MINUTES:

5. NEW & UNFINISHED BUSINESS:

- 5.1 Request for Decision Nanton Industrial Roads (18th and 19th Avenue) - E
- 5.2 Information Brief Draft Bylaw 1411/25 Utilities - E

6. CORRESPONDENCE:

6.1 FOR ACTION:

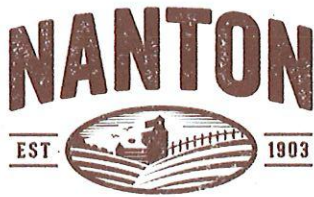
6.2 FOR INFORMATION:

- 6.2.1 Municipal Affairs 2025 Local Government Fiscal Framework (LGFF) – E

7. CLOSED CONFIDENTIAL SESSION:

- 7.1 Industrial Roads FOIP Section 25 Economic Interests of the Municipality and Section 24 Advice from Officials

8. ADJOURNMENT:



Town of Nanton
1907 21 Avenue, P.O. Box 609,
Nanton, Alberta T0L 1R0
Phone 403.646.2029 Fax 403.646.2653
www.nanton.ca

Town of Nanton – Council Delegation Request Form

(Submit to: communications@nanton.ca by 12:00 PM the Wednesday prior to the requested delegation date)

RECEIVED

MAY 28 2025

DELEGATION INFORMATION

Full Name of Presenter / Organization Name:

Nanton Native Learning Circle TOWN OF NANTON

Mailing Address:

[Redacted]

Phone Number: Elaine Mahan Carolyn Roach
[Redacted] [Redacted]

Email Address:

[Redacted]

PRESENTATION DETAILS

Requested Date to Appear Before Council:

June 2, 2025

Subject / Title of Presentation:

Nanton Native Learning

Reason for Appearing Before Council:

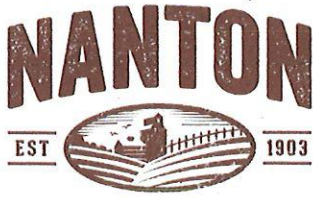
(Please provide a brief summary of the purpose of your presentation)

to provide council with background information about Nanton Native Learning Circle

Specific Request of Council:

(Please indicate any actions you are requesting from Council)

endorsement and possible action



Town of Nanton
1907 21 Avenue, P.O. Box 609,
Nanton, Alberta T0L 1R0
Phone 403.646.2029 Fax 403.646.2653
www.nanton.ca

Are You Making a Monetary Request?

Yes No

If yes, please indicate the amount requested:

\$ _____

And describe how the funds would be used:

SUPPORTING MATERIALS

Will you be submitting any supporting documents, presentations, or other attachments?

Yes No

All materials must be submitted to: communications@nanton.ca by 12:00 PM on the Wednesday prior to the requested delegation date.

Please list the type of attachments you will be submitting:

moose hide campaign video

ADDITIONAL INFORMATION

Will there be more than one speaker?

Yes No

If yes, how many total speakers: 2

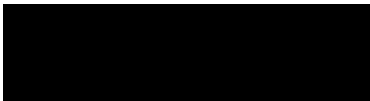
Have you presented to Council before on this topic?

Yes No

If yes, when: _____

CONSENT AND SIGNATURE

By submitting this form, I acknowledge that all information provided is accurate and complete to the best of my knowledge, and that I understand the requirements and deadlines for presenting to the Town of Nanton Council.

Signature:  _____

Date: May 28, 2025



STATUS REPORT

Meeting: June 2nd, 2025
 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 May 20, 2025				

COUNCIL

Res #	Description	Notes	Status	FWD
Council Recommendations				
94-24/03/15	ICF/MOU with FC/THR and possibly Okotoks re water	Part of project mgmt. work	HOLD	CAO
278-24/10/21	RFD Energy Audit		C	CS
12-25/01/20	THRC Conceptual Plan	Drawing phase	IP	CAO
16-25/01/20	ASP for Northwest Areas of Town – ORRSC	Survey ended May	IP	DO/CAO
30-25/02/03	RFD Firefighter recruitment options		IP	CS
44-25/02/18	Letter for ICF Committee re Recreation Funding	Resolution to be developed	IP	CAO
85-25/04/21	Tribute wall design up to \$5,000		IP	CS

DEPARTMENTS

Res #	Description	Notes	ST	fw

ITEMS ON HOLD FOR FUTURE SCHEDULING/CONSIDERATION

Res #	Description	Notes
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
211-24/08/12	Community Center Green Initiative Grant	Future consideration contingent upon suitable funding.
CAO Comment: <i>These items should be individually discussed at a future Committee of the Whole.</i>		

ns





CAPITAL PLAN STATUS

Meeting: June 2nd, 2025
 Agenda Item: 3.1.2

*Deferred in green text
 2025 Items Only*

Roadway Infrastructure		
Lead: Public Works Supervisor		
Roadway Rehab	Patching & repairs	125,000
Sidewalk replacement program	Sidewalk repair & replacement	50,000
Roadway assessment	Town roads assessment	50,000
<i>Notes: Some 29th Avenue work is imminent. 19th Street work underway.</i>		
Utility Infrastructure		
Lead: Manager of Operations		
Waste Water Treatment Plant	Membranes	362,840
Wastewater	De-watering	1,163,800
Valve & hydrant replacement	Hydrant, valves	75,000
29 th Avenue	Service line connections	225,000
Waste water mains	re-lining <i>UNDERWAY</i>	100,000
Equipment	Wastewater line Flusher truck COMPLETE	75,000
	Wastewater	83,000
Stormwater management	Westview storm pond assessment COMPLETE	17,000
<i>Notes: Some cost revisions are likely coming for the membranes project; Meter reading hardware and software is being replaced at greater cost than initially expected this year; Hydrant and valve work starts in May; priority areas for sewer re-lining identified for 2025 and going forward (known tariff impacts on cost); storm pond assessment field work is complete – groundwater flow to pond confirmed. Wastewater main infiltration may cause some plan re-alignment as more information develops.</i>		
Parks & Trails		
Lead: Recreation Manager		
New capital	Pocket park/rain garden at Mile 56 Park	56,500
<i>Notes: An agreement on federal funding is largely complete – more information should be available soon, but full details still embargoed.</i>		
Buildings		
Lead: Various		
THRC - arena	Transfer switch for emergency power	35,000
THRC	Elevator/lift with building modifications	300,000
THRC - pool	Pool liner	200,000
Town Office / Library	Window/wall updates	20,000



Fire Hall	Curb & approach updates	25,000
Community Centre	Energy efficiency upgrades	100,000

Notes:
 Transfer switch on order; pool liner work awarded; further discussion on approach to Community Centre upgrades required.

Vehicles & Equipment **Lead: Various**

Equipment replacement under \$75 K	Skid steer COMPLETE	75,000
Equipment replacement over \$75 K	Bucket truck COMPLETE	90,000
Vehicle Replacement	Parks utility vehicle COMPLETE	50,000
Fire Equipment	Reserve contribution for new engine COMPLETE	75,000
Equipment	Parks mower (zero-turn) COMPLETE	30,000

Notes: Additionally, the Town has acquired an electronic sign trailer for improved crew and public safety and with consideration of the Nanton Schools project decanting. We have also had to replace an electronic pedestrian crossing that was partially destroyed at Tim Horton's, first installed in 2019.

Land Development

Administration expects discussions about the Town industrial lands roads or Westview phases to resume with Council over the course of 2025. Two major submissions have been made to the Canada Housing Infrastructure Fund for:

- **Westview ASP phases 1A and 1B**
- **The Nanton Northwest Sewer Collector**

Public Realm & Development

Later in April, Council discuss how much it wishes to transfer from the Public Realm reserve to implement the Tribute Wall project.

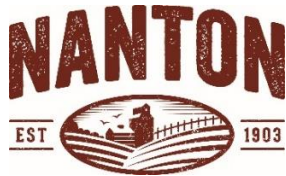
\$56,500 is already allocated to the Mile 56 project.

This year's capital budget, due to grant situations and other external factors, is more likely to be subject to change and amendment than in years prior.

2024 deferred project comments

- Silver Willow Lodge area curb/gutter/parking expansion project – removed from capital plan at present
- Playground updates – deferred to 2026
- Public Works pickup – still planned for 2025 (funded from reserves/ taxed in 2024)





MINUTES

Tuesday, May 20 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
Georgina Sharpe	Planning & Development Officer
Jason Calvert	Mountain Top Foods

1. CALL TO ORDER & ADOPTION OF THE AGENDA:

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

RESOLUTION # 106 – 25/05/20 - Mitchell

The Regular Council agenda for May 20, 2025, was accepted with the following changes:

Addition of item 7.2 Request for Decision Wastewater Disposal FOIP Section 24 Advice from Officials; and 7.3 Tom Hornecker recreation Centre and RCMP Relocation FOIP Section 21 Harmful to Intergovernmental Relations.

CARRIED

2. PRESENTATIONS:

RESOLUTION # 107 – 25/05/20 - Miller

IT WAS MOVED at 7:03 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 Delegation Mountaintop Foods (Mr. J. Calvert) FOIP Section 16 Trade Secrets of a Third Party

RESOLUTION # 108 – 25/05/20 - Sorenson

IT WAS MOVED to reconvene the Regular Meeting at 7:40 p.m. CARRIED

Jason Calvert left the meeting at 7:40 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 April 2025

3.3 DEPARTMENT:

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

3.4 COUNCIL:

- 3.4.1 MAYOR JENNIFER HANDLEY
- 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 JOHN DOZEMAN

RESOLUTION # 109 – 25/05/20 - Czop

IT WAS MOVED that the May 26th 2025 Committee of the Whole meeting start at 6:00pm. CARRIED

RESOLUTION # 110 – 25/05/20 - Dozeman

Moved that all written reports, as recorded on the agenda for May 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 # 111 – 25/05/20 - Sorenson

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 May 5, 2025, were accepted as distributed. CARRIED

4.2 BUSINESS ARISING FROM THE MINUTES:

4.2.1 Request for Decision Procedural Bylaw 1407/25 – E

#1 – To approve Bylaw 1407/25 as presented

#2 – To approve Bylaw 1407/25 with the following changes:

RESOLUTION # 112 – 25/05/20 - Dozeman

Moved to read Town of Nanton Bylaw #1407/25 for a third and final time. CARRIED

5. NEW & UNFINISHED BUSINESS:

5.1 Request for Decision Sanitary Sewer Backflow Prevention Policy – E

RESOLUTION # 113 – 25/05/20 - Miller

Moved to approve the Sanitary Sewer Backflow Prevention policy as amended with the following changes, attached to these minutes as Schedule 'A':

1.2 New Installation

- i. The installation must be a new backflow preventer on an eligible property constructed prior to building code changes that mandated same.

2.5. Reimbursement Request

- ii. Upon verification of all required documentation and confirmation of compliance with the program, the Town will issue a reimbursement of 50 percent costs up to a maximum of \$750.

CARRIED

5.2 Request for Decision Community Centre Energy Efficiency upgrades – E

5.3 Request for Decision Canadian Grain Elevator Discovery Centre Signs – E

RESOLUTION # 114 – 25/05/20 - Dozeman

Moved to approve Development Permit Application D15-25 submitted by the Canadian Grain Elevator Discovery Centre for a master sign plan package—including freestanding, fascia, portable, and temporary signs—on property located at Block 114 Plan 831 1702, Lot 2 Block 121 and PTN Lot 5 Block 121 Plan 081 1102, as presented, with the following conditions:

1. The maximum number of signs allowed under the Special District signage standards (as per Sections 3.46 through 3.57 inclusive) has been waived to allow the number of signs as shown on the approved site plan.
2. All signs erected must be in conformity with the sign plans as approved and on record for this location.
3. Compliance with the requirements of this bylaw does not exempt any person undertaking a development from complying with all applicable municipal, provincial or federal legislation, and respecting any easements, covenants, agreements or other contracts affecting the land or the development.
4. Developer to obtain any other approval, permit, authorization, consent or license that may be required to develop or service the affected land.
5. Prior to installation, a proof of the proposed design and dimensions of the temporary banner sign shall be provided to the Development Officer for compliance with the Town of Nanton Land Use bylaw signage regulations.
6. Prior to permit issuance, a Notice of Proposed Development be posted on the Town of Nanton website for a period of not less than 10 days to allow surrounding landowners and the public to provide comment and to inspect the application.

CARRIED

6. CORRESPONDENCE:

6.1 FOR ACTION: None

6.2 FOR INFORMATION:

6.2.1 Government of Alberta Nanton Health Centre Funding – E

6.2.2 Myers Norris Penny Alberta Policing Funding Model – E

7. CLOSED CONFIDENTIAL SESSION:

RESOLUTION # 115 – 25/05/20 - Miller

IT WAS MOVED at 8:47 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 Information Brief Mountaintop Foods FOIP Section 25 Economic Interests of the Municipality

7.2 Request for Decision Wastewater Disposal FOIP Section 24 Advice from Officials.

7.3 Tom Hornecker recreation Centre and RCMP Relocation FOIP Section 21 Harmful to Intergovernmental Relations.

CARRIED

RESOLUTION # 116 – 25/05/20 - Miller

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

RESOLUTION # 117 – 25/05/20 - Czop

IT WAS MOVED that up to \$200,000 be allocated from the Contingency Reserve to deal with incurred and ongoing sewer backup mitigation and infrastructure costs related to the groundwater infiltration of the wastewater collection system from March 12th 2025 onwards. CARRIED

8. ADJOURNMENT:

RESOLUTION # 118 – 25/05/20 - 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 2nd day of June, 2025.





MINUTES

Monday, May 26, 2025 at 7:00 p.m.
Council Chambers at the Tom Hornecker
Recreation Centre, 2122 – 18 Street

COUNCIL COMMITTEE OF THE WHOLE MEETING

COUNCIL PRESENT: Mayor Jennifer Handley and Councillors Victor Czop, Roger Miller, and Ken Sorenson

ABSENT: Councillors John Dozeman and Dave Mitchell

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

1. CALL TO ORDER & ADOPTION OF THE AGENDA:

The Committee of the Whole Meeting was called to order by Mayor Handley at 6:00 p.m.

RESOLUTION # 1 – 25/05/26 – CW - Miller

The Committee of the Whole of Council agenda for May 26, 2025 was accepted as presented. CARRIED

2. DELEGATIONS:

RESOLUTION # 2 – 25/05/26 – CW - Czop

IT WAS MOVED at 6:00 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:

- 2.1 Oldman River Regional Services Commission FOIP Section 23 Local Public Body Confidences and Section 24 Advice from Officials

Neil Smith left the meeting at 6:56 p.m. and returned at 6:58 p.m.

3. PRESENTATIONS BY DEPARTMENTS:

- 3.1 Northwest Area Structure Plan FOIP Section 23 Local Public Body Confidences and Section 24 Advice from Officials

CARRIED

RESOLUTION # 2 – 25/05/26 – CW - Czop

IT WAS MOVED to reconvene the Regular Meeting at 8:01 p.m. CARRIED

4. MAYOR AND COUNCILLOR INQUIRIES:

5. NEXT COMMITTEE OF THE WHOLE MEETING:

6. ADJOURNMENT:

RESOLUTION # 3 – 25/05/26 – CW – Miller

IT WAS MOVED to adjourn the Committee of the Whole of Council Meeting at 8:01 p.m.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

NS:sl

These minutes accepted and signed this 2nd day of June, 2025.

Nanton industrial lands roads improvements

ADMINISTRATIVE RECOMMENDATION:

That Administration bring forward draft bylaws and draft local improvement plans for the proposed Nanton industrial lands roads improvements to 18th Avenue and 19th Avenue.

PURPOSE:

Council has directed that a Request for Decision be brought forward on the question of the proposed Nanton industrial lands roads improvements. *This is reflective of the 2022 strategic priority to review land inventory and investigate the servicing of industrial land.*

BACKGROUND / IMPLICATIONS:



Figure 1: Nanton Industrial Area with proposed development



Piecemealing the project into smaller or more affordable phases over 2-4 years is being actively considered in order to reduce the one-time financial impact of the project, particularly borrowing, but options are limited due to the 'north/south' recommended stormwater infrastructure approach that serves both streets.

Financing and implementing the project has a number of moving pieces. Plans and specifications were prepared last Fall. The total cost of the project was estimated to be **up to \$2,833,439** and the following contributions would be applied to the project pursuant to the Local Improvement Policy (2022):

Municipality at large	75%	\$2,125,079.25
Benefitting Owners	25%	\$708,359.75

The local improvement tax would be collected for twenty-five (25) years, spread amongst the benefiting owners by either:

- Uniform rates
- Frontage
- Other unit of area

While the complexity of anything other than uniform rates is something generally to be avoided, Administration believes that frontage or unit area may be something that some benefiting owners may see as much more equitable in this case.

Benefitting owners would have the option of making a lump sum payment or making an annual payment. As per the Municipal Government Act and the policy, Council may opt to vary the 75/25 split. However, the Town would take out a debenture for \$2,833,439 (or a smaller amount reduced by a municipal reserve contribution) and the improvement tax would be levied to recover a portion of the cost of borrowing from the benefiting properties. The suggested breakdown as per policy is put forward for consideration:

Municipal Reserves	\$708,359.75
Benefitting Owners	\$708,359.75
Debenture/ General Taxation	\$1,416,719.50

In the event that more than two thirds of the benefiting properties object in writing (for example because the improvement does not deliver a final paved surface but an industrial standard gravel road), Council would need to determine whether or not it wished to proceed with the project without an improvement tax. If Council opts to proceed, Administration will also contact the engineer to refine the concept and costings so that accurate bylaws can be drafted and any possible phasing options can be considered.

Current reserves

At the end of 2024, the engineered infrastructure (roads) reserve sat at \$1,283,251. In 2025, the annual contribution going to this reserve is \$135,000 and a total of \$231,900 is budgeted to be used from this reserve meaning before interest earned the reserve will have a balance of \$1,186,351. There is also the municipal land development reserve which currently sits with a balance of \$2,037,134 – after the annual contribution and use of the reserve in 2025, the balance will be \$1,999,634.

Given the sizeable proposals submitted to the federal government Canada Housing Infrastructure Fund (CHIF) in March for Westview deep servicing and the northwest sanitary collector, administration advises caution in terms of how much reserve funding is committed toward any single project.

Borrowing

If the Town were to borrow the noted number (\$1,416,719) the annual payment would be \$94,486 over 25 years. Over that period, a total of \$945,434 in interest would be paid at today's rates. A shorter loan period would mean less interest but a higher annual payment. Adding this to the annual budget, assuming a small inflationary increase to the rest of the budget, and assuming assessments don't change much the effect on a single family dwelling would be an increase of \$110 to their annual municipal tax bill.

The Town's borrowing limit currently sits at \$9,068,935 and the annual debt servicing limit currently sits at \$1,669,077. **Possible future projects that Council has been hoping for depend heavily upon this borrowing capacity being available. Council is urged to prioritize major borrowing with this in mind.**

Conclusion

This is a project that successive administrations and Councils have known needed to be executed (eventually) for decades in order to bring the industrial roads to standard and make the limited remaining amount of undeveloped industrial land viable for purchase or investment. It has been deferred over that time precisely because it is high-cost with unknown future returns for the municipality in terms of property sales and non-residential assessment. It opens up an estimated 5-10 acres of remaining land, not a large swath of property; but a case can also be made that existing property owners, including Mountaintop Foods, Nanton Water & Soda and 2W Livestock have been waiting many years for such work to be done retroactively. Bringing the roads to industrial standard may also incentivize the resale and consolidation of some existing private properties in the vicinity over time. For the Town to extract value from this investment if it proceeds, the land sales policy will need to be adjusted to make the resultant serviced municipal bare land available only to ambitious proposals that offer significant local employment, significant non-residential assessment, or ideally both.

ADMINISTRATIVE RECOMMENDATION:

That Administration bring forward draft bylaws and draft local improvement plans for the proposed Nanton industrial lands roads improvements to 18th Avenue and 19th Avenue.

DECISION OPTIONS:

- #1 – Proceed with drafting and options work for bylaws
- #2 – Await further specified information before proceeding
- #3 – Do not proceed at this time.



ALTERNATIVES:

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

Financial (GL# / Amount) : \$2,833,439

Communications/PR: Statutory MGA processes if bylaws are initiated.

Applicable Legislation: Municipal Government Act

Attachments: Full engineering proposal circulated by e-mail

Prepared By: Neil Smith

Date: May 29th 2025

APPROVED BY: Neil Smith, Chief Administrative Officer: *Neil Smith*

NANTON STRATEGIC PLAN ALIGNMENT			
<input type="checkbox"/>	OPERATIONS	<input type="checkbox"/>	EMERGENCY SERVICES
<input checked="" 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:			
<ul style="list-style-type: none">• Review land inventory and investigate servicing of industrial land.			





INFORMATION BRIEF

Meeting: June 2, 2025
Agenda Item: 5.2

Draft Bylaw 1411/25 Municipal Utilities

Purpose:

The existing Utility Bylaw 1283/17 has served as the foundational framework for water, wastewater, and stormwater service management in the Town of Nanton. Over time, operational requirements, technological advancements, and regulatory expectations—particularly those associated with the Town's membrane-based wastewater treatment facility—have made it necessary to not only consolidate various amendments but to substantially enhance and modernize the bylaw.

To ensure clarity, compliance, and long-term system integrity, Administration recommends the repeal of Bylaw 1283 and adoption of a wholly new bylaw—numbered 1411/25. This revision integrates all prior amendments and introduces vital updates for environmental stewardship, infrastructure longevity, and user accountability.

Background:

Over the past years, several amendments have been made to Utility Bylaw 1283, including provisions for billing leniency, water conservation restrictions, and classification of sewer repairs. These were captured in Bylaws 1335/20, 1367/22, and 1392/24 respectively.

With the adoption of membrane technology at the wastewater treatment plant and the cumulative nature of amendments, it became necessary to consolidate and reframe the bylaw in a single document. As part of this process, the consolidated and revised bylaw introduces several new provisions to meet current operational, environmental, and regulatory expectations.

Summary of additions and changes

1. Strengthening Wastewater Discharge Oversight

Section 3.2.4(i–k): Authorizes the Town to require installation of Sampling Manholes (per definition 2.35), submission of discharge chemical and flow data for new or modified connections, and immediate cessation of discharges exceeding defined limits.

Section 3.3.5: Details owner responsibility for installation and compliance with CSA standards for Sampling Manholes.

Section 9.5–9.6: Establishes maximum allowable wastewater parameters (e.g., BOD, COD, pH, hydrocarbons) and introduces a High-Strength Surcharge formula to recover costs of treating excess loadings.

2. Membrane Plant Protection: F.O.G. Regulation

Section 9.8: Introduces mandatory Fat, Oil, and Grease (F.O.G.) Interceptors for food service and similar establishments, including detailed maintenance standards, cleaning records, prohibitions

on enzymatic additives, and enforcement provisions. This is critical for protecting the Town's membrane bioreactor treatment technology.

3. Backflow Prevention and Private Infrastructure Accountability

Section 4.9: Expands requirements for Backflow Prevention Devices in higher-risk situations. Testing is mandatory upon installation, repair, or Town request.

Section 4.9.4 and 4.9.5: Clarifies that the Town is not liable for any damage or loss caused by sewage backups in properties without a backflow preventer, regardless of the cause or location of the blockage. Highlights the Town's Sanitary Sewer Backflow Preventer Installation Policy that allows eligible residential owners to apply for partial reimbursement for installations

Section 3.3.10: Imposes an obligation on property owners to declare any existing wells, septic tanks, or effluent fields and affirms the Town's non-liability regarding these systems.

4. Prohibition of Foundation and Stormwater Connections

Section 9.17: Prohibits discharges of stormwater or foundation drainage into the wastewater system and mandates disconnection and redirection of any existing connections when found.

Section 9.18: Requires development permits and Town authorization for new on-site sewage systems and mandates connection to the municipal system when reasonably available.

5. Stormwater Management Enhancements

Sections 10.1–10.13: Introduce robust controls on discharges into the stormwater system, including bans on pollutants, mandatory infrastructure maintenance, and permitting of non-stormwater discharges. Enforcement provisions allow cost recovery for cleanup and damage.

6. Other Additions

Section 8.4 Enforces compliance with Wastewater Discharge Restrictions outlined in Schedule 'C'.

Section 9.3: Specifies abandonment requirements for sewer services to prevent infiltration and groundwater intrusion.

Sections 9.7: Institutes clear approval and compliance protocols for new and existing commercial/industrial wastewater dischargers, including sampling, pre-treatment descriptions, and discharge approvals..

Schedule updates

- Schedule B: Water conservation restriction levels.
- Schedule C (New): Wastewater discharge restrictions, including limits for various analytes and contaminants, supporting the enforcement framework of Section 9.

Prepared By: Sara-Lynn Lyons

CAO Comments:

As we learn more about some of the challenges around sewer and the limits of an MBR plant, particularly after this spring, the Town needs to cover any gaps, perceived or real, in the regulations with respect to

sewer. None of what is proposed is extraordinary and is drawn from the best practices of other municipalities, particularly those with Level 2 or 3 plants.

Neil Smith

Date Signed: May 29th 2025



Town of Nanton

BYLAW NUMBER: 1411/XX

A BYLAW OF THE MUNICIPALITY OF THE TOWN OF NANTON IN THE PROVINCE OF ALBERTA RESPECTING THE MUNICIPAL UTILITY SYSTEM FOR THE TOWN OF NANTON.

PURPOSE:

WHEREAS the Municipal Government Act, being the Revised Statutes of Alberta 2000, Chapter M-26, and amendments thereto, authorizes a Municipal Council to pass Bylaws pertaining to public utilities, and

WHEREAS, the Town of Nanton has deemed it appropriate to provide for the establishment and operation of certain public Municipal Utility Services, including provision for the terms and conditions under which such utilities will be provided,

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

1. ENACTMENT:

The Town of Nanton hereby establishes the following Municipal Utility System Bylaw regarding the Water, Wastewater and Storm water systems, and this Bylaw will be known as the "Municipal Utilities Bylaw".

2. DEFINITIONS:

In this bylaw where the terms he or she or him or her are used, the association shall be gender neutral.

- 2.1 **Application** is the application made by the customer to the Town for the supply of utility services.
- 2.2 **Authorized Person** is any person employed, contracted or approved by the Town to perform works relative to this bylaw.
- 2.3 **Billing** shall mean the rates, costs and/or charges associated with the provisions of the Bylaw which shall be levied on a bimonthly basis to the Customer.
- 2.4 **Biochemical Oxygen Demand (BOD)** means the oxygen equivalent of the organic matter content of a sample susceptible to oxidation by microorganisms, expressed in milligrams per liter
- 2.5 **Bulk Water** shall mean the supply of water by the Town of Nanton through a delivery system including, but not limited to, the bulk water station, located on a portion of Lot 11, Block 4, Plan 43621.
- 2.6 **CSA** means Canadian Standards Association.

- 2.7 **Chief Administrative Officer** is the person appointed to the position by Council in accordance with the Municipal Government Act, and is referred to throughout this Bylaw as the CAO.
- 2.8 **Chemical Oxygen Demand (COD)** means the oxygen equivalent of the organic matter content of a sample susceptible to oxidation by a strong chemical oxidant, expressed in milligrams per litre.
- 2.9 **Composite Sample** is a combination of grab samples collected over a specified period (typically 24 hours) proportionate to flow volume.
- 2.10 **Customer** is any person who has entered into a contract with the Town of Nanton for Municipal Utility Services, or who is the owner or occupant of any property connected to or provided with a Municipal utility system and service.
- 2.11 **Council** is the Council of the Town of Nanton elected pursuant to the provisions of the Municipal Government Act.
- 2.12 **Curb Stop** is the device on a Water Service Line used to shut off, control, interrupt or discontinue the supply of water to a customer.
- 2.13 **Department** is the department of the Town of Nanton authorized by the CAO, charged with the responsibility of constructing, operating and maintaining the Municipal Utility System.
- 2.14 **Grease Interceptor** means a device designed to remove and collect fats, oils, grease (F.O.G.), and solids from wastewater before it enters the Municipal Wastewater System. Grease interceptors must be of sufficient size and of an approved design, and are typically installed in food service or similar establishments on waste lines from fixtures likely to discharge F.O.G., such as sinks, dishwashers, and floor drains.
- 2.15 **Due Date** is the billing date shown on the Town of Nanton Utility bill.
- 2.16 **Grab Sample** is a sample collected over a short period by taking and combining one or more discrete portions of flow.
- 2.17 **Manager of Operations** is the person with authority to supervise and have charge of the Department, subject to the powers delegated to him by the CAO
- 2.18 **Meter** is a calibrated mechanical and/or electronic measuring device used to measure the amount of water consumed on the premises where the meter is installed and shall include the device utilized for the reading of the meter.
- 2.19 **Municipal Utility System** includes, as the context may require, the Municipal Water System, Municipal Wastewater System and the Municipal Storm Water System. The term also describes and includes all aspects of manufacture (treatment), supply and distribution of treated water and the provision for wastewater and storm water collection, treatment and disposal, as follows:
- a. **Municipal Water System** means the system of water reservoirs, treatment plants, pumping stations, transmission mains, distribution mains, service lines and connections, valves, fittings, hydrants, meters, backflow prevention device and all other equipment and machinery of whatever kind owned by the Town and which is required to supply and distribute water to all Customer and which is deemed to be a part of the Public Utility within the meaning as stated in the MGA.
 - b. **Municipal Wastewater System** means the treatment facility, pipes, manholes and all related structures designed exclusively for wastewater collection, treatment and disposal.
 - c. **Municipal Storm Water System** means the pipes, ditches and all related structures designed exclusively for storm water collection, treatment and disposal.



- d. **Distribution / Collection Main** is that portion of the water and/or wastewater system installed in Town owned right of ways and/or land for the purpose of providing municipal utility services for more than one property
- 2.20 **Municipal Utility Services:**
- a. **Municipal Water Service** is that part of the Municipal Utility system from the distribution main to the property, by which by the Town supplies water to Residential and Non-Residential Customers.
- b. **Municipal Wastewater Service** is that portion of the wastewater system from the collection mains to the property line of the land or building being serviced.
- c. **Municipal Storm water Service** is the provision of the Public Utility for the purpose of drainage.
- 2.21 **New Lawn** shall mean newly laid sod or newly planted grass seed.
- 2.22 Non-filterable Residue (Suspended Solids)** is the solid matter suspended in water or wastewater, expressed in milligrams per litre.
- 2.23 **Non-Residential Service** is a utility service connected to a property used for commercial or industrial purposes and will include, without limiting the generality of the foregoing, lodges, schools, churches, halls and apartments or residential units beyond a duplex or semi-detached dwelling.
- 2.24 **Peace Officer** means any person appointed as a Peace Officer under another enactment who is designated by the regulations as a Peace Officer to whom all or part of the Province of Alberta Peace Officer Act and regulations apply.
- 2.25 **Penalty Date** is the date stated on a Utility Bill, which will not be less than 17 days from the **Due Date**; however, if the 17th of the month which the Utility Bill is due falls on a weekend or holiday, the penalty date will be moved to the next regular business day.
- 2.26 **Person** means an individual, firm, corporation, entity, owner, occupier, lessee or tenant.
- 2.27 **Plumbing Inspector** or **Inspector** is any person with the authority to supervise and inspect plumbing works requiring a permit under the Provincial Safety Codes Act and regulations thereto.
- 2.28 Priority Pollutants** are chemicals and metals (e.g., arsenic, mercury, phenolics) that are toxic to treatment processes or receiving waters.
- 2.29 **Privy Vault** is that portion of a building or structure used for the purposes of holding human feces and urine that is otherwise not connected to the **Municipal Utility** system.
- 2.30 **Property Owner** is the registered owner of the property or building, as per Alberta Land Titles notification received by the Town, and is referred to throughout this Bylaw as "Owner".
- 2.31 **Property** is land or buildings or both.
- 2.32 **Public Utility**, defined within the MGA, means the Municipal system or works used to provide services for public consumption, benefit, convenience, or use, refers to those Utilities provided by the Town of Nanton, including, but not limited to: water, wastewater disposal and drainage and waste management. In this bylaw, the term is also referred to as Utility or Utilities.



- 2.33 **Raw Water** is water that has not been processed via the Town of Nanton Water Treatment Plant.
- 2.34 **Residential Service** is a utility service supplied to a Single family, duplex or semi-detached or residential Condominium units, which are individually owned units for residential use, and does not include Mixed Use Residential use in conjunction with an approved Commercial land use.
- 2.35 **Sampling Manhole** is a sealed access structure on a sewer service, constructed and maintained to allow the Town to collect representative wastewater samples.
- 2.36 **Services and Rates Bylaw** is the bylaw which established the fees and rates relative to the Town of Nanton Municipal Utility Services.
- 2.37 **Shut off** is an interruption in or discontinuation of the supply of water.
- 2.38 **Temporary Construction Service** means an application to the Town for a temporary connection to the Municipal Utility Services for a building that is in the process of new construction, which may requires any or all of the Services, prior to the final connection and inspection by an Authorized Person.
- 2.39 **Tenant** means a person who is entitled to use or occupy a premises within the Town of Nanton under agreement with the Property Owner, or as per the Town of Nanton Tenant Authorization Agreement signed prior to the passing of this bylaw.
- 2.40 **Town** is the Municipality of the Town of Nanton in the Province of Alberta.
- 2.41 **Utility Bill** is a bill, invoice or statement of account for fees, rates, charges or other amounts payable to the Town of Nanton pursuant to the Municipal Utility Services, including, but not limited to, water, wastewater, and storm sewer, and the charges in conjunction to the property for garbage and recycling charges as per the bylaw pertaining to these services.
- 2.42 **Utility rates** are based on two elements: a basic charge to cover fixed customer related costs (i.e. routine maintenance, accounting, fire protection hydrant systems and debt payments), and a consumption charge for each measurement of water used or wastewater discharged.
- 2.43 **Violation Ticket** is a ticket issued pursuant to Part 2 of the Provincial Offences and Procedures Act, R.S.A. 2000 c, P-34, as amended and Regulations thereunder.
- 2.44 **Wastewater Service connection** means the point at which the collection main of the municipal wastewater system provides the services to a property.
- 2.45 **Water Service Connection** means the curb stop valve from which the municipal water services are provided to a property.
- 2.46 **Water Service Line** is that portion of the water line from the distributing street mains to the property line of the land or building being serviced.

3. GENERAL MATTERS – MUNICIPAL UTILITY SYSTEM:

3.1 Authority:

- 3.1.1 Alberta Environmental Protection and Enhancement Act, Regulations and Guidelines are the authorities of precedence in all matters pertaining to the Town of Nanton's Municipal Utility Services, including but not limited to, water, wastewater and storm water, and will be the



authority which sets the standards for all matters relating to discharge into the Municipal Utility Services.

- 3.1.2 The use and control of all municipal public utility services must be in accordance with this bylaw.
- 3.1.3 All municipal public utility services laid down, constructed or built, will be under the direct control of the Town.
- 3.1.4 The Council of the Town of Nanton hereby delegates to the CAO the authority to implement the provisions and requirements set out in this bylaw, any new directions provided by Council, and any amendments to directions provided under this bylaw, to ensure compliance with the use of municipal utility services provided by the Town.
- 3.1.5 In addition to Section 3.1.4, Council hereby delegates to the CAO the power to establish the times and places where rates, charges and fees, under this Bylaw are payable.
- 3.1.6 Council or the CAO may, at any time, make orders to conserve or restrict the use of water either by all consumers or by any particular class of consumers and either throughout the Town or in any particular area or areas of the Town. The order may specify that such use of water shall apply during such hours of any day of the week as may be specified in the order.
- 3.1.7 The CAO will have the right to determine whether a service will be classified Residential or Non-Residential.

3.2 Access and Authorization to Enter a Premises:

- 3.2.1 In accordance with the Municipal Government Act, The Town may, after giving reasonable notice to the Property Owner or occupier of the Property, enter any Property upon which a meter or shut-off valve is situated for the purpose of providing, maintaining or terminating the supply of a Municipal Utility Service to that Property.
- 3.2.2 The Customer is responsible to provide the Town reasonable access to the meter, shut-off valve and other Town infrastructure for the purpose of providing, maintaining or terminating the supply of a Municipal Utility Service.
 - (a) The Town has the right at reasonable times to have an authorized person enter houses or other places which have been connected with municipal utility service, and entrance must be given to him to ascertain whether or not any improper substance or liquid is being discharged into the Municipal Wastewater System. The Town has the power to stop or prevent from discharging into the Municipal Wastewater System any private sewer or drain through which substances are discharged that are liable to injure the Municipal Wastewater System or obstruct the flow of sewage.
- 3.2.3 The Town may remove obstructions that are interfering with the performance of providing, maintaining or terminating the supply of a Utility Service and may charge the Customer the costs associated with such removal.
- 3.2.4 An authorized person may in accordance with this Bylaw and the Municipal Government Act:
 - (a) enter upon all properties for the purpose of inspection, observation, measurement, sampling and testing in accordance with the provisions of this Bylaw.
 - (b) take samples of Wastewater, Storm Water, clear-water Waste and Subsurface Water being released from the premises or flowing within a private drainage system;



- (c) perform on-site testing of the Wastewater, Storm Water, clear-water Waste and Subsurface Water within or being released from private drainage systems, Pre-treatment Facilities and Storm Water management Facilities;
- (d) make inspections of the types and quantities of chemicals being handled or used on the premises in relation to possible release to a drainage system or watercourse;
- (e) require information from any Person, inspect and copy documents or remove documents from premises to make copies, concerning any potential violation of this bylaw;
- (f) inspect chemical storage areas and Spill containment Facilities and request Material Safety Data Sheets (MSDS) for materials stored or used on site;
- (g) inspect the premises where a release of prohibited or restricted Wastes or of water containing prohibited or restricted Wastes has been made or is suspected of having been made, and to sample any or all matter that in their opinion could have been part of the release.
- (h) perform other such tasks as deemed necessary in the provision and maintenance of the Public Utility Service.
- (i) Install or require the property owner to install a Sampling Manhole (per definition 2.35) on any sewer service branch to enable sampling and flow measurement.
- (j) Require, upon application for new or altered wastewater discharges, full chemical and flow-rate data for review and approval.
- (k) Issue orders to any Customer to immediately cease any discharge that exceeds limits set by Section 9.3, and may discontinue service under Section 7 for non-compliance

3.2.5 Where an inspection discloses any failure, omission, or neglect respecting any Utility Service upon the Customer's premises, or discloses any defect in the location, construction, design or maintenance of any facility or any connection there from to the Utility Service, the Authorized Person making such inspection shall, in writing, notify the Customer, Property Owner, proprietor or occupier to rectify the cause of complaint within a reasonable time as determined by the Town. Such notified Customer shall within the time limited rectify such cause of complaint stated in the notice.

3.2.6 No Person shall hinder or prevent the Inspector or designated officer of the Town from carrying out any of their powers or duties.

3.3. Service Connection:

3.3.1 All applications for connections to the Municipal Public Utility Service must be made in writing. The application must be filed in the Town office and must be signed by the owner of the property to be serviced, or by an authorized agent. (Note: In the context of this Bylaw, **agent** means every person who, by mutual consent, acts for the benefit the Customer.)

3.3.2 No person will be authorized to connect to the municipal utility service, except licensed plumbers or authorized employees of the Town.



- 3.3.3 No person, without first having obtained all applicable provincial and municipal permits and approvals, will make connection with any of the Municipal Utility System mains. The person so authorized will be fully liable for any damage caused while making such connection and will also provide all required safety provisions during the connection.
- 3.3.4 All service lines, installed on private property, between the property line and the meter, will be constructed as per the Provincial Plumbing code with Canadian Standards Association (CSA) approved material of equal quality to, and compatible with, the service lines in the street between the distribution main and the property line.
- 3.3.5 Where a Sampling Manhole is required under Section 3.2.4 (i), it shall be installed by the owner at a location approved by the Manager of Operations, in accordance with CSA standards and Town specifications
- 3.3.6 The Town or any of its employees will not be liable for any damage whatsoever in nature caused either directly or indirectly by any municipal utility service connection. The owner will be responsible for backfill, surface replacement, safety, and, without limiting the generality of the foregoing, matters of like nature.
- 3.3.7 The Town may revoke or cancel permission that may have been granted to connect with the Town municipal utility system if it finds that any of the work is not being done in accordance with the provisions of this Bylaw. The owner making said connection, will have no right to demand or claim any damages in consequence of such permission being revoked or cancelled.
- 3.3.8 Each property will have only one (1) service line from the main. A duplex dwelling shall require a separate service connection to the Municipal Utility System distribution main for each unit and each shall be controlled by a separate curb stop.
- 3.3.9 Within one year after a Municipal Utility Service becomes available, or upon the completion of a development on a property, the owner of every building situated on land abutting on any street in which there is a Water Main or a Wastewater Sewer, shall, at the owner's expense, connect such building to the water (and wastewater) systems, in accordance with the requirements and standards set out in the Alberta Building Code and elsewhere in this Bylaw.
- 3.3.10 All property owners must inform the Town, in writing, of the location and status of any existing private water wells, septic tanks, or effluent disposal fields located on their property. Property owners remain solely responsible for the operation, maintenance, and liabilities associated with these systems. The Town shall bear no responsibility for damage, failure, or contamination arising from or connected to such private infrastructure.

3.4. Billing:

- 3.4.1 Utility billing will be issued for a two month (bimonthly) period.
- 3.4.2 Failure to receive a Utility bill shall in no way affect the liability of the Customer to pay the account.
- 3.4.3 Every property owner, who is served by a connection to the Municipal Utility Service of the Town of Nanton, will pay bimonthly to the Town, the regular Utility rates set out in the Town of Nanton Fees and Rates Bylaw.
- 3.4.4 A utility bill is due and payable to the Town on the due date.
- 3.4.5 The bimonthly Utility bill will be addressed to the registered property owner, as per the Town of Nanton Tax Roll. The Town will not re-direct Utility Bills to tenants or other persons.



- 3.4.6 A penalty will be added to all accounts not paid by the penalty date. If the penalty date falls on a weekend or a holiday, the penalty date will be moved to the next regular business day. Such penalty will be at the rate of two percent (2%) of the unpaid balance of the most recent billing period levy.
- 3.4.7 All payments shall be made at the Town Office or by mailing to the Town of Nanton, P.O. Box 609, Nanton, Alberta, T0L 1R0. Payments may also be made at any financial institution that accepts the Town's corporate creditor identification number for processing of bill payments, or via internet or phone banking systems. Such payments will be deemed received on the date of payment at the financial institution.
- 3.4.8 The Utility Customer in the Town of Nanton will have the option to enter into an agreement with the Town to provide for the payment of Utility levies by way of pre-authorized debit payments providing a written agreement in a form provided by the Town is filed with the CAO.
- 3.4.9 Remote reading of water meters will be conducted on a regular basis, for the purpose of the issuance of the utility account billing. Interim readings may be conducted for the purpose of change of owner during a billing period, or as required by the Town.
- 3.4.10 If the Town cannot obtain a reading, or gain access to read the meter, the consumption of the Utility Service shall be estimated upon such basis as the Town considers to be fair and equitable and the account rendered in accordance with such estimate. The estimate will be based on:
- (a) The average consumption of the previous three (3) billing periods, or
 - (b) The minimum rate for utility services supplied to that premises, whichever is greater.
- 3.4.11 Payment of an estimated amount shall not excuse the customer from liability for payment of a greater amount which may be owing after a meter is read.
- 3.4.12 When a Utility service is inactive, the basic bimonthly Utility Service Rate billing will continue to apply.
- 3.4.13 A Customer must report any billing discrepancies to the Town within six months of the billing date, where the error occurred.
- 3.4.14 The Town will consider corrections for the billing errors for up to a maximum of three billing periods prior to the date the error was discovered.
- 3.4.15 A Customer is responsible for all charges accruing to the Customer's account until such time as the account is closed.
- 3.4.16 If a Customer fails to give notice to the Town that the Customer's account is to be closed, the Customer shall remain responsible for all rates, charges, or costs associated with the municipal utility service until such time as the Customer notifies the Town of the close of account, or a new Customer assumes responsibility of the services.
- 3.4.17 When a Customer gives notice to the Town that the Customer's account is to be closed, the Town shall obtain a final reading of any meter within five (5) business days and the customer shall be liable for and pay for all services supplied prior to such reading.

4. MUNICIPAL WATER SERVICE:

- 4.1 The property owner is responsible for the water service line from the curb stop connection to the premises.**



- 4.2 After any new construction, reconstruction, alteration, change, or the completion of any work requiring permission from the Town, pursuant to this Bylaw, water will not be turned on to any property until the Customer has provided the Town with access to the premises to which the work was conducted in order for the Town to inspect the physical connections for the Utility and to obtain an initial meter reading for all metered Municipal Utility Services.
- (a) Only after the all of the above-mentioned work has been completed to the satisfaction of the Department, ~~with~~ (will) the Service be turned on.
 - (b) The municipal utility service shall only be turned on or off by an authorized employee of the Town. To turn municipal utility service on or off requires a minimum of two working days' notice to the Town, by the property owner, except in emergency situations, as determined by the Town.
- 4.3 In all cases where boilers are supplied with water, the Town is not liable for any damages which may result to any person or property from shutting off the distribution main or device, or from failure of the water supply, for any purpose or cause whatsoever, even where no notice is given. All users of steam or hot water boilers must protect themselves by installing a storage tank, sufficient to provide at least a twelve-hour supply for each steam or hot water boiler. No deduction from a utility bill will be made as a consequence of any damages referred to in this paragraph.
- 4.4 The Town does not guarantee the pressure nor the continuous supply of water and reserves the right at any and all times without notice to change operating water pressures and to shut off water. The Town and its officers, employees and agents shall not be liable for any damages of any kind due to changes in water pressure, the shutting off of water, or by reason of the water containing sediments, deposits or other foreign matter.
- 4.5 Customers depending upon a continuous and uninterrupted supply of water and constant pressure, or pressure of water or having processes or equipment that require particularly clear or pure water shall provide such facilities as they consider necessary to ensure a continuous and uninterrupted supply or pressure or quality of water required for their use.
- 4.6 No Customer shall be permitted the unauthorized use of the municipal water service, including, but not limited to:
- 4.6.1 selling water supplied hereunder;
 - 4.6.2 using or applying any water to the use or benefit of others or to any other than the Customer's own use and benefit;
 - 4.6.3 increasing the usage of water beyond that agreed upon with The Town; or
 - 4.6.4 extracting or removing any water from any hydrant within the Town;
- without first obtaining written permission from the Town and subject to such reasonable conditions as the Town may impose with respect to the quantity, price and times of withdrawal of the water so used.
- 4.7 No well or other source of water except the Town water mains shall be used in the Town without permission having first been obtained from the Town.
- 4.7.1 All persons having charge of or being owners or occupiers of premises containing a well or other source of supply of water other than the water mains of the Town may apply to the Town for permission to use the water in such well or other source of supply of water other than the water mains of the Town. The Town may impose such conditions on the



use of such well or source, as the Town deems necessary, including but not limited to, inspection for cross-connection or possible cross contamination.

- 4.7.2 Upon complying with the conditions prescribed, the applicant may be granted permission to use the water in the said well or other source of supply of water; however, no permission granted under the provisions of this Bylaw will give or be construed to give the holder of such permission the right to sell or distribute water within the Town of Nanton.
- 4.7.3 If the use of any such well or other source of supply of water is continued contrary to the provisions of this Bylaw forty eight (48) hours after notice to discontinue the use of same has been given by the CAO, to the owner or occupier of the premises on which it is situated, such well or other source of supply of water may be declared to be a nuisance and dangerous to the Public Health and Safety and shall be removed, plugged, filled up, or otherwise abated.
- 4.7.4 The Town of Nanton is not responsible for the property owners' use of the well water.
- 4.8 No person who has been granted permission to use any alternate source of water supply shall allow that alternate source of water supply to be connected to the Municipal Water System.
- 4.9. Where a potential risk of cross-contamination exists due to wastewater systems, irrigation systems, fire suppression systems, auxiliary water supplies, chemical storage, or other hazards, the Owner shall install a backflow prevention device at their expense. Devices must meet CSA B64.10/B64.10.1 standards and applicable Alberta Plumbing Code requirements.
- 4.9.1 All required backflow prevention devices must be tested by a certified cross-connection control tester:
- a) At installation;
 - b) Following any repair or relocation;
 - c) Upon request by the Town. Test results shall be submitted to the Town of Nanton within thirty (30) days of testing.
- 4.9.2 Authorized Persons may enter a property under Section 3.2.4 to inspect, test, or verify the presence and function of any required backflow prevention device. Failure to comply may result in:
- a) Orders issued under Section 3.2.5;
 - b) Suspension of service under Section 7;
 - c) Cost recovery through the utility billing system.
- 4.9.4 The Town of Nanton shall not be liable for any damage, loss, or injury caused by sewage backup in buildings or structures where no backflow prevention device has been installed, regardless of the cause or location of the blockage within the wastewater system.
- 4.9.5 For residential properties constructed prior to the requirement for mandatory backflow prevention, the Town has established a Sanitary Sewer Backflow Preventer Installation Policy, under which eligible property owners may apply for a modest reimbursement to assist with the installation of a new backflow preventer. Funding under this program is limited and subject to availability and pre-approval.



5. WATER METERS:

- 5.1 Ownership of all water meters and related equipment is vested in the Town of Nanton.
- 5.2 Any owner requiring a water service from the Municipal Utility System will be required to install a water meter prior to any service being initiated. The owner is required to install or change any and all the necessary plumbing required for installation of the meter.
- 5.2.1 For the purposes of supply of Municipal Water Services during construction, a fee for unmetered water will apply. Application for such services must be approved by the CAO, which may be subject to conditions as imposed by the CAO, pursuant to this bylaw.
- 5.3 Unless otherwise approved by the Town, all water supplied through temporary and seasonal water service connections shall pass through a water meter. The owner shall pay the cost of each installation and each removal of the water meter for such connections, in addition to the charge of the water supplied to the premises and for the cost of any damage to the water meter and related metering facilities from causes within the owner's control.
- 5.4 The Town will be the sole supplier of all meters used in the Municipal Utility System. The owner is responsible for any or all of the costs of any meter larger than the meter regularly supplied by the Town.
- 5.5 The property owner will be responsible for the installation of the meter entirely at his or her own cost and to the specifications required by the Town.
- 5.5.1 Each meter installation shall have a shut off valve installed before and after the meter itself.
- 5.5.2 The property owner will protect the meter from interference or injury by frost or otherwise, and are liable for any damage which may occur to the meter.
- 5.5.3 The meter must be installed with sufficient clearance surrounding the location, as determined by the Town, to ensure ease of access to the meter.
- 5.6 On an existing single water service line to a property, the Town shall provide only one water meter for registering water consumption of all units within a property. Upon written request to Council, an additional meter may be approved. Should such approval be granted by the Town, the meters shall be supplied, at the property owner's cost, by the Town.
- 5.7 Each water meter shall be read at such times or intervals as the Town may designate as are reasonable and practicable under the circumstances.
- 5.8 A Customer shall permit the Town to perform meter reading using automated monitoring equipment. Additional fees may apply for on-site meter reading, as set out in the Town of Nanton Fees and Rates bylaw.
- 5.9 The Town may shut off the water supply to a Customer who refuses to provide a water meter reading or provide access to perform a water meter reading after notice has been given pursuant to the section of this bylaw regarding, "Access and Authorization".
- 5.10 The Town may require a water meter to be either tested on site or removed for testing by a Person authorized by the Town at any time. The Town may discontinue any or all Utility Services supplied to the premises until such time as a Person authorized by the Town is able to obtain access to test the meter or remove it for testing.
- 5.11 If, upon the reading of a meter, it is determined that the meter has failed to accurately record the consumption of the Municipal Utility Service supplied, then the



consumption charges will be estimated upon such basis that the Town considers to be fair and equitable and the account rendered in accordance with such estimate.

- 5.12 A customer shall notify the Town immediately whenever a water meter is not operating or if any part of it becomes damaged or broken.
- 5.13 An owner who claims a meter is not working properly will deposit with the Town an amount in accordance with the Fees and Rates bylaw. The meter will then be removed from service by the Town and calibrated.
- 5.13.1 Should the meter be found to over read the owner will be refunded his/her deposit.
- 5.13.2 Should the meter be found to over read or under read, the water and sewer billings, where applicable, charged for the preceding two (2) meter reading periods will be adjusted by the same percentage as the meter was found to be in error, providing however, that no rate will be less than the minimum rate normally charged.
- 5.14 Any meter which is found to be calibrated within acceptable limits will be considered adequate, and the owner will:
- 5.14.1 forfeit the deposit to the Town; and
- 5.14.2 pay all other costs of removal, shipment and testing of the meter.
- 5.15 The Town will replace any meter that stops working due to normal wear and tear at no cost to the owner.
- 5.16 No person will interfere with, cut or remove the wire seal on a meter.
- 5.17 No person will disconnect a meter or do anything which will bypass, or prevent, or impede, the flow of water through the meter, or which may affect the proper operation of the water meter.
- 5.18 If a water meter is removed or stolen, the owner of the premises shall pay the cost of replacing the water meter including installation.
- 5.19 Where any owner, occupant or customer discontinues the use of the water utility service furnished by the Town or the Town refuses to continue to supply water, any authorized person may at all reasonable times enter the premises in or upon which such owner, occupant or customer was supplied with the water utility for the purposes of removal there from any fittings, machines, apparatus, meters, pipes, outside readouts or other things that are the property of the Town in or upon such premises and may remove them from there.

6. HYDRANTS AND MAIN VALVES & CURB STOPS:

- 6.1 Except as hereinafter provided, no persons other than those authorized by the Town will operate, draw water from or interfere with any valve or hydrant or curb stop.
- 6.2 No person will in any manner obstruct the free access to any hydrant, valve or curb stop.
- 6.3 No person will interfere with, change, damage or make inaccessible, any curb stop. The owner of the property where the curb stop is located upon will be required to pay all costs, in addition to the penalties in this Bylaw, involved in the repair or restoration of the curb stop, including remediation of the grounds affected by the repairs or restoration.



7. TERMINATION OR DISCONNECTION OF SERVICE:

- 7.1 The water service, pursuant to this Bylaw, may be shut off by the Department at the curb stop at the request in writing of the owner of the premises being serviced.
- 7.2 The supply of water to any Residential and Non-Residential Customer may be shut off for any or all of the following reasons:
- 7.2.1 Repair;
 - 7.2.2 Lack of water supply;
 - 7.2.3 Non-payment of utility accounts rendered for any reason;
 - 7.2.4 Defective piping;
 - 7.2.5 Failure to comply with any provisions of this bylaw; and
 - 7.2.6 For any reason which the CAO or the Manager of Operations considers sufficient.
- 7.3 The rates charged by the Town for work undertaken pursuant to this 7.1 and 7.2 above, will be in accordance with the Town of Nanton Fees and Rates Bylaw. These rates will also apply when the owner requests and the Town agrees that the water service be reconnected.

8. WATER CONSERVATION AND WASTEWATER RESTRICTION EVENTS:

- 8.1 Level 1 Water Conservation, as set out in Schedule 'B', shall be always complied with by all Town of Nanton water users.
- 8.2 When the Chief Administrative Officer or designate has imposed Level 2 Mandatory Restrictions, as set out in Schedule 'B', no person shall use Town-supplied water to the contrary.
- 8.3 When the Chief Administrative Officer or designate has imposed Level 3 Critical Restrictions, as set out in Schedule 'B', no person shall use Town-supplied water to the contrary.
- 8.4 All users of the Town of Nanton's wastewater system shall make reasonable efforts to comply with the Wastewater Discharge Restrictions outlined in Schedule 'C', when such restrictions are in effect.
- 8.5 No person shall use or discharge any water from the water works system in contravention of the terms of any order made by the CAO under this section.
- 8.6 The conservation or restrictions may include the regulation, restriction or prohibition of the use of water supplied by the Town for consumers, raw water or bulk users, by any method including but not limited to restricting amounts supplied on an ongoing basis, closing off the water supply during certain times of the day, or totally prohibiting use of water by permanent closure of water supply valves for extended periods of time.
- 8.7 All plumbing fixtures, supply fitting and shower heads will be installed for either residential or non-residential premises in accordance with the current water efficiency requirements of the Canadian National Energy Code for Buildings, National Building Code and National Plumbing Code.
- 8.8 All consumers or persons are prohibited from wasting water at any time. Wasting water shall be defined as the unnecessary and/or excessive use of water, for any purpose whatsoever, as deemed by the Chief Administrative Officer, and may include, without limiting the generality of the foregoing, these examples:

- Permitting an irrigation system to run during a rainstorm;
- Permitting water to pool or run-off any lawn, garden, or other outside plant;



- Directing water onto a paved surface, including driveways, sidewalks, or roadways during irrigation;
- Operating a fountain or pond without re-circulating water;
- Washing any vehicle or the outside of a building with the use of a hose not equipped with a shut-off nozzle;
- Use of flowing water instead of dry sweeping to remove loose debris from a residential driveway.

8.9 Any consumer or person who in the opinion of a Peace Officer charged with the enforcement of this Bylaw, wastes water supplied by the Town will be guilty of an offense under this bylaw. In determining if an activity constitutes wasting water, consideration will be given to the following:

- The volume of water reasonably required to perform the activity undertaken;
- The length of time that water has been allowed to run;
- The degree of control exercised over the flow of water;
- The purpose to which the water is being put;
- The degree of restriction on water consumption presently in place; and
- The existence of any other factors reasonably suggesting that waste of water is occurring or has occurred.

8.10 Exceptions to provisions, all or in part, of the conservation section of this Bylaw may be granted by Council by resolution.

8.9.1 The Town of Nanton Fire Department is exempted from the provisions of this conservation section of the bylaw in all cases excepting non-emergencies.

8.11 Consumers must possess a new lawn permit to be exempt from the water conservation or restriction provisions of this bylaw.

8.11.1 Applications for new lawn watering permits must be made in writing.

8.11.2 New lawn watering permits may be issued at the Town Office upon inspection and approval of the site by the Town.

8.11.3 New lawn watering permits will be valid for a maximum of six (6) weeks.

8.11.4 New lawn watering permits immediately become null and void upon imposition of any water restriction.

8.11.5 The CAO may revoke a new lawn permit at any time if it is deemed unnecessary in the opinion of the CAO.

9. MUNICIPAL WASTEWATER SYSTEM:

9.1 **The property owner is responsible for maintaining a clear sewer connection from the property line to the town's sewer main.**

9.2 Should the property owner require a service repair to clear the service line to the main to ensure adequate flow, the owner is responsible to pay for all licensed plumber costs to ensure adequate flows are maintained between the owner's property and the main, unless any blockage or obstruction is caused by or results from corrosion, deterioration, or frost damage to the service line between the property line and the Town's sewer main.



- 9.3 Where a sewer service is permanently abandoned, the owner must cap the service at the property line in a manner approved by the Manager of Operations, to prevent infiltration, root intrusion, or groundwater ingress.
- 9.4 In the event that evidence satisfactory to the Chief Administrative Officer or designate is provided of a wastewater service line becoming plugged through poor installation or deterioration issues between the property line and the main, the Town will determine a discretionary portion of costs to repair the service line from the property line to the Town's sewer main
- 9.4.1 The Town or its approved agents are authorized to open a wastewater service line by any method considered necessary for inspection and repair. If there is no satisfactory evidence of the wastewater line between the wastewater main and the property line being corroded, deteriorated, damaged or improperly installed, all associated costs are the responsibility of the property owner.
- 9.4.2 The Town or its approved agents shall remove any public tree and associated root systems that are found, upon inspection, to be responsible for the deterioration of a wastewater service line between the wastewater main and the property line. Property owners may apply to the Chief Administrative Officer or designate for the pro-active removal of a public tree in the context of inadequate wastewater flow, pursuant to the provisions of the Public Tree Bylaw, as amended.
- 9.5 In order to protect the integrity of the Municipal Wastewater System and ensure compliance with environmental regulations, all discharges into the system must meet the following standards.
- 9.5.1 No person shall discharge any wastewater to the Municipal Wastewater System that:
- (a) Contains BOD > 300 mg/L or COD > 300 mg/L;
 - (b) Contains Non-filterable Residue (suspended solids) > 300 mg/L;
 - (c) Contains Grease/Oils > 100 mg/L or hydrocarbons of petroleum origin > 50 mg/L;
 - (d) Has pH < 6.0 or > 10.0;
 - (e) Contains any priority pollutant (e.g., heavy metals, phenolics, cyanide) in excess of Provincial or Federal limits.
- 9.5.2 Any discharge that exceeds these standards is deemed a contravention and may incur:
- (a) Service suspension under Section 7;
 - (b) High-strength surcharge per Section 9.____;
 - (c) Orders for on-site pre-treatment or revised sampling frequency.
- 9.6 Where wastewater discharged into the Municipal Wastewater System exceeds the allowable strength limits set out in Section 9.____, the Town may apply a high-strength surcharge to recover the additional costs associated with treatment of such wastewater.
- 9.6.1 Where wastewater strength (BOD, COD, suspended solids, grease or phosphorus) exceeds the limits of Section 9.3.1, the Customer shall pay a surcharge computed as:
- $$\text{Surcharge} = \text{Volume (m}^3\text{)} \times [(\text{Actual} - \text{Limit}) \div \text{Limit}] \times \text{Base Sewage Rate.}$$
- 9.6.2 The base sewage rate used in the surcharge calculation shall be the rate established in the most current Town of Nanton Fees and Rates Bylaw.
- 9.6.3 Surcharges shall appear as separate line items on the Customer's Utility Bill



9.7 In order to protect the Municipal Wastewater System and ensure equitable compliance with discharge standards, all industrial and commercial properties—both existing and proposed—are subject to the following requirements regarding wastewater discharge.

9.7.1 All new commercial or industrial properties proposing to discharge wastewater to the Municipal Wastewater System must obtain written approval from the Manager of Operations prior to commencing discharge.

9.7.2 As part of the approval process, applicants must submit:

- a) Flow-proportioned composite sample results for BOD, COD, suspended solids, oil/grease, pH, and any other relevant analytes;
- b) A description of any planned or existing on-site pre-treatment systems (e.g., grease trap, oil interceptor, sand interceptor).

9.7.3 Commercial or industrial properties currently discharging wastewater to the Municipal Wastewater System may, at any time, be required by an Authorized Person to submit the following:

- a) Current sampling results consistent with subsection 9.____.2(a);
- b) A description and maintenance record of any existing pre-treatment systems.

9.7.4 The Manager of Operations may review or update discharge approvals at any time and may impose new conditions, require corrective actions, or revoke approval where:

- a) Discharge characteristics exceed allowable standards;
- b) Pre-treatment systems are found to be inadequate or improperly maintained;
- c) Changes in operations or facility use warrant reassessment.

9.8 Fat, Oil, and Grease (F.O.G.) interceptors of sufficient size and approved design must be installed on the waste pipes of all hotels, restaurants, laundries, and any other premises as directed by the Town. These interceptors shall be installed prior to any connection to the Municipal Wastewater System

9.8.1 Grease interceptors must:

- a) Be properly sized according to CSA standards and manufacturer specifications;
- b) Be located to permit easy access for inspection and maintenance;
- c) Not be bypassed under any circumstance.

9.8.2 The level of FOG and solids in an interceptor must never exceed 25% of the interceptor's total liquid capacity. Interceptors must be cleaned **monthly**, or more frequently if the 25% threshold is reached within a shorter time period.

9.8.3 All cleaning, inspection, and maintenance activities must be recorded using the Town's **Fats, Oils, and Grease Interceptor Service Record Sheet**, which must be submitted to the Town **annually** or provided upon request. If the interceptor is cleaned by the owner, **photographic records** must also be kept and submitted with the Service Record Sheet.



9.8.4 Use of enzymes, bacteria, emulsifiers, solvents, hot water or any other agents intended to facilitate the passage of FOG through a grease interceptor is strictly prohibited.

9.8.5 Every operator of a grease interceptor shall:

- a) Maintain a log of all cleanings, inspections, and maintenance;
- b) Retain records for at least two (2) years;
- c) Provide such records to the Town upon request.

9.8.6 Where a food service establishment fails to comply with the requirements of this section, the Town may issue an order under Section 3.2.5 or discontinue service in accordance with Section 7.

- 9.9 No person will throw, deposit or leave in or upon any Town sewer grate, trap, basin, manhole or other riser, or any other related surface opening, any material whatsoever, except feces, urine, necessary toilet tissue, wastewater and slops, properly discharged through a house sewer into a Town sewer.
- 9.10 No person will permit to be discharged into any sewer any liquid or substance which would prejudicially affect the sewers or impede the carriage of permitted wastes, nor introduce any substance whatsoever which is not approved as acceptable for treatment in the Town Wastewater Treatment Plant.
9. ~~Fat, Oil and Grease (F.O.G.) traps of sufficient size and approved design must be placed on the waste pipes from all hotels, restaurants, laundries and such other places as the Town may direct. Such traps shall be installed prior to any connection to the Town's wastewater system. (moved above grease interceptors)~~
- 9.11 No waste or discharge resulting from any trade, industrial or manufacturing process will be directly discharged to any Town sewer without such previous treatment as will be prescribed by the Town or applicable legislation and regulations, such as the Alberta Environmental Protection and Enhancement Act of Alberta and Regulations, thereto for each such case. The necessary treatment works so prescribed will be completely installed by the owner at his expense, prior to the construction of the sewer connection and thereafter will be continuously maintained and operated by the owner.
- 9.12 No person will discharge the contents of any privy vault, manure pit or cesspool, directly or indirectly, into any Town wastewater main or premises service line connected, to the Municipal Utility System, therewith.
- 9.13 No person shall discharge a holding tank from a recreational vehicle or other effluent tank into any portion of the Municipal Wastewater or storm water system, except at an approved sanitary dumping station.
 - 9.9.1 No person shall discharge a holding tank at an approved sanitary dumping station unless the discharge can be made through an approved pipe attached to the holding tank and inserted into the proper dumping inlet.
- 9.14 No person, except duly authorized employees of the Town, will turn, lift, remove, raise or tamper with the cover of any manhole, ventilators or other appurtenances of the Town Municipal wastewater system.



- 9.15 No person, except duly authorized employees of the Town, will cut, break, pierce, or tap any Municipal wastewater system or appurtenance thereof, or introduce any pipe, conduit or tube, through or into any Municipal wastewater system.
- 9.16 No person will make or cause to be made any connection with, or convey into, any Town wastewater main or house drain, or appurtenance thereof, any flammable or explosive material, storm water from roof drainage cistern, tank overflow, sump, or condensing/cooling water.
- 9.17 In order to protect the integrity and capacity of the Municipal Wastewater System and to comply with modern building and environmental standards, the discharge of stormwater or foundation drainage into the sanitary sewer is prohibited.
- 9.17.1 No person shall discharge or allow to be discharged any stormwater, weeping tile drainage, surface runoff, foundation drainage, roof drainage, sump pump discharge, or similar sources into the Municipal Wastewater System.
- 9.17.2 Where such connections are found in existing developments, the property owner shall be required to remove the connection and redirect the drainage to the appropriate location in accordance with the Alberta Building Code and CSA standards. The Town may require removal within a reasonable time frame following notice by an Authorized Person.
- 9.17.3 If a property owner fails to comply with this requirement, the Town may undertake corrective measures and recover costs from the owner as permitted under this bylaw.
- 9.18 No person shall install or operate an on-site private sewage disposal system (e.g., septic tank, holding tank, or disposal field) on any property that is eligible for connection to the Municipal Wastewater System without first obtaining a valid Development Permit and written authorization from the Town. All such systems must meet applicable Alberta Safety Codes and provincial regulations. Where Municipal Wastewater Service is reasonably available, the Town may require the property to connect rather than construct an independent system.

10. MUNICIPAL STORM WATER SYSTEM:

- 10.1 ~~No person will discharge or cause to be discharged any storm water or natural water to the Municipal Wastewater System; only to a storm water collection main or to a natural ditch /outlet approved by the Town. (Approval moved to its own section)~~
- 10.1 No person shall discharge, or cause to be discharged, directly or indirectly into the Storm Water System, any substance other than uncontaminated stormwater, including but not limited to:
- Sediment, soil, and yard waste;
 - Animal waste or byproducts;
 - Paints, solvents, fuels, antifreeze, oil, or grease;
 - Detergents, soaps, and greywater;
 - Water from pools or hot tubs unless dechlorinated;
 - Any liquid or substance containing toxic or hazardous materials.
 - All discharges into the storm water system must comply with the requirements and prohibitions of any other applicable provincial and federal legislation.
- 10.2 No person shall, without the Town's written consent, release matter of any kind listed below into or in land drainage works, drains or connections to any storm water system, any matter which because of its type, temperature, quantity or quality may:



- Interfere with the proper operation of the Storm Water system;
- Result in a hazard to any person, animal, property or vegetation;
- Impair the quality of the water in any well, lake river, pond, stream, reservoir or other water or water course; or
- Result in the contravention of any Federal, Provincial, or Municipal legislation including any approval, requirement, direction or other order issued by Alberta Environment or other enforcing agency with respect to the Storm Water system or its discharge.

- 10.3 Property owners shall maintain all private stormwater infrastructure in proper working condition, including swales, sump discharge piping, catch basins, culverts, and dry wells. These must be free of obstruction and properly graded to allow positive drainage. Failure to do so may result in enforcement under Section 11.
- 10.4 No person shall discharge any water other than stormwater (e.g., pumped groundwater, foundation drainage, construction dewatering) into the stormwater system without a written permit from the Town. Permits will outline allowable discharge volumes, duration, water quality limits, and monitoring requirements.
- 10.5 Weeping tile must be installed below all basement footings and must drain to an approved sump as per the current approved provincial plumbing code, Canadian Safety Association (CSA) standards and Alberta Safety Codes or to the municipal storm water system if available.
- 10.6 Sumps must be installed as per the current approved plumbing code, CSA standards and Alberta Safety Codes.
- 10.7 Discharge from the sump pump may be through a garden hose to a surface sprinkler for the summer months. Discharge to a “dry pit” during late fall and winter may be done using a buried line controlled by a two-way valve. No sump line shall discharge within 0.6 meters (2 feet) of the property line on an adjacent property. No sump shall discharge within 3 meters of the front or rear of the building.
- 10.8 Down spouts must be installed on all buildings. Downspouts from eaves troughs and discharge hoses from sump pumps shall not discharge within 0.6 meters from the property line. All grading, sump pump discharges and down spouts shall be located so that they do not affect any other lot. Sump pump discharge lines shall not discharge within 3 meters of the back of any walkway or within 6 meters of the back of any curb and discharged a minimum of 3 meters (10 feet) away from the building.
- 10.8.1 To ensure that there is proper drainage along the sideyards between houses, there is a requirement to provide adequate slope for drainage away from buildings that will meet the minimum requirements of the Alberta Building Code. The Town of Nanton Land Use Bylaw sets minimum side yard slope standards.
- 10.9 No roof drains will be connected to weeping tiles, or Municipal Utility systems.
- 10.10 All weeping tile and Storm Water fixtures set below the level of the highest ground surface adjacent to the premises shall be protected from backflow by an approved Storm Water Backflow Prevention Valve.
- 10.11 No person shall obstruct any drain, ditch, culvert or water course in the Town.
- 10.12 Any person who releases or causes or permits the release into any Storm Water system any matter contrary to the provisions of this Bylaw shall:
- Notify the Town immediately upon becoming aware of the release;
 - Provide the Town with information respecting the release, to the satisfaction of the



- Town; and
- Be liable for all costs incurred by the Town respecting the release for containment, sampling, testing, removal, clean-up, disposal and any other related activity.

10.13 Any person found in contravention of Section 10 shall be subject to enforcement as per Section 11 of this bylaw. The Town may recover all costs related to cleanup, remediation, or repairs arising from unauthorized discharges or neglect of drainage infrastructure

11. PENALTIES AND OFFENCES:

- 11.1 Unpaid utility bills for amounts payable to the Town under this bylaw will be subject to a penalty at the rate of two percent (2%) of the unpaid balance of the most recent billing period levy.
- 11.2 Any rates, costs or charges in arrears for utility services supplied by the Town to any property may be added to the taxes assessed against the real property to which the utility services have been supplied, either directly or indirectly, and may be collected in any of the ways provided by the collection of taxes, including tax recovery.
- 11.3 In addition to the methods outlined in Section 11.2 above for the recovery of outstanding rates, costs or charges, the Town may discontinue service to any property where any charges for utilities or work remains outstanding for a period of more than sixty (60) days.
- 11.4 Any Person who contravenes any provision of this Bylaw by:
- doing any act or thing which the Person is prohibited from doing; or
 - failing to do any act or thing which the Person is required to do; is guilty of an offence.
- 11.5 Any Person who is convicted of an offense pursuant to the Bylaw is liable on summary conviction to a fine not exceeding \$10,000.00 and in default of payment of any fine imposed, to a period of imprisonment not exceeding six (6) months.
- 11.6 Where the CAO has reason to believe that a person has contravened any provision of this Bylaw, and that it is in the best interest of the Town to compel the person to appear in front of a Provincial Court, he may direct a Peace Officer to commence proceedings to issue a Part 2 Summons pursuant to the Provincial Offense Procedure Act of Alberta.
- 11.7 Where the CAO has reason to believe that a person has contravened any provisions of this Bylaw, notice shall be served in accordance with the Municipal Government Act allowing payment of the specified penalty, as specified per Schedule "A" attached to this Bylaw, in lieu of prosecution for the offense.
- 11.7.1 This section shall not prevent any Peace Officer from issuing a violation ticket requiring a court appearance of the defendant, pursuant to the provision of the Provincial Offences Procedures Act.
- 11.8 The levying and payment of any fine or the imprisonment for any period provided in this Bylaw shall not relieve a Person from the necessity of paying any fees, charges or costs for which that Person is liable under the provisions of this Bylaw or any other bylaw of the Town of Nanton.
- 11.9 Notwithstanding the provisions of this Section of the Bylaw, any Person who contravenes any provision of this Bylaw may forfeit the right to be supplied with Municipal Utility Services.



12.0 Customer Leniency Requests

- 12.1 A Customer may request leniency in regards to a Utility bill which can be proven to be partly attributable to a private plumbing or infrastructure leak upon the premises of the subject Utility account.
- 12.2 Leniency will only be considered for a single Utility Billing Period where the metered amount reflects more than double the Customer's average Municipal Water Service use from the preceding 6 billing periods.
- 12.3 Customer Leniency requests shall only be considered once every two years (from the date of the first request) for a Property.
- 12.4 Upon receipt of a Customer Leniency Request, Council authorizes the CAO to either:
- Refuse the request as unsubstantiated; or
 - Authorize a payment plan for the Customer to ensure full payment of the Utility bill; or,
 - Waive a portion of the Water and/or Wastewater service consumption charges, or
 - Reimburse the Customer for account payment in an amount, not to exceed \$2000, above the average amount calculated from the previous 6 billing periods.
- 12.5 The Leniency request must be received within 60 days of both:
- A repair being completed by a certified plumber or replacement parts being purchased by the Customer;
 - the Customer receiving the bi-monthly Utility bill that becomes subject of the Leniency Request.
- 12.6 Plumber's invoices or receipts for parts purchased by the Customer must be provided to the CAO or designate in support of the request or it shall not be considered.
- 12.7 The period for which Leniency is requested or considered shall not exceed one bi-monthly Billing period.
- 12.8 Leniency requests shall not be considered for significant water loss on private property or infrastructure for any reason other than an attributable leak that has been demonstrably repaired by the Customer.

13. EFFECTIVE DATE AND READINGS

- 13.1 This bylaw repeals Bylaw #1283/17 and any amendments thereto.
- 13.2 Read a **first** time this ____ day of _____, 2025

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER



13.3 Read a **second** time this ____ day of _____, 2025.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

13.4 Read a **third** time this ____ day of _____, 2025.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER





ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR118837

May 12, 2025

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

Dear Mayor Handley:

I am pleased to provide correspondence for your record confirming the 2025 Local Government Fiscal Framework (LGFF) allocations for your community.

For the Town of Nanton:

- The 2025 LGFF Capital allocation is \$472,619.
- The 2025 LGFF Operating allocation is \$55,110.

LGFF Capital is a legislated program aimed at providing local governments with substantial notice of their future infrastructure funding. As indicated on the program website, in 2026, your community will be eligible for \$459,917. Information on 2027 LGFF Capital allocations will be shared with local governments this fall, after growth in provincial revenues between 2023/24 and 2024/25 has been confirmed and used to calculate 2027 program funding.

Information on LGFF funding for all local governments is available on the LGFF website at www.alberta.ca/LGFF.

We look forward to our continued partnership through the LGFF program to build strong and prosperous communities across our province.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver".

Ric McIver
Minister

cc: Neil Smith, Chief Administrative Officer, Town of Nanton