

AGENDA

Monday, August 14, 2023, 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:

1.2 Overt Filming in Council Chambers

2. PUBLIC HEARINGS & PRESENTATIONS:

2.1 Bylaw #1375/23 – Amend Land Use Bylaw #1246/13 to redesignate lands

***Separate uploaded
package***

2.2 Bylaw #1376/23 – Repeal Bylaw #1235/11

2.3 Nanton Pool Inspection Report – Stephenson Engineering

3. REPORTS:

3.1 CHIEF ADMINISTRATIVE OFFICER:

3.1.1 Status Report – E

3.1.2 Monthly Report – E

3.1.3 AB Munis Fall Convention Ministers Meeting Requests - E

3.2 FINANCIAL:

3.2.1 Accounts Payable Reports July month end - E

3.3 DEPARTMENT:

3.3.1 Corporate Services Manager - E

3.3.2 Operations Manager - E

3.3.3 Planning & Development Officer - E

3.3.4 Fire Chief - E

3.3.5 Peace Officer – E

3.4 COUNCIL:

3.4.1 MAYOR JENNIFER HANDLEY

3.4.2 COUNCILLOR VICTOR CZOP

3.4.3 COUNCILLOR ROGER MILLER

3.4.4 COUNCILLOR DAVE MITCHELL

3.4.5 COUNCILLOR KEN SORENSON

3.4.6 COUNCILLOR KEVIN TODD

3.4.7 COUNCILLOR JOHN DOZEMAN

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

4.1.1 Regular Council Meeting Minutes July 10, 2023 – E

5. NEW & UNFINISHED BUSINESS (Requests for Decision):

5.1 RFD: Future Raw or Treated Water Supply Options – E

5.2 RFD: Future support funding for Nanton & District Chamber of Commerce – E

5.3 RFD: Request for laneway closure between Lots 11, 12 and Lots 23, 24 Block 28 Plan 3163L - E

6. CORRESPONDENCE:

6.1 FOR ACTION:

6.1.1 Letter in Opposition to Secondary Suites in Established (R1) Neighborhoods - E

6.2 FOR INFORMATION:

6.2.1 2023 Municipal Sustainability Initiative and Canada Community-Building Fund allocations for the Town of Nanton - E

7. CLOSED CONFIDENTIAL SESSION:

7.1 AB Munis Convention – FOIP Section 23(1)(a) Local public body confidences

7.2 Town of Nanton Employee Benefits – FOIP Section 17(4)(c) Disclosure harmful to personal privacy and 24(1) Advice from officials

7.3 Tourism Assets – FOIP Section 25(1)(c) Disclosure harmful to economic and other interests of a public body

7.4 Proposed disposition of property – FOIP Sections 16(1)(c) Disclosure harmful to business interests of a third party and 24(1) Advice from officials

8. ADJOURNMENT:



INFORMATION BRIEF

Meeting: August 14, 2023
Agenda Item: 1.2

OPEN MEETING

Background:

Recently, the recording of a Council meeting, taken in contravention of the Town of Nanton's Council Procedure Bylaw #1354/22 was posted to YouTube. This unauthorized recording is offensive to each Member of this Council and will not be tolerated in these Chambers. Individuals must be accountable for such harmful acts of bullying and intimidation, as ignoring them only enables those to continue with this extremely inappropriate behaviour.

The Town of Nanton is a supportive and engaged community. Our Council and Staff value considerate and kind interactions and encourages respectful dialogues with our residents to foster understanding and education.

The Town of Nanton does have policies and bylaws in place, as noted here, for those who may need a reminder, details are provided here:

- **Council Procedure Bylaw #1354/22:**

11.4 No person, other than the CAO or delegated recording secretary or other party identified by Council, shall be permitted to record the official proceedings of Council or Committee.

- **Communications, Correspondence and Social Media Policy #12 – 127 – 22/04/04**

Currently posted to the Town's website, www.nanton.ca for information

- **Policy #45 - 08/02/04**

Title: Policy regarding use of electronic recording devices in Council Chambers.

Effective Date: February 4, 2008

Review Date: In perpetuity

1. Objectives: To ensure an individual's right to the expectation of privacy

2. Guidelines:

No use of any electronic devices of any type (e.g. cell phone, tape recorders, video or still cameras, computers or personal data assistants) shall be permitted within the Council Chambers of the Town of Nanton during the meetings of Council, the Municipal Planning Commission or the Subdivision and Development Appeal Board without the express permission of a majority of the meeting members present at the specific meeting:

Allowed:

- Staff employed by the Nanton News may utilize electronic devices in Council Chambers during proceedings to augment their note-taking but not for broadcast.
- keeping a cell phone on (in vibrating mode) but not answering or calling out on it in the Council Chambers while a meeting is in session
- using a personal digital assistant (BlackBerry) for receiving and transmitting data (only) if it does not interfere with proceedings or the Council Chambers recording system
- using a laptop computer for receiving and transmitting data (only) if it does not interfere with proceedings or the Council Chambers recording system

Prohibited:

- taking pictures or recording video or audio in the Council Chambers
- transmitting pictures, video or audio in the Council Chambers
- using any electronic device, or having one on, which disrupts what is going on in the Council Chambers in any way
- using any electronic device, or having one on, which interferes with the Council Chambers recording system in any way

CARRIED

Prepared By: Legislative Services on behalf of the Council and Staff of the Town of Nanton

CAO Comments:

There is no need for third parties to film meetings. Our own meeting recordings are available online for those interested. It should be kept in mind that minutes of meetings are the official record of Council meetings, not video recordings.



Date Signed: **August 9th 2023**



Town of Nanton

1907 21 Avenue, PO Box 609, Nanton, Alberta T0L 1R0

P 403.646.2029 F 403.646.2653 nanton.ca

[REDACTED]
Nanton, AB
T0L 1R0

July 21st 2023

Re: Filming in Council Chambers, July 10th 2023

Dear [REDACTED]

It was brought to my attention subsequent to the Regular Council Meeting of July 10th 2023, that you had attended in person and had engaged in the filming of Council proceedings with a mobile phone.

Pursuant to Section 11 of Bylaw 1354/21, *Council and Committee Procedures Bylaw*, recording of Council or Committee proceedings by external parties is not permitted. I respectfully request that you remove the online video uploaded at the following location: <https://youtu.be/ST0zYUj1W34>

Future incidents like this may result in your being asked to leave a meeting pursuant to s. 198 of the *Municipal Government Act*.

There is no need to film meetings. The Town films, livestreams and makes its own meetings available online, pursuant to its Communications Policy. If you do not know where to find the meeting recording, minutes or respective policy, please ask Town Administration for assistance.

Thank you for your cooperation.

Yours sincerely,
Town of Nanton

Neil Smith, RPP
Chief Administrative Officer

Cc: Manager of Legislative Services



STATUS REPORT

Meeting: August 14, 2023
Agenda Item: 3.1.1

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

CAO = Chief Administrative Officer
DO = Development Officer

CS = Corporate Services
LS = Legislative Services

OP = Operations Manager
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

Res #	Description	Notes	Status	FWD
Regular Meeting June 19, 2023				
176-23/06/19 192/193 – 23/07/10	Amendment to Community Bylaw #1299/18 for Excessive Protective Elements (w/Res #157) – 2 nd , 3 rd reading		C	
184-23/06/19 195-23/07/10	CAO to draft bylaw to re-district R3 of Lancaster Landing – First Reading	Bylaw #1375/23	IP	
196 – 23/07/10	Public Hearing re: Bylaw #1375/23 August 14/23		IP	
183-23/06/19 197 –23/07/10	CAO to draft Lancaster Landing ASP repeal – notification to landowner – First reading 07/10	Bylaw #1376/23	IP	CAO
198 – 23/07/10	Public Hearing re: Bylaw #1376/23 - August 14/23		IP	
199 – 23/07/10	Service Level for future gopher control to Services Comm		IP	
70 – 23/03/06	Council budget \$5,000 to install image for THRC.	Installed	C	

DEPARTMENTS

Res #	Description	Notes	ST	fw
243-21/09/07	Heraldic emblem project updated – waiting for 2 nd draft		IP	LS
149-22/05/02	RFD re: STARS \$2/capita request	Deferred until new reserve in 2024	IP	CS
174-22/05/16 250-22/08/15	CAO to draft lease agreement for the Canadian Grain Elevator Discovery Center	Ready for finalization 06/05	IP	CAO
394 - 22/12/12	Defer off-site levy in lieu of legal advice		IP	CAO
67 - 23/03/06	CAO to review Bylaw 1160/04, (Development Levy Bylaw) for off-site levy and utility fee discussions.	May 15th	IP	CAO
68 - 23/03/06	Add air burner option for yard waste to strategic plan (Ops) for 2023, RFP in the 3 rd / 4 th 1/4 2023 for 2024	Move to Q4 2023	IP	OP
76 - 23/03/06	CAO find options re: pension programs and planning.		IP	CAO
66 - 23/03/06	2023 dewatering pilot project for WWTP before larger scale dewatering project to reduce liquids in sludge.	\$10,000 est -pilot proceeding	IP	OP
133-23/05/01	CAO develop quality assurance plan policy for the SOP for the water and wastewater treatment operations	194 -23/07/10	C	OP / CAO
139-23/05/01	Chamber support of Economic Development Officer - RFD for financial implications to be brought forward		IP	CAO/CS
143-23/05/15	Move Agenda Item 5.1 Bare Lot & Servicing to June 5 - Information Brief	Further discussion 06/5 – Info Item 5.1	IP	
148-23/05/15	Wastewater Plant upgrade – Town funding \$581,900 borrowing & \$581,900 reserves	Borrow bylaw req'd	IP	CS
162-23/06/05	Proceed w/ Wastewater sludge dewatering \$65,350	Rental July	IP	OPS
163-23/06/05	Discuss Visitor Information potential with Canadian Grain Elevators Discovery Centre		IP	CAO
185-23/06/19	Off-site levy bylaw to be re-drafted eliminating Lancaster Landing future densities from calculation		IP	

178 –23/06/19	Consideration for Bare lot utility fees for Fees/Rates	Fall 2023	IP	CAO/ CS
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ITEMS ON HOLD FOR FUTURE SCHEDULING

Res #	Description	Notes
CW 1-22/11/28	Pursue a Community Designation under the Alberta Advantage Immigration Program	Entrepreneur Stream secured - CAO
90 -23/03/20	Collaborate w/ Nanton Fire Chief to review number of firefighters for required level of service	Fire Chief/CAL
135-23/05/01	Application for a solar feasibility assessment for Town's facilities or unserved industrial lands	For future consideration contingent on Climate Action Centre funding – CS

CAPITAL PLAN STATUS

Roadway Infrastructure	Lead: Public Works	BUDGET	SOURCE
Road rehab & repairs - various locations		\$150,000	Gas Tax
Sidewalk rehab & replacement - <i>various locations</i>		\$75,000	Gas Tax

Notes:

- Road rehab locations will not be finalized until valve work is confirmed or executed - June deadline.
- Sidewalk: HWY 2 Circle 'K' Location is priority ahead of Tim Horton's area (defer latter to 2024);
- Sidewalk: Bump out by candy store to expand pedestrian corner and prevent dangerous illegal parking
- Curb replacement: SWL area of 20th conversion to angle parking will potentially proceed.

Water, Wastewater & Stormwater Infrastructure	Lead: Manager of Operations	BUDGET	SOURCE
WWTP (FOG Digester) COMPLETE		\$75,000	MSI/LGFF
Sewer collection re-lining (remainder of 19 th Street), incorporating manhole chamber renewal(s) COMPLETE		\$150,000	Gas Tax
Flusher (for sewer collection mains) <i>Likely deferred: discuss funds re-allocation or retention for 2024 as item is much more costly than envisioned.</i>		\$20,000	MSI/LGFF
WWTP Equipment (chemical pump and metering): <i>further discussion</i>		\$25,000	MSI/LGFF
Water Valve Replacement (12 planned)		\$100,000	Gas Tax
Catch Basin/ swale (Ranchland Motel corner) project : <i>further discussion</i>		\$20,000	MSI/LGFF
Raw water reservoir aeration project		\$1,370,000	AWWMP 38.46% Reserves; 61.54% Province

Notes:

- **Water valve replacement will resume in the Fall (20th Street)**
- A decision on the catch basin/ how to address stormwater needs to be made **asap**, project has additional complexities.
- Raw water reserve aeration project: PAC system awarded; aeration system awarded

Parks & Trails	Lead: Rec Facility Supervisor	BUDGET	SOURCE
Picnic Shelter/ Gazebo modifications (Lions Grove Park) COMPLETE		\$15,000	MSI/LGFF
Pathway Rehab (Ball Diamond area) COMPLETE		\$20,000	MSI/LGFF
Playground updates (handicap accessible swings and groundwork)		\$25,000	MSI/LGFF
VIC washroom completion COMPLETE		\$10,000	Reserves

Notes:

- Shelter: water line condition (assess for leakage)
- playground groundwork may be 2024;

Buildings	Lead: Various	BUDGET	SOURCE
THRC - front curtainwall façade, roof & elevator (grant dependent) Grant application submitted – unlikely a 2024 project		\$300,000	program
Arena – partial board replacement/ updates		\$75,000	MSI/LGFF
Public Works Shop – Heating, A/C, ventilation, lighting and structural, electrical, fiber, sewer, water Some aspects complete		\$75,000	MSI/LGFF
Firehall – Heating updates COMPLETE Quotes being obtained		\$50,000	MSI/LGFF
Fencing - recycling/branch pile yard In development		\$25,000	Taxation
Notes: Board replacement completion facing some challenges.			

Vehicles & Equipment	Lead: Public Works/ Rec/Bylaw	BUDGET	SOURCE
PW equipment - sander and plow		\$50,000	Taxation
Backhoe replacement COMPLETE (ORDERED)		\$202,000	MSI/LGFF
Vehicles (PW pickup trucks) COMPLETE		\$75,000	Reserves
Parks - tractor replacement COMPLETE		\$40,000	MSI/LGFF
Bylaw equipment - speed signage & upgraded crosswalk illumination COMPLETE (not crosswalks)		\$25,000	Gas Tax

Notes:

- Sander and Plow will be executed this summer.
- Backhoe ordered – receipt in 2024
- A fleet program for next year may be being examined. What best fits the budget?
- Electric traffic signs received. Model that will allow traffic count on HWY2.
- Pedestrian crossing upgrades could be deferred due to challenges around cost-effective upgrading. Inquiries continue..

Public Realm & Development	BUDGET	SOURCE
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Library Raingarden (<i>grant dependent</i>)	\$56,500	program
VIC Raingarden/secondary phase (<i>grant dependent</i>)	\$567,500	program
Gateway Signage	\$25,000	MSI/LGFF

Notes:

- *Some capital renewal around technology undertaken for the LED gateway signs.*
- *Digital Kiosk project has been initiated – hopefully executed by September.*
- *Library or VIC project grant application success would mean considerable reserve decisions for match or partnering amounts.*

Other notes:

Fortis streetlight at HWY 533 campground is deferred due to estimate inflation. Will be discussed for 2024 budget.





REPORT FROM ADMINISTRATION

Meeting: August 14th 2023

Agenda Item: 3.1.2

Chief Administrative Officer

Traffic counter signs – preliminary data

As Council is aware, the Town purchased and installed two electronic speed warning and traffic counting signs this year. Our CPO recently downloaded a first full month of data from July, one of our known busiest months:

Average Vehicle Speed (HWY 2 S&N)	57.5 km/h (Limit is 50 km/h)
Number of vehicles speeding 100km/h and above over that period	374 (83% on HWY 2 South)
Highest recorded speed:	151 km/h at midnight, July 3rd
Total number of counts southbound	535,407 (average of 19-20,000 daily)
Percentage speeding over posted limit	51%
Total number of counts northbound	538,876 (average of 19-20,000 daily)
Percentage speeding over posted limit	42.5%

Our CPO had an extremely busy month, issuing 27 speeding tickets, but we can see that one CPO can only do so much on an arterial provincial highway in July. During that entire period the 20th Street pedestrian crossing was non-functional.

It may take some time to assess the distinction between number of counts and number of vehicles, but the intensity of traffic over a day is significant and busy beyond what many small towns in Alberta experience.

After a few months of longitudinal data have been collected, Administration will provide an Information Brief for Council for feedback and discussion.

Public Notices/ Public Participation

A public hearing is scheduled for this evening.

Public notices page: [Public Notices | Nanton, AB - Official Website](#)

Public Participation Page: [Public Participation | Nanton, AB - Official Website](#)

Personnel and Professional Development

NEW BUSINESS LICENCES THIS MONTH
None additional in July
Approved new Business Licence information can be followed here: Planning & Development Nanton, AB - Official Website

The following reports are enclosed:

3.2 FINANCIAL:

3.2.1 Accounts Payable Reports previous month end

3.3 DEPARTMENT:

3.3.1 Corporate Services Manager

3.3.2 Operations Manager

3.3.3 Planning & Development Officer

3.3.4 Fire Chief

3.3.5 Peace Officer

Respectfully submitted,

Neil Smith, RPP
Chief Administrative Officer

3.1.3 Discussion with respect to ABMUNIS briefs and meetings – may require further discussion (7.1)

I have provisionally requested the following meetings (July 17th). Assuming these are granted, administration would appreciate Council's feedback on what some of the briefs should specifically convey. Some topics are easier than others.

Please provide Clayton with any guidance in my absence on the 14th.

MINISTER OF HEALTH

Mayor and Council would like to meet with Minister La Grange while in Edmonton for the Alberta Municipalities Convention (September 27-29). It would be with respect to briefing the Minister and requesting ongoing Ministerial support for the renovation of the Nanton Health Centre, the local medical clinic that is leased by AHS from the Town and MDs of Ranchland and Willow Creek.

Can you advise if the Minister would be available and by when you'd like a brief?

MINISTERS OF ENVIRONMENT AND TRANSPORTATION

Hello there,

Mayor and Council would like to meet with Ministers Schulz or Dreesen while in Edmonton for the Alberta Municipalities Convention (September 27-29). It would be with respect to briefing the Minister(s) with respect to the work Nanton has been doing examining the urgent question of raw or treated water supply for the community and evaluating options for future infrastructure funding rounds. As much of the work involved falls into either the purview of AEP or Transportation, one or both Ministers would be extremely welcome for this.

Can you advise if the Minister would be available and by when you'd like a brief? In the meantime, I attach the draft report related.

MINISTER OF EDUCATION

Hello there,

Mayor and Council would like to meet with Minister Nicolaides while in Edmonton for the Alberta Municipalities Convention (September 27-29). It would be with respect to briefing the Minister on the Nanton Schools Solution (Livingstone Range School Division) and the need for this urgent capital priority to be seen through by the province in this term.

Can you advise if the Minister would be available and by when you'd like a brief?

Town of Nanton
Vendor Cheque Register Report
Range: July 1 - July 31, 2023
Sorted by: Cheque date



Cheque Number	Vendor Cheque Name	Cheque Date	Amount	Cheque Details
EFT0000000004654	Brogan Fire & Safety	7/10/2023	\$302.40	Fire department equipment
EFT0000000004655	Canadian Linen & Uniform	7/10/2023	\$68.47	Office mat cleaning
EFT0000000004656	Canoe Procurement Group of Canada	7/10/2023	\$132.18	Signs
EFT0000000004657	CARO Analytical Services	7/10/2023	\$1,056.30	Waste water testing
EFT0000000004658	Cattlemens Corner	7/10/2023	\$28.88	Miscellaneous supplies
EFT0000000004659	Chinook Arch Reg Library	7/10/2023	\$8,493.32	2nd half payment for membership fees
EFT0000000004660	Chris Almond Plumbing	7/10/2023	\$1,648.50	Plumbing repairs
EFT0000000004661	Commercial Truck Equipment	7/10/2023	\$5,977.17	Fire truck repairs
EFT0000000004662	Czop, Victor	7/10/2023	\$312.32	Travel & per diem expenses
EFT0000000004663	Dozeman, John	7/10/2023	\$871.20	Travel & training expenses
EFT0000000004665	Enfield, Tracy	7/10/2023	\$865.00	Office cleaning
EFT0000000004666	Foothills Regional Services Comm.	7/10/2023	\$3,707.00	Landfill tippage fees
EFT0000000004667	GM Mechanical Ltd	7/10/2023	\$747.36	Repairs to A/C unit
EFT0000000004668	Gregg Distributors Company Ltd	7/10/2023	\$32.55	Miscellaneous supplies
EFT0000000004669	Hifab Holdings Ltd	7/10/2023	\$343.06	Shipping charges
EFT0000000004670	High River Health Foundation	7/10/2023	\$1,500.00	Support grant
EFT0000000004671	ISL Engineering & Land Service	7/10/2023	\$10,190.34	Land use bylaw consultant fees
EFT0000000004672	Klearwater Equipment	7/10/2023	\$2,984.94	Water plant chemical
EFT0000000004673	Matrix Video Communications Co.	7/10/2023	\$6,012.62	LED notice board (Capital project)
EFT0000000004674	McGills Industrial Services	7/10/2023	\$3,102.76	Sewer line inspection services
EFT0000000004675	MD of Willow Creek	7/10/2023	\$12,299.18	Fire department turnout gear
EFT0000000004676	Nanton Home Hardware Building	7/10/2023	\$660.84	Miscellaneous supplies
EFT0000000004677	F.C.S.S.	7/10/2023	\$18,350.00	3rd quarter payment
EFT0000000004678	Nanton T Fanning Library	7/10/2023	\$12,125.00	3rd quarter payment
EFT0000000004679	NL Smith & Sons Const Ltd	7/10/2023	\$682.50	Water truck services
EFT0000000004680	Pinnacle Aquatic Group	7/10/2023	\$275.24	Pool chemical
EFT0000000004681	Reynolds, Mirth, Richards & Farmer	7/10/2023	\$6,855.95	Legal

EFT0000000004682	Shawne Excavating	7/10/2023	\$4,157.81	Water distribution system repairs
EFT0000000004683	TransAlta Energy Marketing	7/10/2023	\$47,536.91	Power and gas fees
EFT0000000004684	Triton Security	7/10/2023	\$3,249.90	Security camera purchase & install
EFT0000000004685	V Raffin Transit Mix Ltd	7/10/2023	\$1,123.50	Concrete (parks & rec)
20087	Alberta Association of Peace Officers	7/26/2023	\$375.00	Membership fees
20088	Alberta Registries	7/26/2023	\$10.00	Insurance related
20089	Aquam Aquatic Specialist Inc.	7/26/2023	\$5,174.16	Pool cleaner
20090	Brazel Construction Ltd.	7/26/2023	\$11,970.00	Branch pile chipping/disposal
20091	Chubb Life Insurance Company	7/26/2023	\$127.52	Employee benefits
20092	Civic Plus LLC	7/26/2023	\$8,921.49	Annual website fees
20093	Converging Technologies LTD	7/26/2023	\$4,500.30	WWTP equipment maintenance
20094	Critters Contracting	7/26/2023	\$598.50	Community centre eaves repair
20095	Fenco Contracting Ltd.	7/26/2023	\$35,893.13	Paving rehab (capital project)
20097	Jadler Industries	7/26/2023	\$3,561.81	Flow meter (WTP)
20098	Kel-Krete	7/26/2023	\$9,870.00	Sidewalk rehab (capital project)
20099	Kortech Calcium Services Ltd.	7/26/2023	\$15,502.41	Dust control
20100	Nanton Boosters Club	7/26/2023	\$500.00	Promotional grant
20101	Peterson Mechanical	7/26/2023	\$173.25	Equipment repairs
20102	Pitney Bowes	7/26/2023	\$312.23	Postage meter fees
20103	Siebens Metal Industries Ltd	7/26/2023	\$40.90	Equipment (PW)
20104	South Central Welding	7/26/2023	\$511.83	Support plates for kiosk
20105	Tractorland (High River)	7/26/2023	\$597.67	Equipment maintenance
20107	XL Electrical Contracting	7/26/2023	\$1,890.00	LED notice board electrical work
20108	Yellow Pages	7/26/2023	\$24.26	Advertising
20109	Super Valu Foods	7/26/2023	\$30.21	Breakroom supplies
EFT0000000004686	888351 Alberta Ltd o/a Wild Rose	7/26/2023	\$16,159.00	Sludge hauling & disposal
EFT0000000004687	Benchmark Assessment	7/26/2023	\$8,432.81	3rd qtr pymt for assessment services
EFT0000000004689	Calgary Lock & Safe	7/26/2023	\$603.14	Door repairs
EFT0000000004690	Canadian Linen & Uniform	7/26/2023	\$68.47	Office mat cleaning
EFT0000000004691	Canoe Procurement Group of Canada	7/26/2023	\$481.43	Miscellaneous supplies
EFT0000000004692	ClearTech Industries Inc	7/26/2023	\$3,325.64	Water plant chemical
EFT0000000004693	CLG Displays	7/26/2023	\$3,617.25	Pole brackets & xmas decorations
EFT0000000004694	Crossroad Energy Solutions Inc	7/26/2023	\$23,904.13	PW shop upgrades (capital project)
EFT0000000004695	Cummins Canada ULC	7/26/2023	\$2,950.84	WWTP equipment maintenance

EFT0000000004696	CUPE	7/26/2023	\$1,704.39	Union dues
EFT0000000004697	Dunrite Concrete Equipment and	7/26/2023	\$2,112.36	Plate compactor
EFT0000000004698	Ecco Recycling and Energy Corp	7/26/2023	\$1,013.82	Recycling fees
EFT0000000004699	Foothills Regional Services Comm.	7/26/2023	\$2,132.00	Landfill tippage fees
EFT0000000004700	GCS Automotive Repairs	7/26/2023	\$615.15	PW truck repairs
EFT0000000004701	G & JD Construction	7/26/2023	\$157.50	Hilti rental
EFT0000000004702	Gregg Distributors Company Ltd	7/26/2023	\$310.81	Miscellaneous supplies
EFT0000000004703	Hifab Holdings Ltd	7/26/2023	\$353.54	Shipping charges
EFT0000000004704	iA Financial Group	7/26/2023	\$71.57	Employee benefits
EFT0000000004705	Inspiris	7/26/2023	\$1,816.50	IT services
EFT0000000004706	Saddle Mountain Tire	7/26/2023	\$21.00	Tire repairs
EFT0000000004709	Lifesaving Society	7/26/2023	\$1,049.52	Swimming lesson/program supplies
EFT0000000004710	Linde Canada Inc.	7/26/2023	\$655.50	Water plant equipment rental
EFT0000000004711	Matrix Video Communications	7/26/2023	\$4,057.20	Council meeting room audio
EFT0000000004712	MPE Engineering Ltd	7/26/2023	\$26,255.08	Reservoir aeration project engineering
EFT0000000004713	MRF Geosystems Corporation	7/26/2023	\$163.97	Peace officer equipment
EFT0000000004714	Nanton Auto Parts Ltd.	7/26/2023	\$504.84	Miscellaneous supplies
EFT0000000004715	Nanton Home Hardware Building	7/26/2023	\$1,493.76	Miscellaneous supplies
EFT0000000004716	NL Smith & Sons Const Ltd	7/26/2023	\$1,663.15	PW truck repairs
EFT0000000004717	Pinnacle Aquatic Group	7/26/2023	\$2,899.60	Pool chemical
EFT0000000004718	Purolator Inc.	7/26/2023	\$188.71	Courier fees
EFT0000000004719	Integrated Sustainability Cons.	7/26/2023	\$157.50	WTP software
EFT0000000004720	RMA Insurance Ltd.	7/26/2023	\$47.38	Insurance
EFT0000000004721	Signcraft Digital (1978) Inc.	7/26/2023	\$3,297.49	Billboard banners
EFT0000000004722	Super Save Disposal (AB) Ltd	7/26/2023	\$1,555.69	Waste management fees
EFT0000000004723	Superior Safety Codes	7/26/2023	\$4,945.45	Safety code fees
EFT0000000004724	T & T Disposal Services	7/26/2023	\$6,049.54	Waste management fees
EFT0000000004725	UFA Co-operative Ltd	7/26/2023	\$5,456.38	Fuel
EFT0000000004726	Vibe.FX Inc.	7/26/2023	\$1,135.58	WWTP equipment maintenance

Total Cheques: 90

\$387,705.56





MONTHLY REPORT

Meeting: August 14, 2023

Agenda Item: 3.3.1

Clayton Gillespie, Corporate Services Manager

Report Period: July 10, 2023 to August 10, 2023

ACTIVITIES:

Nanton Health Centre meeting with AHS and further meeting upcoming.

Tax assessment appeal deadline passed with no appeals received.

RFPQ for engineering services closed with 6 responses received. Responses reviewed and three firms have been chosen to move forward with under master service agreements for the next three years.

PROGRESS ON MAJOR PROJECTS & PROGRAMS:

Arena board project is moving slower than anticipated and may delay the arena ice opening date.

Pathway rehab work around ball diamonds completed – a couple culverts installed and paving work.

Parks & Recreation Report:

Continued ongoing maintenance work at the arena and pool.

Tree maintenance along with limited mowing as required.

Pool stats (number of swimmers) for the month of July generated \$13,114 in revenue, 83% of users are from Nanton. When comparing the numbers to the past two years these indicate that numbers are down a little bit (overall). For whatever reason, the open swim numbers are quite a bit lower though.

Lane Swim -	232
Open Swim -	1164
Lesson Total -	140
Aquafit Total -	177
Rental Total -	100

Total =	1813
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MARKETING AND COMMUNICATIONS:

Demo with alternative website provider – quote requested and will review.

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

UPCOMING EVENTS / ADDITIONAL INFORMATION:

Prepared by: Clayton Gillespie, Corporate Services Manager

Date: August 10, 2023





MONTHLY REPORT

Meeting: August 14th 2023
Agenda Item: 3.3.2

Operations Department

Report Period: (July 2023)

ACTIVITIES:

WASTEWATER OPERATIONS

- 31795 m3 of treated wastewater effluent was released to Mosquito Creek
- Little John digester was commissioned, only to have complete motor and blower failure three days later. A new blower and motor assembly has been ordered free under warranty and should arrive in the next two weeks.
- A new SCADA system for the WWTP has been ordered, MPE has begun constructing the new system and it should be ready by late fall. The current WWTP SCADA system was an amalgamation of the system from the old WWTP along with a second new system when the new WWTP was constructed and has not performed properly since its commissioning. The cost of the new SCADA system (approximately \$90,000) will be applied to the sludge dewatering equipment grant, as it was part of the grant proposal and will incorporate that equipment once it is installed. This new system will also act as a redundant backup for the WTP SCADA system (and vice versa) as they will now be both operating on the same software and will be connected via fiber optic internet (fiber line is currently being installed at the WTP)
- Received written approval from the City of Calgary to double our volume of waste sludge to be hauled to the City for disposal (now 180 m3/week). Began hauling additional loads of sludge to the City on July 31.
- The sludge dewatering rental unit has once again become available for rent, and it will be arriving on site on August 14. It will be onsite for approximately 4-6 weeks, until sludge concentrations within the WWTP are within recommended parameters. It will also provide an opportunity for utilities staff to become familiar with this equipment as it will be the same as the unit to be permanently installed in the future.

WATER OPERATIONS

- 39815 m3 of treated water was sent to the Town's distribution system
- Repaired a leaking curb stop at 2509 26 Street
- Potable water system leak investigation was performed at 20th Street/29th Avenue in Westview. Pressure drop tests performed in June appeared to indicate a possible leak at that location, however excavation and exposure of the water main in the area did not reveal any leaks in the system. A significant volume of water was pumped from the excavation, and a sample was collected for laboratory analysis and characterization. Leak detection and investigation in the area will be ongoing.
- Raw water pumps were shut off on July 31 as the raw reservoir was at maximum capacity. The reservoir will continue to be topped off until the Women's Coulee diversion is closed in fall.
- Installation of the fiber optic line to the WTP has begun. The installation of conduit from the road to the WTP is completed, the fiber line will be installed by Telus in August.
- Fire hydrant servicing and painting is still ongoing. Several hydrants have internal parts that are seized due to lack of servicing in the past.

- Geosmin and MIB concentrations in the raw and treated distribution system have remained steady between June and July. Maximum recorded concentrations were 14 nanograms/L (14 parts per trillion), which is at the lower end of the detectable taste and odor spectrum. Algaecide was added to the raw reservoir on July 24 to help control algal blooms responsible for geosmin and MIB production.
- Installed a new flowmeter at the head end of the Spring line to replace the flowmeter that has been nonresponsive since December 2020. Flows through the new Spring line flowmeter have generally been less than 1L/second.
- Planning and pre-construction of the raw reservoir aeration system and WTP activated carbon system is ongoing. Construction of the aeration building at the reservoir is to begin in August.
- ROADS
 - Fenco contracting finished partial pavement patches and will return end of August to complete
 - Downtown pavement patches completed.
 - Repaired potholes
 - Crack sealing through out town to be completed in August
 - Repair utility patches with cold mix on 20 St./29 Ave and any future emergency repairs.
- SIDEWALKS/PATHWAYS
 - Started repair and replacement of sidewalk projects with plans to complete in August
 - Completed bump outs at the Library and Candy store (plate to be completed in Aug)
- MISCELLANEOUS
 - Pathways completed in June. Section along 22 Ave to be finished in August.
 - AIRBURNER Update – In the process of contacting Parks Canada for more information.
 - Hired ACS Services to complete sweeping in Westview and 22 Ave.
 - Line painting in progress
- CEMETERY
 - urn burials
 - plot for monument placement
- RECYCLING
 - Mulch pile remains and will be offered but not advertised to town residents.
 - Spoke with Shawne for removal of concrete and asphalt pile.
 - Hauling mulch and old compost to ditch east of Vet clinic
 - Moving mulch pile to the back of the yard to open up the area.
 - Received quote for fencing – will source for one more quote for comparison.
 - Moved old trailer to the back of the yard on June 14.

EMERGENCY MANAGEMENT:

- Working on Emergency management plan
- Table Top Exercise – schedule for September 2023

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

UPCOMING EVENTS / ADDITIONAL INFORMATION:

PROGRESS ON MAJOR PROJECTS & PROGRAMS:

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

Operating Project	Objective	Approach	Measure	Progress YTD
1. Backhoe	Purchase – New	Ordered		Received
2. Yard Waste Fence	Fence west/north/south area	Contacted fencing companies		Received 1 quote will source for second quote.
3. Pick-up Truck	Purchase - Used	Searching dealerships		Purchased and Received
4. Sander/Plow	Purchase - New	Alberta Purchasing Connection	Request for Quotes	Quotes received
5. Pavement Patching	Request for Quote	Measure and mark		Partial patching completed the rest to be finished end of August
6. Sidewalk	Repair and Replace	Inspect sidewalks /Measure and mark		Completed 75% of projects and will finish the rest in August
7. Utility Patches	Patching	Use cold mix to cover patch		Completed patches on 18 Street and 22 Avenue. Will continue with 2 more patches in August
8. Potholes	Pothole Fixing	Sonic Patching	Quotes	Completed
9. Dust Abatement	Apply dust abatement	Read on Roads		Completed in June
10. Tree Pile	Removal	Grind/Mulch		Completed June 13
11. 18 Street	CRF Sealant	Apply sand sealant to road		Completed July 19-20





MONTHLY DEPARTMENT REPORT

Regular Meeting: August 14, 2023

Agenda Item: 3.3.3

Georgina Sharpe, Planning and Development

Report Period: July 2023

ACTIVITIES:

Development Permit Approvals & Lot Sales		
	July 2023	June 2023
Residential	\$K	\$7K
Comm/Ind	\$0K	\$0K
Public	\$K	\$128K
Other	Signs = 0	Signs = 0
WV III Sales* (Total = 68/85)	0 lot	1 lot
	YTD2023	YTD2022
TOTAL	\$3,829K	\$2,011K
		YE2022
Housing Starts	6	7

*by date of sale

- Municipal Planning Commission Meeting – Tuesday July 11 @ 7 pm
-

July Permits Issued:

DP #	Date Issued	Civic Address of Development	Lot	Blk	Plan	LUD	Description
D20-23	12-Jul-23	123 Westview Drive	1	85	0715724	R1	Walk out bungalow
D23-23	12-Jul-23	3011 23 Street	1	83	0715724	R1	Secondary front yard fence
D25-23	12-Jul-23	2122 17 Street	16,17	37	6864FU	C2	Change of use to Car wash - touchless
D28-23	21-Jul-23	123 Westview Drive	1	85	0715724	R1	Secondary front yard setback

PROGRESS ON PROJECTS & PROGRAMS:

- Land Use Bylaw Update Project –
 - Phase II Drafting Section by Section – July and August
 - Next Advisory Group meeting proposed for late August
 - Communication updates release in late summer (newsletter, website, social media)
 - Next presentation to Council proposed for late September

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

UPCOMING EVENTS / ADDITIONAL INFORMATION:

- Municipal Planning Commission Meeting – August 21 @ 7 pm
- Public Hearing – for Bylaw #1375-23 and #1376-23 regarding the Lancaster Landing Area Structure Plan August 14, 2023 @ 7 pm





MONTHLY DEPARTMENT REPORT

Meeting:
Agenda Item: 3.3.5

Peace Officer Jesse Steele #19091

Report Period: July 2023

ACTIVITIES:

- July 1st – Attended Nanton Fire “Junior Fire fit challenge” at THRC.
- July 22nd – RCMP Open House/ BBQ and COP meeting.
- July 26th – Joint Force Operation (JFO) w/ Cpl Nairn; Speed Enforcement Hwy 2N, near Fresh Mart. Totaled 5 violators and tickets issued.

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

N/A

UPCOMING EVENTS / ADDITIONAL INFORMATION:

- August 4-7: Nanton Roundup Days. Parade August 7th.
- August 17th: Unsafe Vehicle Safety Course/Presentation. Beaumont, Alberta.

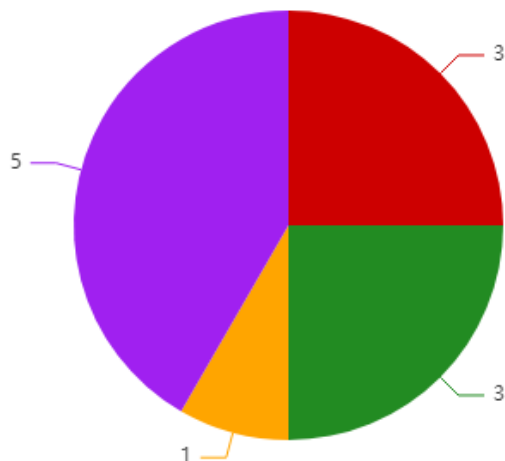
How did the month go?

Traffic enforcement action was steady with a greater emphasis on document enforcement and pedestrian safety. An increase of unsightly property complaints increased, mainly on vacant commercial properties.

Monthly Occurrences snapshot:

In July 2023, 12 reports were opened for received complaints for services. Therein the complaints consisted of 3 animal bylaw, 3 Community bylaw, 1 traffic bylaw and 5 Unsightly Properties.

Count of Incident Types Total:12 | 100.0%



Municipal Types

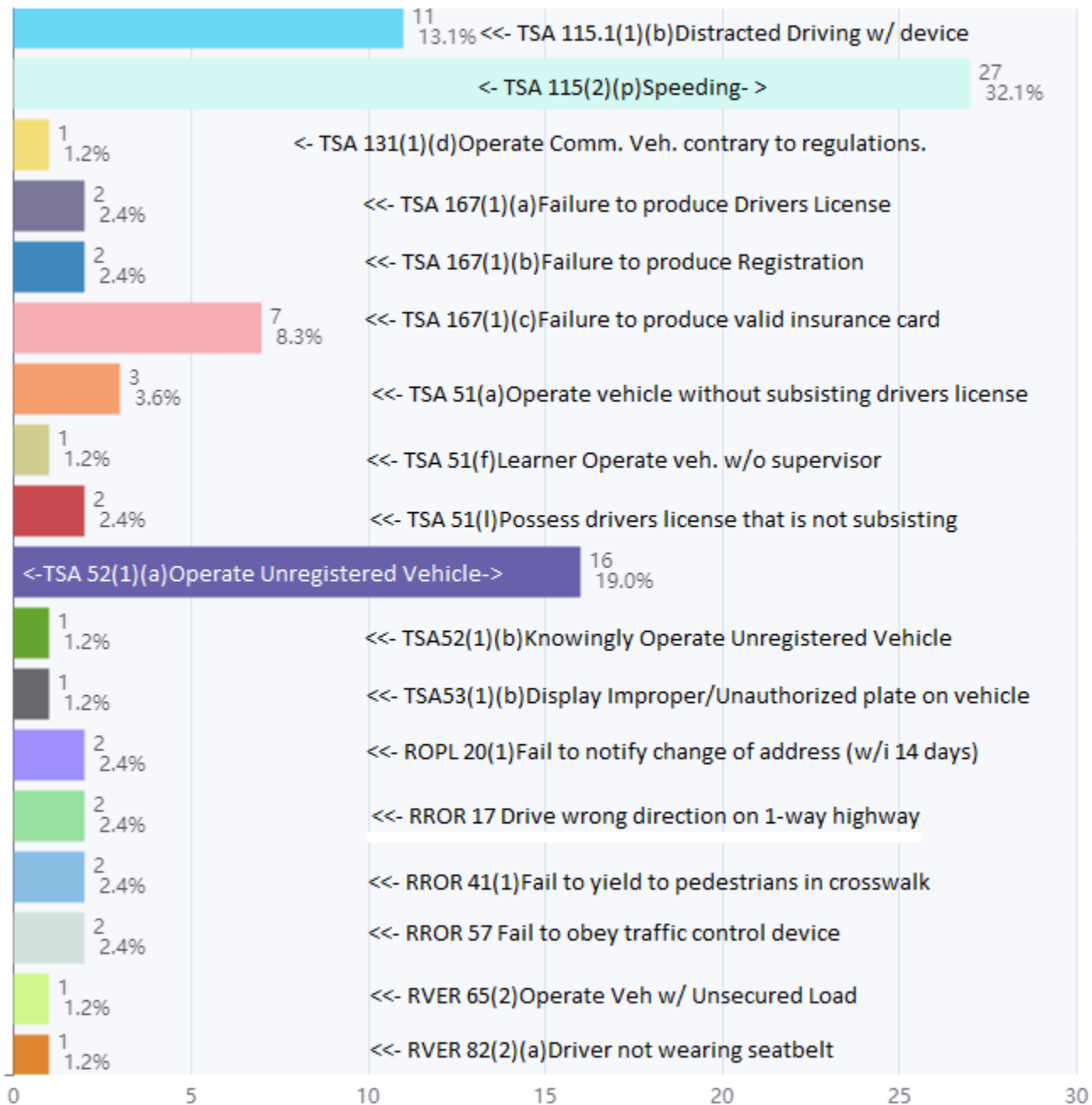
ANIMAL BYLAW	3	25.0%
COMMUNITY BYLAW	3	25.0%
TRAFFIC BY-LAW	1	8.3%
UNSIGHTLY PROPERTY	5	41.7%

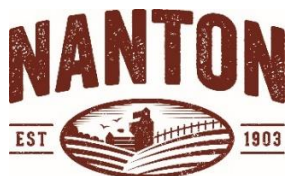
Monthly ticket stats:

For July 2023 a total of warnings and tickets added up to 84 violations identified totaling an approximate amount of \$12188 from violation tickets.

Fastest speed identified as 109km/hr passing Bomber Museum on Canada Day.

Count of E-Tickets Completed:Total:84 | 100.0%





MINUTES

Monday, July 10, 2023 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, Ken Sorenson and Kevin Todd.
Absent: Councillor Dave Mitchell

OTHERS PRESENT:

Neil Smith	Chief Administrative Officer
Lisa Lockton	Legislative Services Manager
Clayton Gillespie	Corporate Services Manager
Georgina Sharpe	Planning & Development Officer

1. CALL TO ORDER & ADOPTION OF THE AGENDA:

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

RESOLUTION # 187 – 23/07/10 - Czop

The Regular Council agenda for July 10, 2023 was accepted with the following changes:

4.2.1 Further feedback received re: Bylaw #1373/23

5.3 Edit Agenda Item to read as “Repeal Bylaw #1376/23 (Lancaster Landing Area Structure Plan)”.

CARRIED

2. PRESENTATIONS: None scheduled

3. REPORTS:

3.1 CHIEF ADMINISTRATIVE OFFICER:

3.1.1 Status Report – E

3.1.2 Monthly Report - E

3.1.3 Town of Nanton 2022 Annual Report – E

3.2 FINANCIAL:

3.2.1 Accounts Payable Reports June month end - E

3.3 DEPARTMENT:

3.3.1 Corporate Services Manager - E

3.3.2 Operations Manager - E

3.3.3 Planning & Development Officer - E

3.3.4 Fire Chief - E

3.3.5 Peace Officer – E

3.3.6 Strategic Plan – E

3.4 COUNCIL:

3.4.2 COUNCILLOR VICTOR CZOP - E

3.4.3 COUNCILLOR ROGER MILLER - E

3.4.7 COUNCILLOR JOHN DOZEMAN - E

3.5 OTHERS:

3.5.1 Community Futures Highwood – Quarterly Update – E

3.5.2 Chinook Arch Library Board 2022 Financial Statements and Annual Report Highlights - E

RESOLUTION # 188 - 23/07/10 - Miller

Moved that all written reports, as recorded on the agenda for July 10, 2023, be received for information and filing. CARRIED

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

4.1.1 Special Meeting of Council June 19, 2023 - E

RESOLUTION # 189 - 23/07/10 - Todd

The Councillors all having read the minutes and there being no errors, omissions or corrections, the Minutes of the Special Meeting of the Council of the Town of Nanton held June 19, 2023, were accepted as distributed. CARRIED

4.1.2 Regular Council Meeting June 19, 2023 – E

RESOLUTION # 190 - 23/07/10 - Dozeman

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 June 19, 2023, were accepted as distributed. CARRIED

4.1.3 Committee of the Whole Meeting June 26, 2023 - E

RESOLUTION # 191 - 23/07/10 - Czop

The Councillors all having read the minutes and there being no errors, omissions or corrections, the Minutes of the Committee meeting of the Whole of Council of the Town of Nanton held June 26, 2023, were accepted as distributed. CARRIED

4.2 BUSINESS ARISING FROM THE MINUTES:

4.2.1 Public feedback re: Community Bylaw Amending Bylaw #1373/23

4.2.1.1 Gail Wilson, Nanton – Opposed

4.2.1.2 Wannop, Nanton – Opposed

4.2.1.3 Jennifer Wing / April Wing, Nanton – Opposed

4.2.1.4 Howell, Ann & Jim, Nanton – In Favour

Additionally:

4.2.1.5 Becky Scott, Nanton – In Favour

4.2.1.6 Leo Weiser, Nanton – In Favour

4.2.1.7 Rachel Miller and Colby Reimers, Nanton – In Favour

4.2.1.8 Pam Woodall, Nanton – In Favour

4.2.1.9 Lori Stuart, Nanton – In Favour

4.2.2 Further consideration of Bylaw #1373/23 (Resolution #176-23/06/19) - E

RESOLUTION # 192 - 23/07/10 - Czop

Moved to read Town of Nanton Bylaw #1373/23, an amending bylaw to Community Bylaw #1299/18 to address Excessive Protective Elements, for the second time. CARRIED

RESOLUTION # 193 - 23/07/10 - Dozeman

Moved to read Town of Nanton Bylaw #1373/23 for the third and final time. CARRIED

5. NEW & UNFINISHED BUSINESS:

5.1 Water & Wastewater Quality Assurance Policy – E

RESOLUTION # 194 - 23/07/10 - Sorenson

Moved to approve the Water and Wastewater Quality Assurance Policy as per the attached Schedule “A” to these minutes. CARRIED

5.2 Land Use District Redesignation Bylaw #1375/23 – E

RESOLUTION # 195 - 23/07/10 - Todd

Moved to read the Town of Nanton Bylaw #1375/23 a bylaw to amend Land Use Bylaw #1246/13, to redesignate a portion of NE ¼ SEC 16 TWP 16 RGE 28 W4M from Multiple Residential – R3 and Public Institutional – PI to Agricultural Transitional – AT, for the first time. CARRIED

RESOLUTION # 196 - 23/07/10 - Miller

Moved to hold a Public Hearing in regards to Town of Nanton Land Use Bylaw Amending Bylaw #1375/23, on August 14, 2023 at 7:00 pm at Council Chambers in the Tom Hornecker Recreation Centre. CARRIED

5.3 Repeal Bylaw #1376/23 (“Lancaster Landing Area Structure Plan”) – E

RESOLUTION # 197 - 23/07/10 - Dozeman

Moved to read the Town of Nanton Bylaw #1376/23 to repeal Bylaw #1235/11, the Lancaster Landing Area Structure Plan Bylaw, for the first time. CARRIED

RESOLUTION # 198 - 23/07/10 - Miller

Moved to hold a Public Hearing in regards to Town of Nanton Repeal Bylaw #1376/23, on August 14, 2023 at 7:00 pm at Council Chambers in the Tom Hornecker Recreation Centre. CARRIED

5.4 Agri-Facts Managing Richardson’s Ground Squirrels – E

RESOLUTION # 199 - 23/07/10 - Miller

Moved to direct the issue of the level of service for gopher mitigation within the Town of Nanton to the next Services Committee meeting. CARRIED

6. CORRESPONDENCE:

6.1 FOR ACTION: None

6.2 FOR INFORMATION:

6.2.1 Minister McIver – Municipal Affairs re-appointment – E

7. CLOSED CONFIDENTIAL SESSION:

Georgina Sharpe left the meeting at 7:45 p.m.

RESOLUTION # 200 - 23/07/10 - Dozeman

IT WAS MOVED to recess the Regular Meeting at 7:45 p.m. in order 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 Chief Administrative Officer Correspondence - FOIP Section 17 Disclosure harmful to personal privacy
- 7.2 Correspondence – FOIP Section 17 Disclosure harmful to personal privacy

CARRIED

RESOLUTION # 201 - 23/07/10 - Todd

IT WAS MOVED to reconvene the Regular Meeting at 8:40 p.m. CARRIED

8. ADJOURNMENT:

RESOLUTION # 202 - 23/07/10 - Dozeman

IT WAS MOVED to adjourn the Regular Meeting of Council at 8:40 p.m.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

NS:ll

These minutes accepted and signed this 14th day of August, 2023.



POLICY

No. 40 – 194 – 23/07/10
Department: OPERATIONS

Schedule "A"

Water and Wastewater Quality Assurance

PURPOSE

The Town of Nanton monitors water and wastewater quality daily at various stages of treatment, distribution or collection. It also acquires, repairs and maintains the capital assets necessary to provide these services at a particular level along with trained personnel.

This policy establishes Council's **policy level** commitments to quality assurance as the owner and operator of both water and wastewater utilities.

KEY PRINCIPLES AND OBJECTIVES

- Collecting, treating and discharging wastewater effectively and safely;
- Levels of service that are affordable for the local tax base and utility consumer;
- Upholding all applicable legislative and regulatory requirements;
- Establishing and maintaining open and effective communications with Town utility consumers/users.
- Delivering safe, clean drinking water to Town consumers;
- Overseeing, analyzing, maintaining and continually improving the treatment, distribution and collection systems.

AUTHORITY

- Guidelines for Canadian Drinking Water (federal)
- Standards and Approval Guidelines for municipal waterworks, wastewater and storm drainage systems (provincial).
- Utilities Bylaw No. 1283/17 as amended.

RELATED POLICIES:

Multi Year Budget Policy
Tangible Capital Asset Policy
Asset Management Policy
Reserves Policy
Communications Policy

IMPLEMENTATION

This policy is not an operational Standard Operating Procedure or Guideline. Implementation of this policy should not contradict, duplicate or replace operational procedures which are the exclusive preserve of regulators, management and operators.

1. Raw and treated water testing above what is required by the Province: This will be performed on an as-needed basis to help identify source(s) of aesthetic issues related to treated potable water within the Town's water distribution network so they can be resolved accordingly.

2. Building and maintaining a broad base of well qualified operators and public works staff with the qualifications and capacities to monitor and maintain the utility systems and diagnostics.
3. Budgeting for the Town's utilities sufficiently to bring in qualified professional expertise when it is required by operators or management.
4. Maintaining information systems on the Town's website that can be shared with social media when prudent, including but not limited to:
 - a. Water Conservation and restriction levels;
 - b. Water Colour, Taste and Odour
 - c. Sewer Backflow Prevention and private line maintenance
 - d. Water service line repair/maintenance
 - e. Utility emergency and municipal enforcement information
5. Maintaining online and text message-based system alerts with respect to emergencies or repairs with respect to water or wastewater systems that could involve stoppages, shutdowns, or other issues.
6. Commitment to improved community education on local challenges around seasonal raw water supply limitations and the priority that must be given to optimal reservoir capacity every Fall.
7. The streamlining of consistent procedures related to water shut-offs or stoppages, both scheduled and unplanned.
8. Regular and collaborative communication with provincial drinking water specialists, Women's Coulee Diversion, Alberta Environment & Parks and Alberta Health.
9. An overarching commitment to renewing or replacing aging infrastructure that can cause water loss, discolouration, and infiltration issues.
10. The encouragement of accountability by all water users, regardless of what they pay at the meter, for the water they use or waste.
11. Regular reporting to Council of the progress made on operational and capital priorities.
12. Regular reporting to Council of the gap between billed utility water and water produced by the plant.
13. Identifying any reasonable revenue opportunities that can ameliorate operational costs.

MAYOR

Date

CHIEF ADMINISTRATIVE OFFICER

Date



REQUEST FOR DECISION

Meeting: August 14th 2023
Agenda Item: 5.1

Future raw or treated water supply options

Recommendation:

That Council adopt a formal approach of pursuing a treated water supply via pipeline from the Town of High River within the next 4-8 years to replace the Mosquito Creek and Spring Line raw water supplies, subject to periodic review.

Purpose:

With the completion of the Town of Nanton Regional Water Study (High River Water Supply) approaching and a likely November deadline for the next round of *Water for Life* major project funding, some decisions arguably must be taken by the Town and its prospective partners. Administration supports, for the long-term sustainability of the community, pursuing the High River Water Supply option.

There is one viable alternative that is not reliant upon external parties, that being the construction of a second storage reservoir and the progressive renovation and replacement of the existing water treatment plant.

Background:

This matter is of significant urgency for the community, for the medium and long term. A choice must soon be made between pursuing the treated water option (High River) or building a second reservoir and essentially replacing the water treatment plant following that work. Both of these options will be similarly expensive over time to implement, but only one downscales local treatment requirements and community dependency on winter storage.

Insufficient Raw Water Storage Volume	Expanded RW Storage	Capital Cost (high level)
Available storage: 204,000m3 2021 Average Raw Water Usage: 1,360m3/day Storage would last 150 days	New Westview Raw Water Storage Reservoir: Additional 231,000m3 To accommodate future projections and loss of Spring Line.	\$6,348,000 Likely Town portion: 38.5% (assuming grant aid success)
<i>The key point here is that building a second reservoir is really only “part 1” of the project. The Town will likely have to source essentially the same amount of money again for all the necessary renewal of the Water Treatment Plant. The Town portion of those costs would similarly likely be at about 40 per cent (assuming grant aid success). Borrowing for all of this could hit the region of \$5 million for the taxpayer over time.</i>		
Regional Treated Water Supply - HR	Reduced Treatment needs	Capital Cost
2.3 Million Litres per Day capacity pipe over 30km.	Secondary chlorination only Reservoir and WTP assets can largely be retired Mosquito Creek intake and Spring Line retired	\$14,951,000 Town portion under <i>Water for Life</i> : 9 % (\$1,347,000)
<i>Success with Water for Life could mean that the more ambitious project will cost the taxpayer a lot less in terms of borrowing despite the comparatively higher figure.</i>		

The Spring Line and Jackson Well

The Spring Line, as a source, is arguably no longer viable for Nanton. Its importance was as a slow winter 'top-up' for the reservoir and its flow is now so weak that it cannot even reach the reservoir (for the last two years). This means that the annual combined allocation of 276,513m³ (conceptually 757m³ per day) is purely theoretical.

Location	Licence number	Raw Water Source	Priority Number	Expiry Date	Point of Diversion / Re-diversion	Annual Licence Allocation m ³
Town of Nanton	00031062-00-00	Mosquito Creek	1982-08-17-03	N/A	SW 22-16-28-W4M	616,740
	00045700-00-01	Tributary to Springhill Creek - 10km SW of Nanton on Hwy 533	1954-08-16-001	N/A	W1/2 3-016-29-W4M	90,123
	00033114-00-00	Well - 10km SW of Nanton on Hwy 533	1978-12-07-02	N/A	10-2-16-29-W4M	186,390

Conceptual daily Spring Line flow that would meet optimal use of annual allocation	510m ³ per day	Recent observed flow range at spring head for all users	230-430 m ³ per day (seasonal variations)	Actual annual volume received by municipal reservoir	0m ³
Conceptual daily Jackson Well flow that would meet optimal use of annual allocation	247m ³ per day	Actual observed flow rates	Not accessible, anecdotally does not provide anything close to license allocation when working	Actual annual volume received by municipal reservoir	0m ³

Since at least 2019, it has been unrealistic to expect much more than 0.3m³/minute at the spring head (often lower), which is likely a much slower rate than was the case in decades past. This month so far, we have seen nothing greater than 0.16m³/minute at the spring head (230m³ per day). If every drop of water at the springhead bypassed all the other users over the 12km and was gravity pumped into the reservoir, the Town **might** receive about 80-85% of the allocation available under the well licenses. This is not enough water or certainty, even if it could be pushed to the reservoir, to justify the long-term investments in infrastructure renewal that would be needed for over 12km of aging line and installations of new valves and meters for other users. This also applies to Jackson Well as it connects with the spring line when it is flowing. It is always possible, that after a period of sustained precipitation and recharge, that the Spring Line could be stronger than this, but it's not looking positive at present. Major hydrological evaluations of the spring line would be required to determine if sizeable infrastructure renewal projects are indeed worthwhile.

The Town is therefore relying completely on its Mosquito Creek allocation, 70 per cent of it's overall raw water allocations at present, and only about 100,000m³ away from the limit of that license allocation. Greater supply security is required, be that via a pipeline or additional storage.

CAO Comment:

Despite all the facts and figures, this is ultimately a political decision based on estimates and no small amount of crystal ball gazing when it comes to the future. While a few other approaches or options could be considered if we were to spend another three or four years studying them, most 'likely' options have been examined carefully. There isn't enough time for another study if the next round of *Water for Life* is to be pursued, however. Any option requires significant provincial and potentially federal assistance, so the directions in which we are gently encouraged to look should be taken heed of. While there is no evidence that the Town would ever be left hanging by the Province at the Women's Coulee diversion, there is also a discernable lack of climate or flow data to boost confidence around the diversion's capability to always meet Nanton's future needs. If we stick with Mosquito Creek in the context of a second reservoir build, more water will have to be pumped faster into expanded storage every spring/

summer (which is certainly not impossible). If the Town of High River opts not to proceed with the initiative or if an application fails, the second reservoir option is certainly a default number two option.

Recommendation:

That Council adopt a formal approach of pursuing a treated water supply via pipeline from the Town of High River within the next 4-8 years to replace the Mosquito Creek and Spring Line raw water supplies, subject to periodic review of the priority.

ALTERNATIVES

- That Council adopt a formal approach of pursuing a second raw water storage reservoir followed by Water Treatment Plant asset replacement and infiltration gallery upgrade within the next 4-8 years to guarantee improved supply, quality and storage.
- Refer to Committee for further discussion/ further information.

Prepared By: Neil Smith, Chief Administrative Officer:

Date: July 24th 2023





REQUEST FOR DECISION

Meeting: August 14th 2023
Agenda Item: 5.2

Nanton and District Chamber of Commerce Funding

Recommendation:

That Council initiate, from 2024, a two year pilot program to support Nanton & District Chamber of Commerce with an enhanced \$19,500 conditional operational grant.

Purpose:

To better support the local business community and general community promotion, Nanton and District Chamber of Commerce and Administration are both in agreement that the 'status quo' around the relationship in certain areas needs to change, potentially by developing a closer alignment between business licence revenue and the grant.

Background:

The Town does not have the budget to support a full time Economic Development service, yet some aspects of what such a service would include are clearly desired. Until 2017, a great deal of community activity and general marketing was steered by a personnel position within the Town organization. While current administration cannot evaluate that position or service of the day, we can see that some stakeholders do miss elements of what was provided. The Town budget also supported the three months of presence at the Visitor Information Centre in the past. These are not typical activities of a municipal administration and belong squarely (arguably) within the remit of a local Chamber of Commerce, should it choose to undertake general marketing, event support, and visitor information services. Even when it comes to branded 'swag' or merchandise, there is a dichotomy between what is appropriate to support the municipality and what might be useful or desired for general community promotion (e.g. intermittent demand for T-shirts which previously resulted in grotesquely inflated inventory that has taken a decade to deplete).

If funding were to be increased, it would need to be clear that this is also to help all the other stakeholder organizations within the community. The Town could not afford, for example, to offer similar assistance to other non-profit groups that are active within the visitor economy.

Currently	Suggested for 2024-25
\$5,000 Operational grant \$5,000 one-off support for VIC operation (2023) Capital and logistical support of the Mile 56/ VIC Area Use of community branding as required	\$19,500 annual operational grant, with the Chamber Board choosing how best to operate or provide: - Event coordination (primarily Nanton Roundup Days) - Visitor information services and partnerships - General community marketing and use of the authorized Nanton community branding for promotion - Social media/ internet promotion of the community and events - Merchandise acquisition and distribution - Application for additional operational or project based grants.

	• Town retains separate budgetary and management responsibility for capital repair and maintenance of the Mile 56/ VIC area (including washroom repair and maintenance). • Only the Town would use the new corporate coat of arms. • Presentation of an annual plan.
--	--

Administration does not favour pigeonholing how the funds are specifically spent to any great degree (this is proposed as a pilot project). Whether these funds are used to largely support a part-time Executive Director position, for example, would be up to the Chamber Board. What does need to be clear from the Town's standpoint is that the operational grant is the absolute limit of municipal support for the type of activities listed, however they are prioritized, budgeted or actioned. The expectation would be the enhanced funding and activity would encourage promotional partnerships with the likes of the Canadian Grain Elevator Discovery Centre, Bomber Command Museum of Canada, Nanton Community Radio, Agricultural Society and so on.

5 Year Average for Business Licence Revenue	75/25 Percentage split
\$25,985	\$19,500/ \$6,500

The Town would, under this model, retain the balance of revenue over \$19,500 (estimate is \$6,500 approximately) to provide some base funding for the Economic Development area of the municipal budget and cover administration expenses for the annual business license renewal process. On the Town side, we would reduce areas of the budget used for marketing and merchandise, focusing more frugally on our internal requirements for branded clothing for staff and so on.

In terms of requirements restrictions, any agreement should be clear that Mile 56 and the Schoolhouse are the Town's assets, and there should be a commitment from the Chamber to adhere to our Branding Guidelines and desired appearance of the facilities for which we own and are responsible. Supporting the Town in encouraging bylaw compliance by businesses and others in the commercial core, particularly on sidewalks, should also be clear.

The priority for discussion with Council could and should be the completion of the 'Mile 56' vision and the urgent repair and maintenance of the McEwan Schoolhouse, whatever its future use might be. While hardly operating in a silo, Town administration and staff need to be primarily focused on municipal information and communications – while our social media arm was developed from a promotional standpoint many years ago to the enormous credit of past staff, our municipal messaging and information was almost non-existent (comparatively speaking). If we undertake a marketing initiative, it should be of a more targeted variety - be that Westview opportunities or recreational programming, for example.

CAO Comment:

Administration encourages both Council and the Chamber of Commerce to consider this as an experimental way forward by way of an MOU. Tying it to the approximate level of annual business license revenue is an arguably fair level of support that may encourage greater levels of compliance overall. This solution may also create a greater level of distinction in everyone's minds between 'economic development' and 'community marketing/promotion'. Two years would be a sufficient period for the Chamber and Council to evaluate if this approach to partnership yields better promotional and community outcomes that satisfy the business and non-profit community.

Recommendation:

That Council initiate, from 2024, a two year pilot program to support Nanton & District Chamber of Commerce with an enhanced \$20,000 conditional operational grant.

ALTERNATIVES:

- Proceed with a different grant level.
- Do not proceed.
- Refer to Committee and Chamber Executive.

Prepared By: Neil Smith, Chief Administrative Officer:

Date: July 25th 2023





REQUEST FOR DECISION

Meeting: **August 14, 2023**

Agenda Item: 5.3

Request to close a portion of Lane in Block 28 Plan 3163L

ADMINISTRATIVE RECOMMENDATION:

THAT Council direct Administration to prepare and present for first reading a Road Closure Bylaw for the laneway between Lots 11, 12 and Lots 23, 24 Block 28 Plan 3163L.

PURPOSE:

For Council to review a request for the closure of a portion of lane between Lots 11, 12 and Lots 23, 24 Block 28 Plan 3163L as a part of the overall development proposal request from the owner to build a shop and impound lot for a towing business on Lots 11, 12 and Lots 23, 24 Block 28 Plan 3163L (1916 and 1918 21 Street).

BACKGROUND/IMPLICATIONS:

Road Closure Bylaw Procedures

1. The municipality will need to prepare a road closure bylaw with a correct and acceptable legal description of the area of roadway or lane to be closed attached as Schedule A.
2. The bylaw receives first reading and a date for a public hearing is determined and is advertised in accordance with the MGA and the Town of Nanton Advertising Bylaw. The bylaw and advertising must state the ultimate purpose of the closure (i.e. to public travel only, for lease or consolidation with an adjacent title, etc.). The public should be made aware of the nature of the closure and its long-term consequences. The advertising should state the time and place of the public hearing. *(In addition to the advertisement, adjacent land owners may be mailed a direct notice if a closure is deemed to have significant impact on them, however this is more of a courtesy and is not a requirement if the closure is advertised.)*
3. The municipality must also send letters to the required utility companies to inform them of the proposed closure and ascertain if they have any concerns.
4. If objections are raised at the public hearing, Council should determine if the objections raised are valid and whether they wish to continue in spite of the objections. The objections must be noted when the bylaw is sent to the Alberta Transportation.
5. Following the public hearing, the municipality sends the bylaw and any comments received from landowners or utility companies to Alberta Transportation for the Minister's signature.
6. Following receipt of the signed bylaw from Alberta Transportation, the Council can proceed with second and third reading.
7. After third reading, the bylaw can be forwarded to Land Titles Office in Calgary along with any easement requirements from the utility companies where a title in the name of the municipality will be issued for the closed portion of the roadway.

8. This title can then be disposed of or sold by the municipality. The lands may also be consolidated with the surrounding parcels to create one large (26,000 ft²) lot.

DECISION OPTIONS:

☒ #1 – Administration to prepare and present a Road Closure Bylaw to Council

Implication: Circulation and referral of Bylaw will occur after first reading and per the MGA for notification of affected parties and advertising for 2 weeks prior to Public Hearing. The Minister of Transportation is required to sign the Bylaw prior to second reading. Affected parties will have opportunity to be heard by Council at the Public Hearing.

☐ #2 – Do not proceed with Bylaw.

Implication: The postponement of the bylaw may occur while Council directs Administration to undertake further review of the value of the lane area for disposal or sale or conducts further discussions with affected stakeholders.

CAO COMMENTS:

Administration takes the view that this would be positive for development in the industrial lands generally and would cause little to no encumbrance of other adjacent interests.

Financial: N/A

Attachments: Letter of Request and Staking Plan (Survey)

Applicable legislation: MGA ss. 22, 187, 216.4, 606

Prepared By: Georgina Sharpe, Planning and Development Officer

APPROVED BY:

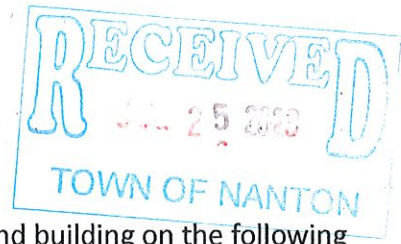

NANTON
EST 1903

DATE: *August 8th 2023*

NANTON STRATEGIC PLAN ALIGNMENT			
☐	OPERATIONS	☐	EMERGENCY SERVICES
☐	PLANNING & DEVELOPMENT	☒	COMMUNITY & ECONOMIC
☐	GOVERNANCE & CORPORATE SERVICES	☐	NOT APPLICABLE
PRIORITY OR ACTION:			



To whom it may concern,



1894326 Alberta Corp. O/A Southern Alberta Towing is relocating and building on the following properties located in Nanton, Alberta TOL 1R0

Plan 3163L Block 28 Lots 11 and 12

Short Legal: 3163L;28;11,12

**** Civic Address Not Available ****

Plan 3163L Block 28 Lot 24

Short Legal: 3163L;28;24

**** Civic Address: 1918 21st Street ****

Plan 3163L Block 28 Lot 23

Short Legal: 3163L;28;23

**** Civic Address: 1916 21st Street ****

We are asking that the alleyway (running East and West) that separates the adjacent properties **3163L;28;11,12** and **3163L;28;24** and **3163L;28;23** be closed.

The property, **3163L;28;11,12** and alleyway in question as it sits leaves access to the property inoperable to the public or adjacent landowners. Closure of the alleyway between the two properties would allow us to build our shop and impound lot, fully occupying all lots as stated above. The alleyway (running North and South) would still be operational.

Thank-you for your time and consideration on this matter.

SUBJECT PROPERTY:
LOTS 11-12 & 23-24, BLOCK 28, PLAN 3163 L
1918 21ST STREET, NANTON, ALBERTA

NOTES:

1. All distances are in metres and decimals thereof.
2. Bearings are 3TM Grid and are derived from GNSS observations.
CSF: 0.999745
3. Survey conducted June 13, 2013.

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SYMBOLS AND ABBREVIATIONS THAT MAY
APPEAR ON THIS PLAN.

Iron Post found:	●	L	Air Conditioner	I	Iron Post
Iron Bar found:	◆	M	Asbestos	Mk	Mark
Calculated Position:	□	OJ	Above Ground	OC	Overland Drainage
Placed Spike:	△	PIL	Access Road-Way	R	Property Line
Placed Luth:	X	CatL	Calculated	RdL	Radius of Road
Boundary of Subject Property:	—	(R)	Callower	RstL	Restore
Right-of-Way:	—	Conc.	Concrete	RspL	Repaired-Way
Exterior Wall:	—	Countmrk	Countermark	UHW	Utility Right-of-Way
Fence:	—	FdL	Found	WW	Window Well
	—	HrL	Hazard		
	—	G.L	Ground Level		

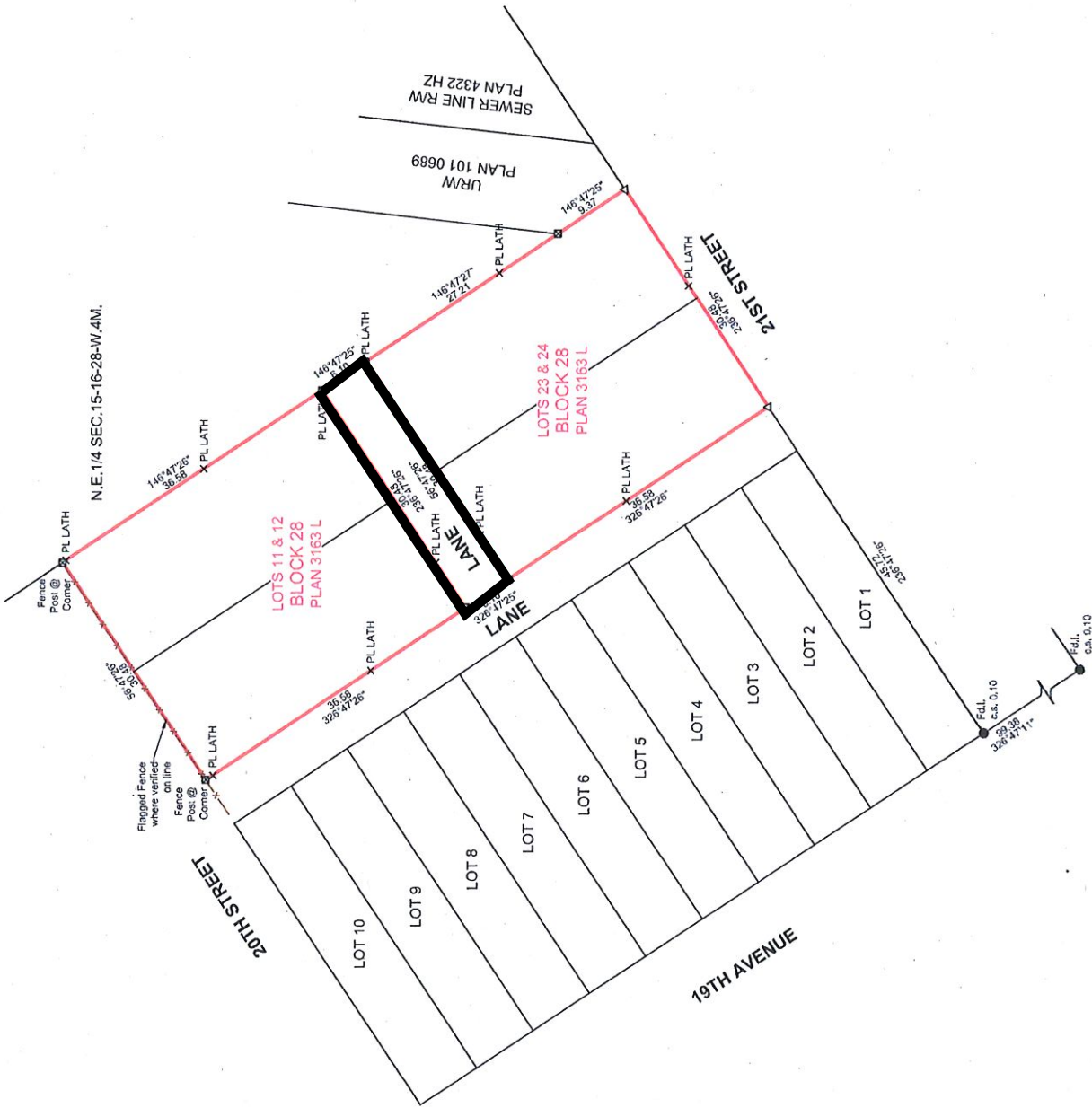



M. Kent Croucher, A.L.S.

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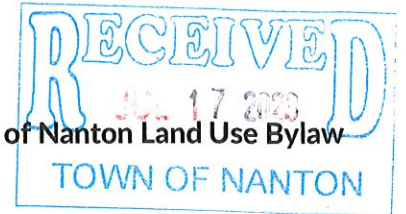
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				Ottawa, Alberta T1S 1J6		23-0332	
				Office: 587-757-0634			



Petition to: TOWN OF NANTON

Subject Matter: Current comprehensive review and update of the Town of Nanton Land Use Bylaw

Area of Concern: 15th street and 16th street, Nanton, AB



Statement of the subject matter and action requested:

It has come to our attention that the Town of Nanton is seeking to provide additional affordable housing. One of the solutions under consideration is to rezone existing residential neighbourhoods to include secondary suites. We, the undersigned, are very concerned citizens who are opposed to this change and want our neighbourhood to remain zoned strictly for single family dwellings which is the reason we chose this area to purchase a home in the first place. We do not want secondary suites of any kind.

Print Name	Print Address	Signature
GARY COOPER	2306 16 th ST	Gary Cooper
Olison Collis	2303 15 th Str.	Olison Collis
Will Collis	2303 15 th Str.	Will Collis
Harry L Knight	2304 - 16 st.	Harry L Knight
LEIGH McNeill	2314 - 15 ST.	Leigh McNeill
Robert Anderson	2300 - 15 ST	Robert Anderson
Giannina Zamparo	2306 - 15 st.	Ben Zamparo
CROZIE WAYNE	2403 - 16 st	Crozie Wayne
NAYVE + DIANA BEACH	2407 16 ST	Nayve Beach
GWEN + GWYNIE GIFFEY	2401 16 ST	Gwen Giffey
DAVID + OLIE HARRISON	2305 16 st	David Harrison
John + Mila Baird	2307 16th st.	Mila Baird
Wyatt Chattaway	1601 22 Ave	Wyatt Chattaway
Shane Darling	2304 15 th	Shane Darling

Person Lodging this petition is:

Full Name: Joan Cooper

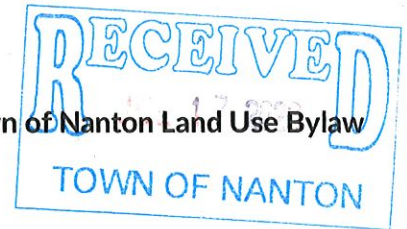
Address: 2306 16th street, Nanton, AB

Signature: Joan L Cooper

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Print Name	Print Address	Signature
Susan Peters	2309 15 Street	Susan Pet
Mik & Dancy	16 th 2413	
Sherry Bjorn	2415 16 th St.	
Audrey Klum	1510 26 ave	
Paulette Benkenia	1510 26 ave	

Person Lodging this petition is:

Full Name: Joan Cooper
Address: 2306 16th street, Nanton, AB

Signature:

Recommendation: Include this letter in the current Land Use Bylaw public engagement process.





ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR111593

July 7, 2023

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

Dear Mayor Handley:

Further to my predecessor's letter of March 2, 2023, a strong partnership between the province and local governments remains a key priority for the Government of Alberta. To that end, I am pleased to confirm the allocation amounts to your community for the Municipal Sustainability Initiative (MSI) Capital and Operating programs, and the Canada Community-Building Fund (CCBF) program.

For the Town of Nanton:

- The **2023 MSI Capital allocation is \$259,595.**
- The **2023 MSI Operating allocation is \$55,110**, double the 2022 allocation amount.
- The **2023 CCBF allocation is \$136,534.**

MSI and CCBF funding amounts for all municipalities and Metis Settlements are posted on the Government of Alberta website at open.alberta.ca/publications.

I look forward to working together with you to support your local infrastructure and operating needs, and building strong, vibrant communities across Alberta.

Sincerely,

Ric McIver
Minister

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