

# 2023 ANNUAL REPORT



TOWN OF NANTON



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## WELCOME TO THE TOWN OF NANTON

The small community of Nanton is located on Highway two on the eastern edge of the Alberta foothills. Its location of just an hour from two of Alberta's big cities - Calgary and Lethbridge - makes it a perfect day trip, stop off the highway, or a weekend destination. Within the town, there is so much history to explore, that you may need to plan for more than one day to see it all. From the towering grain elevators to antique shopping, to embracing the classic architecture of Main Street, to Nanton's two museums, you will be able to truly get a sense of southern Alberta's history.

The Town of Nanton's 2023 Annual report features our progress over the past year, highlighting important achievements and plans for the future.

Within this report you will find an overview of the municipality, information about elected officials, how each department's 2023 achievements align with the Town of Nanton Strategic Plan and the fiscal year audited financial statements.

Comments on this report may be direct to the Town of Nanton at [communications@nanton.ca](mailto:communications@nanton.ca) or 403-646-2029.



## MESSAGE FROM THE CHIEF ADMINISTRATIVE OFFICER

I am pleased to provide you with this year's annual report. This is a fine opportunity to reflect on the past year and highlight the Town's successes. It goes without saying that we have a professional team of employees, contractors and volunteers who make sure that your services are delivered on time, within budget and align with the vision and priorities of the Mayor and Council. This report would be nothing without their hard work and dedication, so my thanks to them is richly deserved.



We are still operating in a time of many unknowns with factors such as inflation and affordability impacting not only the general public, but a municipality's ability to deliver services at the same or better levels than in years previous. The ambition to do more, innovate and expand into areas in which larger jurisdictions inhabit is always there, but that inclination toward mission creep must always be tempered by the fiscal reality of a small town with a modest commercial and industrial base.

While it is not that exciting for some, our work on water and sewer remains an unassailable top priority in Nanton. Our Operations Department has been working very hard on this. In 2023, with Provincial assistance, we executed the reservoir aeration project, an initiative that should significantly improve the appearance, taste, and odour of Nanton's treated water. Leak detection and water main repair are critical to reducing water waste and infiltration pressure on our Wastewater Treatment Plant. We also received word that funding had been made available for the de-watering capability at our Wastewater Treatment Plant - an essential future project to reduce our very high sludge hauling costs. We have initiated a program of sewer main re-lining as well, with significant work completed on 18<sup>th</sup> and 19<sup>th</sup> Streets in 2023.

We also spent a great deal of time on a proposed new Land Use Bylaw in 2023. Again, while it may seem dry and drawn out to the casual observer, it is arguably the single most important bylaw for future development that Council has at its disposal to change and shape. When we say that we're open for business, we need a bylaw that reasonably reflects the cliché.

A small side project executed in 2023 was a new promotional video for Nanton; the first since 2015. The community really stepped up to help make the production a success. The best way to make use of it and best leverage Council's investment is to share and like it with friends, business contacts and others in social media. <https://youtu.be/-rEttOau6YA?si=m-vkY0o-xctdlQYg>

Please take a moment to review this report to get a full update on projects, plans, progress and future goals.

Warmest Regards,

***Neil Smith***



## MAYOR'S MESSAGE

Looking back on 2023, it stands out as one of the most challenging years for me on Council. We encountered a multitude of obstacles that required careful navigation. From unprecedented inflationary pressures to significant water leaks and breaks across town, and even escalating levels of harassment towards Council and staff, the year demanded resilience and determination from us all. Nevertheless, Council and our remarkable staff persevered, accomplishing a great deal.

Improving our infrastructure emerged as a primary focus throughout the year. This involved an intensive effort to detect and address leaks while replacing valves in our underground water lines. While these tasks may not always be immediately noticeable or appreciated, their overall maintenance is crucial for our town. Our proactive approach to infrastructure has been a long-standing goal, and we continued to pursue it diligently in 2023.

In the face of soaring inflation, we remained steadfast in managing costs and upholding fiscal responsibility. Through prudent budgeting and prioritizing we navigated the impact of inflation on our residents while safeguarding essential services and programs.

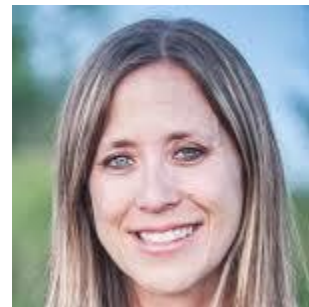
Another significant priority for Council in 2023 was to expand housing options within our community and streamline the development process. To achieve this, we embarked on a comprehensive land use bylaw update process, with a focus on permitting secondary suite zoning throughout town. This initiative offers homeowners the opportunity to create additional suites, potentially offsetting their expenses and addressing our businesses' staff housing needs.

Council also played a crucial role in advocating for our community's needs, including advocating for funding for new schools through collaboration with the school division and partnering with AHS, The M.D. Of Willow Creek, and The M.D. of Ranchlands to design a new Medical Clinic.

As always, we are here to represent your interests and welcome your questions, ideas, and concerns. Your engagement is vital and always appreciated.

Sincerely,

Jen Handley Mayor



## COUNCIL

Council is the governing body of the municipal corporation of the Town of Nanton. Nanton's Council consists of six Councillors and one Mayor, as elected. These positions are elected for a four-year term as set out in the Municipal Government Act.

The principal role Council is to create policy for the governance of the town and its residents. The forum for local government policy making is the Regular Council Meeting. The Council relies on input from many sources, including the public, various community organizations, citizen's groups, advisory committees and staff. It is the Council's responsibility to consider the merits of each idea before proceeding with its decision. In doing so, Council members analyze community needs, program alternatives, and available resources.



The Town of Nanton Council meets at 7:00 p.m. the first and third Monday of each month (one per month in July and August). Council Chambers is located at the Tom Hornecker Recreation Centre Meeting Room, 2218 18 Street, second floor (access by Southwest door up the stairs).

## TOWN OF NANTON COUNCIL AND COMMITTEE REPRESENTATIVES

Mayor Jennnifer Handly



- Emergency Management Committee
- Nanton and Area Physician Attraction and Retention
- Mosquito Creek Foundation
- Intermunicipal Collaboration Framework (ICF)



Councillor John Dozeman

- Emergency Management Committee
- Foothills Regional Emergency Services Commission
- Services Committee
- Finance Committee

Councillor Victor Czop



- Emergency Management Committee
- Municipal Planning Commission
- Highwood Management Plan
- Oldman River Regional Services Commission
- Governance Committee

Councillor Roger Miller



- Municipal Planning Commission
- Regional Assessment Review Board
- Nanton Health Centre Management Committee
- Services Committee

Councillor Dave Mitchell



- Nanton and Area Physician Attraction and Retention
- Foothills Regional Services Commission
- Chinook Intermunicipal Subdivision and Development Committee
- Finance Committee

### Councillor Ken Sorenson



- Municipal Planning Commission
- Governance Committee
- Services Committee

### Councillor Kevin Todd



- Nanton Quality of Life Foundation
- Alberta Southwest Regional Alliance
- Intermunicipal Framework Committee
- Governance Committee
- Finance Committee

In October 2023 Council Chambers was equipped with this sign designed and made by Little Monkey Metal works. Council would like to thank Little Monkey Metal Works for their wonderful art installation as it creates a warm, inviting and professional place for Council to have their meetings.





## MISSION STATEMENT

The Town of Nanton will be innovative and pro-active in providing effective, efficient and affordable services to residents; developing strong and beneficial partnerships through awareness and communications.



## VISION

Nanton, a diverse, caring and enjoyable community that works together for a thriving future that is inspired by and honours its past

## GUIDING PRINCIPLES

Our Guiding Principles as we make decisions are:

- Quality Services
- Engaged and Caring
- Fiscally Responsible
- Authentic Destination
- Healthy Lifestyle
- Variety in Housing
- Thriving Businesses

## CORE VALUES

Council members discussed how they can optimally work together in the Town's best interests. Core values were identified for the Council, which will filter to Administration and create a positive culture in the community.

**United** - We value healthy, respectful debate and while we may agree to disagree, we stand united in our joint decisions.

**Transparent** - We are open-minded and honest in our communication and relationships with each other, valuing transparency amongst each other, Administration and the community.

**Respectful** - We work together in a respectful manner, creating a safe environment to brainstorm and consider all perspectives; being prepared for our deliberations, valuing each other's time.

**Collaborative** - We will work as a team, in the best interest of the Town of Nanton.

## STRATEGIC ASSESSMENT

On March 7 and 8, 2022 Council and the Chief Administrative Officer worked together to strategically assess the Town of Nanton. Based on the strategic assessment, the following five priority areas were identified:

- Governance and Corporate Services
- Operations
- Community and Economic Development
- Planning and Development
- Emergency Services

Within these five priority areas, Council and Administration identified action items that need to be accomplished within the next three years in order to work towards the vision. The accomplishments that were achieved in 2023 are noted below, aligned to strategic objectives.

## FINANCIAL HIGHLIGHTS

Following the strategic assessment will be attached the Town's financial highlights and financial statements.



## GOVERNANCE AND CORPORATE SERVICES

To ensure proper governance and administration of the town and to ensure optimal communications with residents and businesses within the community.

### Strategic Objectives:

- To ensure effective Administration operations for the benefit of the Town and its residents.
- To enhance public engagement and participation in the Town.
- To ensure residents and business owners are adequately informed.
- To ensure advocacy at all levels of government in the best interests of the Town.

### Accomplishments:

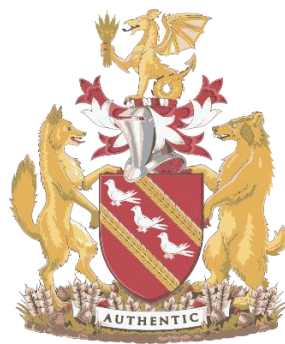
- Council meeting room audio upgrades were completed in 2023 which enhances the ability for Council meetings to be lived streamed. This also helps those in the meetings who might have trouble hearing as they can connect their hearing equipment to the devices.
- Significant Bylaws
  - 1368 Cemetery      A comprehensive update of the Town's cemetery regulations
  - 1372 Fire protection      A comprehensive update of the Town's Fire Protection regulations, including significantly increased penalties/ fines.
  - 1373 Excessive Protective Elements      Amendment to the Community Bylaw for intrusive use of security cameras and lighting.
  - 1378 Animal Bylaw      A comprehensive update of the Town's animal regulations, particularly for dogs.



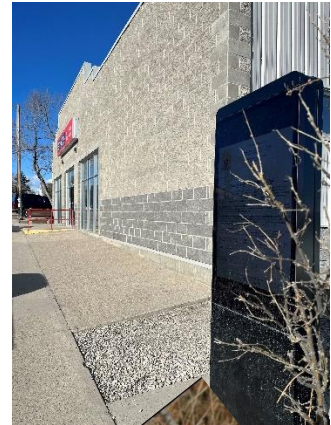
➤ Heraldic Symbol

- In 2021, Council authorized a coat of arms from the Canadian Heraldic Authority - this was not a rebrand or marketing exercise, but done to mark Nanton’s 120th anniversary of incorporation and make the coat of arms adopted in 1983 ‘official’.

Arms	Reworking of the Nanton family arms with three white martlets (birds) in a diagonal line in background colour reflecting branding colours developed in 2013. The wheat lines are emblematic of Nanton’s origins from CPR railway development.
Crest	A stylized Wyvern (the dragon) as depicted on the Nanton family crest.
Supporters	a fox and a badger, chosen for their presence among local wildlife. The wheat and acorns reflect Nanton’s agricultural economy and the burr oak of the prairies.
Motto: AUGUSTUS	Chosen for its double meaning, for Sir Augustus Nanton and the Latin word Augustus meaning something venerable because of its age or character.



- In 2023 a signage LED notice board was installed next to the post office in 2023 helping to keep the community informed of Town activities. This communication tool will help the Town of Nanton keep citizens informed of various things going on within the community. Since everyone in Town gets their mail from the post office the location is central to all of the residents in Town. Feedback on the electronic notice board has been positive and it continues to be a great resource for the Town.



- At the beginning of November 2023 Sara-Lynn Lyons was hired for Legislative Services and Communications. In a continued effort to ensure succession planning of positions is maintained Sara-Lynn will be trained to take over for Lisa Lockton when Lisa retires in 2024. Sara-Lynn comes of the Foothills County with over 15 years of Municipal experience.



## OPERATIONS

To ensure the Town of Nanton has quality infrastructure to support and sustain its growth.

### Strategic Objectives:

- To support the Town through the effective planning and implementation of Town infrastructure and assets, including wastewater and roads for long-term sustainability.
- Tow work toward broader satisfaction concerning Town's water quality.

### Accomplishments

- Roadway Infrastructure
  - Road rehab - several locations around Town had patches completed and sealant work was also completed on 18th street. Due to timing only half of the funding was utilized but the unused funds will be carried over to 2024.
  - Sidewalk rehab - various locations were upgraded to improve sidewalk conditions. Budget of \$75,000, actual dollars spent was \$74,296.40.
- Roads
  - Removed and replaced Stop signs from concrete blocks at 18, 19, 23 and 22 streets with permanent Stop signs.
  - New this year was adding cold mix to patches done in the spring to help with better compaction and keep moisture from getting into area. Paving was completed at the end of August.
  - Experimented with a new road sealant on 18 street called CRF sand sealant. Will help to extend the life of the pavement for 5-10 years.
- Utility Infrastructure
  - WWTP Equipment updates - \$75,000 budgeted for updates to several pieces of critical equipment. Actual spending = \$70,531.14.
  - Sewer re-lining - 1,347 feet of sewer main was re-lined along 18th and 19th street helping to extend the life of these critical sewer mains. Budget of \$100,000 - Actual spending of \$111,954.50
  - Valve replacements - Seven (7) water (isolation) main valves were replaced in 2023 helping to support the Town's efforts to control water loss. Budget of \$100,000 - actual spending of \$76,279.88. Unused funds will be carried over to 2024.
- Water operations:



- Unmetered potable water loss has decreased by over 15% in 2023 through leak detection, water valve replacement and line break repairs.



- An aeration system for the raw water reservoir was completed and commissioned in December 2023. This should greatly reduce the likelihood of seasonal discoloration of treated potable water within the Town's distribution system.



- An algacide pilot study in the raw water reservoir was performed in the summer of 2023. Algae blooms containing Geosmin and 2-Methylisoborneol



(two non-toxic compounds that are often responsible for taste and odor issues within treated potable water) were identified in the raw water reservoir, and an NSF and Health Canada-approved algaecide was applied to control these algae blooms. The blooms were greatly reduced, and taste and odor complaints decreased significantly compared to summers past. The Town will be installing a permanent algaecide injection system in 2024.

➤ Wastewater operations

- The Town was awarded a grant from the Government of Alberta to assist in the funding of the design and construction of a waste sludge dewatering system at the wastewater treatment plant. Once the system is installed and commissioned, it will greatly reduce the expense of trucking waste sludge to the City of Calgary for disposal. The project completion date is expected to be summer of 2025.

➤ Vehicles and Equipment

- Backhoe replacement - a new backhoe was ordered and received in 2023 to help the Town crew maintain town streets and other infrastructure.
- Other equipment - a new parks mower, two additional pickup trucks and equipment accessories were purchased in 2023 to improve efficiency of providing services. Two new speed signs were also purchased to help with slowing highway 2 traffic through town. Total budget of \$392,000 with actual spending of \$358,024. Unused dollars will be carried over to 2024.

➤ Sidewalks/Pathways

- Replaced large sections of sidewalks in multiple areas of town.
- New sidewalk and pin curb on southbound highway at Circle K gas station
- New pin curb on 22 Avenue and widened the pathway.
- Installed new bump out and metal grate at Candy Store corner.
- In conjunction with Parks and Recreation we were able to help add two new culverts and overlay pavement to the pathway by the ball diamonds which will help with drainage.
- New bump out at library for permanent stop sign.



## COMMUNITY AND ECONOMIC DEVELOPMENT

To ensure the Town of Nanton develops the community and the economy, ensuring sustainability and appropriate growth.

### Strategic Objectives:

- To support business attraction, retention and expansion.
- To ensure sustainability of existing parks and recreation assets.

### Accomplishments

- Parks & Trails
  - Pathways & Parks - 'x' feet of pathway was re-paved in 2023 to extend the life of critical pathways around parks. Additional playground equipment was added in 2023 as well and the gazebo in lions park was refreshed. Total budget of \$60,000 with actual spending of \$35,347.09. Unused funding carried over to 2024.
- Raising Awareness of the Nanton Advantage
  - Development of a new marketing video, the first new one since 2015.



- Promotional & Support grants 2023
  - A total of \$3,000 was provided to organizations in 2023 to help promote Nanton. Grants awarded were:
    - Canadian Grain Elevator - \$750 in total for their concert and movie series
    - Children's Society - \$500 for the annual children's festival taking place on the August long weekend.
    - Nanton Marlins Swim Club - \$500 to support the Nanton Swim Meet
    - Nanton Booters - \$500 to support the annual August long weekend parade.
    - Nanton Light's the Way - \$250 to support the annual Christmas event.
    - Chinook Singers & Players - \$500 to support their production.



## PLANNING AND DEVELOPMENT

To ensure that the character of the Town of Nanton is preserved while facilitating appropriate growth resulting in the Town’s sustainability.

### Strategic Objectives:

- To encourage the efficient planning of residential, commercial, industrial and industrial development that enhances the quality of life for Town residents.
- To maintain a balance of residential, commercial and industrial development to facilitate the fiscal sustainability of the Town of Nanton.
- To plan for diversity in housing in the Town.

### Accomplishments

- The Town of Nanton has engaged ISL Engineering and Land Services to update the Town’s Land Use Bylaw (LUB). The current LUB was adopted in 2013, and an update was needed to improve the clarity and usability of the document, consider new land development trends, align with current policy documents and better reflect community needs to support the growth and development of the municipality.



Development Permit Construction Values	2023
Residential	\$1,350,000
Commercial/Industrial	\$3,206,600
Public	\$128,000
Other	0
TOTAL	\$4,684,600
Housing Starts	6
Building Permits Issued	29



## EMERGENCY SERVICES

To ensure residents have appropriate access to

### Strategic Objectives:

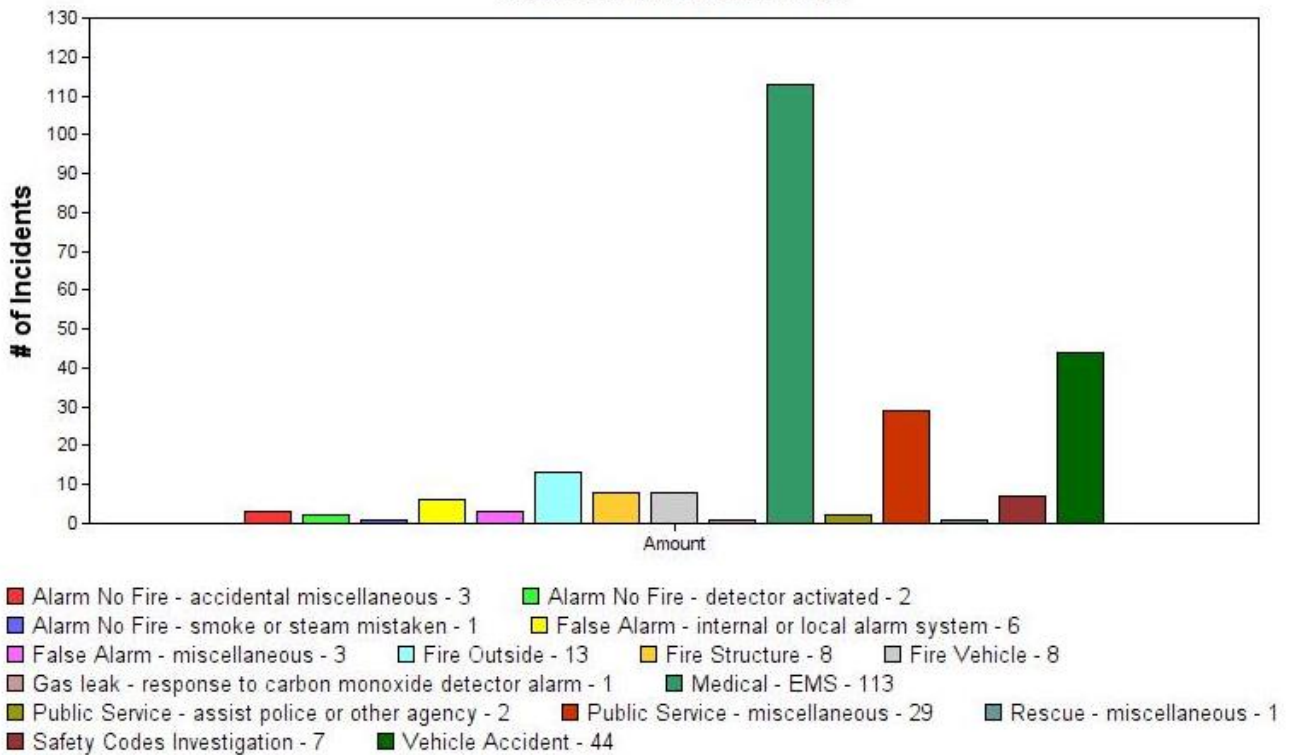
- To ensure that an appropriate level of public emergency services and other services are provided to meet the needs of residents.

### Accomplishments

#### Fire

- Firehall Heating updates were completed in 2023 that replaced and upgraded original heating equipment from the early 1980's.
- In 2023 there were a total of 113 medical response calls and 8 structure fires. Medical EMS responses year-on-year continue to increase.

**Totals by Type**  
From Jan 1 23 to Dec 31 23

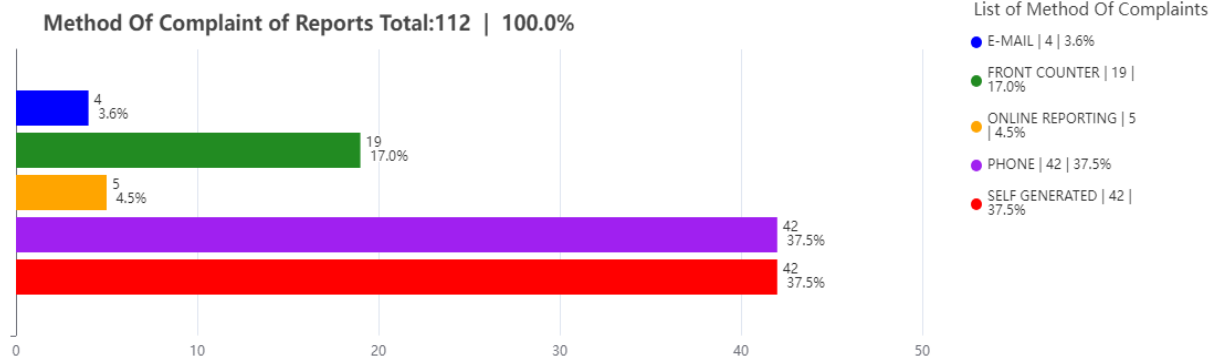


### Emergency Management

- Completion of the Town of Nanton Emergency Management Plan.
- Town of Nanton Tabletop exercise
  - Ran as a regular exercise with drills. Assistance from Kelly Starling, MD of Willow Creek No.26 Fire Chief and Alberta Emergency Management field officers.

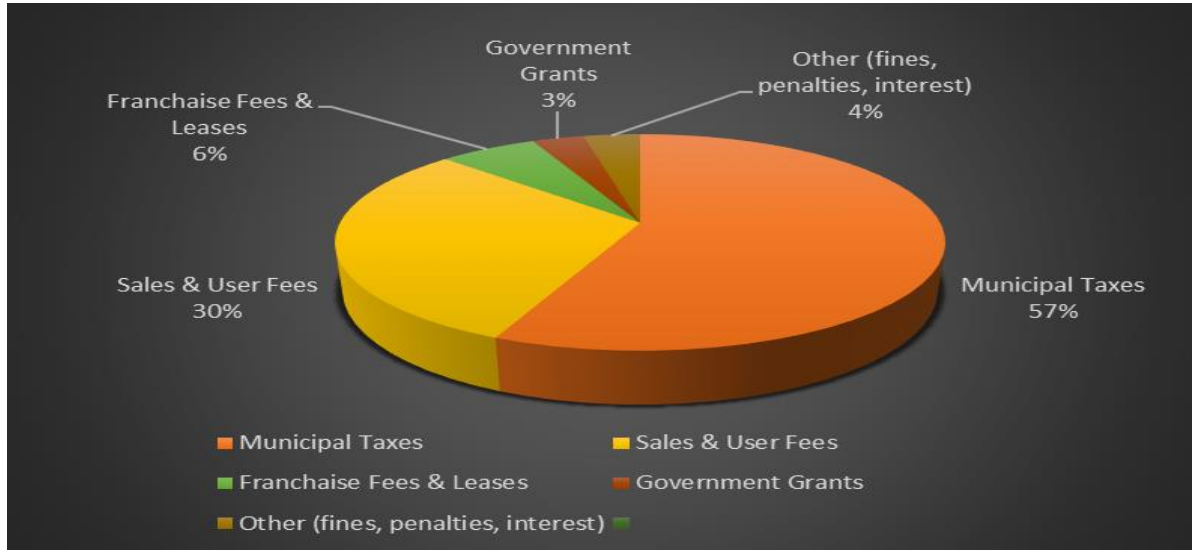
### Municipal Enforcement

- In December 2023 Carlos Farias started with the Town of Nanton as our Municipal Enforcement Officer. Carlos is a new graduate of the Community Peace Officer Induction Program out of Lac La Biche.
- The Town of Nanton would like to thank Jesse Steele for his service and congratulations on his new position with the City of Calgary.
- In 2023 there were 233 tickets written and 232 warning notices
- In 2023 there were 112 complaints and only 6 resulted in a charge



## FINANCIAL HIGHLIGHTS

Where the money came from in 2023:



Municipal taxes - the net municipal portion of all taxes collected. The number (57%) is unchanged from 2022.

Sales & user fees - these are the fees collected to cover utility services and in terms of a percentage of the overall revenues, are unchanged from 2022.

Franchise fees - the total collected in 2023 was a percentage point higher than 2022. These funds are like a rent the utility companies pay for being allowed to access Town lands to construct, maintain and operate distribution systems. The utility (Fortis & Atco) companies are given the exclusive right to provide their service with Town boundaries. A portion of these funds (\$60,000) are put into the Public Realm and the Community Sustainability reserves for the future.

Government grants & other revenues - this includes revenues which are not included in the other categories along with funding provided by the province of Alberta to help with operating expenses. The amount received/collected in 2023 was a percentage point lower.



**2023 Collection of Taxes:  
Where do my Property Taxes go?**



The Town of Nanton retains 71% of the total property taxes collected. The balance is distributed to the Province and other local service providers.



Administration and department heads always strive to complete all budgeted projects and spend as wisely as possible, but the unexpected does come up and sometimes things do not get done and so there are variances in the actual numbers compared to budget.

In 2023, actuals compared to the Town budget ended as follows:

	Budget	Actual
Total Revenues	2,666,132	2,762,742
Total Expenses	5,678,295	5,659,207
Net Total	(-3,012,163)	(-2,896,465)

Actual revenues ended 3.6% higher than budget while actual expenses were lower by less than half a percent. The resulting difference (surplus) in 2023 was \$115,698 - council approved that \$110,000 be moved into reserves for future use.

Several factors led to the higher than budgeted revenues with investment income and bylaw/fine revenue being the biggest contributors. The lower than budgeted expenses were very much within tolerance levels.

In review of the operational budgets, twelve out of the fifteen categories finished with spending below budget and only three finished over budget.

Town Of Nanton 2023 Operational Budget For the Twelve Months Ending Sunday, December 31, 2023				
	2023 Budget	2023 Actual YTD	2023 Variation YTD	2023 %
<b>REVENUE</b>				
Net Municipal Taxes	\$3,012,163	\$3,270,166	\$258,003	108.57%
Sales & User Fees	1,528,741	1,695,516	166,775	110.91%
Licenses & Permits	58,790	61,245	2,455	104.18%
Fines	12,000	31,591	19,591	263.26%
Rentals	163,540	167,005	3,465	102.12%
Government transfers	182,205	150,686	(31,519)	82.70%
Investment income	62,000	234,105	172,105	377.59%
Penalties & cost	56,356	45,633	(10,723)	80.97%
Franchise & Concession	343,500	304,778	(38,722)	88.73%
Other revenues	9,000	3,632	(5,368)	40.36%
<b>Total Revenue</b>	<b>5,428,295</b>	<b>5,964,358</b>	<b>536,063</b>	<b>109.88%</b>
<b>EXPENDITURES</b>				
Legislative	147,175	137,257	(9,918)	93.26%
General Administrative	851,034	832,759	(18,276)	97.85%
Fire	211,450	182,651	(28,799)	86.38%
Municipal Enforcement and Disaster	117,547	101,339	(16,207)	86.21%
Common services	359,276	341,989	(17,287)	95.19%
Roads	420,436	401,280	(19,157)	95.44%
Water	608,254	658,883	50,629	108.32%
Waste Water	773,476	815,042	41,565	105.37%
Solid Waste	78,000	74,397	(3,603)	95.38%
Recycling	75,327	86,634	11,306	115.01%
Cemetery	21,424	11,500	(9,925)	53.68%
Land - Planning, Zoning and Subdivision	256,614	218,652	(37,962)	85.21%
Marketing and Communications	50,000	53,533	3,533	107.07%
Parks and Recreation	901,385	900,254	(1,131)	99.87%
Cultural, FCSS and Public Health	160,392	157,895	(2,497)	98.44%
<b>Total Expenditures</b>	<b>5,031,791</b>	<b>4,974,064</b>	<b>(57,727)</b>	<b>98.85%</b>