



Regular Council Meeting Minutes

Tuesday, November 04, 2025

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

PRESENT: Mayor Harris
Deputy Mayor Gustafson
Councillor Benson
Councillor Brennan
Councillor Cosh
Councillor Knight
Councillor Nielsen

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

1. CALL TO ORDER

Mayor Harris called the council meeting to order at 6:01 p.m.

2. LAND ACKNOWLEDGEMENT

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.

3. AGENDA

3.1 November 4, 2025, Agenda

253-2025

MOVED by Councillor Knight that November 4, 2025, agenda be amended with the addition of items 5.4 - Alberta Municipalities Convention under Actions & Decisions & 5.5 Crossfield & District Recreation Board funding increase request and item 8.1 - Alberta Municipalities Resolution under Correspondence.

CARRIED

4. MINUTES

- 4.1 October 7 2025 regular council meeting
- 4.2 October 28 2025 organizational meeting minutes

254-2025

MOVED by Councillor Knight that the minutes of the October 7, 2025, regular council meeting and October 28, 2025 council organizational meeting be accepted as presented.

CARRIED

5. ACTIONS AND DECISIONS

- 5.1 Crossfield & District Recreation Board Appointment

255-2025

MOVED by Councillor Brennan that council appoint Joanne Fox to the Crossfield & District Recreation Board for a 3-year term, expiring November 2028.

CARRIED

- 5.2 Municipal Planning Commission Board Appointment

256-2025

MOVED by Councillor Cosh that council appoint Joanne Fox to the Municipal Planning Commission for a standard 4-year term, expiring November 2029.

CARRIED

- 5.3 Deputy Mayor Rotation Schedule

257-2025

MOVED by Councillor Brennan that Council approve the Deputy Mayor rotational schedule as presented, ensuring all Council members have the opportunity to serve in this capacity over the course of the four-year council term.

CARRIED

- 5.4 Alberta Municipalities 2025 Convention & Trade Show

As per section 2.4 of the Town of Crossfield Council Remuneration Policy 2024-05, Council approval by way of motion must be received prior to attendance and travel to any seminar, courses or conferences.

258-2025

MOVED by Deputy Mayor Gustafson that Council approve the attendance and travel for all Council members to attend the Alberta Municipalities 2025 Convention and Trade Show in Calgary from November 12 to November 14, with Councillor Nielsen attending the post Convention Elected Official Education Program on November 14 & November 15 as budgeted.

CARRIED

- 5.5 Crossfield & Recreation Board Funding

259-2025

MOVED by Councillor Knight that council defer consideration of the Crossfield and District Recreation Board Board’s request for a \$10,000 increase through the 2026 Operating budget to the budget deliberations scheduled for November 19 and 20,2025.

CARRIED

6. COUNCILLOR'S BUSINESS

Mayor Harris

- Oct 28 & 29 - Attended required Council orientation.
- Attended a Mid-Sized town Mayors Caucus.

Deputy Mayor Gustafson

- Oct 28 & 29 - Attended required Council orientation.
- Meet with business owners regarding some road issues.

Councillor Benson

- Oct 28 & 29 - Attended required Council orientation.
- Met with the new vet in town.

Councillor Brennon

- Oct 28 & 29 - Attended required Council orientation.

Councillor Cosh

- Oct 28 & 29 - Attended required Council orientation.
- Signed up for Subdivision and Development Appeal Board training in November.

Councillor Knight

- Oct 28 & 29 - Attended required Council orientation.
- Attended the Mountain View Regional Water Services Commission meeting.
- Nov. 3 – Attended the Crossfield & District Recreation Board meeting.

Councillor Nielsen

- Oct 28 & 29 - Attended required Council orientation
- Completed the Elected Officials Education program.

260-2025

MOVED by Councillor Brennan that Councillor's Business be accepted as presented.

CARRIED

7. ADMINISTRATIVE UPDATE

7.1 Q3 Operational Report

261-2025

MOVED by Councillor Brennan that Council accept the 2025 Third Quarterly Corporate Report as information. CARRIED

7.2 Budget Book Introduction

262-2025

MOVED by Councillor Knight that Council receive the 2026 Draft Budget Book for review and deliberation, as prepared in accordance with the approved 2026 Budget Guidelines and Annual Budget Policy 2023-06. CARRIED

7.3 Outstanding Items List

263-2025

MOVED by Councillor Nielsen that items # 070, 071 & 073 be removed from the Outstanding Items list. CARRIED

8. CORRESPONDENCE

8.1 Alberta Municipalities Resolution - Increasing funding for Alberta Libraries

The attached resolution, advocating for increased funding for Alberta's libraries, was moved by the Town of Stettler and seconded by the City of Calgary. It proposes that Alberta Municipalities urge the Government of Alberta to update the per capita grant rate to \$6.94 per person—an increase of \$1.34 per person to account for inflation—and to commit to indexing the population-based grant using both the rate of inflation and the most recent population statistics from the Alberta Municipal Affairs Population Estimate List.

This resolution will be presented at the ABmunis Convention in November for review by all attending municipalities during the Friday resolution session. The information is provided for Council's review and consideration.

264-2025

MOVED by Councillor Knight that the items under correspondence be accepted for information. CARRIED

9. ADJORN

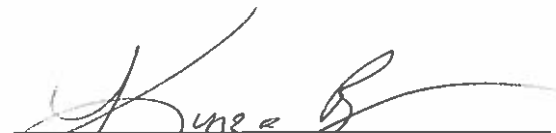
265-2025

MOVED by Councillor Cosh that the Council meeting adjourn at 7:05 p.m.

CARRIED



Mayor Harris



Kinza Barney, Chief Administrative Officer

