MINUTES

Monday, October 19, 2026, at 6:30 p.m.
Council Chambers at the Tom Hornecker
Recreation Centre, 2122 – 18 Street

ORGANIZATIONAL MEETING

COUNCIL PRESENT:	Mayor Jennifer Handley and Councillors, Victor Czop, Jennie McMasters, Roger Miller, Dave Mitchell and Erin Shields.	
ABSENT:	Councillor Shauna Strong	
OTHERS PRESENT:	Tara Vandervalk	Chief Administrative Officer
	Clayton Gillespie	Manager of Corporate Services
	Sara-Lynn Lyons	Legislative Services and Communications

1. Mayor Handley called the meeting to order at 6:30 p.m.

2. Adoption of Agenda:

RESOLUTION # 247 - 26/10/19 - Mitchell
Moved to accept the agenda for the Organizational Meeting of October 19, 2026, as presented.
CARRIED

3. Regular Council Meetings Procedural Bylaw #1427/26:

3.1 Dates set for Regular Council Meetings

RESOLUTION # 248 - 26/10/19 - McMasters
Moved to set the following dates for the Regular Meetings of Council, to be held at the Council Chambers in the Tom Hornecker Recreation Centre, 2122 – 18 Street, at 7:00 p.m., unless notification is provided in accordance with the current Town of Nanton Council and Committee Procedural Bylaw and the Municipal Government Act of Alberta;

November 2 and 16,2026	December 7, 2026
January 4 and 18, 2027	February 1, and 16 (Tuesday), 2027
March 1, 15, 2027	April 5 and 19, 2027
May 3 and 17, 2027	June 7 and 21, 2027
July 12, 2027	August 9, 2027
September 7 (Tuesday) and 20, 2027	October 4, 18, 2027

CARRIED

3.2 Schedule for Council Committee of the Whole Meetings

RESOLUTION # 249 - 26/10/19 - Shields
Moved to schedule Committee of the Whole of Council Meetings, to be held at the Council Chambers in the Tom Hornecker Recreation Centre, 2122 – 18 Street, at 7:00 p.m., unless notification is provided in accordance with the current Town of Nanton Council and Committee Procedural Bylaw and the Municipal Government Act of Alberta;

November 30, 2026	*December scheduled as required*
January 25, 2027	February 22, 2027
March 29, 2027	April 26, 2027
May 31, 2027	June 28, 2027
July and August scheduled as required	September 27, 2027
October 25, 2027	

CARRIED

4. Deputy-Mayor Appointments:

RESOLUTION # 250 - 26/10/19 - Miller
Move to confirm the schedule of Deputy-Mayor appointment terms as follows:

Name	Second Term
Councillor McMasters	Nov 1/26 – Feb 28/27
Councillor Shields	Mar 1/27 – Jun 30/27
Councillor Strong	Jul 1/27 – Oct 31/27

CARRIED

5. INTERMUNICIPAL APPOINTMENTS:

5.1 Intermunicipal Collaboration Framework (ICF) (Bylaw #1399/24)

RESOLUTION # 251 - 26/10/19 - McMasters
Appointed Mayor Handley and Councillor Strong as Council representatives to the Intermunicipal Collaboration Framework Committee with Councillor Czop as alternate. CARRIED

5.2 Nanton Health Centre Management Committee (Co-ownership agreement)

RESOLUTION # 252 - 26/10/19 - Czop
Appointed Councillor Miller as Council representative to the Nanton Health Centre Management Committee with Mayor Handley and Councillor Mitchell as alternates. CARRIED

6. STANDING COMMITTEES - BYLAW #1321/19:

RESOLUTION # 253 - 26/10/19 - Mitchell
Moved that Council appoint Councillor Roger Miller as Chair, Councillor Jennie McMasters as Alternate Chair, and Councillor Shauna Strong as a member of the Governance Committee for the upcoming organizational year. CARRIED

7. Information and Privacy Officer Appointments:

RESOLUTION # 254 - 26/10/19 - Shields
Appointed Chief Administrative Officer, Tara Vandervalk as Head of Information and Privacy and Sara-Lynn Lyons, Legislative Services and Communication Coordinator as the Information and Privacy Officer. CARRIED

8. Property Tax Assessor

RESOLUTION # 255 - 26/10/19 - Czop
Appointed Christopher Snelgrove, Benchmark Assessment Consultants, as Property Tax Assessor. CARRIED

9. Regional Assessment Review Board Bylaw #1419/26:

RESOLUTION # 256 - 26/10/19 - McMasters
Appointed Councillor Czop as Regional Assessment Review Board Member representative. CARRIED

10. Emergency Management Committee Bylaw #1332/19

RESOLUTION # 257 - 26/10/19 - Miller
As per Emergency Management Bylaw #1332/19, moved to appoint Councillor Czop as Chair to the Emergency Advisory Committee with Councillor Shields and Mayor Handley; and further moved to appoint Public Works Lead Hand, Shellah Petersen as Director of Emergency Management Agency, Chief Administrative Officer, Tara Vandervalk and Fire Chief John Dozeman as Deputy-Directors of the Emergency Management Agency. CARRIED

11. Foothills Regional Emergency Services Commission (FRESC):

RESOLUTION # 258 - 26/10/19 - Czop
Appointed Councillor Czop as representative to the Foothills Regional Emergency Services Commission. CARRIED

12. Nanton Quality of Life Foundation:

RESOLUTION # 259 - 26/10/19 - Mitchell
Appointed Councillor Shields as representative to the Nanton Quality of Life Foundation, with Councillor McMasters serving as Alternate. CARRIED

13. Mosquito Creek Foundation (Bylaw #635/75)

RESOLUTION # 260 - 26/10/19 - Shields
Appoint Mayor Handley as the Town representative to the Mosquito Creek Foundation, Councillor Shields as the alternate, and Leigh McNeill as the Town's Member-at-Large representative to the Mosquito Creek Foundation. CARRIED

14. Foothills Regional Services Commission (FRSC Bylaw #1111/01):

RESOLUTION # 261 - 26/10/19 - Miller
Appointed Councillor Mitchell as representative to the Foothills Regional Services Commission, with Councillor McMasters as the alternate. CARRIED

15. Alberta SouthWest Regional Alliance:

RESOLUTION # 262 - 26/10/19 - Mitchell
Appointed Councillor Strong as representative to the Alberta SouthWest Regional Alliance, and Councillor Czop as the alternate. CARRIED

16. Oldman River Regional Services Commission – Intermunicipal Service Agency:

RESOLUTION # 263 - 26/10/19 - Shields
Appointed Councillor Strong as representative to the Oldman River Regional Services Commission, and alternate Councillor Czop. CARRIED

17. Municipal Planning Commission:

RESOLUTION # 264 - 26/10/19 - Mitchell
Appointed the Members of the Town of Nanton Municipal Planning Commission as follows:
Three Council Members: Councillors Strong, McMasters and Shields;
Two Alternate Council Members: Councillors Czop and Miller
Two Members-at-large: Nicolle McKenna, Julia Anderson.
CARRIED

18. Chinook Intermunicipal Subdivision & Development (Bylaw #1323/19) Appeal Board

RESOLUTION # 265 - 26/10/19 - McMasters
Appointed Councillor Mitchell (non-member of Municipal Planning Commission) and Lynette Jessop as member at large as representatives to the Chinook Intermunicipal Subdivision and Development Appeal Board. CARRIED

19. Livingstone Range School Division – Nanton Joint Use Planning Agreement Governing Committee

RESOLUTION # 266 - 26/10/19 - Czop
Appointed Councillor Miller and Mayor Handley as Council representative to the Livingstone Range School Division – Nanton Joint Use Planning Agreement Governing Committee. CARRIED

20. Highwood Management Plan

RESOLUTION # 267 - 26/10/19 - Shields
Appointed Councillor Czop as representative to the Highwood Management Plan – Public Advisory Committee. **CARRIED**

21. Town of Nanton Library Board:

RESOLUTION # 268 - 26/10/19 - Miller
Appointed Councillor Mitchell as Council representative to the Town of Nanton Library Board for one year term with appointment expiring October 31, 2027. CARRIED

RESOLUTION # 269 - 26/10/19 – Mitchell
Moved that Council appoint Lynne Cox as a member of the Town of Nanton Library Board for a one-year term, in accordance with Bylaw 1382/24, the Nanton Library Board Bylaw. CARRIED

22. Chinook Arch Regional Library System Representatives:

RESOLUTION # 270 - 26/10/19 - Czop
Appointed Amanda Bustard, Chair of the Town of Nanton Library Board, as the representative to the Chinook Arch Regional Library System. CARRIED

23. Community Organizations

RESOLUTION # 271 - 26/10/19 - Shields
Appointed the Council Members as "Liaison" or "Point of Contact" to Town of Nanton Community Organizations as follows:

- Town and Country Kozy Korner Association Board – Councillor Czop
- Nanton & District Chamber of Commerce – Councillor Strong and Mayor Handley with Councillor Shields as alternate
- Nanton & District Community Memorial Centre Society – Councillor Shields
- Nanton Lancaster Society Board – Councillor Miller
- Canadian Grain Elevator Discover Centre of Canada – Councillor Shields
- Nanton Agricultural Society – Mayor Handley
- Nanton Golf Club – Councillor Mitchell
- Nanton Children's Society – Councillor McMasters and Mayor Handley
- Nanton Future Foundation – Councillor Strong
- Nanton Booster Club – Mayor Handley
- Nanton Promoters – Councillor Mitchell
- Nanton Recreation Teams (general) – Councillor McMasters
- Citizens on Patrol – Councillor Czop
- Nanton Lions / Leos Clubs – Councillor Czop
- Nanton Fire Department – Councillor Mitchell
- Nanton Animal Protection Society – Councillor Strong
- Nanton Native Learning Circle – Mayor Handley
- Opportunous Society – Councillor McMasters
- Spray Park Working Group – Mayor Handley
- Spring Line Users – Councillor Miller with Councillor Czop as alternate
- Nanton Broadcast Society – Mayor Handley
- Nanton Handi-Bus – Councillor Strong
- Nanton Hall of Fame – Councillor Mitchell
- Nanton Athletic Society – Mayor Handley

CARRIED

24. 2026 additions to the Community Member recognition Board:

There were no additions for 2026 to the Community Recognition Board.

25. Adjournment:

RESOLUTION # 272 - 26/10/19 - McMasters
Moved to adjourn the 2026 Organizational Meeting of the Council of the Town of Nanton at 6:40 p.m..

TOWN OF NANTON

CHIEF ELECTED OFFICIAL **CHIEF ADMINISTRATIVE OFFICER**

TV:sl

These minutes accepted and signed this 2nd day of November, 2026.