



**Regular Council Meeting  
Minutes**

**Tuesday, September 02, 2025**

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

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

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

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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 September 2, 2025 Agenda

**191-2025**

**MOVED by Councillor Knight that the September 2, 2025, agenda be amended to include a budget adjustment request under Actions & Decisions.**

**CARRIED**

**3. MINUTES**

3.1 July 15, 2025 meeting minutes

**192-2025**

**MOVED by Councillor Vang that the July 15, 2025 minutes be accepted as presented.**

**CARRIED**

**4. DELEGATIONS**

4.1 Introduction of Fire Chief Dax Huba and Peace Officer Keith Arndt

**5. PUBLIC HEARING**

5.1 Bylaw 2025-10 - Being a bylaw of the Town of Crossfield to amend Bylaw No. 2018-14, being the Town of Crossfield Land Use Bylaw to redesignate from UR (Urban Reserve) to I-1 (Light Industrial and Commercial District) and I-2 (Medium Industrial District).

A public hearing is being held on Bylaw 2025-10 Being a bylaw of the Town of Crossfield to amend Bylaw No. 2018-14, being the Town of Crossfield Land Use Bylaw to redesignate from UR (Urban Reserve) to I- 1 (Light Industrial and Commercial District) and I-2 (Medium Industrial District) pursuant to Section 216.4 of the Municipal Government Act.

Mayor Harris declared the public hearing for Bylaw 2025-10 open at 7:16 p.m.

This request was first considered at the Council Meeting on July 15, 2025, and given first reading was given. Today's Public Hearing Notice was posted on the Town of Crossfield's website, and Town Social Media Sites.

There were no responses received in support or opposition during the Public Hearing notification period, and no person has registered to participate electronically at this hearing.

Director of Infrastructure and Community Growth Steve Altena presented opening Administrative remarks and an overview of the proposed amendments.

The applicant Fabio Coppola presented a presentation on his redesignation application.

Following the applicant's presentation, Mayor Harris asked three times if there was anyone present who wished to speak in favour of the Bylaw 2025-10. There were no responses.

Mayor Harris asked three times if there was anyone present who wished to speak in opposition to the Bylaw 2025-10. There were no responses.

Mayor Harris closed the public hearing for Bylaw 2025-10 at 7:51 p.m.

193-2025

MOVED by Deputy Mayor Brennan that Bylaw 2025-10 be given second reading.

CARRIED

194-2025

MOVED by Councillor Lambert that Bylaw 2025-10 be given third and final reading.

CARRIED

195-2025

MOVED by Councillor Knight that the Advance Crossfield Concept Plan be adopted as a framework to guide development within subject lands.

CARRIED

6. BYLAWS

6.1 Bylaw 2025-11 - Designated Officers Bylaw

196-2025

MOVED by Councillor Fox that the Designated Officer Bylaw 2025-11 be given first reading.

CARRIED

197-2025

MOVED by Deputy Mayor Brennan that the Designated Officer Bylaw 2025-11 be given second reading.

CARRIED

198-2025

MOVED by Councillor Knight that the Designated Officer Bylaw 2025-11 be given unanimous consent to go to third and final reading.

CARRIED

199-2025

MOVED by Councillor Lambert that the Designated Officer Bylaw 2025-11 be given third and final reading.

CARRIED

200-2025

MOVED by Councillor Knight that Bylaw 2021-09 Chief Administrative Officer Bylaw be repealed.

CARRIED

6.2 Bylaw 2025-12 - Council Procedural Bylaw

201-2025

MOVED by Councillor Gustafson that the Council Procedural Bylaw 2025-12 be given first reading.

CARRIED

202-2025

MOVED by Councillor Vang that the Council Procedural Bylaw 2025-12 be given second reading.

CARRIED

**203-2025**

**MOVED by Deputy Mayor Brennan that the Council Procedural Bylaw 2025-12 be given unanimous consent to go to third and final reading. CARRIED**

**204-2025**

**MOVED by Councillor Lambert that the Council Procedural Bylaw 2025-12 be given third and final reading. CARRIED**

**205-2025**

**MOVED by Councillor Fox that Bylaw 2025-06 Council Procedural Bylaw be repealed. CARRIED**

## **7. ACTIONS AND DECISIONS**

7.1 Crossfield Community Wellness Day Proclamation

**206-2025**

**MOVED by Mayor Harris that Council declare September 7th, 2025, as Crossfield Community Wellness Day. CARRIED**

7.2 Rescind Health and Safety Committee Policy 2020-03

**207-2025**

**MOVED by Councillor Knight that Council rescind Health and Safety Committee Policy 2020-03. CARRIED**

7.3 Budget Adjustment Request

**208-2025**

**MOVED by Councillor Fox that Council approve a budget increase of \$67,250 for the Athabasca Crescent sewer main replacement project, to be funded from unallocated 2025 Local Government Fiscal Framework (LGFF) capital funds. CARRIED**

## **8. COUNCILLOR'S BUSINESS**

**Mayor Harris**

- Attended the Crossfield Farmers Market though out the summer
- August 23 - Attended the Crossfield Elks Demolition Derby
- Continue to attend the Mid-size Mayor's Caucus meetings with an additional meeting with the Minister of Municipal Affairs, Minister Williams to discuss the Mid-Sized Mayor's Caucus. The Mid-Size Mayor's Caucus represents 27 or 84 towns across Alberta with populations from 1,000 to 14,999.
- Continue to meet with the CAO weekly
- In early August, Mayor Harris met with Dominic, a local youth. He was interested in the arena and area uses and he provided creative ways the arena could be used year around.
- In August, Mayor Harris also met with a few residents in Vista Crossing, regarding weeds and fox tails within this subdivision. Mayor Harris thanked Director Altena and

Director Nash for working with the developer on getting the proposed school site cleaned up.

**Deputy Mayor Brennan**

- August 20 – Attended a Marigold Library Board meeting

**Councillor Fox** - Nothing further to report

**Councillor Gustafson**

- August 23 - Volunteered at the Crossfield Elks Demolition Derby

**Councillor Knight**

- As the Chairperson of the Mountain View Regional Water Services Commission, he continues to meet with the Commission Administrator John Vanduserberg throughout July and August
- August 28 – Attended the MVRWSC Golf Tournament

**Councillor Lambert** – Nothing further to report.

**Councillor Vang**

- August 23 - Attended the Car show & the Crossfield Elks Demolition Derby
- Attended the Crossfield Farmers Market throughout the summer

**209-2025**

**MOVED by Councillor Knight that the Councillor Business be accepted as presented.**

**CARRIED**

**9. ADMINISTRATIVE UPDATE**

9.1 Administrative Update

**210-2025**

**MOVED by Councillor Vang that the Administrative Update be accepted as presented.**

**CARRIED**

9.2 Quarterly Corporate Update

**211-2025**

**MOVED by Deputy Mayor Brennan that the second quarter corporate update be accepted as presented.**

**CARRIED**

9.3 Outstanding Items List

**212-2025**

**MOVED by Councillor Knight that item 024, 065, 066, 067, 068 be removed from the Outstanding Items list.**

**CARRIED**

**10. CORRESPONDENCE**

10.1 Letter from RCMP introducing new Commanding Officer.

10.2 Rocky View Foundation Community Impact Report - 2025

**213-2025**

**MOVED by Deputy Mayor Brennan that the items under correspondence be accepted for information.**



**CARRIED**

**11. ADJOURN**

**214-2025**

**MOVED by Councillor Vang that the Council meeting adjourn at 9:08 p.m.**

**CARRIED**

  
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Mayor Harris  
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Russ Nash  
Acting Chief Administrative Officer