



**Regular Council Meeting Minutes**

**Tuesday, November 18, 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  
Lindsey Nash, Legislative and Administrative 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 6:01 p.m.

**2. AGENDA**

2.1 November 18, 2025, Agenda

**266-2025**

**MOVED by Councillor Knight that the November 18, 2025, agenda be accepted as prepared.**

**CARRIED**

**3. MINUTES**

3.1 November 4, 2025, minutes

**267-2025**

**MOVED by Councillor Brennan that the minutes of the November 4, 2025, regular Council meeting be accepted as presented.**

**CARRIED**

#### 4. SUBDIVISION

4.1 File # 2024-621000.S – 810 McCool Street

**268-2025**

**MOVED by Councillor Knight that the Subdivision Application # 2024-621000.S for 810 McCool Street be approved with the conditions noted in Attachment 'A'.**

**CARRIED**

#### 5. POLICIES

5.1 C 305-25 Accounts Receivable Collection and Write-Off Policy

**269-2025**

**MOVED by Councillor Nielsen that Council adopt Policy C 305-25 – Accounts Receivable Collections and Write-Off Policy, as presented.**

**CARRIED**

#### 6. ACTIONS AND DECISIONS

6.1 Crossfield & District Recreation Board Fall Funding Request

**270-2025**

**MOVED by Councillor Cosh that Council approve the Crossfield and District Recreation Board's Fall 2025 funding recommendations as presented.**

**CARRIED**

6.2 Correction to Council Board and Committee Appointments

**271-2025**

**MOVED by Councillor Nielsen that Council approve the recommended changes to 2025-2026 Mayor and Council Board and Committee appointments as reviewed to ensure compliance with applicable bylaws and legislative requirements.**

**CARRIED**

#### 7. COUNCILLOR'S BUSINESS

##### Mayor Harris

- Nov 12-14 – Attended the Abmunis Convention & showcase in Calgary
- Nov 13 – Meeting with Alberta Mid-Sized Towns Mayors Caucus
- Continue to hold CAO meetings with CAO Barney
- Crossfield Farmers Market update is attached to form a part of these minutes.

##### Deputy Mayor Gustafson

- Nov 12-14 – Attended the Abmunis Convention & showcase in Calgary

Councillor Benson

- Nov 8 – Attended the Crossfield Christmas Market.

Councillor Brennan

- Nov 12-14 – Attended the Abmunis Convention & showcase in Calgary
- Upcoming Marigold Library board meeting on November 22, 2025

Councillor Cosh

- Nov 12-14 – Attended the Abmunis Convention & showcase in Calgary

Councillor Knight

- Nov 12-14 – Attended the Abmunis Convention & showcase in Calgary
- Nov 18 – Attended a Mountain View Water Services Commission meeting with the newly appointed board members

Councillor Nielsen

- Nov 7-8 - Attended the Crossfield Christmas Farmers Market
- Nov 12-15 - Attended the Abmunis Convention & showcase and Elected Officials Muni 101 training.

**272-2025**

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

**CARRIED**

**8. ADMINISTRATIVE UPDATE**

8.1 Outstanding Items List

**273-2025**

**MOVED by Councillor Knight that items 004 & 034 be moved to Q1 2026 on the Outstanding Items list.**

**CARRIED**

**9. CLOSED SESSION**

**274-2025**

**MOVED by Councillor Knight that council enter In Camera at 6:25 p.m. to discuss a Personnel Matter under Section 20 - Disclosure harmful to personal privacy and Section 29 - Advice from officials under the Access to Information Act.**

**CARRIED**

**275-2025**

**MOVED by Councillor Brennan that Council leave In Camera at 6:54 p.m.**

**CARRIED**

276-2025

**MOVED by Councillor Benson that Council direct Administration to proceed with the personnel-related actions as discussed in Closed Session.**

**CARRIED**

9.1 Personnel Matter – Disclosure harmful to personal privacy section 20 and advice from officials 29 under Access to Information Act.

**10. ADJORN**

277-2025

**MOVED by Councillor Cosh that the Council meeting adjourn at 6:55 p.m.**

**CARRIED**

  
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Mayor Harris  
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Kinza Barney Chief Administrative Officer