



**Regular Council Meeting  
Minutes**

**Tuesday, March 04, 2025**

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

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

**STAFF:** Kinza Barney, CAO  
Lindsey Nash, Administrative and Legislative Services Manager (Recording Secretary)  
Russ Nash, Director of Community & Protective Services  
Amber Ouellette, Chief Finance Officer  
Steve Altena, Director of Infrastructure and Community Growth

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**1. CALL TO ORDER**

Mayor Harris called the council meeting to order at 7:00 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 March 4, 2025

**041-2025**

**MOVED by Councillor Vang that the agenda be amended with the removal of item 10.1 closed session.**

**CARRIED**

**3. MINUTES**

3.1 February 18, 2025

**042-2025**

**MOVED by Councillor Knight that the minutes of the February 18, 2025, regular Council meeting be accepted as presented.**

**CARRIED**

**4. DELEGATION**

4.1 RCMP Quarterly Update

**043-2025**

**MOVED by Councillor Brennan that Council accept the RCMP Q3 update for information.**

**CARRIED**

**5. BYLAWS**

5.1 Waste & Recycling Bylaw 2025-02

**044-2025**

**MOVED by Councillor Gustafson that the Waste Management and Recycling Bylaw 2025-02 be given first reading.**

**CARRIED**

**045-2025**

**MOVED by Deputy Mayor Fox that the Waste Management and Recycling Bylaw 2025-02 be given second reading.**

**CARRIED**

**046-2025**

**MOVED by Councillor Lambert that the Waste Management and Recycling Bylaw 2025-02 be brought forward for third and final reading.**

**CARRIED**

**047-2025**

**MOVED by Councillor Brennan that the Waste Management and Recycling Bylaw 2025-02 be given third and final reading.**

**CARRIED**

**6. POLICIES**

6.1 Procurement Policy (Council Policy C 301-25)

**048-2025**

**MOVED by Councillor Lambert That Council rescind the current Procurement and Purchasing Policy as established in June 2012.**

**CARRIED**

**049-2025**

**MOVED by Councillor Knight That Council adopt the new Procurement and Policy as outlined in the report dated March 4, 2025, titled "Procurement Policy C 301-25".**

**CARRIED**

**7. FINANCIAL**

7.1 2024 Preliminary Financial Results

**050-2025**

**MOVED By Councillor Brennan that Council accept the 2024 preliminary year-end financial results as information.**

**CARRIED**

**051-2025**

**MOVED By Deputy Mayor Fox that Council approve the transfer of \$500,000 to the unrestricted operating reserve. CARRIED**

**052-2025**

**MOVED By Councillor Lambert that Council approve the transfer of \$500,000 to the general-purpose capital reserve. CARRIED**

**8. COUNCILLOR REPORTS**

**Mayor Harris:**

- Attended 2 more Mayor Caucus meetings
- Continue to meet with the CAO
- Feb 22 - Attended the Crossfield Food Fest
- March 1 - Attended the Grad 2025 Windmill Concert Fundraiser.

**Deputy Mayor Fox:**

**Upcoming meetings**

- March 14 - Subdivision and Development Appeal Board training
- March 31 – Recreation Board meeting

**Councillor Brennan:** Nothing further to report.

**Councillor Gustafson:**

- February 26 - Attended the Rocky View Foundation RVF meeting
- March 1 - Attended the Grad 2025 Windmill Concert Fundraiser.

**Councillor Knight:** Nothing further to report.

**Councillor Vang:**

- Feb 22 - Attended the Crossfield Food Fest

**053-2025**

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

**9. ADMINISTRATIVE UPDATE**

**9.1 Administrative Update**

**054-2025**

**MOVED By Councillor Brennan that the monthly Administrative Update be accepted as presented.**

**CARRIED**

**9.2 Outstanding Items List**

**055-2025**

**MOVED By Councillor Lambert that items 051 and 053 be removed from the Outstanding Items list.**

**CARRIED**

**10. CLOSED SESSION**

Item removed from the agenda.

**11. ADJORN**

**056-2025**

**MOVED By Councillor Vang that the Council meeting adjourn at 8:05 p.m.**

**CARRIED**



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Mayor Harris



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Kinza Barney,  
Chief Administrative Officer