



**COUNCIL MINUTES**  
**Regular Meeting of Council**  
Monday, September 8, 2025  
Council Chambers

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**PRESENT:**

Mayor  
Deputy Mayor  
Councillors

Sheila Gilmour  
Kim Norman  
Meesha Bainton  
Brenda Burridge  
Eric Doran  
Jim Hailes  
Kerri Hudson

Chief Administrative Officer  
Director of Community Services  
Director of Corporate Services  
Director of Operations  
Director of Parks and Recreation  
Economic Development & Communications Coordinator  
Legislative Clerk  
Recording Secretary

Kristen Milne  
Wendy Chaychuk  
Lori Conkin  
Jaden Marshall  
Brandon Pauling  
Braeden Lutz  
Carol Johansson-Protz  
Denise Baranowski

**ABSENT WITH NOTICE:**

Councillor(s)

**1. CALL TO ORDER**

Mayor Sheila Gilmour called the Regular Meeting of Council for September 8, 2025 to order at 6:38 p.m.

**2. ADOPTION OF AGENDA**

Remove - 9.6 Council Report - Councillor Hudson  
Addition - 11.7 – Confidential Evaluations (*AITA: Section 22*)

Moved by: Councillor Doran	
<b>229-25</b>	That the agenda for the Regular Meeting of Council held on September 8, 2025 be approved, as amended.
<b>CARRIED UNANIMOUSLY</b>	

**3. MINUTES**

3.1 Minutes from the Regular Meeting of Council held August 11, 2025

Moved by: Councillor Bainton	
<b>230-25</b>	That the minutes from the Regular Meeting of Council held on August 11, 2025 be approved, as presented.
<b>CARRIED UNANIMOUSLY</b>	

3.2 Minutes from the Committee of the Whole Meeting held September 3, 2025

Moved by: Councillor Burridge	
<b>231-25</b>	That the minutes from the Committee of the Whole Meeting held on September 3, 2025 be approved, as presented.
<b>CARRIED UNANIMOUSLY</b>	

**4. DELEGATIONS**

NIL

**5. STAFF REPORTS**

5.1 Community Services  
5.2 Recreation  
5.3 Operations  
5.4 Chief Administrative Officer

Moved by: Councillor Norman	
<b>232-25</b>	That Council accepts the Staff Reports, as information.
<b>CARRIED UNANIMOUSLY</b>	

**6. FINANCIAL REPORTS**

6.1 Statement of Operating Revenues and Expenditures (Unaudited) for the Period Ending July 31, 2025

6.2 Statement of Capital Acquired and Applied (Unaudited) for the Period Ending July 31, 2025

6.3 Payables Ending August 27, 2025 – Cheque Register 054891 – 054927

Moved by: Councillor Burridge

**233-25** That Council accepts the Financial Reports, as presented.

**CARRIED UNANIMOUSLY**

## 7. BUSINESS

7.1 Request for Decision – Approval of Auction Items List

Moved by: Councillor Burridge

**234-25** That Council directs Administration to sell the surplus assets as listed in Appendix A.

**CARRIED UNANIMOUSLY**

7.2 Request for Decision – Franchise Agreement 2026 – ATCO Electric Ltd.

Moved by: Councillor Hailes

**235-25** That Council directs Administration to advise ATCO Electric Ltd that the Franchise Fee will remain at 6.5% for 2026.

**CARRIED UNANIMOUSLY**

7.3 Request for Decision – Franchise Agreement 2026 – ATCO Gas Ltd

Moved by: Councillor Hudson

**236-25** That Council directs Administration to advise ATCO Gas Ltd that the Franchise Fee will remain at 15% for 2026.

**CARRIED UNANIMOUSLY**

7.4 Request for Decision – RCMP Annual Performance Plan

Moved by: Councillor Hailes

**237-25** That Council directs administration to invite the Fox Creek RCMP to attend the Regular Meeting of Council on September 22, 2025, as a delegation to discuss the priorities outlined in the Annual Performance Plan.

**CARRIED UNANIMOUSLY**

## 8. BYLAWS AND POLICIES

8.1 Bylaw 869-2023-A03 – Fees & Rates Bylaw: Water, Wastewater & Solid Waste

Moved by: Councillor Bainton

**238-25** That Council directs administration to bring back the Fees & Rates Bylaw: Water, Wastewater & Solid Waste Amendment 869-2023-A03 to the next Regular Meeting of Council September 22, 2025 with the following changes:

- pick up trucks only
- residents only
- change pick up truck rate to \$25.00 per load
- change trailer rate to \$125.00 for a single axle load
- mobile homes and vehicles not accepted

**DEFEATED**

Moved by: Councillor Burridge

**239-25** That Council gives 1<sup>st</sup> reading to the Fees & Rates Bylaw: Water, Wastewater & Solid Waste Amendment 869-2023-A03 with the amendment to change the rate of full pickup truck loads to \$25.00.

**CARRIED**

Moved by: Councillor Bainton

**240-25** That Council gives 2<sup>nd</sup> reading to the Fees & Rates Bylaw: Water, Wastewater & Solid Waste Amendment 869-2023-A03.

**CARRIED**

## 9. COUNCIL BUSINESS REPORTS

9.1 Mayor Gilmour

9.2 Councillor Bainton

9.3 Councillor Burridge

9.4 Councillor Doran

9.5 Councillor Hailes

9.6 Councillor Norman

Moved by: Councillor Norman

**241-25** That Council accepts Council Business Reports, as information.

**CARRIED UNANIMOUSLY**



10. CORRESPONDENCE

10.1	Letter from Minister of Municipal Affairs RE CCBF Funding
10.2	Fox Creek RCMP Q1 2025-26 Reporting
10.3	Police Review Commission Status Report for August 19 – September 1, 2025
Moved by: Councillor Bainton	
242-25	That Council accepts the Correspondence, as information. <b>CARRIED UNANIMOUSLY</b>

Mayor Gilmour called a brief recess at 8:21 p.m.

Director of Community Services left the meeting at 8:21 p.m.  
Director of Operations left the meeting at 8:21 p.m.  
Director of Parks and Recreation left the meeting at 8:21 p.m.  
Economic Development & Communications Coordinator left the meeting at 8:21 p.m.  
Legislative Clerk left the meeting at 8:21 p.m

Mayor Gilmour called the meeting back to order at 8:34 p.m.

11. CLOSED SESSION

Moved by: Councillor Bainton	
243-25	That Council moves to go into “Closed Session” at 8:34 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. <b>CARRIED UNANIMOUSLY</b>

Additional Attendant’s	Reason for Attendance
Chief Administrative Officer	Legislative Advice and Information
Director of Corporate Services	Legislative Advice and Information
Recording Secretary	Administrative Duties

- 11.1 Disclosure harmful to personal privacy (AITA; Section 20)
- 11.2 Disclosure harmful to personal privacy (AITA; Section 20)
- 11.3 Disclosure harmful to intergovernmental relations (AITA; Section 26)
- 11.4 Disclosure harmful to intergovernmental relations (AITA: Section 26)

Councillor Bainton requested to abstain from Closed Session due to a pecuniary interest  
Councillor Bainton left meeting at 9:03 p.m.

- 11.5 Disclosure harmful to business interests of a third party (AITA; Section 19)

Councillor Bainton returned to meeting at 9:07 p.m.

- 11.6 Disclosure harmful to business interests of a third party (AITA; Section 19)
- 11.7 Confidential Evaluations (AITA: Section 22)

Moved by: Councillor Hudson	
244-25	That, in compliance with Section 197(5) of the Municipal Government Act, Council moves to come out of “Closed Session” at 9:22 p.m. <b>CARRIED UNANIMOUSLY</b>

12. MOTIONS ARISING FROM CLOSED SESSION

12.1	Disclosure harmful to personal privacy (AITA; Section 20)
Moved by: Councillor Hudson	
245-25	After careful consideration that Council deny the request for penalty relief on Roll 100 105 707. <b>CARRIED</b>

12.2	Disclosure harmful to personal privacy (AITA; Section 20)
Moved by: Councillor Hailes	
246-25	After careful consideration that Council deny the request for penalty relief on Rolls 100 702 505 and 100 702 705. <b>CARRIED UNANIMOUSLY</b>

12.3	Disclosure harmful to intergovernmental relations (AITA; Section 26)
Moved by: Councillor Burridge	
247-25	That Council directs administration to accept the Municipal District of Greenview Fox Creek Fire Rescue Services Agreement. <b>CARRIED UNANIMOUSLY</b>

12.4 Disclosure harmful to intergovernmental relations (A/TA: Section 26)

Moved by: Councillor Bainton	
248-25	That Council directs administration to accept the Community Development Initiative (CDI) Agreement with the Municipal District of Greenview.
CARRIED UNANIMOUSLY	

Councillor Bainton left meeting at 9:27 p.m.

12.5 Disclosure harmful to business interests of a third party (A/TA: Section 19)

Moved by: Councillor Hudson	
249-25	That Council awards the bid for the Court Ordered Demolition and Clean-Up of the fire-destroyed property located at 703 - 5A Street to 1095817 Alta Ltd.
CARRIED UNANIMOUSLY	

Councillor Bainton returned to meeting at 9:28 p.m.

12.6 Disclosure harmful to business interests of a third party (A/TA: Section


Moved by: Councillor Burrige	
250-25	That Council directs administration to follow up with the land owner directly and bring back to a future Regular Meeting of Council with more information, as discussed.
CARRIED UNANIMOUSLY	


12.7 Confidential Evaluations (A/TA: Section 22)

Moved by: Councillor Hailes	
251-25	That Council directs administration to give a card of thanks to recognize years of service.
CARRIED UNANIMOUSLY	

13. ADJOURNMENT

Mayor Gilmour adjourned the Regular Meeting of Council held on September 8, 2025 at 9:29 p.m.

  
Sheila Gilmour  
Mayor

  
Kristen Milne  
Chief Administrative Officer

September 22, 2025  
Date Approved