

**Town of Crossfield**  
**AGENDA**  
**Regular Council Meeting**  
**Tuesday, February 4, 2025 – 7:00 p.m.**

1. **CALL TO ORDER**

2. **AGENDA**

2.1 February 4, 2025

3. **MINUTES**

3.1 January 21, 2025, regular council meeting

4. **DELEGATIONS**

4.1 BDO Canada LLP, Financial Auditor Planning Report

5. **ACTIONS AND DECISIONS**

5.1 Crossfield & District Recreation Board member appointment

5.2 Purple Day Proclamation for Epilepsy Awareness – March 26, 2025

6. **COUNCILLOR'S BUSINESS**

7. **ADMINISTRATIVE UPDATE**

7.1 Administrative Update

7.2 Outstanding Items List

8. **CLOSED SESSION**

8.1 Vista Crossing School Site – Disclosure harmful to business interests of a third party – FOIP Section 16 (1)

9. **ADJOURN**



## Regular Council Meeting Minutes

January 21, 2025

Council Chambers  
900 Mountain Avenue,  
Crossfield, Alberta, T0M 0S0

**PRESENT:** Mayor Harris  
Councillor Brennan  
Councillor Fox  
Councillor Gustafson  
Councillor Lambert  
Councillor Vang

**REGRETS:** Councillor Knight

**STAFF:** Kinza\_Barney, CAO  
Lindsey Nash, Director of Corporate Services, Recording Secretary  
Russ Nash, Director of Community & Protective Services  
Amber Ouellette, Finance Officer

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### 1. CALL TO ORDER

Mayor Harris called the council meeting to order at 7:01 p.m

We would like to take this opportunity to acknowledge the traditional territories of the Indigenous peoples of the Treaty 7 territory and the Otipemisiwak (o-tey-pe-mi-si-wak) Metis Government, District 4. We respect the histories, languages, and cultures of First Nations, Metis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our community.

### 2. AGENDA

2.1. January 21, 2025 Agenda

#### 011-2025

**MOVED** By Councillor Lambert that the January 21, 2025, agenda be amended with the addition of item 4.3 - CUPW Industrial Inquiry Commission letter and item 4.4 - Kraft Hockeyville.

**CARRIED**

### 3. MINUTES

3.1. January 7, 2025 Minutes

**012-2025**

**MOVED By Councillor Fox that the minutes of the January 7, 2025, regular council meeting be accepted as presented.**

**CARRIED**

### 4. ACTIONS AND DECISIONS

4.1. RV Dump Station - Fee for Service Model Review

**013-2025**

**MOVED By Councillor Brennan that Council directs Administration to remove the RV Dump Station Fee for Service Model project from the proposed 2025 Capital Plan.**

**CARRIED**

4.2. Subdivision and Development Appeal Board Application

No motion required as the applicant withdrew their application.

4.3. Industrial Inquiry Commission - Canada Post

**014-2025**

**MOVED By Councillor Gustafson that Council does not provide a submission to the Industrial Inquiry Commission.**

**CARRIED**

4.4. Kraft Hockeyville

**015-2025**

**MOVED By Mayor Harris that the Town of Crossfield support the Crossfield Kraft Hockeyville organizers in their efforts in applying for Kraft Hockeyville 2025 by providing administrative support and funding up to \$3,000.00 from the Community Events budget line.**

**CARRIED**

### 5. COUNCILLOR REPORTS

Mayor Harris:

- Attended the new Vap Store in town.
- Attended the Crossfield Skating Club competition on Friday.

Deputy Mayor Fox: Nothing further to report.

Councillor Brennan: Upcoming Marigold Library Board meeting

Councillor Gustafson: Upcoming Rocky View Foundation meeting on January 29, 2025.

Councillor Lambert: Nothing further to report.

Councillor Vang: Nothing further to report.

**015-2025**

**MOVED By Councillor Brennan that the Councillor Reports be accepted as presented.**

**CARRIED**

**6. ADMINISTRATIVE UPDATE**

6.1. Outstanding Items List

**016-2025**

**MOVED By Councillor Lambert that those items: 046 & 47 on the Outstanding items list be removed and item 024, be moved to Q2.**

**CARRIED**

**7. CORRESPONDENCE**

7.1. Rocky View Foundation - Request of Capital Funds for Affordable Housing Reserve Fund

**017-2025**

**MOVED By Councillor Brennan that the Rocky View Foundation Request of Capital Funds for Affordable Housing Reserve Fund be accepted as presented.**

**CARRIED**

**8. ADJORN**

**018-2025**

**MOVED By Councillor Vang that the Council meeting adjourn at 7:42 p.m.**

**CARRIED**

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Mayor Harris

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Kinza Barney, Chief Administrative Officer

## Report to Council



**Meeting Date:** 2025-02-04  
**Meeting Type:** Council Meeting  
**Prepared By:** Amber Ouellette  
**Presented By:** Amber Ouellette  
**Subject:** Financial Auditor Planning Report  
**Department:** Finance

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### REPORT PURPOSE:

The Town's financial auditors, BDO Canada LLP, will introduce the 2024 financial year-end audit plan to Council. The planning report is meant to highlight and explain key issues relevant to the financial audit, such as the audit approach, team and timeline. The audit is expected to be completed in late March with a copy of the draft audit opinion along with financial statement presentation to Council scheduled for April 15<sup>th</sup>, 2025.

### RECOMMENDATION:

**THAT Council accept the Financial Auditor Planning Report for information.**

### ANALYSIS:

#### Strategic Alignment

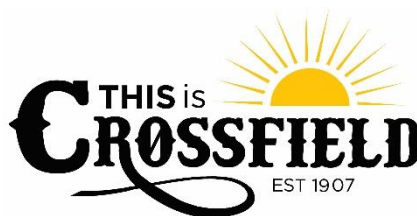
- Sustainable Community Growth
- Town Infrastructure
- Parks, Recreation & Beautification
- Social Development & Emergency Services
- Communications & Public Relations

### COMMUNICATIONS AND ENGAGEMENT:

The auditor planning report is presented to Council annually in advance of the year-end financial audit.

**ATTACHMENTS:** Audit Planning Presentation will be presented at the Council Meeting.

## Report to Council



**Meeting Date:** 2025-02-04  
**Meeting Type:** Council Meeting  
**Prepared By:** Eris Latham  
**Presented By:** Russ Nash  
**Subject:** Crossfield & District Recreation Board Appointment  
**Department:** Community Service

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### REPORT PURPOSE:

To review the application of and introduce Council to new resident Dorothy Rodehutsors who has submitted her application to become a member of the Crossfield & District Recreation Board.

### RECOMMENDATION:

**That Council approve the appointing of Dorothy Rodehutsors to the Crossfield & District Recreation Board for a 3-year term, expiring February 2028.**

### BACKGROUND:

The Crossfield & District Recreation Board policy defines the board's composition, stating that no more than five at-large members from the Town of Crossfield may be appointed.

If Dorothy is appointed, the board will consist of eight members: two from the Town of Crossfield Council, four at-large members from the Town of Crossfield, and two at-large members from Rocky View County. This would leave one at-large position from the Town of Crossfield vacant.

### ANALYSIS:

#### Strategic Alignment

- Sustainable Community Growth
- Town Infrastructure
- Parks, Recreation & Beautification
- Social Development & Emergency Services
- Communications & Public Relations

## **Social Impact**

### **Enhanced Community Representation:**

- A new member may bring fresh perspectives, ensuring diverse community interests are considered.
- More balanced decision-making that reflects the needs of different groups within Crossfield and Rocky View County.

### **Increased Community Engagement:**

- A new board member can serve as a bridge between the board and the public, encouraging more participation in recreational programs.
- Enhanced outreach efforts to engage residents who may not have previously been involved.

### **Greater Accountability and Transparency:**

- A larger board can enhance oversight and decision-making processes, leading to more transparent governance.
- Increased community trust in the board's actions and priorities.

## **ATTACHMENTS:**

- Dorothy Rodehutsors Board and Committee Application Form



# TOWN OF CROSSFIELD Board And Committee Application

## READ THE FOLLOWING:

The personal information requested on this form is being collected in order to assist Council in making appointments to its boards and committees and is governed by the *Freedom of Information & Protection of Privacy Act (FOIPPA)*. This information is collected under Section 33 of the Freedom of information and protection of privacy Act and Section 3 of the Municipal government Act. If you are appointed to a Board or Committee, your name will be disclosed. If you have any questions with respect to the collection or release of this information, please contact the FOIPPA Coordinator for the Town of Crossfield at 403-946-5565.

**Eligibility** – To be eligible for appointment as a public-at-large member of a Town Board/Committee, applicants must be of the full age of 18 years, and a Canadian citizen or legally entitled to work as defined by the Government of Canada.

**Upon appointment to the board a Criminal Records Check will be required**

*All fields must be completed for the application to be deemed complete*

## APPLICANT INFORMATION:

PLEASE PRINT CLEARLY:

First Name	Last Name	*Residence <small>*Must have lived in Crossfield or recreation area for at least 6 months</small>		
Dorothy	Rodehuts Kors	In Town of Crossfield	2 mns	years
		Crossfield Area		years

Mailing Address	City	Province	Postal Code
[REDACTED]	Crossfield	AB	T0M0S0

Email Address	Telephone Number
[REDACTED]	[REDACTED]

How did you hear about this opportunity?

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Crossfieldalberta.com | <input type="checkbox"/> Town Council or Staff |
| <input type="checkbox"/> Social media/online advertising  | <input type="checkbox"/> Word of Mouth         |
| <input type="checkbox"/> Newsletter                       | <input type="checkbox"/> Emails                |
| <input type="checkbox"/> Council Meetings                 | <input type="checkbox"/> Other                 |

## SUBMIT YOUR APPLICATION:

**Email to:**  
town@crossfieldalberta.com

**Mail to:**  
Town of Crossfield  
Box 500  
Crossfield, Alberta, T0M 0S0

**Hand Deliver to:**  
Town Office  
1005 Ross Street,  
Crossfield, AB T0M 0S0

## PLEASE ANSWER THE FOLLOWING QUESTIONS:

### 1. SEEKING APPOINTMENT TO

Which Board(s) or Committee(s) are you applying for?

Recreation Board, or any other that is looking for new members.
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**2. INTEREST IN THE POSTION**

Why are you interested in this position?

Looking to get involved in the community, meet new people, and help where I can.

I haven't been here long, but I know this is the best way to learn the community, what the priorities are, and make the best use of all my free time.

**3. WORK EXPERIENCE/EDUCATION**

Please describe your current or past work experience and education that you feel is relevant to your application.

Currently semi-retired, but looking for contract work.

Have spent the last 16 years working in healthcare, for AHS, as a project manager, stakeholder engagement consultant, and communications specialist. These skills are relevant to any volunteer organization for planning, fundraising, and maybe a new perspective.

BA in Communications, as well as Diploma in Justice Administration. Native born Calgarian, but also raised on farm near Strathmore (Cheadle).



<input type="checkbox"/> <b>Municipal Planning Commission (MPC)</b>  <b>OR</b>  <input type="checkbox"/> <b>Subdivision and Development Appeal Board (SDAB)</b>	<input type="checkbox"/> Experience in planning and design of public spaces and community activation <input type="checkbox"/> Experience in advancing diversity, equity, including or accessibility <input type="checkbox"/> Demonstrated work experience and expertise in Architecture and/or Engineering <input type="checkbox"/> Demonstrated work experience and expertise in Home Building <input type="checkbox"/> Demonstrated work experience and expertise in Landscaping Architecture <input type="checkbox"/> Demonstrated work experience and expertise in Real Estate Development <input type="checkbox"/> Demonstrated work experience and expertise in Real Estate or Planning Law <input type="checkbox"/> Demonstrated work experience and expertise in Urban Design, Planning or development <input type="checkbox"/> Understand or are familiar with subdivision, urban design, architectural and landscape plans <input type="checkbox"/> Understand or are familiar with Municipal Government Act and other pertinent Acts and Bylaws <input type="checkbox"/> Experience in managing competing interests and negotiating solutions <input type="checkbox"/> Experience in taking on leadership roles, inc. Chair and Vice Chair positions. <input type="checkbox"/> Regard for the interests of all parties affected by the outcome of decisions <input type="checkbox"/> Strong working knowledge or Alberta planning legislation
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**6. CONFIRMATION**

I, the above applicant, hereby certify that the information as presented above is truthful and accurate to the best of my knowledge. I understand that offering falsified information may remove my candidacy from the application process.

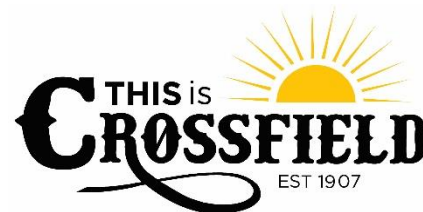
<div style="background-color: black; width: 100%; height: 20px;"></div>	<p><b>January 28, 2025</b></p>
<b>Signature</b>	<b>Date</b>



**FOR OFFICE USE**

<b>Completed Application Received:</b>	Date: <u>January 28, 2025</u>
<b>Administration Review Completed:</b>	Date: <u>January 28, 2025</u>
<b>Council Approval:</b>	Date: _____

## Report to Council



**Meeting Date:** 2025-02-04  
**Meeting Type:** Council Meeting  
**Prepared By:** Lindsey Nash, Administrative & Legislative Services Manager  
**Presented By:** Lindsey Nash, Administrative & Legislative Services Manager  
**Subject:** Proclamation  
**Department:** Legislative & Administrative Services

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### REPORT PURPOSE:

The purpose of this report is to provide Council with information on a request for a Proclamation to proclaim March 26, 2025, as Purple Day in support of Epilepsy Awareness in the Town of Crossfield.

### RECOMMENDATION:

**The Council proclaim March 26, 2025, as Purple Day for Epilepsy Awareness in the Town of Crossfield.**

### PREVIOUS COUNCIL DIRECTIONS:

In 2024 Council proclaimed March 26 as Purple Day in support of Epilepsy Awareness in the Town of Crossfield.

### BACKGROUND:

More than 30,000 people in Calgary and Southern Alberta are living with an epilepsy diagnosis. When someone has a seizure, a discharge of excessive electrical activity in the brain affects how a person feels, thinks, and behaves. The symptoms range from mild to debilitating and can last anywhere from seconds to minutes.

The Calgary Epilepsy Association is a non-profit organization dedicated to providing support, education, and advocacy for individuals and families affected by epilepsy in our community.

March is Epilepsy Awareness Month in Canada and every March 26 marks Purple Day for Epilepsy Awareness, and the Calgary Epilepsy Association is requesting the Town of Crossfield proclaim March 26 as Purple Day to help raise awareness and reduce the stigma for those living with epilepsy.

### ANALYSIS:

#### Strategic Alignment

- Sustainable Community Growth

- Town Infrastructure
- Parks, Recreation & Beautification
- Social Development & Emergency Services
- Communications & Public Relations

**ATTACHMENTS:**

- Request for Proclamation for Purple Day for Epilepsy Awareness from the Epilepsy Association of Calgary
- Town of Crossfield Proclamation



#120, 6835 Railway Street SE Calgary, AB T2H 2V6  
Telephone: (403) 230-2764 | Toll-Free: 1-866-EPILEPSY (1-866-374-5377)  
Email: [info@epilepsycalgary.com](mailto:info@epilepsycalgary.com) | [epilepsycalgary.com](http://epilepsycalgary.com)  
Charitable Registration Number: 11890 0778 RR0001

January 27, 2025

**Subject: Request for Proclamation for Purple Day for Epilepsy Awareness, March 26, 2025**

The Epilepsy Association of Calgary, in recognition of Epilepsy Awareness Month would like to request March 26, 2025 to be proclaimed Purple Day for Epilepsy Awareness in the Town of Crossfield, Alberta.

Purple Day is a significant initiative where landmarks and buildings across Calgary, Southern Alberta, and Canada illuminate in purple to raise awareness for epilepsy. We are fortunate to have various organizations, businesses, and municipalities joining us in this cause, and we invite the Town of Crossfield to become a part of this collective effort.

To facilitate this collaboration, we can also provide you with promotional materials, including a poster for display at the Town of Crossfield's municipal building and one for social media. Furthermore, we would be delighted to include the Town of Crossfield on our platforms as a token of our appreciation for your support.

Your participation would hold great significance for us, and we would be sincerely grateful to count the Town of Crossfield as a valued supporter of this initiative. Thank you very much for considering this opportunity, and we look forward to the possibility of collaborating with you to make Purple Day 2025 a memorable and impactful event.

More than 30,000 people in Calgary and Southern Alberta are living with an epilepsy diagnosis. When someone has a seizure, a discharge of excessive electrical activity in the brain affects how a person feels, thinks, and behaves. The symptoms range from mild to debilitating and can last anywhere from seconds to minutes. Epilepsy Calgary offers programs, support services and advocacy to anyone affected by epilepsy, free of charge.

Should you have any questions or require additional information, please do not hesitate to contact us at [ambassador@epilepsycalgary.com](mailto:ambassador@epilepsycalgary.com) or at the phone numbers below.

Thank you for your time and consideration.

Warm regards,

Ken Rabb  
Manager, Development and Community Engagement  
403-230-2764 ext. 102

Lenya Wilson  
Volunteer Ambassador  
587-899-5845



#120, 6835 Railway Street SE Calgary, AB T2H 2V6  
Telephone: (403) 230-2764 | Toll-Free: 1-866-EPILEPSY (1-866-374-5377)  
Email: info@epilepsycalgary.com | epilepsycalgary.com  
Charitable Registration Number: 11890 0778 RR0001



## Purple Day Proclamation

Epilepsy is a neurological disorder characterized by recurring seizures that can significantly impact an individual's physical, psychological, and social well-being.

- One in one hundred Albertans are currently living with a diagnosis of epilepsy.
- People of all ages, races, and backgrounds can develop epilepsy at any time in their lives.
- By learning about epilepsy and seizure first aid, we are better prepared to offer acceptance, understanding, and support for those impacted by epilepsy.

The Town of Crossfield commends the work of the Epilepsy Association of Calgary in raising awareness and understanding of epilepsy, reducing stigma, and empowering those who live with epilepsy to participate fully in their communities.

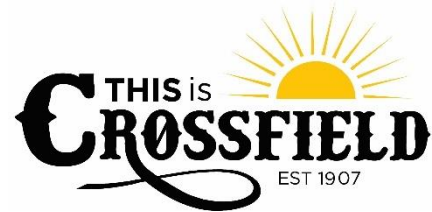
THEREFORE: I, Mayor Harris of the Town of Crossfield, do hereby proclaim March 26, 2025, as 'Purple Day' in Crossfield, Alberta, Canada.

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Mayor Harris

## Monthly Administrative Update

January 2025



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### Public Works & Infrastructure

#### Monthly Update:

- Operations carried out equipment maintenance, management of the snow dump to promote melting and conducted ice control at localized areas throughout Town. Staff worked to complete refresher training in confined space and fall protection.
- The Town continues to work with external firms on several studies related to the Town's wastewater management to help inform next steps:
  - Wastewater Effluent Disposal Strategy (February 2025) – Establish interim strategy to dispose of more treated effluent
  - Sanitary Model Update (February 2025) – Model update for wastewater collection system
  - Receiving Stream Analysis (Q2 2025) – Determine effluent quality limits for additional discharges to Nose Creek

#### Upcoming:

- A Request for Quotation (RFQ) will be issued for the procurement of a new backhoe/loader as approved in the 2025 provisional capital plan.
- The Town will issue an RFP in Q1 2025 for the design and contract administration of the Laut Avenue wastewater line replacement.
- The Town will issue an RFP in Q1 2025 for general engineering services.
- Administration will be working with F3 Networks in Q1 2025 on the design of a high-speed Telus fibre optic network within the town.

### Planning & Development

#### Monthly Update:

- The Town has received the following planning and development applications in 2025:
  - 1 redesignation application and 1 subdivision application
  - 3 development permit applications, including 2 applications for new homes.
  - 3 home occupation permits and 1 sign permits

#### Upcoming:

- The MDP is scheduled for 1<sup>st</sup> Reading on February 18, 2025.
- Administration intends to bring minor Land Use Bylaw amendments to Council in Q1 2025 with more significant amendments to follow later in the year to align with the updated MDP.

## Public Safety

### Monthly Update:

- The Regional Fire Services Agreement with Rocky View County has been renewed. Highlights of the updates in this agreement include:
  - 5-year agreement, expiring on December 31, 2029, with the option to extend upon mutual written agreement of both parties.
  - A 2% annual increase has been added to the fee collected from Rocky View County for fire services provided by the Crossfield Fire Department to the agreed upon service area within the County's jurisdiction. In 2025, this fee will be \$193,800 for the first 100 calls, and each subsequent year will see a 2% increase until the end of the term.
  - Clarification on when a response is considered to have started and becomes billable.
  - Updates to contact information for each party.
  - Clarification that electronic reporting is also acceptable, in addition to paper reports.
  - Addition of a clause allowing service fees to be revised if necessary, during the term of the agreement.
  - Addition of a schedule, identifying the common operating guidelines to be used during a response.
  - Clarification of the fire services the Crossfield Fire Department is able to provide in relation to this agreement.
- Community Peace Officer, Bradley Thibeault received his appointment from the provincial Peace Officer Program on January 9.
- CAO Barney and Director of Community and Protective Services, Russ Nash met with regional partners from Carstairs, Didsbury, Mountain View County and Cremona to review the draft report of the Regional RCMP Policing Model Study. Questions and concerns from each partner in the study have been forwarded to the consultants for their consideration.

### Upcoming:

- An initial draft of the RFP for the Fire Services Masterplan has been completed. Following review, it is anticipated this RFP will be issued in early February.

## Customer Service/ Community Engagement

### Monthly Update:

- As of January 28, 2025, Customer Service responded to 406 **citizens request for service in January.**
- **Primary topics of interest** include Administration (46%), Payment/Payment Inquiries (34%) and Development (8%) (See Figure 1 below). For added context, the Administration category includes items such as utility account inquiries, garbage and recycling inquiries, hall bookings, WIPPS/TIPPS inquiries and dog and business licenses.
- Most interactions with customer service are via telephone, while some do still utilize walk-in service (see Figure 2 below).

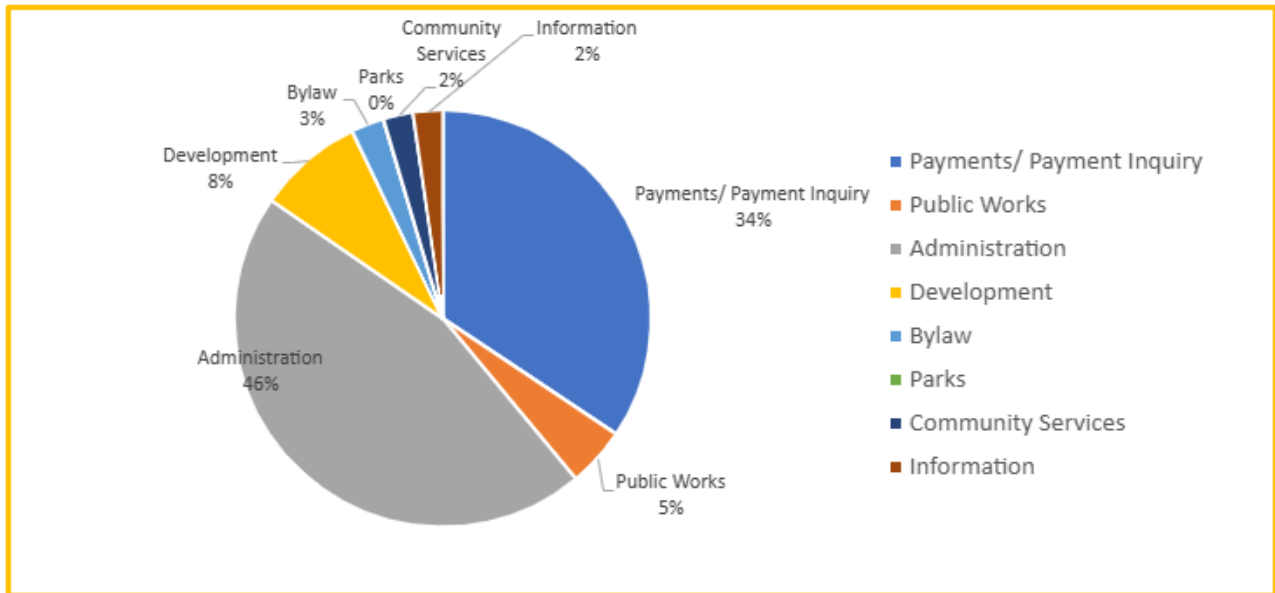


Figure 1: 2024 Calls for Service – By Type

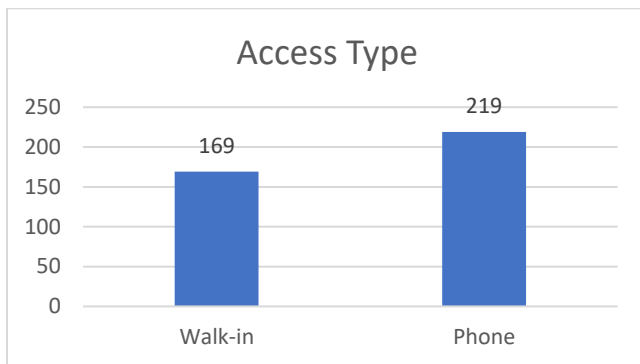


Figure 2: Customer Access

**Upcoming:**

- Administration E-Scribe training is ongoing, with Council and Department Director training expected to take place in the coming month.
- The E-Gov background setup has been successfully completed on the new server, and Administration training is currently underway. In response to recent concerns about the Opt-Out option for dog licenses, Administration is compiling additional information to clarify the E-Gov program, the handling of personal information, and the transition to an Opt-In model.
- As a result of these efforts and the upcoming public awareness campaign, the E-Gov portal's anticipated launch date will be adjusted from late Q1 2025 to early Q2 2025.

**Community Services & Events**

**Monthly Update:**

- Administration has been notified that the Town of Didsbury will not be able to complete the temporary ice plant repair at their arena. Therefore, the accommodations that were made at our arena for additional ice time for our Rocky Mountain Athletic Association (RMAA) Renegades teams will continue for the remainder of this season.
- The vacant Arena Operator position has been filled.
- The Arena Concession opened in time for the figure skating competition that was held on January 18.
- All 6 of the park signs included in the 2024 capital replacement project have now been installed (McCaskill Park, Banta Park, Murdoch Park, Walker Park, Wigle Park and Crockett Park).

#### **Upcoming:**

- An RFP will be issued in Q1 2025 for the Amery Park Outdoor Rink upgrade.
- Administration is working on a grant application to the Active Transportation Fund to support some of our 2025 capital projects, including the annual pathway and sidewalk replacement programs, as well as the safe roads improvement program.
- The Town is assisting the Crossfield Chamber of Commerce again this year to host a Crossfield Regional Career Fair on March 12, 2025.
- Our annual Family Day event is being planned for Monday, February 17 with a family skate at the Arena.

## **Administrative Services**

#### **Monthly Update:**

- The 2025 Municipal Election Nomination package is now available and as of January 28, 2025, the Returning Officer has received one nomination package for the office of Mayor. Administration continues to participate in training sessions related to the Permanent Electors Register and Returning Officer Roles and Responsibilities.
- Administration continues to work on bylaw reviews including the Municipal Records Retention Bylaw and Council Procedural Bylaw. Both bylaws are anticipated to be brought forward for Council's consideration at the start of Q2.
- January property tax penalties were applied on arrears balances. Penalties totaling \$46,694 were applied to 58 properties, this is down significantly from the prior year of \$68,850 in penalties applied to 78 properties. The decreased level of tax penalties is reflective of the tax collection efforts throughout 2024 and increased overall property tax payment compliance.

#### **Upcoming:**

- Over the coming months, Administration will be preparing for the Council orientation that will take place following the 2025 election.
- Administration will bring forward an updated Procurement and Purchasing Policy with the accompanying procedure manual in March.
- Recruitment is commencing for the following positions:

- o Accounting Technician (new in 2025)
- o Asset Management Coordinator (new in 2025)
- o Executive Assistant (new in 2025)
- o Administrative Clerk (vacancy)
- o Water & Wastewater Operations Strategist (vacancy)
- o HR & Payroll Administrator (temporary, 12-month term)
- o Various Seasonal positions (up to 13)

## Outstanding Action List

# # 7.2

#	Meeting Date	Motion #	Topic / Direction	Assigned To	Due Date	Status	Status Details
050							
049							
048	Jan 21, 2025	015-2025	<b>Support of the Crossfield Kraft Hockeyville</b> – provide support by providing administrative support and funding up to \$3,000.00 from the Community Events budget line.	Eris Latham	Q1-2025	IN PROGRESS	Administration continue to work with Kraft Hockeyville organizers with their quest for Kraft Hockeyville 2025.
041	Dec 3, 2024	No Motion	<b>Limit Ave Speed Change</b> – change speed limit from 50 km/h to 30 km/h.	Lindsey Nash	Q4 2024	IN PROGRESS	Dec 24/24 - Administration sent a to Alberta Transportation and Economic Corridors – waiting for response.
034	July 2, 2024	134-2024	<b>Offer to Purchase</b> – Additional information required with respect to the Offer to Purchase	Steven Altena Lindsey Nash	Q1 2025	IN PROGRESS	Administration to follow with Alberta Environment. Waiting for results of Phase 2 environmental.
026	Feb 20, 2024	028-2024	<b>Snow Removal &amp; Ice Control Program</b> – program review	Steve Altena/ Murray Pollock	Q1 2025	IN PROGRESS	Administration is completing a program review and working on proposed recommendations.
024	Jan 16, 2024	No Motion	<b>Tax Sale Lands - 1316 Railway Street &amp; 1318 Railway Street</b> - Proposed Use of contaminated lands	Kinza Barney/ Lindsey Nash	Q2 2025	IN PROGRESS	Administration reached out to Alberta Environment (AE) and land use is informed by the type of contamination at each site. AE generally rely on experienced consultants to help explain the options. Operations has included a Phase 2 environmental assessment in the 2025 budget to determine what land contamination is present, if any and then confirm with AE on what could be developed on these lands.
007	Feb 21, 2023	064-2023	<b>Rodeo Ground Lease Agreement</b>	Russ Nash	Q1 2025	IN PROGRESS	Administration to bring forward a revised agreement with the recommended changes, as discussed following the approval of the Leasing of Town Facilities and Land Policy.
004	April 4, 2023	No Motion	<b>Town-Owned Lands – Discussion on future use</b> - Administration to prepare a list of town lands and provide options for what those lands could be used for. The intent being to review town owned lands that are not currently active properties and come up with a plan.	Lindsey Nash	Q1 2025	IN PROGRESS	A detailed list of town owned land/properties has been completed. A Land Inventory has been completed and will be presented to council at the February 18 planning meeting.
002	April 19, 2022	129-2022	<b>Town Office Development</b> – Exploration of potential options for a Town Administrative Building	Kinza Barney/ Sub-committee	Q3 2026	ON HOLD	A sub-committee has been formed appointing the CAO, Russ Nash. Exploration of further options and required funding strategies to be identified in 2024.