

A Regular Council Meeting of the Town of Bowden to be held in Council Chambers,  
at 2101 – 20 Avenue, Bowden, on Monday May 8, 2023, commencing 7:00pm.

**1. CALL TO ORDER****2. ADDITIONS / DELETIONS TO THE AGENDA & ADOPTION OF THE AGENDA****3. ADOPTION OF PREVIOUS MINUTES**

April 24, 2023, Regular Council Meeting

**Pages****2 - 5****4. PUBLIC HEARING**

None scheduled.

**5. DELEGATIONS**

Keith Bailey (Bowden Agricultural Society)

**6. BUSINESS ARISING FROM PREVIOUS MINUTES**

**6.a** Bowden Hotel

**6.b** Water Line Replacement (addition to 2023 Capital Budget)

**6****7. BYLAWS & POLICIES**

No item submitted.

**8. NEW BUSINESS**

**8.a** Alberta Municipalities Provincial Election Guidelines.

**7****8 - 11****9. FINANCIAL**

No item submitted.

**10. CORRESPONDENCE**

**10.a** Municipal Affairs.

**10.b** Bowden Grandview School.

**12****13****14****11. REPORTS**

**11.a** CAO's Report

**11.b** Council Committee Reports

**11.c** Society & Other Reports

**15****16****17 - 20****21 - 26****12. CLOSED SESSION OF COUNCIL ("in camera")**

No item for discussion

**13. MEETING ADJOURNMENT**



000002

**Town of Bowden – Regular Council Meeting  
held on Tuesday April 24, 2023  
at Town of Bowden Council Chambers.**

## **MINUTES**

### **1. CALL TO ORDER**

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

#### **PRESENT**

Mayor	Robb Stuart	(Chair)
Councillor	Deb Coombes	
Councillor	Sandy Gamble	
Councillor	Randy Brown	
Councillor	Marie Flowers	
Councillor	Wayne Milaney	
Councillor	Paul Webb	

#### **STAFF**

CAO	Rudy Friesen
Recorder	Arno Glover

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

#### **Motion 2.a**

Moved by Councillor Randy Brown that Council adopts the agenda, as amended.

*Note: (amended as follows):*

*Item 6(d) Business Arising – Special Events & Cultural Committee – date of meeting.  
Emergency Advisory Committee – date of meeting*

**MOTION CARRIED UNANIMOUSLY**

### **3. ADOPTION OF PREVIOUS MINUTES**

#### **Motion 3.a.**

Moved by Councillor Marie Flowers that Council adopts the April 11, 2023, Regular Council Meeting Minutes as amended.

*Note: (amended as follows):*

*Item 8(a) Mayor Robb Stuart, Councillor Deb Coombes and Councillor Sandy Gamble will attend the event.*

**MOTION CARRIED UNANIMOUSLY**

### **4. PUBLIC HEARINGS**

There were no public hearings.

### **5. DELEGATIONS**

There were no delegations.

### **6. BUSINESS ARISING FROM PREVIOUS MINUTES**

#### **Agenda item 6.a Bowden Hotel**

CAO Rudy Friesen provided Council with an update on the Bowden Hotel.

There was no motion made regarding this matter.

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**Agenda item 6.b Bylaw Matter**

CAO Rudy Friesen stated that developments were ongoing regarding this matter.

There was no motion made regarding this matter.

**Agenda item 6.c Correspondence in support of Mayor Lance Colby, Town of Carstairs re Provincial Policing.**

Administration provided Council with a copy of the letter received from the Honourable Mike Ellis, Minister of Public Safety and Emergency Services.

Council reviewed the letter and discussed possible future outcomes.

There was no motion made regarding this matter.

**Agenda item 6.d Council Committee Meetings**

Council set a date for the next meeting of the Special Events & Cultural Committee

**Motion 6.a.** by Councillor Sandy Gamble that a meeting of the Special Events & Cultural Committee is scheduled for Tuesday May 9, 2023, at 7:00pm in Council Chambers.

**MOTION CARRIED UNANIMOUSLY**

A date was not set for a meeting of the Emergency Advisory Committee.

**7. BYLAWS & POLICIES****Agenda item 7.a Asset Management Policy 02 / 2023**

Council was presented with a revised Asset Management Policy for review and approval.

The current Asset Management Policy (02 / 2021) dated June 2021 was completed prior to Administration attending the municipal asset management workshops during late 2022 and 2023. While the majority of the content of the original policy document remains relevant some minor revision was required to provide consistency and continuity of meaning across all of the current documents that form part of the asset management system.

The revision included a change in the definition of tangible capital asset (revised from \$2500.00 to \$5000.00) in accordance with advice provided by the Town's auditors, BDO Canada.

**Motion 7.a** by Councillor Randy Brown that Council approve Asset Management Policy (02 / 2023) as presented.

**MOTION CARRIED UNANIMOUSLY**

**8. NEW BUSINESS****Agenda item 8.a Intermunicipal Collaboration Framework Agreements**

The intermunicipal collaboration framework is therefore due for review and renewal by November 2023.

Administration provided Council with correspondence from Minister Rebecca Schulz, Municipal Affairs, extending the review period from five years to seven years.

The correspondence recommended that "municipalities hold off on renegotiation discussions in light of the potential for future amendments".

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**Motion 8.a** by Councillor Deb Coombes that any renegotiation of the current intermunicipal collaboration framework is delayed pending any further announcements from the Minister and / or amendments to the MGA.

**MOTION CARRIED UNANIMOUSLY**

## 9. FINANCIAL

### **Agenda item 9.a Operating Budget – Report on Actual Material Change**

Administration reported to Council an unbudgeted emergency purchase in accordance with Section 7.3 (Emergency Purchases) of the Town of Bowden Procurement Policy and Section 8.26 of the Chief Administrative Officer Bylaw

Recent repairs to water mains within the Town amounted to expenditures of approximately \$60000.00. being greater than \$5000.00 in value and exceeding the budgeted amount of \$40000.00.

CAO Rudy Friesen stated that additional work was required to replace the cast iron water main east of the junction of 21<sup>st</sup> Avenue and 23<sup>rd</sup> Street (by Bowden Grandview School). This is estimated to cost \$90000.00. Administration is confirming funding sources for this repair work.

### **Agenda item 9.b Revenue & Expenditure Statement - YTD 2023**

Administration provided Council with a statement of revenues and expenditures for the period year-to-date 2023.

Council reviewed the financial statements. The CAO is to report back to Council on those items requiring further clarification.

**Motion 9.a** by Councillor Paul Webb that Council accepts the submitted reports as information.

## 10. CORRESPONDENCE

### **Agenda item 10.a March Enforcement Contract (received from Red Deer County)**

**MOTION CARRIED UNANIMOUSLY**

**Motion 10.a** by Councillor Marie Flowers that Council accepts the submitted correspondence as information.

**MOTION CARRIED UNANIMOUSLY**

## 11. REPORTS

### **Agenda item 11.a CAO's Report**

CAO Rudy Friesen submitted his report to Council.

### **Agenda item 11.b Council Committee Reports**

No reports submitted.

### **Agenda item 11.c Society & Other Reports**

No reports submitted.

**Motion 11.a** by Councillor Marie Flowers that Council accepts the submitted reports as information.

**MOTION CARRIED UNANIMOUSLY**



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Mayor Robb Stuart called for a brief recess at 7:55 p.m.  
Mayor Robb Stuart called the meeting back to order at 8:00 p.m.

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**12. CLOSED SESSION OF COUNCIL ("in camera")**

**Agenda Item 12.a CAO Performance Review**

Section 197(4) of the MGA applies: 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) on the basis of: Section 17 "is harmful to personal privacy".

**Motion 12.a.** Moved by Councillor Randy Brown at 8:00pm that Council moves to an "in-camera" session.

**MOTION CARRIED UNANIMOUSLY**

**Motion 12.b.** Moved by Councillor Randy Brown at 8:48pm that Council return to an "open meeting" of Council.

**MOTION CARRIED UNANIMOUSLY**

**Motion 12.c.**

Moved by Councillor Marie Flowers that Council has completed the CAO's Performance Review.

**MOTION CARRIED UNANIMOUSLY**

**13. MEETING ADJOURNMENT**

**Motion 13.a** Moved by Councillor Marie Flowers 8:49pm to adjourn the meeting.

**MOTION CARRIED UNANIMOUSLY**

**Meeting Adjourned**

**Minutes signed by:**

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Mayor  
Robb Stuart

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CAO  
Rudy Friesen

<b>Regular Council Meeting:</b> May 8, 2023.	<b>Agenda Item:</b> 6.a / 6.b
<b>Prepared by:</b> Arno Glover	<b>Approved By:</b> CAO
<b>Report Type:</b> RFD	<b>Attachment(s):</b>

Matters arising from past minutes are provided below – updates are highlighted in red.

**Content:****6.a Bowden Hotel**

Refer to update provided on CAO's report.

**6.b Emergency Repairs to Water Main**

**Agenda item 9.a.** RCM April 24, 2023.

Administration is to confirm the funding source for the estimated \$90000.00 cost to replace the cast iron water distribution pipe east of the junction of 21<sup>st</sup> Avenue and 23<sup>rd</sup> Street (by Bowden Grandview School).

A significant amount of the underground water distribution infrastructure throughout the Town of Bowden consists of cast iron pipe. These pipes are susceptible to corrosion and frost heave fractures. New modern material (PVC pipe) is more resilient to corrosion as this is more durable and flexible than cast iron material.

This work was identified as being necessary during the recent water valve replacement at this location.

It is proposed that this project will be funded by the Canada Community Building Fund (CCBF) formerly known as the Gas Tax Fund. This program provides conditional grants for capital related projects that meet eligibility criteria.

The 2023 Capital Budget has allocated \$150000.00 of funds available from the CCBF grant source for the Highway 2a Sanitary Sewer Relining Project. A further application under this scheme will therefore be submitted (subject to Council approval) for this replacement water pipe project.

Further to the RCM of 24 April, Administration has since received a further quote for this work. A (lower) estimate has been quoted of \$55000.00 (plus contingency & other costs).

Administration requests that Council approve (by resolution) this capital expenditure as an addition to the 2023 Capital Budget.

**Recommended Motion**

Motion by Councillor \_\_\_\_\_ that Council approves the replacement water main project as an addition to the 2023 Capital Budget to be funded by Canada Community Building Fund for an estimated \$65000.00 (to include amount for contingencies and other related costs).

<b>Regular Council Meeting:</b> May 8, 2023.	<b>Agenda Item:</b> 8.a
<b>Prepared by:</b> Arno Glover	<b>Approved By:</b> CAO
<b>Report Type:</b> Information	<b>Attachment(s):</b> 1 Community Building Information Sheet. 2 Community Health Care Information Sheet. 3 Community Safety Information Sheet.

**Content:****8.a Alberta Municipalities – Provincial Election Guidelines.**

Information provided to Council taken from the Alberta Municipalities web site themed “Who has the plan for”.

**Recommended Motion:**

Motion by Councillor \_\_\_\_\_ that Council accepts the item of new business as information.



# WHO HAS THE PLAN FOR Community Building?



## Who has the plan for community building?

- Municipal governments are responsible for approximately 60% of Alberta's infrastructure, but only 1% of provincial spending goes into municipal infrastructure. It used to be close to 3%.
- [Alberta's \\$30 billion municipal infrastructure deficit](#) will worsen unless more money is made available to your local government so it can maintain existing water systems, sewers, roads, and bridges. These are vital to the ongoing success of all communities.
- This year alone, two Alberta towns have experienced boil water alerts caused by water pipe breaks\*. Water systems are as vital as it gets when it comes to municipal infrastructure, and the current rate of funding available for this and all other infrastructure is not keeping up with the needs of our communities.
- But your local community also needs money to build or maintain rec centres, ice rinks, and libraries, which are all important to attract and retain residents.
- Your community can only grow if it has predictable funding for long-term investments in reliable infrastructure that meets the needs of your current and future residents.

## Who has the plan to...

- Engage meaningfully with municipalities & frontline workers to find solutions to these complex problems?
- Clearly commit to follow-up with the needed investments & actions?
- Provide transparent data so Albertans can judge the results?



Your local community should be consulted by the next government on how best to meet your community's needs for services, buildings, roads, and other critical infrastructure. When you vote, think about who has the best plan for addressing these priority issues to help your community thrive.

\*Alert Archive, Alberta Emergency Alert, 2023; <https://www.alberta.ca/aea/archives/default.aspx>

## THINK ALBERTA, VOTE LOCAL.

Go to [abmunis.ca](http://abmunis.ca) for more information and links.



# WHO HAS THE PLAN FOR Community Health care?



## Who has the plan to attract and retain medical professionals to your community?

- Large and small communities across the province have seen their local clinics close and some hospitals operate on limited hours.
- There is a shortage of healthcare professionals in regional communities.
- Investing in communities is critical to attracting and retaining healthcare professionals.
- Communities will thrive if they offer the healthcare services and medical facilities current and future residents need to keep their families happy and healthy.

Before you vote in this election, you need to know which party has the right plan to attract and retain medical professionals your community needs to ensure your family's wellbeing and happiness.

## Who has the plan for EMS?

- EMS response times have been severely inadequate for several years, with paramedics suffering burn-out.
- Despite some improvements in response times<sup>+</sup>, there have been reports that it can still take up to 2 hours before an ambulance is dispatched<sup>\*\*</sup>
- Local government is the one closest to the people, so local elected officials know community needs. Their suggestions for improvements must be heard and respected by the next government.

Before you vote in this election, you need to know which party has the right plan to sustain improved EMS response times and eliminate red alerts for your community.

## Who has the plan to...

- Engage meaningfully with municipalities & frontline workers to find solutions to these complex problems?
- Clearly commit to follow-up with the needed investments & actions?
- Provide transparent data so Albertans can judge the results?

Your local community should be consulted by the next government on how best to serve your community's wellbeing & health care.

When you vote, think about who has the best plan for addressing these priority issues to keep your community healthy.

<sup>+</sup> Quarterly Emergency Medical Services Dashboard, Alberta Health Services, October 20, 2022; <https://www.albertahealthservices.ca/assets/info/ems/if-ems-dashboard.pdf>

<sup>\*\*</sup> HSA A disputes UCP "Alberta Health Services is not in crisis" claim, Global News, March 9, 2023; <https://globalnews.ca/news/9539256/hsaa-alberta-paramedics-ambulance-waits-ucp/>

# THINK ALBERTA, VOTE LOCAL.

Go to [abmunis.ca](http://abmunis.ca) for more information and links.



# WHO HAS THE PLAN FOR Community Safety?



## Who has the plan for community policing?

- [A poll conducted in January for ABmunis](#) by Janet Brown Opinion Research showed that 61% of Albertans feel that crime is increasing in their part of the province.
- Changing to a provincial police force will result in the forfeiture of approximately \$180 million in annual federal funding to the province. That means **Alberta taxpayers will have to pay the difference or residents will see a reduction in other provincial services to cover the shortfall.**
- Each political party's plans for policing Alberta's communities should be made clear so voters can have a say in how their communities are policed. [Our poll showed that 85%](#) of Albertans want to be able to vote on any decision related to a provincial police service.
- The poll also showed that 67% of Albertans feel replacing the RCMP with a provincial police service will not reduce crime.

Before you vote in this election, you need to know which political party has the right plan for keeping your local community safe.

## Who has the plan for improvements to Alberta's justice system?

- Communities are seeing cutbacks, resulting in a revolving door repeat-offenders.
- [Our poll showed that 65%](#) of Albertans believe that investing more in our justice system will stop the revolving-door of repeat offenders.

Before you vote in this election, you need to know which party has the right plan for your community. Which party's plan will prevent repeat offenders from being released without adequate sentencing or correct and effective process.



THINK ALBERTA, **VOTE LOCAL.**

Go to [abmunis.ca](http://abmunis.ca) for more information and links.



# WHO HAS THE PLAN FOR Community Safety?



## Who has the plan for the marginalized and disadvantaged?

- It's well known that mental health challenges and addictions cause homelessness, and combined they are a major contributor to criminal activity.
- The pandemic has exacerbated the mental health challenges of large portions of our population.
- The lack of funding for affordable housing programs by the provincial government has exasperated the issue.
- [Our poll showed that 66% of Albertans](#) feel crime would be reduced if more were invested in supports for people suffering with mental health issues, addiction, homelessness, and poverty.

Before you vote in this election, you need to know who has the best plan to address the need for mental health supports, addiction supports, and adequate and affordable housing in your local community.



## Who has the plan to...

- Engage meaningfully with municipalities & frontline workers to find solutions to these complex problems?
- Clearly commit to follow-up with the needed investments & actions?
- Provide transparent data so Albertans can judge the results?

Your local community should be consulted by the next government on how best to serve you and keep your community safe. When you vote, think about who has the best plan for addressing these priority issues.



## THINK ALBERTA, VOTE LOCAL.

Go to [abmunis.ca](http://abmunis.ca) for more information and links.

<b>Regular Council Meeting:</b> May 8, 2023.	<b>Agenda Item:</b> 10.a / 10.b
<b>Prepared by:</b> Arno Glover	<b>Approved By:</b> CAO
<b>Report Type:</b> Information	<b>Attachment(s):</b> 1. Letter from Minister Rebecca Schulz 2. Letter from Bowden Grandview School

**Content:****10.a**

Municipal Affairs – letter from Minister Rebecca Schulz.

**10.b**

Bowden Grandview School – thank you letter.

**Recommended Motion:**

Motion by Councillor \_\_\_\_\_ that Council accepts the submitted items of correspondence as information.





ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Shaw*

AR111311

April 20, 2023

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

Dear Mayor Stuart:

Thank you for taking the time to meet during the Alberta Municipalities Spring 2023 Municipal Leaders' Caucus and President's Summit. Our discussion regarding the Municipal Sustainability Initiative operating increase, Local Government Fiscal Framework, provincial police force, and Intermunicipal Collaboration Frameworks provided valuable insight.

As I mentioned when we met, on those items that are beyond the scope of Municipal Affairs' mandate I encourage you to reach out to the appropriate government department for further discussion. I have copied this letter to my colleague, the Honourable Mike Ellis, Minister of Public Safety and Emergency Services, regarding the town's lack of support for a provincial police service.

Please do not hesitate to contact my office if you require any additional information regarding our discussion during the event.

Sincerely,

A handwritten signature in black ink, reading "Rebecca Schulz".

Rebecca Schulz  
Minister

cc: Honourable Mike Ellis, Minister of Public Safety and Emergency Services

# Bowden Grandview School

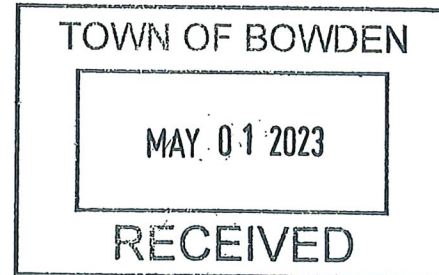
2238-21 Ave ▪ Bowden, Alberta ▪ T0M 0K0

Phone: (403) 224-3422 ▪ Fax (403) 224-2767



April 26, 2023

Town of Bowden  
Box 338  
Bowden, AB  
T0M 0K0



**Attention: Mr. Rudy Friesen**

Dear Mr. Friesen,

On behalf of the community, Bowden Grandview School staff and especially our students, I want to extend my sincere appreciation for the Town of Bowden's help to rebuild and restore our jumping pit and runway for our upcoming track season. Jason did an outstanding job which exceeded our expectations.

Sincerely,

Mr. Jeff Thompson  
Principal

<b>Regular Council Meeting:</b> May 8, 2023.	<b>Agenda Item:</b> 11.a / 11.b / 11.c
<b>Prepared by:</b> Arno Glover	<b>Approved By:</b> CAO
<b>Report Type:</b> Information	<b>Attachment(s):</b> As per content

**Content:****11****a. CAO's Report****b. Council Committee Reports**

- (i) Bowden & District Cemetery Association AGM & Regular Meeting Report (19 April 2023)  
*(submitted by Councillor Deb Coombes)*
- (ii) Public Library Board – Verbal Report (from meeting of 26 April 2023)  
*(report by Councillor Deb Coombes)*

**c. Society & Other Reports**

- (i) South Red Deer Regional Wastewater Commission Report (AGM / RM 27 April 2023)  
*(submitted by Mayor Robb Stuart)*

*Note: The SRDRWC 2022 Audited Financial Statement are available in the Town Administration Office for review).*

- (ii) Mountain View Regional Water Services Commission Report (AGM / RM 12 April 2023)  
*(submitted by Mayor Robb Stuart)*
- (iii) Expanding Horizons – AGM & Regular Meeting Report (17 April 2023)  
*(submitted by Councillor Marie Flowers)*
- (iv) Bowden Ag Society – Regular Meeting Report (17 April 2023)  
*(submitted by Councillor Marie Flowers)*

**Recommended Motion:**

Motion by Councillor \_\_\_\_\_ that Council accepts the submitted reports as information.



<b>Regular Council Meeting:</b> May 8 <sup>th</sup> , 2023	<b>Agenda Item:</b> 11.a
<b>Prepared by:</b> Rudy Friesen	<b>Approved By:</b> n/a
<b>Report Type:</b> Information	<b>Attachment(s):</b>

1. **Bowden Hotel** – At the writing of this report it is my understanding that Alberta Infrastructure has all the detailed information required on the old Bowden hotel site, and that the tender package should have been released by the close of business on May 5<sup>th</sup>. As such, this project remains on time as per the outline provided by the office of the Minister of Infrastructure.
2. **Summer Projects** – Work has now begun on several 2023 initiatives. Border Paving began the trail project May 1<sup>st</sup>. Concrete replacement work began May 3<sup>rd</sup>. Our summer students begin work May 8<sup>th</sup>, while the arena crew has already moved over to Parks and are working hard to beautify our community for the summer.
3. **Sewer Lining Project**- This tender has now been awarded. We are awaiting signed contract from our engineering firm. We currently do not have a firm start date on this work.
4. **Economic Development** – Activity have picked up significantly in recent weeks. We currently have three residential and three commercial files open. Hopefully most, if not all, move to active status during the month of May.
5. **Rural Renewal Stream** - We are pleased to be partnered with Olds and Innisfail on this employment initiative for new Canadians. To date, the Town of Bowden has successfully supported two applications and those two individuals are now employed here in Bowden.



BOWDEN AND DISTRICT CEMETERY ASSOCIATION

AGM

APRIL 19, 2023

MEMBERS PRESENT: DON PETERSON, WAYNE MILANEY, MICHELLE  
BREWSTER, CHRIS HELM, SANDY GAMBLE, DEB COOMBES, TROY  
FREDEEN

REGRETS: MARG WESTMAN

CALLED TO ORDER: 703 PM BY WAYNE

ELECTION OF EXECUTIVE:

CHAIR—SANDY GAMBLE

CO-CHAIR—MICHELLE BREWSTER

TREASURER—MARG WESTMAN by PROXY TO WAYNE

SECRETARY—DEB COOMBES

MEETING ADJOURNED AT 1910

RESPECTFULLY SUBMITTED

DEB COOMBES

## BOWDEN AND DISTRICT CEMETERY ASSOCIATION

REULAR MEETING,

APRIL 19,2023

PRESENT: Sandy Gamble, Michelle Brewster, Wayne Milaney, Don Peterson, Troy Fredeen, Deb Coombes

REGRETS: Marg Westman

CALLED TO ORDER: 710PM

MINUTES FROM PREVIOUS MEETING OF JULY 22/22 : ACCEPTED AS PRESENTED, CARRIED

NO AGENDA

DISCUSSIONS: AS FOLLOWS

- Prisoner crew
- Town staff to help
- PROJECT:
  - Memorial stone needs to be completed
  - Clearing debris on walking paths
  - Straigten headstones
  - Washing headstones (**product D2 for cleaner, for older stones (\$100) Troy to confirm pricing and availably**)
  - Flag pole (town donated pole) **pick a spot at next meeting onsite**
  - More fencing, **Don to check on pricing for 4 panels**
  - Lettering on post

Wayne submitted a list of completed projects over the last 20 years to be added to the meeting agenda—see attached

❖ **Rewrite Bylaws at June Meeting**

Check at next meeting as to what needed

**Next meeting set for May 23/23 at Cemetery**

MEETING ADJOURNED: DON AT 737 CARRIED

RESPECTFULLY SUBMITTED

DEB COOMBES

## BOWDEN AND DISTRICT CEMETERY ASSOCIATION

## COMPETED PROJECTS ((OVER 20 YEARS) SUBMITTED BY Wayne Milaney

1. South Spruce Wind Break
2. Tree Garden
3. Planning
4. Cultivation
5. Seeding new grass
6. Advertising to public
7. Availability of spot to plant
8. Memorial trees
9. Design and Fabrication of tree markers
10. Research purchasing
11. Cemetery Benches
12. Excavation and pouring of concrete
13. Memorial (Veterans) signs
14. Commissioned artist
15. Sign manufactured
16. Sign installation
17. Cemetery ornamental fence
18. -----now in third phase, adding 4 panels a year as budget allows
19. Arrange for flower pots and flowers at cemetery gate
20. Some work for Columbarium
  - Pour concrete pa
  - -Researched unit
  - Purchased unit
  - Have 17 installed
  - Move utility shed
  - Design of fence to hid construction area, arrange for construction of fence and pay for material and labour
21. Moved and reinstalled "Rest in Peace" sign
22. Designed, and had manufactured and installed additional Veterans sign in new cemetery area on Ribbon
23. Painted storage shed
24. Had picnic table installed for visitors
25. Prison Crew projects
26. Arranged for crew supervised projects and the crew. 4 years 1 week/year straight. Many grave stones
27. Cut sod installed edging and installed bark chips to all tree garden trees, all south boundary trees, Veterans sign
28. Spread gravel on roadways to fill potholes

29. Pressured washed grave stones approx. ½ cemetery completed. (Plan to continue) and start again.
30. Repainted tree garden family signs
31. Arranged for all cemetery signage including gate signs, posts for cemetery area quadrant signs, one way signs (polysign)
32. Arranged for permanent cemetery "porta potty"
33. Arranged to have clay and top soil removed from cemetery
34. Removed dead spruce trees at no charge to taxpayers (volunteers)
35. Called local utility company for removal of trees on property, negotiated new trees to be planted at no cost to taxpayer, 14 mature \_\_\_\_\_ trees

#### 36. D DAY CELEBRATIONS

- Arranged all aspects of D-DAY CELEBRATION
- Both Olds and Innisfail legions
- All air cadets
- \_\_\_\_\_ ly past
- RCMP
- PIPER
- unveiling of veterans
- Sign by Mayor
- Placing of the wreaths by Vets and Cadets

#### PROJECTS IN PLANNING STAGE

- WALKING PATHS IN THE NATIVE POPLAR FOREST ON THE WEST SIDE OF CEMERTY
- 4 MORE PANELS ON NORTH FENCE (95% COMPLETE)
- GAZEBO
- NEW SIGN AT TREE GARDEN (CONCRETE BASE COMPLETE)
- INSTALL NEW FLAG POLE
- STUDYING THE AUTHENTICITY OF CEMERTY RECORDS

## South Red Deer Regional Wastewater Commission

April 27, 2023

- Meeting held at Red Deer County office. Innisfail member not in attendance.

### Annual General Meeting

- Jeff Alliston from Metrix LLP presented the 2022 Audited Financial Statements. During the presentation, he answered any questions. Board went into a “closed session” (without CAO) for further discussion.
- Motion was carried for approval of the financial statements.

Meeting adjourned.

### Regular Meeting

- Innisfail member joined meeting.
- All lift stations are operating well, with minor ongoing maintenance being done.
- The detailed engineering for the Innisfail Emergency Storage Pond is finished and offers to tender will be accepted starting May 1, 2023. Tender closing date is May 29<sup>th</sup>, 2023. Cost estimate is \$1.2 million.
- Chair and Vice-Chair met with the CAO to discuss CAO contract renewal. Proposed contract renewal was presented to the board and a motion was carried to proceed.
- Settlement with the City of Red Deer over the agreement that SRD entered into when the Odor Management Facility was built.
- Chair and Vice-Chair will met with Mayor Ken Johnson (City of Red Deer) and senior administration to discuss strategic planning for future wastewater treatment.
- Revenue and Expense Summary is attached.
- Next meeting will be June 16<sup>th</sup> in Penhold.

South Red Deer Regional Wastewater Commission  
2023 Operating Revenue and Expense Budget Report Summary  
as at March 31st, 2023

Budget	Actual to Date	% of Budget Used	
		Actual	Expected

### Revenue

#### Sales of Service - Members

Olds	\$3,294,311	\$781,260	24%	25%
Mountain View County	\$11,511	\$2,280	20%	25%
Bowden	\$440,802	\$77,592	18%	25%
Innisfail	\$2,312,970	\$460,047	20%	25%
Penhold	\$724,529	\$185,670	26%	25%
Red Deer County	\$1,659,182	\$348,034	21%	25%
<b>Total Members</b>	<b>\$8,443,305</b>	<b>\$1,854,882</b>	<b>22%</b>	<b>25%</b>

Sales - Septage Recvng Stations	\$162,141	\$9,291	6%	25%
Miscellaneous Revenue (SLR Chemicals)	\$0	\$0	-	25%
Interest on Bank Accounts	\$22,225	\$4,875	22%	25%
<b>Total Operating Revenue</b>	<b>\$8,627,671</b>	<b>\$1,869,048</b>	<b>22%</b>	<b>25%</b>

### Expense

#### Operating Expense By Project and Facility

00 Board	\$22,762	\$6,888	30%	25%
01 Governance and Administration	\$159,735	\$38,173	24%	25%

#### Transmission System

02 General Transmission	\$4,454,011	\$994,218	22%	25%
31 Waskasoo Lift Station 1	\$139,041	\$21,085	15%	25%
32 Waskasoo Lift Station 2	\$161,314	\$33,084	21%	25%
33 Waskasoo Lift Station 3	\$195,158	\$22,974	12%	25%
34 Waskasoo Pipeline	\$36,800	\$173	0%	25%
41 Penhold Lift Station (4)	\$395,824	\$182,491	46%	25%
42 Innisfail Lift Station (5)	\$426,494	\$75,626	18%	25%
43 Bowden Lift Station (6)	\$219,827	\$23,814	11%	25%
44 Olds Lift Station (7)	\$276,109	\$118,428	43%	25%
45 Regional Pipeline	\$0	\$0	-	25%
46 Odor Management Facility	\$240,800	\$116,413	48%	25%
47 SCADA Control System	\$25,000	\$0	0%	25%
48 Septage Receiving Stations	\$5,250	\$0	0%	25%
<b>Total Transmission System Expense</b>	<b>\$6,575,628</b>	<b>\$1,588,307</b>	<b>24%</b>	<b>25%</b>

<b>Total Expense by Project and Facility</b>	<b>\$6,775,125</b>	<b>\$1,633,368</b>	<b>24%</b>	<b>25%</b>
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#### Transfer to Operating Reserves

Rate Stabilization Reserve	\$50,000	\$0	0%	25%
Emergency Response, O & M Reserve	\$100,000	\$0	0%	25%
<b>Total Operating Reserves</b>	<b>\$150,000</b>	<b>\$0</b>	<b>0%</b>	<b>25%</b>

#### For Capital Purposes

Annual Debt Payments	\$863,249	\$0	0%	25%
To Capital Expenditure	\$0	\$0	-	25%
To SRS Capital Reserves	\$34,000	\$0	0%	25%
To General Capital Reserves	\$750,000	\$0	0%	25%
<b>Total Capital Purposes</b>	<b>\$1,647,249</b>	<b>\$0</b>	<b>100%</b>	<b>25%</b>
<b>Total Operating Expense</b>	<b>\$8,572,374</b>	<b>\$1,633,368</b>	<b>19%</b>	<b>25%</b>

<b>Operating Surplus</b>	<b>\$55,297</b>	<b>\$235,680</b>	<b>426%</b>	<b>25%</b>
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Minutes  
Mountain View Regional Water Services Commission  
Annual General Meeting  
Innisfail Legion  
April 12, 2023

Members Present:

Chairman Lance Colby – Town of Carstairs  
Vice-Chairman Robb Stuart – Town of Bowden  
John Baswick – Town of Didsbury  
Wanda Blatz – Town of Olds  
Gavin Bates – Town of Innisfail  
Jerry Roberts – Town of Carstairs Alternate  
Justin Gustafson – Town of Crossfield Alternate  
Debora Coombes – Town of Bowden Alternate

Staff Present:

John Van Doesburg – CAO  
Samantha Lafontaine – Finance Manager  
Tim Ainscough – Director of Operations  
Wes Olstad – Technical Manager

Others Present:

Stacey Poirier – Pivotal LLP

**1. Call to Order**

Chairman Lance Colby called the meeting to order at 9:06 a.m.

**2. Introductions**

Board members and alternates from respective communities introduced themselves and which communities they represented.

MVRWSC staff members introduced themselves.

Stacey Poirier from Pivotal LLP introduced herself.

**3. 2022 Audit Report**

Stacey Poirier presented the 2022 Audit Report.

Gavin Bates motioned to accept the Audit Report for information.

**Carried**

#### **4. Chairman's Report**

Lance Colby presented the Chairman's Report.

Wanda Blatz motioned to accept the Chairman's report for information.

**Carried**

#### **5. CAO Report**

John Van Doesburg presented the CAO's Report.

John Baswick motioned to accept the CAO's report for information.

**Carried.**

#### **6. Board Remarks**

Members of the Commission Board expressed enjoyment of working on the Board and thanked the staff at MVRWSC for their work.

#### **6. Adjournment**

Robb Stuart moved to adjourn the Annual General Meeting at 9:26 a.m.

**Carried**

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**Chairman**

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**Manager**

# MOUNTAIN VIEW REGIONAL WATER SERVICES COMMISSION

April 12, 2023

- Chairman's, Operations Director's, CAO's, Technical Manager's, and Financial Reports presented, discussed and approved.
- Working on updates to the Health and Safety Policy.
- Member Water Supply Agreements have been finalized.
- Low lift pumphouse work has been completed.
- Staff OHS training ongoing.
- Tour of students from Olds College.
- Board approved amended Purchasing and Disposal Policy
- Administration working with lawyers on for discovery meeting with Stantec.
- Member flow totals for 2022 attached.
- Next meeting May 10<sup>th</sup> at plant.

## Mountain View Regional Water Services Commission Comparative Income Statement At March 31, 2023

Actual March 1 to March 31, 2023	Year to Date	% YTD to YTD Budget	YTD Budget	Budget Jan 1, 2023 to Dec. 31, 2023
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### REVENUE

#### Sales Revenue

Water Sales - Town of Innisfail	\$ 132,007.92	\$ 419,567.64	0.95	\$ 442,454.65	\$ 1,769,818.58
Water Sales - Bowden Institution	15,665.30	51,503.90	1.02	\$ 50,534.40	202,137.59
Water Sales - Town of Bowden	36,790.80	81,583.32	1.45	\$ 56,103.30	224,413.19
Water Sales - Town of Olds	185,607.54	633,110.52	1.06	\$ 594,547.72	2,378,190.86
Water Sales - Town of Didsbury	84,155.70	272,188.68	1.05	\$ 259,830.45	1,039,321.80
Water Sales - Town of Carstairs	84,166.86	216,342.18	1.12	\$ 193,889.36	775,557.45

#### Expanding Horizons – April 17 AGM and regular meeting

-2022 13 weddings, 25 functions, 2 funerals

-Election of officers – Brad Dallas President, Marie Flowers Vice, Sena Urichuk treasurer

Lorne Bradshaw, Rob Wilcox, Tara Rankin and Jade are Members at Large

Stan reported that the hall project began nearly 10 years ago with Norm Westman calling Stan and others to get together.

Tricycle Races were a success raising about \$3400.

Bingo was also a success, raising about \$700.

Both will be repeated.

Westjet has donated travel vouchers to be raffled at dinner theatre - 400 tickets to be printed @25\$ per ticket. Draw May 6<sup>th</sup> if all tickets are sold.

#### Bowden Ag Society April 17

Working on grounds for Bowden Daze Rodeo. Water tested, buckles ordered and ambulance arranged.

Are trying to hire 2 summer workers to help with summer projects – bleachers, gates, sign, and office raising.

Work bees will start after the next meeting May 17 at the Rodeo Grounds and will be weekly until finished.