



AGENDA

Monday, April 6, 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 Wasserman LLP - E

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 March 16, 2026, Regular Meeting Minutes - E

4.2 BUSINESS ARISING FROM THE MINUTES:

4.2.1 Request for Decision Gateway Signage - E

4.2.2 Request for Decision Additional Support Grant Requests – E

4.2.3 Request for Decision 2026 Operating Budget – E

5. NEW & UNFINISHED BUSINESS:

5.1 Resolution 2025 Audited Financials

5.2 Request for Decision GrantMatch Government Funding Strategists – E

5.3 Request for Decision Mile 56 Natural Infrastructure Grant – E

6. CORRESPONDENCE:

6.1 **FOR ACTION:** none

6.2 FOR INFORMATION:

- 6.2.1 Alberta SouthWest Regional Alliance Meeting Meetings February 4, 2026 – E
- 6.2.2 Alberta SouthWest Regional Alliance March Bulletin – E
- 6.2.3 Mosquito Creek Foundation of Nanton 2025 Requisition – E
- 6.2.4 Intermunicipal Collaboration Framework Agreement Acceptance Letters – E
- 6.2.5 Assessment Review Board 2026 Brochure and Complaint Form – E
- 6.2.6 Correspondence from Resident Budget Concerns – E

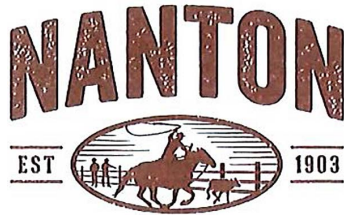
7. CLOSED CONFIDENTIAL SESSION:

- 7.1 Land Interests ATIA Section 19 Disclosure Harmful to Business Interests of a Third Party and Section 29 Advice from Officials

8. ADJOURNMENT:



TOWN OF NANTON
Financial Statements
Year Ended December 31, 2025



Town of Nanton

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MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING

Town of Nanton's management is responsible for the preparation, accuracy, objectivity, and integrity of the accompanying consolidated financial statements and the notes thereto. Management believes that the consolidated financial statements present fairly the Town's financial position as at December 31, 2025 and the results of its operations for the year then ended.

The consolidated financial statements have been prepared in accordance with Canadian public sector accounting standards. The consolidated financial statements include certain amounts based on estimates and judgments. Such amounts have been determined on a reasonable basis in order to ensure that the consolidated financial statements are presented fairly in all material respects.

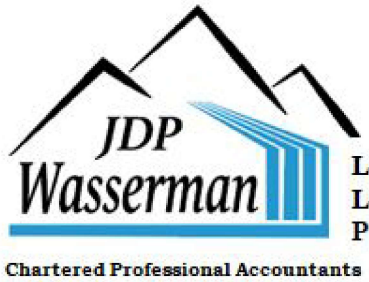
In fulfilling its responsibilities and recognizing the limits inherent in all systems, management has designed and maintains a system of internal controls to produce reliable information to meet reporting requirements. The system is designed to provide management with reasonable assurance that transactions are properly authorized, reliable financial records are maintained, and assets are properly accounted for and safeguarded.

The Town Council is responsible for overseeing management in the performance of its reporting responsibilities, and for approving the consolidated financial statements. Council fulfils these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. Council is also responsible for recommending the appointment of the Town's external auditors.

JDP Wasserman LLP have been appointed by the Members of Council of the Town of Nanton to express an opinion on the financial statements.

Clayton Gillespie, Corporate Service Manager
April 6, 2026

Tara Vandervalk, Chief Administrative Officer
April 6, 2026



INDEPENDENT AUDITOR'S REPORT

To the Council of the Town of Nanton

Opinion

We have audited the consolidated financial statements of the Town of Nanton (the "Town"), which comprise the consolidated statement of financial position as at December 31, 2025, and the statement of operations and accumulated surplus, changes in net financial assets and cash flows for the year then ended, and notes to the consolidated financial statements, including a summary of significant accounting policies (the "consolidated financial statements").

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Town as at December 31, 2025, and the results of its operations and cash flows for the year then ended in accordance with Canadian public sector accounting standards (PSAS).

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Town in accordance with ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with PSAS, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Town's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Town or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town's financial reporting process.

(continues)



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Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Town to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

TOWN OF NANTON
Consolidated Statement of Financial Position
As at December 31, 2025

	2025	2024
FINANCIAL ASSETS		
Cash and cash equivalents <i>(Note 2)</i>	\$ 5,311,514	\$ 6,585,518
Taxes and grants in place of taxes <i>(Note 3)</i>	162,044	144,891
Trade and other receivables <i>(Note 3)</i>	383,839	415,850
Due from other governments <i>(Note 4)</i>	963,470	477,705
Investments <i>(Note 5)</i>	2,101,319	2,014,539
	<u>8,922,186</u>	<u>9,638,503</u>
FINANCIAL LIABILITIES		
Accounts payable and accrued liabilities <i>(Note 6)</i>	427,268	418,966
Deposit liabilities <i>(Note 7)</i>	400,080	155,876
Deferred revenue <i>(Note 8)</i>	1,007,540	1,399,709
Long-term debt <i>(Note 9)</i>	645,451	678,969
Asset retirement obligation <i>(Note 11)</i>	519,748	476,510
	<u>3,000,087</u>	<u>3,130,030</u>
NET FINANCIAL ASSETS	<u>5,922,099</u>	<u>6,508,473</u>
NON-FINANCIAL ASSETS		
Prepaid expenses	134,663	117,082
Land held for resale <i>(Note 12)</i>	304,962	230,859
Tangible capital assets <i>(Schedule 1)</i>	39,728,856	38,340,892
	<u>40,168,481</u>	<u>38,688,833</u>
ACCUMULATED SURPLUS <i>(Note 13)</i>	<u>\$ 46,090,580</u>	<u>\$ 45,197,306</u>

CONTINGENCIES AND COMMITMENTS *(Note 20)*

APPROVED BY COUNCIL:

The accompanying notes form an integral part of these consolidated financial statements

TOWN OF NANTON

Consolidated Statement of Operations and Accumulated Surplus

For the Year Ended December 31, 2025

	2025 Budget	2025 (Actual)	2024 (Actual)
REVENUES			
Net municipal property taxes <i>(Schedule 2)</i>	\$ 3,320,088	\$ 3,317,156	\$ 3,254,423
User fees and sales of goods	1,638,405	1,890,155	2,384,507
Penalties and costs on taxes	51,800	56,033	41,918
Franchise and concession contracts <i>(Note 14)</i>	352,000	347,382	356,467
Licenses and permits	56,250	70,086	76,740
Other revenues	9,500	57,754	57,699
Investment income	110,000	315,117	354,289
Rentals	182,073	192,593	194,493
Fines	48,000	59,547	57,525
Government transfers for operating <i>(Schedule 3)</i>	247,346	317,905	240,932
	<u>6,015,462</u>	<u>6,623,728</u>	<u>7,018,993</u>
EXPENSES <i>(Schedule 6)</i>			
Legislative	146,870	146,860	128,249
General administration	824,532	841,750	912,950
Protective services	465,748	485,000	489,472
Common services	401,501	442,230	452,200
Roads, streets, walks, lighting	528,044	865,153	823,311
Water supply and distribution	802,472	1,195,291	985,242
Waste water treatment and disposal	784,688	1,569,538	1,322,624
Waste management	83,000	66,444	82,846
Recycling	129,771	125,053	174,601
Family and community support services	84,268	92,148	83,648
Cemetery	19,855	18,372	9,307
Land use, planning, zoning and development	178,612	288,587	236,833
Parks and recreation	1,003,189	1,477,817	1,185,603
Economic development and marketing	50,866	46,254	74,771
Culture	81,971	81,517	76,982
Public health	-	9,926	13,050
	<u>5,585,387</u>	<u>7,751,940</u>	<u>7,051,689</u>
ANNUAL SURPLUS (DEFICIT) BEFORE OTHER	<u>430,075</u>	<u>(1,128,212)</u>	<u>(32,696)</u>
OTHER ITEMS			
Government transfers for capital <i>(Schedule 3)</i>	3,448,970	2,000,236	1,457,143
Gain (loss) on disposal of tangible capital assets	-	21,250	(9,024)
	<u>3,448,970</u>	<u>2,021,486</u>	<u>1,448,119</u>
ANNUAL SURPLUS	<u>3,879,045</u>	<u>893,274</u>	<u>1,415,423</u>
ACCUMULATED SURPLUS - TO BEGIN YEAR	<u>45,197,306</u>	<u>45,197,306</u>	<u>43,781,883</u>
ACCUMULATED SURPLUS - END OF YEAR	<u>\$ 49,076,351</u>	<u>\$ 46,090,580</u>	<u>\$ 45,197,306</u>

The accompanying notes form an integral part of these consolidated financial statements

TOWN OF NANTON**Consolidated Statement of Changes in Net Financial Assets****For the Year Ended December 31, 2025**

	2025 Budget	2025 (Actual)	2024 (Actual)
Annual Surplus	\$ 3,879,045	\$ 893,274	\$ 1,415,423
Acquisition of tangible capital assets	(300,000)	(2,896,104)	(2,044,375)
Amortization of tangible capital assets	-	1,448,578	1,448,352
Proceeds on disposal of tangible capital assets	-	80,812	101,675
Loss (gain) on disposal of tangible capital assets	-	(21,250)	9,024
Use (acquisition) of prepaid expenses	-	(17,581)	3,829
Acquisition of land held for resale	-	(126,281)	-
Disposition of land held for resale (at carrying value)	-	52,178	9,542
	(300,000)	(1,479,648)	(471,953)
Increase (decrease) in net financial assets	3,579,045	(586,374)	943,470
Net financial assets - beginning of year	6,508,473	6,508,473	5,565,003
Net financial assets - end of year	\$ 10,087,518	\$ 5,922,099	\$ 6,508,473

The accompanying notes form an integral part of these consolidated financial statements

TOWN OF NANTON
Consolidated Statement of Cash Flows
For the Year Ended December 31, 2025

	2025	2024
OPERATING TRANSACTIONS		
Annual surplus	\$ 893,274	\$ 1,415,423
Item not affecting cash and cash equivalents:		
Amortization of tangible capital assets	1,448,578	1,448,352
Loss (gain) on disposal of tangible capital assets	(21,250)	9,024
Accretion	43,238	20,286
Amortization of bond discount	(7,154)	(11,233)
	<u>2,356,686</u>	<u>2,881,852</u>
Changes in non-cash working capital:		
Prepaid expenses	(17,582)	3,830
Taxes and grants in place of taxes	(17,153)	18,034
Trade and other receivables	32,011	(91,934)
Accounts payable and accrued liabilities	8,302	(230,162)
Deferred revenue	(392,169)	1,142,181
Deposit liabilities	244,204	12,035
Land held for resale	(74,102)	9,542
Due from other governments	(485,764)	(383,006)
	<u>(702,253)</u>	<u>480,520</u>
Cash flow from operating transactions	<u>1,654,433</u>	<u>3,362,372</u>
CAPITAL TRANSACTIONS		
Acquisition of tangible capital assets	(2,896,104)	(2,044,375)
Proceeds on disposal of tangible capital assets	80,812	101,675
Purchase of investments	(743,172)	(708,398)
Proceeds on redemption of investments	663,545	653,863
Cash flow used by capital transactions	<u>(2,894,919)</u>	<u>(1,997,235)</u>
FINANCING TRANSACTIONS		
Repayment of long-term debt	(33,518)	(32,495)
Cash flow used by financing transactions	<u>(33,518)</u>	<u>(32,495)</u>
CHANGE IN CASH AND CASH EQUIVALENTS	(1,274,004)	1,332,642
Cash and cash equivalents - beginning of year	<u>6,585,518</u>	<u>5,252,876</u>
CASH AND CASH EQUIVALENTS - END OF YEAR	\$ 5,311,514	\$ 6,585,518

The accompanying notes form an integral part of these consolidated financial statements

TOWN OF NANTON
Schedule of Tangible Capital Assets
For the Year Ended December 31, 2025

(Schedule 1)

	Land	Land Improvements	Buildings	Transportation	Environmental	Machinery and Equipment	Vehicles	2025	2024
Cost:									
Balance, beginning of year	\$ 892,440	\$ 503,251	\$ 8,558,128	\$ 11,472,176	\$ 38,766,292	\$ 4,184,403	\$ 1,656,671	\$ 66,033,361	\$ 64,410,476
Acquisition of	-	44,661	268,683	91,524	1,812,145	302,724	376,367	2,896,104	2,044,375
Disposals and transfers	-	-	-	-	-	(161,496)	-	(161,496)	(421,490)
Balance, end of year	892,440	547,912	8,826,811	11,563,700	40,578,437	4,325,631	2,033,038	68,767,969	66,033,361
Accumulated Amortization									
Balance, beginning of year	-	383,905	3,928,424	7,710,177	11,747,559	2,469,383	1,453,021	27,692,469	26,554,908
Add:									
Amortization	-	2,853	174,164	309,220	726,933	193,861	41,547	1,448,578	1,448,352
Less:									
Accumulated amortization on disposals	-	-	-	-	-	(101,934)	-	(101,934)	(310,791)
Balance, end of year	-	386,758	4,102,588	8,019,397	12,474,492	2,561,310	1,494,568	29,039,113	27,692,469
Net book value of tangible capital assets	\$ 892,440	\$ 161,154	\$ 4,724,223	\$ 3,544,303	\$ 28,103,945	\$ 1,764,321	\$ 538,470	\$ 39,728,856	\$ 38,340,892
2024 Net book value of tangible capital assets	\$ 892,440	\$ 119,346	\$ 4,629,704	\$ 3,762,000	\$ 27,018,734	\$ 1,715,019	\$ 203,649	\$ 38,340,892	

The accompanying notes are an integral part of these consolidated financial statements
JDP Wasserman LLP

TOWN OF NANTON
Schedule of Property Taxes
For the Year Ended December 31, 2025

(Schedule 2)

	2025 Budget	2025 (Actual)	2024 (Actual)
TAXATION			
Real property taxes	\$ 4,572,761	\$ 4,497,188	\$ 4,229,144
Linear property tax	-	72,565	64,420
Government grants in place of property tax	-	273	258
Local improvement taxes	6,666	6,469	6,567
	<u>4,579,427</u>	<u>4,576,495</u>	<u>4,300,389</u>
REQUISITIONS			
Alberta School Foundation Fund	1,121,681	1,121,681	918,614
Mountain View Seniors Housing	137,658	137,658	127,352
	-	-	-
	<u>1,259,339</u>	<u>1,259,339</u>	<u>1,045,966</u>
NET MUNICIPAL PROPERTY TAXES	<u>\$ 3,320,088</u>	<u>\$ 3,317,156</u>	<u>\$ 3,254,423</u>

TOWN OF NANTON
Schedule of Government Transfers
For the Year Ended December 31, 2025

(Schedule 3)

	2025 Budget	2025 (Actual)	2024 (Actual)
TRANSFERS FOR OPERATING			
Provincial government	\$ 152,346	\$ 197,105	\$ 133,632
Local government	95,000	120,800	107,300
	<u>247,346</u>	<u>317,905</u>	<u>240,932</u>
TRANSFERS FOR CAPITAL			
Provincial government	3,073,970	1,656,240	1,196,801
Federal government	375,000	333,996	260,342
Local government	-	10,000	-
	<u>3,448,970</u>	<u>2,000,236</u>	<u>1,457,143</u>
TOTAL GOVERNMENT TRANSFERS	<u>\$ 3,696,316</u>	<u>\$ 2,318,141</u>	<u>\$ 1,698,075</u>

TOWN OF NANTON
Schedule of Segmented Disclosure
For the Year Ended December 31, 2025

(Schedule 4)

	General government	Protective services	Transportation services	Environmental services	Community services	Planning and development	Recreation and culture	2025
REVENUES								
Net municipal taxes	\$ 3,317,156	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,317,156
User fees and sales of goods	5,160	1,120	29,216	1,590,333	16,903	219,835	27,588	1,890,155
Penalties and costs on taxes	46,973	-	-	9,060	-	-	-	56,033
Franchise license contracts	347,382	-	-	-	-	-	-	347,382
Licenses and permits	-	6,625	-	-	-	63,461	-	70,086
Other revenue	39,124	4,165	2,058	-	6,682	1,425	4,300	57,754
Investment income	315,117	-	-	-	-	-	-	315,117
Rentals	-	40,164	-	-	-	3,360	149,069	192,593
Fines	-	59,547	-	-	-	-	-	59,547
Government transfers	12,610	15,000	-	99,220	64,347	21,428	105,300	317,905
	4,083,522	126,621	31,274	1,698,613	87,932	309,509	286,257	6,623,728
EXPENSES								
Contracted and general services	268,047	200,162	256,741	1,181,601	22,726	213,807	491,864	2,634,948
Materials, goods and utilities	31,666	68,229	301,864	451,712	4,629	4,024	198,759	1,060,883
Provisions for allowances	7,579	4,361	4,678	2,050	3,945	-	20,625	43,238
Salaries, wages and benefits	641,633	180,702	369,994	538,640	8,435	93,210	524,749	2,357,363
Transfers to local boards and agencies	-	-	-	-	75,771	-	54,845	130,616
Transfer to individuals and organizations	26,080	-	-	-	-	23,800	800	50,680
Bank charges and short-term interest	6,636	-	-	-	-	-	-	6,636
Interest on long-term debt	-	-	-	18,998	-	-	-	18,998
Amortization of TCA	6,969	31,546	374,106	763,325	4,940	-	267,692	1,448,578
	988,610	485,000	1,307,383	2,956,326	120,446	334,841	1,559,334	7,751,940
OTHER ITEMS								
Government transfers for capital	-	-	199,745	1,800,491	-	-	-	2,000,236
Gain on disposal of tangible capital assets	21,250	-	-	-	-	-	-	21,250
ANNUAL SURPLUS (DEFICIT)	\$ 3,116,162	\$ (358,379)	\$ (1,076,364)	\$ 542,778	\$ (32,514)	\$ (25,332)	\$ (1,273,077)	\$ 893,274

TOWN OF NANTON
Schedule of Segmented Disclosure
For the Year Ended December 31, 2024

(Schedule 5)

	General government	Protective services	Transportation services	Environmental services	Community services	Planning and development	Recreation and culture	2024
REVENUES								
Net municipal taxes	\$ 3,254,423	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,254,423
User fees and sales of goods	6,815	450	28,269	1,536,064	18,973	766,942	26,994	2,384,507
Penalties and costs on taxes	36,995	-	-	4,923	-	-	-	41,918
Franchise license fees	356,467	-	-	-	-	-	-	356,467
Licenses and permits	-	9,280	-	-	-	67,460	-	76,740
Other revenue	44,682	1,650	4,607	-	125	2,984	3,651	57,699
Investment income	354,289	-	-	-	-	-	-	354,289
Rentals	-	41,143	-	-	-	11,420	141,930	194,493
Fines	-	57,525	-	-	-	-	-	57,525
Government transfers	5,113	9,000	-	56,172	64,347	5,000	101,300	240,932
	<u>4,058,784</u>	<u>119,048</u>	<u>32,876</u>	<u>1,597,159</u>	<u>83,445</u>	<u>853,806</u>	<u>273,875</u>	<u>7,018,993</u>
EXPENSES								
Contracted and general services	260,394	212,900	279,646	940,487	11,717	178,677	244,826	2,128,647
Materials, goods and utilities	76,374	56,413	297,031	427,318	4,081	4,505	210,668	1,076,390
Provisions for allowances	3,555	2,045	2,185	1,007	1,853	-	9,641	20,286
Salaries, wages and benefits	665,850	168,303	324,831	452,076	6,731	80,672	457,237	2,155,700
Transfers to local boards and agencies	-	-	-	-	76,683	-	49,000	125,683
Transfer to individuals and organizations	21,880	-	-	-	-	47,750	800	70,430
Bank charges and short-term interest	6,178	-	-	-	-	-	-	6,178
Interest on long-term debt	-	-	-	20,023	-	-	-	20,023
Amortization of TCA	6,968	49,811	371,818	724,402	4,940	-	290,413	1,448,352
	<u>1,041,199</u>	<u>489,472</u>	<u>1,275,511</u>	<u>2,565,313</u>	<u>106,005</u>	<u>311,604</u>	<u>1,262,585</u>	<u>7,051,689</u>
OTHER ITEMS								
Government transfers for capital	-	10,943	99,015	1,050,277	-	-	296,908	1,457,143
Loss on disposal of tangible capital assets	(9,024)	-	-	-	-	-	-	(9,024)
ANNUAL SURPLUS (DEFICIT)	\$ 3,008,561	\$ (359,481)	\$ (1,143,620)	\$ 82,123	\$ (22,560)	\$ 542,202	\$ (691,802)	\$ 1,415,423

TOWN OF NANTON**Schedule of Expenses by Object
For the Year Ended December 31, 2025****(Schedule 6)**

	2025 Budget	2025 (Actual)	2024 (Actual)
Contracted and general services	\$ 1,945,752	\$ 2,634,948	\$ 2,128,647
Materials, goods and utilities	1,102,985	1,060,883	1,076,390
Provision for allowances	-	43,238	20,286
Salaries, wages and benefits	2,326,058	2,357,363	2,155,700
Transfers to local boards and agencies	129,183	130,616	125,683
Transfers to individuals and organizations	43,500	50,680	70,430
Bank charges and short-term interest	4,700	6,636	6,178
Interest on long-term debt	33,209	18,998	20,023
Amortization of tangible capital assets	-	1,448,578	1,448,352
	\$ 5,585,387	\$ 7,751,940	\$ 7,051,689

TOWN OF NANTON
Schedule of Equity in Tangible Capital Assets
For the Year Ended December 31, 2025

(Schedule 7)

	2025	2024
BALANCE, BEGINNING OF YEAR	\$ 37,586,613	\$ 37,104,496
Purchase of tangible capital assets	2,896,104	2,044,375
Net book value of tangible capital assets disposed of	(59,562)	(110,699)
Amortization of tangible capital assets	(1,448,578)	(1,448,352)
Repayment of long-term debt	17,678	17,079
Asset retirement obligation accretion expense	(43,238)	(20,286)
BALANCE, END OF YEAR	\$ 38,949,017	\$ 37,586,613
Equity in tangible capital assets is comprised of:		
Net book value of tangible capital assets <i>(Schedule 1)</i>	\$ 39,728,856	\$ 38,340,892
Capital long-term debt <i>(Note 9)</i>	(260,091)	(277,769)
Asset retirement obligations <i>(Note 11)</i>	(519,748)	(476,510)
	\$ 38,949,017	\$ 37,586,613

TOWN OF NANTON
Notes to Financial Statements
Year Ended December 31, 2025

1. ACCOUNTING POLICIES

The consolidated financial statements of the Town of Nanton (the "Town") are the representations of management prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted by the Town of Nanton are as follows:

(a) Reporting Entity

The consolidated financial statements reflect the assets, liabilities, revenues and expenses, cash flows, changes in accumulated surplus and change in financial position of the reporting entity. The entity is comprised of all the organizations that are owned or controlled by the Town and are, therefore, accountable to Town Council for the administration of their financial affairs and resources. They include the following:

Nanton Fire Department
Nanton Family & Community Support Services
Thelma Fanning Memorial Library
Nanton Health Centre Management Committee (NHCMC) • 1/3 Joint Venture (note 18)

The schedule of property taxes also includes requisitions that are not part of the reporting entity.

The consolidated financial statements exclude trust assets that are administered for the benefit of external parties.

(b) Basis of Accounting

The consolidated financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. User fee revenues are recognized as services are provided. Franchise, and concession revenues are recognized monthly based on the term of the agreement as earned. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

(continues)

TOWN OF NANTON
Notes to Financial Statements
Year Ended December 31, 2025

1. ACCOUNTING POLICIES (continued)

(c) Use of Estimates

The preparation of consolidated financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements, and the reported amounts of revenues and expenses during the period. Where measurement uncertainty exists, the consolidated financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

The Town has used estimates to determine accrued liabilities, tangible capital asset useful lives, asset retirement obligations, and provisions made for allowances for amounts receivable or any provision for impairment.

(d) Cash and Cash Equivalents

Cash and cash equivalents include cash and investments that are readily convertible to known amounts of cash and that are subject to an insignificant risk of change in value. These short-term investments generally have a maturity of three months or less at acquisition, or are redeemable, and are held for the purpose of meeting short-term cash commitments rather than for investing.

(e) Investments

Investments are recorded at amortized cost. Investment premiums and discounts are amortized over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written-down to recognize the loss. Gains on principal protected notes are recognized as income when sold.

(f) Land Held for Resale

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and leveling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as physical assets under the respective function.

(g) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the annual surplus (deficit), provides the Consolidated Statement of Changes in Net Financial Assets for the year (page 7).

(continues)

TOWN OF NANTON
Notes to Financial Statements
Year Ended December 31, 2025

1. ACCOUNTING POLICIES (continued)

(h) Inventories

Inventories of materials and supplies for consumption are recorded at the lower of cost or net realizable value with cost determined using the average cost method.

Inventories consisting of land and improvements not currently available for resale are recorded as non-financial assets.

(i) Government Transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized as revenue in the consolidated financial statements when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

(continues)

TOWN OF NANTON
Notes to Financial Statements
Year Ended December 31, 2025

1. ACCOUNTING POLICIES (continued)

(j) Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

Land improvements	10 - 20 years
Buildings	15 - 50 years
Engineered structures:	
Water system	45 - 75 years
Wastewater system	40 - 75 years
Roads	15 - 30 years
Machinery and equipment	3 - 30 years
Vehicles	10 years

Tangible capital assets received or purchased as part of a restructuring transaction are recorded at carrying value at the date of receipt and also are recorded as revenue.

Tangible capital assets under construction are not amortized until the asset is substantially complete and available for productive use. Those tangible capital assets not meeting this criteria are categorized as work-in-progress as of year-end.

Works of art for display are not recorded as tangible capital assets but are disclosed.

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and are also recorded as revenue.

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

(k) Contaminated Sites

Contaminated sites are defined as a result of contamination being introduced in air, soil, water or sediment of a chemical, organic, or radioactive material or live organism that exceeds an environmental standard. A liability for remediation on contaminated sites is recognized, net of any recoveries, when an environmental standard exists, contamination exceeds the environmental standard, the Town is directly responsible for or accepts responsibility for the liability, future economic benefits will be given up, and a reasonable estimate of the liability can be made.

(continues)

TOWN OF NANTON
Notes to Financial Statements
Year Ended December 31, 2025

1. ACCOUNTING POLICIES (continued)

(l) Asset Retirement Obligations

A liability for an asset retirement obligation is recognized at the best estimate of the amount required to retire a tangible capital asset at the consolidated financial statement date when:

- a) there is a legal obligation for the Town to incur retirement costs,
- b) the past transaction or event giving rise to the liability has occurred,
- c) it is expected that future economic benefits will be given up, and
- d) a reasonable estimate of the amount can be made.

The best estimate of the liability includes all costs directly attributable to retirement activities, including removal, remediation, disposal, and site restoration. The best estimate of an asset retirement obligation incorporates a present value technique, when the cash flows required to settle or otherwise extinguish an asset retirement obligation are expected to occur over extended future periods. When a liability for an asset retirement obligation is initially recognized, a corresponding asset retirement cost is capitalized to the carrying amount of the related tangible capital asset. The asset retirement cost is amortized over the useful life of the related asset. Asset retirement obligations which are incurred incrementally with use of the asset are recognized in the period incurred with a corresponding asset retirement cost expensed in the period. At each financial reporting date, the Town reviews the carrying amount of the liability.

The Town recognizes period-to-period changes to the liability due to the passage of time as accretion expense. Changes to the liability arising from revisions to either the timing, the amount of the original estimate of undiscounted cash flows or the discount rate are recognized as an increase or decrease to the carrying amount of the related tangible capital asset. The Town continues to recognize the liability until it is settled or otherwise extinguished. Disbursements made to settle the liability are deducted from the reported liability when they are made.

(continues)

TOWN OF NANTON
Notes to Financial Statements
Year Ended December 31, 2025

1. ACCOUNTING POLICIES (continued)

(m) Tax Revenue

Property taxes are recognized as revenue in the year they are levied.

Construction and borrowing costs associated with local improvement projects are recovered through annual special assessments during the period of the related borrowings. These levies are collectable from property owners for work performed by the Town and are recognized as revenue in the year in which the local improvement project is completed.

(n) Other Revenue

Sales and user charges are recognized as revenue as goods are transferred or services are rendered.

Contributed assets are recognized as revenue at fair market value of the assets at the date of receipt.

Investment income is reported as revenue in the period earned. When required by the funding government or related Act, investment income earned on deferred revenue is added to the investment and forms part of the deferred revenue balance.

(o) Requisition Over-levies and Under-levies

Requisition over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. If the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue. Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

(p) Excess Collections and Under-levies

Excess collections arise from the difference between the actual levy made to cover each requisition and the actual amount requisitioned. If the actual levy exceeds the requisition, the excess collection is accrued as a liability and as a reduction in property tax revenue. Requisition tax rates in the subsequent year are adjusted for any excess collections.

(continues)

TOWN OF NANTON
Notes to Financial Statements
Year Ended December 31, 2025

1. ACCOUNTING POLICIES (continued)

(q) Financial Instruments

Cash and equity instruments quoted in an active market are measured at fair value. Accounts receivable, accounts payable, and long-term debt are measured at cost or amortized cost. The carrying amount of each of these financial instruments is presented on the statement of financial position.

Unrealized gains and losses from changes in the fair value of financial instruments are recognized in the statement of remeasurement gains and losses. Upon settlement, the cumulative gain or loss is reclassified from the statement of remeasurement gains and losses and recognized in the statement of operations. Interest and dividends attributable to financial instruments are reported in the statement of operations.

When investment income and realized and unrealized gains and losses from changes in the fair value of financial instruments are externally restricted, the investment income and fair value changes are recognized as revenue in the period in which the resources are used for the purpose specified.

For financial instruments measured using amortized cost, the effective interest rate method is used to determine interest revenue or expense.

All financial assets are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the statement of operations.

Transaction costs are added to the carrying value for financial instruments measured using cost or amortized cost. Transaction costs are expensed for financial instruments measured at fair value.

Investments in derivatives and equity instruments quoted in an active market are carried at fair value with transactions costs expensed upon initial recognition. Unrealized changes in fair value are recognized in the statement of remeasurement gains and losses. When the investment is disposed of the accumulated gains or losses are reclassified to the statement of operations. Investments in interest bearing securities are recorded at amortized cost. Investment premiums and discounts are amortized on the net present value basis over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

TOWN OF NANTON
Notes to Financial Statements
Year Ended December 31, 2025

2. CASH AND CASH EQUIVALENTS

Cash and cash equivalents consist primarily of commercial paper and deposits with an original maturity date of purchase of twelve months or less. Because of the short term maturity of these investments, their carrying amount approximates fair value.

	<u>2025</u>	<u>2024</u>
Cash	\$ 4,933,005	\$ 6,254,551
Investments savings	169,566	128,400
Temporary investments	208,943	202,567
	<u>\$ 5,311,514</u>	<u>\$ 6,585,518</u>

Included in cash are savings accounts which bear interest between 2.00% and 2.90%.

The Town has a line of credit for operation purposes with ATB for up to \$250,000 with interest payable at 5.45%. As at December 31, 2025 the balance owing on this facility is \$NIL (2024 - \$NIL).

Included in cash is \$1,007,540 (2024 - \$1,399,709) externally restricted funds for operations and other capital projects as outlined in note 8.

Included in cash is \$4,216,641 (2024 - \$4,890,573) in internally restricted funds related to reserves. (note 11)

3. RECEIVABLES

	<u>2025</u>	<u>2024</u>
Current taxes and grants in place of taxes	\$ 123,725	\$ 92,453
Arrears taxes	38,319	52,438
	<u>162,044</u>	<u>144,891</u>
Utilities receivable	248,869	273,966
Loan receivable	23,500	41,500
Accrued receivables	92,881	59,273
Other receivables	18,589	41,111
	<u>383,839</u>	<u>415,850</u>

The Town follows the methods of recovering taxes in arrears as prescribed in section 411 of the Municipal Government Act, which includes the right of the Town to offer up for sale at a public auction those properties with taxes in arrears.

Under a sales agreement dated September 11, 2024, the Town sold equipment to the Stavely and District Ag Society, for the purchase price of \$47,500. The loan is repayable in monthly payments of \$1,500 until April 2027, and is included in "other receivables".

TOWN OF NANTON
Notes to Financial Statements
Year Ended December 31, 2025

4. DUE FROM OTHER GOVERNMENTS

Amounts due from other governments consist of the following:

	<u>2025</u>	<u>2024</u>
Province – Local Government Fiscal Framework	\$ 617,010	\$ -
Province – Alberta Municipal Water & Wastewater Program	146,460	442,969
Federal - Canada Community-Building Fund	105,974	-
GST receivable	94,026	34,736
	<u>\$ 963,470</u>	<u>\$ 477,705</u>

Amounts receivable from other governments relate primarily to grant funding and cost-sharing arrangements and are considered collectible.

5. INVESTMENTS

	<u>2025</u>	<u>2024</u>
Investment shares	\$ 105	\$ 100
Bonds - Scotia Wealth Management (amortized cost)	1,471,214	1,454,439
Principal Protected Notes - Scotia Wealth Management (cost)	630,000	560,000
	<u>\$ 2,101,319</u>	<u>\$ 2,014,539</u>

The investments with Scotia Wealth include bonds with an effective interest rate between 1.07% and 4.50%, maturing between 2026 and 2048.

6. ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

Accounts payable and accrued liabilities represent amounts payable for goods and services received prior to year end and obligations incurred in the normal course of operations. The balances are noninterest bearing and are normally settled within the Municipality's normal payment terms.

	<u>2025</u>	<u>2024</u>
Trade and other payable	\$ 334,224	\$ 348,297
Employee earned vacation and accrued wages	93,044	70,669
	<u>\$ 427,268</u>	<u>\$ 418,966</u>

TOWN OF NANTON
Notes to Financial Statements
Year Ended December 31, 2025

7. DEPOSIT LIABILITIES

Deposit liabilities represent amounts received by the Municipality that are refundable or applied to future services, including utility security deposits, rental and development deposits, and advance payments received for service fees and sale of goods. These amounts are recorded as liabilities until the related service is provided, the charges are applied, or the deposits are refunded.

	<u>2025</u>	<u>2024</u>
Development security	\$ 105,063	\$ 124,113
Open permits	291,352	26,508
Damage deposits	1,235	1,235
Deposits on land sales	250	500
Other	2,180	3,520
	<u>\$ 400,080</u>	<u>\$ 155,876</u>

8. DEFERRED REVENUE

Deferred revenue represents funds received for which the Municipality has not yet met the related eligibility requirements. Government transfer revenues are recognized in the period in which the transfer is authorized and any eligibility criteria have been met, except where the transfer contains stipulations that give rise to an obligation that meets the definition of a liability.

Where funds have been received but the related eligibility requirements or stipulations have not yet been fulfilled, the amounts are recorded as deferred revenue until the applicable requirements are satisfied, at which time the amounts are recognized as revenue. Funding that has been authorized but not yet received by the Municipality is not recorded as deferred revenue.

	<u>2025</u>	<u>2024</u>
Municipal Sustainability Initiative - Capital	\$ 373,156	\$ 851,176
Canada Community Building Fund	-	16,050
Alberta Municipal Water & Wastewater Program	461,050	505,980
Canada Natural Infrastructure Fund	156,585	-
Nanton Physician Recruitment	14,841	17,718
Other	1,908	8,785
	<u>\$ 1,007,540</u>	<u>\$ 1,399,709</u>

TOWN OF NANTON
Notes to Financial Statements
Year Ended December 31, 2025

9. LONG-TERM DEBT

	<u>2025</u>	<u>2024</u>
Alberta Capital Finance Authority debenture repayable in semiannual installments of \$5,502 including interest at 4.252% maturing June 2030.	\$ 44,643	\$ 53,468
Alberta Capital Finance Authority debenture repayable in semiannual installments of \$20,776 including interest at 2.722% maturing June 2044.	<u>600,808</u>	<u>625,501</u>
	<u>\$ 645,451</u>	<u>\$ 678,969</u>

Principal and interest payments are due as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2026	\$ 34,573	\$ 17,984	\$ 52,557
2027	35,664	16,893	52,557
2028	36,791	15,766	52,557
2029	37,955	14,602	52,557
2030	33,656	13,399	47,055
Thereafter	<u>466,812</u>	<u>94,146</u>	<u>560,958</u>
	<u>\$ 645,451</u>	<u>\$ 172,790</u>	<u>\$ 818,241</u>

Long term debt related to capital \$260,091 (2024 - \$277,769). Long term debt related to operational expenditures \$385,360 (2024 - \$401,200)

10. DEBT LIMITS

Section 276(2) of the Municipal Government Act requires that debt and debt limits, as defined by Alberta Regulation 255/2000, be disclosed as follows:

	<u>2025</u>	<u>2024</u>
Total debt limit	\$ 9,935,592	\$ 10,528,490
Total debt	<u>(645,451)</u>	<u>(678,969)</u>
Total debt limit remaining	<u>\$ 9,290,141</u>	<u>\$ 9,849,521</u>
Service on debt limit	\$ 1,655,932	\$ 1,754,748
Service on debt	<u>(52,557)</u>	<u>(52,557)</u>
Total service on debt limit remaining	<u>\$ 1,603,375</u>	<u>\$ 1,702,191</u>

(continues)

TOWN OF NANTON
Notes to Financial Statements
Year Ended December 31, 2025

10. DEBT LIMITS *(continued)*

The debt limit is calculated at 1.5 times revenues of the Town (as defined by Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenues. Incurring debt beyond these limits requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities which could be at financial risk if further debt is acquired. The calculation taken alone does not represent the stability of the Town. Rather, the financial statements must be interpreted as a whole.

11. ASSET RETIREMENT OBLIGATIONS

The Town recognizes asset retirement obligations related to the retirement of certain tangible capital assets including buildings containing asbestos materials and environmental facilities. The obligations were estimated based on the expected costs to remove and dispose of hazardous materials and restore affected sites.

The estimated undiscounted future cash flows associated with these obligations total \$883,411 and are expected to occur between 2029 and 2054. The liabilities were calculated using a discount rate of 4.08%.

	<u>2025</u>	<u>2024</u>
Opening balance	\$ 476,510	\$ 456,224
Accretion expense	43,238	20,286
Revision to estimate	-	-
Closing balance	<u>\$ 519,748</u>	<u>\$ 476,510</u>

12. LAND HELD FOR RESALE

Land held for resale represents property acquired by the Municipality for the purpose of future development and sale. Land held for resale is recorded at cost, which includes acquisition costs and development costs directly attributable to preparing the land for sale. The carrying value of land held for resale is reviewed annually and written down to net realizable value when conditions indicate that the carrying amount exceeds the estimated selling price less costs to sell.

The continuity of land held for resale is as follows:

	<u>2025</u>	<u>2024</u>
Balance, beginning of year	\$ 230,859	\$ 240,401
Add: Acquisitions and development costs	126,281	-
Less: Cost of land sold	(52,178)	(9,542)
Balance, end of year	<u>\$ 304,962</u>	<u>\$ 230,859</u>

Land held for resale is expected to be sold in the normal course of operations and is therefore classified as a non-financial asset.

TOWN OF NANTON
Notes to Financial Statements
Year Ended December 31, 2025

13. ACCUMULATED SURPLUS

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	<u>2025</u>	<u>2024</u>
Unrestricted surplus	\$ 823,600	\$ 705,582
Restricted operating surplus		
General operating	163,349	644,888
Restricted capital surplus		
Road infrastructure	1,271,360	1,283,252
Utility Infrastructure - water	408,353	329,942
Utility Infrastructure - wastewater	351,235	442,644
Municipal land developments	2,173,612	2,037,129
Building and land improvements	570,235	610,015
Arena and multiplex	143,903	415,658
Machine and equipment - general	293,812	398,324
Vehicles - fire	519,080	385,708
Building and land improvements - public realm	214,870	177,997
Developer contribution	1,674	1,674
Community sustainability	21,420	20,000
NHCMC (note 18)	185,060	157,880
	<u>6,154,614</u>	<u>6,260,223</u>
Equity in tangible capital assets (<i>Schedule 7</i>)	<u>38,949,017</u>	<u>37,586,613</u>
	<u>\$ 46,090,580</u>	<u>\$ 45,197,306</u>

14. FRANCHISE AND CONCESSION CONTRACTS

Disclosure of franchise fees under each utility franchise agreement entered into by the Town as required by Alberta Regulation 313/2000 is as follows:

	2025 Budget	2025 (Actual)	2024 (Actual)
Fortis Alberta Inc.	\$ 200,000	\$ 197,700	\$ 202,354
ATCO Gas	152,000	149,682	154,113
	<u>\$ 352,000</u>	<u>\$ 347,382</u>	<u>\$ 356,467</u>

Franchise fees are collected by utility providers on behalf of the Town and are remitted to the Town in accordance with the terms of the respective franchise agreements.

TOWN OF NANTON
Notes to Financial Statements
Year Ended December 31, 2025

15. SALARIES AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for Town officials, the Town Chief Administrative Officer and designated officers are required by Alberta Regulation 313/2000 is as follows:

	Salary (i)	Benefits (ii)	2025	2024
Handley, J (Mayor)	\$ 17,111	\$ 1,835	\$ 18,946	\$ 19,140
Councillors				
Mitchell, D	12,041	983	13,024	12,585
Czop, V	12,041	3,013	15,054	13,679
Dozeman, J	10,157	581	10,738	12,585
Miller, R	12,041	775	12,816	12,279
Sorenson, K	10,157	581	10,738	12,585
Todd, K	-	-	-	10,292
McMasters, J	1,884	917	-	2,801
Shields, E	1,884	880	-	2,764
Strong, S	1,884	1,268	-	3,152
Chief Administrative Officer	136,357	33,568	169,925	160,792
Designated Officers (3 positions)	244,538	63,490	308,028	285,910
	<u>\$ 460,095</u>	<u>\$ 107,891</u>	<u>\$ 567,986</u>	<u>\$ 548,564</u>

- (i) Salary includes regular base pay, bonuses, overtime lump sum payments, gross honoraria and any other direct cash remuneration.
- (ii) Employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short-term disability plans, professional memberships and tuition.
- (iii) Benefits also include the employer's share of the costs of additional taxable benefits including special leave with pay, financial planning services, retirement planning services, concessionary loans, travel allowances, car allowances and club memberships.

TOWN OF NANTON
Notes to Financial Statements
Year Ended December 31, 2025

16. BUDGET FIGURES

	2025 Budget	2025 Actual
Annual surplus (deficit)	\$ 3,879,045	\$ 893,274
Amortization of tangible capital assets	-	1,448,578
Repayment of long-term debt	(42,275)	(33,518)
Acquisition of tangible capital assets	(300,000)	-
Proceeds on issuance of long-term debt	581,900	-
	<u>4,118,670</u>	<u>2,308,334</u>
Transfer to reserves		
Capital	(5,102,142)	(904,761)
Operating	(60,000)	-
NHCMC (note 18)	-	(27,260)
	<u>(5,162,142)</u>	<u>(932,021)</u>
Transfer from reserves		
Capital	807,272	1,037,554
Operating	236,200	481,539
	<u>1,043,472</u>	<u>1,519,093</u>
Results of operations	<u>\$ -</u>	<u>\$ 2,895,406</u>

The budget data presented in these financial statements is based on the operating and capital budgets approved by Town Council on April 21, 2025. The note above reconciles the approved financial plan to the figures reported in these financial statements.

17. FINANCIAL INSTRUMENTS

The Town's financial instruments consist of cash and cash equivalents, investments, accounts receivable, accounts payable and accrued liabilities, and long-term debt. It is management's opinion that the Town is not exposed to significant market or liquidity risk arising from these financial instruments. Unless otherwise noted, the fair values of these financial instruments approximate their carrying values.

The Town is exposed to credit risk with respect to its accounts receivable. Credit risk arises from the possibility that customers, tax and rate-payers may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of customers, tax and rate-payers minimizes the Town's credit risk.

TOWN OF NANTON
Notes to Financial Statements
Year Ended December 31, 2025

18. NANTON HEALTH CENTRE MANAGEMENT COMMITTEE

The Town of Nanton participates in a Joint Venture with the MD of Willow Creek and the MD of Ranchland in operating the Nanton Health Centre Management Committee and the Nanton Medical Clinic. The three stakeholders share responsibilities for 1/3 of the operating revenues, operating costs and net operating revenues of the Clinic. The Town of Nanton provides management and administrative services as its commitment to the operation. The Joint Venture is proportionately consolidated with the Town of Nanton's financial statements at year-end on a line by line basis.

The following table presents condensed financial information for the Nanton Health Centre Management Committee business partnerships:

	<u>2025</u>	<u>2024</u>
<u>Financial position</u>		
Assets		
Cash	\$ 308,843	\$ 237,809
Other assets	241,520	236,309
Trade and other receivables	5,357	-
	<u>555,720</u>	<u>474,118</u>
Liabilities		
Accounts payable	<u>537</u>	<u>479</u>
	<u>\$ 555,183</u>	<u>\$ 473,639</u>
Accumulated surplus		
<u>Results of operation</u>		
Revenues	\$ 103,648	\$ 96,145
Expenses	21,867	31,238
Net Income	<u>\$ 81,781</u>	<u>\$ 64,907</u>

TOWN OF NANTON
Notes to Financial Statements
Year Ended December 31, 2025

19. SEGMENTED INFORMATION

The Town provides a range of services to its citizens. Segmented information has been identified based upon lines of service provided by the Town. Services are provided by departments and their activities are reported by functional area in the body of the financial statements. Certain lines of service that have been separately disclosed in the segments information, along with the services they provide, are as follows:

- a) General government:
The mandate of general government includes all taxation, Council and administrative functional activities.
- b) Protective services:
The mandate of protective services is to provide for the rescue and protection of people and property within the Town through effective and efficient management and coordination of emergency service systems and resources.
- c) Transportation services:
Roads, streets, walks, and lighting services is responsible for the delivery of municipal public works services related to the planning, development and maintenance of roadway systems, streets, walks, lighting and drainage.
- d) Environmental services:
Environmental services is responsible for water supply and distribution services within the Town, as well as wastewater treatment and disposal activities, and waste management and recycling functions.
- e) Planning and development:
Planning and development is responsible for the administration of residential, commercial, industrial and agricultural development services within the Town.
- f) Recreation and culture:
The parks and recreation department is responsible for operation and maintenance of parks, sports fields, recreation, community and cultural facilities within the Town.
- g) Community services:
Community services provides funding for programs that support individuals, families, and communities. Programs and services are delivered through Family and Community Support Services. Other public health services are also included in community services.

For additional information see the Schedules of Segmented Disclosure (*Schedule 4 & Schedule 5*).

TOWN OF NANTON
Notes to Financial Statements
Year Ended December 31, 2025

20. CONTINGENCIES AND COMMITMENTS

- i. The Town of Nanton has a five year agreement with Benchmark Assessment Consultants which is set to expire on June 30, 2030 for assessment services. The agreement contains the following agreed upon amounts:
 - 2026: \$29/parcel plus GST
 - 2027: \$30/parcel plus GST
 - 2028: \$31/parcel plus GST
 - 2029: \$32/parcel plus GST
 - 2030: \$33/parcel plus GST
 - ii. The Town of Nanton has a 1 year contract with T&T disposal services for waste and recycling collection services set to expire August 2026. Monthly charges under the contract are \$2,687 for residential waste collection and \$2,742 for residential recycling collection, plus a monthly variable fee of \$2.99 and \$3.05 per household for waste collection and recycling collection.
 - iii. The Town is a member of the Alberta Municipal Insurance Exchange (MUNIX). Under the terms of the membership, the Town could become liable for its proportionate share of any claim losses in excess of the funds held by exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.
-

21. LOCAL AUTHORITIES PENSION PLAN

In 2025, fourteen employees of the Town participated in the Local Authorities Pension Plan ("LAPP"), which is one of the plans covered by the Alberta Public Sector Pension Plans Act.

Contributions for current and past service are recorded as expenses in the year in which they become due.

The Town is required to make current service contributions to the LAPP of 8.45% (2024 - 8.45%) of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 11.65% (2024 - 11.65%) on pensionable earnings above this amount. Employees of the Town are required to make current service contributions of 7.45% (2024 - 7.45%) of pensionable salary up to the year's maximum pensionable salary and 10.65% (2024 - 10.65%) on pensionable salary above this amount.

Total current and past service contributions by the Town to the LAPP in 2025 totalled \$91,800 (2024 - \$61,039). Total current and past service contributions by the employees of the Town to the LAPP in 2025 totalled \$81,649 (2024 - \$54,330).

As at December 31, 2024, the LAPP disclosed an actuarial surplus of \$19.557 billion (2023 - \$15.057 billion). This amount was not specifically allocated to the participating government organizations. The actuarial surplus or deficit is determined by an actuarial funding valuation performed, at a minimum, every three years.

TOWN OF NANTON
Notes to Financial Statements
Year Ended December 31, 2025

22. REGISTERED PENSION PLAN

The Town of Nanton has 16 active members and 3 inactive members participating in a private pension plan administered through Manulife.

The Town of Nanton is required to make current service contributions to the plan of 8.5% (2024 - 8.5%) of pensionable salary. Employees of the Town are required to make current service contributions to the plan of 3.0% (2024 - 3.0%) of pensionable salary. Employees of the Town of Nanton may make voluntary contributions over the required 3.0% if desired.

Employees contributed \$23,322 to the plan for the year (2024 - 29,968). The Town contributed \$42,129 to the plan for the year (2024 - \$62,528) for current service and this expense has been recognized on the statement of operations.

23. COMPARATIVE INFORMATION

The financial statements have been reclassified, where applicable, to conform to the presentation used in the current year. The changes do not affect prior year earnings.

24. APPROVAL OF CONSOLIDATED FINANCIAL STATEMENTS

These financial statements were approved by Town Council and management on March 30, 2026.



STATUS REPORT

Meeting: April 6, 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 CS = Corporate Services OP = Operations Manager
DO = Development Officer LS = Legislative Services 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 16, 2026				
86-26/03/16	Moved to proceed with the NRED project and remove the additional portion from the budget and remain with the approved project scope at 50% funded within the 2027 budget.	<i>Moving to departments below</i>	Hold to 2027	CAO

COUNCIL

Description	Notes	Status	FWD
Council Recommendations			
12-25/01/20	THRC Conceptual Plan	Permit issuance 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	<i>Information being drafted for Council review.</i>	UR LS/CAO
45-26/02/09	Nanton Heritage Building Project Bylaw & Policy	<i>Drafted for Council review and consideration.</i>	UR DO/LS
46-26/02/09	Strategic Planning consulting services	<i>Transitional Solutions</i>	C CAO/LS
75-26/03/02	Support Grant – Nanton Ag Society	<i>Approved, notification sent.</i>	C CS

DEPARTMENTS

Res #	Description	Notes	ST	fw
30-25/02/03	RFD Firefighter recruitment options		IP	CS/FD
187-25/10/05	Update and resubmit previous application to the Alberta Community Partnership program with the Municipal District of Willow Creek for the Spring Line raw water source, license and infrastructure.	Initial meeting held. Notification and project commencing.	Project awarded. Awaiting agreement and commencement.	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.	DP issued, BP application submitted.	RCMP letter of intent – Capital budget amendment approved.	CAO/CS
86 – 26/03/16	Moved to proceed with the NRED project and remove the additional portion from the budget and remain with the approved project scope at 50% funded within the 2027 budget.	Project deferred until 2027. Infrastructure portion removed.	Notified NRED. RFP drafted for fall issuance.	CAO/DO

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..</i>		





CAPITAL PLAN STATUS

Meeting: April 6, 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 closed, proponents selected.</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 awarded to NLSS in line with budget. The project has now been completed, minor clean-up still required.</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. .</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 closed.</i>			

Buildings			Lead: Various
THRC - arena	Outdoor storage shed Ordered/Delivery April 11	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.
 PW Cold Shed – In the process of obtaining the building permit.

Vehicles & Equipment **Lead: Various**

Equipment replacement under \$75 K	Skid steer PURCHASED	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 – New skid steer purchased and received.
 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.

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

Public Realm & Development

Gateway signage - \$30,000 figure placed in the capital budget.

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





MINUTES

Monday, March 16, 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, Roger Miller, Dave Mitchell, Erin Shields and Shauna Strong

ABSENT: Councillor Roger Miller

OTHERS PRESENT:

Tara Vandervalk	Chief Administrative Officer
Clayton Gillespie	Corporate Services Manager
Sara-Lynn Lyons	Legislative Services & Communications
Sean Miles	Alberta SouthWest Economic Development
Jackie Seely	Shock Trauma Air Rescue Service Foundation

1. CALL TO ORDER & ADOPTION OF THE AGENDA:

The Regular Meeting was called to order by Mayor Handley at 7:01 p.m.

RESOLUTION # 81 – 26/03/16 - Strong

The Regular Council agenda for March 16, 2026 was accepted with the following changes:
Addition of item 7.2 Municipal Infrastructure ATIA Section 29 Advice from Officials
CARRIED

2. PRESENTATIONS:

2.1 Alberta SouthWest Economic Development – E

Council thanked Sean for his presentation on economic development and for sharing his information with Council.

Sean Miles left the meeting at 7:21 p.m.

2.2 STARS (Shock Trauma Air Rescue Service Foundation) – E

Council thanked Jackie for her presentation on STARS and the annual STARS Lottery, and for providing information to Council.

Jackie Seely left the meeting at 7:42 p.m.

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 - E

3.3 DEPARTMENT:

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

3.4 COUNCIL:

- 3.4.1 MAYOR JENNIFER HANDLEY
- 3.4.2 COUNCILLOR VICTOR CZOP
- 3.4.3 COUNCILLOR JENNIE MCMASTERS
- 3.4.4 COUNCILLOR ROGER MILLER
- 3.4.5 COUNCILLOR DAVE MITCHELL
- 3.4.6 COUNCILLOR ERIN SHIELDS
- 3.4.7 COUNCILLOR SHAUNA STRONG

RESOLUTION # 82 – 26/03/16 - Shields

Moved that all written reports, as recorded on the agenda for March 16, 2026, be received for information and filing. CARRIED

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

4.1.1 March 2, 2026, Regular Council Meeting Minutes – E

RESOLUTION # 83 – 26/03/16 - McMasters

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 March 2, 2026, were accepted as distributed. CARRIED

4.2 BUSINESS ARISING FROM THE MINUTES:

4.2.1 Information Brief Operating Budget 2026

4.2.2 Request for Decision Support Grant Request – E

RESOLUTION # 84 – 26/03/16 - Czop

Moved to approve the Nanton Agricultural Society 2026 Annual Community Support Grant in the amount of \$5,00 for their August 21 – 22, 2026 Pro-Rodeo. CARRIED

5. NEW & UNFINISHED BUSINESS:

5.1 Request for Decision Councillor Absence

RESOLUTION # 85 – 26/03/16 - Shields

Moved that Council grant Councillor Roger Miller a leave of absence for a period of ninety (90) days, effective from the date of this meeting. CARRIED

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

RESOLUTION # 86 – 26/03/16 - Mitchell

Moved to proceed with the project and remove the additional portion from the budget and remain with the approved project scope at 50% funded within the 2027 budget.

5.3 Request for Decision Surveillance Policy – E

RESOLUTION # 87 – 26/03/16 - Strong

Moved to approve the updated Surveillance Policy as presented and attached to these minutes as Schedule 'A'.

6. CORRESPONDENCE:

6.1 FOR ACTION: None

6.2 FOR INFORMATION:

6.2.1 Correspondence to Council regarding RCMP Staffing - E

6.2.2 Correspondence to Council regarding Tom Hornecker Recreation Centre – E

6.2.3 Municipal Affairs Alberta Community Partnership Grant

7. CLOSED CONFIDENTIAL SESSION:

RESOLUTION # 88 – 26/03/16 - Czop

IT WAS MOVED at 8.:47 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 Intermunicipal Collaboration Framework ATIA Section 26 Disclosure Harmful to Intergovernmental Relations

7.2 Municipal Infrastructure ATIA Section 29 Advice from Officials
CARRIED

RESOLUTION # 89 – 26/03/16 - McMasters

IT WAS MOVED to reconvene the Regular Meeting at 9:26 p.m. CARRIED

RESOLUTION # 90 – 26/03/16 - Czop

Moved to accept the Intermunicipal Collaborative Recreation Agreement for a further five-year term, as presented at the March 11, 2026 Intermunicipal Collaboration Framework Committee Meeting.

8. ADJOURNMENT:

RESOLUTION # 91 – 26/03/16 - Shields

IT WAS MOVED to adjourn the Regular Meeting of Council at 9:26 p.m.

TOWN OF NANTON

CHIEF ELECTED OFFICIAL

CHIEF ADMINISTRATIVE OFFICER

TV:sl

These minutes accepted and signed this 6th day of April, 2026.





REQUEST FOR DECISION

Meeting: April 6, 2026
Agenda Item: 4.2.1

Gateway Signage

Purpose:

To provide updated information to council based on feedback from the February 23 committee of the whole meeting on the Gateway Signage project.

Background:

At the February 23, 2026 Committee of the Whole meeting council was presented with an information brief (attached) outlining the Gateway signage project and the submissions that had been received. Council reviewed the proposals and through discussion there were two proposals favored but council asked that administration go back to the proponents for further information/ revised proposals.

Country Boyz –

Country Boyz advised the original proposal could be scaled back in size – administration asked that the proposal be scaled back by 25% (more or less can also be considered). This would reduce the sign from 15'8" wide down to 13' and height wise it would go at the tallest point from 16'2" down to 14'3". The updated proposal is very similar in price – it was noted that pricing hasn't changed much as it is only slightly less in material, majority of the other costs wouldn't change.



The original proposal cost was - \$112,900

The updated proposal cost is \$103,900

The full detailed/updated proposal can be shared.

Little Monkey Metal Works –

The Town has worked with Little Monkey Metal Works previously – the Westview pond memorial sign and the mural in council chambers. Council asked if they could provide an alternative design instead of what had been proposed. Little Monkey Metals Works came back with two options for consideration:

Concept 3: Western Heritage

Size: 16ft Wide x 10ft tall. 'NANTON' Letters 30" tall.



Concept 4: Nanton Skyline

Size: 20ft Wide x 12ft tall. 'NANTON' Letters 36" tall.



The original proposal cost was between \$99,990 and \$121,423 depending on which option and depending on if an LED panel was desired.

The new proposal pricing range is between \$105,820 and \$140,150 depending on which option and depending on if an LED panel is desired.

In both cases, the signs are made from metal and steel designed to last 20+ years.

Summary

Within the 2026 Capital budget, administration estimated \$30,000 for this project with funding coming from the Public Realm reserve. This number was based on the 2016 gateway sign project and knowing that this would be a static sign with no LED and no electrical needed. The pricing received is a lot higher than expected from the majority of proponents but there are a couple of options that are close to budget.

The public realm reserve balance currently sits at \$214,870. There will be a need to utilize this reserve for the visitor information centre rain garden project (at a minimum - \$41,068) project in 2026 which lowers the reserve balance but there will be an addition of \$40,000 per the reserve policy. With that being said there is/will be \$213,802 available.

Longevity is for a sure something that is important and a gateway sign is one of the first things that people coming into our community see. From an administrative perspective, utilizing approximately half of the public realm reserve for this project though would be unwise and not something we would recommend. Deferring the project is always an option but probably won't yield lower prices in the future. In terms of other options, the proposal from ATS is probably the most budget friendly while still providing a low maintenance and durable option, albeit a basic design.

CAO Comments:

Given that the existing digital signs are no longer operational and the cost of replacement exceeds the allocated budget for a new installation, it may be prudent to disconnect the current units until suitable replacements can be secured. Should Council choose to cancel or defer the project, there is a risk of increased costs in the future. Furthermore, each proponent has invested time and resources in preparing their submissions, and cancelling the project with the intention of reissuing the Request for Proposal (RFP) at a later date may raise concerns among vendors regarding the project's viability. Accordingly, it may be advisable to proceed with identifying a signage solution that aligns as closely as possible with the current budget.

ALTERNATIVES:

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

Communications/PR: none

Attachments: Feb 23, 2026 Information Brief

Applicable Legislation: n/a

Prepared By: Clayton Gillespie, Corporate Services Manager

Date: March 31, 2026

APPROVED BY: Tara Vandervalk, Chief Administrative Officer

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



INFORMATION BRIEF

Meeting: March 2nd 2026
 Agenda Item: 5.x

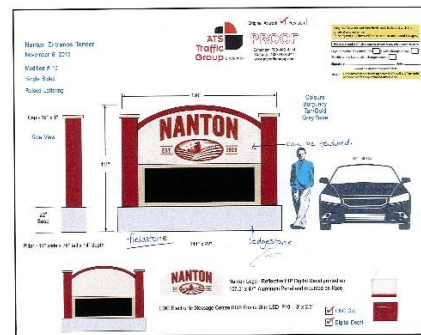
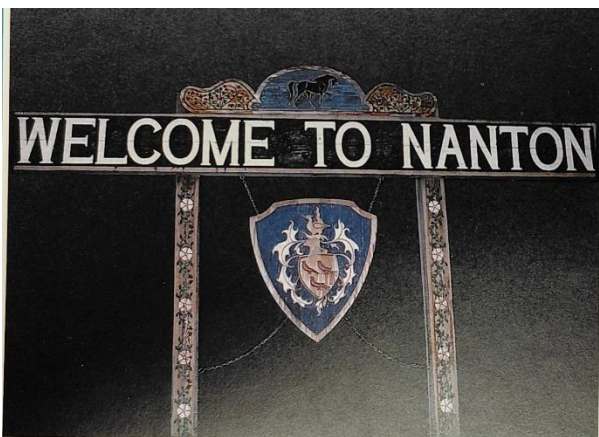
Information Brief: Gateway Signs RFP

Purpose:

Administration is providing basic summary information on the responses received by deadline on February 13th so that Council can determine next steps in this purchase.

Background:

Past efforts have been fairly ambitious.



Prior to rebranding circa 2014, Nanton’s gateway signs looked like the above left image. Both shields were salvaged. The ‘Kingdom of Rohan’ look was likely quite striking and popular for a time, but the wood would have been susceptible to the elements. From 2016, the new digital hybrid signs were in place, but both technological change and the branding colour compliance have arguably dated them faster than anticipated. Wear and tear has been starting to show, albeit mildly, on the signage itself.

The range of concepts provided are appended to this report. If Council wishes to view any in detail, copies of full proposals can be shared. A summary of cost and approach is provided here, those shaded suggested for closer study:

Proponent	Lowest Option	Highest Option	Unit Cost Range (for 2)	Basic Dimensions	Approach
Landale	\$97,222	125,000	\$49-63k	14'x 10.5'	Attractive standard designs, high cost
Country Boyz	\$112,900	\$112,900	\$56,450	16'2"x15'8"	Metal elevator, v. large
ATS	\$48,500	\$48,500	\$24,250	11'6"x 7'10"	Standard approach, lower cost, smaller

PM Signs	\$74,066	\$104,306	\$37-52k	10'x15' or 11'5"x15'	Standard approaches, intermediate-high cost range
Burke Signs	\$128,514	\$128,514	\$64,257	10'x18'	Attractive standard designs, high cost
Western Construction	\$32,772	\$32,772	\$16,386	12'x10'	Wooden construction, country style, lower cost
Blanchett	\$137,658	\$137,658	\$68,829	17'10"x10'	High quality, high visibility design, high cost
Ranch Rocks	\$68,896	\$68,896	\$34,448	12'x10'	Carved rocks, distinctive, intermediate cost
Fast Signs	\$15,570	\$15,570	\$7,785	EXISTING (12'x10' fascia)	ALTERNATE restore and renew, lower cost
IMAGE	\$150,000	\$150,000	\$75,000	23'x11'6" or 21'x10'6"	High visibility design, v.large, high cost
Behrends	\$126,000	\$126,000	\$63,000	17'8"x9'9"	Standard designs, high cost
Landmark	\$119,748	\$135,711	\$60-68k	Various	Standard designs, high cost
Little Monkey	\$99,990	\$107,470	\$50-54k	16'x9' or 14'x15'	Metal, various colours, distinctive, high cost

Other considerations:

- The majority of proponents arguably went for the most ambitious solution they could think of (or it at least feels like that). However, those submitted by Country Boyz, Ranch Rocks, Little Monkey Metalworks and Blanchette are arguably in the 'you get what you pay for' category and should be looked at closely.
- Some of the more expensive options are not floodlit, but have lighting inside the units for lettering, etc. To me, this partly explains some of the really expensive costs in some proposals.
- The most budget-friendly new concepts or approaches put forward are those by ATS Signs and Westwood Construction.
- If there is a particular proposal that Council likes, but is deemed both too big and too expensive, Administration can go back to the proponent and ask for revised costing on smaller dimensions.
- The Fast Signs proposal provides an option for the refurbishment of the existing installation, without LED. It is perhaps a more affordable, attractive option, but would need discussion with the proponent for an aesthetic vision as one was not provided.
- Despite receiving an impressive number of proposals, we received very little in terms of budget friendly proposals for new installations (i.e. a simple frame designed for the easy replacement of damaged or worn aluminum, dibond or vinyl signage of standard size and shape that can just be ordered up for a refresh). Administration could be directed to 'try again' with more specific guidance along these lines. It is unlikely that a good number of firms would have submitted at all had we been that specific, however. A solution like the one I mention is very similar to what was recently implemented by Diamond Valley, who needed gateway signs in several locations.

Prepared By:

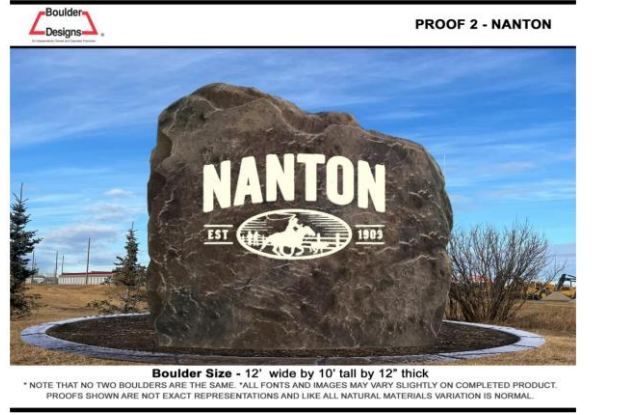
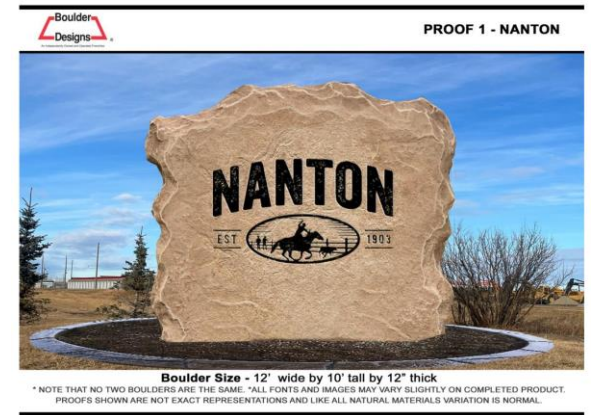
Neil Smith
Chief Administrative Officer

CAO Comments:

There are some great options for Council here, although I'm very disappointed about the level of cost inflation that this sector has clearly experienced in recent years. I do wish to encourage caution around dominantly wooden solutions as there are wear and tear and replacement issues that will undoubtedly arise over time – eyes should be open to that. The greater the intricacy and finish, the more maintenance there is to keep it looking good over time - and you suddenly then find yourself under pressure for another 'refresh'. However, any proposals that do not heavily utilize steel or stone also have permanence challenges. I encourage Council to look at solutions that are both aesthetically pleasing and easily maintained by in-house staff after installation and for there to be some discussions with Operations and/or Recreation about that before taking a final decision. If there are particular concepts you like that are not quite what you'd like (e.g. colours dimensions, the shape of a boulder), the opportunity to work with a firm to finalize is part of essentially every proposal.

Date Signed: _____

Ranch Rocks – 2 Options



Little Monkey Metal Works – 2 Options



Country Boyz Signs



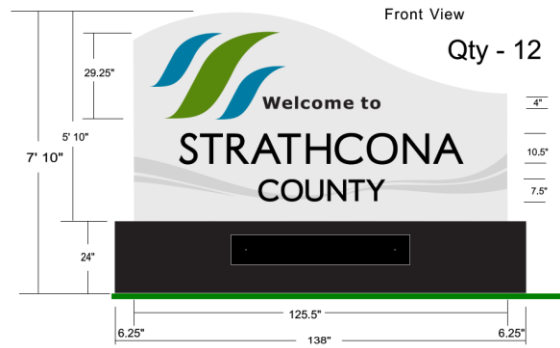
Westwood Construction



Blanchette – variants supplied



ATS Signs Template – 2 costed variants



Behrends Bronze



IMAGE – several variants supplied, similar colours



Burke – variants supplied



PM Signs



Design option A1

Landmark – 4 costed, significantly different options



LANDALE – variants supplied

PM Signs – variants supplied



Design option A2



REQUEST FOR DECISION

Meeting: April 6, 2026
Agenda Item:4.2.2

Additional Support Grant Requests

Purpose:

To consider additional support grant requests from the Canadian Grain Elevator Discovery Centre, STARS Air Ambulance and the Oldman Watershed Council.

Background:

Earlier this year council discussed and approved support grants to six organizations totalling \$19,200 with funding coming from the Community Sustainability reserve. A recent late addition, and a couple applications that were missed has necessitated a further request of council.

Canadian Grain Elevator Discovery Centre

On November 10, 2025 the Canadian Grain Elevator Discovery Centre submitted the attached support grant application for consideration. This was unfortunately missed by administration and not included with the other support grant requests that were discussed earlier this year. This was brought to our attention on March 19 and so we are now bringing to council for consideration.

As outlined in the grant application, the Grain Elevator Discovery Centre is seeking financial support for operations, restoration/re-purposing, and general programming. The request is quite large and would be beyond what is a typical support grant for council to approve. Council has in the past supported the Grain Elevator with the following grants:

2020 - \$500 Promotional grant

2021 - \$3,750 Support grant

2021 - \$500 Promotional grant

2022 - \$2,000 Support grant

2023 - \$500 & \$250 Promotional grants

2024 - \$24,000 from reserves for a permanent fence around the grain elevator site.

2025 - \$500 promotional grant

Utilizing the community sustainability reserve is an option if council wanted to support this request but not to the full amount. Any amount used of course would mean less funds available in the future. Municipal

tax dollars could also be used but would mean an increase in the budget over and above what has been discussed.

Oldman Watershed Council

On December 1, 2025 the Oldman Watershed Council came as a delegation and provided council with a presentation outlining who they are and what they do. At the time there was also a request (attached) for a forty-nine cent per resident donation (approximately \$1200) to support their ongoing efforts.

Nanton is within the Oldman watershed and there are many other municipalities that support this cause. The Town of Nanton has in the past contributed but have not for the past couple of years. This type of request does kind of fall within the support grant parameters but could also be considered as an annual membership fee. If council were inclined to support the Oldman Watershed Council, it could be funded by the Community Sustainability reserve or it could come from the operating budget.

STARS Air Ambulance

At the March 16, 2026 regular meeting of council, a delegation from STARS Air Ambulance presented to council with an ask for consideration of a per capita contribution. If approved, the funds would contribute to the support of the STARS emergency link center, education and training of the air medical crew and the highly specialized equipment required to operate. In late 2022, STARS presented to council with a similar ask and at the time a recommendation was made by the Finance committee to approve a per capita contribution, but council did not approve.

A per capita fee is not uncommon and other municipalities in Alberta do contribute to STARS this way. This is not a huge contribution (Between \$2,181 and \$4,362 based on the Town's current population) and STARS does provide their services to the Town of Nanton. Although this request came in after the typical support grant period, it does kind of fall under the support grant parameters. If council were to approve this additional support grant request, money from the reserve could be used, but it would mean there is less in the reserve for future year support grant requests.

The alternative would be an add to the operational budget meaning a slight increase in the amount of municipal tax required. Council could also decline the request for 2026 and approve in future years as a further option.

ALTERNATIVES:

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

Financial (GL# / Amount) : _____

Communications/PR: none

Attachments: CGEDC Support grant application, Oldman Watershed Council Request and STARS Air Ambulance Request

Applicable Legislation: n/a

Prepared By: Clayton Gillespie, Corporate Services Manager

Date: March 31, 2026

APPROVED BY: Tara Vandervalk, Chief Administrative Officer:

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

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.





**Town of Nanton
Support Grant Funding Request Form**

SUBMISSION DATE:

11	10	2025
MM	DD	YYYY

Thank you for considering the Town of Nanton as a partner for your project or event. In addition to your written request, the following information must be provided in order for the request to be considered.

Please allow sufficient time between the submission date and the project start date for your application to be reviewed.

1. PROJECT NAME: Nanton Grain Elevators Support Funding

Contact Name: Leo Wieser
 Organization: Canadian Grain Elevator Discovery Centre
 Address: 2119 19 Ave, Nanton, AB T0L 1R0
 Town: _____
 Postal Code: _____
 Phone #/Email: [REDACTED] cgedcnanton@gmail.com

2. PROJECT START DATE: Jan 1, 2026 **PROJECT END DATE:** December 24, 2026

3. DESCRIPTION:

a) DESCRIPTION OF PROJECT – PURPOSE, TOTAL COST, INTENDED AUDIENCE:

Support funding for Operations, restoration/re-purposing, programming at the Canadian Grain Elevator Discovery Centre. The requested amount is \$20 000.00 and may be used as follows. (amounts may vary between these prescribed levels dependent on other funding income and pairing)

- \$ 8 000.00 Staff retention program operations support
- \$10 000.00 Emergency maintenance measures
- \$ 2 000.00 repurpose study and reports

This year so far we are in excess of 1300 recorded visits. This is up 62% from last year. It is our goal to double that by 2027. Our audience is over 80% outside the Nanton area. This makes us a tourism destination and we have visitors from around the world. We not only have music, film, and live event programs which cater to locals, but a site which attracts visitors from around the world. All come for the uniqueness of the historic site but are enthralled by the variety of arts programming.

b) OTHER PARTNERS – WHAT OTHER FUNDING CHANNELS ARE YOU PURSUING (IF NOT, WHY):

(Attach additional pages if required)

We are constantly seeking matching funds to keep our projects moving. We are recipients from the Calgary Foundation, Lethbridge Community Foundation, Facilities Enhancement Grants, Alberta Foundation for the Arts and Alberta Historic Resources grant. We partner with Chinook Singers and Players as well as the Calgary Animated Objects Society. Recent business sponsors have been Nanton Water, Chinook Country Co-op, and Lively Realty.

c) BENEFIT OR IMPACT TO THE COMMUNITY:

The community benefit is manifold. The historic site has deep roots in community as a agrifood industrial site, but also as an icon of the Canadian West. There are less than 80 of these elevators left in Alberta and we are three of twelve which have been preserved and provincially designated. We are a large tourism draw, we are a local repository of history associated with the grain industry, and we promote Canadian Culture.

e) PROVIDE MOST CURRENT FINANCIAL STATEMENTS AND CURRENT YEAR'S BUDGET:

Attached.

(Please attach documentation to this request)

f) PLEASE DESCRIBE HOW THIS GRANT WILL BE ACKNOWLEDGED IN THE COMMUNITY BY THE GROUP

All major sponsors and donors are recognized on our exterior sponsorship board (to be in place by spring 2026) The Town of Nanton Logo is already on the board. We also recognize partners through social media posts, and occasional print material. In the case of the movies, Nanton has been recognized with its logo on the pre-show slides.

4. OBJECTIVES & PERFORMANCE MEASURES (PROVIDE MINIMUM OF 3)

Goal	Objective / Target	Method to measure goals/objectives
Additional attendance in 2026	2000 visitors	Increased open hours, tours, programs
Additional gate income	20% rise in tour donations	Donation calculations
2 emergency maintenance works	Floor in Orange, Dust collector	Completion of remedial work

By submitting this application to the Town of Nanton we the undersigned,

- a) Understand that the request may not be eligible for financial support from the Town of Nanton, based on Council's Strategic Goals.
- b) Acknowledge that the Town of Nanton reserves the right to amend or rescind its approved investment if the project is not completed, the evaluation report is not submitted or lacks sufficient detail or the program was materially different than represented in this application.
- c) Agree to notify the Town of Nanton in writing for further approval if there are changes to the application.

Project Manager: Leo Wieser

Signature: 

Please send completed forms to finance@nanton.ca, mail or drop off at the Town Office Box 609, 1907 21 Avenue, Nanton T0L 1R0. Attention: Clayton Gillespie

The personal information requested here is being collected under the authority of Alberta's Freedom of Information and Protection of Privacy (FOIP) Act, Section 33 (c), for the purpose the promotional funding project and is protected under the Act. Notwithstanding, comments or remarks offered in this form may be made public, without disclosure of personal information. If you have any questions about the collection, use or disclosure of the personal information provided, please contact the FOIP Co-ordinator at the Town of Nanton Administrative Office, 1907 – 21 Avenue, Box 609, Nanton, Alberta, T0L 1R0 (403) 646-2029.

CANADIAN GRAIN ELEVATOR DISCOVERY CENTRE

Financial Information

Year Ended April 30, 2025

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COMPILATION ENGAGEMENT REPORT	1
FINANCIAL INFORMATION	
Statement of Financial Position	2
Statement of Revenues and Expenditures	3
Statement of Changes in Net Assets	4
Notes to Financial Information	5

COMPILATION ENGAGEMENT REPORT

To the Board of Directors of Canadian Grain Elevator Discovery Centre

On the basis of information provided by management, we have compiled the statement of financial position of Canadian Grain Elevator Discovery Centre as at April 30, 2025, and the statements of revenues and expenditures and changes in net assets for the year then ended, and Note 1, which describes the basis of accounting applied in the preparation of the compiled financial information ("financial information").

Management is responsible for the accompanying financial information, including the accuracy and completeness of the underlying information used to compile it and the selection of the basis of accounting.

We performed this engagement in accordance with Canadian Standard on Related Services (CSRS) 4200, *Compilation Engagements*, which requires us to comply with relevant ethical requirements. Our responsibility is to assist management in the preparation of the financial information.

We have not performed an audit engagement or a review engagement, nor were we required to perform procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an audit opinion or a review conclusion, or provide any form of assurance on the financial information.

Readers are cautioned that the financial information may not be appropriate for their purposes.

Acuity L.L.P.

Nanton, Alberta
October 30, 2025

CHARTERED PROFESSIONAL ACCOUNTANTS

CANADIAN GRAIN ELEVATOR DISCOVERY CENTRE

Statement of Financial Position

April 30, 2025

	2025	2024
ASSETS		
CURRENT		
Cash	\$ 65,470	\$ 101,110
Restricted casino cash funds	20,344	19,482
Term deposits	22,626	36,219
	108,440	156,811
PROPERTY (Note 2)	105,347	105,347
	\$ 213,787	\$ 262,158
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable	\$ 500	\$ 499
NET ASSETS		
General fund	107,940	156,312
Capital fund	105,347	105,347
	213,287	261,659
	\$ 213,787	\$ 262,158

ON BEHALF OF THE BOARD

Director

_____ *Director*

The accompanying notes are an integral part of these financial information.

CANADIAN GRAIN ELEVATOR DISCOVERY CENTRE

Statement of Revenues and Expenditures

Year Ended April 30, 2025

	2025	2024
REVENUES		
Grant income	\$ 46,648	\$ 88,903
Donations	41,287	43,764
Sponsorship income	38,407	-
Sales income	5,825	1,790
Raffle proceeds	3,503	4,950
Event income	2,250	13,082
Booster tower income	2,000	-
Interest income	1,447	1,190
Membership income	1,110	880
	142,477	154,559
EXPENSES		
Repairs and maintenance	110,350	56,519
Supplies	24,601	632
Salaries and wages	14,995	9,422
Professional fees	10,308	760
Utilities	9,440	6,481
Equipment rentals	7,422	-
Advertising and promotion	4,011	4,165
Insurance	3,766	3,476
Office	3,143	210
Event expenses	2,312	7,633
Interest and bank charges	277	234
Memberships	224	100
Raffle expenses and prizes	-	984
	190,849	90,616
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES FOR THE YEAR	\$ (48,372)	\$ 63,943

The accompanying notes are an integral part of these financial information.

CANADIAN GRAIN ELEVATOR DISCOVERY CENTRE

Statement of Changes in Net Assets

Year Ended April 30, 2025

	General Fund	Capital Fund	2025	2024
NET ASSETS - BEGINNING OF YEAR	\$ 156,312	\$ 105,347	\$ 261,659	\$ 197,716
DEFICIENCY OF REVENUES OVER EXPENSES	(48,372)	-	(48,372)	63,943
NET ASSETS - END OF YEAR	\$ 107,940	\$ 105,347	\$ 213,287	\$ 261,659

The accompanying notes are an integral part of these financial information.

CANADIAN GRAIN ELEVATOR DISCOVERY CENTRE

Notes to Financial Information

Year Ended April 30, 2025

1. BASIS OF ACCOUNTING

The basis of accounting applied in the preparation of the statement of financial position of Canadian Grain Elevator Discovery Centre as at April 30, 2025, and the statements of revenues and expenditures and changes in net assets for the year then ended is the historical cost basis and reflects cash transactions with the addition of:

- Investments recorded at cost;
- Property is recorded at historical cost and amortized on a declining balance method;
- Accounts payable and accrued liabilities;
- Revenues are recognized when products are invoiced;
- Purchases are recognized when services are received;
- Purchases are recorded when invoices are received.

2. PROPERTY

	Cost	Accumulated amortization	2025 Net book value	2024 Net book value
Buildings	\$ 105,347	\$ -	\$ 105,347	\$ 105,347

3. RESTRICTED FUNDS

Restricted funds represent moneys received that have restrictions placed upon their use and are not for general operation. The restricted cash at year end consists of casino revenues received that are intended to be used based upon the use of proceeds agreed to by Alberta Gaming and Liquor Commission. Grant and town donation funds are also restricted as they are used for land restoration.

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

Dear Mayor Handley and Council,

November 12, 2025

Thank you for your continued support of the Oldman Watershed Council. Our mission of improving the health and sustainability of our watershed is possible thanks to your contributions, which directly fuel economic prosperity, environmental resilience, and water security in our region. Looking ahead, we are asking for your ongoing partnership in taking on critical challenges and seizing the opportunities before us.

With 3 dedicated municipal seats on our 19-member Board (Towns and Villages, Municipal Districts and Counties, and City of Lethbridge), your voice is an important part of the work we do. Together, we ensure all perspectives within the watershed are considered. Your municipality is critical to these efforts of fostering a collaborative approach to watershed management.

With your support, we have achieved significant milestones over the past year:

- **Restoration:** Over 4km of shoreline along 16 waterways was restored, with 5,000 willows and 21 erosion control structures in partnership with 10 agricultural producers, improving water storage and quality. In partnership with the Town of Claresholm we built 3 pollinator gardens. \$220,476 was invested in beneficial management practices with farmers and ranchers.
- **Agricultural literacy:** We hosted 5 agriculture industry consultation sessions with 60 producers and surveyed 650 urban consumers to inform the development of a 4-year, \$1 million agricultural literacy project to build trust between consumers and producers in Canada's Premier Food Corridor.
- **Monitoring:** An unprecedented 19 sites were sampled using a nationally recognized biomonitoring protocol, which expands our picture of stream health in our headwaters, the Eastern Slopes.
- **Economic Impact:** Our efforts from 2009 to 2022 contributed \$8.3 million to the region's GDP and created 167 job years of work.
- **Community Engagement:** We engaged 4,934 residents, including 1,376 youth, through 57 events and innovative programs such as virtual reality experiences. Over 90% reported that they gained knowledge.
- **Partnerships:** Our network grew to 217 partners across southern Alberta, who contributed \$503,000 in in-kind support, significantly amplifying our collective impact.

To continue this critical work, we are requesting your municipality's continued support for the fiscal year of April 2025 to March 2026. A contribution of 49¢ per resident—totaling \$1,199 for 2,446 residents—will directly support our ongoing efforts to improve water security, restore habitat, educate the next generation of watershed stewards, and strengthen our neutral and trusted voice in watershed management.

We invite you to review our 2024–25 annual report, which showcases the direct impact of your contributions through stories, images, and highlights, at oldmanwatershed.ca/annualreports. If you would like to arrange a presentation or discuss further collaboration opportunities, please reach out to our Executive Director, Shannon Frank, at shannon@oldmanwatershed.ca or 403-317-1328.

Your support truly makes a difference to our efforts. Together, we can continue to protect and enhance the Oldman watershed, working towards a thriving and sustainable future for all.

Warm regards,

Doug Kaupp, OWC Chair



REQUEST FOR DECISION

Meeting: April 6, 2026
Agenda Item: 4.2.3

2026 Operating Budget and 3 Year Financial Plan

ADMINISTRATIVE RECOMMENDATION:

Approve the 2026 Operating Budget along with the 3 year financial plan.

DECISION OPTIONS:

- #1 – Approve the budget and 3-year plan as presented.
- #2 – Approve with changes as directed by council.
- #3 – Refer back to Administration for further consideration.

PURPOSE:

For council to consider approval of the 2026 Operating budget and 3 year financial plan.

BACKGROUND / IMPLICATIONS:

A first draft of the 2026 operational budget was presented at the February 23, 206 committee of the whole meeting. The proposed increase was 6.54% - the general feeling was this was too high and asked administration to go back and review the budget for savings.

On March 16, administration presented a second draft of the budget with some slight changes to the operational side of things and a reduction in the amount going to reserves. With these changes the increase would be down to 3.54%. Reserves were further discussed and the general consensus was that a further slight reduction in the amount going to reserves would be justified as school requisition taxes and the police taxes in 2026 were going to be a big factor.

The attached budget for council consideration has incorporated this reserve change and the total municipal tax to be collected now sits at \$3,246,674 summarized as follows:

\$2,693,674	for operational needs
\$43,000	For current year capital expenditures
\$75,000	For future capital needs (Fire truck)
<u>\$435,000</u>	Transfer to reserves (future capital)
\$3,246,674	

For comparison, in 2025 the numbers were:

\$2,564,034	for operational needs
\$35,000	For current year capital expenditures
\$75,000	for future capital needs (fire truck)
<u>\$510,000</u>	transfer to reserves (future capital)
\$3,184,033	

So, the overall increase now sits at 1.97%. (An increase in current operational and capital needs combined with a decrease in reserve contributions.)

In terms of impact on the ratepayer, the numbers now look as follows:
 (** Based on the average single family dwelling assessment **)

	<u>2026</u>	<u>2025</u>
Municipal taxes	\$2,426	\$2,384
Police (will be included in the municipal)	\$147	\$107
School Requisition	\$1,036	\$846
Seniors Requisition	\$126	\$114
Total	\$3,735	\$3,451

- Municipal taxes would increase - \$42 or 1.8%
- Police taxes would increase - \$40 or 36%**
- School requisition taxes would increase - \$190 or 22%**
- Seniors requisition would increase - \$12 or 10%
- Overall increase = \$284 or 8.2%**

2027-2029 Three (3) Year Financial Plan

Included with the 2026 Operating budget is the 3-year financial plan. This plan is administration's best estimate for the next three years. There will of course be changes that we can't see right now but we do our best to budget for the unexpected and we factor in inflation and projects and purchase that are likely ahead. The year over year increases in funding that we expect are 2.9% in 2027, 2.7% in 2028 and then down to 1.4% in 2029. The decreases are mostly due to due to having the new de-watering system at the wastewater treatment plant fully operational.

In terms of reserves, we have budgeted to increase the amount going to reserves to the previous levels. Outside of that we have not budgeted for any major operational changes.

Summary –

Despite the ongoing challenges like rising costs (inflation), and provincial funding increases, the proposed budget supports our existing infrastructure, maintains existing services and plans for the future. Upon council approval administration will prepare the tax rate bylaw for consideration and approval.

ALTERNATIVES:

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

Financial (GL# / Amount): _____

Communications/PR: The outlined budget if approved will be placed on the Town's website and will be available for the public.

Applicable Legislation: MGA Sections 242-246

Attachments: 2026 Operating Budget with 2027-2029 3 year Financial Plan

Prepared By: Clayton Gillespie, Corporate Services Manager

Date: March 31, 2026

APPROVED BY: Tara Vandervalk, Chief Administrative Officer

STRATEGIC PLAN ALIGNMENT			
<input type="checkbox"/>	CORE SERVICES	<input checked="" type="checkbox"/>	FINANCE & I.T.
<input type="checkbox"/>	ECONOMIC DEVELOPMENT PRIORITIES	<input type="checkbox"/>	COMMUNITY DEVELOPMENT PRIORITIES
<input type="checkbox"/>	GOVERNANCE	<input type="checkbox"/>	SINGLE ISSUE PRIORITY
Please detail the specific strategic priority and objective if applicable: No specific priority or objective.			



TOWN OF NANTON

**2026 Operating Budget
With 3-Year Financial Plan**

Town Of Nanton
2026 Operating Budget
with 3 Year Financial Plan



Operational

	2026	2027	2028	EST 2029
REVENUE				
Taxes	\$4,921,966	5,119,758	5,344,750	5,544,181
Tfr Payments - ASFF	(\$1,345,493)	(1,412,768)	(1,483,406)	(1,557,576)
Tfr Payments - MCF	(\$152,265)	(156,072)	(159,974)	(163,973)
Tfr Payments - Designated Industrial	(\$334)	(338)	(340)	(345)
Net Municipal Taxes	\$3,423,874	\$3,550,580	\$3,701,030	\$3,822,287
Sales & User Fees	1,666,091	1,702,441	1,739,418	1,776,626
Licenses & Permits	53,750	54,750	56,000	58,000
Fines	55,000	56,000	57,000	58,000
Rentals	196,729	198,055	199,300	201,263
Government transfers	272,705	321,705	293,496	293,496
Investment income	80,000	85,000	90,000	90,000
Penalties & cost	56,750	56,900	57,000	57,100
Franchise & Concession	374,000	377,000	378,000	379,000
Other revenues	5,500	5,500	6,000	6,000
Reserve Funds used for operations	29,200	20,000	20,000	20,000
Total Revenue	6,213,599	6,427,931	6,597,244	6,761,772

EXPENDITURES

Legislative	(167,414)	(154,814)	(155,364)	(155,364)
General Administrative	(847,760)	(867,144)	(885,104)	(905,550)
Fire	(184,135)	(190,525)	(192,500)	(188,600)
Municipal Enforcement and Disaster	(150,334)	(156,592)	(160,012)	(163,330)
Common services	(391,232)	(403,659)	(416,126)	(429,679)
Roads	(512,460)	(522,309)	(533,708)	(545,534)
Water	(706,201)	(727,352)	(743,969)	(759,235)
Waste Water	(789,144)	(744,114)	(728,966)	(746,244)
Solid Waste	(85,050)	(85,100)	(86,350)	(86,550)
Recycling	(122,366)	(127,262)	(129,966)	(133,201)
Cemetery	(21,746)	(18,470)	(18,998)	(20,022)
Land - Planning, Zoning and Subdivision	(184,580)	(190,770)	(195,304)	(200,538)
Marketing and Communications	(44,412)	(47,175)	(47,430)	(50,100)
Parks and Recreation	(989,151)	(1,033,123)	(1,057,821)	(1,082,126)
Cultural, FCSS and Public Health	(166,785)	(169,625)	(171,358)	(173,232)
Transfers to other organizations (Provincial Policing)	(177,200)	(208,774)	(268,406)	(340,254)
Interest on long term debt	(56,517)	(70,443)	(68,376)	(68,376)
Debt principal repayment	(64,112)	(75,680)	(77,486)	(78,837)
Transfer to reserves for future purposes	(435,000)	(560,000)	(560,000)	(560,000)
Transfer to reserves for capital purposes	(118,000)	(75,000)	(100,000)	(75,000)
Total Expenditures	(6,213,599)	(6,427,931)	(6,597,244)	(6,761,772)

Net Operating	0	0	0	0
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Capital

Capital Grant Funding (LGFF, CCBF, AMWWP & Other)	1,380,000	910,000	600,000	5,285,000
Reserve Funds used for Capital	1,525,665	465,000	2,230,000	595,000
Debenture Proceeds for Capital	657,665	300,000	1,950,000	750,000
Local Improvement		480,000	480,000	480,000
Capital Expenditures	(3,563,330)	(2,155,000)	(5,260,000)	(7,110,000)

Net Capital	0	0	0	0
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Balanced Budget	-	-	-	-
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Town of Nanton
 Reserve Transfers - 2026
 Including 3 year Plan



	2026	2027	2028	2029
Water reserve	\$56,250	\$75,000	\$75,000	\$75,000
Wastewater reserve	\$56,250	\$75,000	\$75,000	\$75,000
Roads reserve	\$112,500	\$150,000	\$150,000	\$150,000
Municipal Land development reserve	\$18,750	\$25,000	\$25,000	\$25,000
Buildings Reserve	\$37,500	\$50,000	\$50,000	\$50,000
Arena/Multiplex reserve	\$18,750	\$25,000	\$25,000	\$25,000
Machinery & Equipment reserve	\$37,500	\$50,000	\$50,000	\$50,000
Fire reserve	\$112,500	\$125,000	\$125,000	\$125,000
Communiity Sustainabilty reserve	\$20,000	\$20,000	\$20,000	\$20,000
Public Realm reserve	\$40,000	\$40,000	\$40,000	\$40,000
Transfer to reserves for capital use in 2026	43,000	0	25,000	0
Total	\$553,000	\$635,000	\$660,000	\$635,000

Town of Nanton
LEGISLATIVE BUDGET 2026
With 3-Year Financial Plan



	2026	2027	2028	EST 2029 1903
Revenue				
Other revenues:				
LEG - Transfer from Reserves	(19,200)	(20,000)	(20,000)	(20,000)
Total Other revenues	(19,200)	(20,000)	(20,000)	(20,000)
Total Revenue	(19,200)	(20,000)	(20,000)	(20,000)
Expense				
Salaries, Wages & Benefits:				
COU - Statutory Deductions	3,200	3,200	3,200	3,200
COUNCIL - Health spending	6,650	6,650	6,650	6,650
COU - Allowance	90,864	90,864	90,864	90,864
COU - Per Diem - Mitchell	750	750	750	750
COU - Per Diem - Handley	1,000	1,500	1,500	1,500
COU - Per Diem - Czop	750	750	750	750
COU - Per Diem - Miller	750	750	750	750
COU - Per Diem - McMasters	750	750	750	750
COU - Per Diem - Shields	750	750	750	750
COU - Per diem - Strong	750	750	750	750
Total Salaries, Wages & Benefits	106,214	106,714	106,714	106,714
Contracted & General Services:				
COU - Travel, Subsis, Training	17,000	6,000	6,500	6,500
COU - Trav, Subsis, Training - Mitchell	2,450	2,000	2,000	2,000
COU - Trav, Subsis, Training - Handley	2,500	2,000	2,000	2,000
COU - Trav, Subsis, Training - Czop	2,450	2,000	2,000	2,000
COU - Trav, Subsis, Training - Miller	1,950	2,000	2,000	2,000
Council training & travel - McMasters	2,450	2,000	2,000	2,000
Council travel & training - Shields	2,450	2,000	2,000	2,000
Council travel & training - Strong	2,450	2,000	2,000	2,000
COU - Information Services	2,450	2,000	2,000	2,000
COU- Insurance & Bonds	600	600	650	650
Total Contracted & General Services	36,750	22,600	23,150	23,150
Materials, Goods, Supplies :				
COU - Consumable Foods	1,750	2,000	2,000	2,000
COU- Misc Goods and supplies	3,500	3,500	3,500	3,500
Total Materials, Goods, Supplies	5,250	5,500	5,500	5,500
Tfrs & Grants to Other Organizations:				
COU - Grants to Individulas & Organizations	19,200	20,000	20,000	20,000
Total Tfrs & Grants to Other Organizations	19,200	20,000	20,000	20,000
Total Expense	167,414	154,814	155,364	155,364
NET EXCESS (DEFICIT)	(186,614)	(174,814)	(175,364)	(175,364)



	2026	2027	2028	2029
ADMINISTRATION				
Revenue				
Sales & User Fees	4,275	4,275	4,275	4,275
Penalties, Permits, Fines	1,400	1,400	1,500	1,500
Government transfers	5,000	54,000	54,000	54,000
Other revenues	3,000	3,000	3,500	3,500
Total Revenue	13,675	62,675	63,275	63,275
Expense				
Salaries, Wages & Benefits	560,760	575,244	590,104	605,350
Contracted & General Services	261,700	266,200	268,700	271,000
Materials, Goods, Supplies	14,900	15,100	15,350	18,050
Utilities	6,200	6,300	6,500	6,700
Service Charges, Debentures	28,101	52,502	52,502	52,502
Other Expenditures	500	600	750	750
Total Expense	872,161	915,546	933,906	954,352
NET EXCESS (DEFICIT)	(858,486)	(852,871)	(870,631)	(891,077)
MARKETING & COMMUNICATIONS				
Revenue				
Business Licences	22,000	23,000	23,000	24,000
Total Revenue	22,000	23,000	23,000	24,000
Expense				
Contracted & General Services	16,862	18,175	18,180	20,850
Materials, Goods, Supplies	2,250	2,600	2,750	2,750
Utilities	1,300	1,400	1,500	1,500
Tfrs & Grants to Other Groups	24,000	25,000	25,000	25,000
Total Expense	44,412	47,175	47,430	50,100
NET EXCESS (DEFICIT)	(22,412)	(24,175)	(24,430)	(26,100)
FCSS				
Revenue				
Government transfers	61,346	61,346	61,346	61,346
Total Revenue	61,346	61,346	61,346	61,346
Expense				
Contracted & General Services	3,380	4,400	4,400	4,500
Utilities	3,450	3,650	3,700	3,900
Tfrs & Grants to Other Organizations	76,683	76,683	76,683	76,683
Total Expense	83,513	84,733	84,783	85,083
NET EXCESS (DEFICIT)	(22,167)	(23,387)	(23,437)	(23,737)

LIBRARY

Town of Nanton
CORPORATE SERVICES BUDGET 2026
With 3-Year Financial Plan



	2026	2027	2028	EST 2029 1903
Expense				
Contracted & General Services	22,647	23,943	24,350	24,650
Materials, Goods, Supplies	250	275	276	300
Utilities	6,300	6,600	6,950	7,200
Tfrs & Grants to Other Organizations	54,075	54,075	55,000	56,000
Total Expense	83,272	84,893	86,576	88,150
NET EXCESS (DEFICIT)	(83,272)	(84,893)	(86,576)	(88,150)

MUNICIPAL

Revenue				
Taxes	4,921,632	5,119,420	5,344,410	5,543,836
Penalties, Permits, Fines	46,350	46,500	46,500	46,500
Rentals, Franchise, Contracts	374,000	375,000	376,000	377,000
Investment income	80,000	85,000	90,000	90,000
Government transfers	(1,674,958)	(1,777,614)	(1,911,786)	(2,061,803)
Total Revenue	3,747,024	3,848,306	3,945,124	3,995,533

MUNICIPAL ENFORCEMENT

Revenue				
Penalties, Permits, Fines	61,000	60,000	62,000	63,000
Total Revenue	61,000	60,000	62,000	63,000
Expense				
Salaries, Wages & Benefits	128,914	131,492	134,122	136,805
Contracted & General Services	8,170	10,800	11,340	11,675
Materials, Goods, Supplies	13,250	14,300	14,550	14,850
Total Expense	150,334	156,592	160,012	163,330
NET EXCESS (DEFICIT)	(89,334)	(96,592)	(98,012)	(100,330)

Town of Nanton
 Fire Department BUDGET 2026
 With 3-Year Financial Plan



	2026	2027	2028	EST 2029
Revenue				
Rentals, Franchise, Contracts	\$46,304	\$47,230	\$48,175	\$49,138
Government transfers	15,000	15,000	15,000	15,000
Other revenues	10,000			
Total Revenue	71,304	62,230	63,175	64,138
Expense				
Salaries, Wages & Benefits	59,559	60,625	61,200	63,200
Contracted & General Services	88,776	90,900	91,650	84,750
Materials, Goods, Supplies	23,050	25,650	26,150	26,900
Utilities	12,750	13,350	13,500	13,750
Total Expense	184,135	190,525	192,500	188,600
NET EXCESS (DEFICIT)	(112,831)	(128,295)	(129,325)	(124,462)

Town of Nanton
 PUBLIC WORKS BUDGET - 2026
 With 3 Year Operating Plan



	2026	2027	2028	2029
COMMON SERVICES				
Revenue				
Other revenues	\$2,000	\$2,000	\$2,000	\$2,000
Total Revenue	2,000	2,000	2,000	2,000
Expense				
Salaries, Wages & Benefits	195,911	200,809	210,126	216,429
Contracted & General Services	88,421	93,050	93,400	96,650
Materials, Goods, Supplies	65,900	67,250	68,850	71,850
Utilities	41,000	42,550	43,750	44,750
Total Expense	391,232	403,659	416,126	429,679
NET EXCESS (DEFICIT)	(389,232)	(401,659)	(414,126)	(427,679)
ROADS				
Revenue				
Expense				
Salaries, Wages & Benefits	178,496	182,959	187,533	193,159
Contracted & General Services	131,964	136,350	139,925	144,625
Materials, Goods, Supplies	42,000	43,000	44,250	44,750
Utilities	160,000	160,000	162,000	163,000
Total Expense	512,460	522,309	533,708	545,534
NET EXCESS (DEFICIT)	(512,460)	(522,309)	(533,708)	(545,534)
CEMETERY				
Revenue				
Sales & User Fees	12,350	12,625	12,625	12,625
Government transfers	3,000	3,000	3,150	3,150
Total Revenue	15,350	15,625	15,775	15,775
Expense				
Salaries, Wages & Benefits	8,707	8,925	9,148	9,422
Contracted & General Services	7,839	2,345	2,625	3,125
Materials, Goods, Supplies	5,200	7,200	7,225	7,475
Total Expense	21,746	18,470	18,998	20,022
NET EXCESS (DEFICIT)	(6,396)	(2,845)	(3,223)	(4,247)



	2026	2027	2028	2029
STORM WATER COLLECTION				
Revenue				
Sales & User Fees	\$30,250	\$30,855	\$31,472	\$31,787
Total Revenue	30,250	30,855	31,472	31,787
Expense				
Salaries, Wages & Benefits	13,061	13,387	13,722	14,134
Contracted & General Services	15,000	14,500	15,000	15,000
Total Expense	28,061	27,887	28,722	29,134
NET EXCESS (DEFICIT)	2,189	2,968	2,750	2,653

WATER SERVICES

Revenue				
Sales & User Fees	692,100	709,400	727,158	745,333
Penalties, Permits, Fines	8,000	8,000	8,000	8,000
Government transfers	20,000	20,000	20,000	20,000
Other revenues				
Total Revenue	720,100	737,400	755,158	773,333
Expense				
Salaries, Wages & Benefits	254,319	260,677	267,194	275,210
Contracted & General Services	238,432	245,275	252,025	256,775
Materials, Goods, Supplies	137,450	143,900	145,750	146,750
Utilities	76,000	77,500	79,000	80,500
Service Charges, Debentures	41,552	41,551	41,552	41,552
Total Expense	747,753	768,903	785,521	800,787
NET EXCESS (DEFICIT)	(27,653)	(31,503)	(30,363)	(27,454)

WASTE WATER SERVICES

Revenue				
Taxes	6,666	6,666	6,666	6,666
Sales & User Fees	712,000	726,240	740,765	755,580
Penalties, Permits, Fines	1,000	1,000	1,000	1,100
Government transfers	20,000	20,000	20,000	20,000
Other revenues				
Total Revenue	739,666	753,906	768,431	783,346
Expense				
Salaries, Wages & Benefits	254,319	260,677	267,194	275,210
Contracted & General Services	267,589	211,000	185,350	189,200
Materials, Goods, Supplies	64,175	66,550	67,700	69,700
Utilities	175,000	178,000	180,000	183,000
Service Charges, Debentures	54,676	55,770	55,508	56,859
Total Expense	815,759	771,997	755,752	773,969
NET EXCESS (DEFICIT)	(76,093)	(18,091)	12,679	9,377

SOLID WASTE COLLECTION

Town of Nanton
ENVIRONMENTAL SERVICES BUDGET - 2026
 With 3 Year Financial Plan



	2026	2027	2028	EST 2029 1903
Revenue				
Sales & User Fees	103,000	105,060	107,161	109,304
Total Revenue	103,000	105,060	107,161	109,304
Expense				
Contracted & General Services	81,900	83,000	84,100	84,300
Materials, Goods, Supplies	3,150	2,100	2,250	2,250
Total Expense	85,050	85,100	86,350	86,550
NET EXCESS (DEFICIT)	17,950	19,960	20,811	22,754

YARD WASTE SERVICES

Revenue				
Sales & User Fees	78,500	80,070	81,671	83,306
Government transfers	55,359	55,359	27,000	27,000
Other revenues				
Total Revenue	133,859	135,429	108,671	110,306
Expense				
Salaries, Wages & Benefits	39,182	40,162	41,166	42,401
Contracted & General Services	80,784	84,650	86,250	88,250
Materials, Goods, Supplies	750	750	800	800
Utilities	1,650	1,700	1,750	1,750
Tfrs & Grants to Other Organizations	24,000			
Total Expense	146,366	127,262	129,966	133,201
NET EXCESS (DEFICIT)	(12,507)	8,167	(21,295)	(22,895)



	2026	2027	2028	2029
DEVELOPMENT & ZONING				
Revenue				
Sales & User Fees	\$1,600	\$1,600	\$1,650	\$1,650
Penalties, Permits, Fines	25,750	27,750	28,000	29,000
Other revenues	500	500	500	500
Total Revenue	27,850	29,850	30,150	31,150
Expense				
Salaries, Wages & Benefits	94,019	96,370	98,779	101,713
Contracted & General Services	89,661	93,500	95,600	97,875
Materials, Goods, Supplies	400	400	425	450
Total Expense	184,080	190,270	194,804	200,038
NET EXCESS (DEFICIT)	(156,230)	(160,420)	(164,654)	(168,888)

LAND RELATED SERVICES

Revenue				
Other revenues	3,925	3,925	3,925	3,925
Total Revenue	3,925	3,925	3,925	3,925
Expense				
Contracted & General Services	500	500	500	500
Total Expense	500	500	500	500
NET EXCESS (DEFICIT)	3,425	3,425	3,425	3,425



	2026	2027	2028	2029
PARKS				
Revenue				
Rentals, Franchise, Contracts	\$1,500	\$1,100	\$1,200	\$1,200
Total Revenue	1,500	1,100	1,200	1,200
Expense				
Salaries, Wages & Benefits	170,116	174,369	178,728	184,090
Contracted & General Services	82,614	86,900	88,825	90,925
Materials, Goods, Supplies	34,700	40,250	42,100	44,050
Utilities	4,200	4,700	5,000	5,000
Total Expense	291,630	306,219	314,653	324,065
NET EXCESS (DEFICIT)	(290,130)	(305,119)	(313,453)	(322,865)
RECREATION CENTRE				
Revenue				
Rentals, Franchise, Contracts	137,000	140,000	140,000	141,000
Government transfers	92,000	92,000	92,000	92,000
Total Revenue	229,000	232,000	232,000	233,000
Expense				
Salaries, Wages & Benefits	255,174	261,554	268,093	276,135
Contracted & General Services	188,227	196,200	200,075	203,325
Materials, Goods, Supplies	25,500	29,250	29,900	30,700
Utilities	102,000	108,000	110,000	111,000
Total Expense	570,901	595,004	608,068	621,160
NET EXCESS (DEFICIT)	(341,901)	(363,004)	(376,068)	(388,160)
POOL & EVENT PROGRAMMING				
Revenue				
User Fees	31,350	33,450	33,975	34,100
Government transfers	1,000	1,000	1,000	1,000
Total Revenue	32,350	34,450	34,975	35,100
Expense				
Salaries, Wages & Benefits	94,270	95,500	96,600	96,700
Contracted & General Services	3,650	4,100	4,250	4,350
Materials, Goods, Supplies	26,900	30,400	32,250	33,650
Tfrs & Grants to Other Organizations	800	800	800	1,000
Service Charges, Debentures	1,000	1,100	1,200	1,200
Total Expense	126,620	131,900	135,100	136,900
NET EXCESS (DEFICIT)	(94,270)	(97,450)	(100,125)	(101,800)



REQUEST FOR DECISION

Meeting: April 6, 2026

Agenda Item: 5.2

GRANTMATCH

ADMINISTRATIVE RECOMMENDATION:

Administration recommends entering into an agreement with GrantMatch for grant solutions. This will enhance grant sourcing, writing and procurement of funding sources for projects, recreation, infrastructure, within the municipality.

Grantmatch solutions links below:

[Municipalities](#)

[Frequently Asked Questions](#)

DECISION OPTIONS:

#1 – Enter into an agreement with Grant Match to provide grant solutions for the Town of Nanton.

#2 – Do nothing at this time.

BACKGROUND / IMPLICATIONS:

On March 18th staff took part in a presentation with GrantMatch to discuss their program and options for the Town of Nanton. Attached are the presentation slides. There is no financial obligation to sign an agreement. All fees incurred are only when an application is successful (generally would be 10% - includes sources, writing, reporting). Additionally, if they source projects and funding solutions but we feel staff have the time and resources to submit the application internally there is no fee for finding or researching the program. Below are the six main areas of grant funding sources that GrantMatch can assist with.



Community Buildings

Improve your community's infrastructure and attract funding to support your projects.



Roads & Bridges

Substantial funding is available to invest in transportation assets.



Water & Wastewater Infrastructure

Secure funding to repair, upgrade and build new critical infrastructure to allow your community to grow.



Asset Planning

Grant funding to support asset management, planning, feasibility studies and more.



Sports & Recreation

Secure grant funding for sports facilities, programming and more.



Community & Culture

Invest in community through grants that support heritage projects, festivals, cultural events and more.

ALTERNATIVES:

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

Financial (GL# / Amount) : No cost at this time, if successful % of grant award is fee.

Communications/PR: none

Applicable Legislation: none

Attachments: GrantMatch information / sample agreement

Prepared By: Tara Vandervalk, CAO

Date: March 30, 2026

APPROVED BY: Tara Vandervalk, CAO

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





GrantMatch

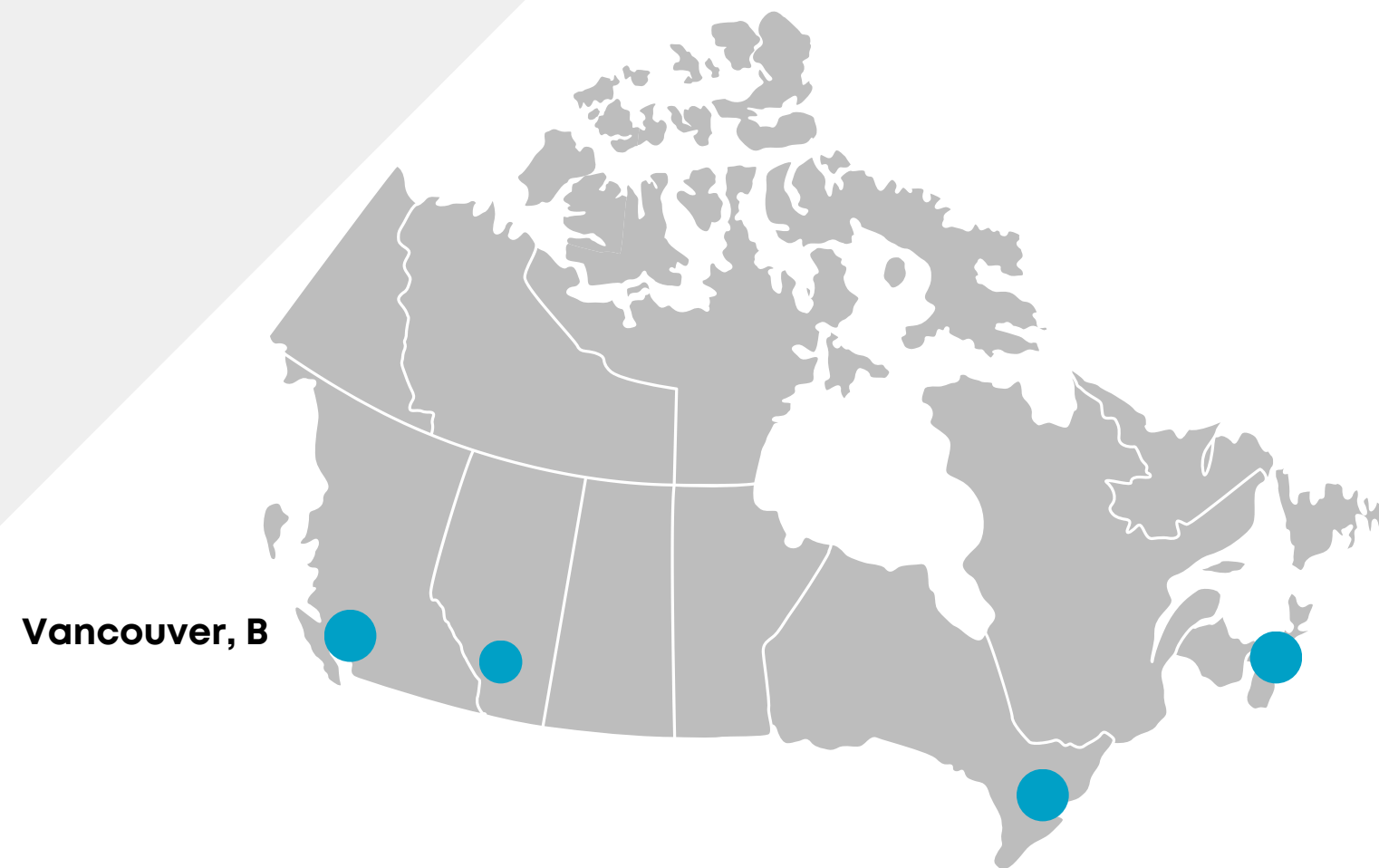
Government Funding Strategists

Government Funding Strategists

GrantMatch is the industry leader in securing government funding for a wide variety of forward-thinking organizations

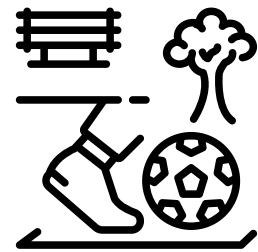
Our **Mission** is to resolve global challenges by connecting clients to funding

- **25+ Years** of experience
- **\$500+ Million** in Tax, Grants, and Incentives secured for clients
- **45+ Staff** and offices **across Canada**
- Powered by BigData, Machine Learning, and AI
- Delivered by real people!

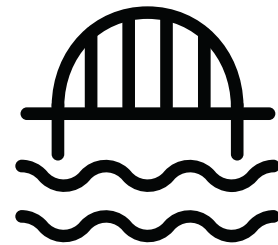


Why Pursue Grant Funding?

Billions of dollars are made available each year to support community growth and infrastructure



Achieve objectives for local taxpayers



Get ahead of failing infrastructure



Accelerate disaster response



Reduce budget commitments and loans

Working for Your Fair Share

Awareness

THE RIGHT PROGRAM, AT THE
RIGHT TIME

Resources

DOES MY TEAM HAVE CAPACITY TO TAKE THIS ON?

Expertise

CAN WE DEVELOP A WINNING APPLICATION?

Preperation

DO WE HAVE THE REQUIRED PLANNING DOCUMENTS?

Billions in Funding Available Yearly

GrantMatch
Advantage

In House
Grant Team

Allocated
Funding

\$

Building a Proactive Grant Strategy

Achieving funding approvals requires a strategic approach

Data

Utilize a large data set of dynamically tracked programs

Match

Analyze projects against eligibility requirements and recent approvals

Plan

Start early, assign a team and prepare pre-requisite planning documents

Apply

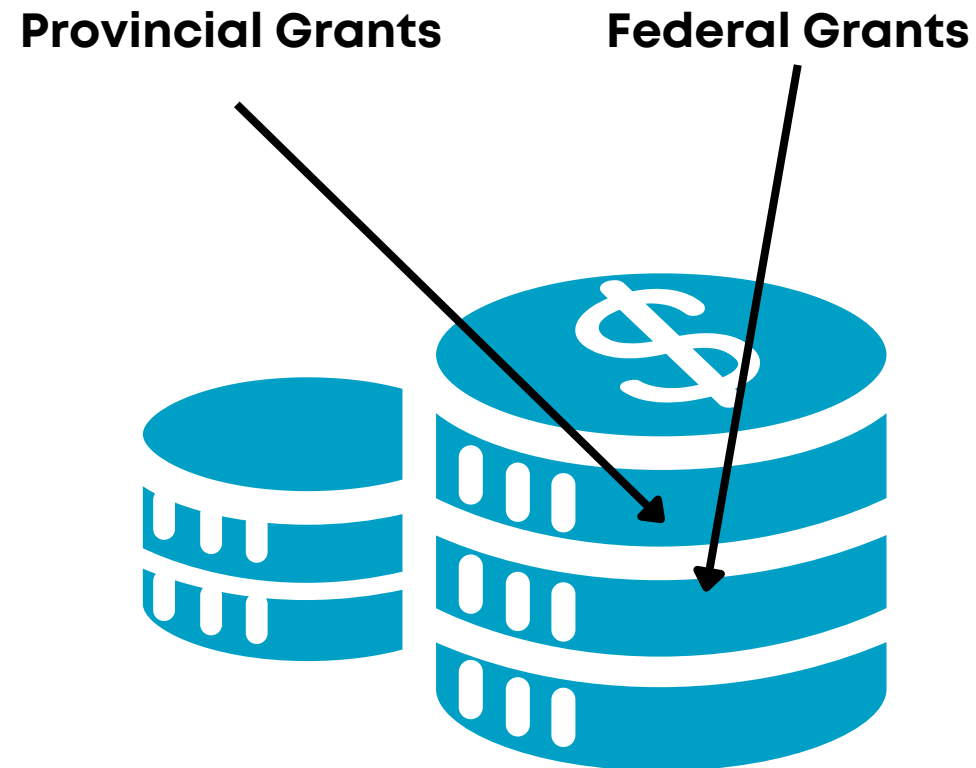
Compile a comprehensive submission

Stacking and Pairing

Maximize Project Funding

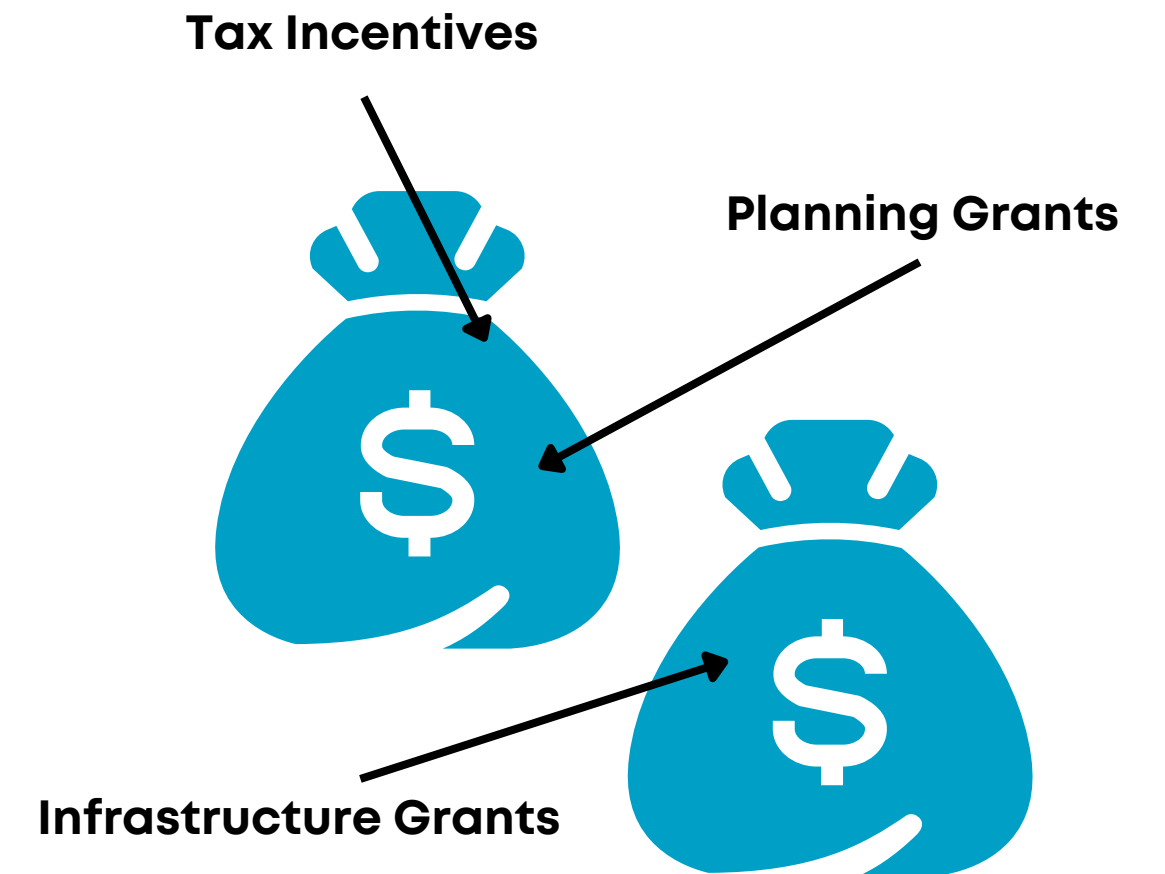


Stacking



Combines funding programs to contribute to one expenditure from a project

Pairing



Separate projects into multiple components, each with their own funding



Premium Service Offering

Performance Contingency

For communities seeking low risk, advanced grant application and management support.

- Complex projects are estimated in advance and service is provided on an ongoing basis, as part of a proactive funding strategy
- Success Fee Structure - GrantMatch fees are a percentage of funding secured
 - **10%** fee on first \$1M in funding approved
 - **5%** fee on funding approved \$1M - \$5M
 - **2.5%** fee on funding approved \$5M - \$10M
 - **1%** on funding secured greater than \$10M

[Current Date]

[Legal Client Name]

[Head Office Address]

Dear [Contact Name]:

Engagement and Term

[Client Name] (the “Client” or “You”) hereby engage BDO GrantMatch Corp. (referred to as either “GrantMatch” or “BDO”) to provide advisory and consulting services related to identifying, assessing, and supporting government funding opportunities (the “Services”), subject to the terms and conditions set out in this Engagement Letter (the “Agreement”).

The initial term of this Agreement shall be three (3) years commencing on the effective date specified by the GrantMatch signing authority of this Agreement (the “Acknowledgement and Agreement”), unless earlier terminated in accordance with the terms herein.

Notwithstanding the expiration or termination of this Agreement, where GrantMatch is actively developing a funding application at the time of such expiration or termination, GrantMatch shall be permitted to complete such application through to submission and shall be entitled to earn and invoice the applicable service fees in accordance with Service Fees of this Agreement.

Advisory Services Overview (“Services”)

These stages are not intended to be prescriptive or exhaustive and may occur concurrently, iteratively, or in a different sequence depending on the Client’s circumstances, project timelines, and applicable funding programs.

The Services are delivered through a collaborative process, which may include, as appropriate:

- Assessing the Client’s operations, projects, and expenditures for potential alignment with available government funding programs;
- Identifying relevant government funding programs based on information provided by you;
- Providing strategic guidance regarding funding eligibility, program requirements, and application considerations;
- Leading the development and coordination of funding applications and related materials, based on information provided by you;
- Supporting timely submission of completed funding applications and provision of further information as requested by the funding program to deem a submission complete;
- Assisting the Client with immediate post-approval program requirements, including facilitation of contribution agreement negotiation and finalization;
- Providing advisory support following funding approval, including guidance related to post-approval compliance processes and reporting obligations, where applicable.

You acknowledge and agree that the Services are advisory in nature and that:

- All decisions regarding whether to pursue funding opportunities, submit applications, accept funding, or proceed with funded projects remain solely with you; and
- GrantMatch does not guarantee funding outcomes and does not act as the Client's agent, legal representative, or decision-maker.
- GrantMatch employees and/or its authorized agents will not communicate directly with Public Office Holder(s) on behalf of you. GrantMatch will not communicate with, arrange meetings with, or attempt to influence, Public Office Holders. GrantMatch will not be considered a Consultant Lobbyist, will not be required to register its activities with the Lobbyist Registration System, and will, therefore, remain in compliance with the Lobbying Act. <https://laws.justice.gc.ca/eng/acts/l-12.4/FullText.html>

The scope, sequencing, and level of Services provided may vary depending on your circumstances, applicable funding programs, and the Client's instructions, and shall be delivered in a manner consistent with professional advisory standards.

Client Responsibilities and Reliance on Information

GrantMatch is entitled to rely, without independent verification, on all information provided by you and shall not be responsible for outcomes resulting from incomplete, inaccurate, or untimely information supplied by you.

All correspondence, submissions, and formal interactions with funding authorities remain your responsibility. GrantMatch may provide support by advising on best practices, drafting materials for your review, and coaching on effective communications, subject to your oversight and approval.

GrantMatch's services do not include dispute resolution services or appeal services in respect of any funding decision, unless expressly agreed to in writing.

All materials, analyses, summaries, and application content prepared by GrantMatch are subject to your review, approval, and final submission. You are responsible for ensuring that all submissions are completed accurately and submitted on time.

You may, at your sole discretion, instruct GrantMatch not to proceed with the development or support of an identified government funding application. If you subsequently elect to pursue or submit a funding application that was identified or developed by GrantMatch, GrantMatch shall be entitled to Service Fees in accordance with this Agreement.

Client Instructions

The Client may, at its sole discretion, instruct GrantMatch not to proceed with the development or support of an identified government funding application.

Fee Estimation

You acknowledge and agree that this Agreement constitutes a legally binding contract and that you are obligated to pay GrantMatch's fees in accordance with the terms set out herein. You further agree that GrantMatch's fees for the Services will be calculated and invoiced as described below.

Service Fees

(1) In consideration of GrantMatch providing the Services, you agree to pay a success-based service fee for each funding application approved by a government or government agency, calculated as a percentage of the total Government Funding approved, plus applicable sales taxes, as follows:

- i. 10% on the first \$1,000,000 of approved Government Funding;
- ii. 5% on additional approved funding between \$1,000,000 and \$5,000,000;
- iii. 2.5% on additional approved funding between \$5,000,000 and \$10,000,000; and
- iv. 1% on remaining approved funding in excess of \$10,000,000.

(2) Invoicing and Holdback

Service fees will be invoiced upon receipt of written confirmation of funding approval from the applicable funding authority. You will retain a 25% holdback from the invoiced service fees, which will be invoiced upon the Client's first receipt of funds under the approved funding program.

(3) Post-Approval Reporting Fees

Support for funding program compliance reporting requirements due within the first calendar year post-approval is included in the success-based service fees outlined above. Any additional or subsequent compliance reporting will be billed in accordance with GrantMatch's hourly rates as set out in Appendix 2 (Hourly Rates).

(4) GrantMatch Determination

If GrantMatch determines, acting in good faith, that the fee arrangements described in section 1 and/or 2 above would violate or be inconsistent with any applicable laws, regulations, or certification/attestation requirements related to a specific Government Funding application, you shall instead pay GrantMatch on an hourly fee basis for the Services associated with that application to be documented in a separate addendum agreed upon and executed by both parties at the time GrantMatch makes such determination.

GrantMatch may make this determination at any time, whether before or after the application is submitted to the government at which time the fee arrangement for the entirety of the Services in relation to the application (i.e. the entire fee arrangement in sections 1 and 2) above will be converted to the hourly fee as specified in Appendix 2 of this Agreement, including for Services rendered in relation to the application prior to the date of GrantMatch's determination.

You agree to promptly notify GrantMatch of any certifications or attestations it is required to provide to the government in connection with GrantMatch's fee structure for an identified Government Funding application so that GrantMatch may make the aforesaid determination.

Payment Terms

Invoices are due and payable upon issuance unless otherwise stated. All invoiced amounts are deemed earned when invoiced. GrantMatch reserves the right to suspend Services if any invoice remains unpaid beyond its due date. Any amounts outstanding for more than thirty (30) days may accrue interest at a rate of 12% per annum, calculated monthly, until paid in full.

Billing Definitions

Government Funding

"Government Funding" means any financial assistance provided by a federal, provincial, territorial, municipal, or other government authority or agency, including but not limited to grants, non-repayable contributions, tax incentives, and tax credits, whether provided directly or indirectly.

Funding Approval

"Funding Approval" means written confirmation issued by a government authority or agency approving funding for a project, including confirmation of the approved funding amount, regardless of whether payment is subject to conditions, milestones, or subsequent compliance requirements.

Client-Initiated Project Cancellation

"Client-Initiated Project Cancellation" occurs when you elect to cancel, suspend, or materially alter a project for which Funding Approval has been obtained as a result of GrantMatch's Services under a contingent fee arrangement.

In such circumstances, you agree to pay GrantMatch fifty percent (50%) of the contingent fee that would have been payable on the approved funding amount. This fee reflects the professional services successfully performed by GrantMatch prior to the cancellation. Such fees shall be invoiced upon confirmation of project cancellation from the Client or the relevant funding authority.

Government-Initiated Funding Failure

"Government-Initiated Funding Failure" occurs despite your compliance with an applicable contribution agreement. Should the approved funding not be received as a result of the Government not fulfilling its obligations as specified in the contribution agreement, the associated service fees will be based on your received funding amounts, and a balance of payments will occur if necessary.



Standard Terms and Conditions

Our Standard Terms and Conditions are attached as Appendix 1. You should ensure that you read and understand them. The Standard Terms and Conditions include clauses that limit BDO GrantMatch Corp's professional liability.

Acknowledgement and Agreement

If the terms of this Agreement are satisfactory, please sign and return a copy of this Agreement to us indicated your acceptance. If you have any questions regarding this Agreement, please contact us prior to signing.

We are pleased to serve you and appreciate your confidence in our services.

Yours truly,

BDO GrantMatch Corp.

Effective Date

Agreement of all the terms and conditions in this agreement is hereby acknowledged by:

Entity Name

Signature

Date

Name (please print)

Position

By signing this Agreement, you acknowledge you have the authority to sign on behalf of the entity/entities stated in this Agreement. A complete copy of the signed engagement letter should be returned to us.

Appendix 1 - Standard Terms and Conditions

1 Overview and Interpretation

1.1 This Agreement sets forth the entire agreement between the parties in relation to Services and it supersedes all prior agreements, negotiations or understandings, whether oral or written, with respect to Services, including without limitation any non-disclosure agreements entered into in advance of this Agreement. This Agreement applies to Services whenever performed (including before the date of this Agreement). To the extent that any of the provisions of the accompanying letter conflict with these Standard Terms and Conditions, these Standard Terms and Conditions shall prevail. This Agreement may not be changed, modified or waived in whole or part except by an instrument in writing signed by both parties.

1.2 In this Agreement, the following words and expressions have the meanings set out below:

This Agreement - these Standard Terms and Conditions, the letter to which they are attached, any supporting schedules or other appendices to the letter, and any Summary of Services letters issued in future years

Services - the services provided or to be provided under this Agreement, and any other services which we agree to provide to you subsequent to the date of this Agreement that are not covered by a separate engagement letter

We, us, our, GrantMatch or BDO - refer to BDO GrantMatch Corp, a corporation organized under the Provincial Laws of Ontario and all affiliates, associated and related entities.

You, your - the party or parties contracting with BDO under this Agreement. You and your does not include BDO, its affiliates or BDO Member Firms

BDO Member Firm or Firms - any firm or firms that form part of the international network of independent firms that are members of BDO International Limited

Confidential Information - all non-public proprietary or confidential information and Personal Information, including Client Documents

Personal Information - information relating to identified or identifiable natural persons or that is otherwise considered to be 'personal data' or 'personal information' under applicable data protection laws

Client Documents - information (including internal financial information and internal records and reports) provided to us by you or on your behalf in connection with the performance of the Services

Usage Data - data generated through the use or operation of BDO's systems, platforms, personnel, or tools in connection with the engagement. This includes, without limitation, system logs, feature interaction data, tool performance metrics, metadata, and information regarding how BDO personnel interact with or engage with Client matters—and excludes any Client Documents and Confidential Information. BDO retains exclusive rights to Usage Data.

2 BDO Network and Sole Recourse

- 2.1 BDO Grant Match Corp. is an affiliate of BDO Canada LLP, a member of BDO International Limited, a UK company limited by guarantee. BDO Canada LLP forms part of the international network of independent member firms (i.e. BDO Member Firms), each of which is a separate legal entity.
- 2.2 We may use other BDO Member Firms or subcontractors to provide Services; however, we remain solely responsible for Services. You agree not to bring any claim or action against another BDO Member Firm (or their partners, members, directors, employees or subcontractors) or our subcontractors in respect of any liability relating to the provision of Services.
- 2.3 You agree that any of our affiliates, subcontractors, and other BDO Member Firms and any subcontractors thereof whom we directly or indirectly involve in providing Services have the right to rely on and enforce Section 2.2 above, as well as all liability protections contained herein, as if they were a party to this Agreement. For greater certainty, you agree that other BDO Member Firms that are subcontractors may enforce any limitations or exclusions of liability available to us under this Agreement.

3 Respective Responsibilities

- 3.1 We will use reasonable efforts to complete, within any agreed-upon time frame, the performance of Services.
- 3.2 You shall be responsible for your personnel's compliance with your obligations under this Agreement. We will not be responsible for any delays or other consequences arising from you not fulfilling your obligations.

4 Working Papers and Deliverables

- 4.1 **Ownership** - The working papers prepared pursuant to this Agreement (i.e. BDO's internal documentation to substantiate the Services) are the property of BDO. Such working papers constitute confidential and proprietary information, and will be retained by BDO in accordance with our policies and procedures and all applicable laws.
- 4.2 **Oral advice and draft deliverables** - You should not rely upon any draft deliverables or oral advice provided by us. Should you wish to rely upon something we have said to you, please let us know and, if possible, we will provide the information that you require in writing.
- 4.3 **Translated documents** - If you engage us to translate any documents, advice, opinions, reports or other work product of BDO from one language to another, you are responsible for the accuracy of the translation work.
- 4.4 **Reliance by Third Parties** - Our Services will not be planned or conducted in contemplation of or for the purpose of reliance by any party other than you and are intended for the benefit of only you. Items of possible interest to a third party will not be addressed and matters may exist that would be assessed differently by a third party, possibly in connection with a specific transaction. The receipt by any third parties of any advice, opinions, reports or other work product is not intended to create any duty of care, professional relationship or any present or future liability between such third parties and us. For greater certainty, we expressly disclaim any liability of any nature or kind resulting

from the disclosure to or unauthorized reliance by any third party on our advice, opinions, reports or other work product.

5 Confidentiality

- 5.1 We will use Confidential Information provided by you only in relation to the Services or for internal and administrative purposes. You agree, however, that we may use such Confidential Information for predictive analytics to provide you with key performance indicators and other analysis and insights. We will not disclose any Confidential Information, except where required by law, regulation or professional obligation. You agree, however, that we may disclose Confidential Information to other BDO Member Firms or other subcontractors assisting us in providing Services, provided that such parties are bound by reasonable confidentiality obligations no less stringent than in this Agreement.

6 Analytics

- 6.1 You agree that BDO may use data provided or generated in the course of this engagement, including Usage Data, Confidential Information and Client Documents, to perform analytics, develop insights, and enhance, improve, or develop BDO's methodologies, tools, and services. This includes the use of such data to train, test, and refine technology, systems and applications. Notwithstanding the foregoing, BDO will not use your Confidential Information or Client Documents, or data derived therefrom, in a way that would permit you to be identified.

BDO will implement appropriate technical and organizational safeguards to ensure the confidentiality, security, and privacy of data used for these purposes, including de-identification or aggregation where appropriate to prevent re-identification. In all such matters, BDO will comply with applicable laws and professional regulations.

7 Privacy and Consent for Use of Personal Information

- 7.1 In connection with the Services, we may need to access and process Personal Information about individuals that is in your custody. You agree that such Personal Information may be collected, used, stored, disclosed, and transferred by BDO, other BDO Member Firms, and their service providers ("Support Providers") as reasonably required to perform the Services.

Personal Information may be processed in various jurisdictions in which BDO, BDO Member Firms, or Support Providers operate, and may therefore be subject to the laws of those jurisdictions. Personal Information will be handled in accordance with applicable privacy laws and professional obligations, and BDO will take appropriate technical and organizational measures designed to protect such information. BDO will require Support Providers acting on BDO's behalf to provide a level of protection consistent with applicable legal and regulatory requirements. Any collection, use, storage, transfer or disclosure of Personal Information is subject to BDO's Privacy Statement available at <https://www.bdo.ca/en-ca/legal-privacy/legal/privacy-policy/>. Transfer of Personal Information between BDO member firms is subject to the BDO Binding Corporate Rules available at <https://www.bdo.global/en-gb/bcrs>.

- 7.2 You represent and warrant that:

- (a) you have the authority to provide the Personal Information to us in connection with the performance of our Services, and

- (b) the Personal Information provided to us has been provided in accordance with applicable law, and where required by applicable law, you have obtained consent of the individuals to whom such Personal Information relates in order to permit BDO to collect, use and disclose the Personal Information in the course of providing the Services.

8 Professional and Regulatory Oversight and Legal Processes

- 8.1 As required by legal, regulatory, or professional authorities (both in Canada and abroad) and by BDO policy, our client files must periodically be reviewed by practice inspectors to ensure that we are adhering to professional and BDO standards. It is understood that by entering into this Agreement, you provide your consent to us providing our files relating to your engagement to the practice inspectors for the sole purpose of their inspection.
- 8.2 Certain law enforcement, regulatory and other governmental bodies may also have the right under law or regulation to conduct investigations of you, including the Services provided by us. To the extent practicable and permitted by law or regulation, we will advise you of any such document request or production order we receive in connection with any such investigation prior to providing any documents in response to such request or order.
- 8.3 We are sometimes required by law, regulation, subpoena or other legal process, or upon your request, to produce documents or personnel as witnesses in connection with legal or regulatory proceedings. Where BDO is not a party to such proceedings, you shall reimburse us at our current standard billing rates for professional time and expenses, including without limitation, reasonable legal fees, expenses and taxes incurred in responding to such compelled assistance or request by you.
- 8.4 To the extent that we conclude that as your advisor, we are required to independently report and disclose a transaction that you are a party to under the MDRs in accordance with Canadian tax legislation and/or Quebec legislation, we will do so irrespective of your own disclosure requirement. Unless prevented by law, we will make a reasonable effort to inform you if we are required to make a disclosure in accordance with this legislation.

Various foreign jurisdictions have enacted legislation which requires taxpayers and their tax advisors to provide notice of or disclose certain transactions to the relevant tax authorities. Non-compliance with these rules may result in adverse tax consequences and significant penalties. Unless prevented by law, you must use reasonable efforts to inform BDO if you are required to make a disclosure in accordance with Canadian legislation, foreign legislation or provincial legislation.

9 Electronic Communications

- 9.1 Both parties recognize and accept the security risks associated with email communications, including but not limited to the lack of security, unreliability of delivery and possible loss of confidentiality and privilege. Unless you request in writing that we do not communicate by internet email, you assume all responsibility and liability in respect of risk associated with its use.

10 Limitation of Liability

- 10.1 In any dispute, action, claim, demand for losses or damages arising out of the Services performed by BDO pursuant to this Agreement, BDO's liability will be several, and not joint and several, and BDO shall only be liable for its proportionate share of the total liability

based on degree of fault as determined by a court of competent jurisdiction or by an independent arbitrator, notwithstanding the provisions of any statute or rule of common law which create, or purport to create, joint and several liability.

- 10.2 In no event shall BDO be liable for indirect, consequential, special, incidental, aggravated, punitive or exemplary damages, losses or expenses, or for any loss of revenues or profits, loss of opportunity, loss of data, or other commercial or economic loss or failure to realize expected savings, including without limitation expected tax savings, whether or not the likelihood of such loss or damage was contemplated.
- 10.3 BDO shall in no event be liable under this Agreement or otherwise in connection with the Services for any actions, damages, claims, fines, penalties, complaints, demands, suits, proceedings, liabilities, costs, expenses, or losses (collectively, "Liabilities") in any way arising out of or relating to the Services performed hereunder for an aggregate amount of more than the higher of:
- (a) the fees paid to BDO by you, in a twelve consecutive month period, for the Services provided pursuant to this Agreement giving rise to the claim; and
 - (b) \$10,000.
- 10.4 The limitations of liability in this section apply whether or not the Liabilities asserted by you against BDO are incurred by you directly or as a result of a claim or demand against you by a third party.
- 10.5 No exclusion or limitation on the liability of other responsible persons imposed or agreed at any time shall affect any assessment of our proportionate liability hereunder, nor shall settlement of or difficulty enforcing any claim, or the death, dissolution or insolvency of any such other responsible persons or their ceasing to be liable for the loss or damage or any portion thereof, affect any such assessment.
- 10.6 You agree claims or actions relating to the delivery of Services shall be brought against us alone, and not against any individual. Where our individuals are described as partners, they are acting as one of our members.
- 10.7 For purposes of this Section, the term "BDO" shall include BDO GrantMatch Corp. and its subsidiaries, associated and affiliated entities and their respective current and former partners, directors, officers, employees, agents and representatives. The provisions of this Section shall apply to the fullest extent of the law, regardless of the form of the claim, whether in contract, statute, tort (including without limitation, negligence) or otherwise.

Indemnity

- 11.1 To the fullest extent permitted by applicable laws, in the event of a claim or demand by a third party against BDO that arises out of or relates to the Services, you agree to indemnify and hold harmless BDO from and against all losses, costs (including solicitors' fees), damages, or expenses resulting from such third party claim or demand, except to the extent that the same is finally determined to have resulted from BDO's negligence or intentional misconduct.

Alternative Dispute Resolution

- 12.1 Both parties agree that they will first attempt to settle any dispute arising out of or relating to this Agreement, including any question regarding its existence, interpretation,

validity, breach or termination, or the Services provided hereunder, through good faith negotiations.

- 12.2 In the event that the parties are unable to settle or resolve their dispute through negotiation, such dispute shall be subject to mediation using a mediator chosen by mutual agreement of the parties.
- 12.3 All disputes remaining unsettled for more than 60 days following the parties first mediation session with a mediator, or such longer period as the parties mutually agree upon, shall be exclusively and finally resolved by arbitration. The parties agree that one arbitrator shall be appointed within twenty (20) days of receipt of the request for arbitration. If the parties cannot agree on the appointment of an arbitrator in such period then either party may immediately apply for the appointment of an arbitrator to a court of competent jurisdiction in the Province of the governing law as contained herein pursuant to such Province's applicable *Arbitration Act*. The place of arbitration shall be in the capital of the Province of the governing law as contained herein. Unless the arbitrator otherwise determines, the fees of the arbitrator and the costs and expenses of the arbitration will be borne and paid equally by the parties. Such arbitration shall be final, conclusive and binding upon the parties, and the parties shall have no right of appeal or judicial review of the decision whatsoever. The parties hereby waive any such right of appeal or judicial review which may otherwise be provided for in any provincial arbitration statute. Judgement upon the award, including any interim award, rendered by the arbitrator may be entered in any court having jurisdiction. The arbitration shall be kept confidential and the existence of the arbitration proceeding and any element thereof (including but not limited to any pleadings, briefs or other documents submitted and exchanged and testimony and other oral submissions and any awards made) shall not be disclosed beyond the arbitrator(s), the parties, their counsel and any person to whom disclosure is necessary to the conduct of the proceeding except as may be lawfully required in judicial proceedings relating to the arbitration or otherwise.

13 Limitation Period

- 13.1 You shall make any claim relating to Services or otherwise under this Agreement no later than one year after you became aware or ought reasonably to have become aware of the facts giving rise to any such claim.
- 13.2 You shall in no event make any claim relating to the Services or otherwise under this Agreement later than four years after the completion of the Services under this Agreement.
- 13.3 To the extent permitted by law, the parties to this Agreement agree that the limitation periods established in this Agreement replace any limitation periods under any limitations act and/or any other applicable legislation and any limitation periods under any limitations act and/or any other applicable legislation shall not alter the limitation periods specified in this Agreement.

Québec Personnel

- 14.1 We may sometimes have individual partners and employees performing Services within the Province of Québec who are members of the Ordre des comptables professionnels agréés du Québec. Any such members performing professional services hereunder assumes full personal civil liability arising from the practice of their profession, regardless of their status within our partnership. They may not invoke the liability of our partnership as

grounds for excluding or limiting their own liability. Any limitation of liability clauses in this Agreement shall therefore not apply to limit the personal civil liability of partners and employees who are members of the Ordre des comptables professionnels agréés du Québec.

Termination

15.1 This Agreement applies to Services whenever performed (including before the date of this Agreement).

15.2 You or we may terminate this Agreement at any time upon written notice of such termination to the other party. We will not be liable for any loss, cost or expense arising from such termination. You agree to pay us for all Services performed up to the date of termination, including Services performed, work-in-progress and expenses incurred by us up to and including the effective date of the termination of this Agreement.

16 Governing Laws

The terms of our engagement shall remain operative until amended, terminated, or superseded in writing. They shall be interpreted according to the laws of the province or territory in which BDO's principal Canadian office performing the engagement is located, without regard to such province/territory's rules on conflicts of law.

17 Survival

17.1 The provisions of this Agreement that give either of us rights or obligations beyond its termination shall continue indefinitely following the termination of this Agreement. Any clause that is meant to continue to apply after termination of this Agreement will do so.

18 Force Majeure

18.1 We will not be liable for any delays or failures in performance or breach of contract due to events or circumstances beyond our reasonable control, including acts of God, war, acts by governments and regulators, acts of terrorism, accident, fire, flood or storm or civil disturbance.

19 Assignment

19.1 No party may assign, transfer or delegate any of the rights or obligations hereunder without the written consent of the other party or parties. BDO may engage independent contractors and BDO Member Firms to assist us in performing the Services in this Agreement without your consent.

20 Severability

20.1 The provisions of this Agreement shall only apply to the extent that they are not prohibited by a mandatory provision of applicable law, regulation or professional standards. If any of these provisions shall be held to be invalid, void or unenforceable, then the remainder of this Agreement shall not be affected, impaired or invalidated, and each such remaining provision shall be valid and enforceable to the fullest extent permitted by law.

Letter Version : 20250916

T&C Version : 20250916

Appendix 2 - Hourly rates

Level	Quote
Partner	CAD 805
Associate / Senior Principal	CAD 760
Senior Manager	CAD 610
Manager	CAD 450
Consultant / Compliance Specialist	CAD 320

SAMPLE



REQUEST FOR DECISION

Meeting: April 6, 2026

Agenda Item:5.3

Mile 56 Rain Garden

PURPOSE:

To seek Council approval on the completion of the Mile 56 Rain Garden Project and to determine whether additional funds should be allocated from reserves to complete both phases of the project.

BACKGROUND / IMPLICATIONS:

Background: The Mile 56 Rain Garden Project is part of the Town's ongoing efforts to enhance the Visitor Information Centre (VIC) area and surrounding public spaces. Over the past several years, the VIC area has undergone continuous upgrades aimed at improving aesthetics, functionality, and community use. With the Natural Infrastructure Grant we were able to once again put more efforts into the greenspace surrounding.

Funding for this project includes:

- \$200,000 from the Natural Infrastructure Grant
- \$50,000 from municipal reserves

To date, approximately \$50,583.31 has been expended on engineering services. Associated Engineering has completed the project design, prepared blueprints, and administered the tendering process. The total budget for engineering is \$68,196.00 for completion.

Tender submissions for the project were received, with bid prices ranging from \$253,700 to \$341,000.

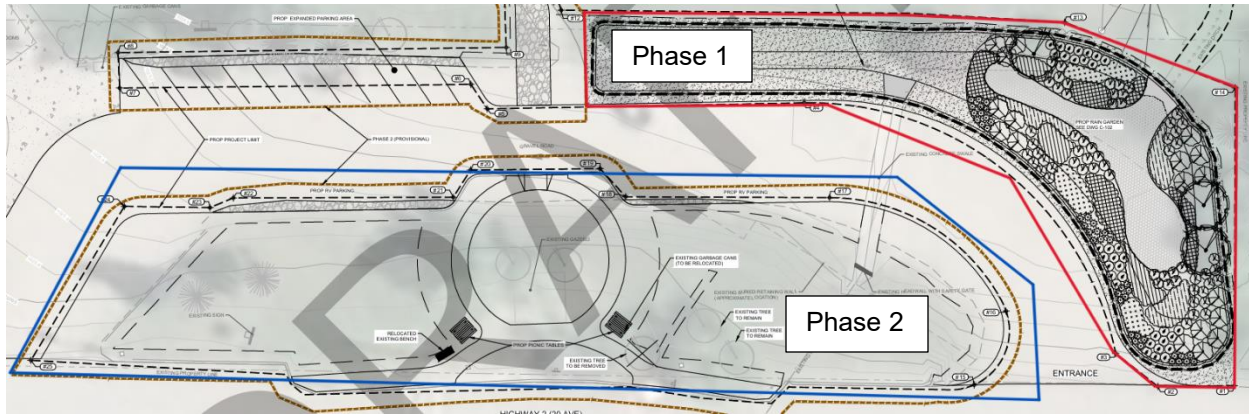
The lowest bid was submitted by Shunda Consulting & Construction Ltd. (Shunda) in the amount of \$253,700.45 (total of both phases). Cost savings were achieved as Shunda is currently mobilized in the community for the school enhancement project, reducing mobilization and logistical costs.

The project is structured in two phases:

- **Phase 1 – Rain Garden Area:** \$178,814.84 (includes: excavation, site prep, garden & bioswale, plantings, soil, mulch, sod)
- **Phase 2 – Centre Gazebo Green Space:** \$74,885.61 (includes: excavation, compaction, curb, walkway, entrance modification, gravel resurfacing, topsoil & sod)

Following completion of Phase 1, approximately \$3,000 in project funding will remain, leaving a shortfall of approximately \$71,000 to complete Phase 2.

Phase 2 represents a highly visible central green space within the downtown core, prominently viewed by residents and visitors, including those traveling along the northbound highway. Finishing off the Gazebo area.



- ☐ Total project cost (both phases): \$253,700.45
- ☐ Available funding after engineering: approximately \$181,804
- ☐ Funding shortfall for full completion: approximately \$75,000 (to be funded from reserves, if approved)

Potential Utilization of Reserves to fund shortfall

The noted \$50,000 from reserves is currently coming from the Public Realm Reserve, meaning the public realm reserve balance will sit at \$173,802. Council has also approved use of this reserve for the gateway signage project so depending on the final cost of that project, the balance could go down to approximately \$40,000. Per the reserve policy, \$40,000 will go back into this reserve in 2026 meaning a balance of \$80,000 that could be available.

The other reserve that could be used to fund the shortfall would be the municipal land development reserve – the balance available in 2026 after other uses is \$1.744 million. The Town’s other reserves are a little more restricted in terms of use and would not be recommended.

ADMINISTRATIVE RECOMMENDATION:

It is Administrations recommendation that council: Approve an additional allocation of approximately \$75,000 from reserves to complete both Phase 1 and Phase 2 of the project. Completion of both phases of the Mile 56 Rain Garden Project will finalize ongoing improvements to a key community gateway and public space. This investment will enhance the visual appeal, usability, and overall value of the VIC area, supporting long-term community and economic benefits.

CAO Comments: This project is funded by grant contributions exceeding 50%, notably without the typical requirement for matching municipal funds. Should Phase 2 be delayed, there is a significant risk of increased overall costs due to the need for re-tendering, potential re-engineering, additional project management, and contractor re-mobilization.

DECISION OPTIONS:

Option 1:

Approve Phase 1 only (Rain Garden Area) and defer Phase 2.

- Pros: No additional financial impact on reserves
- Cons: Project remains incomplete; key central feature not realized

Option 2:

Approve both Phase 1 and Phase 2, with an additional allocation of approximately \$80,000 from reserves.



- Pros: Completes the Mile 56 enhancement project; maximizes community and visual impact
- Cons: Requires additional draw from reserves

ALTERNATIVES:

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

Financial (GL# / Amount) :

Attachments: NA

Prepared By: Jordan Glas

Date: March 30, 2026

Approved by: Tara Vandervalk, CAO

NANTON STRATEGIC PLAN ALIGNMENT			
<input type="checkbox"/>	OPERATIONS	<input type="checkbox"/>	EMERGENCY SERVICES
<input 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:			



Alberta SouthWest Regional Alliance
Minutes of the Board of Directors Meeting
Wednesday, February 4, 2026, Town Council Chambers, Claresholm

**Board Representatives**

Brent Feyter, Fort Macleod
 Brad Schlossberger, Claresholm
 Sahra Nodge, Pincher Creek
 Barbara Burnett, Cowley
 Cam Francis, Cardston County
 Rick Lemire, MD Pincher Creek
 John Van Driesten, MD Willow Creek
 Barbara Clay, Waterton
 Shauna Strong, Nanton
 Mike Hegedus, Hill Spring
 Shane Ford, Glenwood
 Pat Rypien, Crowsnest Pass
 Katerina Bunyan, Cowley (alt)

Resource Staff and Partners

Carmen Hancock, Parks Canada
 Marie Everts, JETI
 Mark Brown, CFABSW
 Greg Long, LRSD
 Sean Miles, AlbertaSW
 Bev Thornton, AlbertaSW
 Ali Hemmay, Claresholm

- | | | |
|---|---|--|
| 1 | Call to Order and Welcome | Chair, Brent Feyter |
| 2 | Approval of Agenda | Moved by Cam Francis THAT the agenda be approved as presented.
Carried. [2026-02-1007] |
| 3 | Approval of Minutes | Moved by Barbara Burnett THAT the Minutes of January 7, 2026, be approved as presented.
Carried. [2026-02-1008] |
| 4 | Approval of Cheque Register | Moved by Cam Francis THAT cheques #3629to #3640 be approved as presented.
Carried. [2026-02-1009] |
| 5 | Waste management information session discussion | Board discussed the information session held with Endpoint Recovery waste management that uses pyrolysis to turn municipal waste into revenue generating products such as diesel and carbon while reducing environmental footprint. While this will be decision of individual landfill associations and municipalities, AlbertaSW can help facilitate information-sharing as options are explored. |
| 6 | Parks Canada | Superintendent Carmen Hancock provided an update on Park visitation and the intent of Parks Canada to collaborate with surrounding municipalities to take a longer range, strategic approach to developing opportunities in our visitor economy and managing impacts on wildlife and landscape.. |
| 7 | Investment Director Report | Sean Miles presented an overview of priorities in the upcoming months. There are significant investment ventures developing in the region. January details attached as separate document.
Accepted as information. |
| 8 | Executive Director Report | Accepted as information. |

- 9 Round table Accepted as information.
- 10 Upcoming Board Meetings ➤ Wednesday, March 4, 2026
 ➤ Wednesday, April 1, 2026
 ➤ Wednesday, May 6, 2026
 ➤ Wednesday, June 4, 2026
- 11 Adjourn Moved by Mike Hegedus THAT the meeting be adjourned.
Carried. [2026-02-1010}

Approved March 4, 2026

Executive Director Report January 2026

MEETINGS and PRESENTATIONS

Feb 3: RINSA, Teconnect
 Feb 4: Waste Management presentation, Claresholm
 Feb 4: Board meeting, Claresholm
 Feb 5: Bev/Sean meeting, Zoom
 Feb 9: Meeting with Beth Russell-Towe, Zoom
 Feb 10: Blackfoot Signage meeting, Teams
 Feb 12: Bev/Sean meeting, Zoom
 Feb 12: IEDC-AEDO Advisory Committee, Zoom
 Feb 12: new product launch, PIP Int'l, Lethbridge
 Feb 13: Resilience Task Force Meeting, Zoom
 Feb 17: EDA/IEDC special meeting re: AEDO certification/collaboration, Zoom
 Feb 17: PrairiesCan "Exchange" meeting, Lethbridge
 Feb 18: EDL Board meeting, Teconnect
 Feb 18: Meeting with PREDA, Zoom
 Feb 19: Bev/Sean meeting, Zoom
 Feb 24: REDA Managers meeting, Zoom
 Feb 25: Bev/Sean meeting, Zoom
 Feb 25: Meeting re: Cardiac Centre fund-raising, Lethbridge
 Feb 26: H3TDA Planning day meeting, Lethbridge
 Feb 27: Resilience Task Force meeting, Zoom

Feb 27: Bev/Sean meeting with EDL, Teconnect

Feb 27: Bev/Sean meeting with PrairiesCan, Teconnect

PROJECT MANAGEMENT and REPORTING

- Website inquiries and referrals
- Prepare Corporate Return
- Operations Plan 2026-2027
- Tourism and Economic Summit event support

INVESTMENT ATTRACTION and REGIONAL PROMOTION

- Provincial and federal airports initiatives
- IEDC-AEDO Advisory Committee- policy input

Alberta SouthWest Bulletin March 2026

Regional Economic Development Alliance (REDA) Update

❖ Lettuce celebrate! So mush room for growth! 😊

The previous cannabis production facility in Claresholm has been repurposed into a gourmet mushroom and produce farm, including a store that's selling fresh produce to the community. Such an asset to our region and another of the amazing things happening along the Highway 2 corridor!

Congratulations to Council and Administration who worked so effectively to make this happen.

Here is a link to CBC news clip! <https://www.cbc.ca/player/play/video/9.7119047>

❖ Meet you at the corner!

- AlbertaSW is at the intersection of Highways 2 and 3, with unique advantages to support economic connectivity and develop opportunities along both the north-south and east-west corridors.
- Highway 3 Twinning Development Association (H3TDA) keeps transportation corridors at the forefront.
- Earlier this year, in August 2025, the province announced realignment of 3 km of the westbound lanes of Highway 3 on the east side of Fort Macleod. Alberta Budget 2026 includes \$152M over three years to advance the twinning of 36 km from east of Bow Island to Medicine Hat.

❖ A new tune: Old MacDonald's Future Farm... A-I-A-I-O

And, not just the farm... all of us are using AI tools in our everyday operations, and the Board is addressing this as an important topic for municipalities, organizations, and businesses.

AI policy requires CLARITY before tackling the details of rules and tools.

Advice to leadership is to begin by

- defining a shared understanding of what is acceptable, and
- ensuring AI use addresses risk factors and public responsibilities, and
- reducing uncertainty so individuals and teams can innovate with confidence.



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Sean Miles, Investment Development Director, created a short video (using AI!) that summarizes a report prepared by Lumaris AI Solutions titled "Responsible AI in Municipal Leadership"

If you wish a **copy of the document**, and/or **link to the video**, send request to bev@albertasouthwest.com

❖ Investment Development Highlights

Sean has been meeting with councils and businesses in the region. There are many exciting things happening in manufacturing, agriculture, processing, and tourism development, airports and municipal infrastructure. If you are aware of a business or organization doing things we should know about, please contact Sean or Bev. (E-mails below.) As Sean continues to travel the region, there are clear opportunities to "connect the dots" for cluster development and opportunities to pursue in each community.

❖ UPCOMING EVENT...

Southern Alberta Economic & Tourism Summit 2026, Lethbridge Trade and Convention Centre

Attend one or two days:

- **Tourism Summit Wednesday, March 25** from 8:30 am to 3:30 pm TICKET \$80
- **Economic Summit Thursday March 26** from 8:30 am to 3:30pm TICKET \$80
- TICKET for **BOTH** days: \$140

www.eventbrite.ca/e/southern-alberta-economic-tourism-summit-2026-tickets-1976482149314?aff=oddttdcreator



Alberta SouthWest Regional Economic Development Alliance

bev@albertasouthwest.com 403.627.0244 (cell)

sean.miles@albertasouthwest.com 403.894.9832 (cell)

www.albertasouthwest.com



**ACCREDITED
ECONOMIC
DEVELOPMENT
ORGANIZATION**
International Economic Development Council

Mosquito Creek Foundation
NANTON



March 25, 2025

Tara Vandervalk
Chief Administrative Officer
Town of Nanton
P.O. Box 609 1907 21st Avenue
Nanton, AB
T0L 1R0

RE: 2025 REQUISITION

Dear Ms. Vandervalk,

Please find below the details of the 2026 municipal requisition in support of Mosquito Creek Foundation. The figures include a 3% increase over 2025 related to rising costs for food, supplies and general inflation.

As per the Alberta Housing Act 7(1) the municipalities are requisitioned based on their proportionate share of the total equalized assessments as indicated below:

Municipality	Equalized Assessment	Percentage	Requisition
Town of Nanton	445,029,603	38.33%	\$152,265
MD of Willow Creek No. 26	665,077,766	57.29%	\$227,554
MD of Ranchland No. 66	50,879,013	4.38%	\$ 17,408
Totals	1,160,986,382	100%	\$397,227

We look forward to receiving your cheque made payable to ‘Mosquito Creek Foundation’ with our thanks.

Yours truly,


Karen Braun-Boyer
Chief Administrative Officer



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

March 17, 2026

Municipal District of Willow Creek
P.O. Box 550
Claresholm, Alberta
T0L 0T0

Re: Intermunicipal Collaborative Recreation Agreement

Dear Reeve Sandberg and Council:

At the Regular Meeting of Council held on March 16, 2026, the Town of Nanton Council reviewed the Intermunicipal Recreation Funding Agreement and approved the agreement as presented.

RESOLUTION # 90 – 26/03/16 - Czop

Moved to accept the Intermunicipal Collaborative Recreation Agreement for a further five-year term, as presented at the March 11, 2026 Intermunicipal Collaboration Framework Committee Meeting.

The Town of Nanton values the continued collaboration between our municipalities and appreciates the cooperative approach taken in advancing this agreement. We look forward to continuing to work together in support of recreation services that benefit residents across the region.

Sincerely,

Mayor Jennifer Handley
Town of Nanto

/sl

Cc: Town of Clareshom
Town of Fort Macleod
Town of Stavely



Claresholm

Where **Community** Takes Root

March 31, 2026

RE: Intermunicipal Recreation Agreement

Dear Reeve Sandberg and Council,

Claresholm Council approved the extension of the Intermunicipal Recreation Agreement with the following motion at its March 23rd, 2026 meeting:

Moved by Councillor Carlson to amend Section 5 of the ICF Recreation agreement as proposed by the MD of Willow Creek, and to approve the amended agreement for another 5-year term. CARRIED MOTION #26-039

Claresholm Council is looking forward to another five years of collaboration.

Sincerely,

Brad Schlossberger
Mayor
Town of Claresholm





March 25, 2026

Reeve & Council
Municipal District of Willow Creek No. 26
PO Box 550
Claresholm, AB
TOL OTO

RE: INTERMUNICIPAL RECREATION AGREEMENT

Dear Reeve Sandberg and Council,

On behalf of the Town of Fort Macleod Council, please be advised that at the Regular meeting of Council held on March 23, 2026, the following resolution was passed:

R.2026.079

Motioned by: Councillor Poytress

*That Council accepts the five-year renewal of the Intermunicipal Recreation Agreement between the Municipal District of Willow Creek No. 26 and the Towns of Fort Macleod, Claresholm, Stavely and Nanton, as presented on March 11, 2026, at the Intermunicipal Collaboration Framework Committee Meeting. **CARRIED***

We look forward to strengthening this partnership and to continued engagement from the MD in supporting recreation services that benefit residents across the region.

Sincerely,

Mayor Brent Feyter
Town of Fort Macleod

cc: Town of Claresholm
Town of Stavely
Town of Nanton

403.553.4425 • P.O. Box 1420 • 410 20th street
📍 www.fortmacleod.com 📺

RESOURCES

Filing a Property Assessment Complaint and Preparing for Your Hearing Guide

<http://www.municipalaffairs.alberta.ca/documents/as/Filing%20a%20property%20assessment%20complaint%20and%20preparing%20for%20your%20hearing.pdf>

Matters Relating to Assessment Complaints Regulation 201/2017 (MRAC):

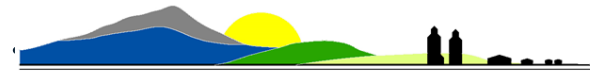
https://kings-er.alberta.ca/documents/Regs/2017_201.pdf

IMPORTANT

Use ensure you review Board Complaint out **in full** and documentation is included

- Assessment and/
- Appeal Fee
- Any additional support documents
- Agent Authorization (if applicable)

Complaints filed with an appeal fee submitted after the appeal deadline and the required fee are invalid.



OLDMAN RIVER REGIONAL SERVICES COMMISSION

Email | admin@orrsc.ca
Phone | 403-329-134

3105 16th Avenue N
Lethbridge, AB
Page 116 of 128



MENT

set out a complaints and appeals system for property owners who have concerns about their property's assessment.

The assessment complaints and appeal process requires you to file a complaint with your municipality's assessment review board.

The deadline to appeal can be found on your assessment notice.

ASSESSMENT COMPLAINT

seen by the Assessment Review Board Members. heard by members, and appeals are made to the Assessment Review Board.

HOW CAN I BE PREPARED?

To ensure that all your evidence is heard by the Assessment Review Board, present your evidence in writing prior to the hearing in the disclosure process.

The Complainant and Assessor (the Respondent) are required to disclose evidence to each other within the legislated time frames, which can be found on your Notice of Hearing.

The Board must not hear any evidence that was not included in your disclosure documents, filed prior to the hearing.

For more information check out **RESOURCES** page of this brochure.



WHAT IS THE ROLE OF THE ASSESSMENT REVIEW BOARD?

The Assessment Review Board is responsible for adjudicating complaints regarding property assessments. During the hearing they receive evidence and arguments from the parties, and make decisions while applying the law to every complaint.

Boards receive support and direction from the Province of Alberta to ensure fair application of the law to all Albertans.

H

M

WHAT IF I AM CONCERNED ABOUT MY PROPERTY TAXES, NOT MY ASSESSMENT?

Assessors do not have jurisdiction regarding your property taxes.

If you have concerns about your property taxes, please contact your local municipal office or the provincial government.

The personal information on this form is being collected under the authority of the *Municipal Government Act*, section 460, as well as the *Freedom of Information and Protection of Privacy Act*, section 33(c). The information will be used for administrative purposes and to process your complaint. For further information, contact your local Assessment Review Board.

Municipality Name (as shown on your assessment notice or tax notice)	Tax Year
--	----------

Section 1 - Notice Type

Assessment Notice: Annual Assessment Amended Annual Assessment Supplementary Assessment Amended Supplementary Assessment

Tax Notice: Business Tax Other Tax (excluding property tax and business tax)

Name of Other Tax _____

Section 2 - Property Information

Assessment Roll or Tax Roll Number

Property Address

Legal Land Description (i.e. Plan, Block, Lot or ATS 1/4 Sec-Twp-Rng-Mer)

Property Type (check all that apply) Residential property with 3 or fewer dwelling units Residential property with 4 or more dwelling units Farm land Non-residential property Machinery and equipment

Business Name (if pertaining to business tax) Business Owner(s)

Section 3 - Complainant Information

Is the complainant the assessed person or taxpayer for the property under complaint? Yes No

Note: If this complaint is being filed on behalf of the assessed person or taxpayer by an agent for a fee, or a potential fee, the Assessment Complaints Agent Authorization form must be completed by the assessed person or taxpayer of the property and must be submitted with this complaint form.

Complainant Name (if the complainant, assessed person, or taxpayer is a company, enter the complete legal name of the company)

Mailing Address (if different from above) City/Town Province Postal Code

Telephone Number (include area code) Fax Number (include area code) Email Address

If applicable, please indicate any date(s) that you are not available for hearing

Section 4 - Complaint Information

Check the matter(s) that apply to the complaint (see reverse for coding)

1 2 3 4 5 6 7 8 9 10 11 12 13

Note: Some matters or information may be corrected by contacting the municipal assessor prior to filing a formal complaint.

Section 5 - Reason(s) for Complaint

Note: An assessment review board panel must not hear any matter in support of an issue that is not identified on the complaint form

A complainant must

- indicate what information shown on an assessment notice or tax notice is incorrect,
- explain in what respect that information is incorrect,
- indicate what the correct information is, and
- identify the requested assessed value, if the complaint relates to an assessment.

Requested assessed value:

Section 6 - Complaint Filing Fee

If the municipality has set filing fees payable by persons wishing to make a complaint, the filing fee must accompany the complaint form, or the complaint will be invalid and returned to the person making the complaint.

If the assessment review board panel makes a decision in favour of the complainant, or if all the issues under complaint are corrected by agreement between the complainant and the assessor, and the complaint is withdrawn prior to the hearing, the filing fee will be refunded.

Section 7 - Complainant Signature

Date (mm/dd/yyyy) _____ Printed Name of Signatory Person and Title _____ Signature _____

Important Notice: Your completed complaint form and any supporting attachments, the agent authorization form, and the prescribed filing fee must be submitted to the person and address with whom a complaint must be filed as shown on the assessment notice or tax notice prior to the deadline indicated on the assessment notice or tax notice. Complaints with an incomplete complaint form, complaints submitted after the filing deadline, or complaints without the required filing fee, are invalid.

Assessment Review Board Clerk Use Only

Was the complaint filed on time?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Is the required information included on or with the complaint form?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Was the required filing fee included?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Was a properly completed agent authorization form attached?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Complaint to be heard by:	<input type="checkbox"/> LARB Panel	<input type="checkbox"/> CARB Panel	Date received _____

MATTERS FOR A COMPLAINT

A complaint to the assessment review board panel may be about any of the following matters, as shown on an assessment notice or on a tax notice:

- | | |
|---|--|
| 1 the description of the property or business | 10 whether the property or business is exempt from taxation |
| 2 the name or mailing address of an assessed person or taxpayer | under Part 10, but not if the exemption is given by an agreement under section 364.1(11) that does not expressly provide for the right to make the complaint |
| 3 an assessment amount | 11 any extent to which the property is exempt from taxation under a bylaw under section 364.1 of the Act |
| 4 an assessment class | 12 whether the collection of tax on the property is deferred under a bylaw under section 364.1 of the Act |
| 5 an assessment sub-class | 13 a designated officer's refusal to grant an exemption or deferral under a bylaw under section 364.1 of the Act |
| 6 the type of property | |
| 7 the type of improvement | |
| 8 school support | |
| 9 whether the property or business is assessable | |

Note: To eliminate the need to file a complaint, some matters or information shown on an assessment notice or tax notice may be corrected by contacting the municipal assessor. It is advised to discuss any concerns about the matters with the municipal assessor prior to filing this complaint.

If a complaint fee is required by the municipality, it will be indicated on the assessment notice. Your complaint form will not be filed and will be returned to you unless the required complaint fee indicated on your assessment notice is enclosed.

ASSESSMENT REVIEW BOARD PANELS

A local assessment review board panel will hear complaints about residential property with 3 or fewer dwelling units, farm land or matters shown on a tax notice (other than a property tax notice).

A composite assessment review board panel will hear complaints about residential property with 4 or more dwelling units or non-residential property.

DISCLOSURE

Disclosure must include:

- All relevant facts supporting the matters of complaint described on this complaint form.
- All documentary evidence to be presented at the hearing.
- A list of witnesses who will give evidence at the hearing.
- A summary of testimonial evidence.
- The legislative grounds and reason for the complaint.
- Relevant case law and any other information that the complainant considers relevant.

Disclosure timelines:

For a complaint about any matter other than an assessment, the parties must provide full disclosure at least 7 days before the scheduled hearing date.

For a complaint about an assessment - local assessment review board panel:

- Complainant must provide full disclosure at least 21 days before the scheduled hearing date.
- Respondent must provide full disclosure at least 7 days before the scheduled hearing date.
- Complainant must provide rebuttal at least 3 days before the scheduled hearing date.

For a complaint about an assessment - composite assessment review board panel:

- Complainant must provide full disclosure at least 42 days before the scheduled hearing date.
- Respondent must provide full disclosure at least 14 days before the scheduled hearing date.
- Complainant must provide rebuttal at least 7 days before the scheduled hearing date.

DISCLOSURE RULES

Timelines for disclosure must be followed;

Information that has not been disclosed will not be heard by an assessment review board panel.

Disclosure timelines can be reduced if the disclosure information is provided at the time the complaint form is filed. Both the complainant and the assessor must agree to reduce the timelines.

PENALTIES

A Composite Assessment Review Board Panel may award costs against any party to a complaint that has not provided full disclosure in accordance with the regulations.

IMPORTANT NOTICES

Your completed complaint form and any supporting attachments, the agent authorization form and the prescribed filing fee must be submitted to the person and address with whom a complaint must be filed as shown on the assessment notice or tax notice, prior to the deadline indicated on the assessment notice or tax notice. Complaints with an incomplete complaint form, complaints submitted after the filing deadline, or complaints without the required filing fee are invalid.

An assessment review board panel must not hear any matter in support of an issue that is not identified on the complaint form.

The clerk will notify all parties of the hearing date and location.

For more details about disclosure please see the *Matters Relating to Assessment Complaints Regulation*.

To avoid penalties, taxes must be paid on or before the deadline specified on the tax notice even if a complaint is filed.

Sara-Lynn Lyons

From: Jennifer Handley
Sent: Tuesday, March 31, 2026 4:37 PM
To: Jennifer Thompson
Cc: council@nanton.ca; Tara Vandervalk; Sara-Lynn Lyons; Clayton Gillespie
Subject: Re: Budget concerns

Hi Jenn,

Thank you again for your thoughtful note. I do appreciate you taking the time to explain where your concerns are coming from, because affordability is a very real issue for many households right now.

I think the most helpful way to explain Council's approach is to separate day-to-day operating costs from larger capital projects, because they are not funded in the same way.

A simple way to think about it is the difference between your monthly household bills and replacing the roof on your home. Your regular bills are the ongoing costs of keeping everything running. A roof replacement is a larger long-term project that is usually funded differently and planned over time.

It is much the same for the Town.

Your property taxes primarily support the operating budget, which covers the day-to-day costs of running the community: road maintenance, snow clearing, utilities, staffing, parks, recreation operations, insurance, reserve contributions and regular repairs needed to keep services functioning.

The capital budget is different. That covers larger one-time projects such as buildings, major infrastructure replacement, equipment, and long-term facility upgrades. Those projects are often funded through grants, reserves built over time, long-term borrowing, and project-specific revenues, rather than through the same annual operating tax pressure residents feel each year.

That is why projects such as the THRC proposal can appear, from the outside, to be competing with day-to-day infrastructure concerns, when in reality they are funded through different tools and long-term plans.

It is also important to recognize that many of the operating cost pressures are driven by factors outside Council's control. Rising insurance premiums, utilities, fuel, contracted services, inflation and supply costs all directly affect the Town's ability to deliver the same level of service year over year.

To put that in perspective, in a municipal operating budget of roughly \$3.1 million, a 1% increase represents just \$30,000. Costs such as insurance, fuel for public works equipment, and utilities can easily account for that amount on their own without any expansion of services at all. In practical terms, part of the increase residents see is often simply the cost of maintaining the same service levels in an inflationary environment.

I also think it is important to put this year's overall tax pressures into context. For the average Nanton household, the increase attributable to the Town's municipal budget is approximately \$42, while the provincial requisitions are approximately \$229, primarily through education tax and the police funding model. In other words, the bulk of what residents will see on the tax notice this year is provincially driven rather than Council-driven.

For that reason, I would also encourage residents to share those affordability concerns with our MLA, as a significant portion of the pressure households are feeling is coming from decisions set outside Council's control.

I also want to acknowledge something that is often less visible. Much of the Town's infrastructure maintenance and upgrades are the kind of investments people rarely notice when they are working properly. Water lines, underground systems, facilities, preventative maintenance, and long-term asset renewal often go unseen, yet they are exactly what helps prevent far larger and more costly failures in the future.

Your point about visible infrastructure and core essentials is still a fair one, and residents should absolutely expect confidence that those needs remain front and centre.

If there are specific operating areas or services that you feel should be reduced, delayed, or reconsidered, I would genuinely welcome those suggestions so they can help inform Council's deeper review as we move toward the 2027 budget. I also know Tara and Clayton are readily available to answer your questions and suggestions as well.

As a separate note, it was brought to my attention that you and several others that attended last night's meeting that there may have been an interest from your group to ask questions of Council and the RCMP.

I did want to clarify that it is very helpful for us to know that in advance where possible so we can account for it from a timing and agenda-management perspective. Council meetings are business meetings run to an agenda, and there is not typically a public Q&A component unless it has been requested ahead of time, either as a formal delegation or through advance communication with Administration.

There are occasions where a last-minute request can still be accommodated depending on the overall agenda and available time. In last night's case, we had four presenting groups,

each with scheduled time allocations, so there simply was not flexibility built into the agenda for additional unscheduled questions.

Please do not hesitate in future to let Administration or myself know ahead of the meeting if your group would like time set aside for questions or discussion. We are always happy to look at how that can be accommodated within the structure of the meeting.

These conversations are important, and practical ideas from residents are always valuable and appreciated.

Sincerely,

Jennifer Handley
Mayor of Nanton

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On Mar 31, 2026, at 1:59 PM, Jennifer Thompson [REDACTED] wrote:

You don't often get email from [REDACTED] [Learn why this is important](#)

Hi Mayor Handley,

Thank you for your detailed response and for taking the time to explain Council's perspective. I do appreciate the effort that has gone into reviewing the 2026 budget and the reductions that have already been made.

That said, I think this is where many residents, myself included, are still struggling. While I understand that much of the discussion has involved weighing "urgent" items, the reality for taxpayers is that affordability is already stretched. Even a 1.76% increase, combined with other rising costs, continues to add pressure. From a resident's perspective, it still feels like we are being asked to absorb increases before every possible avenue to reduce spending has been fully exhausted.

I also understand the value of being proactive and “grant-ready,” but I think there is growing concern that too many studies and reports are being prioritized while we continue to face very real, visible infrastructure issues. Being prepared for funding opportunities is important, but so is demonstrating that we are focused on core essentials first. Right now, many residents would say that balance does not feel right.

With respect to reserves, I recognize the importance of maintaining them for long-term stability. However, reducing contributions from 20% to 15% still leaves a significant portion of taxpayer dollars being set aside at a time when infrastructure is already failing and residents are feeling the strain. It raises a reasonable question about whether we are prioritizing future planning over present-day needs.

I do appreciate the commitment to a deeper review heading into 2027, but I think residents are looking for more immediate, tangible changes. There is a strong sense in the community that there are still areas—both large and small—where spending could be reduced, delayed, or reconsidered without compromising core services.

Regarding the THRC proposal, I understand that it is part of a broader plan, including maintaining RCMP services. However, from the outside, it is difficult for residents to see it as anything other than a significant capital expense at a time when priorities feel misaligned. I think this is why it continues to be a focal point of concern.

I do appreciate the longer-term context you provided around tax increases versus inflation. At the same time, many households have not seen income growth that matches inflation either, which makes even “below inflation” increases difficult to absorb in practice.

At the end of the day, I believe residents are not asking Council to ignore long-term planning or critical services. They are asking to see stronger evidence that every possible cost-saving measure has been pursued, and that core infrastructure and essential services are being prioritized above all else.

Thank you again for the open dialogue. I believe these conversations are important, and I hope they continue in a way that leads to practical solutions and increased confidence from the community.

Sincerely,

Jennifer Slettede

[Sent from Yahoo Mail for iPhone](#)

On Tuesday, March 31, 2026, 12:32 PM, Jennifer Handley <jhandley@nanton.ca> wrote:

Jen,

Thank you for attending the meeting and for taking the time to write.

I do want to respond to one part of your email directly, as I would not want anyone to leave with the impression that Council has not been focused on reducing the 2026 budget. A great deal of the work to date has in fact been exactly that.

Council and administration spent considerable time reviewing the 2026 operational budget. The original proposed municipal tax increase was 6.54%, and many of the items within that figure were identified by administration as urgent. That is important context, because it meant Council's discussions were not about trimming obvious extras, but about weighing genuine operational and infrastructure pressures against what residents can reasonably afford. Through that process, the proposed increase was brought down to 3.54%, and ultimately to 1.76%.

That required difficult decisions to protect core services, maintain infrastructure, and support long-term financial sustainability, while also being mindful of affordability for residents.

I would also like to address your comment about similar reports being commissioned multiple times over the years, because I do not think that fairly reflects the work that has been done. These have not simply been repeat reports. In many cases, the studies undertaken relate to different projects, different requirements, or different stages of planning.

Not every report is intended to lead to immediate construction or spending. Part of responsible municipal planning is being proactive and grant-ready. Having studies and planning work completed in advance allows the Town to

respond in a credible and timely way when funding opportunities arise, rather than scrambling at the last minute to assemble something that may not be well developed or competitive.

To help reduce the tax impact further, as you know Council also lowered the planned contribution to reserves for this year from 20% to 15%. Reserves remain important for future projects and financial stability, but this adjustment was made to provide some near-term relief to taxpayers.

You will likely also recall from the meeting that Council and our new CAO, Tara, discussed continuing a deeper review of the budget and looking for further efficiencies and opportunities heading into 2027. That commitment remains. We are not treating this as a one-year exercise, but as ongoing work, and we remain committed to continuing to look for efficiencies where they can responsibly be found.

You are quite right that small reductions on their own do not solve the larger issue. Council understands that. The harder question is what can responsibly be reduced from the major cost drivers without undermining core services, infrastructure needs, or the Town's longer-term financial position.

I also recognize that some may feel the administration move to the THRC should simply be removed to make more room in the budget. However, that proposal is not just about office space. It forms part of a broader plan that includes maintaining RCMP services in Nanton. For that reason, it cannot fairly be viewed as a simple discretionary item that can be cut without wider consequences. It needs to be considered in the context of the Town's overall service responsibilities and long-term needs.

It is also worth adding some longer-term context. Between 2019 and 2025, the Town's municipal tax requirement increased from \$2,821,774 to \$3,079,141, which is about a 9% total increase over seven years. Over roughly that same period, inflation rose by about 20.8%. On that basis, the Town's municipal increase has been well below broader inflationary pressures.

With respect to comparisons to other communities, I agree those comparisons matter and residents are right to raise them. At the same time, they are not always as straightforward as population alone. Different communities face different infrastructure pressures, service expectations, asset inventories, staffing structures, and legacy issues. That does not mean comparisons should be dismissed. It means they need to be considered carefully and in proper context.

At the same time, I do agree with the principle behind your concern. When residents see serious infrastructure challenges, they will naturally question spending in other areas. That is fair. Those infrastructure issues are not being

ignored, and they remain a significant part of Council's discussions , budget and longer-term planning.

Council will continue to do its part and scrutinize the dollars it controls to cushion the impact on taxpayers, while also recognizing that there are limits to how long costs can be deferred without long-term consequences for service levels, reserve funding, and infrastructure.

Thank you again for raising your concerns. Residents have every right to question how public money is being spent, and those concerns are always welcomed and taken seriously.

As always, for continued transparency and public education, please note that this correspondence will be included in the next agenda package.

Jennifer Handley

Mayor of Nanton

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On Mar 27, 2026, at 4:46 PM, Jennifer Thompson



You don't often get email from jenle33@yahoo.ca. [Learn why this is important](#)

Good afternoon,

After attending the recent meeting, I was genuinely surprised by how little discussion was focused on reducing the 2026 budget.

From what I observed, there appears to be minimal effort being made to meaningfully trim what is already a higher-than-average budget. A few minor items were mentioned for removal—such as a fence around the recycling area and yet another highway report—but these feel insignificant in the context of the larger financial picture. Especially considering that similar reports have been commissioned multiple times over the years.

What is most concerning is the contrast in priorities. We are dealing with failing infrastructure, including a sewer system that is not functioning properly and continues to require waste to be trucked out. Despite this, there is still a push to spend \$1.6 million on new office space—when existing town office buildings have already had significant investment.

It is also frustrating to see responsibility for continued tax increases being shifted elsewhere. For many residents, these annual increases are simply not sustainable. At some point, this needs to stop. We cannot continue contributing more to reserves, only to see those funds redirected toward non-essential projects.

I do understand that Council and staff are also taxpayers, and that not every decision will satisfy everyone. However, when comparing Nanton's spending to other municipalities of similar size, it is difficult to ignore that our costs—particularly

staffing—are on the higher end. This is especially concerning given that our population has remained relatively unchanged for the past 20 years.

Growth is important, but it must be balanced with responsible financial management. Are we truly living within our means?

Residents have every right to question these decisions. After all, this is public money—and we are the ones who ultimately feel the impact.

Thank you for taking my views into consideration.
Jennifer Slettede.

[Sent from Yahoo Mail for iPhone](#)