



MINUTES

Monday, December 15, 2025, at 7:00 p.m.
Council Chambers at the Tom Hornecker
Recreation Centre, 2122 – 18 Street

REGULAR COUNCIL MEETING

COUNCIL PRESENT: Mayor Jennifer Handley and Councillors Victor Czop, 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
John Dozeman	Fire Chief

1. CALL TO ORDER & ADOPTION OF THE AGENDA:

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

RESOLUTION # 268 – 25/12/15 - Shields

The Regular Council agenda for December 15, 2025 was accepted with the following changes:

Addition of item 5.7 January 19, 2025 Special Meeting; and
Closed Item 7.3 ATIA Section 29 Advice from Officials
CARRIED

2. PRESENTATIONS:

3. REPORTS:

3.1 CHIEF ADMINISTRATIVE OFFICER:

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

3.2 FINANCIAL:

- 3.2.1 Accounts Payable Reports previous month November 2025

3.3 DEPARTMENT:

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

3.4 COUNCIL:

- 3.4.1 MAYOR JENNIFER HANDLEY
- 3.4.2 COUNCILLOR VICTOR CZOP

- 3.4.3 COUNCILLOR JENNIE MCMASTERS
- 3.4.4 COUNCILLOR ROGER MILLER
- 3.4.5 COUNCILLOR DAVE MITCHELL
- 3.4.6 COUNCILLOR ERIN SHIELDS
- 3.4.7 COUNCILLOR SHAUNA STRONG

RESOLUTION # 269 – 25/12/15 - McMasters

Moved that all written reports, as recorded on the agenda for December 15, 2025, be received for information and filing. CARRIED

Fire Chief John Dozeman left the meeting at 7:44 p.m.

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

4.1.1 December 1, 2025, Regular Council Meeting Minutes – E

RESOLUTION # 270 – 25/12/15 - Mitchell

The Councillors all having read the minutes and there being no errors, omissions or corrections, the Minutes of the Regular Meeting of the Council of the Town of Nanton held December 1, 2025, were accepted as distributed. CARRIED

4.2 BUSINESS ARISING FROM THE MINUTES:

5. NEW & UNFINISHED BUSINESS:

5.1 Request for Decision Draft Bylaw 1419/25 Assessment Review Board – E

RESOLUTION # 271 – 25/12/15 -- Czop

Moved to read Town of Nanton Bylaw #1419/25, a Bylaw to establish a regional assessment review board for a first time. CARRIED

RESOLUTION # 272 – 25/12/15 – Strong

Moved to read Town of Nanton Bylaw # 1419/25 for a second time. CARRIED

RESOLUTION # 273 – 25/12/15 - Miller

Unanimous consent to read Town of Nanton Bylaw # 1419/25 for a third time was granted by all Council present. CARRIED

RESOLUTION # 274 – 25/12/15 – Mitchell

Moved to read Town of Nanton Bylaw # 1419/25 for a third and final time. CARRIED

5.2 Request for Decision 2026 Capital Budget & Five-year plan approval – E

RESOLUTION # 275 – 25/12/15 - Miller

Moved that council adopt the 2026 Capital budget as presented along with the 5 year capital plan and attached to these minutes as schedule 'A'. CARRIED



5.3 Request for Decision 2026 Interim Operating Budget approval – E

RESOLUTION # 276 – 25/12/15 - Czop

Moved that council adopt the 2026 interim Operating Budget as presented and attached to these minutes as schedule 'B'. CARRIED

5.4 Request for Decision Deputy Director of Emergency Management – E

RESOLUTION # 277 – 25/12/15 - Czop

Moved to appoint Fire Chief, John Dozeman as a Deputy Director of Emergency Management for the Town of Nanton. CARRIED

5.5 Request for Decision Nanton Thelma Fanning Library Appointment – E

RESOLUTION # 278 – 25/12/15 – Shields

Moved to appoint Ellen Vandeven to the Town of Nanton Library Board for a second two- year term effective December 15, 2025. CARRIED

5.6 Request for Decision Federal EcoAction Grant – E

RESOLUTION # 279 – 25/12/15 - Mitchell

Moved to direct the Chief Administrative Officer to have Administration develop and submit an application to the federal EcoAction Stream 2: Freshwater Sustainability and Innovation grant stream for a pilot project exploring the value and viability of converting treated wastewater effluent to potable water. CARRIED

5.7 Request for Decision January 19, 2026, Special Meeting – E

RESOLUTION # 280 – 25/12/15 - McMasters

Moved to add item 7.4 Nanton Quality of Life Foundation ATIA Section 29 Advice from Officials. CARRIED.

6. CORRESPONDENCE:

6.1 FOR ACTION:

6.2 FOR INFORMATION:

6.2.1 Alberta SouthWest Meeting Agenda December 3, 2025 - E

6.2.2 Oldman River Regional Services Meeting Minutes December 4, 2025 - E

6.2.3 Minister of Municipal Affairs Fire Level of Service 2025 Engagement – E

7. CLOSED CONFIDENTIAL SESSION:

RESOLUTION # 281 – 25/12/15 - Shields

IT WAS MOVED at 8:23 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 Land Interests ATIA Section 29 Advice from Officials

Sara-Lynn left the meeting at 8:25 p.m. and returned at 8:27 p.m.
Jennie Mcmaters left the meeting at 8:34 p.m. and returned at 8:37 p.m.
Jennifer Handley left the meeting at 8:37 p.m. and returned at 8:39 p.m.

7.2 Waterline Project ATIA Section 26 Disclosure Harmful to Intergovernmental Relations

7.3 ATIA Section 29 Advice from Officials

Neil, Clayton, Georgina and Sara-Lynn left the meeting at 8:49 p.m. and they all returned at 8:54 p.m.

7.4 Nanton Quality of Life Foundation ATIA Section 26 Disclosure Harmful to Intergovernmental Relations

CARRIED

RESOLUTION # 282 – 25/12/15 - Shields

IT WAS MOVED to reconvene the Regular Meeting at 9:04_p.m. CARRIED

RESOLUTION # 283 – 25/12/15 - Czop

Moved to hold a Special Meeting of Council on Monday, January 5, 2025 at 7:00p.m. in Council Chambers to discuss hiring of a new Chief Administrative Officer.

RESOLUTION # 284 – 25/12/15 - Strong

Moved to create a Governance Committee of Mayor Jennifer Handley, and Councillors Shauna Strong, Jennie McMasters, Dave Mitchell with Councillor Victor Czop as an alternate on the Governance Committee.

RESOLUTION # 285 – 25/12/15 - Mitchell

Moved to that the Governance Committee will be paid a per diem and direct the Governance Committee to initiate the process for the hiring of a Chief Administrative Officer by this Council. CARRIED

8. ADJOURNMENT:

RESOLUTION # 286 – 25/12/15 – Czop

IT WAS MOVED to adjourn the Regular Meeting of Council at 9:05 .m.

TOWN OF NANTON



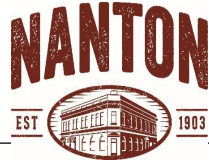
CHIEF ELECTED OFFICIAL



CHIEF ADMINISTRATIVE OFFICER

NS:sl

These minutes accepted and signed this 19th day of January, 2025.



TOWN OF NANTON - FIVE YEAR CAPITAL PLAN

Population growth of .5% 2214 2225 2236 2247 2410

Comments	2026	2027	2028	2029	2030	2031
Land Development						
Industrial						
Commercial						
Residential			3,000,000			
Total Land Development	0	0	3,000,000	0	0	0
Roadway Infrastructure						
18th Avenue		1,200,000	1,200,000	1,200,000		
19th Avenue						
Roadway Rehab	75,000	75,000	75,000	75,000	75,000	75,000
Sidewalk replacement program	50,000	50,000	50,000	60,000	60,000	60,000
Roadways	50,000					
Total Roadway Infrastructure	175,000	1,325,000	1,325,000	1,335,000	135,000	135,000
Utility Infrastructure						
Waste Water Treatment Plant	-		150,000	0	0	0
Water Plant Updates					150,000	0
Valve & hydrant replacement	75,000	50,000	50,000			
20th Avenue	175,000					
Waste water mains	100,000	100,000	100,000	100,000	125,000	125,000
Equipment	100,000			150,000		
Manhole	50,000				75,000	
Stormwater management	350,000					
Regional Waterline	500,000	500,000		5,000,000	5,000,000	5,000,000
Total Utility Infrastructure	1,350,000	650,000	300,000	5,250,000	5,350,000	5,125,000
Parks (Cemetery) and Trails						
Centennial Park						
Ball Diamonds, new and or revitalized					250,000	250,000
Children's Spray Park						
Pathway				50,000		
Playground Apperatus			25,000			25,000
Library	0					
Total Parks and Trails	0	0	25,000	50,000	250,000	275,000
Public Realm & Development						
Northbound Rest Area Upgrade	0					
Gateway Signage	30,000					
Pedestrian crosswalk	10,000					
Total Downtown Vitalization	40,000	0	0	0	0	0
Buildings						
THRC - arena	50,000	1,500,000		250,000		150,000
THRC - pool	0		175,000			
Town Office / Library	0				75,000	
Fire Hall	0					500,000
Town Shop	125,000					
Recycling Cnt	30,000					
FCSS Building		25,000				
Community Cnt	0		150,000			
Total Buildings	205,000	1,525,000	325,000	250,000	75,000	650,000
Vehicles and Equipment						
Equipment replacement under \$75 K	75,000	30,000		75,000		75,000
Equipment replacement over \$75 K	0		85,000		200,000	
Vehicle Replacement	100,000		60,000			60,000
Bylaw enforcement	9,000			75,000		
Fire Truck(s)					500,000	
Fire Equipment	75,000	75,000	75,000	75,000		
Furniture and Fixtures			200,000			
Equipment	0	50,000				50,000
Total Vehicles and Equipment	259,000	155,000	420,000	225,000	700,000	185,000
Other Assets						
Columbarium						
Total Other Assets	0	0				
TOTAL	2,029,000	3,655,000	5,395,000	7,110,000	6,510,000	6,370,000

Funding Sources- Estimated	2025	2026	2027	2028	2029	2030
Basic Municipal Transportation Grant (BMTG)						
Canada Community Building Fund	175,000	175,000	175,000	185,000	210,000	160,000
Municipal Sustainability Initiatives Program - to be replaced by the LGFF	450,000	250,000	425,000	475,000	550,000	410,000
AB Municipal Water/Wastewater Partnership (AMWWP)						
Federal Small Communities Grant (FSC)						
Municipal Stimulus Program						
Water 4 Life	455,000	455,000		4,550,000	4,550,000	4,550,000
Municipal Reserves	825,000	1,215,000	2,230,000	595,000	600,000	675,000
Municipal reserves for WWTP project	0					
Westview Reserves						
Municipal Operating Dollars	124,000	30,000	135,000	75,000	150,000	125,000
Borrowing	0	1,050,000	1,950,000	750,000	450,000	450,000
Local Improvements / Utility Levy		480,000	480,000	480,000		
Offsite Levies						
Fundraising and in-kind	0	0	0	0	0	0
Other grants (MCCAC)						
Total Revenue	2,029,000	3,655,000	5,395,000	7,110,000	6,510,000	6,370,000

Unfunded 0 0 0 0 0 0

Town Of Nanton
2025 Operating Budget
with 3 Year Financial Plan



Operational

	2025	2026	2027	2028
REVENUE				
Taxes	\$4,573,095	4,712,513	4,856,128	4,916,582
Tfr Payments - ASFF	(\$1,121,681)	(1,138,506)	(1,155,584)	(1,172,918)
Tfr Payments - MCF	(\$137,658)	(138,000)	(139,000)	(140,000)
Tfr Payments - Designated Industrial	(\$334)	(338)	(340)	(345)
Net Municipal Taxes	\$3,313,422	\$3,435,669	\$3,561,204	\$3,603,319
Sales & User Fees	1,641,866	1,675,301	1,709,994	1,744,662
Licenses & Permits	56,250	57,250	58,250	58,500
Fines	48,000	48,000	50,000	50,000
Rentals	182,073	182,898	184,098	185,398
Government transfers	247,346	250,346	191,496	191,496
Investment income	110,000	100,000	95,000	90,000
Penalties & cost	54,205	54,305	55,305	55,500
Franchise & Concession	352,800	355,800	360,900	366,000
Other revenues	9,500	5,500	5,500	6,000
Reserve Funds used for operations	232,200	20,000	20,000	20,000
Total Revenue	6,247,662	6,185,069	6,291,747	6,370,875

EXPENDITURES

Legislative	(146,870)	(141,700)	(143,650)	(144,300)
General Administrative	(824,532)	(824,172)	(843,370)	(865,724)
Fire	(196,425)	(192,075)	(195,625)	(200,000)
Municipal Enforcement and Disaster	(139,935)	(145,671)	(148,972)	(152,182)
Common services	(401,501)	(408,126)	(419,934)	(430,579)
Roads	(490,169)	(491,923)	(500,477)	(509,354)
Water	(785,613)	(683,794)	(704,781)	(721,919)
Waste Water	(806,213)	(775,751)	(771,159)	(766,084)
Solid Waste	(83,000)	(84,200)	(85,300)	(86,550)
Recycling	(129,771)	(131,121)	(133,030)	(135,078)
Cemetery	(19,856)	(17,086)	(17,459)	(18,137)
Land - Planning, Zoning and Subdivision	(178,612)	(183,886)	(189,306)	(194,900)
Marketing and Communications	(50,866)	(53,501)	(58,506)	(58,764)
Parks and Recreation	(1,003,188)	(995,275)	(1,020,765)	(1,048,385)
Cultural, FCSS and Public Health	(166,239)	(168,176)	(169,001)	(171,508)
Transfers to other organizations (Provincial Policing)	(129,388)	(130,000)	(132,000)	(134,000)
Interest on long term debt	(33,209)	(45,677)	(43,692)	(41,625)
Debt principal repayment	(42,275)	(52,935)	(54,720)	(56,786)
Transfer to reserves for future purposes	(510,000)	(560,000)	(560,000)	(560,000)
Transfer to reserves for capital purposes	(110,000)	(100,000)	(100,000)	(75,000)
Total Expenditures	(6,247,662)	(6,185,069)	(6,291,747)	(6,370,875)

Net Operating

0 0 0 0

Capital

Capital Grant Funding (LGFF, CCBF, AMWWP & Other)	3,448,970	1,475,000	1,235,000	1,716,000
Reserve Funds used for Capital	811,272			
Debt Proceeds for Capital	581,900			
Capital Expenditures	(4,842,142)	(1,475,000)	(1,235,000)	(1,716,000)

Net Capital

0 0 0 0

Balanced Budget

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