



AGENDA

Monday, March 16, 2026 at 7:00 p.m.
Council Chambers at the Tom Hornecker
Recreation Centre, 2nd Floor, 2122 – 18 Street

REGULAR COUNCIL MEETING

1. CALL TO ORDER & ADOPTION OF AGENDA:

2. PRESENTATIONS:

- 2.1 Alberta SouthWest Economic Development - E
- 2.2 STARS (Shock Trauma Air Rescue Service Foundation) - E

3. REPORTS:

3.1 CHIEF ADMINISTRATIVE OFFICER:

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

3.2 FINANCIAL:

- 3.2.1 Accounts Payable Reports for February 2026

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

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

4.1.1 March 2, 2026, Regular Meeting Minutes – E

4.2 BUSINESS ARISING FROM THE MINUTES:

4.2.1 Information Brief Operating Budget 2026 - E

4.2.2 Request for Decision Support Grant Request

5. NEW & UNFINISHED BUSINESS:

5.1 Request for Decision Councillor Absence

5.2 Request for Decision Northern and Regional Economic Development (NRED) Program– E

5.3 Request for Decision Surveillance Policy – E

6. CORRESPONDENCE:

6.1 FOR ACTION:

6.2 FOR INFORMATION:

6.2.1 Correspondence to Council regarding Tom Hornecker Recreation Centre - E

6.2.2 Correspondence to Council regarding Tom Hornecker Recreation Centre – E

6.2.3 Municipal Affairs Alberta Community Partnership Grant – E

7. CLOSED CONFIDENTIAL SESSION:

7.1 Intermunicipal Collaboration Framework ATIA Section 26 Disclosure Harmful to Intergovernmental Relations

8. ADJOURNMENT:



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

Town of Nanton – Council Delegation Request Form

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

DELEGATION INFORMATION

Full Name of Presenter / Organization Name:

Sean Miles Alberta SouthWest Economic Development

Mailing Address:

Phone Number:

403. 894. 9832

Email Address:

sean.miles@albertasouthwest.com

PRESENTATION DETAILS

Requested Date to Appear Before Council:

March 30, 2026

Subject / Title of Presentation:

Regional Economic Development Opportunities

Reason for Appearing Before Council:

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

Presentation on regional opportunities and related Nanton opportunities.

Specific Request of Council:

(Please indicate any actions you are requesting from Council)

For consideration, ideas and commitment to collaboration to identify and explore implementation of new opportunities.



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Are You Making a Monetary Request?

Yes No

If yes, please indicate the amount requested:

\$ _____

And describe how the funds would be used:

SUPPORTING MATERIALS

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

Yes No

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

Please list the type of attachments you will be submitting:

Presentation in PP and PDF

ADDITIONAL INFORMATION

Will there be more than one speaker?

Yes No

If yes, how many total speakers: _____

Have you presented to Council before on this topic?

Yes No

If yes, when: _____

CONSENT AND SIGNATURE

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

Signature: _____

A handwritten signature in black ink is written over a horizontal line.

Date: _____
March 5, 2026



Alberta SouthWest

Cooperation to Strategic Integration



Council Presentation

ABOUT ALBERTA SOUTHWEST



25 years in existence



15 member communities



40,000 population



615 tourist related business



AEDO accredited



\$200,000 budget + grants



WHAT WE DO



General investment inquiries



NDA confidentiality



New business supports



Existing business supports



Regional strategy



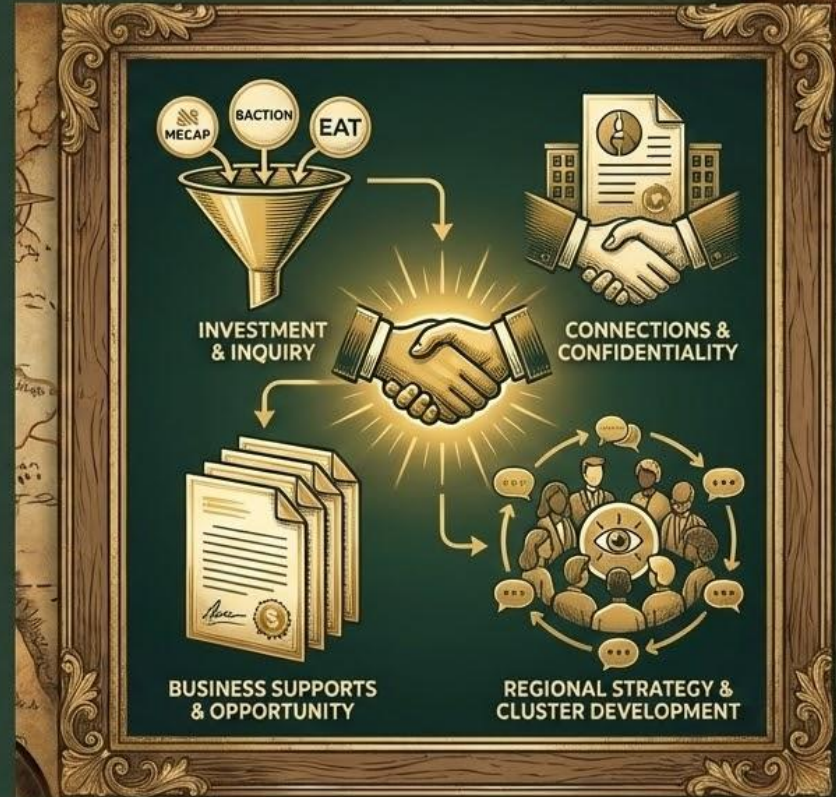
Opportunity assessment



Connections



Research and cluster development



The Pivot

From:



general
promotion



primary
production

- -



To:



Regional clusters



Niche strengths



value add
promotion



Actionable
data driven

EXECUTIVE SUMMARY & STRATEGIC CONTEXT

VISION & STRATEGY



Vision

Transforming Southwest Alberta into a sophisticated economic engine that balances industrial capacity with environmental stewardship.



The Pivot

Moving from general promotion to an actionable '**Invest SouthWest**' implementation plan.

CONTEXT & GOAL



The Landscape

A convergence of traditional resource strength (agriculture/energy) and high-technology innovation (aerospace/minerals).



Strategic Goal

To 'de-risk' regional investment through objective, data-driven readiness and unified communication.

Regional Challenges & Opportunities

CURRENT CHALLENGES



External Pressures

Geopolitical macroeconomic influences and volatile funding environments.



Internal Pressures

Rising costs and workforce shortages.



Housing shortages, access to capital, red tape and policy

STRATEGIC OPPORTUNITIES



Innovation

Forced innovation and “new thinking” in service delivery.



Collaboration

Adopting a “Middle Power” strategy where 15 rural communities unite to achieve economies of scale.



Market Shifts

Capitalizing on interprovincial trade and new Foreign Direct Investment (FDI) from emerging markets.

PRIMARY STRATEGIC PILLARS (THE “INDUSTRIAL ENGINE”)

The core of the regional economy, focused on Business Retention and Expansion (BR+E) and IA



MECAP (Manufacturing, Energy, Construction, Ag-Processing)

- Supports over 177 identified companies.
- Focuses on “industrial synergy”—where manufacturing builds the equipment for energy and agriculture, retaining value locally.



Value-Added Agriculture (EAT)

- Transitions from raw commodity export to high-margin processing.
- Targets global protein demand by leveraging Canada’s Premier Food Corridor (Highway 3).



BASTION (Nature-Positive Economy)

- Operationalizes the “Crown of the Continent” identity into economic value.

SECONDARY STRATEGIC PILLARS (DIVERSIFICATION & INNOVATION)

Exploratory sectors that propel the region toward high-technology and new revenue streams.

Aerospace Cluster



Establishing a regional network where airports share services rather than competing.

- 📍 Hubs: Claresholm (flight school/manufacturing), Fort Macleod (logistics), Crowsnest/Pincher Creek (emergency services).

Critical Minerals



Pivoting to the "Brine Economy" (Lithium) and Rare Earth Elements using existing oil/gas infrastructure.

- 🔄 Prioritizes Indigenous economic participation through strategic partnerships.

Medical Tourism



Leveraging Bill 11 (Dual Practice Model) to attract private-pay patients from the U.S. Pacific Northwest.

- 📍 Utilizes regional airports for discreet, "fly-in" medical care.

EXECUTION STRATEGY (SUPPORT FUNCTIONS & TACTICS)

How we 'land the deal' and maintain accountability.



Investment Readiness

Achieving 'Standard of Excellence' training, review collaboration and tool development.



Communications

Adopting an Investor Relations (IR) mindset to curate data-driven 'Success Stories' and leverage and expand existing channels and tools.



Digital Assets

Utilizing tools like LocalIntel and media-rich newsletters to eliminate 'information asymmetry'.



Measurement

Establishing a consistent schedule and format for reporting to allow for data-informed decision-making.



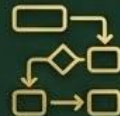
Grant Funding

Leverage clarity and position our fit for grant suitability in advance for more opportunities and speed.



Advocacy

Continue and extend influence with decision-makers at all levels of government, Eg. RMA



Optimization

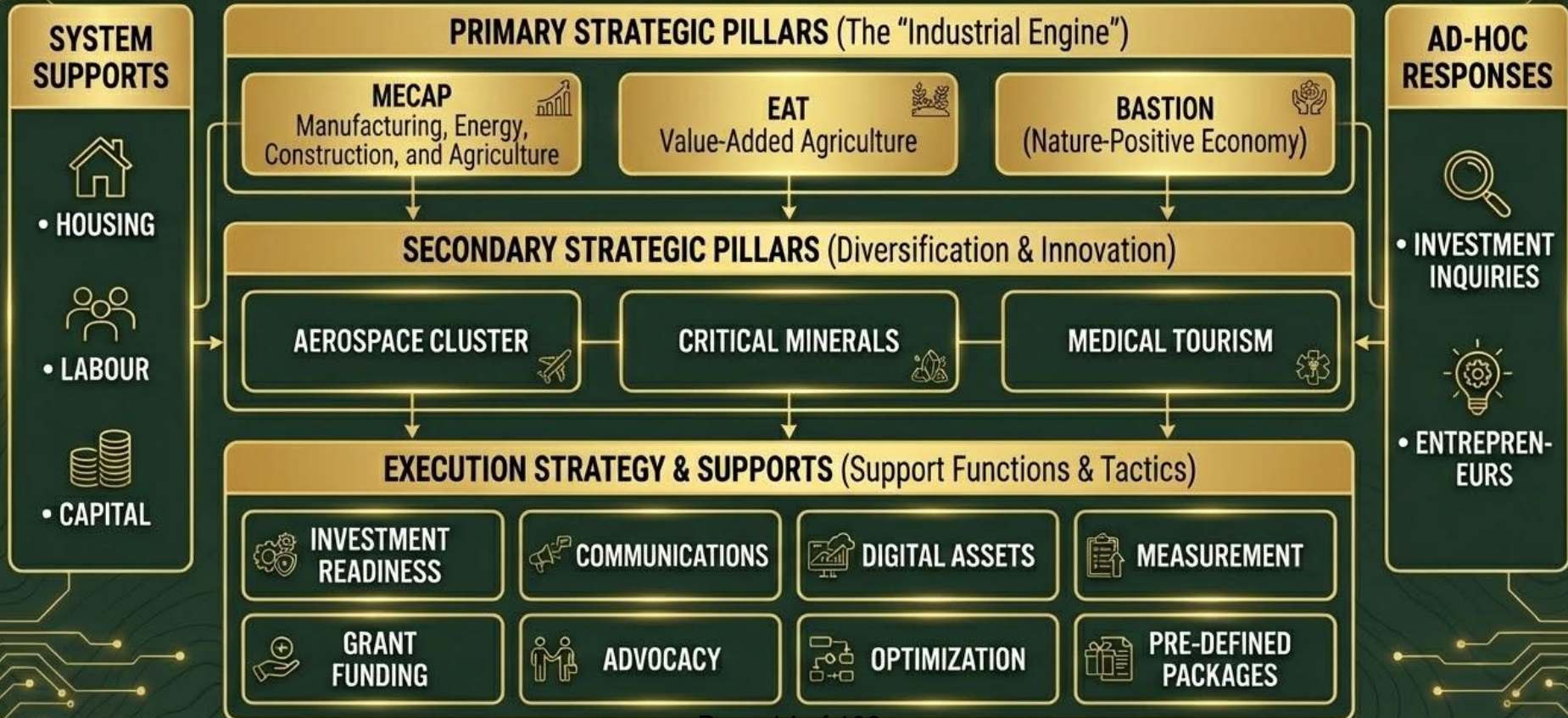
Optimize existing organizational structure to foster formal partnerships and sponsorships.



Pre-defined Packages

Pre-defined investment opportunity packages ready for local or FDI.

ABSW Strategic Plan Overview



CONTACT



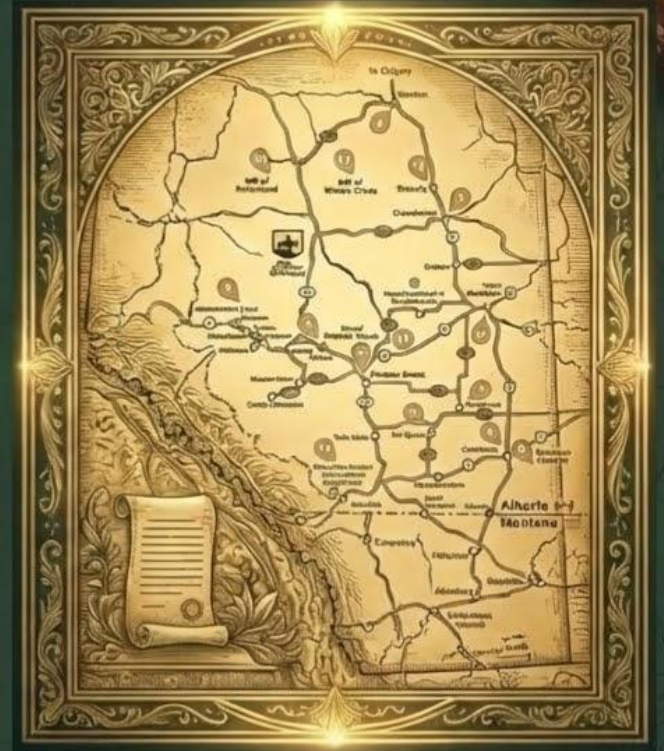
Sean Miles



sean.miles@albertasouthwest.com



403. 894. 9832





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

DELEGATION INFORMATION

Full Name of Presenter / Organization Name:

STARS (Shock Trauma Air Rescue Service Foundation)

Mailing Address:

1441 Aviation Park NE Calgary AB T2E 8M7

Phone Number:

403-793-1262

Email Address:

jseely@stars.ca

PRESENTATION DETAILS

Requested Date to Appear Before Council:

March 16, 2026

Subject / Title of Presentation:

STARS, Built by the Community for the Community

Reason for Appearing Before Council:

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

This presentation will provide a quick overview of STARS, mission statistics within the area, a funding request, and an opportunity for Council to ask questions. We want to ensure Council is well informed along with their municipal neighbors.

Specific Request of Council:

(Please indicate any actions you are requesting from Council)

STARS has been built by the community for the community since the beginning, and as a charitable organization operates at no cost to the patient. A request of \$1/capita per year from 2026-2029, in conjunction with current council term, will be made inviting the Town of Nanton to join more than 95% of Alberta municipalities in a lifesaving partnership with STARS.



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Are You Making a Monetary Request?

Yes No

If yes, please indicate the amount requested:

\$ 2,167/yr. for 2026-2029

And describe how the funds would be used:

Funds will contribute to the support of STARS Emergency Link Center (Dispatch Centre), education and training of our world class critical care air medical crew, and highly specialized medical equipment on board our flying iCU.

SUPPORTING MATERIALS

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

Yes No

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

Please list the type of attachments you will be submitting:

PowerPoint presentation in PDF format

ADDITIONAL INFORMATION

Will there be more than one speaker?

Yes No

If yes, how many total speakers: _____

Have you presented to Council before on this topic?

Yes No

If yes, when: _____

CONSENT AND SIGNATURE

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

Signature: 

Date: March 20, 2026

STARS[®] 40

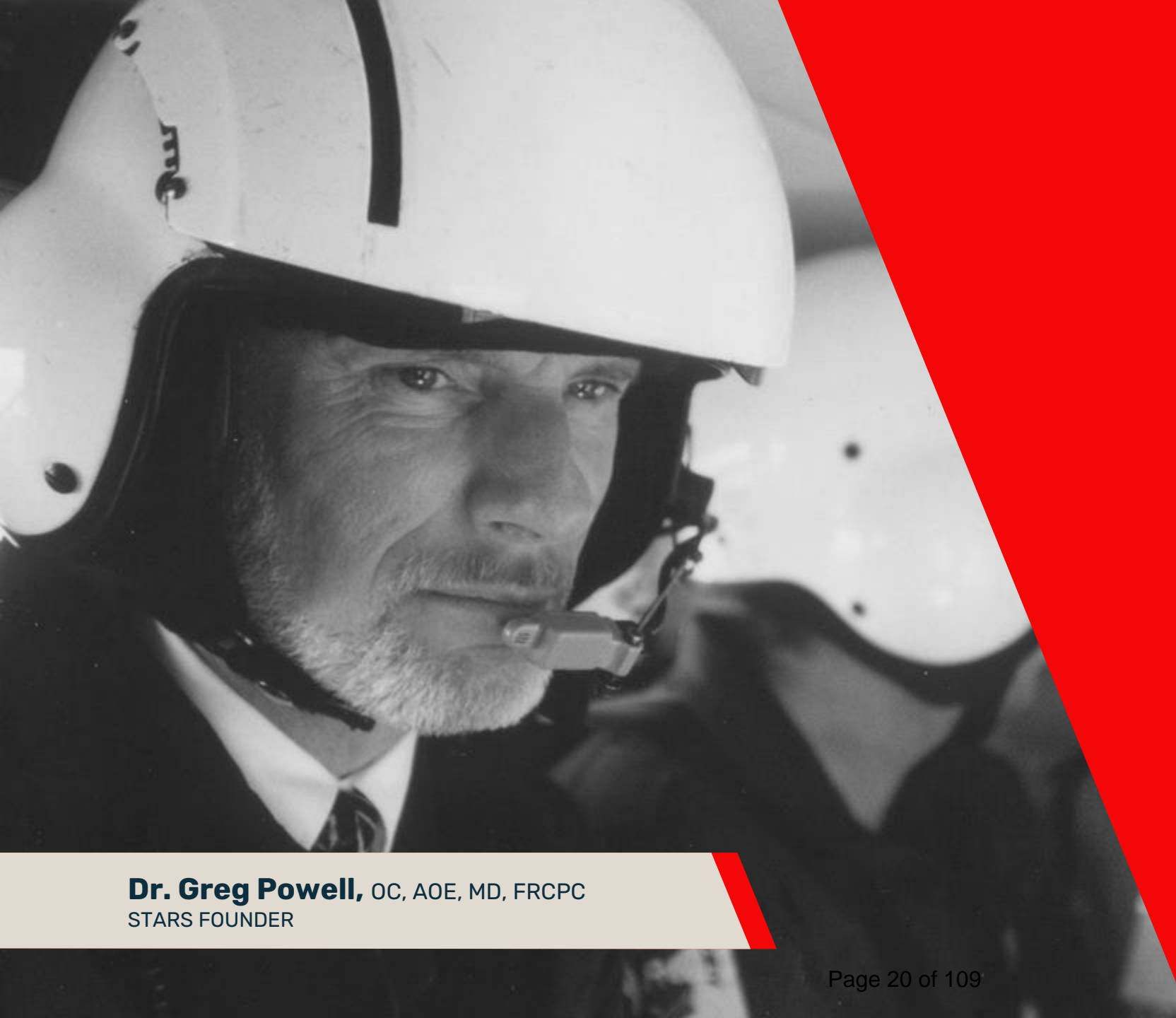


**FORTY YEARS.
ONE MISSION.**

CELEBRATING PARTNERSHIPS

A portrait of Dr. John Froh, a middle-aged man with short, light-colored hair, wearing a dark blue suit jacket, a light blue dress shirt, and a patterned tie. He is looking directly at the camera with a slight smile. The background is a blurred red and black pattern, possibly a medical setting.

LEADING OUR TEAM
DR. JOHN FROH, President and CEO

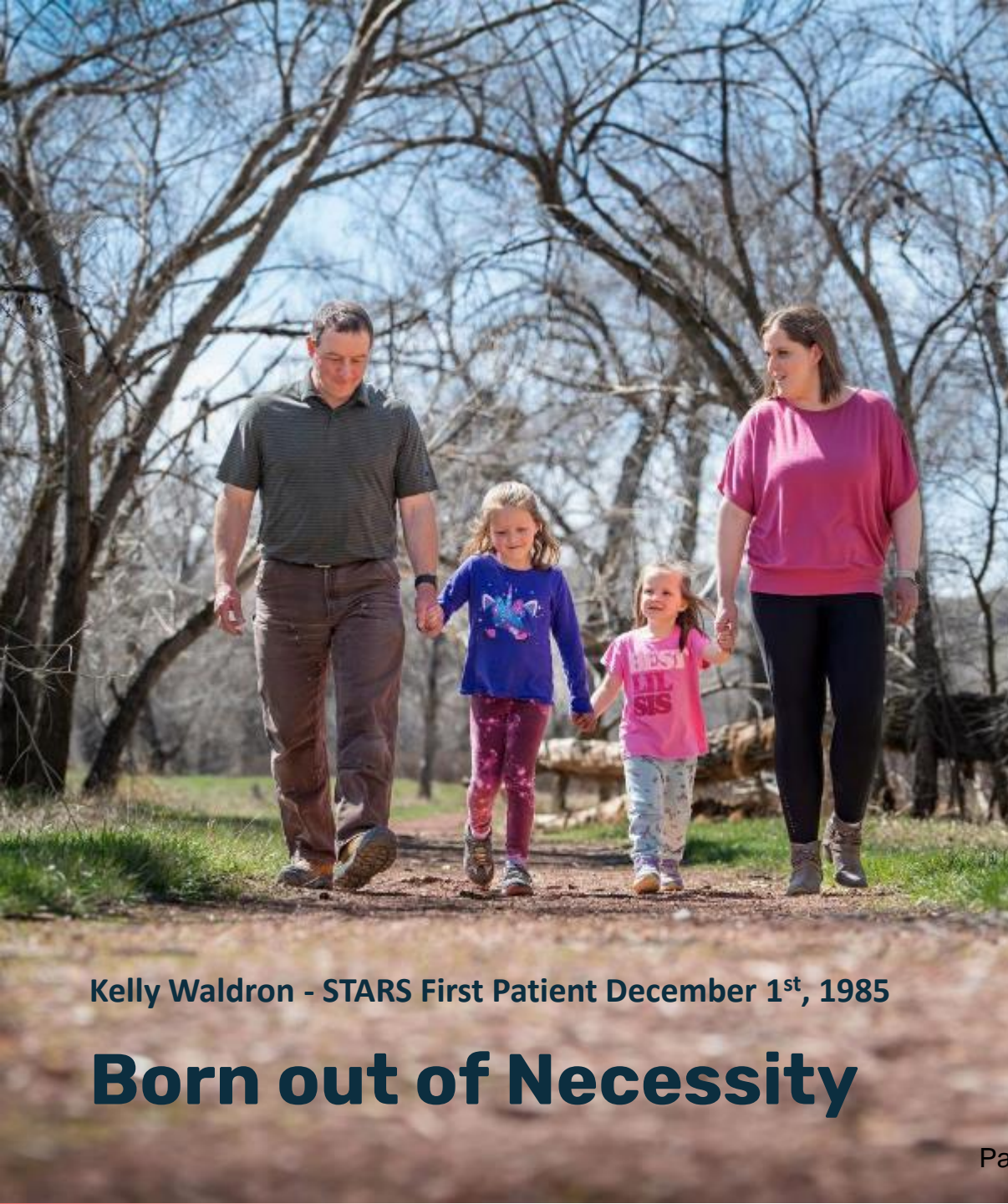


Critical care, anywhere. Since 1985.

It all began when a pregnant woman from a rural community died from blood loss, leaving a father alone with their newborn. For STARS' founders, her death was one too many. Something had to be done.

As we've grown and evolved, STARS has never wavered from our mission. Fundamentally we believe that where you live – or work, play and travel – shouldn't impact your chance of survival.

Dr. Greg Powell, OC, AOE, MD, FRCPC
STARS FOUNDER



Kelly Waldron - STARS First Patient December 1st, 1985

Born out of Necessity



H145 Fleet of 10



**FORTY
YEARS.
ONE
MISSION.**

STARS[®]40



STARS[®]

CHAIN OF SURVIVAL PARTNERS

- Fire Departments
- First Responders
- RCMP
- Police
- Search & Rescue
- Ground EMS
- AHS Fixed Wing
- Hospitals / Medical professionals



Night Vision (2003)



© William Vavrek Photography



Cardiac 21%



Vehicle Incident 19%



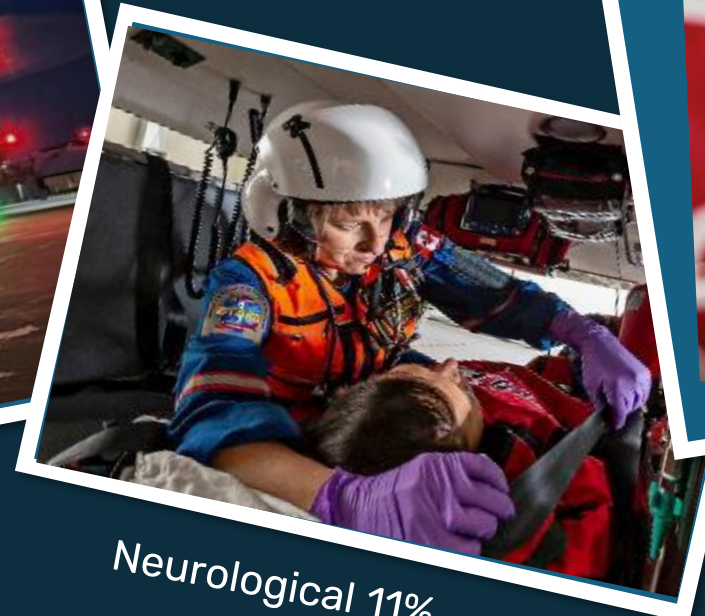
Other Medical Distress 17%



Trauma 17%



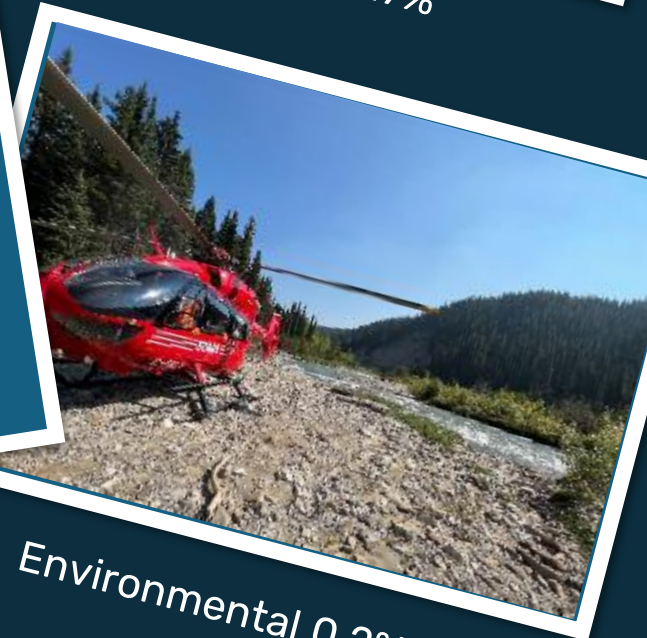
Pulmonary 13%



Neurological 11%



Obstetrical 2%



Environmental 0.2%

M.D. OF WILLOW CREEK 5-yr. STARS MISSION REPORT	2021	2022	2023	2024	2025	TOTAL
CLARESHOLM HOSPITAL CRITICAL INTER-FACILITY TRANSFERS (IFT)	10	5	7	6	14	42
CLARESHOLM SCENE	2	3	2	4	7	18
FORT MACLEOD HOSPITAL CRITICAL INTER-FACILITY TRANSFERS (IFT)	3	5	4	2	2	16
FORT MACLEOD SCENE	5	1	4			10
NEAR GLENWOOD (within MD of Willow Creek)	1					1
NEAR GRANUM	2	1		1	2	6
NEAR NANTON	2	4	3	3	1	13
NEAR PEARCE (within MD of Willow Creek)				1	1	2
NEAR STAVELY	1		1	1	1	4
TOTAL *Average 22 missions per year	26	19	21	18	28	112

5 missions flown in 2026 up to March 8, 2026



• Scene calls coded to nearest community - Actual mission location used to identify each occurrence within County of Cardston boundaries

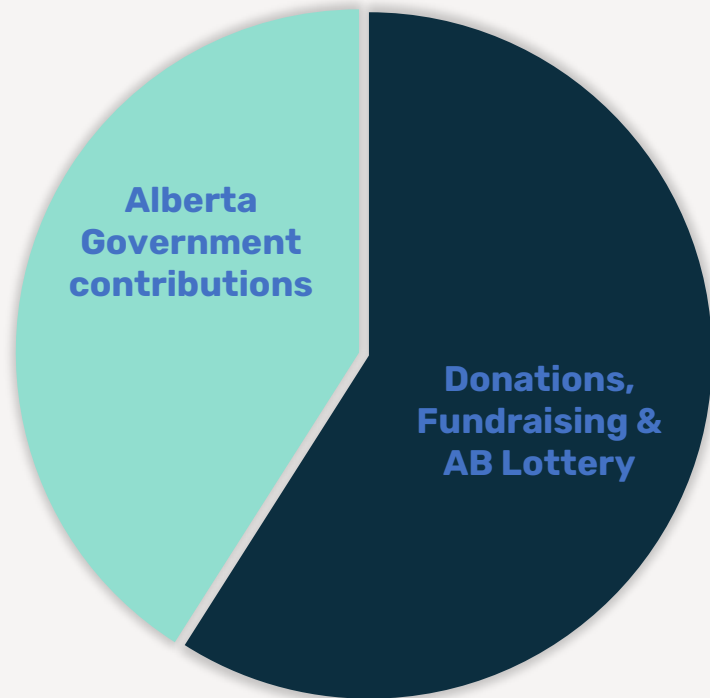
2026 STARS Lottery Alberta

THE LOTTERY WE ALL WIN.



Final deadline: March 20th
Draw: March 31, 2026





Direct Operating Costs
\$36.6 million
(\$12.2M per base)

Government Contribution
\$15 million



Donations, Fundraising & Lotteries are needed to cover **59%** of direct operational costs in Alberta
ab.starslottery.ca - Net lottery funds pay for one base in Alberta

ESSENTIAL SERVICES FOR ALL, RURAL

- **95% Alberta in Partnership**
- Includes 7 Districts - Northern B.C.
- **80% Regional Leaders**
- **2025 = \$2.4M Municipal** (Of \$21.6M operations must be fundraised)

9 PROVINCIAL LEADERS

- Fixed Rate (up to \$250K per year)
- Standing Motion Budget Line-item
- Logo on STARS helicopter

2026 Welcomes (3) Provincial Leaders

REGIONAL LEADERS

26 Complete Regional Partnerships

(Includes every town & village within boundaries)

PEACE RIVER REGIONAL DISTRICT, BC

Hudson's Hope, BC
 City of Fort St. John, BC
 Taylor, BC
 City of Dawson Creek, BC
 Pouce Coupe, BC
 Chetwynd, BC
 Tumbler Ridge, BC





AMTC International Simulation Competition CHAMPIONS

Final case; Complex farm accident

- High-intensity
- Five critical patients
- Including a pediatric patient
- Multiple major traumas
- Anhydrous ammonia toxicity

TOWN OF NANTON

OUR REQUEST

\$1 - \$2 per capita
Annually
4-yr. pledge
2026 - 2029

BENEFITS

- STARS provides physical and virtual response
- Residents have access to STARS 24/7 across Western Canada
- The most rural and remote areas are served by our World Class Crew
- Born out of necessity, STARS operates at no cost to the patient
- Together, we are saving lives and saving futures

A LIFE IS SAVED EVERY DAY. YOUR PARTNERSHIP MAKES IT POSSIBLE.



HORIZONS

FORTY YEARS. ONE MISSION.

\\ TOOLS AND TECH

OPTIMIZING INTUBATION IN
COMPLEX SITUATIONS

\\ COMMUNITY SUPPORT

THE TABER CHARITY AUCTION'S
FLIGHT WITH STARS

\\ IMPACT

THE LEGACY OF STARS FOUNDER,
DR. GREG POWELL

◀◀ A NEW YEAR'S RESCUE

THEO KONIDAS SHARES HIS
LIFE-SAVING STARS EXPERIENCE

PRESENTED BY



Canadian Natural

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Theo Konidas, along with his family, share his STARS rescue experience.

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The legacy of STARS founder, Dr. Greg Powell.

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STARS' new accredited facility dog is a very good boy.

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STARS Manitoba flies into a second decade of service.

WELCOME

With the seasons changing, it's worth reflecting on the momentum and milestones we've achieved together. It's been busy and rewarding – a testament to the strength of your support and the difference it makes.

The past season also brought moments of remembrance, including the loss of Dr. Greg Powell in April. As STARS' founder and visionary, his commitment continues to inspire our mission and the communities we serve. Dr. Powell helped define emergency care in Canada, and I was fortunate to call him a friend and mentor. We remain dedicated to honouring his legacy and upholding the values he championed.

Fundraising is vital to ensuring our STARS teams can be there for those who need us most. From community gatherings to fundraising success, this summer was filled with moments worth celebrating, including our Rescue events, Field of STARS, and our lottery winners. We're also grateful to the many individuals, businesses, and community groups who organized their own initiatives in support of our mission.

This year marks 40 years of STARS delivering critical care across Western Canada. From our modest beginnings in 1985, we've grown into a trusted network of skilled professionals equipped with leading-edge technology – all made possible by the generosity of the communities we serve. At the heart of that support is you. Whether



through time, advocacy, donations, or hands-on help, your commitment fuels every mission we fly.

While the seasons may change, our mission never does. We remain focused, energized, and deeply committed to the work ahead.

Thank you for your continued support, and please enjoy this fall 2025 issue of *Horizons*.

Dr. John Froh
President & CEO, STARS

On the cover:

Theo Konidas

Photo by Lyle Aspinall

Published for STARS

STARS Editors

Angela Anderson-Blunt, Lyle Aspinall,
Michelle Sinclair

Published by RedPoint Media Group

Executive Editor Colleen Seto

Art Director Veronica Cowan

Director, Strategy & Content Meredith Bailey

A Parent's Nightmare Turns to Great Relief

STARS makes a critical rescue when a teenager's snowmobile ride goes wrong.

By Lyle Aspinall

In 2021, on a sunny New Year's Day, teenager Theo Konidas fired up his snowmobile for one last ride with his older brother and sister before heading home from the family cabin in Grandview, Alta.

Their dad, Lee, stayed behind, but a sense of unease soon crept in. "For some reason, something kept drawing me to go and check on the kids," he said.

He approached a snowy stubble field where he'd last heard the snowmobiles.

"First thing I saw was both the older kids, Lizzie and Yianni, standing up and screaming," said Lee. Theo was lying near a wrecked snowmobile by a tree line. His siblings had removed his helmet, revealing that his face was turning blue. Lee rushed to him through the deep snow, called 911, and ordered Lizzie to fetch their mom, Korin.

"I sent Yianni to the road so he wouldn't see his brother die," Lee said.

Guided by the 911 operator, Lee began chest compressions and rescue breathing.

Korin arrived moments later, fearing the worst.

"When I first got there, I fell apart because I did think that my child had died already,"



STARS Very Important Patient Theo Konidas (centre) with his dad Lee, mom Korin, sister Lizzie, and brother Yianni at their cottage in Grandview, Alta.

VERY IMPORTANT PATIENT

PHOTOGRAPH BY LYLE ASPINALL



“I wouldn’t be here without STARS.”

—THEO KONIDAS

A STARS helicopter flies overhead in Grandview, Alta., near the location of Theo’s accident.

Below: Theo in hospital two days following his snowmobile accident.



she said. But with calm encouragement from the 911 operator, she stepped in to help. “I could see my other two children crying, and I thought, ‘I can do this. We can do this.’ And everything just kind of faded away. So, it was Lee and myself working on Theo.”

Soon, local emergency services arrived and set to work.

“When the 911 lady said that STARS was coming, I thought, ‘Okay, we might have a chance here,’” Lee recalled.

STARS captains Tom Sliepen and Ken Ryniak were flying on that mission.

“I remember coming over the tree line and seeing one of the snowmobiles... and then the scene with Theo himself,” said Tom. “I remember it quite distinctly, that chill coming over me.”

Dr. Eddie Chang, medical director for STARS in Edmonton, had diverted the crew from a different mission, knowing that a young patient actively receiving chest compressions posed the greatest need.

“Theo was turning blue because he wasn’t breathing and his heart probably was not beating,” he said.

Flight nurse Marla Tabler remembered seeing the call details: a teenager in cardiac arrest. “Any time you’re dispatched to a pediatric patient, it tugs at your heartstrings,” she said.

The team’s top priority was intubation — taking over Theo’s breathing. An ultrasound confirmed a collapsed lung and internal bleeding. During the 18-minute flight to the Stollery Children’s Hospital in Edmonton, the



Theo Konidas with Marla Tabler, the flight nurse involved in his life-saving mission, at a STARS community event.

Loyal Support

By Lyle Aspinall

Since recovering from his accident, Theo Konidas and his family have become active supporters of STARS – very active.

Theo has taken the lead in raising thousands of dollars for STARS through events and approaching service clubs – with his dad Lee proudly supporting him every step of the way.

“He wanted to raise \$10,000,” said Lee. “And I said, ‘I think we can do better than \$10,000; we can raise \$100,000.’ And [now] he’s almost at \$100,000, and I’m going to tell him to raise it to \$250,000. So he gives back.”

Theo is happy to do so.

“I feel really proud of the work we’re doing,” Theo said. “It means a lot to me because it feels like I’m giving back to someone who gave so much to me.”

His mom spoke directly to the many donors who have responded to Theo’s call for support:

“We’re so grateful that you choose to donate to STARS,” she said with a smile. “It’s so important because you never know if it’s going to be your family that’s out on the ice one day.”

STARS air medical crew performed a blood transfusion and worked tirelessly to maintain Theo’s breathing and blood pressure.

“The entire call, we were fighting to keep him alive,” said Marla.

And they did. Theo received the urgent care he needed and was soon on his way to a full recovery.

Now, Theo is a thriving high schooler who plays elite-level soccer. He also dedicates much of his time to supporting STARS.

“I wouldn’t be here without [STARS],” he said. “Just thinking about that and how it would have affected my parents, my family and everybody around me just really cuts deep in how thankful I am that they were there.”

Theo rides a snowmobile in winter 2025 near his family’s lakeside cottage in Grandview, Alta.



Scan the code for a video of Theo’s story.



Scene from the Bow Valley Glacier rockslide on June 19, 2025. STARS helicopters responded from both Calgary and Edmonton.

Teamwork Amid Tragedy

Every STARS mission is unique. This one highlights the incredible collaboration between STARS and the many first-response teams that attended a mass-casualty incident in the Rockies. **By Colleen Seto**

On the afternoon of June 19, 2025, a massive rockslide took place at Bow Glacier Falls in Banff National Park, along the Icefields Parkway. In total, 13 people were successfully rescued from the scene.

An estimated 100 personnel responded to the rockfall alongside two STARS crews, including Parks Canada visitor safety specialists, RCMP, Kananaskis Mountain Rescue, Lake Louise Fire Department, Alpine Helicopters, Alberta Health Services (AHS) Emergency Medical Services (EMS), and Banff EMS.

STARS pilots conducted a thorough scene assessment, which was critical before landing. The Kananaskis Mountain Rescue team, with Alpine Helicopters, was able to fly the most critically injured patients via a long line (an extended cable attached to a stretcher) to the waiting STARS helicopters — one that was able to land at the site and the other that was staged near Bow Lake.

An Allied Approach

Dr. Paul Tourigny was the transport physician on the STAR-1 crew that day and stayed at the site for several hours to manage patients. “Triage at the scene was challenging because of how all of the potential patients were spread out,” he explained. “Some of them could not be moved very easily.” Tourigny returned to the Calgary base at 20:20 that night.

“In remote mass casualty incidents (MCI), having the capacity to move people is important,” Tourigny emphasized. “This is where you see the value in a multi-service approach. Understanding all the resources available to you and being able to communicate with the on-scene incident commanders made this markedly easier. I cannot overstate how proud I am to have worked with all these services during this MCI. Each of them brought an essential skill set that allowed 13 people to be rescued from the scene, assessed, and offered victim services.”

PHOTOGRAPH \ DR. PAUL TOURIGNY, STARS PHYSICIAN LEAD, SPECIAL EDUCATION PROJECTS

“While we never want another event to happen, I’m secure in the knowledge that STARS and our allies are always working together to improve care for our patients.”

—DR. PAUL TOURIGNY

TIMELINE:

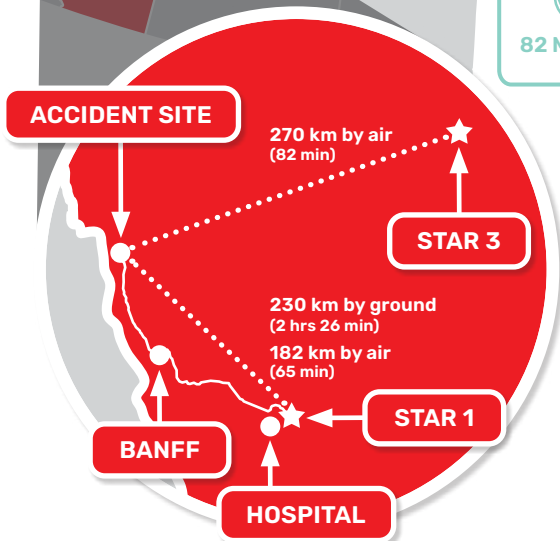
- 12:49 Rockslide occurs near Bow Glacier Falls in Banff National Park
- 12:59 911 call to Alberta Health Services (AHS) EMS Dispatch via satellite device
- 13:07 STARS requested by AHS Dispatch
- 13:10 **STAR-1 helicopter (Calgary) pre-alerted**
- 13:12 AHS EMS Dispatch collect more information – reports of multiple patients hit by rocks, some deceased, unconscious, and pinned
- 13:13 **STAR-1 dispatched**
- 13:19 **STAR-1 leaves base** with air medical crew, including Dr. Paul Tourigny, on board
- 13:22 Banff EMS picked up by Alpine 1 helicopter, responding via air; scene described as unsafe/EMS to stage
- 13:40 **STAR-3 helicopter (Edmonton) pre-alerted**
- 13:48 **STAR-3 dispatched**
- 14:02 **STAR-3 leaves base**
- 14:05 STARS Emergency Link Centre (ELC) notifies Parks Canada of **STAR-1 en route**
- 14:24 **STAR-1 lands at scene**
- 14:42 ELC calls Foothills Medical Centre (FMC) ER and confirms they are ready
- 15:13 **STAR-1 leaves scene**, Dr. Tourigny stays at scene
- 15:22 **STAR-3 lands at scene**
- 16:03 **STAR-3 leaves scene**
- 16:04 **STAR-1 lands at FMC**
- 16:33 **STAR-1 leaves FMC**
- 16:38 **STAR-1 returns to base**
- 16:45 Alpine slinging patients from incident site to staging area; EMS requests STARS remain on standby for a return to scene
- 16:54 **STAR-3 lands at FMC**
- 17:25 **STAR-3 leaves FMC**
- 17:30 **STAR-3 lands at Calgary base**
- 20:20 Dr. Tourigny returns to Calgary base



65 MINUTES

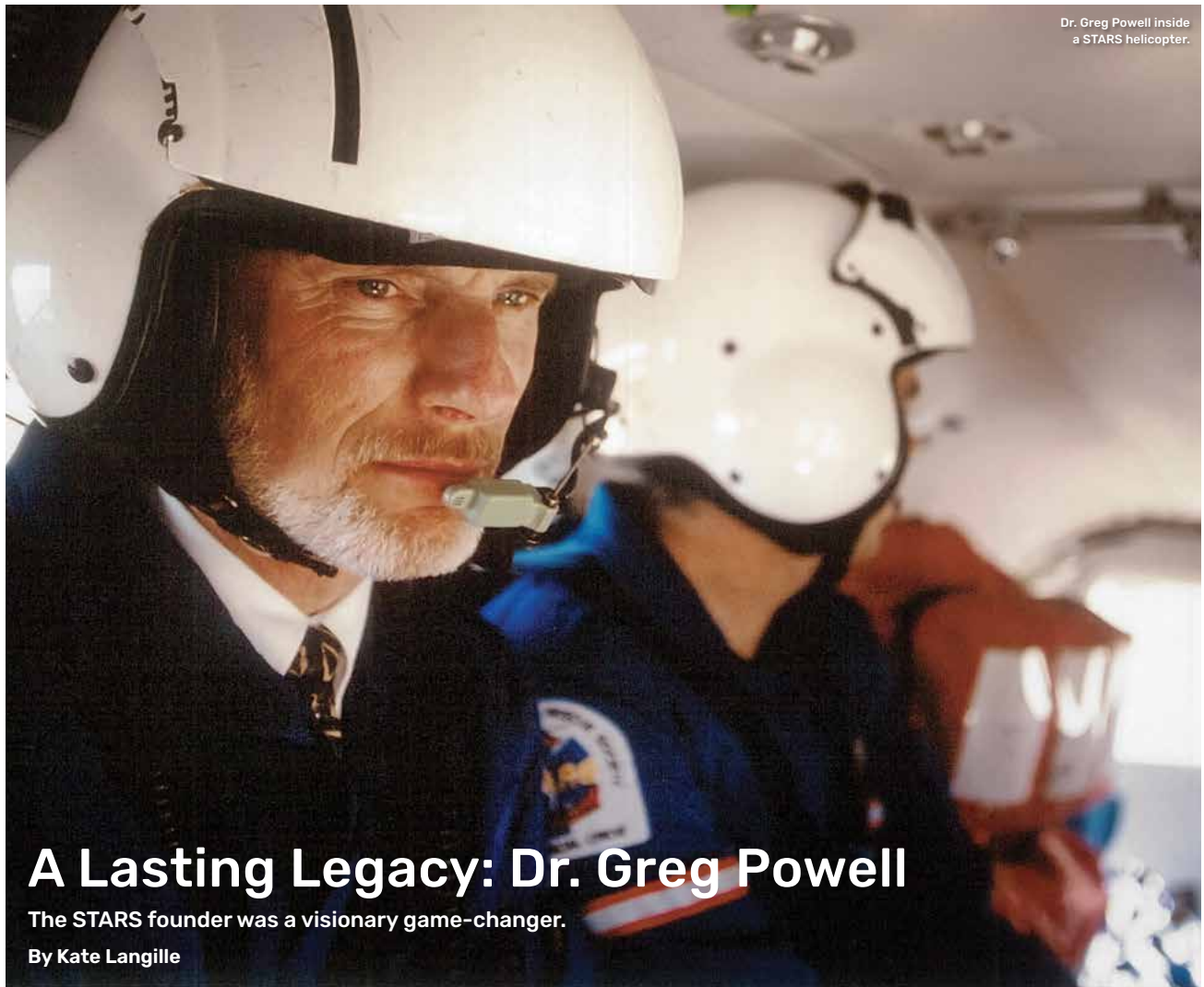


82 MINUTES



EN ROUTE

Dr. Greg Powell inside a STARS helicopter.



A Lasting Legacy: Dr. Greg Powell

The STARS founder was a visionary game-changer.

By Kate Langille

STARS founder Dr. Greg Powell passed away peacefully at 77 years old on April 30, 2025, surrounded by his wife, Linda Powell, and their family. Dr. Powell was a visionary leader who built STARS from the ground up.

EARLY DAYS

Born in Ontario and raised in Alberta, Dr. Powell received his medical degree from the University of British Columbia.

During his medical elective, he joined the Flying Doctor Service in Darwin, Australia, where he unexpectedly found

himself in Vietnam observing a Mobile Army Surgical Hospital. There, he witnessed rapid helicopter evacuation and participated in delivering critical care to severely injured soldiers.

Dr. Powell was passionate about aviation for his whole life. He began flight training during his medical residency at Calgary's Foothills Medical Centre, and earned his private pilot license at age 26.

STARS IS BORN

In the late 1970s, while serving as director of emergency medicine at Foothills, Dr. Powell witnessed a gap in care for patients in rural

communities. Determined to make a change – and with the partnership of fellow physicians and Lions Club International – he combined his passion for medicine and aviation to create STARS.


In the beginning, it was very challenging. “We flew out to communities in the Lions Air Ambulance with not a shred of equipment except an oxygen bottle,” he recalled.

A LASTING LEGACY

Now, 40 years later, STARS maintains a fleet of 10 Airbus H145

helicopters across Western Canada and has completed more than 63,000 missions, delivering specialized nursing, paramedic, and physician care to patients in critical need – a testament to Dr. Powell’s unrelenting commitment to saving lives.

“Greg lived a big and humble life,” said Linda Powell. “It wasn’t about what he did but how he made people feel – how he changed lives.”

Dr. Powell’s legacy lives on – in every STARS flight and in every patient saved. 



Dr. Greg Powell and his wife, Linda, pose with a STARS helicopter.

PHOTOGRAPH BY ALBERTA ORDER OF EXCELLENCE

IMPACT

WELCOME HOME, ORION

**STARS' new
accredited facility dog
is a very good boy.**

By Kate Langille



Orion poses like a good boy with a STARS helicopter.



Orion sits with flight nurses Karen Oke (left) and Andrea Rajotte at the Winnipeg STARS base.
Below: Orion listens to his primary caregiver, Grant Therrien, from inside a STARS helicopter.

Donors Help Support the Mental Health of the STARS Team

Ensuring access to staff training and resources for mental health and well-being is a priority at STARS. To help with this, partnerships with donors like TC Energy and its Build Strong program enables STARS team members to seek timely, professional mental health support without financial barriers. This reduces stress, increases productivity, and lowers absenteeism. Support extends beyond the workplace to team members' families, fostering work-life balance and overall family wellness.

The Peer Support Program Team empowers members to recognize signs of mental distress in colleagues and offer informed, compassionate support. In particular, support after difficult missions with emergency debrief sessions provides essential psychological first aid, supporting teams to process traumatic events, prevent long-term emotional strain, and return to work more confidently.

"Thanks to donors like TC Energy, these initiatives allow STARS to offer a safer, more supportive workplace, demonstrating our genuine commitment to mental health and employee well-being," said Tracy Hughes, STARS human resources business partner.

Orion's ability to comfort others is the result of extensive training and an impressive command repertoire – he knows up to 20 commands tailored to his role.

"There's a command where he can 'go visit,'" explained Therrien. "He will hop on the couch and lean on the person he's visiting, providing that physical touch, that pressure contact. It's really quite relaxing."

Orion is truly the STARS team's best friend. His wagging tail, people-loving personality, and calm demeanour bring out the best in everyone he meets. He is more than a facility dog; he is a cherished member of the STARS family.

Welcome home, Orion. 🐕

Orion, a three-year-old Labrador retriever, officially joined the STARS team in February 2025 as an accredited facility dog whose role is to provide emotional support to team members across the organization.

Orion came to STARS through a partnership with the Pacific Assistance Dogs Society (PADS), a highly respected Canadian organization that breeds, raises, and trains certified assistance dogs.

To ensure a great fit, PADS conducted its multi-step application review process that included two interviews with STARS and a base inspection. Following this, Grant Therrien, STARS' Manitoba provincial director and Orion's primary caregiver, underwent a week of intensive handler training in Vancouver before welcoming Orion to the Winnipeg base.

While Orion supports the whole organization, he is especially impactful for STARS' frontline staff, who regularly embark on psychologically difficult missions. When crews return to base, Orion greets them, checks in with them during the day, and provides one-on-one visits. He is also available for emotional support across all STARS bases – he'll travel whenever he is needed.

"A big success here in caring for our people is the STARS peer support team," said Therrien. "Orion can play a vital role in reducing stress and promoting emotional well-being as part of that team. His calm presence helps to boost morale and provides comfort whenever it's needed most."



40 YEARS, ONE MISSION

A look at how STARS expanded across Western Canada.

STARS took flight in December 1985 in Calgary – then known as Lions Air Ambulance Service – when a leased BK117 helicopter completed the first mission transporting a critically ill infant. Over the years, the service steadily expanded across Alberta: Edmonton followed in 1991 and Grande Prairie in 2006. In 2012, STARS ventured into Saskatchewan and Manitoba, opening bases in Regina, Saskatoon, and Winnipeg under government agreements. Today, STARS operates six full-time air medical bases – its growth powered by life-saving innovation and the unwavering support of allies, partners, and communities across Western Canada. ▀



CALGARY, 1985



GRANDE PRAIRIE, 2006



SASKATOON, 2012



REGINA, 2012



EDMONTON, 1991



WINNIPEG, 2012



A True Ally

By Fabian Mayer

"It was a small event, but it was a very important event."

That's how Bill Purdy described the Edmonton STARS base opening in 1991. Attending the event

in his then-capacity as mayor and deputy fire chief of the hamlet of Wabamun, Purdy has been a steadfast ally of STARS since day one.

With Wabamun's location about 70 kilometres west of Edmonton, Purdy knew he and the Wabamun Fire Department (now part of Parkland County Fire Department) would be involved in STARS missions. He signed up for the training to help land and support the helicopter as soon as possible, even fundraising with his department to buy the necessary equipment. With more than 60 years of experience as a firefighter in rural Alberta, Purdy knows how important the air ambulance service can be for other emergency response teams.

"It's a real asset to us because we're out there to help out and do whatever is necessary," Purdy said. "With STARS and the professional way that they do things, it really is a help in the minds of firefighters. They think, 'We know we're in good shape because we've got STARS here.'"

Purdy has been a committed supporter of STARS since the beginning – he's currently also a monthly donor. He plans to tour the Edmonton STARS base in the near future for the first time since the base opened. "I'm looking forward to comparing the tremendous advances they have made in air ambulances," Purdy said. "The quality of the people that are in the helicopter, the training, and also the quality of the helicopter itself."

STARS PODCAST TELLS TEEN'S TALE OF RESILIENCE

Mission Ready Season 2,
presented by ARC Resources,
dives deep into the skill set of
the STARS crew and the value
of amazing response partners.

By Kate Langille



STARS Very Important Patient Draidyn Wollmann
with his 1958 Pontiac Strato Chief in Laird, Sask.

PHOTOGRAPHS \ LYLE ASPINALL

STARS' *Mission Ready* podcast offers a front-row seat to the organization's essential life-saving work. In Season 2, presented by ARC Resources, listeners follow the incredible story of 16-year-old Draidyn Wollmann, who survived a devastating lawn-mowing incident.

Across eight half-hour episodes, listeners hear first-hand accounts from the Wollmann family, community members, STARS crew, and many more. This in-depth story sheds light on Wollmann's resilience and the incredible level of skill that STARS air medical crews possess.

DRAIDYN WOLLMANN'S STORY

Disaster struck shortly after Draidyn Wollmann began his first summer job mowing lawns. A sudden turn threw him from the seat of the riding lawnmower. The machine ran him over, embedding a blade into his chest and severing his arm.

Trapped and conscious for nearly an hour, Wollmann was found by his manager, who called 911, triggering a STARS' dispatch. First responders and community allies were already working together when STARS flight nurse Bailey Sinclair and flight paramedic Glen Pilon arrived at the scene. The STARS crew immediately infused blood and intubated Wollmann while he was still trapped. Once he was freed, the crew continued care during the flight to the hospital.

Though he lost part of his arm, he survived. "If it wasn't for STARS, Draidyn wouldn't be alive," asserts Wollmann's mom, Christine.



Mission Ready co-hosts Deborah Tetley and Lyle Aspinall recording Season 2.


"Being a dad of kids in the same age range, Draidyn's story hits a little different for me," said Aspinall. "When you meet Draidyn and you see the way he carries on in life, with positivity, optimism, and the future in his eyes, it reminds you that a person's situation doesn't have to define them."

When presented with the opportunity to share his story on *Mission Ready*, Wollmann and his family jumped on board, and Season 2 was born.

STARS IN ACTION

While Wollmann's story is extraordinary, it is one of 63,000 STARS missions flown in the last 40 years. STARS doesn't just save lives, it saves futures. When you support STARS, you help save the next patient in need and give someone a second chance at life.

"I hope the listeners feel like they're on a journey with Draidyn, his family, the crews, and with everybody who's been a part of this organization for 40 years," said Tetley. "Listeners might not have been physically on the ground, but they were there. All STARS donors had a role to play in saving Draidyn's life and giving him the best future possible."

In *Mission Ready* Season 2, listeners gain a deeper understanding of how STARS and first responders work together under pressure – showcasing not just a mission, but the extraordinary people behind it. 

BEHIND THE SCENES OF THE PODCAST

Wollmann's podcast season came to life organically. When Wollmann and his family came to the STARS base to meet his crew, he also met with Lyle Aspinall, STARS content lead and *Mission Ready* co-host, who was capturing photos of the visit.

As Aspinall and *Mission Ready* co-host Deborah Tetley spoke with Wollmann, his family, and the STARS crew involved, they were struck by his story and aspirations for the future.

Thank You, ARC Resources

Telling stories with this level of depth takes time, care, and resources. Thank you to *Mission Ready* Season 2 partner ARC Resources for making it possible to bring listeners behind the scenes of STARS missions and help share the powerful stories that matter.

Where to listen:

Listen to *Mission Ready* on your smartphone through apps such as Apple Podcasts, Spotify, or Amazon Music, or at stars.ca/missionready, where you'll also find bonus videos and photos.





Dr. Reid Hosford demonstrates a flexible bronchoscope on a patient simulator. The bronchial camera recently became a new tool for STARS air crews.

A Clear Picture

The flexible bronchoscope optimizes intubation in complex situations.

By Olivia Piché

In life-saving situations, ensuring a patient has a secure airway is critical. But in certain cases, when there is trauma to the airway, excessive swelling, or even if the patient has atypical anatomy, intubation can be difficult. STARS has recently added a flexible bronchoscope to its air medical toolkit to help with complex cases, optimizing the efficiency and safety of intubation.

The device is a small camera on the end of a maneuverable scope that goes down the throat and allows STARS transport physicians to see past the vocal cords and into the trachea (windpipe), where they place an endotracheal (breathing) tube.

AN UNOBSTRUCTED VIEW

In most cases, when a patient requires intubation, emergency responders use

a video laryngoscope, which allows visualization of the vocal cords. But for complications beyond the cords, STARS air medical crew typically need to use a stethoscope or an ultrasound to determine what is causing the problem. Now, with the flexible bronchoscope, transport physicians can clearly see what's happening further down the airway and more quickly find an effective solution.

"It gives us a much greater idea and picture of what's going on with the patient in their airway," said Dr. Reid Hosford, a transport physician and airway physician educator lead at STARS. "We're able to actually look down the airway, see where the endotracheal tube is, and see if there are secretions or other issues with the airway, and then actually fix it by changing the tube position, suctioning, or changing

the patient's position to improve oxygenation and ventilation."

Until recently, these devices were mostly used in hospitals and attached to large towers – too big for small spaces like helicopters. But now, with new disposable scopes that plug into the video laryngoscope screen, physicians can use the camera in air transit. STARS added the tool to its bases in Winnipeg and Calgary two years ago, and in the last year, it has rolled out the device to nearly all of its bases.

"This is a new technology, and we're continuing to increase the scope of its use to optimize patient care," said Hosford. "Airways, breathing, and ventilation are very, very important, and so being able to optimize that during transfers will have a big impact on patient outcomes."

Lifted by Community, Powered to Fly

A look at the Taber Charity Auction's flight with STARS.

By Janice Rendflesh

For nearly three decades, the Taber Charity Auction has been at the heart of an incredible movement, uniting its community in support of STARS. The reasons for giving are personal, and the results are clear: lives saved, missions flown, and stronger, safer communities across southern Alberta.

In July 2025, STARS and the Taber Charity Auction committee gathered to celebrate this long-standing partnership with STARS' signature red helicopter making a special appearance. This visit wasn't for a mission, but it wasn't just for show. The visit marked the unveiling of the auction's logo on the helicopter, recognizing more than



The Taber Charity Auction committee stands proudly under its logo on the STARS helicopter.

\$1 million in cumulative giving through the partnership.

"At STARS, we recognize our greatest allies by placing their names on our helicopters," said Mike Lamacchia, chief operating officer, provincial operations for STARS, who attended the event. "For 29 years, the Taber Charity Auction has been a trusted ally and lifeline in critical care. This partnership allows us to connect our world-class crews with residents in southern Alberta when they need it most."

By surpassing the million-dollar milestone, the Taber Charity Auction logo now holds a place of distinction on the tail fin of two STARS helicopters – an exclusive place reserved for key community partners. The STARS team is proud to fly with this emblem on board;

it's a visible reminder of the impact a dedicated community can have.

Each April, the Taber community comes together for the annual auction. The first event in 1996 raised \$500, which was donated to STARS. Since then, the volunteers behind the event have grown the auction in size and scope. Today, it features a wide range of items donated by businesses and individuals, with proceeds supporting STARS and other critical care services.

"Our roots run deep with STARS, and we're proud to support their mission through the Taber Charity Auction," said Mitch Holst, auction co-chair. "Knowing that STARS is there for us not only brings comfort in difficult situations but also helps make Taber a safer and stronger community."

In 2024, STARS carried out 293 missions across southern Alberta, 15 of which were to Taber.

COMMUNITY SUPPORT



STARS flight nurse Michelle Sexsmith talks with Taber community members.



Left to right: David Pankratz, MLA for Waverley, and Hon. Uzoma Asagwara chat with Cindy Seidl, chief clinical officer for STARS, at the Winnipeg STARS base after the announcement.

The province's only major trauma centre is centrally located at Winnipeg's Health Sciences Centre hospital, with STARS forming a crucial link between rural and remote Manitobans and the life-saving care administered there.

"We consider ourselves as one link in the chain of survival – it's from the time someone calls 911 to the first responders, to the helicopter, to the hospital," said Therrien. "We work hand-in-hand with paramedics, fire departments, hospital teams, and all with one goal: to save lives."

STARS works closely with Shared Health, Manitoba's provincial health agency, as well as numerous

other organizations to ensure life-saving services are available across the province.

"The importance of the service is highlighted in the amount of lives that are saved," said Therrien. "Having this technology and these highly trained providers – pilots, medical crew, engineers, and helicopters – means you put it all together and you're saving lives."

While the contract in Manitoba is for one 24-hour, critical-care helicopter, Therrien believes the added flexibility of having access to a fleet of 10 STARS aircraft across all three prairie provinces is another strength of the organization.

"Our fleet that serves Western Canada is standardized with the same aircraft, allowing us to adapt to dynamic needs across regions," said Therrien. "This ensures we can deploy a spare aircraft so we can always provide seamless service."

STARS Manitoba Flies into a Second Decade of Service

The Manitoba Government announces a 10-year renewal contract with STARS. **By Fabian Mayer**

It's official: STARS will continue to serve Manitobans until at least 2034. The Government of Manitoba renewed its contract with STARS last fall as "one way we are investing in rural healthcare and strengthening services for Manitobans," said Hon. Uzoma Asagwara, minister of health, seniors, and long-term care, at the public announcement on July 10, 2025.

STARS first came to Manitoba on a temporary basis as part of flood-response efforts in 2009. That spring, water levels in the Red River and many of its tributaries swelled to historic levels. Two years later, STARS was called in

again to help with emergency responses during yet more flooding in the province.

The events highlighted a need for a more permanent solution, and in 2012, the government contracted STARS to establish a permanent base in the province. During that initial 10-year span, STARS flew nearly 7,000 helicopter missions in Manitoba.

A CRITICAL LINK

Grant Therrien, provincial director of Manitoba operations for STARS, stressed how critical the service is for a province that stretches across 650,000 square kilometres of remote and rugged terrain.



**EVERY MONTH,
YOU CAN HELP
STARS GO AS FAR
AS IT NEEDS TO.**

BECOME A MONTHLY DONOR TODAY!



Help save lives like Theo's.

Theo was snowmobiling with his siblings when he hit a patch of ice and crashed (see story on page 3). With life-threatening injuries, he desperately needed critical care. Thanks to generous allies like you, STARS was able to reach him in time.

Join STARS FOR LIFE and become a monthly donor today to stand with STARS 24/7, 365 days a year. Your generosity will ensure patients like Theo always have access to the critical care they need – no matter where or when.



\$10/month

provides an airway-management tool.



\$25/month

provides a Blood on Board cooler system.



\$50/month

provides mission-critical equipment like an electronic flight bag.

Become a monthly donor today at stars.ca/monthly or scan the QR code.



Canadian Natural: Celebrating 35 years of dedicated partnership



Canadian Natural

Since 1990, Canadian Natural has been a steadfast partner to STARS, helping deliver life-saving care across Western Canada. Its unwavering support and impact on the lives of patients, families, and communities is profound and lasting. United by a shared commitment to health, safety, and wellness, this partnership has ensured that patients will have access to the care they need most for generations to come. STARS is deeply grateful for Canadian Natural's dedication and proud to call them a key ally in the mission to provide critical care, anywhere.

STARS Very Important Patient Theo Konidas (centre) is surrounded by his dad Lee, mom Korin, sister Lizzie, and brother Yianni in Grandview, Alta.



Your donation makes a difference.
It allows us to be there for the next patient in need.
Please donate today.

PHOTOGRAPH \ LYLE ASPINALL

HORIZONS

PRESENTED BY



STARS Horizons \ Fall 2025

Return undeliverable items to:
1441 Aviation Park NE, Box 570
Calgary, Alberta T2E 8M7

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[Learn more at stars.ca](https://stars.ca)



STATUS REPORT

Meeting: March 16, 2026
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 MEETING

Res #	Description	Notes	Status	FWD
Regular Meeting March 2, 2026				
75-26/03/02	Support Grant – Nanton Ag Society		IP	CS

COUNCIL

Res #	Description	Notes	Status	FWD
Council Recommendations				
12-25/01/20	THRC Conceptual Plan	Drawing phase	IP	CAO
16-25/01/20	ASP for Northwest Areas of Town – ORRSC	Concept appr Aug11	IP	DO/CAO
85-25/04/21	Tribute wall design up to \$5,000	Possible office relocation	IP	LS
124-25/06/02	Bring forward draft bylaws and draft local improvement plans for the proposed Nanton industrial lands roads improvements to 18th Avenue and 19th Avenue.	<i>Drafting work initiated</i>	IP	CAO/CS/OP/LS
158-25/08/11	Approved 60% of \$1,083,068 to start phase 1	<i>Resolution 124-25/06/02; local improvement area work under way</i>	IP	CS
26-26/01/19	Compliance Enforcement Policy		IP	LS
45-26/02/09	Nanton Heritage Building Project Bylaw & Policy		IP	DO/LS
46-26/02/09	Strategic Planning consulting services	<i>Transitional Solutions</i>	IP	CAO/LS
61-26/02/17	Capital THRC Renovation bylaw		C	CS

DEPARTMENTS

Res #	Description	Notes	ST	fw
30-25/02/03	RFD Firefighter recruitment options		IP	CS/FD
70-25/04/07	Pursue funding from the Northern and Regional Economic Development Program and other sources for an Area Redevelopment Plan for the Highway 2 corridors	RFP drafted.	Application approved.	CAO/DO
187-25/10/05	Update and resubmit previous application to the Alberta Community Partnership program with the Municipal District of Willow Creek concerning the Spring Line raw water source, license and infrastructure.	Meeting with engineers & MD scheduled for project commencement.	Application approved.	CAO/OP



12 – 25/01/20	Proceed with the conceptual planning for the second phase of the Tom Hornecker Recreation Centre civic renovation, prioritizing the installation of an accessibility elevator.	Ready to go to tender/ bid at any time.	RCMP letter of intent – Capital budget amendment approved.	CAO/CS
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ITEMS ON HOLD FOR FUTURE SCHEDULING/CONSIDERATION

Res #	Description	Notes
135-23/05/01	Application for a solar feasibility assessment for Town's facilities or unserved industrial lands	Future consideration contingent on Climate Action Centre funding – CS
211-24/08/12	Community Center Green Initiative Grant	Future consideration contingent upon suitable funding.
CAO Comment: <i>These items should be individually discussed at a future Committee of the Whole or at Strategic Planning, if interest is renewed.</i>		





CAPITAL PLAN STATUS

Meeting: March 16, 2026
 Agenda Item: 3.1.2

*Deferred in green text
 2026 Items Only*

Roadway Infrastructure			Lead: Public Works Supervisor
Roadway Rehab	Patching & repairs		75,000
Sidewalk replacement program	Sidewalk repair & replacement		50,000
Roadways	29 th Ave		50,000
<i>Notes: A discussion of the 2025 Roadway condition report will occur in the first quarter of 2026 Roadway and sidewalk tender released with a closing date of March 13.</i>			

Utility Infrastructure			Lead: Manager of Operations
20 th Avenue	Service Line Connections		175,000
Wastewater mains	Re-lining		100,000
Valve & hydrant replacement	Hydrant, valves		75,000
Equipment	Wastewater pump and mixer		100,000
Manholes	Campground manhole and metering		50,000
Stormwater management	Westview storm pond dredging (Rec project lead)		350,000
Regional Waterline	Construction/ Design		500,000
<i>Notes:</i> <i>Westview storm pond dredging will be awarded to NLSS in line with budget. The Manager of Recreation will keep Council updated on progress.</i> <i>Wastewater pump on order.</i> <i>20th Avenue service line work awarded – work to begin in the spring</i> <i>While the WWTP dewatering project is not complete yet, it was a 2025 budgeted project and funded under that year, final borrowing excepted. Administration will keep Council updated on this critical project.</i>			

Parks & Trails			Lead: Recreation Manager
Deferred 2025 project	Pocket park/rain garden at Mile 56 Park		56,500
<i>Notes:</i> <i>Funded under 2025 with federal grant and \$56,500 from Public Realm reserve. Tender has been released with a closing date of March 16, 2026</i>			

Buildings Lead: Various



THRC - arena	Outdoor storage shed	50,000
Town Shop	PW Cold Storage- Concrete, Insulation, Heat	125,000
Yard Waste Area	Fire Dept. fenced storage/ practice area	30,000

Notes:
 2025 transfer switch awaiting final completion.
 Major amendments are anticipated for Buildings capital over 2026.
 THRC Storage shed is on order
 Pricing received for yard waste area fencing – below budget.

Vehicles & Equipment

Lead: Various

Equipment replacement under \$75 K	Skid steer	75,000
Bylaw Enforcement	Body Cam system	9,000
Vehicle Replacement	Parks & Utilities Pickup COMPLETED: \$92,500 actual	100,000
Fire Equipment	Reserve contribution for new engine	75,000

Notes:
 Body cam system has been ordered and should arrive and be put into use sometime in April.
 Skid steer pricing received – staff reviewing options and will make a decision soon.
 Chief Dozeman may wish to discuss timelines for new engine replacement in 2026 with Council given the lag between ordering and delivery.

Land Development

Administration expects discussions about the Town industrial lands roads or Westview phases to continue with Council over the course of 2026. Two major submissions have been made to the Canada Housing Infrastructure Fund for:

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

Discussions about priorities for housing and development infrastructure will occur before or during Strategic Planning.

Public Realm & Development

Gateway signage - \$30,000 figure placed in the capital budget, but RFP and Council feedback on proposals will help determine full cost. *Current submissions are looking rather high.*

Pedestrian Crosswalk (24th Street and HWY 2 North) - \$10,000

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

Previously deferred project comments (additional)

Silver Willow Lodge area curb/gutter/parking expansion project – removed from capital plan at present



Playground updates – none planned for 2026

Next Budget

Likely amendment to the 5 year plan are summarized here.

Changes with respect to the RCMP detachment and THRC projects are likely coming.





REPORT FROM ADMINISTRATION

Meeting: March 16th 2026

Agenda Item: 3.1.3

Chief Administrative Officer

Highlights

- Meeting with staff, touring the Town to view projects and Municipal operations.

Current projects

- Strategic Planning – Administration has met with Transitional Solutions, have issued the strategic planning survey and are planning for the April 22, 2026 day.
- Meeting with RCMP to continue the process moving forward with the lease agreement.
- ICF meeting held March 11, 2026.
- Drafting RFP for NRED – Area Re-development project.
- CPO Policy creation/updates.
- Heritage Project – Administration currently working on policy development/circulation package.

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 Recreation Manager
- 3.3.3 Planning & Development Officer
- 3.3.4 Fire Chief
- 3.3.5 Peace Officer

Public Notices/ Public Participation

Strategic Planning Survey:

[Town of Nanton Resident Strategic Planning Survey](#)

Public Notice – Bylaw No. 1424

[260318 Public Notice - Loan Bylaw THRC.pdf](#)

Personnel and Professional Development

Continuing with the Executive Certificate in Municipal Leadership program through the U of A extension campus. Outcomes:

- *Apply leadership theory to real municipal challenges using practical case scenarios.*
- *Demonstrate ethical leadership that builds and maintains public trust.*
- *Assess personal leadership styles and align them with role expectations.*
- *Strengthen communication effectiveness by identifying strengths and development areas.*
- *Lead change confidently and deliver results in complex municipal environments*

Respectfully submitted,

Tara Vandervalk

Chief Administrative Officer

Town of Nanton

Vendor Cheque Register Report

Range: February 1 - February 28, 2026

Sorted by: Cheque date



Cheque Number	Vendor Name	Cheque date	Cheque Amount	Cheque Details
EFT000000006827	Alberta SW Regional Alliance	2/10/2026	\$3,057.50	2025 Annual membership fees
EFT000000006828	Aplin and Martin	2/10/2026	\$4,717.79	Regional waterline consulting
EFT000000006829	Alberta Municipalities	2/10/2026	\$3,915.29	Annual membership fees
EFT000000006830	Bobcat of Calgary	2/10/2026	\$6,450.76	New HD buckets for skid steers
EFT000000006831	Canadian Linen & Uniform	2/10/2026	\$223.83	Office and Library mat cleaning
EFT000000006832	Canoe Procurement Group of Canada	2/10/2026	\$695.56	Miscellaneous supplies
EFT000000006833	ClearTech Industries Inc	2/10/2026	\$5,651.52	WTP and WWTP chemical
EFT000000006834	Community Design Strategies Inc.	2/10/2026	\$10,000.00	Heritage building project
EFT000000006835	Contain-A-Way Services	2/10/2026	\$5,491.05	Waste management services
EFT000000006836	Crossroad Energy Solutions Inc	2/10/2026	\$190.09	Maintenance at WWTP
EFT000000006837	Foothills Regional Services Comm.	2/10/2026	\$13,728.00	January tippage fees
EFT000000006838	Handley, Jennifer	2/10/2026	\$1,024.49	Per diem, travel and training
EFT000000006839	Hicklin Motors	2/10/2026	\$740.25	Vehicle maintenance
EFT000000006840	Hifab Holdings Ltd	2/10/2026	\$460.66	Shipping & courier fees
EFT000000006841	LAPP Corporation c/o Alberta Pension	2/10/2026	\$6,223.15	Employee pension
EFT000000006842	Linde Canada Inc.	2/10/2026	\$727.99	Water plant chemical
EFT000000006843	M & RS Controls	2/10/2026	\$5,115.90	Water meter reader setup fees
EFT000000006844	MD of Willow Creek	2/10/2026	\$21.00	Fire department cell phone fees
EFT000000006845	Mitchell, David	2/10/2026	\$444.80	Per diem, travel and training
EFT000000006846	Nanton Auto Parts Ltd.	2/10/2026	\$1,519.54	Miscellaneous supplies
EFT000000006847	Nanton Home Hardware Building	2/10/2026	\$208.83	Miscellaneous supplies
EFT000000006848	F.C.S.S.	2/10/2026	\$19,464.85	2026 First quarter pmt
EFT000000006849	Nanton Thelma Fanning Library	2/10/2026	\$13,125.00	2026 First quarter pmt
EFT000000006850	NextGen Automation	2/10/2026	\$173.05	Photocopier fees
EFT000000006851	RecordXpress StorageVault Canada	2/10/2026	\$30.05	Office paper shredding

EFT000000006852	Strong, Shauna	2/10/2026	\$906.58	Per diem, travel and training
EFT000000006853	Super Save Disposal (AB) Ltd	2/10/2026	\$168.20	Waste management services
EFT000000006854	Superior Safety Codes	2/10/2026	\$626.96	Safety code fees
EFT000000006855	T & T Disposal Services	2/10/2026	\$7,450.32	Waste management services
EFT000000006856	Trinus Technologies Inc	2/10/2026	\$8,792.31	IT services
EFT000000006857	UFA Co-operative Ltd	2/10/2026	\$3,695.61	Fuel
020671	Bracewood Heating and Cooling	2/25/2026	\$12,814.20	Furnace replacement & maintenance
020672	CentralSquare Canada Software	2/25/2026	\$4,630.50	Accounting software fees
020673	JNAC Investments Inc.	2/25/2026	\$14.24	Breakroom supplies
020674	Government of Alberta	2/25/2026	\$250.00	Pension filing annual fee
020675	High River Ford	2/25/2026	\$290.84	Peace officer vehicle maintenance
020676	JEI Tech	2/25/2026	\$73.50	Gateway signage maintenance
020677	J.T. Foster School	2/25/2026	\$500.00	Promotional grant
020678	Nanton Children's Society	2/25/2026	\$500.00	Promotional grant
020679	Nanton Community Broadcasting	2/25/2026	\$500.00	Promotional grant
020681	PitneyWorks	2/25/2026	\$1,073.00	Postage
020683	Tecumseh Industries Ltd.	2/25/2026	\$20,517.00	Centrifuge rental
EFT000000006858	Canoe Procurement Group of Canada	2/25/2026	\$737.22	Miscellaneous supplies
EFT000000006859	Claresholm Local Press	2/25/2026	\$218.75	Monthly advertising
EFT000000006860	ClearTech Industries Inc	2/25/2026	\$3,423.92	WTP and WWTP chemical
EFT000000006861	Coyote Courier Ltd	2/25/2026	\$2,131.92	Shipping & courier fees
EFT000000006862	Crossroad Energy Solutions Inc	2/25/2026	\$1,316.41	Maintenance at WWTP
EFT000000006863	CUPE	2/25/2026	\$2,388.67	Union dues
EFT000000006864	Elan Construction Limited	2/25/2026	\$9,835.56	THRC phase 2 consulting
EFT000000006865	Enfield, Tracy	2/25/2026	\$915.00	Office & council meeting room cleaning
EFT000000006866	Enva Consulting Ltd.	2/25/2026	\$145.69	Diamond GP consulting
EFT000000006868	Hicklin Motors	2/25/2026	\$281.50	Vehicle maintenance
EFT000000006869	Hifab Holdings Ltd	2/25/2026	\$524.40	Shipping & courier fees
EFT000000006870	iA Financial Group	2/25/2026	\$191.59	Employee benefits
EFT000000006871	Inspiris	2/25/2026	\$67.20	IT subscription
EFT000000006872	Klearwater Equipment	2/25/2026	\$11,585.70	WTP and WWTP chemical
EFT000000006873	LAPP Corporation c/o Alberta Pension	2/25/2026	\$6,253.06	Employee pension
EFT000000006874	Les Industries Fournier Inc.	2/25/2026	\$28,875.00	Dewatering project

EFT000000006875	MPE Engineering Ltd	2/25/2026	\$7,537.29	Dewatering project engineering
EFT000000006876	Nanton Auto Parts Ltd.	2/25/2026	\$237.70	Miscellaneous supplies
EFT000000006877	Nanton Home Hardware Building	2/25/2026	\$1,199.26	Miscellaneous supplies
EFT000000006878	F.C.S.S.	2/25/2026	\$520.00	Reimbursement of grant related supplies
EFT000000006879	Orkin Canada Corporation	2/25/2026	\$257.07	Pest control
EFT000000006880	Reynolds, Mirth, Richards & Farmer	2/25/2026	\$1,165.50	Legal fees
EFT000000006881	Simpson Industrial Services	2/25/2026	\$314,231.20	Dewatering project
EFT000000006883	TransAlta Energy Marketing	2/25/2026	\$58,436.46	Power and gas
EFT000000006884	Waste'n Watertech	2/25/2026	\$46,147.50	WWTP equipment (Capital)

Total cheques: 67

\$664,827.78



MONTHLY REPORT

Meeting: March 16, 2026

Agenda Item: 3.3.1

Clayton Gillespie, Corporate Services Manager

Report Period: February 12 to March 11, 2026

ACTIVITIES:

2025 year end work for audit continuation – auditors were on site March 9-12. Audit went quite well and there is still a little bit of follow up. Statements should be prepared and ready by as early as the first meeting of April and the auditor will come to present.

2026 operating budget work continuation – second draft being prepared for the March 16 council meeting.

Photocopier lease renewal – new (re-conditioned machines) are now in place at the office and the recreation centre.

January/February utility billing (new rates now in effect) completed and sent out – some minor issues with e-send but we believe these issues have been corrected.

Completed and sent out 2025 T4's for all staff.

PROGRESS ON MAJOR PROJECTS & PROGRAMS:

New peace officer body cam has been ordered and should be on site next week and then some training and setup is needed before this can be put to use.

Visitor information centre rain garden project has been put out to tender again with a closing date of March 16.

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

UPCOMING EVENTS / ADDITIONAL INFORMATION:

Prepared by: Clayton Gillespie, Corporate Services Manager

Date: March 11, 2026



MONTHLY REPORT

Meeting: March 16, 2026
Agenda Item: 3.3.2

Operations Department

Report Period: (February 2026)

ACTIVITIES:

- **WASTEWATER OPERATIONS**
 - 25041 m³ of treated effluent was released to Mosquito Creek
 - RH Borden installed liquid level sensors throughout the Town's wastewater collection system. The sensors will collect wastewater level data for the next 4 months in an effort to locate the sources of groundwater infiltration
 - Ongoing construction of the wastewater sludge dewatering/dehydrating project. Project completion and equipment commissioning scheduled for the end of March.

- **WATER OPERATIONS**
 - 23359 m³ of treated potable water was sent to the Town's distribution system

- **ROADS**
 - Clear snow on priority routes.
 - Clean intersections from snow and ice.
 - Sanding various streets and intersections.
 - Clean out storm drains for snow melt.
 - Pavement patching RFQ on APC closes March 13/26.

- **SIDEWALKS/PATHWAYS**
 - Sidewalk Assessment RFQ on Alberta Purchasing Connection closes March 13/26
 - Cleaning off sidewalks from snow and ice.

- **MISCELLANEOUS**
 - Clean up shop, vehicles and equipment.
 - Equipment and Truck maintenance.
 - Haul salt and sand to yard.
 - Haul temporary snow piles to permanent snow pile.
 - Push up snow pile in yard waste area.
 - Repair signage in various locations.
 - Met with Chad with Volker Stevin to discuss signage and line painting along Highway.
 - BH-1 (Backhoe) cleaned up and will be sold with TEAMS Auctions on March 21/26.
 - Clean up cold shed for renovations to be completed in 2026.
 - Cleaning up trees, branches and stumps along old CPR tracks for future pathway.

- **CEMETERY**
 - Mark plots
 - Grind stumps from tree removal.
 - 2 casket burials.

- 1 Inurnment
- Booked radar scan for Cemetery in June.
- **YARD WASTE AREA**
 - Rolled compost pile and separated composted soil in separate pile.

- **STORMWATER**

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

- **Bucket Truck and Fall Protection Courses (All Staff)**

UPCOMING EVENTS / ADDITIONAL INFORMATION:

PROGRESS ON MAJOR PROJECTS & PROGRAMS:

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

Operating/Capital Project	Objective	Approach	Measure	Progress YTD
4. Pavement Patching	Request for Quote	Quotes	RFQ	RFQ to close March 13/26
5. Sidewalk	Request for Quote	Quotes	RFQ	RFQ to close March 13/26
6. Spray Patching	Cracks, Dips, potholes	Quotes	RFQ	Obtaining pricing
7. Sweeping	Clean streets	Quotes	RFQ	Booked for end of May
7. Dust Abatement	Apply dust abatement	Quotes	RFQ	Obtaining pricing
8. Skid steer	Purchase – New	Quotes	RFQ	Waiting for quote from Bobcat
9. Cold Shed Renovation	Request for Quote	Quotes	RFQ	Working on building permit and specs.



MONTHLY REPORT

Meeting: March 16, 2026
Agenda Item: 3.3.3

Jordan Glas, Manager of Parks and Recreation

Report Period: February 1-28, 2026

ARENA: The Nanton Figure Skating Club had their annual Picks and Tricks Competition on February 28th. Nanton Minor Hockey Playoffs started February 14th weekend and will carry into March. We hosted Bison's day February 7th where we had a game from AA U11, AA U13, AA U15, AA U18.

Public Skate/Shoot Around count	268
Local hrs	137.5hrs
Non Local hrs	3hrs
A.B Daley	18hrs
J.T Foster	36hrs
Tournament	1

PARKS:

Snow removal on the Parks and Pathways. Tree branch clean up. Mile 56 Rain Garden Tender was posted February 17th. Fencing and signs have been ordered for the soccer pitch and parking areas in Westview.

Upcoming Seasonal Plans and Activities

As we have entered the planning season, several projects and activities are scheduled across various areas of Parks and Recreation.

- **Tree Planting:** Trees are set to be planted in the boulevards as part of our seasonal beautification efforts.
- **Mile 56 Rain Garden:** Work on the Mile 56 Rain Garden is slated for the upcoming season. This project will enhance the green space while promoting water management in the area.
- **Machine Maintenance:** Routine maintenance and servicing of machinery used in parks and recreational maintenance will be conducted to ensure they are ready for the busy season.
- **Gopher Control:** Efforts to control gopher populations in our parks and recreational areas will be ongoing, as they continue to be a concern for park integrity and safety.
- **Parks Maintenance Plans:** This includes landscaping, equipment checks, and preparing for increased foot traffic in the coming months.

- **Facility Plans with the School:** We are preparing plans in collaboration with the school for the upcoming season. This will include coordinating schedules and facility usage once the ice is out.

Nanton Minor Baseball

- **New Board Formation:** Nanton Minor Baseball has formed a new board and is actively working on organizing the baseball fields for the upcoming season. Coordination with the Parks department will be essential for field preparation.

Temporary Soccer Pitch in Westview

- **Soccer Pitch Setup:** A temporary soccer pitch has been planned in the Westview area. Additional work is required on site, including organizing parking and appropriate signage.

Pool Operations

- **Recall Letters:** Recall letters have gone out.
- **Pool Supervisor Hired!**
- **Pool Planning:** The pool team is finalizing planning efforts to ensure readiness for the busy summer months ahead, including safety protocols, equipment checks, and staffing arrangements.

Hockey and Figure Skating Competitions

- **Playoff and Competition Preparation:** With the hockey playoffs and figure skating competitions approaching, preparations are underway to ensure smooth operations. This includes scheduling, staffing, and facility readiness.

Prepared by: Jordan Glas, Parks and Recreation Manager Date: March 9, 2026



MONTHLY DEPARTMENT REPORT

Regular Meeting: March 16, 2026
 Agenda Item: 3.3.4

Georgina Sharpe, Planning and Development

Report Period: February 2026

Development Permit Approvals		
	February 2026	January 2026
Residential	\$0K	\$280K
Comm/Ind	\$0K	\$29K
Public/Special	\$0K	\$0K
Other	Signs = 0	Signs = 0
	YTD2026	YTD2025
	\$309K	\$623.5K
Housing Starts	YTD2026	YE2025
	1	6

Permits Issued:

DP #	Date Issued	Civic Address of Development	Lot	Blk	Plan	LUD	Description

- **ACTIVITIES**
 - Public Hearing Bylaw #1421/26 – February 17 at 7pm
 - Closed bid land sale procedure
 - Safety codes compliance meetings with downtown property owners

- **PROJECTS**
 - **Marketing Initiative** – jointly funded with the Municipal District of Willow Creek
 - **Northwest Area Structure Plan** – Oldman River Regional Services Commission
 - Next Steps: Review Draft Plan – March 30 COW (tentative)
 - **Heritage Building Inventory Project** – Community Design Strategies Inc.
 - FINAL REPORT posted on [Heritage Building Project \(www.nanton.ca\)](http://www.nanton.ca)

- **EDUCATION:**
 - Emerging Trends in Municipal Law – presented by Brownlee Law LLP – February 12
 - Emergency Management tabletop exercise - February 13

- **UPCOMING EVENTS / ADDITIONAL INFORMATION:**
 - Alberta Law Seminar – presented by Reynolds Mirth Richards and Farmer – March 6
 - Alberta Ombudsman hosted bylaw enforcement webinar – March 10
 - Annual Internal Review – Safety Codes Council – permit audit due March 30



MONTHLY DEPARTMENT REPORT

Meeting: March 16, 2026

Agenda Item: 3.3.5

Mike Matchett, Deputy Fire Chief

Report Period: January – February 2026

ACTIVITIES:

Fire Department responded to 10 calls in January and 9 calls in February.

January calls included 6 medical calls within town limits, 2 alarm bell calls within town limits, 1 motor vehicle collision on Hwy 2 and 1 outside fire in the M.D..

February calls included 7 medical calls (6 within town limits/1 in M.D.), 1 mutual aid call in M.D. (assist EMS) and 1 wildland fire in M.D..

The number of medical calls have reduced substantially given recent changes to fire department response plan. We are now only responding to Delta and Echo level calls only. The decision to change the response plan was two fold. Firstly when responding to Alpha, Bravo and Charlie level calls, we were arriving just before, at same time or just after EMS arrived on scene. Secondly, Emergency Health Services changed their lights and sirens response plans to Delta and Echo levels Purple (Immediate life threatening) and Red (Immediate life threatening or time critical) calls only. This decision was based on science and the change internationally. The change will decrease lights and siren responses from -80% to as low as 33% which will improve safety for patients, crews and the public.

Number of medicals continue to remain a concern to the Fire Department given the large percentage of the time the Nanton ambulance is not in the hall as it is providing coverage, responding to calls or doing transfers for other communities such as Claresholm, Vulcan, High River, Okotoks, Diamond Valley and sometimes Calgary or the ambulance is not staffed at all.

Currently the Fire Department is fairly well staffed with 19 members and 1 junior member. We still have room for 5 additional members.

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

Training continues weekly on Thursdays which for the past two months have concentrated on fire dynamics, breathing apparatus, thermal imagers and VEIS (Ventilate, Enter, Isolate, Search). The last practice in February was opened up to other fire departments in the M.D. and 4 members from Claresholm attended as well as the M.D. Chief and Deputy Chief.

We have started the process of drawing up specifications for a new fire engine to replace the existing town fire engine. Up-dates will be provided as more details and information can be obtained.

UPCOMING EVENTS / ADDITIONAL INFORMATION:

I attended the quarterly M.D. Fire Chief's meeting February 18, 2026 in Claresholm. No major developments to report. Willow Creek Emergency Response is having table top March 30, 2026 which is starting out of M.D. of Ranchlands municipal building and is going to be related to wildland fire.

I have spoken with Fire Chief Dozeman and expect to see him to start to return to active duty within the fire department shortly. Until that time, I am still answering the Chief's cell phone and have access to fire department emails which are also being handled. If any council members have any questions or concerns, feel free to contact me.

Mike Matchett
Deputy Chief/SCO/PCP



MONTHLY DEPARTMENT REPORT

Meeting: March 16, 2026
Agenda Item 3.3.6

Peace Officer Carlos Farias

Enforcement Services – Monthly Report February 2026

1. Community Engagement & Regional Initiatives

Emergency Management Tabletop Exercise

February 13, 2026

Enforcement Services participated in a Tabletop Emergency Management Exercise held on February 13, 2026, at the Council Chambers.

The exercise was conducted in collaboration with Director of Emergency Services Shella Peterson and involved a discussion-based scenario designed to review municipal emergency response procedures, communication coordination, and interdepartmental decision-making.

The tabletop exercise provided an opportunity for staff to:

- Review the municipality's emergency management framework
- Identify potential operational gaps or improvement areas
- Strengthen coordination between enforcement and emergency management personnel
- Discuss response strategies for potential emergency scenarios

Participation in exercises such as this helps ensure the municipality remains prepared to respond effectively to emergency situations while maintaining clear communication between departments and leadership.

2. Traffic Enforcement Summary – February 2026

Total Violation Tickets Issued: 91

- Speeding Violations: 82
 - Other Violations: 9 (minor traffic offences)
- Warnings Issued: 19

- Warnings were primarily issued to first-time offenders or in situations where education and corrective guidance were considered more appropriate than formal enforcement action.

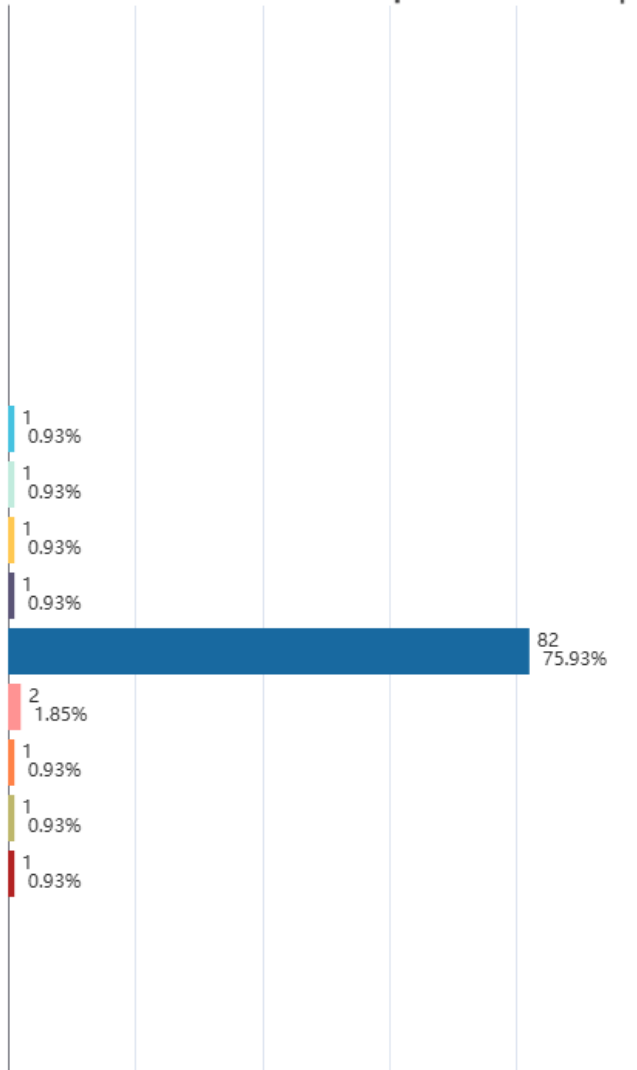
Analysis

- Speeding remained the primary traffic safety concern, accounting for the majority of violations issued during the reporting period.
- The total number of violations reflects ongoing targeted enforcement and high-visibility patrols in areas where speeding and traffic-related concerns are frequently observed.
- Enforcement efforts continued to focus on identified problem areas, guided by historical enforcement data, observed traffic patterns, and community-reported concerns.
- High-visibility patrols remain an effective enforcement strategy, contributing to increased driver awareness, improved voluntary compliance, and enhanced overall roadway safety within the community.

Violation Tickets

Statistics from:2026-02-01 - 2026-02-28

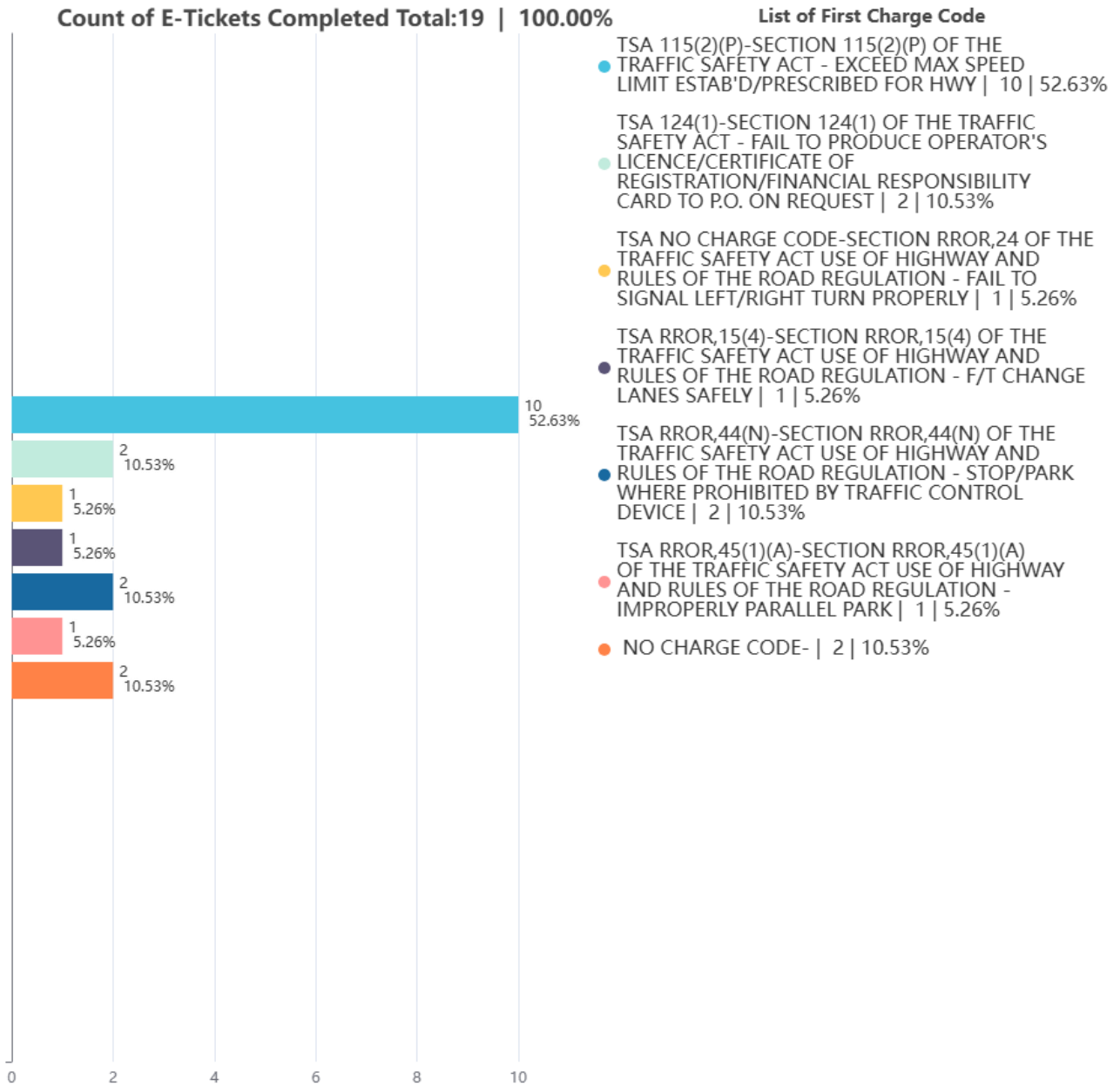
Count of E-Tickets Completed Total:91 | 84.26%



List of First Charge Code

- MBL NAN/1352-21,10.1(b)-SECTION 10.1(B) OF TOWN OF NANTON ANIMAL BYLAW #1352-21 OWNER PERMIT ANIMAL TO BITE/ATTACK CAUSE INJURY TO ANY PERSON | 1 | 0.93%
- MBL(1352-21) NAN/1352-21,10.1(b)-SECTION 10.1(B) OF TOWN OF NANTON ANIMAL BYLAW #1352-21 OWNER PERMIT ANIMAL TO BITE/ATTACK CAUSE INJURY TO ANY PERSON | 1 | 0.93%
- MBL(1352-21) NAN/1352-21,7.3(b)-SECTION 7.3(B) OF TOWN OF NANTON ANIMAL BYLAW #1352-21 ANIMAL RUNNING AT LARGE | 1 | 0.93%
- TSA 115.1(1)(B)-SECTION 115.1(1)(B) OF THE TRAFFIC SAFETY ACT - DRIVE/OPERATE VEH. ON HWY WHILE HOLDING/VIEWING/MANIPULATING HAND-HELD/WIRELESS ELECTRONIC DEVICE | 1 | 0.93%
- TSA 115(2)(P)-SECTION 115(2)(P) OF THE TRAFFIC SAFETY ACT - EXCEED MAX SPEED LIMIT ESTAB'D/PREScribed FOR HWY | 82 | 75.93%
- TSA 124(1)-SECTION 124(1) OF THE TRAFFIC SAFETY ACT - FAIL TO PRODUCE OPERATOR'S LICENCE/CERTIFICATE OF REGISTRATION/FINANCIAL RESPONSIBILITY CARD TO P.O. ON REQUEST | 2 | 1.85%
- TSA 51(C)-SECTION 51(C) OF THE TRAFFIC SAFETY ACT - OPERATE MV CONTRARY TO RESTRICTION/CONDITION | 1 | 0.93%
- TSA 52(1)(A)-SECTION 52(1)(A) OF THE TRAFFIC SAFETY ACT - OPERATE MV/TRAILER W/O SUBSISTING CERT OF REG | 1 | 0.93%
- TSA 94(2)-SECTION 94(2) OF THE TRAFFIC SAFETY ACT - DRIVE WHILE UNAUTH'D | 1 | 0.93%

Warnings:



3. Bylaw and Community Standards Report – February 2026

A total of four (4) bylaw and community standards reports were received and addressed during February 2026.

Bylaw Reports Overview

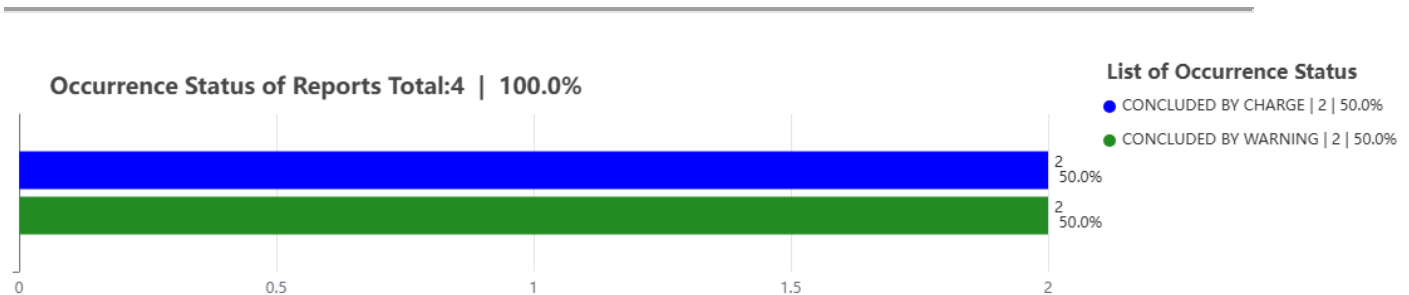
Bylaw Area	Reports
Animal Bylaw	3
Community Bylaw	1

Summary

The majority of bylaw-related concerns during February involved animal control matters, with a smaller number of general community bylaw concerns reported.

All complaints were addressed in accordance with municipal procedures. No significant enforcement challenges were encountered during the reporting period.

Enforcement Services will continue to monitor bylaw-related trends and respond proactively to community concerns to ensure compliance with municipal standards.



4. Ongoing Focus Areas

Traffic Safety

Continue targeted and high-visibility patrols with a focus on reducing speeding, which remains the most common traffic violation within the municipality.

Motorists are encouraged to remain attentive and drive according to road and weather conditions to support safe travel within the community.

Community Engagement

Maintain a visible and positive presence within the community while participating in training, exercises, and public safety initiatives that support municipal preparedness and collaboration.

Bylaw Enforcement

Monitor seasonal and emerging bylaw concerns, particularly those related to animal control and community standards, while ensuring consistent enforcement and education where appropriate.

5. Conclusion

Enforcement Services remains committed to supporting community safety through proactive enforcement, community engagement, and participation in municipal preparedness initiatives.

February activities included participation in an Emergency Management Tabletop Exercise, continued traffic enforcement efforts, and the investigation of community bylaw complaints, primarily related to animal control.

These ongoing efforts help maintain public safety, support municipal operations, and ensure responsive service delivery to residents.



MONTHLY REPORT

Meeting: March 16, 2026
Agenda Item: 3.3.2

EMERGENCY MANAGEMENT Department

Report Period: (February 2026)

EMERGENCY MANAGEMENT:

TRAINING

ICS 100 has been completed by the last few employees.

Carlos Farias attended the ICS200 Course in Diamond Valley Dec 15-16, 2025, and was registered for ICS300 March 4-6, 2026, but was unable to attend but I will book a course for future when available.

Megan Nethercott completed ICS200 training in September and is registered for ICS300 March 9-11, 2026.

TABLETOP EXERCISE

A tabletop exercise was held on February 13, 2026. The session went very well and focused on a snowstorm scenario involving power outages and highway closures.

Participants reviewed the Planning "P" process, position responsibilities, Incident Support/ICS forms, and briefing and meeting protocols. Staff asked insightful questions and embraced their assigned roles with a very positive attitude.

ADVISORY COMMITTEE MEETING

The Advisory Committee Meeting was held on January 28, 2026. During the meeting, the committee reviewed the 2025 annual update and discussed the proposed Emergency Social Services (ESS) agreement from the MD of Willow Creek.

It was agreed that meetings will be scheduled with Claresholm and Fort Macleod to reformat the agreement so that it clearly outlines the level of service each municipality can provide to the MD during an emergency or incident.

The committee also reviewed the new Hazard Identification and Risk Assessment (HIRA), which will be further developed throughout the year.

Additional discussions included plans for Emergency Preparedness Week in May, including proposed initiatives to support and educate residents, as well as upcoming training opportunities for employees.

AGENCY MEETING:

Spring 2026

VERBAL UPDATE:

Updating our Emergency Management Plan and developing a Hazard Response Plan for the top 10 risks, including road accidents, blizzards, wildfires, strong winds, and water shortages. Working on updating the town evacuation plan in response to the updated regulations put in place by AEMA. Will be meeting with Charity Jones on March 17, 2026, for our annual AEMA plan review. Developing an appendix which includes emergency response plans for LRSD, Wastewater, water and Silver Willow Lodge.

The Emergency Social Services (ESS) Plan is complete, and have met with Brad Hove, the southern Alberta ESS representative, and FCSS to review the plan and finalize the draft.

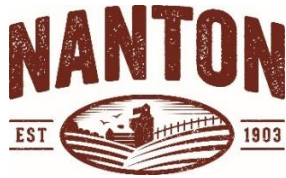
Mutual aid agreement with SCEMA (South Central Emergency Management Agency) is in the process of being updated and the draft will be reviewed in March.

TRAINING/EDUCATIONAL SESSIONS ATTENDED:

- **BEM/ICS100 – Online – employees**
- **FCSS Meeting – February 10, 2026**
- **Tabletop Exercise – February 13, 2026**
- **Foothills Regional DEM Meeting – February 19, 2026**
- **Town of High River Emergency Management Agency Meeting – February 11, 2026**

UPCOMING EVENTS / ADDITIONAL INFORMATION:

- **AEMA Annual Plan review – March 17, 2026**
- **Foothills Regional DEM Meeting – March 19, 2026**



MINUTES

Monday, March 2, 2026, 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, Dave Mitchell, Erin Shields and Shauna Strong

ABSENT: Councillor Roger Miller

OTHERS PRESENT: Clayton Gillespie Corporate Services Manager
Sara-Lynn Lyons Legislative Services & Communications
Georgina Sharpe Planning and Development Officer
Lynne Cox Nanton Quality of Life Foundation

1. CALL TO ORDER & ADOPTION OF THE AGENDA:

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

RESOLUTION # 65 – 26/03/02 - Czop

The Regular Council agenda for March 2, 2026 was accepted as presented. CARRIED

2. PRESENTATIONS:

2.1 Nanton Quality of Life Foundation - E

Council thanked Lynne for her presentation and expressed their sincere appreciation for her many years of dedicated service and contributions to the community, and wishing her all the best in her upcoming retirement.

Lynne Cox left the meeting at 7:15 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 February 17, 2026 Regular Council Meeting Minutes – E

RESOLUTION # 66 – 26/03/02 - 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 February 17, 2026, were accepted as distributed. CARRIED

4.1.2 February 23, 2026 Committee of the Whole Meeting Minutes - E

RESOLUTION # 67 – 26/03/02 - Shields

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 February 23, 2026, were accepted as distributed. CARRIED

4.2 BUSINESS ARISING FROM THE MINUTES: None

4.2.1 Request for Decision Land Use Bylaw 1421/26 – E

Councillor Jennie McMasters recused herself from the discussion and vote due to having missed the meeting where first reading was passed in pursuant to Section 184 of the Municipal Government Act.

RESOLUTION # 68 – 26/03/02 – Strong

Move to amend Bylaw #1421/26, by replacing Section 2.2 with the following:

2.2 THAT Section 5 Land Use Districts, M-TRN Mixed-Use Transition District be amended by adding the following text after subsection d):

e) For the parcel at 2401 26 Avenue:
The following uses shall apply:

Permitted Uses	Discretionary Uses
Accessory Building/Structure	Accessory Use
Care Facility (Child)	Boarding House
Care Facility (Clinic)	Care Facility (Large Group)
Care Facility (Medical)	Care Facility (Small Group)
Dwelling (Live-Work)	Home-Based Business Type Two (HBB2)
Dwelling (Multi-Unit)	Mixed-Use Development
Dwelling (Single Detached)	Religious Assembly
Parks and Playgrounds	Utilities
Solar Collector (Roof/Wall)	

CARRIED

RESOLUTION # 69 – 26/03/02 - Czop

Moved to read the Town of Nanton Bylaw #1421/26, an amendment to Land Use Bylaw 1389/24, as amended for the second time. CARRIED

RESOLUTION # 70 – 26/03/02 – Strong

Moved to read the Town of Nanton Bylaw #1421/26, an amendment to Land Use Bylaw 1389/24, for the third and final time. CARRIED

4.2.2 Royal Canadian Mounted Police letter to the Province from the Town of Nanton – E

Council choose to submit the letter to the Province of Alberta as presented.



5. NEW & UNFINISHED BUSINESS:

5.1 Request for Decision Film Production Policy – E

RESOLUTION # 71 – 26/03/02 – Shields

That Council adopt the Film Production Policy as presented and attached to these minutes as schedule 'A'. CARRIED

5.2 Request for Decision Chief Administrative Officer – E

RESOLUTION # 72 – 26/03/02 - McMasters

Pursuant to section 205(1) of the Municipal Government Act, appoint Tara Vandervalk as Chief Administrative Officer for the Town of Nanton, effective March 4, 2026. CARRIED

RESOLUTION # 73 – 26/03/02 – Czop

Pursuant to section 11(2)(b) of the Emergency Management Act and Emergency Management Bylaw #1332/19, appoint the Chief Administrative Officer, Tara Vandervalk as Deputy Director of the Emergency Management Agency. CARRIED

5.3 Request for Decision Support Grants – E

RESOLUTION # 74 – 26/03/02 - Strong

Moved to approve the Nanton Animal Protection Society 2025 Annual Community Support Grant in the amount of \$8,000 for its stray cat spay/neuter program. CARRIED

RESOLUTION # 75 – 26/03/02 - Czop

Moved to defer the Nanton Agriculture Society 2026 Annual Community Support Grant to the March 16, 2026 Regular Council Meeting.

5.4 Request for Decision – Bylaw No. 1424/26 – E

RESOLUTION # 76 – 26/03/02 - Mitchell

Moved to read Town of Nanton Bylaw # 1424/26 , a Bylaw to incur indebtedness by the issuance of debenture(s) in the amount of \$657,665 for the purpose of renovations to the Tom Hornecker Recreation Centre for a first time. CARRIED

5.5 Information Brief Community Engagement & Communications Survey Results – E

6. CORRESPONDENCE:

6.1 FOR ACTION:

6.2 FOR INFORMATION:

6.2.1 Letter of Support Gerry Gabinet Mentorship Award – E

6.2.2 Chinook Arch Regional Library System Board Report December 4, 2025 – E

6.2.3 Chinook Arch Regional Library System Investment in Alberta Public Library Services February 6, 2026 – E

6.2.4 Royal Canadian Mounted Police 3rd Quarter Community Letter – E

6.2.5 Canadian History Ehx Telling Your Story: A Community History Video partnership – E

7. CLOSED CONFIDENTIAL SESSION:

RESOLUTION # 77 – 26/03/02 - Shields

IT WAS MOVED at 8:20 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 Municipal Lands Interest to Purchase ATIA Section 29 Advice from Officials

7.2 Vacant Non-Residential AITA Section 19 Disclosure Harmful to Business Interests of a Third Party

CARRIED

RESOLUTION # 78 – 26/03/02 – McMasters

IT WAS MOVED to reconvene the Regular Meeting at 8:37 p.m. CARRIED

RESOLUTION # 79 – 26/03/02 - Mitchell

Moved to direct the Chief Administrative Officer to proceed with offer on the sale of the Town owned Ptn NW ¼ 10-16-28- W4 (Title number 45U161) for the highest bid amount of \$41,000.

8. ADJOURNMENT:

RESOLUTION # 80 – 26/03/02 - Strong

IT WAS MOVED to adjourn the Regular Meeting of Council at 8:38 p.m.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

NS:sl

These minutes accepted and signed this 16th day of March, 2026.



INFORMATION BRIEF

Meeting: March 16, 2026
Agenda Item: 4.2.1

2026 Operating Budget – Second Draft & Discussion

Background:

At the Committee of the Whole meeting of February 23, 2026 administration presented the first draft of the 2026 operational budget. The budget presented had a proposed 6.54% increase in municipal taxes and through the initial discussion it was clear that a reduction was needed as the overall increase would be even higher once the school and seniors' requisitions were factored in, along with the police tax.

Administration has since gone back and reviewed the budget and have made some changes and now have a second draft for council consideration.

Overall Revenues & Expenses

In the first draft, the total revenue budgeted was \$2,771,070 which is made up of user fees (which are adjusted annually through the fees and rates bylaw), franchise fees, interest income, rentals and government operating grants. After reviewing the budget, we've adjusted numbers and are now budgeting \$2,786,525 which is \$15,455 more in revenue. The biggest changes we've made is use of some reserve funds to offset operating costs – specifically fire reserves. In 2024 the fire budget had a healthy surplus that was put into reserve and was then budgeted for use in 2025. Due to lower than expected expenses in 2025 those surplus dollars were not used and so we are suggesting use of them in 2026. A few other areas were also adjusted based on 2025 actuals.

On the expenses side, overall expenses in the first draft were budgeted to be \$6,163,497. After review and consideration, we've adjusted numbers and the total expenses are now at \$6,158,525 – a slight decrease of \$4,972. This is not a great reduction but in review we found that the majority of expenses are fairly set and can't really be reduced. We did lower some of the maintenance line items, but we actually increased a few areas. We don't want to be in a deficit scenario at year end and be coming back to council needing to transfer from contingency reserves. So, based on this we looked at reserves as one area that has been before and could be again reduced.

Reserves

Reserves have been discussed a lot and due to the Town's reserve position, we've been able to fund a lot of important projects. Contributing to reserves annually does represent a large portion of the operational budget and does add to the overall tax increase, but this has and will continue to pay dividends in the future. In the first draft of the budget administration had proposed that \$500,000 go into reserves and this represents approximately 20% of tax revenue. The reserve policy states that a minimum of 10% of tax revenue should go into reserves so we have been contributing more than needed. In the second draft of the budget, we have proposed to reduce the amount going to reserves down to \$425,000 which represents 17% of tax revenue. Doing this will reduce overall expenses down to \$6,083,248.

This is one of the quickest/easiest ways to reduce the overall tax increase. In terms of overall reserves, if council were to approve this, our reserve position would look as follows by the end of 2026 based on the approved capital budget/reserve transactions:

	2026 Starting balance	2026 Use of Reserves	2026 Addition to Reserves (Proposed)	Balance
Operating/Contingency Reserve	163,348.56	-	-	163,348.56
Water - Capital Reserve	408,352.61	45,000.00	63,750.00	427,102.61
Wastewater - Capital Reserve	351,234.66	130,000.00	63,750.00	284,984.66
Roads - Capital Reserve	1,271,360.36	430,000.00	127,500.00	968,860.36
Municipal Land Development	2,173,610.65	447,665.00	21,250.00	1,747,195.65
BUILDINGS - Capital Reserve	570,235.33	402,026.00	42,500.00	210,709.33
Arena / Multiplex - Capital Reserve	143,902.68		33,550.00	177,452.68
M & E GENERAL - Capital Reserve	293,811.50	225,000.00	42,500.00	111,311.50
Fire Equipment, Veh - Capital Reserve	519,079.54	10,000.00	117,500.00	626,579.54
Community Sustainability Reserve	21,420.00	19,200.00	20,000.00	22,220.00
Public Realm - Reserve	214,870.44	80,000.00	40,000.00	174,870.44
	6,131,226.33	1,788,891.00	572,300.00	4,914,635.33

So, a pretty healthy balance as one can see but as council is well aware there are many potential projects ahead and reserves will be needed. Council can of course vary the amount going to reserves in 2026 one way or another, but this is our recommendation at present. In terms of the reserve policy some of the reserves have a target balance that is recommended and at this point we still have a way to go to reach our target for them, but the main thing is we are moving the needle forward. The contingency reserve is most notably below target as it was quite depleted due to the wastewater issues we had in 2025.

Net tax to collect

Based on these changes, the net municipal tax we'd need to collect would go down to \$3,296,724. In the first version the net tax to collect was \$3,392,428 – this new number equates to a 3.54% increase over what we collected in 2025.

If you add in the police tax, we would need to collect \$3,474,201 – this would be an overall 4.85% increase over what we collected in 2025.

Requisitions – the school requisition (below) has increased again by approximately 20%, but we don't yet know about the Seniors requisition (right now we are budgeting for a 2% increase). Once these two requisitions are factored in, the total tax we'd need to collect would be \$4,960,162. This is \$387,067 more than we collected in 2025 (8.5% increase). This is a lot, but nearly 71% of this increase is due to requisitions also meaning of all the taxes the Town collects, we only keep 66% – 34% of the money collected goes to the province and other organizations.

2026 EDUCATION PROPERTY TAX REQUISITION

FOR

TOWN OF NANTON

PAYMENT TO ALBERTA SCHOOL FOUNDATION FUND (ASFF)

Assessment Class	Basic Rate (1)	Equalized Assessment(2)	ASFF Requisition (1) x (2) / 1,000
Residential and Farmland	\$2.84	\$366,297,193	\$1,040,284.03
Non-Residential	\$4.17	\$73,191,740	\$305,209.56
Total			\$ 1,345,493.58

Total 2026 Property Taxes for Education: \$ 1,345,493.58

Report created on Feb 27, 2026.

Impact on ratepayers

New assessment data has been received (noted below), and Benchmark will present and provide more details on that at the end of March. Overall, assessments have gone up approximately 8%. The average single family dwelling assessment has gone from \$361,832 up to \$390,379 and the average non-residential property has increased similarly. If the proposed budget were to be approved the average single-family dwelling would pay the following:



Assessment Summary

Assessment Year: 2025

Municipal Assessment

Code	Description	Alt. Code	Records	Status	Land	Impr.	Other	Total
100	Agricultural Land	6	3	T	30,820	0	0	30,820
300	Vacant Residential	4	29	T	2,373,000	0	0	2,373,000
310	Single Family	3	959	T	78,427,840	297,352,260	4,036,000	379,816,100
312	Townhouse	3	2	T	0	0	2,152,000	2,152,000
315	Apartment Condo	3	36	T	0	0	7,470,000	7,470,000
500	Vacant Commercial	1	21	T	1,664,000	7,000	0	1,671,000
510	Improved Commercial	1	96	T	2,586,610	4,650,740	30,680,000	37,917,350
511	Small Business Non-Residential	80	27	T	217,000	196,000	5,946,000	6,359,000
512	Vacant Non-Residential	81	2	T	0	0	889,000	889,000
600	Vacant Industrial	2	2	T	83,000	0	0	83,000
610	Improved Industrial	2	22	T	370,000	2,637,000	19,010,000	22,017,000
650	M & E	7	4	T	0	5,362,450	0	5,362,450
Taxable Total:			1,203		85,752,270	310,205,450	70,183,000	466,140,720
Code	Description	Alt. Code	Records	Status	Land	Impr.	Other	Total
740	Provincial - Municipal Levy Only	38	1	X	25,000	0	0	25,000
Mun. Only Total:			1		25,000	0	0	25,000
Sub Total:			1,204		85,777,270	310,205,450	70,183,000	466,165,720

	<u>2026</u>	<u>2025</u>
Municipal taxes	\$2,463	\$2,384
Police (would be included in the municipal)	\$146	\$107
School Requisition	\$1,036	\$846
Seniors Requisition	\$116	\$113
Total	\$3,761	\$3,450

Municipal taxes would increase - \$79 or 3.3%
Police taxes would increase - \$39 or 36%
School requisition taxes would increase - \$190 or 22%
Seniors requisition would increase - \$3 or 2%

Overall increase = \$311 or 9%

This is based on the average single-family dwelling assessment – depending on the individual assessment, the increase could be more or less

Summary

Attached is the overall summarized budget for a high level view that includes the 2025 budget numbers and the percentage change (we can go through this in more detail if council wishes). Administration and department heads understand the importance of the budget and ensuring that services are provided in a cost effective manner while at the same time ensuring our facilities, equipment and infrastructure is maintained so that the Town remains sustainable. While requisitions do have and continue to have a big impact on the rate payer, it's also very important that the municipal budget does not fall behind.

The proposed second draft budget is here for council consideration and administration is open to feedback.

Prepared By: Clayton Gillespie, Corporate Services Manager

Date: March 11, 2026

CAO Comments:

Date Signed: _____

**Town Of Nanton
2026 Operating Budget**



Operational

	<u>2025</u>	<u>2026</u>	Percentage change
REVENUE			
Taxes	\$4,573,095	4,960,162	8.46%
Tfr Payments - ASFF	(\$1,121,681)	(1,345,493)	19.95%
Tfr Payments - MCF	(\$137,658)	(140,411)	2.00%
Tfr Payments - Designated Industrial	(\$334)	(334)	0.00%
Net Municipal Taxes	\$3,313,422	\$3,473,924	4.84%
Sales & User Fees	1,641,866	1,666,841	1.52%
Licenses & Permits	56,250	53,000	-5.78%
Fines	48,000	55,000	14.58%
Rentals	182,073	192,729	5.85%
Government transfers	247,346	272,705	10.25%
Investment income	110,000	80,000	-27.27%
Penalties & cost	54,205	56,750	4.70%
Franchise & Concession	352,800	374,800	6.24%
Other revenues	9,500	5,500	-42.11%
Reserve Funds used for operations	232,200	29,200	-87.42%
Total Revenue	6,247,662	6,260,449	
EXPENDITURES			
Legislative	(146,870)	(164,264)	11.84%
General Administrative	(824,532)	(847,760)	2.82%
Fire	(196,425)	(184,135)	-6.26%
Municipal Enforcement and Disaster	(139,935)	(150,334)	7.43%
Common services	(401,501)	(391,232)	-2.56%
Roads	(490,169)	(512,460)	4.55%
Water	(785,613)	(706,201)	-10.11%
Waste Water	(806,213)	(789,144)	-2.12%
Solid Waste	(83,000)	(85,050)	2.47%
Recycling	(129,771)	(122,366)	-5.71%
Cemetery	(19,856)	(21,746)	9.52%
Land - Planning, Zoning and Subdivision	(178,612)	(184,580)	3.34%
Marketing and Communications	(50,866)	(44,412)	-12.69%
Parks and Recreation	(1,003,188)	(989,151)	-1.40%
Cultural, FCSS and Public Health	(166,239)	(166,785)	0.33%
Transfers to other organizations (Provincial Policing)	(129,388)	(177,200)	36.95%
Interest on long term debt	(33,209)	(56,517)	70.19%
Debt principal repayment	(42,275)	(64,112)	51.65%
Transfer to reserves for future purposes	(510,000)	(485,000)	-4.90%
Transfer to reserves for capital purposes	(110,000)	(118,000)	7.27%
Total Expenditures	(6,247,662)	(6,260,449)	
Net Operating	0	0	
Balanced Budget	-	-	



REQUEST FOR DECISION

Meeting: March 16, 2026

Agenda Item: 5.2

NRED Grant Approval – Highway Re-development Plan

BACKGROUND / IMPLICATIONS:

Administration has received notification of the successful grant application to the Northern and Regional Economic Development program (NRED). This is for the Highway Corridor Re-development plan. The approved project budget is shown below. Within budget is the grant and the matching funds (50%), however the additional ineligible funds have not yet been allocated. Discussion as to whether Council would like to remove that portion from the project, postpone the project until 2027 (ask for an extension), or fund the remaining from reserves.

The completion of an Area Re-Development Plan (ARP) will ensure the Town can improve the area in regards to economic development, land use, heritage conservation, and traffic management. This will optimize Nanton's advantage within the region. This detailed long-range plan will coordinate the conservation and integration of older buildings/commercial area along the corridor and sets out the policies for the redevelopment of vacant and underutilized parcels of land and buildings. This project is scheduled to commence April 2026, with completion March 2027.

This project includes:

1. Phase 1 ESA for the highway corridor
2. Traffic Impact Assessment & engineering recommendations
3. Establishing land uses and development standards
4. Identifying priority land and buildings within the re-development area
5. Establishing traffic and pedestrian management plans for updated commercial and industrial growth
6. The additional unfunded engineering portion of the project would include deliverables in regards to preliminary servicing plan and servicing and stormwater tie in locations.

Approved Grant Budget:

Project component	Project costs	Grant Funded	Town funded
Planning (ARP)	\$251,595	\$125,800	\$110,797.50 cash / \$15,000 in kind
Servicing Engineering	\$110,000		\$110,000 (currently unfunded)
Total project cost:	\$361,595		\$235,795

ADMINISTRATIVE RECOMMENDATION:

The project can proceed with a scope change to remove the ineligible costs from the project and still fit within the grant parameters (50% funded). The highway corridor area re-development plan will include all the items required for future planning but will not include the preliminary engineering review for servicing tie-ins, and stormwater management. Administration would recommend a review of the Town's Infrastructure Master Plan (IMP) be added to future budget discussions. A Town wide IMP would include the Area Structure plans, information gathered from the current water and wastewater and road projects, and would set the Town up for future capital planning based on a full thorough infrastructure review.

Administration would recommend proceeding with the ARP without the servicing plan and if a time extension is granted postpone to the 2027 year.

DECISION OPTIONS:

#1 – Proceed with the project as approved and budget the additional \$110,000 to be funded from reserves.

#2 – Proceed with the project and remove the additional portion from the budget and remain with the approved project scope at 50% funded within the 2026/2027 budget.

#3 – Apply for a time extension and refer the project to 2027 budget discussions. (Decision as to if/how to fund the ineligible costs still remain – remove the servicing component or fund the additional \$110,000 from reserves)

ALTERNATIVES:

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

Financial (GL# / Amount) :

Communications/PR:

Applicable Legislation:

Attachments: N/A

Prepared By: Tara Vandervalk

Date: March 11, 2026

APPROVED BY: Tara Vandervalk, Chief Administrative Officer:

NANTON STRATEGIC PLAN ALIGNMENT			
<input type="checkbox"/>	OPERATIONS	<input type="checkbox"/>	EMERGENCY SERVICES
<input checked="" type="checkbox"/>	PLANNING & DEVELOPMENT	<input checked="" type="checkbox"/>	COMMUNITY & ECONOMIC DEVELOPMENT
<input type="checkbox"/>	GOVERNANCE & CORPORATE SERVICES	<input type="checkbox"/>	NOT APPLICABLE
PRIORITY OR ACTION:			





REQUEST FOR DECISION

Meeting: March 16, 2026

Agenda Item: 5.3

Surveillance Policy

ADMINISTRATIVE RECOMMENDATION:

That Council approve the updated Video Surveillance Policy No. 26-303-16/10/17, which incorporates provisions for Body Worn Cameras and In-Car Audio/Visual Equipment used by the Town of Nanton Community Peace Officer.

DECISION OPTIONS:

- #1 – Approve the updated Surveillance Policy as presented.
- #2 – Amend the policy and approve the updated Surveillance Policy
- #3 – Refer the policy back to Administration for further review.

PURPOSE:

The purpose of this Request for Decision is to seek Council approval for an updated Video Surveillance Policy that incorporates the use of Body Worn Cameras (BWC) and In-Car Video Systems (ICVS) used by the Town's Community Peace Officer.

The update ensures the Town's policy framework appropriately addresses the collection, storage, retention, and disclosure of video recordings generated through enforcement activities.

BACKGROUND / IMPLICATIONS:

The Town of Nanton currently maintains a Public Video Surveillance Policy that governs the use of stationary surveillance cameras on municipal property.

As part of ongoing improvements to officer safety, accountability, and enforcement transparency, the Town will be implementing a Body Worn Camera for the Community Peace Officer. Body worn cameras are widely used by enforcement agencies as they support officer safety, improve transparency during interactions with the public, assist in resolving complaints, and provide reliable evidence for enforcement and prosecution purposes.

Because body worn cameras and in-car video systems collect personal information, it is important that the Town has clear policies governing their use. The updated policy expands the existing surveillance policy to include provisions for Body Worn Cameras and In-Car Audio/Visual Equipment used during enforcement activities. The policy outlines when recordings may occur, how recordings are stored and retained, who may access recordings, and how recordings may be disclosed in accordance with provincial privacy legislation and enforcement requirements.

These updates ensure the Town maintains appropriate governance and oversight over surveillance technologies while supporting the operational needs of the Community Peace Officer.

ALTERNATIVES:

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

Financial (GL# / Amount) : n/a

Communications/PR: posted on website under policies

Applicable Legislation: Peace Officer Program Manual and applicable Privacy legislation

Attachments: Draft Surveillance Policy - formal draft and original mark up

Prepared By: Sara-Lynn Lyons

Date: March 11, 2026

APPROVED BY: Tara Vandervalk, Chief Administrative Officer

NANTON STRATEGIC PLAN ALIGNMENT			
<input type="checkbox"/>	OPERATIONS	<input checked="" type="checkbox"/>	EMERGENCY SERVICES
<input type="checkbox"/>	PLANNING & DEVELOPMENT	<input type="checkbox"/>	COMMUNITY & ECONOMIC DEVELOPMENT
<input type="checkbox"/>	GOVERNANCE & CORPORATE SERVICES	<input type="checkbox"/>	NOT APPLICABLE
PRIORITY OR ACTION:			





POLICY

Policy No. 26 – xxx – xx/xx/xx
Departments: Administration and Bylaw Enforcement

VIDEO SURVEILLANCE

SCOPE:

The Town of Nanton recognizes the need to balance an individual's right to privacy against the Town's duty to promote a safe environment for all citizens, and to protect town property and employees, by means of surveillance camera the use of which is both lawful and justifiable.

This policy applies to video surveillance activities necessary to enhance the security and safety of people and property on Town-owned premises.

This policy also applies to surveillance technologies used by the Town of Nanton Municipal Enforcement Department including:

- In-Car Audio/Visual Equipment (ICVS) installed in municipal enforcement vehicles
- Body Worn Cameras (BWC) worn by Community Peace Officers

This policy will only apply to Town owned property that is being leased or rented to a tenant with the consent of the lessee or tenant.

The Town will take reasonable steps to balance the privacy rights of individuals with the anticipated enforcement and safety benefits of using surveillance technologies.

PURPOSE:

Develop a surveillance system policy to regulate the use of video surveillance and recording on Town owned property that complies with Provincial Privacy legislation. .

Information obtained through video surveillance will be used exclusively for security and law enforcement purposes, which must relate to the protection of the public or the deterrence or detection of criminal activity, including theft, vandalism, or other property damage.

The Town of Nanton Municipal Enforcement Department may also utilize In-Car Video Systems and Body Worm Cameras to:

- Reduce safety risks to Officers working alone
- provide evidence for prosecution
- enhance transparency and accountability
- help de-escalate and reduce potential conflicts
- support enforcement investigations

Ensure consistency of Town of Nanton surveillance measures.

1. DEFINITIONS:

Body Worn Camera (BWC) means camera equipment worn by Community Peace Officers for the purpose of recording audio and video of enforcement activities and interactions with the public.

Chief Administrative Officer (CAO) is appointed by Council pursuant to the *Municipal Government Act*. The CAO serves as the head of the public body for the purposes of provincial access and privacy legislation and is the authorized employer representative responsible for the administration, oversight, and management of the Town's Community Peace Officers in accordance with applicable provincial legislation.

Personal Information is defined as recorded information about an identifiable individual as defined under applicable provincial privacy legislation..

Record means any electronic record or other record in any form in which information is contained or stored, including information in any written, graphic, electronic, digital, photographic, audio or other medium, but does not include any software or other mechanism used to store or produce the record;

Storage Device refers to a videotape, computer disk or drive, CD ROM or computer chip used to store the recorded visual images captured by a surveillance system.

Surveillance System refers to a mechanical or electronic system or device that enables continuous or periodic video recording, observing or monitoring of personal information about individuals in open, public spaces, public buildings or public transportation.

Town as referred to in this Policy, shall include all departments and employees of the Town of Nanton, as well as any agency of the Town which has agreed to be bound by this Policy.

2. POLICY:

2.1 Installation of Surveillance Equipment

- a) Reception equipment such as video cameras may be installed in identified public areas where surveillance is a necessary and viable detection or deterrence activity.
- b) Equipment shall not be positioned, internally or externally, to monitor areas outside a building, or to monitor other buildings, unless necessary to protect external assets or to ensure personal safety.
- c) Equipment shall not monitor any areas where the public and employees have a reasonable expectation of privacy.
- d) Only those persons responsible, as per this policy, should have access to the system's controls and to its reception equipment.

2.2 In-Car Video Systems may be installed in municipal enforcement vehicles operated by the Community Peace Officer.

- a) Body Worn Cameras may be issued to Community Peace Officers.
- b) These systems shall be used solely for enforcement purposes and in accordance with this policy.



2.3 Public Awareness of Cameras

- a) Appropriate signs and notice of video surveillance must be posted in areas subject to stationary video monitoring of Town assets
- b) Unless the public has otherwise been made aware of surveillance cameras, entrances to the area will display a notice advising that surveillance cameras may be operating in accordance with all Provincial legislation.

2.4 Limiting Use and Disclosure of Personal Information

2.4.1 Access by Employees

- a) Employees will have access to information collected through video surveillance only where necessary in the performance of their duties
- b) Employees who may require access to information collected through video surveillance will be provided Training on this policy and privacy obligations.
- c) Any employee who knowingly breaches this policy or applicable privacy legislation may be subject to disciplinary action.
- d) All storage devices that are not in use should be stored securely in a locked receptacle located in a controlled access area.
- e) Access to the storage devices should only be by employees responsible as per this policy.
- f) A log or electronic record shall be maintained for recorded enforcement footage where applicable.
- g) Recorded information will not be used for the purpose of evaluating employee performance, except in the case that it is relevant to a public complaint against an officer.

2.4.2 Access by the Public

- a) If a member of the public wishes to access a recording, they may request to do so by following the provincial access to information legislation.
- b) ICVS and BWC recordings related to traffic offences will be disclosed to the accused person through the Provincial Crown Prosecutor's Office.

2.4.3 Access by Other Government or Law Enforcement Agencies

- a) If a law enforcement agency wishes to access surveillance, ICVS or BWC recordings, they can do so by following the procedures of the provincial access to information legislation.
- b) At the discretion of the Chief Administrative Officer, ICVS or BWC footage may be disclosed to other law enforcement agencies for the purpose of assisting in an investigation.



- c) undertaken with a view to a law enforcement proceeding, or from which a law enforcement proceeding is likely to result.
- d) Personal information will not be disclosed to a law enforcement agency when the agency cannot provide definite and focused information as to why the disclosure is needed.

2.5 Retention of Information

- a) The guidelines for retention of recorded information is supplementary to the Town of Nanton's Records Retention Bylaw.
- b) All recording mediums must be handled in a manner that maintains the integrity and security of the recorded information.
- c) No recording shall be altered, edited, or modified. All recordings must be preserved in their original form in accordance with this policy and applicable legislation.
- d) The recorded information will be stored on a secure file server managed by the service provider's secure cloud servers located in Canada. Files are stored until they are automatically or manually disposed as dictated by this policy. .
- e) All recorded information by a Peace Officer from their ICVS/BWC onto the secure file server and filed under the appropriate category in the database. Categories are as follows:
 - i. Traffic - Any recorded information that is related to a traffic stop will be filed under the category "Traffic."
 - ii. General Duty - Any recorded information collected when responding to an action request or during a proactive investigation will be filed under the category "General Duty."
 - iii. Conflict - Any recorded information where use of force has been applied, where there is an active disagreement or argument between an Officer and a client, or where there is the perceived potential for a public complaint to be generated will be filed under the category "Conflict".
 - iv. Officer Conduct -Any recorded information that is related to a complaint regarding Officer conduct will be filed under the category "Officer Conduct".
 - v. Immaterial - Any recorded information collected when not in the commission of an Officer's duty will be filed under the category "Immaterial." This typically occurs when the system is activated accidentally. Files classified as "Immaterial" are reviewed by the Manager of Municipal Enforcement before they are disposed of.
- f) Information specifically awaiting review for detection of possible criminal activity or non-compliance with or breach of a statute or bylaw that could lead to a penalty or sanction, shall be retained and stored for a minimum of one year.
- g) Old storage devices must be securely disposed of by shredding, magnetically erasing, or otherwise permanently deleting the information, and must be recorded as such as per the current record retention bylaw.



3. USE OF IN-CAR AND BODY WORN RECORDING SYSTEMS

- 3.1 a) Officers may activate recording equipment when:
- i. Responding to complaints
 - ii. Conducting enforcement interactions
 - iii. Investigating incidents
 - iv. Dealing with potentially confrontational situations
 - v. Collecting evidence related to enforcement activities
- b) In-Car Systems may automatically activate when emergency equipment is engaged.
- c) Officers may manually activate recording equipment at any time while performing their duties.
- d) Recording should remain active until the interaction has concluded unless circumstances require otherwise.
- e) Every effort should be made to minimize recording of individuals not involved in the incident.
- 3.2 Exceptions to Recording of Use of In-Car and Body Worn Recording Systems:
- a) The decision to stop recording an incident is ultimately at the discretion of the Officer, however in all cases where recording is stopped early, the Officer must be able and prepared to articulate the reasons for doing so. Extra consideration should be given in the following circumstances:
 - b) Where an individual requests the recording be stopped individuals may object to being recorded. In these cases, the Officer should explain the reasons that the recording is being made (i.e. to safeguard both the Officer and the members of the public). While in most cases the Officer should continue recording, they may choose to cease recording if the situation warrants it. This includes but is not limited to respecting the wishes of persons expressing sensitivities connected with culture or faith that would prohibit recording.
 - c) Where entering a private dwelling additional privacy concerns exist when entering a private dwelling. Therefore, it is important that an Officer should not record inside a private dwelling without the consent of the resident.
 - d) When dealing with vulnerable victims of a crime: It is not anticipated that the Officer will encounter or interview victims of a crime during the course of regular duties, however, if it does take place the explicit consent of the victim must be obtained prior to recording.
 - e) Where practical and safe to do so, the Officer will make efforts to inform the public when they are being recorded.

4. RESPONSIBILITIES:

- 4.1 Council:
- a) Approve this Policy and any subsequent amendments.



- 4.2 Chief Administrative Officer is responsible for:
- a) Overseeing the implementation of this policy;
 - b) Ensuring all municipal staff are aware of and understand this policy;
 - c) Reviewing and recommending policy changes where necessary;
 - d) conduct periodic assessments to ensure compliance with this policy;
 - e) review all proposed changes to existing video surveillance systems and newly proposed systems to ensure that they meet all the requirements of this Policy; and
 - f) determine who shall have access to view storage device.
- 4.3 Department Heads is responsible for:
- a) Ensuring the requirements of this Policy are adhered to;
 - b) Establishing and maintaining an internal reporting network relating to control mechanisms and advise the CAO;
 - c) Budgeting for the costs of their video surveillance requirements; and
 - d) Reviewing and recommending policy changes where necessary.
- 4.3 Peace Officers are responsible for:
- a) Ensuring the ICVS and BWC policies and procedures are understood prior to equipment use;
 - b) Following this policy in the course of their duties;
 - c) The operation, maintenance and safekeeping of the ICVS and BWC equipment;
 - d) The record keeping associated with the ICVS and BWC; and
 - e) Reviewing and recommending policy changes where necessary.
- 4.5 Employees:
- a) All employees are responsible for the storage, protection and use of recorded information as dictated by this policy, provincial privacy and access to information legislation, and any other polices and bylaws of the Town.

MAYOR

Date

CHIEF ADMINISTRATIVE OFFICER

Date





POLICY

Policy No. 26 – 303-xxx– xx46/xx40/xx47
Department: Administration and Bylaw Enforcement

PUBLIC VIDEO SURVEILLANCE

SCOPE:

- The Town of Nanton recognizes the need to balance an individual's right to privacy against the Town's duty to promote a safe environment for all citizens, and to protect town property and employees, by means of surveillance camera the use of which is both lawful and justifiable.
- This policy applies to video surveillance activities necessary to enhance the security and safety of people and property on Town-owned premises.
- This policy also applies to surveillance technologies used by the Town of Nanton Municipal Enforcement Department including:
 - In-Car Audio/Visual Equipment (ICVS) installed in municipal enforcement vehicles
 - Body Worn Cameras (BWC) worn by Community Peace Officers
- This policy will only apply to Town owned property that is being leased or rented to a tenant with the consent of the ~~leasee~~lessee or tenant.
- This policy has been created in accordance with the Alberta Freedom of Information and Protection of Privacy Act Guide to Using Surveillance Cameras in Public Areas, which outlines the obligations of local public bodies with respect to the protection of the privacy of individuals. The Town will take reasonable steps to balance the privacy rights of individuals with the anticipated enforcement and safety benefits of using surveillance technologies.

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PURPOSE:

- Develop a surveillance system policy to regulate the use of video surveillance and recording on Town owned property that complies ~~with with~~ Provincial Privacy legislation, the Freedom of Information and Protection of Privacy Act.
- Information obtained through video surveillance will be used exclusively for security and law enforcement purposes, which must relate to the protection of the public or the deterrence or detection of criminal activity, including theft, vandalism, or other property damage.
- The Town of Nanton Municipal Enforcement Department may also utilize In-Car Video Systems and Body Worn Cameras to:
 - Reduce safety risks to Officers working alone
 - provide evidence for prosecution
 - enhance transparency and accountability
 - help de-escalate and reduce potential conflicts
 - support enforcement investigations
- Ensure consistency of Town of Nanton surveillance measures.

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REFERENCE: 26-303-46/40/47
REPLACES POLICY: ~~NA~~26 303 16/10/17

- These guidelines do not apply to covert or overt surveillance cameras being used as a case-specific investigation tool for law enforcement purposes or in contemplation of litigation. They are also not intended to apply to workplace surveillance systems installed to conduct surveillance of employees.

1. DEFINITIONS:

- 1.1 ~~1.1~~ Body Worn Camera (BWC) means camera equipment worn by Community Peace Officers for the purpose of recording audio and video of enforcement activities and interactions with the public.
- 1.2 ~~1.2~~ Chief Administrative Officer (CAO) is appointed by Council pursuant to the *Municipal Government Act*. The CAO serves as the head of the public body for the purposes of provincial access and privacy legislation and is the authorized employer representative responsible for the administration, oversight, and management of the Town’s Community Peace Officers in accordance with applicable provincial legislation.
- 1.2 ~~1.2~~ **Covert Surveillance** refers to the secretive continuous or periodic observation of person, vehicles, places or objects to obtain information concerning the activities of individuals.
- 1.2 ~~1.2~~ **FOIP** means the *Freedom of Information and Protection of Privacy Act*, R.S.A. 2000, c. F-25, and any amendments thereto.
- 1.3 ~~1.3~~ **Overt Surveillance** refers to the non-secretive continuous or periodic observation of person, vehicles, places or objects to obtain information concerning the activities of individuals.
- 1.4 ~~1.4~~ **Personal Information** is defined as recorded information about an identifiable individual as defined under applicable provincial privacy legislation, in section 1(1)(n) of FOIP as recorded information about an identifiable individual. It includes the individual’s race, colour, national or ethnic origin; the individual’s age or sex; the individual’s inheritable characteristics; information about an individual’s physical or mental disability; and any other identifiable characteristics listed in that section.
- 1.5 ~~1.5~~ **Reception Equipment** refers to the equipment or device used to receive or record the personal information collected through a surveillance system, including a video monitor.
- 1.6 ~~1.6~~ **Record** means any electronic record or other record in any form in which information is contained or stored, including information in any written, graphic, electronic, digital, photographic, audio or other medium, but does not include any software or other mechanism used to store or produce the record; is defined in section 1(1)(q) of FOIP as a record of information in any form and includes books, documents, maps, drawings, photographs, letters, vouchers and papers and any other information that is written, photographed, recorded or stored in any manner, but does not include software or any mechanism that produces records.
- 1.7 ~~1.7~~ **Storage Device** refers to a videotape, computer disk or drive, CD ROM or computer chip used to store the recorded visual images captured by a surveillance system.
- 1.8 ~~1.8~~ **Surveillance System** refers to a mechanical or electronic system or device that enables continuous or periodic video recording, observing or monitoring of personal information about individuals in open, public spaces, public buildings or public transportation.

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REFERENCE NUMBER: 26 303 16/10/17
 REPLACES POLICY DATED: N/A

1.9 **Town** as referred to in this Policy, shall include all departments and employees of the Town of Nanton, as well as any agency of the Town Council which has agreed to be bound by this Policy.

2. POLICY:

2.1 Installation of Surveillance Equipment

- a) Reception equipment such as video cameras may be installed in identified public areas where surveillance is a necessary and viable detection or deterrence activity.
- b) ~~Reception equipment~~Equipment shall not be positioned, internally or externally, to monitor areas outside a building, or to monitor other buildings, unless necessary to protect external assets or to ensure personal safety. ~~Cameras should not be directed to look through the windows of adjacent buildings.~~
- c) Equipment shall not monitor any areas where the public and employees have a reasonable expectation of privacy.
- d) ~~Consideration should be given to the use of surveillance being restricted to periods when there is a demonstrably higher likelihood of crime being committed and detected in the area under surveillance.~~ Only those persons responsible, as per this policy, should have access to the system's controls and to its reception equipment.
- e) ~~Reception equipment should be in a controlled access area. Only the employee responsible, as per this policy, should have access to the reception equipment. Video monitors should not be located in a position that enables public viewing.~~
- f) ~~The video surveillance system and the process for maintenance of the system will be subject to periodic assessment by the Chief Administrative Officer.~~

2.2 In-Car Video Systems may be installed in municipal enforcement vehicles operated by the Community Peace Officer.

Body Worn Cameras may be issued to Community Peace Officers.

These systems shall be used solely for enforcement purposes and in accordance with this policy.

2.32 Public Awareness Of Cameras

- a) ~~Reception equipment locations and operation shall be limited to visual access of areas where there is no reasonable expectation of privacy. Video surveillance for the purpose of monitoring work areas, social areas, or sensitive areas will only occur in special circumstances, and must be consistent with the policy's principle purpose, which will include the prevention / deterrence of illegal activity and the enhancement of safety.~~
- b) Appropriate signs and notice of video surveillance must be posted in areas subject to stationary video monitoring of Town assets.



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REPLACES POLICY DATED: N/A

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b) ~~Unless the public has otherwise been made aware of surveillance cameras, entrances to the area will display a notice advising that surveillance cameras may be operating in accordance with all Provincial legislation.~~

c) ~~Unless the public has otherwise been made aware of surveillance cameras at a surveillance area, the main entrance of the area will display a notice as follows, or with similar content:~~

~~Surveillance cameras may be operating in <location of camera> to deter and/or detect criminal activity and for public security. The collection of recorded camera images is authorized under section 33(c) of the Freedom of Information and Protection of Privacy Act (FOIP) Act. If you have any questions about this surveillance, contact <name of position> at <phone number>.~~

d) ~~In addition, the following notice, or one with similar content, will be displayed at the surveillance location:~~

~~Surveillance camera may be operating in this area to detect and/or deter unlawful activity (vandalism, theft) and for public security. For more information, contact <name of position> at <phone number>.~~

2.43 Limiting Use and Disclosure ~~O~~of Personal Information

2.4.1 Access by Employees

a) ~~Employees will have access to information collected through video surveillance only where necessary in the performance of their duties and in accordance with the provisions of this policy.~~

b) ~~Employees who may require access to information collected through video surveillance will be provided proper training and orientation with regards to this Policy and their obligations under this Policy and FOIP, and will provide written acknowledgement that they have read and understood the contents of this policy and procedure. Any employee who knowingly or deliberately breaches this policy or FOIP will be subject to discipline up to and including termination. Training on this policy and privacy obligations.~~

c) ~~Any employee who knowingly breaches this policy or applicable privacy legislation may be subject to disciplinary action.~~

d) ~~All storage devices that are not in use should be stored securely in a locked receptacle located in a controlled access area. All storage devices that have been used should be numbered and dated.~~

e) ~~Access to the storage devices should only be by employees responsible as per this policy.~~

f) ~~A log or electronic record shall be maintained for recorded enforcement footage where applicable. A logbook will be kept with regard to the use of each recording device. Storage Devices will only be removed when an incident occurs. The employee responsible for this task will take control of the storage device in question and secure it in a sealed envelope with the time and date of the seizure and initials of the employee on the seal of the envelope.~~

g) ~~An individual who is the subject of the information has a right to access to his or her recorded information. Access may be granted in full or in part depending upon whether any of the~~



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exceptions in FOIP apply and whether the excepted information can reasonably be severed from the record.

- f) Recorded information will not be used for the purpose of evaluating employee performance, except in the case that it is relevant to a public complaint against an officer.

2.4.2 Access by the Public

- a) If a member of the public wishes to access a recording, they may request to do so by following the provincial access to information legislation.
- b) ICVS and BWC recordings related to traffic offences will be disclosed to the accused person through the Provincial Crown Prosecutor's Office.

2.4.3 Access by Other Government or Law Enforcement Agencies

- a) If a law enforcement agency wishes to access surveillance, ICVS or BWC recordings, they can do so by following the procedures of the provincial access to information legislation.
- b) At the discretion of the Chief Administrative Officer-, ICVS or BWC footage may be disclosed to other law enforcement agencies for the purpose of assisting in an investigation;
 - i. undertaken with a view to a law enforcement proceeding, or
 - ii. from which a law enforcement proceeding is likely to result.
- c) Personal information will not be disclosed to a law enforcement agency when the agency cannot provide definite and focused information as to why the disclosure is needed.

2.54 Retention of Information

- a) The guidelines for retention of recorded information is supplementary to the Town of Nanton's Records Retention Bylaw.
- b) All recording medium must be handled in a manner that maintains the integrity and security of the recorded information.
- c) No recording shall be altered, edited, or modified. All recordings must be preserved in their original form in accordance with this policy and applicable legislation.
- c) The recorded information will be stored on a secure file server managed by the service provider's secure cloud servers located in Canada. Files are stored until they are automatically or manually disposed as dictated by this policy. All recorded information shall be retained for a minimum of three months.
- d) All recorded information by a Peace Officer from their ICVS/BWC onto t-he secure file server and filed under the appropriate category in the database. Categories are as follows:
 - Traffic - Any recorded information that is related to a traffic stop will be filed under the category

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REFERENCE NUMBER: 26 303 16/10/17
REPLACES POLICY DATED: N/A

"Traffic."

• General Duty - Any recorded information collected when responding to an action request or during a proactive investigation will be filed under the category "General Duty."

• Conflict - Any recorded information where use of force has been applied, where there is an active disagreement or argument between an Officer and a client, or where there is the perceived potential for a public complaint to be generated will be filed under the category "Conflict."

• Officer Conduct -Any recorded information that is related to a complaint regarding Officer conduct will be filed under the category "Officer Conduct."

• Immaterial - Any recorded information collected when not in the commission of an Officer's duty will be filed under the category "Immaterial." This typically occurs when the system is activated accidentally. Files classified as "Immaterial" are reviewed by the Manager of Municipal Enforcement before they are disposed of.

- d) All recorded information used in conjunction with the provisions of this policy, shall be retained for a minimum of one year after using it so that the individual identified has a reasonable opportunity to obtain access to it, or for a shorter period of time as agreed to in writing by the individual.
- e) Information specifically awaiting review for detection of possible criminal activity or non-compliance with or breach of a statute or bylaw that could lead to a penalty or sanction, shall be retained and stored for a minimum of one year.
- f) ~~If the recorded information, which has detected possible criminal activity or non-compliance with a breach of a statute or bylaw is requested by a law enforcement agency, the recorded information will be submitted to the law enforcement agency and will become a record in custody of that agency. The agency must complete a release form, provided by the Town in respect to this policy, prior to removal of the information from the Town's custody. The release form shall be filed by the Town's Administration for retention as per current practices.~~
- g) Old storage devices must be securely disposed of by shredding, magnetically erasing, or otherwise permanently deleting the information, and must be recorded as such as per the current record retention bylaw.

3. Use of In-Car and Body Worn Recording Systems

3.1 Officers may activate recording equipment when:

- a) Responding to complaints
- b) Conducting enforcement interactions
- c) Investigating incidents
- d) Dealing with potentially confrontational situations
- e) Collecting evidence related to enforcement activities

In-Car Systems may automatically activate when emergency equipment is engaged.

Officers may manually activate recording equipment at any time while performing their duties.

Recording should remain active until the interaction has concluded unless circumstances require other wise.

Every effort should be made to minimize recording of individuals not involved in the incident.

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REFERENCE NUMBER: 26 303 16/10/17
REPLACES POLICY DATED: N/A

3.2 Exceptions to Recording of Use of In-Car and Body Worn Recording Systems:

The decision to stop recording an incident is ultimately at the discretion of the Officer, however in all cases where recording is stopped early, the Officer must be able and prepared to articulate the reasons for doing so. Extra consideration should be given in the following circumstances:

a) Where an individual requests the recording be stopped:

Individuals may object to being recorded. In these cases, the Officer should explain the reasons that the recording is being made (i.e. to safeguard both the Officer and the members of the public). While in most cases the Officer should continue recording, they may choose to cease recording if the situation warrants it. This includes, but is not limited to respecting the wishes of persons expressing sensitivities connected with culture or faith that would prohibit recording.

b) Where entering a private dwelling additional privacy concerns exist when entering a private dwelling. Therefore, it is important that an Officer should not record inside a private dwelling without the consent of the resident.

c) When dealing with vulnerable victims of a crime: It is not anticipated that the Officer will encounter or interview victims of a crime during the course of regular duties, however, if it does take place the explicit consent of the victim must be obtained prior to recording.

d) Where practical and safe to do so, the Officer will make efforts to inform the public when they are being recorded.

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34. RESPONSIBILITIES:

43.1 Council to:

- a) Approve this Policy and any subsequent amendments.

3.2 Department Heads to:

- a) ensure the requirements of this Policy are adhered to;
- b) establish and maintain an internal reporting network relating to control mechanisms and advise the CAO;
- e) budget for the costs of their video surveillance requirements;

34.23 Chief Administrative Officer is responsible for to:

- a) Overseeing the implementation of this policy.
 - b) Ensuring all municipal staff are aware of and understand this policy
 - c) Reviewing and recommending policy changes where necessary
- conduct periodic assessments to ensure compliance with this policy.
- b) assist Department Heads with the administration of this Policy;
 - e) ensure that any new legislation pertaining to the use of video surveillance is incorporated into this Policy, as required;
 - d) review all proposed changes to existing video surveillance systems and newly proposed systems to ensure that they meet all the requirements of this Policy; and determine who shall have access to view storage devices.



REFERENCE NUMBER: 26 303 16/10/17
REPLACES POLICY DATED: N/A

4.3 Department Heads to:

- a) Ensure the requirements of this Policy are adhered to;
- b) Establish and maintain an internal reporting network relating to control mechanisms and advise the CAO;
- c) Budget for the costs of their video surveillance requirements;
- d) Reviewing and recommending policy changes where necessary.

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4.4 Peace Officers are responsible for:

- a) Ensuring the ICVS and BWC policies and procedures are understood prior to equipment use;
- b) Following this policy in the course of their duties;
- c) The operation, maintenance and safekeeping of the ICVS and BWC equipment;
- d) The record keeping associated with the ICVS and BWC; and Reviewing and recommending policy changes where necessary.

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34.54 Employees to:

- a) All employees are responsible for the storage, protection and use of recorded information as dictated by this policy, provincial privacy and access to information legislation, and any other polices and bylaws of the Town. review and comply with this Policy in performing their duties and functions related to the operation of a surveillance system;
- b) attend training relating to this Policy, where available.

MAYOR

Date

CHIEF ADMINISTRATIVE OFFICER

Date



REFERENCE NUMBER: 26 303 16/10/17
REPLACES POLICY DATED: N/A

Sara-Lynn Lyons

From: Jennifer Handley
Sent: Tuesday, February 24, 2026 2:58 PM
To: Jenn Slettede; Darcy Slettede
Cc: Sara-Lynn Lyons; Neil Smith
Subject: Re: Webform submission from: Connect with Town Council

Dear Jennifer and Darcy,

Thank you for your email and for sharing your experience. And apologies for the delayed response from me, I'm just getting caught up. To be clear a 26-minute wait for an RCMP callback after a frightening incident is understandably distressing, and I appreciate you taking the time to raise your concerns and bring it to our attention. I can assure you will be using this example in our communications regarding with the RCMP and other levels of government.

I agree public safety is a core concern for Council, and we take feedback like this seriously.

To be clear about roles and responsibilities: the Town of Nanton does not control 911 dispatch, RCMP response times, or the number of RCMP officers assigned to our area. We also do not hire, schedule, or deploy RCMP members. Those are operational matters handled through the RCMP and the provincial/federal policing framework.

That said, we do advocate. Council and Administration have actively and recently been raising concerns about staffing levels and service capacity with RCMP leadership and with our local MLA, and we will continue to do so until we have the adequate level of service that we deserve. We have also communicated that timely and reliable policing is a priority for Nanton residents.

It is also important to clarify that while municipalities now pay a portion (as of 2026 22%) of policing costs, that payment does not give municipalities direct control over RCMP staffing allocation or operational deployment. Our role is advocacy, local priority-setting, and ensuring residents' concerns are clearly documented and forwarded.

If you wish to pursue this further (which I would encourage) the most effective channels are:

- **Local RCMP detachment / detachment commander** (for concerns about service response in your area, and to request follow-up on the incident)
- **Alberta RCMP (K Division / Alberta RCMP Headquarters)** for broader concerns about service levels and staffing
- **Your MLA and the Alberta Ministry of Public Safety and Emergency Services** (the province is responsible for policing standards and funding policy)
- **RCMP public complaint process / CRCC** if you wish to file a formal complaint about service concerns (including inadequate service)

If you are comfortable doing so, providing the **date/time of the incident, location, and any file number** (if one was issued) can help ensure the concern is reviewed more specifically.

Thank you again for writing. Your concerns are valid and concerning and your feedback helps strengthen our advocacy on behalf of the community. As always we ask if you're comfortable with your letter to us and my subsequent response being added to a future agenda under correspondence. This ensure it's on record and has further reach. Let me know your comfort level.

Jennifer Handley
Mayor of Nanton

Confidentiality Warning

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom it is addressed. Please notify the sender immediately, if you have received this e-mail in error. Any review or use of any kind other than by the intended recipient is strictly prohibited.

On Feb 17, 2026, at 4:58 PM, Jenn Slettede [REDACTED] wrote:

Thank you for your response.

On Tue, Feb 17, 2026 at 11:16 AM Sara-Lynn Lyons <communications@nanton.ca> wrote:

Good Morning,

Thank you for your message and for bringing your concerns forward. We acknowledge receipt of your correspondence regarding policing and public safety in the community.

Your concerns are important, and they have been noted. A response will be provided once the matter has been carefully considered and the relevant information has been gathered.

Thank you for taking the time to share your concerns.



Sara-Lynn Lyons

Legislative Services and Communications

Town of Nanton - nanton.ca

1.403.646.2029 ext. 105

communications@nanton.ca

CONFIDENTIALITY WARNING

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From: Town of Nanton | CiviKit <no-reply@civikit.com>
Sent: Sunday, February 15, 2026 4:20 PM
To: Jennifer Handley <jhandley@nanton.ca>
Cc: Neil Smith <cao@nanton.ca>; Sara-Lynn Lyons <communications@nanton.ca>
Subject: Webform submission from: Connect with Town Council

Submitted on Sun, 02/15/2026 - 16:19

Submitted by: Anonymous

Submitted values are:

Your Name

Darcy and Jennifer Slettede

Your Email

[REDACTED]

Subject

Police

Message

Good day.

We am writing to formally express our serious concerns regarding public safety in our community.

On February 30th, following a frightening incident, we had to call 911. We then waited 26 minutes for a return call from the RCMP. In a true emergency situation, that length of time is extremely concerning and unacceptable.

We were very disappointed to learn that there are currently only two full-time officers serving our town. This raises significant concerns about the level of protection and emergency response available to residents.

As taxpayers, we are paying increasingly high municipal taxes, including additional

amounts intended to support policing. It is deeply troubling to feel that we are not receiving the basic level of safety and protection that we are paying for. Each year, taxes continue to rise, yet essential services such as timely police response appear to be insufficient.

This situation is not just frustrating — it is dangerous. Delayed response times in serious situations could lead to devastating consequences. Are we expected to wait until a tragedy occurs before meaningful action is taken?

Our expectation as residents and taxpayers is simple: that we are adequately and reliably protected. Public safety is not a luxury — it is a fundamental responsibility.

We respectfully request clear answers regarding staffing levels, response times, and what steps are being taken to ensure our community is properly protected moving forward

Thank you

Jennifer & Darcy Slettede

Sara-Lynn Lyons

From: Jennifer Handley
Sent: Tuesday, March 10, 2026 9:42 AM
To: Ben Loree
Cc: council@nanton.ca; Tara Vandervalk; Sara-Lynn Lyons
Subject: Re: New motion to take on debt

Good Morning Ben,

Thanks for the email. As a heads up, under Council's communications policy, when Council receives questions or written submissions we may place the letter and Council's response on a future Council agenda under "Correspondence." The sender's name may appear, but contact details are redacted. The purpose is to help residents see the questions being raised and how Council responds, as an added layer of transparency and accountability. If you prefer that your letter not be included on an agenda package, please let us know.

On your question: are you opposed to the THRC and RCMP renovation itself, or mainly the \$657,665 debenture? As you may know the project is budgeted at \$1,615,330, funded by \$300,000 in grant funding (MSI/LGFF), \$657,665 from reserves, and up to \$657,665 borrowed by debenture. The RCMP is expected to lease the current Town office for 20 years, and Council's intent is to use that lease revenue to cover the debenture payments for the THRC renovation, so it is as close to cost-neutral for taxpayers as possible. Council also considered using more reserves instead of borrowing, but the Town's restricted reserves are currently about \$2.01M in investments and \$4.89M in cash (approximately \$6.9M total as per the 2024 audited financial statements, 2025 audited financials are anticipated in April). Keeping more of those funds invested allows them to continue earning interest and preserves reserves for core infrastructure upgrades and unexpected needs. That's why Council favoured a balanced approach: use some reserves, but keep the rest intact and working for taxpayers while the lease revenue services the loan payments.

As always appreciate your questions and if you have anymore questions let us know.

Jennifer Handley
Mayor of Nanton

Confidentiality Warning

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom it is addressed. Please notify the sender immediately, if you have received this e-mail in error. Any review or use of any kind other than by the intended recipient is strictly prohibited.

On Mar 9, 2026, at 7:39 PM, Ben Loree [REDACTED] wrote:

I hope council rethinks the renovation of the Hub 1.6 million seems like an excessive amount to spend, let alone borrow \$600k for it. You could build a building for that amount of money.

If council can't lower taxes, this money should not be spent. Hope you reconsider this decision

Thanks



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Peace River

AR121606

February 20, 2026

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

Dear Mayor Handley:

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that build capacity and enhance shared services. Together, we help build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that the Town of Nanton has been approved for a grant of \$200,000 under the Intermunicipal Collaboration component of the 2025/26 ACP in support of your Spring Line Regional Water Service Delivery Strategy project. This approval does not signify broader provincial support for any recommendation or outcome that might result from your project.

The conditional grant agreement will be sent shortly to your chief administrative officer to obtain the appropriate signatures.

The Government of Alberta looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for any milestone events to my office. We ask that you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free by dialing 310-0000, then 780-422-7125, or at acp.grants@gov.ab.ca.

.../2

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dan Williams', with a long, sweeping horizontal stroke extending to the right.

Dan Williams, ECA
Minister of Municipal Affairs

cc: Chelsae Petrovic, MLA, Livingstone-Macleod
Maryanne Sandberg, Mayor, Municipal District of Willow Creek No. 26
Neil Smith, Chief Administrative Officer, Town of Nanton
Derrick Krizsan, Chief Administrative Officer, Municipal District of Willow Creek No. 26