



COUNCIL MINUTES
Regular Meeting of Council
Monday, August 11, 2025
Council Chambers

PRESENT:

Mayor
Deputy Mayor
Councillors

Sheila Gilmour
Kim Norman
Brenda Burridge
Eric Doran
Jim Hailes

Chief Administrative Officer
FCSS Facilitator
Director of Operations
Development & Bylaw Officer
Legislative Clerk
Recording Secretary

Kristen Milne
Brianne Staples
Jaden Marshall
Cindy Nielson
Carol Johansson-Protz
Denise Baranowski

ABSENT WITH NOTICE:

Councillors

Meesha Bainton
Kerri Hudson

1. CALL TO ORDER

Mayor Sheila Gilmour called the Regular Meeting of Council for August 11, 2025 to order at 6:30 p.m.

2. ADOPTION OF AGENDA

Moved by: Councillor Norman

208-25 That the agenda for the Regular Meeting of Council held on August 11, 2025 be approved, as presented.

CARRIED UNANIMOUSLY

3. MINUTES

3.1 Minutes from the Regular Meeting of Council held July 14, 2025

Moved by: Councillor Doran

209-25 That the minutes from the Regular Meeting of Council held on July 14, 2025 be approved, as presented.

CARRIED UNANIMOUSLY

3.2 Minutes from the Special Meeting of Council held July 23, 2025

Moved by: Councillor Burridge

210-25 That the minutes from the Special Meeting of Council held on July 23, 2025 be approved, as presented.

CARRIED UNANIMOUSLY

4. PUBLIC HEARING

Development & Bylaw Officer Cindy Nielson presented Bylaw 824-2019-A08: Land Use Bylaw Amendment.

No questions, concerns or objections were received in writing.

Mayor Gilmour called for comments from the public wishing to speak in favour of Bylaw 824-2019-A08: Land Use Bylaw Amendment.

No one came forward.

Mayor Gilmour called for comments from the public wishing to speak in opposition to Bylaw 824-2019-A08: Land Use Bylaw Amendment.

No one came forward.

Mayor Gilmour called a second time for comments from the public wishing to speak in favour of Bylaw 824-2019-A08: Land Use Bylaw Amendment.

No one came forward.

Mayor Gilmour called a second time for comments from the public wishing to speak in opposition to Bylaw 824-2019-A08: Land Use Bylaw Amendment.

No one came forward.

Mayor Gilmour called a third time for comments from the public wishing to speak in favour of Bylaw 824-2019-A08: Land Use Bylaw Amendment.

No one came forward.

Mayor Gilmour called a third time for comments from the public wishing to speak in opposition to Bylaw 824-2019-A08: Land Use Bylaw Amendment.

No one came forward.

5. DELEGATIONS

NIL

6. STAFF REPORTS

- 6.1 Community Services
- 6.2 Recreation
- 6.3 Operations
- 6.4 Chief Administrative Officer

Moved by: Councillor Doran

211-25 That Council accepts the Staff Reports, as information.

CARRIED UNANIMOUSLY

7. FINANCIAL REPORTS

- 7.1 Statement of Operating Revenues and Expenditures (Unaudited) for the Period Ending June 30, 2025
- 7.2 Statement of Capital Acquired and Applied (Unaudited) for the Period Ending June 30, 2025
- 7.3 Payables Ending August 6, 2025 – Cheque Register 054780 - 054890
- 7.4 Council Remuneration for the Period Ending July 31, 2025

Moved by: Councillor Norman

212-25 That Council accepts the Financial Reports, as presented.

CARRIED UNANIMOUSLY

8. BUSINESS

- 8.1 Request for Decision – 2025 Alberta Municipalities Summer Municipal Leaders' Caucus Attendee(s)

Moved by: Councillor Doran

213-25 That Council accepts the 2025 Alberta Municipalities Summer Municipal Leaders' Caucus on September 19, 2025, in Peace River, AB, as information.

CARRIED UNANIMOUSLY

- 8.2 Request for Decision – 2026 Economic Developers Alberta Conference Attendee(s)

Moved by: Councillor Burrige

214-25 That Council approves the attendance of two Councillors at the 2026 Economic Developers Alberta Conference on April 15-17, 2026, in Kananaskis, AB.

CARRIED

- 8.3 Request for Decision – 2025 Economic Developers Alberta Ministry Dinner Attendee(s)

Moved by: Councillor Doran

215-25 That Council accepts the 2025 Economic Developers Alberta Ministry Dinner on Thursday, October 30, 2025, in Edmonton, AB, as information.

CARRIED UNANIMOUSLY

- 8.4 Request for Decision – Reschedule the Organizational Meeting and Regular Meeting of Council scheduled for October 20, 2025

Moved by: Councillor Hailes

216-25 That Council approves rescheduling the Organizational Meeting and Regular Meeting of Council to October 27, 2025 to accommodate the 2025 Municipal Election.

CARRIED UNANIMOUSLY

8.5 Request for Decision – Offer to Purchase Lot 42, Block 33, Plan 962-1989

Moved by: Councillor Doran	
217-25	That Council make a counteroffer in the amount of the current assessed value of \$41,000.00 for the sale of Lot 42, Block 33, Plan 962-1989.
CARRIED	

Moved by: Councillor Norman	
218-25	That Council directs administration to advertise the remaining lots at the assessed values as discussed.
CARRIED UNANIMOUSLY	

8.6 Request for Decision – Auction Format and Decision – Town of Fox Creek Surplus Assets

Moved by: Councillor Hailes	
219-25	That Council directs administration to sell its surplus assets in a mixed on-lot/off-lot auction using Michener Allen and bring an inventory list back to the next Regular Meeting of Council.
CARRIED UNANIMOUSLY	

9. BYLAWS AND POLICIES

9.1 Bylaw 824-2019-A08 Land Use Bylaw Amendment

Moved by: Councillor Doran	
220-25	That Council gives second reading to Land Use Bylaw Amendment 824-2019-A08, as presented.
CARRIED	

Moved by: Councillor Norman	
221-25	That Council gives third and final reading to Land Use Bylaw Amendment 824-2019-A08, as presented.
CARRIED	

10. COUNCIL BUSINESS REPORTS

- 10.1 Mayor Gilmour
- 10.2 Councillor Bainton
- 10.3 Councillor Burrridge
- 10.4 Councillor Hailes
- 10.5 Councillor Hudson
- 10.6 Councillor Norman

Moved by: Councillor Hailes	
222-25	That Council accepts Council Business Reports, as information.
CARRIED UNANIMOUSLY	

11. CORRESPONDENCE

- 11.1 Letter from RCMP RE Introduction of New Commanding Officer of Alberta
- 11.2 Regional Employer Supports Newsletter – July Edition
- 11.3 Amendments to the Community Organization Property Tax Exemption Regulation
- 11.4 Response Letter from Minister of Forestry and Parks RE Strategic Support for Alberta's Forestry Sector
- 11.5 Golden Triangle Meeting Minutes April 7, 2025
- 11.6 STARS Thank You and Receipt
- 11.7 Municipal Planning Commission Meeting Minutes July 28, 2025

Moved by: Councillor Burrridge	
223-25	That Council accepts the Correspondence, as information.
CARRIED UNANIMOUSLY	

Mayor Gilmour called a brief recess at 7:40 p.m.

Chief Administrative Officer left the meeting at 7:40 p.m.
FCSS Facilitator left the meeting at 7:40 p.m.
Director of Operations left the meeting at 7:40 p.m.
Development & Bylaw Officer left the meeting at 7:40 p.m.
Legislative Clerk left the meeting at 7:40 p.m.
Recording Secretary left the meeting at 7:40 p.m.

Mayor Gilmour called the meeting back to order at 7:59 p.m.

12. CLOSED SESSION

Moved by: Councillor Norman	
224-25	That Council moves to go into "Closed Session" at 8:00 p.m. pursuant to Section 197 of the Municipal Government Act, 2000 M-26 and amendments thereto, and Division 2 of the Access to Information Act and amendments thereto. CARRIED UNANIMOUSLY

12.1 Confidential Evaluations (AITA: Section 22)

Moved by: Councillor Burrige	
225-25	That, in compliance with Section 197(5) of the Municipal Government Act, Council moves to come out of "Closed Session" at 8:24 p.m. CARRIED UNANIMOUSLY

13. MOTIONS ARISING FROM CLOSED SESSION

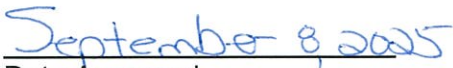
Moved by: Councillor Hailes	
226-25	That Council approves a one-step increase on the current wage grid to the Chief Administration Officer. CARRIED UNANIMOUSLY

14. ADJOURNMENT

Mayor Gilmour adjourned the Regular Meeting of Council held on August 11, 2025 at 8:30 p.m.


Sheila Gilmour
Mayor


Kristen Milne
Chief Administrative Officer


Date Approved