

Town of Bowden - Regular Council Meeting
AGENDA

A Regular Council Meeting of the Town of Bowden
to be held in Council Chambers, at 2101 – 20 Avenue, Bowden,
on **Monday 28 July 2025, 7:00pm.**

- 1. CALL TO ORDER**
- 2. ADDITIONS / DELETIONS TO THE AGENDA & ADOPTION OF THE AGENDA**
- 3. ADOPTION OF PREVIOUS MINUTES**
3.a July 14, 2025, Regular Council Meeting.
- 4. PUBLIC HEARING**
None scheduled.
- 5. DELEGATION**
None scheduled
- 6. BUSINESS ARISING FROM PREVIOUS MINUTES**
6.a Council Resolutions Follow-Up Action.
6.b Key Dates.
- 7. BYLAWS & POLICIES**
No agenda item.
- 8. NEW BUSINESS**
8.a Council Committee Appointments.
- 9. FINANCIAL**
No agenda item.
- 10. CORRESPONDENCE**
10.a Letter of Request received from Mrs. V Dye, Bowden Grandview School
10.b Letter from Commanding Officer Alberta RCMP
- 11. REPORTS**
11.a CAO's Report
11.b Council Committee Reports
11.c Society & Other Reports
- 12. CLOSED SESSION OF COUNCIL**
No agenda item
- 13. MEETING ADJOURNMENT**



**Town of Bowden – Regular Council Meeting
held on Monday July 14, 2025
at Town of Bowden Council Chambers.**

MINUTES (unapproved)

1. CALL TO ORDER

Mayor Robb Stuart called the meeting to order at 7:00pm.

PRESENT

Mayor
Councillor
Councillor
Councillor

Robb Stuart
Paul Webb
Sandy Gamble
Wayne Milaney

ABSENT

Councillor
Councillor
Councillor

Marie Flowers
Deb Coombes
Randy Brown

ADMINISTRATION CAO

Arno Glover

2. ADDITIONS / DELETIONS TO THE AGENDA & ADOPTION OF THE AGENDA

Motion 2.a

Moved by Councillor Paul Webb that Council adopts the agenda as amended.

Note: An emergent item (12.b) was included as an additional item to the Closed Session of Council by CAO Arno Glover in accordance with section 161(4) of the Municipal Government Act.

MOTION CARRIED UNANIMOUSLY

3. ADOPTION OF PREVIOUS MINUTES

Motion 3.a.

Moved by Councillor Sandy Gamble that Council adopts the minutes of the Regular Council Meeting of June 23, 2025, as presented.

MOTION CARRIED UNANIMOUSLY

4. PUBLIC HEARING

There was no public hearing.

5. DELEGATION

There was no delegation.

6. BUSINESS ARISING FROM PREVIOUS MINUTES

Agenda item 6.a Council Resolutions Requiring Follow Up Action

Administration provided Council with a summary of Council resolutions that remain as work in progress / ongoing.

Motion 6.a

Moved by Councillor Sandy Gamble that Council accepts the Resolutions Follow Up Action Report as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 6.b Key Dates

Administration provided Council with forthcoming key dates.

Motion 6.b

Moved by Councillor Wayne Milaney Council accepts agenda item 6.b as information.

MOTION CARRIED UNANIMOUSLY

7. BYLAWS & POLICIES

There was no agenda item.

8. NEW BUSINESS

There was no agenda item.

9. FINANCIAL**Agenda item 9.a Operating Statement Qtr 2 Ending June 30, 2025**

Administration submitted to Council an Operating Revenues & Expenditures Report.

The report provides an analysis of (unaudited) financial performance with variance analysis against budgeted forecasts and is submitted quarterly to Council for review.

Motion 9.a

Moved by Councillor Paul Webb that Council accepts the Operating & Expenditures Report for the period ending June 30 for the 2025 financial year as presented.

MOTION CARRIED UNANIMOUSLY

10. CORRESPONDENCE**Agenda item 10.a / b / c Correspondence****10.a Red Deer County Protective Services**

Council reviewed the submitted item of correspondence.

Motion 10.a

Moved by Councillor Paul Webb that Council accepts the submitted item of correspondence as information.

MOTION CARRIED UNANIMOUSLY

10.b Invitation from Karen Fegan CAO Village of Delburne

Elected Officials Robb Stuart / Sandy Gamble / Paul Webb / Wayne Milaney expressed an interest to attend the Summer Get Together event in Delburne on Wednesday August 20.

Administration is to contact Councillors Brown & Coombes to confirm their intentions.

Motion 10.b

Moved by Councillor Sandy Gamble that Administration confirm attendance for this event.

MOTION CARRIED UNANIMOUSLY

10.c Letter received from Mrs. V Dye, Bowden Grandview School**Motion 10.c**

Moved by Councillor Sandy Gamble to table the matter for further discussion at a later Council meeting.

MOTION CARRIED UNANIMOUSLY

11. REPORTS

Agenda item 11.a CAO's Report

CAO Arno Glover provided Council with an overview (and update) on the items included within the CAO's report.

Motion 11.a

Moved by Councillor Sandy Gamble that Council accepts the submitted CAO report as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 11.b Council Committee Reports

There were no reports submitted

Agenda item 11.c Society & Other Reports

- i. Mountain View Regional Water Services Commission (meeting of June 11, 2025)
- ii. FCSS (Update for Red Deer & District FCSS Program)
- iii. Parkland Foundation Annual Report 2025
- iv. Parkland Foundation Business Plan 2026 - 2028

Motion 11.c

Moved by Councillor Paul Webb that Council accepts the submitted reports 11.c.i to 11.c.iv as information.

MOTION CARRIED UNANIMOUSLY

Agenda items 11.c.v and 11.c.vi were reviewed by Council under closed session.

Mayor Robb Stuart called for a brief recess at 7:55 pm.

Mayor Robb Stuart called the meeting back to order at 8:00 pm.

12. CLOSED SESSION OF COUNCIL

Agenda item 12.a Society Reports (Confidential). **CLOSED SESSION**

This closed meeting of Council is permitted by section 197 of the MGA.

An exception to disclose under Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, RSA2000, Chapter F-25 (as amended over time) therefore applies on the basis of: Section 16 "harmful to the business interests of a third party".

Agenda item 12.b Emergent Item (Confidential). **CLOSED SESSION**

This closed meeting of Council is permitted by section 197 of the MGA.

An exception to disclose under Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, RSA2000, Chapter F-25 (as amended over time) therefore applies on the basis of: Section 27 "deemed to be privileged information".

Mayor Robb Stuart requested that Council move into closed session.

Motion 12.a

Moved by Councillor Wayne Milaney at 8:00 pm that Council moves to an "in-camera" session.

MOTION CARRIED UNANIMOUSLY

Motion 12.b

Moved by Councillor Paul Webb at 8:14 pm that Council return to an "open meeting" of Council.

MOTION CARRIED UNANIMOUSLY

Motion 12.c

Moved by Councillor Paul Webb at 8:16 pm that Council regretfully accepts the resignation of Councillor Marie Flowers.

MOTION CARRIED UNANIMOUSLY

Motion 12.d

Moved by Councillor Paul Webb at 8:17 pm that in regard to the resignation of Councillor Marie Flowers that the following Councillors are appointed as the regular representative for the following committees:

- Expanding Horizons Cultural Enhancement Society, Councillor Sandy Gamble
- Bowden Friendship Club, Councillor Wayne Milaney

MOTION CARRIED UNANIMOUSLY

13. MEETING ADJOURNMENT**Motion 13.a**

Moved by Councillor Paul Webb at 8:19 pm to adjourn the meeting.

MOTION CARRIED UNANIMOUSLY

Minutes signed by:

Mayor
Robb Stuart

CAO
Arno Glover

Regular Council Meeting: July 28, 2025.	Agenda Item: 6.a
Prepared by: Melissa Christoffersen	Approved by: Mayor Robb Stuart
Report Type: Information	Attachment(s): 1 Council Resolutions Follow Up

Matters arising from past minutes.

6.a Council Resolutions Requiring Follow-Up Action

A summary of past Council resolutions that require follow-up action is attached.

Town of Bowden

COUNCIL RESOLUTIONS REQUIRING FOLLOW UP ACTION

(new comments in red - updated 16 July 2025)

Meeting Date	Resolution	Action By Whom	Date back to Council
24 Apr 23	Intermunicipal Collaboration Framework Motion 8.a ICF to be delayed for 2 years pending Provincial Government guidelines Municipal Services Agreement (planning services) with RDC expires 31 December 2025 ICF changes to be introduced into the MGA reference Bill 50. Current ICF expired in December 2022 – the provincial government 2-year moratorium expired in December 2024. Email sent to CAO of RDC to commence planning / discussions. No response to date.	Council / CAO	progress
9 July 2025	Latest MGA is now published dated May 15, 2025. The requirement for an ICF is now a relevant statute.		
26 Aug 24	Firehall Flag Poles Motion 8.c Administration to liaise with RDC Protective Services This may form part of the future discussion on firehall building updates.	CAO	progress
23 June 25	Role of the Chief Administrative Officer Motion 8.g Revision of Council Procedural Bylaw	CAO	progress
14 July 25	Summer Get Together Event Village of Delburne Motion 10.b Administration to confirm attendees at this event	CAO	confirmed
14 July 25	Correspondence received from Bowden Grandview School Motion 10.c Administration to resubmit item of correspondence at a future Regular Council Meeting	CAO	Submitted RCM 28 April 2025

Agenda item 6.a Council Resolutions Follow-Up (continued)

Recommended Motion:

Motion by Councillor _____ that Council accepts the Resolutions Follow Up Action Report as information.

Regular Council Meeting: July 28, 2025.	Agenda Item: 6.b
Prepared by: Melissa Christoffersen	Approved by: Mayor Robb Stuart
Report Type: Information	Attachment(s):

6.b Key Dates *(for information)***AUGUST**

- August 11 Regular Council Meeting (7:00pm Council Chambers)
- August 20 Summer Get Together 5:00pm Village of Delburne

OCTOBER

- October 20 Municipal General Election
- October 28 Elected Officials Education Program
Regional Orientation Session hosted by Town of Blackfalds with George Cuff

-
- November 12 Alberta Municipalities Convention and Trade Show
November 14 (Calgary TELUS Convention Centre)

**Hotel reservations have been made for 7 Councillors for the nights of
Tuesday 11th November to Thursday 13th November (3 nights)
Hyatt Regency Calgary**

- December 12 Christmas Special Event Igloo Arena (tbc)

Recommended Motion:

Motion by Councillor _____ that Council accepts agenda item 6.b as information.

Regular Council Meeting: July 28, 2025.	Agenda Item: 8.a
Prepared by: Melissa Christoffersen	Approved by: Mayor Robb Stuart
Report Type: RFD	Attachment(s): 1 Revised List of Council Committee Appointments

Content:**8.a List of Council Committee Appointments**

With reference to the attached list, this provides an update following the resignation of Councillor Marie Flowers.

Council may wish to appoint alternates to the:

- Expanding Horizons Cultural Enhancement Society, and the,
- Bowden Friendship Club.

Suggested Motion

"Moved by Councillor _____ that Council appoints _____ as the alternate to the Expanding Horizons Cultural Enhancement Society and appoints _____ as the alternate to the Bowden Friendship Club".

2024 / 2025
List of:
Council Committee & Appointments
&

Appointment of Elected Officials to other Bodies & Organizations

(as approved during the October 28, 2024, Organizational Meeting of Council),
(* and as amended during the July 14, 2025 Regular Council Meeting).

Council Committees	Chairperson	Appointed Members		
Municipal Planning Commission (MPC)	Paul Webb	All Council Members		
Emergency Advisory Committee	Mayor	All Council Members		
Special Events & Cultural Committee	Mayor	All Council Members		
Weed Control Act – Appeals Committee	Mayor	All Council Members		
Intermunicipal Development Committee (3 Councillors)	Robb Stuart	Robb Stuart	Randy Brown	Paul Webb
Public Library Board (2 Councillors)	Appointed by Board	Randy Brown	Deb Coombes	Term of Office 1 Year
Bowden & District Cemetery Association (1 Councillor & 1 Alternate Councillor)	Appointed by Board	Wayne Milaney	Deb Coombes	n/a

Other Bodies & Organizations

	Regular	Alternate
Bowden & District Agricultural Society	Paul Webb	Robb Stuart
Bowden Grandview School Council	Deb Coombes	Wayne Milaney
Central Alberta Economic Partnership (CAEP)	Paul Webb	Randy Brown
Central Alberta Regional Waste Management Commission	Sandy Gamble	Wayne Milaney
Expanding Horizons Cultural Enhancement Society *	Sandy Gamble	tbc
Mountain View Regional Water Services Commission	Robb Stuart	Deb Coombes
South Red Deer Regional Wastewater Commission	Randy Brown	Wayne Milaney
Parkland Foundation Management Body	Sandy Gamble	Deb Coombes
Parkland Regional Library Board	Deb Coombes	Paul Webb
Red Deer & District Family and Community Support Services	Sandy Gamble	Marie Flowers
Bowden Friendship Club *	Wayne Milaney	tbc

Regular Council Meeting: July 28, 2025.	Agenda Item: 10.a / 10.b
Prepared by: Melissa Christoffersen	Approved by: Mayor Robb Stuart
Report Type: RFD / Information	Attachment(s): 1 Email received from Mrs. V Dye, Bowden Grandview School 2 RCMP correspondence dated June 25, 2025

Agenda item 10

Resubmitted item of correspondence

10.a Letter of Request received from Mrs. V Dye, Bowden Grandview School

Council is requested to consider the request made for a 2025 scholarship award.

Council may wish to consider making this an annual award, subject to the current or a revised qualification criteria.

10.b Letter from Commanding Officer Alberta RCMP

From: [Jacqui Molyneux](#)
To: [CAO](#)
Subject: FW: Bowden Grandview School Awards Program
Date: July 2, 2025 8:23:16 AM

Arno

I think is something that council should consider, not an administrative decision. I will email Val and let her know we will take this to council to decide on this. Not sure when it was done previously.

Jacqui Molyneux
CFO
Phone 403-224-3395
Fax 403-224-2244



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From: Val Dye <vdye@cesd73.ca>
Sent: June 25, 2025 10:27 AM
To: Jacqui Molyneux <cfo@bowden.ca>
Subject: Bowden Grandview School Awards Program

Hi Jacqui,

I was given your name as a contact from the front desk when I called to explain the following situation:

Bowden School has offered the "Town of Bowden Scholarship" for longer than I have been doing the awards program. We have never had a qualifying candidate for the award. I have several questions (that I should have investigated further in the past, but am hoping to square up for the fall program):

1) Is the Town of Bowden still interested in providing an award to students?

2) What is the monetary value of the award? My digital records date back to 2015 and nowhere can I find the value provided. (Most awards our school offers for graduating students are in the \$300 to \$500 range).

3) If the Town is interested in providing the award still, can we adjust the criteria to be more accessible to students? Here is the current criteria for the Town of Bowden Municipal Scholarship:

This scholarship is available to Bowden Grandview graduates who are entering studies in either administrative or non-administrative areas of municipal careers.

Please let me know your thoughts (or direct me to someone else if necessary). Our Awards Night is held on Friday, October 3 at 7pm in the school's gymnasium

Looking forward to connecting with you regarding this.

Sincerely,

Val

--

Mrs. V. Dye
High School Math/Science
Bowden Grandview School

Royal Canadian Mounted Police

Commanding Officer
Alberta



Gendarmerie royale du Canada

Commandant
de l'Alberta

June 25, 2025

His Worship Robb Stuart
Town of Bowden
PO Box 338,
Bowden, AB T0M 0K0

Dear Mayor Robb Stuart:

I'm writing to introduce myself as the new Commanding Officer of the Alberta Royal Canadian Mounted Police (RCMP). It is an incredible honour to step into this role and lead a police service with such an extensive history of service to the communities and citizens of Alberta.

People are at the heart of everything we do. That includes the dedicated employees on the front lines and behind the scenes, the citizens we serve, and the communities and governments we proudly partner with. None of our work is possible without the commitment, support and collaboration of people.

With 37 years of policing experience - much of it in Alberta - I have seen firsthand how people working together can shape strong communities. I have witnessed the remarkable impact that this committed partnership can have, not only during moments of crisis, but in the everyday interactions that build trust and strengthen public confidence.

Trust is not something that is given; it is earned, day in and day out. My leadership is grounded in public trust, transparency, accountability, and meaningful results. These principles will guide how we serve you and the citizens you represent. I firmly believe that our success is rooted in the strength of our relationships with the communities we serve and the partners we stand beside. That is why I am committed to fostering strong, open, and meaningful connections with you, listening actively, and ensuring our work reflects the needs and values of your community.

While I am proud of the high-quality policing services the Alberta RCMP delivers, I also recognize that there is always room to evolve. We are embracing innovation and leveraging technology to enhance effectiveness. You can see through initiatives like the Real Time Operations Centre (RTOC) and the Remotely Piloted Aircraft Systems (RPAS) program, that the Alberta RCMP is embracing innovation and applying technology in ways that enhance how we serve, protect, and connect with the public.

One of the most pressing challenges we face today is staffing. Recruitment continues to be a top priority - but it is only part of the solution. Retention is equally critical. We are actively exploring new strategies to attract and retain dedicated employees who see the Alberta RCMP as not only a great place to work, but a place to grow, lead and make a difference.

We have an exciting path ahead. While challenges exist, so too do opportunities to modernize, to collaborate and to build an even stronger, more community-focused provincial police service.

Thank you for your ongoing partnership and support. I look forward to working alongside each of you to build safer communities and ensure they remain the best place to live, work and raise our families.

Yours truly,



Trevor Daroux, O.O.M.
Deputy Commissioner
Commanding Officer Alberta RCMP

11140 – 109 Street
Edmonton, AB T5G 2T4

Telephone: 780-412-5444
Fax: 780-412-5445

Agenda item 10.a Correspondence (continued)**Recommended Motions:**

Motion 10.a by Councillor _____ that Council provides a scholarship award for the sum of \$**.** for the Bowden Grandview School Awards program.

Motion 10.b by Councillor _____ that Council accepts the Letter from the Commanding Officer Alberta RCMP as information.

Regular Council Meeting: July 28, 2025.	Agenda Item: 11.a
Prepared by: Melissa Christoffersen	Approved by: Mayor Robb Stuart
Report Type: Information	Attachment(s) No report submitted

Content:**11.a CAO's Report**

No report submitted

Regular Council Meeting: July 28, 2025.	Agenda Item: 11.b/ 11.c
Prepared by: Melissa Christoffersen	Approved by: Mayor Robb Stuart
Report Type: Information	Attachment(s): No reports submitted.

11.b Council Committee Reports

No reports submitted

11.c Society & Other Reports

No reports submitted