



MINUTES

April 20, 2026, at 7:00 p.m.
Council Chambers at the Tom Hornecker
Recreation Centre, 2122 – 18 Street

REGULAR COUNCIL MEETING

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

ABSENT: Councillor Roger Miller

OTHERS PRESENT:

Tara Vandervalk	Chief Administrative Officer
Clayton Gillespie	Corporate Services Manager
Sara-Lynn Lyons	Legislative Services & Communications
Ursula Sherwood	Community Futures Highwood (electronic attendance)
S/Sgt. Ryan Singleton	Royal Canadian Mounted Police (RCMP)
A/Sgt. Colleen Lowing	Royal Canadian Mounted Police (RCMP)

1. CALL TO ORDER & ADOPTION OF THE AGENDA:

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

RESOLUTION # 108 – 26/04/20 - Czop

The Regular Council agenda for April 20, 2026, was accepted as presented with the following changes:

Addition of item 5.5 Request from Town of Sylvan Lake to Sponsor Resolution at Alberta Municipalities
CARRIED

2. PRESENTATIONS:

2.1 Community Futures Highwood – E

Due to technical issues Community Futures Highwood will need to be rescheduled.
Ursula Sherwood left the meeting at 7:06 p.m.

2.2 Nanton Royal Canadian Mounted Police (RCMP)

RESOLUTION # 109 – 26/04/20 – Shields

Moved that Council adopts policing priorities for the Town of Nanton being road safety, community engagement and crime prevention.

Council thanked S/Sgt. Ryan Singeton and A/Sgt. Colleen Lowing for their presentation and left the meeting at 7:35 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 previous month March 2026

3.3 DEPARTMENT:

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

3.4 COUNCIL:

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

RESOLUTION # 110 – 26/04/20 - Shields

Moved that all written reports, as recorded on the agenda for April 20, 2026, be received for information and filing. CARRIED

4. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

4.1 ADOPTION:

4.1.1 March 30, 2026, Special Meeting Minutes – E

RESOLUTION # 111 – 26/04/20 - McMasters

The Councillors all having read the minutes and there being no errors, omissions or corrections, the Minutes of the Special Meeting of the Town of Nanton held March 30, 2026, were accepted as distributed. CARRIED

4.1.2 March 30, 2026, Committee of the Whole Meeting Minutes - E

RESOLUTION # 112 – 26/04/20 - Mitchell

The Councillors all having read the minutes and there being no errors, omissions or corrections, the Minutes of the Committee of the Whole Meeting of the Town of Nanton held March 30, 2026, were accepted as distributed. CARRIED

4.1.1 April 6, 2026, Regular Council Meeting Minutes – E

RESOLUTION # 113 – 26/04/20 - Czop

The Councillors having read the minutes and noting a correction, the Minutes of the Regular Meeting of the Council of the Town of Nanton held April 6, 2026, are accepted as amended. CARRIED

4.2 BUSINESS ARISING FROM THE MINUTES:

4.2.1 Request for Decision Compliance Enforcement Policy – E

4.2.2 Request for Decision Heritage Management Policy – E

RESOLUTION # 114 – 26/04/20 - Shields

Moved that Council adopt the "Heritage Conservation and Management" Policy as presented.

RESOLUTION # 115 – 26/04/20 - Strong

Moved that Council direct Administration to begin the municipal historic resource designation process with the identified properties, including circulation of the policy and application materials, and preparation of the required designation bylaws.

CARRIED

4.2.3 Request for Decision 2026 Operating Budget Amendment – E

RESOLUTION # 116 – 26/04/20 - Mitchell

Moved to approve the amended 2026 Operating Budget in the total amount of \$3,388,194. CARRIED

5. NEW & UNFINISHED BUSINESS:

5.1 Resolution Cancel April 27, 2026, Committee of the Whole Meeting

RESOLUTION # 117 – 26/04/20 - Mitchell

Moved to cancel the Committee of the Whole Meeting scheduled for April 27, 2026.

CARRIED

5.2 Request for Decision Bylaw #1424/26 Petition Report

RESOLUTION # 118 – 26/04/20 – Strong

Moved to receive the petition report from the Chief Administrative Officer regarding Borrowing Bylaw No. 1424, and to include the petition as Schedule "A" to the minutes, for information. CARRIED

5.3 Request for Decision Bylaw #1425/26 2026 Tax Rate Bylaw – E

RESOLUTION # 119 – 26/04/20 - McMasters

Moved to read Town of Nanton Bylaw #1425/26, a Bylaw to authorize the 2026 tax rates to be levied, for a first time. CARRIED

RESOLUTION # 120 – 26/04/20 - Mitchell

Moved to read Town of Nanton Bylaw #1425/26 for a second time. CARRIED

RESOLUTION # 121 – 26/04/20 - Czop

Unanimous consent to read Town of Nanton Bylaw #1425/26 for a third time was granted by all Council present. CARRIED

RESOLUTION # 122 – 26/04/20 – Shields

Moved to read Town of Nanton Bylaw #1425/26 for a third and final time. CARRIED



5.4 Request for Decision Bylaw #1426/26 2026 Line of Credit Bylaw – E

RESOLUTION # 123 – 26/04/20 - Mitchell

Moved to read Town of Nanton Bylaw #1426/26, a Bylaw to incur indebtedness through a line of credit, to a maximum of \$250,000, for interim cash flow purposes, for a first time. CARRIED

RESOLUTION # 124 – 26/04/20 - Strong

Moved to read Town of Nanton Bylaw #1426/26 for a second time. CARRIED

RESOLUTION # 125 – 26/04/20 - McMasters

Unanimous consent to read Town of Nanton Bylaw #1426/26 for a third time was granted by all Council present. CARRIED

RESOLUTION # 126 – 26/04/20 - Czop

Moved to read Town of Nanton Bylaw #1426/26 for a third and final time. CARRIED

5.5 Request from Town of Sylvan Lake to Sponsor Resolution at Alberta Municipalities

RESOLUTION # 127 – 26/04/20 - Shields

Moved that Council sponsor the Alberta Municipalities resolution titled “FSCD (Family Support for Children with Disabilities) Transparency and Timely Access” and authorize its submission to Alberta Municipalities for consideration at the upcoming Convention.

6. CORRESPONDENCE:

6.1 FOR ACTION: None

6.2 FOR INFORMATION:

6.2.1 Alberta Public Safety and Emergency Services reply to Mayor Handley Police Funding Model – E

6.2.2 Alberta Municipal Affairs Bill 28 - E

6.2.3 Letter to Minister Lagrange Nanton Healthcare Facility Project: A Path Forward – E

7. CLOSED CONFIDENTIAL SESSION:

RESOLUTION # 128 – 26/04/20 - McMasters

IT WAS MOVED at 8:40 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 Community Organization Property Tax Exemption Regulation (COPTER) ATIA Section 30 Disclosure Harmful to Economic and Other Interests of a Public Body

7.2 Municipal Infrastructure ATIA Section 26 Disclosure Harmful to Intergovernmental Relations and Section 29 Advice from Officials

CARRIED



RESOLUTION # 129 – 26/04/20 – Shields

IT WAS MOVED to reconvene the Regular Meeting at 9:27 p.m. CARRIED

8. ADJOURNMENT:

RESOLUTION # 130 – 26/04/20 -

IT WAS MOVED to adjourn the Regular Meeting of Council at 9:27 p.m.

TOWN OF NANTON



CHIEF ELECTED OFFICIAL



CHIEF ADMINISTRATIVE OFFICER

TV:sl

These minutes accepted and signed this 4th day of May, 2026.



REQUEST FOR DECISION

Meeting: April 20, 2026

Item: 5.2

Bylaw No. 1424 Petition Report

PURPOSE:

To present the results of the legislative review of a petition submitted in relation to Borrowing Bylaw No. 1424 and to advise Council on whether the petition is sufficient under the Municipal Government Act.

BACKGROUND

Council gave first reading to Borrowing Bylaw No. 1424 on March 2, 2026. The bylaw was advertised in accordance with MGA requirements (e.g., s. 606 and s. 251 for borrowing bylaws).

Under MGA s. 231(3), electors may submit a petition within 15 days after the last date of advertising to require a vote of the electors. This was advertised in the Public Notice. A petition must have been received by 4pm on April 6, 2026. A petition was received by the Chief Administrative Officer (CAO) at 2:30pm on April 6, 2026.

LEGISLATIVE AUTHORITY

Petitions to Council are governed by MGA ss. 219–226, which establish rules, requirements, and validation procedures.

- s. 221 – Petition is sufficient if it meets statutory requirements
- s. 222 – Only electors may sign
- s. 223 – Minimum number of signatures ($\geq 10\%$ of population)
- s. 224 – Form and content requirements (statement, signatures, witness, etc.)
- s. 225 – Counting and verification of petitioners
- s. 226 – CAO must report to Council on sufficiency

REVIEW PROCESS

- Administration conducted a review of the petition in accordance with the MGA, including:
- Verification of submission deadline (MGA s. 231)
- Examination of petition format and required statements (MGA s. 224)
- Validation of elector eligibility (MGA s. 222)
- Verification of the number of signatures (MGA s. 223)

FINDINGS

Filing Deadline

√ Petition required within: 15 days of last advertisement (MGA s. 231(3))

√ Petition received: April 6, 2026



Result: Compliant

Form and Content

√ Identical purpose statement on each page

x Petition representative identified – this was not included in the package. MGA s.224 (4)

√ Required elector information provided

x Each page of the petition to include a statement on the protection of personal information (MGA s. 226.2(3)) – not included.

√ Witness affidavits included

Result: Deficient under MGA s. 224

NUMBER OF SIGNATURES

Required: 216 electors (≥10% of population per MGA s. 223)

On the [Municipal profiles | Alberta.ca](#) dashboard, it shows the population of Nanton is 2167. This matches with the spreadsheet at [2025-mapl-worksheets-for-internet-posting.xlsx](#).

Submitted: 249 signatures (within the petition those without dates, without address written or duplicates were excluded)

Valid signatures: Zero

This package does not meet the requirement of MGA s.224 (3) Each signature must be witnessed by an adult person who must (a) sign opposite the signature of the petitioner. As there is no specific witness signature signing opposite the signature of the petitioner, so (3)(a) is not met. As that requirement is not met, the petition is not sufficient pursuant to s 221.

Result: Insufficient

OVERALL SUFFICIENCY

Based on the review under MGA s. 221, the petition is:

Insufficient

CAO CERTIFICATION

Pursuant to MGA s. 226, I hereby certify that the petition has been reviewed and is:

Insufficient

Respectfully submitted,
Tara Vandervalk
Chief Administrative Officer



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The petition was also circulated to Alberta Municipal Affairs Advisory Services as well as the Town's Municipal Lawyers for confirmation as to its sufficiency. The determination of Insufficiency was confirmed.

RECOMMENDATION

Council pass a motion to receive the CAO petition sufficiency report formally. This motion is a procedural step to officially record that council has considered the petition.

Draft motion:

Moved by Councillor _____ to receive the petition report from the CAO regarding Borrowing Bylaw No. 1424 for information.

FURTHER IMPLICATIONS FOR COUNCIL

If Petition was deemed Sufficient:

Under MGA s. 231, Council must:

- Repeal the borrowing bylaw; or
- Submit the bylaw to a vote of the electors (plebiscite)

As the Petition is Insufficient:

- Council may proceed with further readings and approval of the borrowing bylaw.

Attachments: N/A

Prepared By: Tara Vandervalk, CAO

Date: April 20, 2026

APPROVED BY: Tara Vandervalk, CAO

