



# MINUTES

Monday, December 1, 2025, at 7:00 p.m.  
Council Chambers at the Tom Hornecker  
Recreation Centre, 2122 – 18 Street

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## REGULAR COUNCIL MEETING

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**COUNCIL PRESENT:** Mayor Jennifer Handley and Councillors Victor Czop, Jennie McMasters, Roger Miller, Dave Mitchell, Erin Shields and Shauna Strong

**OTHERS PRESENT:**

Neil Smith	Chief Administrative Officer
Clayton Gillespie	Corporate Services Manager
Sara-Lynn Lyons	Legislative Services & Communications
Georgina Sharpe	Planning & Development Officer
Shannon Frank	Oldman Watershed Council (electronic attendance)

### 1. CALL TO ORDER & ADOPTION OF THE AGENDA:

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

#### RESOLUTION # 260 – 25/12/01 - Czop

The Regular Council agenda for December 1, 2025, was accepted as presented. CARRIED

### 2. PRESENTATIONS:

2.1 Oldman Watershed Council – Shannon Frank, Executive Director

Council thanked Ms. Frank for her presentation.

Shannon Frank left the meeting at 7:17 p.m.

### 3. REPORTS:

#### **3.1 CHIEF ADMINISTRATIVE OFFICER:**

3.1.1 Status Report – E

3.1.2 Capital Plan Status - E

### 4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

#### **4.1 ADOPTION:**

4.1.1 November 17, 2025, Regular Council Meeting Minutes – E

#### RESOLUTION # 261 – 25/12/01 - Shields

The Councillors all having read the minutes and there being no errors, omissions or corrections, the Minutes of the Regular Meeting of the Council of the Town of Nanton held November 17, 2025, were accepted as distributed. CARRIED

**4.1.2 November 24, 2025, Committee Meeting Minutes - E**

**RESOLUTION # 262 – 25/12/01 – Strong**

The Councillors all having read the minutes and there being no errors, omissions or corrections, the Minutes of the Committee of the Whole Meeting of the Town of Nanton held November 24, 2025, were accepted as distributed. CARRIED

**4.2 BUSINESS ARISING FROM THE MINUTES:**

**4.2.1 Request for Decision Property Tax Variance Objectives Policy – E**

**RESOLUTION # 263 – 25/12/01 - Miller**

Moved to approve the Property Tax Variance Objectives policy as presented and attached to these minutes as schedule 'A'. CARRIED

**5. NEW & UNFINISHED BUSINESS:**

**5.1 Request for Decision 2026 Public Realm Projects – E**

**RESOLUTION # 264 – 25/12/01 - Strong**

That the Town put out a Request for Proposals from signage companies the replacement of the current gateway signs with more standard static floodlit community gateway signs, funding sourced from the Public Realm Reserve. CARRIED

**5.2 Information Brief Community Centre Energy Efficiency Upgrades – E**

**5.3 Information Brief 2026 Capital Budget – E**

Neil Smith left the meeting at 8:02 p.m. and returned at 8:03 p.m.  
Georgina Sharpe left the meeting at 8:22 p.m. and returned at 8:24 p.m.  
Councillor Roger Miller left the meeting at 8:34 p.m. and returned at 8:35 p.m.

**6. CORRESPONDENCE:**

**6.1 FOR ACTION:**

6.1.1 Heartland Training & Support Hub Request – E

**6.2 FOR INFORMATION:**

6.2.1 High River Healthcare Foundation Thank You – E

6.2.2 Municipal District of Willow Creek Congratulations Election – E

6.2.3 Royal Canadian Mounted Police 2<sup>nd</sup> Quarter Report – E

**7. CLOSED CONFIDENTIAL SESSION:**

**RESOLUTION # 265 – 25/12/01 - Mitchell**

IT WAS MOVED at 8:45 p.m. to hold "Closed Confidential Sessions" pursuant to Section 197(2) of the Municipal Government Act, RSA 2000, Chapter M-26 and the Access to Information Act (ATIA), as follows:

- 7.1 Nanton Business Initiative ATIA Section 19 Disclosure Harmful to Business Interests of a Third Party – E
- 7.2 Cemetery Lands ATIA Section 29 Advice from Officials – E
- 7.3 Legacy Donation ATIA 34 Information that is or will be available to the public – E
- 7.4 Willow Creek Landfill ATIA Section 26 Disclosure Harmful to Intergovernmental Relations – E  
CARRIED

**RESOLUTION # 266 – 25/12/01 - McMasters**

IT WAS MOVED to reconvene the Regular Meeting at 9:17 p.m. CARRIED

**8. ADJOURNMENT:**

**RESOLUTION # 267 – 25/12/01 - Strong**

IT WAS MOVED to adjourn the Regular Meeting of Council at 9:18 p.m.

**TOWN OF NANTON**

  
\_\_\_\_\_  
CHIEF ELECTED OFFICIAL

  
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CHIEF ADMINISTRATIVE OFFICER

NS:sl

These minutes accepted and signed this 15th day of December, 2025.

Schedule 'A'



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## PROPERTY TAX VARIANCE OBJECTIVES

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### 1. PURPOSE:

The intent of this policy is to outline Council's objectives and direction with respect to the specific property tax varying mechanisms contained in the *Non-Residential Tax Incentive Bylaw* (1386/24) and the *Property Assessment Subclass Bylaw* (1400/24), for ease of annual review and public transparency.

### 2. Non-Residential Tax Incentive Bylaw summary:

2.1 The Municipal Government Act permits municipalities to offer multi-year tax exemptions, reductions, or deferrals for non-residential properties to encourage economic growth.

2.2 The objectives of this bylaw are to:

- provide property tax incentives to encourage assessment growth and promote non-residential expansion for all sizes of non-residential development.
- encourage the development or revitalization of non-residential properties for the general benefit of the municipality.

2.3 Calculation of the Exemption

An approved tax exemption under the bylaw is applied to the municipal portion of property taxes based on the increase in assessment attributable to the new non-residential development or renovation of or addition to an existing non-residential development as determined by the Town in accordance with the following schedule:

- \$25,000 - \$75,000** = 1 year of exemption on the new development
  - 75% exemption in year 1
- \$75,001 - \$250,000** = 1 year of exemption on the new development
  - 100% exemption in year 1
- \$250,001 - \$1,000,000** = 2 years of exemption on the new development
  - 100% exemption in year 1
  - 50% exemption in year 2
- \$1,000,001 - \$10,000,000** = 3 years of exemption on the new development
  - 100% exemption in year 1
  - 75% exemption in year 2
  - 50% exemption in year 3
- Greater than \$10,000,000** = 4 years of exemption on the new development
  - 100% exemption in year 1
  - 75% exemption in year 2
  - 50% exemption in year 3
  - 25% exemption in year 4

- 2.4 The Chief Administrative Officer or designate receives and makes decisions on application eligibility in line with strict bylaw criteria tied closely to the development permit process. Appeals may come to Council.
- 2.5 Town Administration and the property owner will not know the full value of an exemption until a project or improvement is completed and has an assessed value.
- 2.6 Town Administration will advise Council annually of the fiscal impacts of the exemptions when they are in effect on eligible properties.
- 2.7 Council does not need to take any annual action with respect to this varying power unless it wishes to amend or repeal the bylaw itself.
- 2.8 If not amended or repealed, the bylaw will expire on December 31<sup>st</sup> 2035.
- 2.9 It is recognised that these incentives are only an incremental incentive to non-residential property assessment growth and that entrepreneurs must consider many factors outside of the control of the Town of Nanton before making firm investment decisions.

**3. Property Assessment Bylaw summary:**

- 3.1 The *Municipal Government Act* allows for the non-residential and residential assessment classes to be divided into subclasses for the purpose of varying the tax levy for different objectives to the general benefit of the municipality.
- 3.2.1 The current objectives of the bylaw are to:
  - Reward and encourage small business in Non-Residential properties
  - strongly discourage the ongoing challenges to our local business climate caused by Vacant Non-Residential built properties in the commercial core/ downtown area;
  - incentivize **new** multi-unit dwelling opportunities in the R-GEN Land Use District when appropriate.
- 3.3 At present, there are no subclasses that specifically target bare (undeveloped) residential or non-residential property.
- 3.4 Range and current application of Council discretion authorized by the bylaw:

<b>Council authority</b>	<b>Current application:</b>
Any property within the Town of Nanton meeting the criteria for the Vacant Non-Residential Property, as per the provisions of the Bylaw, is subject to a municipal tax rate set that:  (i) must not be less than the non-residential tax rate for Other Non-Residential property; (ii) must not be greater than 200 per cent of the non-residential tax rate for Other non-residential property.	200 per cent (increase)
Any property within the Town of Nanton meeting the criteria for the Small Business Property, as per the provisions of the Bylaw, will have a tax rate set that:  (i) must not be less than 75 per cent of the non-residential tax rate for other non-residential property. (ii) must not be greater than the non-residential tax rate for other non-residential property.	90 per cent (10 percent discount)
Any property within the Town of Nanton meeting the criteria for a Multi-Unit Dwelling Property, as per the provisions of the Bylaw, is subject to a municipal tax rate set that:	50 per cent (50% discount at building completion for assessment)



(i) must not be less than 50 per cent of the residential tax rate for other residential property. (ii) must not be greater than the residential tax rate for other residential property.	
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- 3.5 Council must authorize, by resolution, to amend or freeze the authorized rates for the subclasses prior to setting the general tax rates for the next tax year.
- 3.6 Council may choose not to vary one or all of the subclass rates from general class rates.
- 3.7 To amend any subclass criterion or definition requires a full bylaw amendment or replacement.
- 3.8 Town Administration will advise Council annually of the general fiscal impacts of the subclasses when they are in effect on eligible properties.
- 3.9 Subclasses and their criteria must be universally and fairly applied to the property assessment base. Exceptions and changes cannot be made for particular circumstances, owners, special interests or locations. It is also the responsibility of property owners to accurately and fully submit statutory declarations within the timelines specified in the bylaw.
- 3.10 It is recognized that these subclass varying powers may not deliver the desired objectives alone, but are established to increase the probability of desired outcomes.