

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 10 February 2025**, at 7:00pm.

- | | Pages |
|--|----------------|
| 1. CALL TO ORDER | |
| 2. ADDITIONS / DELETIONS TO THE AGENDA & ADOPTION OF THE AGENDA | |
| 3. ADOPTION OF PREVIOUS MINUTES | |
| 3.a January 27, 2025, Regular Council Meeting | 2 - 5 |
| 4. PUBLIC HEARING | |
| None scheduled. | |
| 5. DELEGATION CLOSED SESSION | 6 |
| 5.a Property Matter (Confidential). 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". | |
| 6. BUSINESS ARISING FROM PREVIOUS MINUTES | 7 |
| 6.a Council Resolutions Follow Up Action Summary | 8 - 9 |
| 6.b Key Dates. | 10 |
| 7. BYLAWS & POLICIES | |
| No agenda item | |
| 8. NEW BUSINESS | |
| 8.a FCSS Rebranding | 11 - 13 |
| 8.b Municipal Elections 2025 | 14 - 18 |
| 9. FINANCIAL | |
| 9.a Operating Statement (year end 2024) | 19 - 28 |
| 10. CORRESPONDENCE | 29 - 40 |
| 10.a as per content page | |
| 11. REPORTS | 41 - 46 |
| 11.a CAO's Report | |
| 11.b Council Committee Reports. | |
| 11.c Society & Other Reports. | |
| 12. MEETING ADJOURNMENT | |



**Town of Bowden – Regular Council Meeting
held on Monday January 27, 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 | Robb Stuart |
| Councillor | Paul Webb |
| Councillor | Deb Coombes |
| Councillor | Randy Brown |
| Councillor | Wayne Milaney |
| Councillor | Sandy Gamble |
| Councillor | Marie Flowers |

ADMINISTRATION

| | |
|-----|-------------|
| CAO | 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 presented.

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 January 13, 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 Randy Brown that Council accepts the document as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 6.b Key Dates

Administration provided Council with forthcoming key dates.

Motion 6.b

Moved by Councillor Paul Webb that Council accepts Business Arising agenda item 6.b as information.

MOTION CARRIED UNANIMOUSLY

7. BYLAWS & POLICIES

There was no agenda item for Bylaws & Policies

8. NEW BUSINESS

Agenda item 8.a Emergency Management

The Town of Bowden Emergency Advisory Committee met on Tuesday January 21, 2025.

During that meeting the Emergency Advisory Committee requested that Council consider and approve a recommendation that the person appointed to the position of Director Emergency be Jason Sahli.

Motion 8.a

Moved by Councillor Paul Webb that Council appoints Jason Sahli to the position of the Town of Bowden, Director of Emergency Management with immediate effect.

MOTION CARRIED UNANIMOUSLY

During the meeting of January 21, 2025, the Emergency Advisory Committee requested that Council consider and approve a recommendation that the Municipal Emergency Management Bylaw be amended to state that the position of Director of Emergency Management is made by Council resolution and that the bylaw receives a further review to incorporate any other amendments as required.

Motion 8.b

Moved by Councillor Marie Flowers that Administration submits to Council a revised Municipal Emergency Management Bylaw as soon as reasonably possible.

MOTION CARRIED UNANIMOUSLY

9. FINANCIAL

Agenda item 9.a Capital Project – Walking Trail Phase 3

Administration submitted a 2025 Capital Project proposal to Council for approval.

This project is to complete the walking trail.

A Business Case Form outlined the justification and cost for the project.

In addition, Administration submitted a proposal for an optional extension of the walking trail to provide spur from the trail into 23rd Avenue Close.

Council approved the Capital Project and the optional additional proposal.

Councillors requested that Administration report back to Council on a safety plan with regard to ice and snow removal from the gradient section of the path.

Motion 9.a

Moved by Councillor Randy Brown that Council approves Phase 3 of the of the Walking Trail (as outlined in the Business Case Form) to include the additional spur and to be funded by MSI / LGFF as a 2025 Capital Project.

MOTION CARRIED UNANIMOUSLY

Agenda item 9.b Future Tasks

Administration provided Council with a list of financial tasks that require future action over the coming months.

Motion 9.b

Moved by Councillor Paul Webb that Council accepts agenda item 9.b as information.

MOTION CARRIED UNANIMOUSLY

10. CORRESPONDENCE

There were no items of correspondence.

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

CAO Arno Glover provided Council with an overview of the items included within the CAO's report.

Motion 11.a

Moved by Councillor Deb Coombes that Council accepts the submitted CAO report as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 11.b Council Committee Reports

- i. Emergency Advisory Committee Minutes (January 21, 2025).

Agenda item 11.c Society & Other Reports

- i. Mountain View Regional Water Services Commission (January 15, 2025)
- ii. FCSS Community Navigator Report (January 2025)
- iii. The Outlook for Rural Businesses Fourth Quarter 2024 Report

Agenda items 11.c.iv to vi were reviewed by Council under closed session.

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

Motion 11.b

Moved by Councillor Deb Coombes that Council accepts agenda items 11.b.i & 11.c (i) to (iii) as information.

MOTION CARRIED UNANIMOUSLY

Mayor Robb Stuart called for a brief recess at 8:02 p.m.

Mayor Robb Stuart called the meeting back to order at 8:06 p.m.

12. CLOSED SESSION OF COUNCIL (“in camera”)**Agenda items 12.a & 12.b**

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 27 “is deemed to be privileged information”.

Motion 12.a

Moved by Councillor Sandy Gamble at 8:406 p.m. that Council moves to an “in-camera” session as per section 27 of the FOIP Act.

MOTION CARRIED UNANIMOUSLY**Motion 12.b**

Moved by Councillor Deb Coombes at 8:34 p.m. that Council return to an “open meeting” of Council.

MOTION CARRIED UNANIMOUSLY

There was no motion made with regard to Agenda Items 12.a. & 12.b.

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

Moved by Councillor Wayne Milaney at 8:34 p.m. to adjourn the meeting.

MOTION CARRIED UNANIMOUSLY**Meeting Adjourned****Minutes signed by:**

**Mayor
Robb Stuart**

**CAO
Arno Glover**

| | |
|--|---------------------------------------|
| Regular Council Meeting: February 10, 2025. | Agenda Items: 5.a |
| Prepared by: Arno Glover | Approved by: Mayor Robb Stuart |

Agenda item 5.a Delegation CLOSED SESSION OF COUNCIL (“in camera”)

5.a Property Matter (Confidential).

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”.

Motion 5.a

Moved by Councillor _____ at _____pm that Council moves to an “in-camera” session.

Motion 5.b

Moved by Councillor _____ at _____pm that Council return to an “open meeting” of Council.

Motion 5.c

Resolution (if required)

Moved by Moved by Councillor _____ at _____pm that Council _____

| | |
|--|--|
| Regular Council Meeting: February 10, 2025. | Agenda Item: 6.a |
| Prepared by: Arno Glover | 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.

Administration submits the revised document for Council to review.



Town of Bowden
COUNCIL RESOLUTIONS REQUIRING FOLLOW UP ACTION
 (updated 5 February 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 | Council / CAO | ongoing |
| 26 Jun 23 | Water & Wastewater Connections Matter to be b/fwd in future discussions on capital asset planning | CAO | ongoing |
| 14 Aug 23 | Annexation of Lands Motion 6.a Administration to formally advance the development proposal Final version of Negotiation Report to submit to Council for review at RCM 23 Sept 2024 Update provided as Delegation in Closed Session | CAO | ongoing |
| 25 Jun 24 | Additional Streetlights Motion 6.a Admin to proceed with the installation of 4 additional streetlights on 21 st Street Quotation received from Fortis October 3, 2024 Written Approval to Proceed signed 10 December 2024 | CAO | In progress |
| 25 Jun 24 | Bylaw Enforcement Motion 6.c Administration to explore further options regarding bylaw enforcement Target date for new agreement Quarter 2, 2025 | CAO | ongoing |
| 26 Aug 24 | Firehall Flag Poles Motion 8.c Administration to liaise with RDC Protective Services | CAO | ongoing |
| 13 Jan 25 | Recognition Motion 8.e Recognition awards for Reddi Mart & Jason Sahli Plaques ordered – to be presented RCM 10 February 2025 | Council / CAO | Complete 3 Feb 25 |
| 27 Jan 25 | Emergency Management Bylaw Motion 8.e Updated Bylaw to be submitted to Council | CAO | ongoing |
| 27 Jan 25 | Walking Trail CAO to submit safety plan reference walking trail ice & snow removal Update to be provided in CAO's report this RCM (10 February 2025) | CAO | ongoing |

Agenda item 6.a Council Resolutions (continued)

Recommended Motion:

Motion by Councillor _____ that Council accept agenda item 6.a as information.

| | |
|--|---------------------------------------|
| Regular Council Meeting: February 10, 2025. | Agenda Item: 6.b |
| Prepared by: Arno Glover | Approved by: Mayor Robb Stuart |
| Report Type: Information | Attachment(s): |

Content:**6.b Key Dates** *(for information)*

| | |
|--------------------|---|
| Date tbc | RCMP Open House |
| February 24 | Regular Council Meeting (7:00pm Council Chambers) |
| April 14 | Delegation to Council BDO Canada (Auditors) |
| April 15 | Emergency Advisory Committee (7:00pm Council Chambers) |

Alberta Municipalities

| | |
|---------------------------------------|---|
| March 5, 2025 | President's Summit on Civility (Westin Hotel, Edmonton) |
| March 6 & 7, 2025 | Spring Municipal Leaders Caucus (Westin Hotel, Edmonton) |
| May 1 & 2, 2025 | Public Risk Conference (Location TBD) |
| June 11, 12, 25 & 26, 2025 | Summer Municipal Leaders Caucuses (Various locations) |
| November 12 to 14, 2025 | Alberta Municipalities Convention and Trade Show (Calgary TELUS Convention Centre) |

Recommended Motion:

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

| | |
|--|---|
| Regular Council Meeting: February 10, 2025. | Agenda Item: 8.a |
| Prepared by: Arno Glover | Approved by: Mayor Robb Stuart |
| Report Type: Information | Attachment(s): 1 FCSS rebranding sign |

Content:**8.a FCSS Rebranding**

Administration submits to Council a request by FCSS to rebrand the location name from “The Olde Library” to “Park Place Gathering Place”.

The justification is as follows:

- the current name (Olde Library) creates some confusion with the actual library,
- the current name (and signage) doesn't describe the full purpose of function of the centre,
- the new logo provides an updated view that reflects the park and the walking trail.

A (draft) proposed new sign design has been created (refer to next page).

If approved this would require the replacement of the outdoor sign (below) – both sides which are showing signs of weathering, discolouration, shrinking and cracking.





PARK PLACE

GATHERING SPACE

&
Family and Community
Support Services

8.a FCSS Rebranding (continued)

Alternative Motions

Motion by Councillor _____ that Council approves the rebranding of the FCSS centre to be known as Park Place Gathering Place.

Or

Motion by Councillor _____ that Council _____

| | |
|--|--|
| Regular Council Meeting: February 10, 2025. | Agenda Item: 8.b |
| Prepared by: Arno Glover | Approved by: Mayor Robb Stuart |
| Report Type: Information | Attachment(s): 1 Form 13 2 Voter Information Poster |

Content:**8.b Municipal Elections 2025 – Permanent Electors Register****8.b.i Legislative Requirement**

Section 49 of the Local Authorities Election Act (current as of October 31, 2024) states:

“a municipality must prepare a permanent electors register of residents in the municipality who are eligible to vote”.

This is a new requirement for 2025.

8.b.ii Data Sharing Requirements

Each municipality must provide Elections Alberta with a database of all residential addresses within the municipality by March 1, 2025. This must include a global address given as a two number coordinate (either spatial geographic information system (GIS) data or a location’s latitude & longitude number).

The Provisional Government (Elections Canada) will provide each municipality with a register of electors from the Elections Alberta database of electors (residents who are registered to vote in Provincial elections and byelections) available from May 1, 2025 with monthly updates.

The data will be merged with the residential database data.

After the election any updates made to the municipal election database (during the voting process) must be submitted to Elections Alberta by March 31, 2026. Thereafter a permanent municipal election database must be maintained.

Note:

Sections 49(7) & (8) of the Local Authorities Election act states:

(7) Persons are entitled to have access to information in the permanent electors register about themselves or about another person on whose behalf they are authorized to act, to determine whether the information is correct.

(8) No candidate, official agent or scrutineer shall take a photograph or make a copy of the permanent electors register.

8.b.iii Current Plans

The Town does not have any GIS mapping equipment or tools. The database of residential addresses will require a degree of manual work. Administration is currently working on a plan of action.

With regard to the database of persons eligible to vote the Town will put together a “Register to Vote” campaign.

Residents will be encouraged to use the "Voterlink" website to either confirm or register their electoral status with Elections Alberta. In doing so this will provide the necessary data for the Town to create the Municipal Electors Register.

Residents who do not appear on the Municipal Electors Register will (on election day) prior to voting be required to:

- complete Form 13* Statement of Elector Eligibility, and,
- provide Government photo ID and,
- provide documented proof of their Town of Bowden residential (civic) address.

** (or equivalent – this may be subject to amendment)*

The "Register to Vote" campaign will run from March to September and will appear on the Town's website, facebook page, Town Newsletter and as utility bill inserts.

It is hoped that by encouraging residents to ensure that their provincial voting information is up to date this will remove any requirement to manually produce the register thereby saving cost and resource.

FORM 13

Elector Register

Local Authorities Election Act
(Sections 1(n.1), 47, 53, 54, 59, 78)
Education Act (Sections 4(4), 74)

Note: The personal information on this form is being collected to support the administrative requirements of the local authorities election process and is authorized under sections 53, 54 and 78 of the *Local Authorities Election Act* and section 33(c) of the *Freedom of Information and Protection of Privacy Act*. The personal information will be managed in compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act*. If you have any questions concerning the collection of this personal information, please contact:

Title of the Responsible Official

Business Phone Number

LOCAL JURISDICTION: _____, PROVINCE OF ALBERTA

ELECTION DATE: _____

VOTING SUBDIVISION OR WARD (If Applicable): _____ VOTING STATION: _____

Statement of Elector Eligibility

I, _____ of _____
Name of Elector Complete Address and Postal Code

am eligible to vote at the above mentioned election because:

- I have not voted before in this election;
- I am 18 years of age or older;
- I am a Canadian Citizen;
- My place of residence is in the Voting Subdivision or Ward on Election Day;
- I have provided the required proof of eligibility as required by Section 53 of the *Local Authorities Election Act* or I have been vouched for as to my eligibility by an elector; and
- I am eligible to vote for:

Where applicable: (Check [✓] One) A Public School Trustee A Separate School Trustee

Signature of Elector

IT IS AN OFFENCE TO SIGN A FALSE STATEMENT

Deputy Returning Officer

Deputy's Initials: _____

Voter Number: _____

Identification Shown Elector Vouched For

Ballots Issued to Elector (Check [✓])

- Chief Elected Official Bylaw or Question
 Councillors Separate School Trustee
 Public School Trustee

Objection to Person Voting

Name of Candidate/Official Agent/R.O./Scrutineer Making Objection: _____

Reason for Objection: _____

Elector who is unable to vote in the usual manner

Ballot of Elector who is Unable to Vote in the Usual Manner Was (Check [✓])
Marked By Another Person _____

Reason: _____

BOWDEN



Voter Information

To vote in the 2025 municipal election in the Town of Bowden, you must be:

- at least 18 years of age,
- a Canadian citizen,
- a resident of the Town of Bowden, and,
- a resident in the Town of Bowden for six consecutive months prior to October 20, 2025 (Election Day).

Under section 49 of the Local Authorities Election Act (Revised Statutes of Alberta 2000. Chapter L-21. current as of October 31, 2024) a provision is made that states:

“a municipality must prepare a permanent electors register of residents in the municipality who are eligible to vote”.

This is a new requirement for 2025.

The Provincial Government will assist by providing the Town with a register of electors from the Elections Alberta database.

As the Returning Officer for the Town of Bowden, I strongly recommend that electors register to vote by using the link provided below to “Voterlink”.

You can use this web link to:

- confirm you are on the database (if you have voted in the past at a Provincial election or byelection),
- update your information currently held on the database (if you have voted in the past at a Provincial election or byelection but you are new to the Town of Bowden),
- register as a voter (if you have not voted or registered in the past).

By registering this will streamline the election experience for both the electorate and the officials. If you do not register in advance a declaration and proof of identity will be required at the time of voting.

To be ready to vote, please take time to register by using the link below:

<https://www.voterlink.ab.ca>

8.b Municipal Elections 2025 – Permanent Electors Register (continued)

Recommended Motion

Motion by Councillor _____ that Council accepts agenda items 8.b as information.

| | |
|---|---|
| Regular Council Meeting: February 10, 2025 | Agenda Item: 9.a |
| Prepared by: Arno Glover | Approved by: Mayor Robb Stuart |
| Report Type: RFD | Attachment(s): 1 Operating Revenues & Expenditures Report (Year End 2024) |

9.a Operating Revenue & Expenditures Report

9.a.i Purpose

Attached is the Operating Revenues & Expenditures Report which provides an analysis of actual performance against budget for the year 2024.

9.a.ii Background

This operating report provides an analysis of actual financial performance with variance analysis against budgeted forecasts.

Administration believes that the report presents a true representation of the financial operating affairs for year end 2024.

Note: These are not consolidated financial statements (audited statements).

9.a.iii Notable Observations

The following provides a brief explanation of notable observations particularly where actual revenues and expenditures vary materially from the forecast budgeted amounts.

Revenues

- i. Municipal tax revenues are in line with 2024 budget amount.
- ii. School Non-Residential Taxes – the exact amount of this requisition was unknown at the time the budget was passed. The actual amount collected as a revenue is paid out as a corresponding equal requisition (expense).
- iii. Summer Temporary Students (STEP Grant). An application was made for two students however the town received grant approval for one student. The revenue received (calculated on hours worked) was \$2100.00 in total for 1 summer student.
- iv. Cemetery revenues reflect that 4 full burials have taken place this year to date.
- v. Arena revenues (other income) include an amount of \$5000.00 (this invoiced to the museum roofing contractor reference the contribution agreed in 2023).
- vi. FCSS Revenues (contributions & donations) consists of monies received from the Provincial Government (Volunteer Supper \$600.00), City of Red Deer reimbursements, CVIC Grant (re seniors tax service) and community garden plot fees. For 2025 the FCSS operating budget provides additional revenue & expense lines.

Expenditures

- i. Administration: (Contracted Services Other IT) includes additional monthly cost for cyber security upgrades.
- ii. Administration: (Contracted Services Other) includes the HR Consultancy fees (Employee Engagement Program).

- iii. Administration: (Accounting & Audit Fees) includes additional fees for the work required on Accounting standard PS3280 (Asset Retirement Obligations) and additional work for "new financial instruments".
- iv. Administration: (Repairs & Maintenance Equipment) includes cost of repair to the outdoor digital sign.
- v. Public Works: (Payroll) includes severance pay and unbudgeted overtime payments.
- vi. Public Works: (Bobcat Skid Steer) includes the cost of new tracks.
- vii. Public Works: (Contracted Services Other) includes the subcontracted work for the removal of the burn pit debris to landfill.
- viii. Public Works: (Repairs & Maintenance Other) includes the cost of new security cameras (not budgeted for).
- ix. Public Works: (4 Wheel Loader) includes the unanticipated cost of welding repairs the bucket and the boom. The additional cost of a snow bucket and a replacement seat are included here.
- x. Road Maintenance: (Patching) includes additional patching to that originally estimated. In addition, there is the supply of gravel for Town use and the Bowden Event Centre included here.
- xi. Road Maintenance: (Street Lights) is the cost of the solar light to illuminate the Bowden Welcome sign on Heritage Drive. There was no budget for this.
- xii. Water & Pumphouse: (Equipment). This includes the cost of the video camera work of the pumphouse reservoirs and the cost of the preventative maintenance on the Ford Marine Engine (fire pump). The budget allowed for the cleaning of the reservoirs however this was not deemed necessary following the camera footage.
- xiii. Water & Pumphouse: (Building Repairs) includes the cost of new LED lighting, alarm keypad, bulk water keypad and a new sump pump.
- xiv. Water & Pumphouse: (Infrastructure) is the water main break on 20th Avenue.
- xv. Regional Water Supplies. This is the cost of treated water purchased from MVRWSC.
- xvi. Wastewater & Stormwater: (Repairs & Maintenance Infrastructure). This is the cost of the sewer repair on 26th Avenue.
- xvii. Wastewater & Stormwater: (Repairs & Maintenance). This is the cost of annual preventative maintenance carried out at the lift station plus repairs (new items required).
- xviii. Regional Wastewater Costs (SRDRWSC). This is the cost of wastewater collection.
- xix. FCSS (Repairs & Maintenance Building) includes repairs to the community garden storage shed and the installation of an alarm system.
- xx. FCSS (Miscellaneous Goods & Supplies). This has previously been reported to Council
- xxi. FCSS expenditures for Volunteer Appreciation currently exceeds budget. However, this is offset by the CVIC grant revenue received of \$600.00.
- xxii. Cemetery (Repairs & Maintenance) includes the cost of a replacement headstone.
- xxiii. Planning & Development (Contracted Services) includes the cost of the environmental surveys to satisfy Accounting Standard 3280 (asset retirement obligations). This was revised by the auditors to extend the scope from asbestos to include all hazardous materials.
- xxiv. Planning & Development (Planning & Legal Fees) includes the cost of the Sub Development Appeal Board hearing, and the associated legal fees reference the submitted FOIP request.
- xxv. Land (Contracted Services) is work to remediate the old landfill site (bulldozer).
- xxvi. Recreation Arena (Repairs & Maintenance Plant Room) is the cost of replacement of 9 pressure relief valves plus additional remedial work identified by CIMCO during the plant start up.
- xxvii. Recreation Arena (Repairs & Maintenance Building) includes the cost of the camera / security system, the hot water boiler repair in the Olympia room, and a new hot water boiler.
- xxviii. Museum (Repairs & Maintenance Building) includes the cost of the outdoor light and the replacement metal siding.

9.a Operating Revenue & Expenditures Report (continued)**9.a.iv Recommended Motion.**

Administration requests that Council review and accepts the 2024 Year End Operating & Expenditures report by resolution.

Motion by Councillor _____ that Council accepts the Operating Revenues and Expenditures Report for the 2024 financial year as presented.



Town of Bowden
Operating Revenues & Expenditures (Year End December 2024)

| | 2024 Actual | Variance Actual v Budget | 2024 Budget |
|---|---------------------|-----------------------------|---------------------|
| | \$ | % | \$ |
| REVENUES | | | |
| TAX REVENUES | | | |
| MUNICIPAL RESIDENTIAL TAXES | 846,752.76 | ▶ 0.07 | 846,167.33 |
| MUNICIPAL NON-RESIDENTIAL TAXES | 255,478.56 | ▶ 0.00 | 255,478.60 |
| MUNICIPAL FARM TAXES | 67.18 | ▶ -89.71 | 652.67 |
| SCHOOL RESIDENTIAL TAXES | 271,677.51 | ▶ 5.75 | 256,898.21 |
| SCHOOL NON-RESIDENTIAL TAXES | 58,368.87 | ▶ 22.94 | 47,479.42 |
| DESIGNATED INDUSTRIAL PROPERTY TAX REQSTN | 220.23 | ▶ 4.18 | 211.39 |
| POLICE FUNDING REQUISITION | 65,985.01 | ▶ -0.82 | 66,529.00 |
| LATE TAX PAYMENT PENALTIES | 11,664.93 | ▶ -2.79 | 12,000.00 |
| TOTAL | 1,510,215.05 | ▶ 1.67 | 1,485,416.62 |
| OTHER REVENUES | | | |
| PROVINCIAL FINES | 3,982.00 | ▶ -20.36 | 5,000.00 |
| FRANCHISE FEES - FORTIS ELECTRICAL | 138,412.01 | ▶ 1.77 | 136,000.00 |
| FRANCHISE FEES - ATCO GAS | 63,604.30 | ▶ 3.13 | 61,675.00 |
| INVESTMENT RETURNS (INTEREST EARNED) | 134,071.70 | ▶ 17.61 | 114,000.00 |
| TOTAL | 340,070.01 | ▶ 7.39 | 316,675.00 |
| GRANT REVENUES | | | |
| RED DEER COUNTY RECREATION GRANT | 86,422.00 | ▶ 0.00 | 86,422.00 |
| MSI OPERATING GRANT | 162,042.00 | ▶ 0.00 | 162,042.00 |
| TOTAL | 248,464.00 | ▶ 0.00 | 248,464.00 |
| ADMINISTRATIVE REVENUES | | | |
| PROPERTY TAX CERTIFICATES | 2,300.00 | ▶ 91.67 | 1,200.00 |
| BUSINESS LICENSES | 2,525.00 | ▶ 1.00 | 2,500.00 |
| OFFICE PRINTING SERVICES | 13.09 | ▶ -82.55 | 75.00 |
| SUMMER TEMP EMPLOY' PROGRAM (STEP) GRANT | 2,100.00 | ▶ -87.50 | 16,800.00 |
| MISCELLANEOUS INCOME | 428.00 | #DIV/0! | 0.00 |
| OTHER INCOME | 709.37 | ▶ 609.37 | 100.00 |
| PENALTIES (ACCOUNTS RECEIVABLE) | 1,900.61 | ▶ 280.12 | 500.00 |
| TOTAL | 9,976.07 | ▶ -52.89 | 21,175.00 |
| BYLAW REVENUES | | | |
| BYLAW ENFORCEMENT FINES & PENALTIES | 0.00 | ▶ -100.00 | 100.00 |
| TOTAL | 0.00 | ▶ -100.00 | 100.00 |
| ANIMAL REVENUES | | | |
| DOG / CHICKEN LICENSES | 835.00 | ▶ 67.00 | 500.00 |
| OTHER INCOME | 0.00 | ▶ -100.00 | 50.00 |
| TOTAL | 835.00 | ▶ 51.82 | 550.00 |
| PUBLIC WORKS REVENUES | | | |
| OTHER INCOME / SERVICE FEES | 0.00 | ▶ -100.00 | 200.00 |
| TOTAL | 0.00 | ▶ -100.00 | 200.00 |
| WATER REVENUES | | | |
| DISTRIBUTED WATER COLLECTIONS | 321,882.86 | ▶ 5.88 | 304,000.00 |
| BULK WATER SALES | 9,552.47 | ▶ 27.37 | 7,500.00 |
| WATER METERS & EQUIPMENT | 677.60 | ▶ -32.24 | 1,000.00 |
| LATE PAYMENT PENALTIES | 5,195.74 | ▶ 3.91 | 5,000.00 |
| OTHER INCOME | 310.00 | ▶ 106.67 | 150.00 |
| TOTAL | 337,618.67 | ▶ 6.29 | 317,650.00 |
| SANITARY SEWER REVENUES | | | |
| WASTEWATER COLLECTIONS | 327,083.71 | ▶ 3.84 | 315,000.00 |
| RV DUMP | 787.10 | ▶ 12.44 | 700.00 |
| SRDRWC SERVICE INCOME | 25,709.80 | ▶ -4.78 | 27,000.00 |
| TOTAL | 353,580.61 | ▶ 3.17 | 342,700.00 |
| SOLID WASTE REVENUES | | | |
| SOLID WASTE COLLECTIONS | 72,065.75 | ▶ 12.96 | 63,800.00 |
| TOTAL | 72,065.75 | ▶ 12.96 | 63,800.00 |
| RECYCLING REVENUES | | | |
| RECYCLING INCOME | 70,778.02 | ▶ 1.40 | 69,800.00 |
| ELECTRONICS RECYCLING INCOME | 0.00 | ▶ -100.00 | 500.00 |

| | | | | |
|--------------------------------------|--|---------------------|----------------|---------------------|
| | TOTAL | 70,778.02 | 0.68 | 70,300.00 |
| FCSS REVENUES | CITY OF RED DEER - FCSS FUNDING | 66,762.90 | 0.00 | 66,762.00 |
| | CONTRIBUTIONS & DONATIONS | 4,645.04 | 829.01 | 500.00 |
| | TOTAL | 71,407.94 | 6.16 | 67,262.00 |
| CEMETERY REVENUES | GRAVE PLOT SERVICES | 4,980.00 | 66.00 | 3,000.00 |
| | PLOTS & VAULTS SALES | 1,950.00 | -22.00 | 2,500.00 |
| | COLUMBARIUM NICHE SALES | 4,102.14 | 105.11 | 2,000.00 |
| | RED DEER COUNTY CEMETERY GRANT | 5,000.00 | 0.00 | 5,000.00 |
| | OTHER INCOME | 0.00 | #DIV/0! | 0.00 |
| | TOTAL | 16,032.14 | 28.26 | 12,500.00 |
| ECONOMIC DEVELOPMENT REVENUES | OTHER INCOME / NEWSLETTER ADVERTISING | 1,728.00 | 116.00 | 800.00 |
| | TOTAL | 1,728.00 | 116.00 | 800.00 |
| LAND REVENUES | SALE OF LOTS | 0.00 | #DIV/0! | 0.00 |
| | RENTAL INCOME (BILLBOARDS & PASTURE LEASE) | 7,800.00 | 20.00 | 6,500.00 |
| | TRANSFER FROM RESERVES | 0.00 | #DIV/0! | 0.00 |
| | TOTAL | 7,800.00 | 20.00 | 6,500.00 |
| PARADE REVENUES | CONTRIBUTIONS (Ag SOCIETY) | 1,000.00 | 0.00 | 1,000.00 |
| | TOTAL | 1,000.00 | 0.00 | 1,000.00 |
| SPECIAL EVENT REVENUES | CONTRIBUTIONS / DONATIONS / SALE OF GOODS | 660.00 | -5.71 | 700.00 |
| | TOTAL | 660.00 | -5.71 | 700.00 |
| ARENA REVENUES | ARENA RENTAL INCOME | 89,410.43 | -0.66 | 90,000.00 |
| | OTHER INCOME (ADVERTISING BILLBOARDS) | 6,380.00 | 82.29 | 3,500.00 |
| | RED DEER COUNTY RECREATION GRANT | 25,000.00 | 0.00 | 25,000.00 |
| | TOTAL | 120,790.43 | 1.93 | 118,500.00 |
| PARK REVENUES | RED DEER COUNTY RECREATION GRANT | 3,750.00 | 0.00 | 3,750.00 |
| | TOTAL | 3,750.00 | 0.00 | 3,750.00 |
| LIBRARY REVENUES | RED DEER COUNTY RECREATION GRANT | 1,500.00 | 0.00 | 1,500.00 |
| | CONTRIBUTIONS & DONATIONS | 0.00 | #DIV/0! | 0.00 |
| | TOTAL | 1,500.00 | 0.00 | 1,500.00 |
| MUSEUM REVENUES | RED DEER COUNTY RECREATION GRANT | 3,000.00 | 0.00 | 3,000.00 |
| | TOTAL | 3,000.00 | 0.00 | 3,000.00 |
| COMMUNITY HALL REVENUE | RED DEER COUNTY RECREATION GRANT | 5,000.00 | 0.00 | 5,000.00 |
| | TOTAL | 0.00 | #DIV/0! | 0.00 |
| | TOTAL (ALL REVENUES) | 3,176,271.69 | 2.87 | 3,087,542.62 |

EXPENDITURES

| | | \$ | | \$ |
|-----------------------|--|-------------------|---------------|-------------------|
| REQUISITIONS | PROVINCIAL SCHOOL EDUCATION (PUBLIC) | 321,247.48 | 108.21 | 296,872.27 |
| | PROVINCIAL SCHOOL EDUCATION (CATHOLIC) | 8,798.79 | 117.23 | 7,505.36 |
| | TOTAL | 330,046.27 | 108.43 | 304,377.63 |
| COUNCIL | HONORARIUMS & PER DIEMS (REGULAR MONTHLY)* | 55,072.22 | 93.10 | 59,155.20 |
| | EMPLOYMENT & CRA CONTRIBUTIONS | 2,353.89 | 94.16 | 2,500.00 |
| | TRAINING & DEVELOPMENT ** | 0.00 | 0.00 | 7,000.00 |
| | CONFERENCE / WORKSHOP / EVENT COSTS | 30,364.44 | 80.97 | 37,500.00 |
| | MEMBERSHIP (AUMA) | 2,560.30 | 98.47 | 2,600.00 |
| | PROMOTIONS & PUBLIC RELATIONS | 6,223.24 | 124.46 | 5,000.00 |
| | LIABILITY INSURANCE | 336.00 | 84.00 | 400.00 |
| | ELECTION COSTS | 0.00 | #DIV/0! | 0.00 |
| | MISCELLANEOUS GOODS & SUPPLIES | 6,398.08 | 79.98 | 8,000.00 |
| | GRANTS & DONATIONS | 10,000.00 | 100.00 | 10,000.00 |
| | TOTAL | 113,308.17 | 85.74 | 132,155.20 |
| ADMINISTRATION | PAYROLL | 315,136.14 | 93.41 | 337,379.50 |

* Base Honorariums & Per Diems for RCM / SCM
Council Committee Meetings
Open House Events
Public Hearings

** eg: Strategic Planning
Councillor Orientation

| | | | |
|--------------------------------------|-------------------|----------------|-------------------|
| EMPLOYMENT & CRA CONTRIBUTIONS | 55,113.97 | ▶ 95.02 | 58,000.00 |
| WORKERS COMPENSATION (WCB) | 12,820.67 | ▶ 98.62 | 13,000.00 |
| TRAINING & DEVELOPMENT | 0.00 | ▶ 0.00 | 1,000.00 |
| TRAVEL & SUBSISTENCE | 4,926.08 | ▶ 82.10 | 6,000.00 |
| MEMBERSHIP FEES & CONFERENCE COSTS | 4,602.03 | ▶ 76.70 | 6,000.00 |
| POSTAGE & COURIER | 6,832.83 | ▶ 85.41 | 8,000.00 |
| TELEPHONE (LAND LINES & CELL PHONE) | 6,203.37 | ▶ 89.90 | 6,900.00 |
| ADVERTISING / PROMOTIONS / MARKETING | 444.00 | ▶ 55.50 | 800.00 |
| PERSONNEL RELATIONS | 2,860.88 | ▶ 71.52 | 4,000.00 |
| CONTRACTED SERVICES (IT SERVICES) | 26,326.21 | ▶ 114.46 | 23,000.00 |
| JANITORIAL & CLEANING SUPPLIES | 6,960.00 | ▶ 98.03 | 7,100.00 |
| POSTAGE | 691.92 | ▶ 98.85 | 700.00 |
| COPIER & PRINTING | 12,050.71 | ▶ 92.70 | 13,000.00 |
| INTERNET SERVICES | 3,900.00 | ▶ 108.33 | 3,600.00 |
| SECURITY & ALARMS | 269.40 | ▶ 99.78 | 270.00 |
| CONTRACTED SERVICES (FLOOR MATS) | 2,100.47 | ▶ 93.35 | 2,250.00 |
| WEBSITE & APP (HOSTING & SUPPORT) | 8,868.49 | ▶ 98.54 | 9,000.00 |
| DEBIT MACHINE | 707.16 | ▶ 117.86 | 600.00 |
| FIRE SYSTEMS & EQUIPMENT MAINTENANCE | 143.72 | ▶ 143.72 | 100.00 |
| ASSESSMENT REVIEW BOARD COSTS | 2,000.00 | ▶ 100.00 | 2,000.00 |
| CONTRACTED SERVICES OTHER | 3,000.00 | ▶ 200.00 | 1,500.00 |
| ACCOUNTING & AUDIT FEES / SERVICES | 47,748.75 | ▶ 159.16 | 30,000.00 |
| LEGAL & PROFESSIONAL FEES | 1,601.68 | ▶ 106.78 | 1,500.00 |
| PROPERTY ASSESSMENT SERVICES | 16,797.18 | ▶ 100.13 | 16,775.00 |
| REPAIRS & MAINTENANCE (EQUIPMENT) | 2,245.57 | ▶ 224.56 | 1,000.00 |
| REPAIRS & MAINTENANCE (IT) | 1,366.20 | ▶ 68.31 | 2,000.00 |
| REPAIRS & MAINTENANCE (BUILDING) | 2,277.75 | ▶ 113.89 | 2,000.00 |
| INSURANCE | 14,174.50 | ▶ 86.50 | 16,386.00 |
| MISCELLANEOUS GOODS & SUPPLIES | 5,775.82 | ▶ 96.26 | 6,000.00 |
| UTILITIES (ELECTRIC) | 4,433.95 | ▶ 88.68 | 5,000.00 |
| UTILITIES (GAS) | 2,770.24 | ▶ 79.15 | 3,500.00 |
| TRANSFER TO CAPITAL | 0.00 | #DIV/0! | 0.00 |
| BANK CHARGES | 2,002.37 | ▶ 166.86 | 1,200.00 |
| CASH ROUNDING | -0.06 | #DIV/0! | 0.00 |
| BAD DEBTS - PROPERTY TAXES | 0.00 | #DIV/0! | 0.00 |
| TRANSFER TO RESERVES | 37,752.71 | ▶ 106.34 | 35,502.71 |
| TOTAL | 614,904.71 | ▶ 98.37 | 625,063.21 |

**PROTECTIVE SERVICES
(FIRE)**

| | | | |
|----------------------------------|------------------|----------------|------------------|
| REPAIRS & MAINTENANCE (BUILDING) | 3,963.72 | ▶ 79.27 | 5,000.00 |
| INSURANCE (BUILDING) | 1,202.00 | ▶ 102.10 | 1,177.27 |
| UTILITIES (ELECTRICITY) | 3,492.95 | ▶ 87.32 | 4,000.00 |
| UTILITIES (GAS) | 5,056.73 | ▶ 126.42 | 4,000.00 |
| TOTAL | 13,715.40 | ▶ 96.74 | 14,177.27 |

EMERGENCY MANAGEMENT

| | | | |
|--------------------------------|--------------|---------------|-----------------|
| FEES & SUBSCRIPTIONS | 0.00 | #DIV/0! | 0.00 |
| TRAINING & DEVELOPMENT | 0.00 | ▶ 0.00 | 500.00 |
| TRAVEL & SUBSISTENCE | 0.00 | #DIV/0! | 0.00 |
| MISCELLANEOUS GOODS & SUPPLIES | 37.00 | ▶ 1.85 | 2,000.00 |
| TOTAL | 37.00 | ▶ 1.48 | 2,500.00 |

**PROTECTIVE SERVICES
(RCMP / RDC / BYLAW)**

| | | | |
|---------------------------------------|------------------|----------------|-------------------|
| TRAVEL & SUBSISTENCE | 0.00 | #DIV/0! | 0.00 |
| TRAINING & DEVELOPMENT | 0.00 | #DIV/0! | 0.00 |
| MEMBERSHIP FEES & CONFERENCE COSTS | 0.00 | ▶ 0.00 | 60.00 |
| TELEPHONE | 79.50 | ▶ 53.00 | 150.00 |
| CONTRACTED BYLAW ENFORCEMENT SERVICES | 0.00 | #DIV/0! | 0.00 |
| CONTRACTED SERVICES OTHER | 0.00 | ▶ 0.00 | 200.00 |
| ALBERTA POLICE FUNDING MODEL | 65,985.00 | ▶ 99.18 | 66,529.00 |
| RED DEER COUNTY PROTECTIVE SERVICES | 7,000.00 | ▶ 19.13 | 36,600.00 |
| LEGAL & PROFESSIONAL FEES | 0.00 | ▶ 0.00 | 200.00 |
| MISCELLANEOUS GOODS & SUPPLIES | 0.00 | ▶ 0.00 | 150.00 |
| TOTAL | 73,064.50 | ▶ 70.33 | 103,889.00 |

ANIMAL

| | | | |
|----------------------------------|---------------|----------------|---------------|
| CONTRACTED SERVICES (VETERINARY) | 0.00 | ▶ 0.00 | 100.00 |
| MISCELLANEOUS GOODS & SUPPLIES | 238.96 | ▶ 95.58 | 250.00 |
| TOTAL | 238.96 | ▶ 68.27 | 350.00 |

PUBLIC WORKS

| | | | |
|---|-------------------|----------------|-------------------|
| PAYROLL | 215,096.06 | ▶ 100.66 | 213,681.60 |
| PAYROLL (SUMMER STUDENTS) | 21,059.60 | ▶ 98.96 | 21,280.00 |
| EMPLOYMENT & CRA CONTRIBUTIONS | 41,827.06 | ▶ 88.99 | 47,000.00 |
| TRAINING & DEVELOPMENT | 83.94 | ▶ 8.39 | 1,000.00 |
| TRAVEL & SUBSISTENCE | 108.39 | ▶ 36.13 | 300.00 |
| TELEPHONE (LAND LINES & CELL PHONE) | 2,064.42 | ▶ 98.31 | 2,100.00 |
| ADVERTISING / PROMOTIONS / MARKETING | 0.00 | ▶ 0.00 | 100.00 |
| ALBERTA ONE CALL SERVICES | 487.53 | ▶ 100.10 | 487.06 |
| FIRE SYSTEMS & EQUIPMENT MAINTENANCE | 363.46 | ▶ 90.87 | 400.00 |
| SECURITY & ALARMS | 625.90 | ▶ 90.71 | 690.00 |
| INTERNET SERVICES | 1,175.04 | ▶ 85.15 | 1,380.00 |
| CONTRACTED SERVICES OTHER | 2,435.49 | ▶ 1,217.75 | 200.00 |
| REPAIRS & MAINTENANCE (CASE GRADER) | 293.93 | ▶ 5.88 | 5,000.00 |
| REPAIRS & MAINTENANCE (BOBCAT SKID STEER) | 5,391.03 | ▶ 215.64 | 2,500.00 |
| REPAIRS & MAINTENANCE (OTHER) | 1,584.58 | ▶ 316.92 | 500.00 |
| BUILDING REPAIRS & MAINTENANCE (WORKSHOP) | 4,624.55 | ▶ 92.49 | 5,000.00 |
| BUILDING REPAIRS & MAINTENANCE (GARAGE) | 0.00 | ▶ 0.00 | 500.00 |
| REPAIRS & MAINTENANCE (4 WHEEL LOADER) | 10,905.02 | ▶ 198.27 | 5,500.00 |
| BUILDING REPAIRS & MAINTENANCE (QUONSET) | 137.25 | ▶ 27.45 | 500.00 |
| REPAIRS & MAINTENANCE (STERLING TRUCK) | 1,029.46 | ▶ 51.47 | 2,000.00 |
| REPAIRS & MAINTENANCE F150 (2007) | 434.88 | ▶ 43.49 | 1,000.00 |
| REPAIRS & MAINTENANCE F350 (SAND / WATER TRUCK) | 1,856.89 | ▶ 92.84 | 2,000.00 |
| REPAIRS & MAINTENANCE F250 (2018) | 145.05 | ▶ 14.51 | 1,000.00 |
| REPAIRS & MAINTENANCE F550 (2013) | 814.26 | ▶ 40.71 | 2,000.00 |
| REPAIRS & MAINTENANCE F150 (2018) | 241.89 | ▶ 24.19 | 1,000.00 |
| REPAIRS & MAINTENANCE F150 (2019) | 459.01 | ▶ 91.80 | 500.00 |
| REPAIRS & MAINTENANCE GENERAL | 0.00 | ▶ 0.00 | 500.00 |
| EQUIPMENT RENTALS & SERVICES | 0.00 | ▶ 0.00 | 400.00 |
| INSURANCE | 9,171.25 | ▶ 81.35 | 11,274.43 |
| MISCELLANEOUS GOODS & SUPPLIES | 5,431.25 | ▶ 98.75 | 5,500.00 |
| FUEL / OIL / ADDITIVES | 16,252.08 | ▶ 108.35 | 15,000.00 |
| PERSONAL PROTECTIVE EQUIPMENT | 3,963.98 | ▶ 113.26 | 3,500.00 |
| UTILITIES (ELECTRICITY) | 2,855.40 | ▶ 79.32 | 3,600.00 |
| UTILITIES (GAS) | 2,824.31 | ▶ 80.69 | 3,500.00 |
| TRANSFER TO PUBLIC WORKS RESERVES | 9,400.00 | ▶ 100.00 | 9,400.00 |
| TOTAL | 363,142.96 | ▶ 98.07 | 370,293.09 |

ROAD MAINTENANCE

| | | | |
|---------------------------------------|-------------------|-----------------|-------------------|
| STREET SWEEPING | 5,500.00 | ▶ 100.00 | 5,500.00 |
| ROAD PATCHING | 44,903.60 | ▶ 149.68 | 30,000.00 |
| SNOW REMOVAL | 12,965.90 | ▶ 51.86 | 25,000.00 |
| ROAD / SIDEWALK REPAIRS | 17,031.17 | ▶ 68.12 | 25,000.00 |
| REPAIRS & MAINTENANCE (STREET LIGHTS) | 5,985.00 | #DIV/0! | 0.00 |
| REPAIRS & MAINTENANCE (STREET SIGNS) | 2,199.77 | ▶ 109.99 | 2,000.00 |
| INSURANCE | 1,737.00 | ▶ 80.81 | 2,149.56 |
| MISCELLANEOUS GOODS & SUPPLIES | 1,867.67 | ▶ 93.38 | 2,000.00 |
| ROAD PAINT (MATERIALS & EQUIPMENT) | 1,930.33 | ▶ 38.61 | 5,000.00 |
| SAND & GRAVEL | 6,939.98 | ▶ 115.67 | 6,000.00 |
| UTILITIES (ELECTRICITY) STREET LIGHTS | 84,277.45 | ▶ 105.35 | 80,000.00 |
| TOTAL | 185,337.87 | ▶ 101.47 | 182,649.56 |

WATER & PUMPHOUSE

| | | | |
|--|-----------|----------|-----------|
| TRAINING & DEVELOPMENT | 300.00 | ▶ 27.27 | 1,100.00 |
| TRAVEL & SUBSISTENCE | 34.48 | ▶ 3.45 | 1,000.00 |
| MEMBERSHIP FEES & CONFERENCE COSTS | 57.14 | ▶ 9.52 | 600.00 |
| TELEPHONE (LANDLINE) | 391.68 | ▶ 99.97 | 391.80 |
| COMPUTERS & IT (REPAIRS & MAINTENANCE) | 6,713.00 | ▶ 83.91 | 8,000.00 |
| WATER TESTING & TESTING EQUIPMENT | 1,288.42 | ▶ 128.84 | 1,000.00 |
| SECURITY & ALARMS | 359.40 | ▶ 100.00 | 359.40 |
| INTERNET SERVICES | 587.43 | ▶ 100.01 | 587.40 |
| ENGINEERING & CONSULTANCY | 0.00 | #DIV/0! | 0.00 |
| REPAIRS & MAINTENANCE (EQUIPMENT) | 9,053.54 | ▶ 45.27 | 20,000.00 |
| REPAIRS & MAINTENANCE (BUILDING) | 2,570.17 | ▶ 171.34 | 1,500.00 |
| REPAIRS & MAINTENANCE (INFRASTRUCTURE) | 13,057.48 | ▶ 32.64 | 40,000.00 |
| REPAIRS & MAINTENANCE (CPR) | 25.00 | ▶ 50.00 | 50.00 |
| INSURANCE | 12,778.00 | ▶ 87.27 | 14,641.50 |
| MISCELLANEOUS GOODS & SUPPLIES | 1,464.80 | ▶ 24.41 | 6,000.00 |

| | | | |
|---|-------------------|----------------|-------------------|
| SMALL EQUIPMENT PURCHASES | 0.00 | #DIV/0! | 0.00 |
| UTILITIES (ELECTRICITY) | 10,117.83 | ▶ 84.32 | 12,000.00 |
| UTILITIES (GAS) | 2,851.27 | ▶ 57.03 | 5,000.00 |
| REGIONAL WATER SUPPLIES (MVRWSC) | 195,164.29 | ▶ 97.58 | 200,000.00 |
| INFRASTRUCTURE LOAN (INTEREST) | 8,482.75 | ▶ 100.00 | 8,482.75 |
| INFRASTRUCTURE LOAN (PRINCIPAL REPAYMENT) | 28,459.03 | ▶ 100.00 | 28,459.03 |
| BAD DEBTS (UTILITY BILLING) | -1.62 | ▶ -1.62 | 100.00 |
| TOTAL | 293,754.09 | ▶ 84.10 | 349,271.88 |

**WASTEWATER &
STORMWATER**

| | | | |
|--|-------------------|----------------|-------------------|
| TRAINING & DEVELOPMENT | 0.00 | #DIV/0! | 0.00 |
| REPAIRS & MAINTENANCE (NORTH LIFT STATION) | 4,540.00 | ▶ 227.00 | 2,000.00 |
| SMALL PROJECTS (SUMP PUMP PROGRAM) | 317.00 | ▶ 6.34 | 5,000.00 |
| REPAIRS & MAINTENANCE (OTHER) | 138.89 | ▶ 6.94 | 2,000.00 |
| REPAIRS & MAINTENANCE (INFRASTRUCTURE) | 12,283.46 | ▶ 122.83 | 10,000.00 |
| EQUIPMENT RENTALS & SERVICES | 0.00 | ▶ 0.00 | 100.00 |
| INSURANCE (NORTH LIFT STATION) | 780.00 | ▶ 147.21 | 529.84 |
| MISCELLANEOUS GOODS & SUPPLIES | 13.58 | ▶ 13.58 | 100.00 |
| UTILITIES (ELECTRICITY) | 6,288.04 | ▶ 104.80 | 6,000.00 |
| UTILITIES (GAS) | 662.24 | ▶ 82.78 | 800.00 |
| REGIONAL WASTEWATER COSTS (SRDRWSC) | 311,808.23 | ▶ 89.09 | 350,000.00 |
| INFRASTRUCTURE LOAN (INTEREST) | 6,538.24 | ▶ 100.00 | 6,538.24 |
| INFRASTRUCTURE LOAN (PRINCIPAL REPAYMENT) | 22,309.82 | ▶ 100.00 | 22,309.82 |
| TOTAL | 365,679.50 | ▶ 90.21 | 405,377.90 |

SOLID WASTE

| | | | |
|-----------------------------------|------------------|-----------------|------------------|
| CONTRACTED SERVICES (TOWN) | 4,107.63 | ▶ 97.80 | 4,200.00 |
| CONTRACTED SERVICES (RESIDENTIAL) | 42,433.74 | ▶ 101.03 | 42,000.00 |
| REQUISITIONS | 1,408.92 | ▶ 100.00 | 1,408.92 |
| TOTAL | 47,950.29 | ▶ 100.72 | 47,608.92 |

RECYCLING

| | | | |
|-----------------------------------|------------------|-----------------|------------------|
| CONTRACTED SERVICES (RESIDENTIAL) | 24,599.41 | ▶ 102.50 | 24,000.00 |
| TOTAL | 24,599.41 | ▶ 102.50 | 24,000.00 |

FCSS

| | | | |
|---|-------------------|-----------------|------------------|
| ADMINISTRATIVE SERVICES | 50,240.32 | ▶ 100.09 | 50,195.60 |
| ADMINISTRATIVE COSTS | 12,024.79 | ▶ 89.07 | 13,500.00 |
| SPECIAL FUNCTIONS & PROGRAMS | 853.94 | ▶ 85.39 | 1,000.00 |
| TRAVEL & SUBSISTENCE | 1,530.98 | ▶ 76.55 | 2,000.00 |
| TELEPHONE | 733.69 | ▶ 107.90 | 680.00 |
| ADVERTISING / PROMOTIONS / MARKETING | 0.00 | ▶ 0.00 | 600.00 |
| FCSS COMMUNITY CAPACITY / PROGRAMS | 3,010.00 | ▶ 100.33 | 3,000.00 |
| INTERNET SERVICES | 1,380.00 | ▶ 100.00 | 1,380.00 |
| JANITORIAL & CLEANING SUPPLIES | 1,440.00 | ▶ 100.00 | 1,440.00 |
| REPAIRS & MAINTENANCE (EQUIPMENT) | 224.46 | ▶ 74.82 | 300.00 |
| REPAIRS & MAINTENANCE (BUILDING) | 2,290.00 | ▶ 229.00 | 1,000.00 |
| INSURANCE | 678.00 | ▶ 71.37 | 950.00 |
| MISCELLANEOUS GOODS & SUPPLIES | 4,752.68 | ▶ 190.11 | 2,500.00 |
| GOODS & SUPPLIES (VOLUNTEER SUPPER) | 1,765.79 | ▶ 98.10 | 1,800.00 |
| GOODS & SUPPLIES (VOLUNTEER MILEAGE) | 412.17 | ▶ 412.17 | 100.00 |
| GOODS & SUPPLIES (VOLUNTEER APPRECIATION) | 856.93 | ▶ 190.43 | 450.00 |
| DONATIONS | 400.00 | ▶ 200.00 | 200.00 |
| UTILITIES (ELECTRICITY) | 1,889.14 | ▶ 89.96 | 2,100.00 |
| UTILITIES (GAS) | 2,293.22 | ▶ 91.73 | 2,500.00 |
| REQUISITIONS (CITY OF RED DEER) | 13,271.66 | ▶ 100.00 | 13,271.66 |
| TOTAL | 100,047.77 | ▶ 101.09 | 98,967.26 |

CEMETERY

| | | | |
|------------------------------------|------------------|-----------------|------------------|
| CONTRACTED SERVICES (WEED CONTROL) | 1,140.00 | ▶ 95.00 | 1,200.00 |
| CONTRACTED SERVICES (BURIALS) | 1,950.00 | #DIV/0! | 0.00 |
| REPAIRS & MAINTENANCE (GENERAL) | 7,076.94 | ▶ 141.54 | 5,000.00 |
| MISCELLANEOUS GOODS & SUPPLIES | 1,419.00 | ▶ 70.95 | 2,000.00 |
| DONATIONS (CEMETERY ASSOCIATION) | 2,000.00 | ▶ 100.00 | 2,000.00 |
| TOTAL | 13,585.94 | ▶ 133.20 | 10,200.00 |

PLANNING & DEVELOPMENT

| | | | |
|-----------------------------------|------------------|-----------------|------------------|
| CONTRACTED SERVICES (INSPECTIONS) | 17,000.00 | ▶ 141.67 | 12,000.00 |
| PLANNING & LEGAL FEES | 6,149.97 | ▶ 1,229.99 | 500.00 |
| LAND TITLE FEES | 6.00 | ▶ 12.00 | 50.00 |
| ENGINEERING & CONSULTANCY | 2,874.90 | ▶ 57.50 | 5,000.00 |
| TOTAL | 26,030.87 | ▶ 148.32 | 17,550.00 |

| | | | | | |
|---|--------------------------------------|-------------------------------------|-----------------|-------------------|-----------|
| ECONOMIC DEVELOPMENT | MEMBERSHIP FEES & CONFERENCE COSTS | 1,065.60 | ▶ 71.04 | 1,500.00 | |
| | TRAVEL & SUBSISTENCE | 0.00 | #DIV/0! | 0.00 | |
| | ADVERTISING / PROMOTIONS / MARKETING | 0.00 | #DIV/0! | 0.00 | |
| | TOTAL | 1,065.60 | ▶ 71.04 | 1,500.00 | |
| SENIORS | REQUISITIONS (PARKLAND) | 3,575.00 | ▶ 100.00 | 3,575.00 | |
| | TOTAL | 3,575.00 | ▶ 100.00 | 3,575.00 | |
| LAND | DESIGNATED INDUSTRIAL PROPERTY TAXES | 124.29 | ▶ 41.43 | 300.00 | |
| | LEGAL & PROFESSIONAL FEES | 2,455.15 | ▶ 81.84 | 3,000.00 | |
| | CONTRACTED SERVICES | 2,750.00 | ▶ 137.50 | 2,000.00 | |
| | ADVERTISING / PROMOTIONS / MARKETING | 0.00 | ▶ 0.00 | 200.00 | |
| | TOTAL | 5,329.44 | ▶ 96.90 | 5,500.00 | |
| PARADE | MISCELLANEOUS GOODS & SUPPLIES | 2,633.86 | ▶ 87.80 | 3,000.00 | |
| | TOTAL | 2,633.86 | ▶ 87.80 | 3,000.00 | |
| SPECIAL EVENTS | MISCELLANEOUS GOODS & SUPPLIES | 1,624.60 | ▶ 64.98 | 2,500.00 | |
| | TOTAL | 1,624.60 | ▶ 64.98 | 2,500.00 | |
| RECREATION (ARENA) | PAYROLL | 127,702.48 | ▶ 101.72 | 125,545.00 | |
| | EMPLOYMENT & CRA CONTRIBUTIONS | 25,922.43 | ▶ 108.01 | 24,000.00 | |
| | TRAINING & DEVELOPMENT | 798.30 | ▶ 99.79 | 800.00 | |
| | TRAVEL & SUBSISTENCE | 52.89 | ▶ 17.63 | 300.00 | |
| | MEMBERSHIP FEES & CONFERENCE COSTS | 415.67 | ▶ 69.28 | 600.00 | |
| | TELEPHONE (CELL PHONE) | 2,257.76 | ▶ 150.52 | 1,500.00 | |
| | CONTRACTED SERVICES (CIMCO) | 3,975.00 | ▶ 96.95 | 4,100.00 | |
| | SECURITY & ALARMS | 489.70 | ▶ 79.63 | 615.00 | |
| | CONTRACTED SERVICES (ICE EQUIPMENT) | 839.00 | ▶ 93.22 | 900.00 | |
| | CONTRACTED SERVICES (ICE PAINTING) | 3,900.00 | ▶ 97.50 | 4,000.00 | |
| | FIRE SYSTEMS & EQUIPMENT | 2,177.73 | ▶ 98.99 | 2,200.00 | |
| | INTERNET SERVICES | 1,380.00 | ▶ 100.00 | 1,380.00 | |
| | CONTRACTED SERVICES (PEST CONTROL) | 2,255.00 | ▶ 90.20 | 2,500.00 | |
| | CONTRACTED SERVICES (OTHER) | 480.00 | ▶ 16.00 | 3,000.00 | |
| | REPAIRS & MAINTENANCE (PLANT ROOM) | 8,837.19 | ▶ 147.29 | 6,000.00 | |
| | REPAIRS & MAINTENANCE (OLYMPIA) | 3,719.82 | ▶ 74.40 | 5,000.00 | |
| | REPAIRS & MAINTENANCE (OTHER) | 374.74 | ▶ 74.95 | 500.00 | |
| | REPAIRS & MAINTENANCE (BUILDING) | 32,007.09 | ▶ 290.97 | 11,000.00 | |
| | REPAIRS & MAINTENANCE (GENERAL) | 842.51 | ▶ 168.50 | 500.00 | |
| | EQUIPMENT RENTALS & SERVICES | 0.00 | ▶ 0.00 | 200.00 | |
| | INSURANCE | 16,736.25 | ▶ 95.81 | 17,468.48 | |
| | MISCELLANEOUS GOODS & SUPPLIES | 5,407.35 | ▶ 108.15 | 5,000.00 | |
| | PROPANE SUPPLIES | 1,354.76 | ▶ 90.32 | 1,500.00 | |
| | UTILITIES (ELECTRICITY) | 53,068.36 | ▶ 96.49 | 55,000.00 | |
| | UTILITIES (GAS) | 15,265.11 | ▶ 169.61 | 9,000.00 | |
| | BAD DEBTS | 893.75 | ▶ 178.75 | 500.00 | |
| | TOTAL | 311,152.89 | ▶ 109.91 | 283,108.48 | |
| | PARKS & AMENITIES | CONTRACTED SERVICES (WEED CONTROL) | 13,341.68 | ▶ 111.18 | 12,000.00 |
| | | REPAIRS & MAINTENANCE (LAWN MOWERS) | 2,541.16 | ▶ 101.65 | 2,500.00 |
| | | REPAIRS & MAINTENANCE (PLAYGROUNDS) | 251.56 | ▶ 10.06 | 2,500.00 |
| REPAIRS & MAINTENANCE (COMMUNITY ACTION PARK) | | 89.98 | ▶ 3.60 | 2,500.00 | |
| TREES / SHRUBS / PLANTS | | 9,566.32 | ▶ 95.66 | 10,000.00 | |
| REPAIRS & MAINTENANCE (WALKING TRAILS) | | 0.00 | ▶ 0.00 | 5,000.00 | |
| REPAIRS & MAINTENANCE (DOG PARK) | | 0.00 | #DIV/0! | 0.00 | |
| REPAIRS & MAINTENANCE (OTHER) | | 709.37 | ▶ 70.94 | 1,000.00 | |
| EQUIPMENT RENTALS | | 2,220.90 | ▶ 88.84 | 2,500.00 | |
| INSURANCE | | 209.00 | ▶ 91.34 | 228.82 | |
| MISCELLANEOUS GOODS & SUPPLIES (PARKS) | | 7,299.79 | ▶ 97.33 | 7,500.00 | |
| HANGING FLOWER BASKETS | | 3,055.00 | ▶ 87.29 | 3,500.00 | |
| FUEL / OIL / ADDITIVES | | 2,945.71 | ▶ 73.64 | 4,000.00 | |
| TOTAL | | 42,230.47 | ▶ 79.34 | 53,228.82 | |
| LIBRARY | TELEPHONE (LANDLINE & FAX) | 1,117.99 | ▶ 101.64 | 1,100.00 | |
| | SECURITY & ALARMS | 269.40 | ▶ 99.78 | 270.00 | |

| | | | |
|--------------------------------------|------------------|----------------|------------------|
| FIRE SYSTEMS & EQUIPMENT MAINTENANCE | 18.50 | ▶ 37.00 | 50.00 |
| REPAIRS & MAINTENANCE (BUILDING) | 0.00 | ▶ 0.00 | 1,000.00 |
| INSURANCE | 993.00 | ▶ 103.50 | 959.45 |
| MISCELLANEOUS GOODS & SUPPLIES | 0.00 | #DIV/0! | 0.00 |
| UTILITIES (ELECTRICITY) | 4,292.17 | ▶ 107.30 | 4,000.00 |
| UTILITIES (GAS) | 1,491.68 | ▶ 71.03 | 2,100.00 |
| APPROPRIATION (PUBLIC LIBRARY BOARD) | 11,667.78 | ▶ 100.00 | 11,667.78 |
| REQUISITION (PARKLAND LIBRARY BOARD) | 10,283.50 | ▶ 100.00 | 10,283.50 |
| TOTAL | 30,134.02 | ▶ 95.87 | 31,430.73 |

MUSEUM

| | | | |
|--------------------------------------|-----------------|-----------------|-----------------|
| FIRE SYSTEMS & EQUIPMENT MAINTENANCE | 37.00 | ▶ 37.00 | 100.00 |
| SECURITY & ALARMS | 359.40 | ▶ 100.00 | 359.40 |
| REPAIRS & MAINTENANCE (BUILDING) | 3,107.05 | ▶ 155.35 | 2,000.00 |
| INSURANCE | 2,952.00 | ▶ 105.08 | 2,809.27 |
| TOTAL | 6,455.45 | ▶ 122.53 | 5,268.67 |

COMMUNITY CENTRE

| | | | |
|-------------------------------|------------------|-----------------|------------------|
| DONATIONS (COMMUNITY CENTRES) | 10,000.00 | ▶ 100.00 | 10,000.00 |
| | 10,000.00 | ▶ 100.00 | 10,000.00 |

| | | | |
|----------------------------------|---------------------|----------------|---------------------|
| TOTAL (ALL EXPENDITURES) | 2,979,645.04 | ▶ 96.51 | 3,087,542.62 |
|----------------------------------|---------------------|----------------|---------------------|

| | | | |
|--------------------------|-------------------|--|-------------|
| OPERATING SURPLUS | 196,626.65 | | 0.00 |
|--------------------------|-------------------|--|-------------|

| | |
|--|---|
| Regular Council Meeting: February 17, 2025. | Agenda Item: 10.a / 10.b / 10.c |
| Prepared by: Arno Glover | Approved by: Mayor Robb Stuart |
| Report Type: Information | Attachment(s): as per content |

Content:

- 10.a** Red Deer County Protective Services – January Enforcement Contract.
- 10.b** Alberta Municipal Affairs – correspondence copied to Town of Bowden Mayor & CAO.
- 10.c** Canada Union of Postal Workers Industrial Inquiry Commission Reviewing Canada Post.



PROTECTIVE SERVICES 30
38106 Range Road 275
Red Deer County, AB T4S 2L9
Phone: 403.343.6301
Fax: 403.347.0572

February 3, 2025

Town of Bowden
2101 – 20 Avenue,
Box 388
Bowden, AB T0M 0K0

Sent Via Email to: cfo@bowden.ca

Attention: Chief Administrative Officer

Dear Sir/Madam:

Re: January Enforcement Contract

Please be advised for the month of January, Red Deer County Patrol Officers spent 10 hours and 14 minutes in the Town of Bowden.

The following tickets were issued during patrols conducted between 0600-2100:

- 2025.01.02 at 1146 – Fail to wear a seatbelt
- 2025.01.13 at 0655 – Operate motor vehicle without licence in possession

There were no complaints received in the month of January.

I trust you will find the foregoing satisfactory, if you have any questions, please feel free to contact our office.

Sincerely,

Sgt. Irv Heide
Patrol Manager,
Red Deer County, Protective Services



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister**MLA, Calgary-Hays*

AR116914

January 20, 2025

Her Worship Judy Dahl
Mayor
Town of Olds
4512 - 46 Street
Olds, AB T4H 1R5

Dear Mayor Dahl:

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that the Town of Olds has been approved for a grant of \$200,000 under the Intermunicipal Collaboration component of the 2024/25 ACP in support of your Regional Recreation Strategy – Phase 2 project. This approval does not signify broader provincial support for any recommendation or outcome that might result from your project.

The conditional grant agreement will be sent shortly to your chief administrative officer to obtain the appropriate signatures.

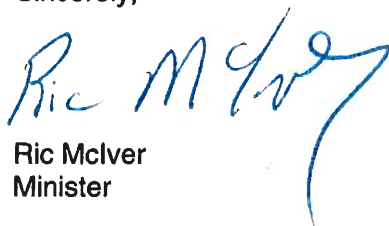
The Government of Alberta looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for any milestone events to my office. We ask that you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free by dialing 310-0000, then 780-422-7125, or at acp.grants@gov.ab.ca.

.../2

- 2 -

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,



Ric McIver
Minister

cc: Honourable Devin Dreeshen, MLA, Innisfail-Sylvan Lake
Honourable Jason Nixon, MLA, Rimbey-Rocky Mountain House-Sundre
Honourable Nathan Cooper, MLA, Olds-Didsbury-Three Hills
Robb Stuart, Mayor, Town of Bowden
Richard Warnock, Mayor, Town of Sundre
Douglas Lagore, Official Administrator, Village of Cremona
Angela Aalbers, Reeve, Mountain View County
Brent Williams, Chief Administrative Officer, Town of Olds
Arno Glover, Chief Administrative Officer, Town of Bowden
Linda Nelson, Chief Administrative Officer, Town of Sundre
Karen O'Connor, Chief Administrative Officer, Village of Cremona
Jeff Holmes, Chief Administrative Officer, Mountain View County

BY EMAIL AND MAIL

January 16, 2025

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

Dear Robb Stuart:

RE: Industrial Inquiry Commission Reviewing Canada Post

As you may know, the Canada Industrial Relations Board, as instructed by the Minister of Labour, Steven MacKinnon, ordered the resumption of mail service at Canada Post on December 17, 2024, under Section 107 of the *Canada Labour Code*. What many do not know is that under Section 108, he also created an Industrial Inquiry Commission led by William Kaplan that will work with CUPW and Canada Post to examine the future of the public post office with a very broad scope.

The Commission has been tasked with reviewing the obstacles to negotiated collective agreements, as well as making recommendations about the future structure of Canada Post. The Commission has until May 15, 2025, to submit its final report to the government.

While time is extremely short, the good news is that there is an opportunity for you to make a submission as part of the Commission's public review. CUPW would like to ensure that the views of municipalities are considered. Therefore, if at all possible, we would like you to provide input to the Commission.

During the last public review on the mandate of Canada Post in 2016, the active engagement of municipalities was critical in the decision to maintain door-to-door delivery and immediately stop the further rollout of community mailboxes. However, there is nothing to stop the Commission from making recommendations to bring that back or to suggest other cutbacks.

We have enclosed a sample resolution that your municipality can adopt about making a submission to the Commission, expanding services at the public post office, and the need for more robust public stakeholder consultation. We have also included a document with some suggested themes to consider for your written submission. If you can, please let us know if you plan to participate, pass a resolution, and can send us copies of the materials you submit.

Upcoming Federal Election

We also find ourselves in a period of federal political uncertainty, with the possibility of a federal election only months away. This will raise public discussion and debates on many issues affecting the public and all municipalities.

In all likelihood, it will be the next federal government that will determine what will be done with the Commission's report.



In the run-up to the federal election, we urge you to question the political parties on their intentions for Canada Post, and insist they make clear their public commitments regarding the following issues:

- Preserving our universal and public postal service;
- Maintaining the moratorium on post office closures;
- Maintaining door-to-door mail delivery; and,
- Establishing postal banking to offset the loss of financial services in many communities.

Thank you very much for considering our request. There's a lot at stake and we appreciate anything you can do to help. CUPW is confident that we can build on our past success and convince the Commission to recommend against service cuts, to maintain good jobs in our communities, expand services that generate additional revenues to keep Canada Post self-sustaining and allow us to build a universal, affordable and green public postal system for future generations.

For more information, please visit deliveringcommunitypower.ca or contact Brigitte Klassen at bklassen@cupw-sttp.org.

Sincerely,



Jan Simpson
National President

Encl.

c.c. National Executive Committee, Regional Executive Committees, Regional and National Union Representatives, CUPW Locals, Specialists





Canada Post is Under Review through Section 108 of the *Canada Labour Code*

As you may know, the Minister of Labour, Steven MacKinnon, ordered the resumption of mail service at Canada Post just before the holiday break, ordering CUPW members to return to work under Section 107 of the *Canada Labour Code*. What many do not know is that under Section 108, he also created an Industrial Inquiry Commission lead by William Kaplan that will work with CUPW and Canada Post to examine the future of the public post office with a very broad scope.

It will review Canada Post's financial situation, the possible diversification or alteration of delivery models, Canada Post's viability as it is currently configured, as well as bargaining issues, including full-time employment, health and safety and job security and produce a report not later than May 15, 2025. Accordingly, Kaplan's "recommendations may include amendments to the collective agreement, and any other changes to be implemented, including the structures, rights and responsibilities of the parties in the collective bargaining process."

The Commission is Seeking Input

We have an incredibly short timeline to follow. Hearings will begin January 27 with statements from both CUPW and Canada Post. The good news is that there is an opportunity for third parties to send in a written submission to the Commission as part of its public review. CUPW and Canada Post must have their bilingual submissions in to the commission by end of day Monday, January 20. We do not have a date or mechanism yet for third-party submissions, but it could be very soon. CUPW would like to ensure that the views of community groups, municipalities, allied organizations and labour are also considered. Therefore, if at all possible, we would like you to provide input to the Commission.

Please let us know if you will be making a submission. Please contact Brigitte Klassen at bklassen@cupw-sttp.org, so we can provide you with more details on how to send it to the Commission as soon as we have more information.

As time is of the essence and to help get you started on your submission, here are some suggested themes to consider that are important supplements to CUPW's bargaining demands.

- Keep Canada Post a Public Service
- Maintain universal service at a uniform price
- Expanded services to diversify and generate new revenue streams, no service cuts
 - add financial services
 - maintain the moratorium on post office closures to enable community hubs (meeting spaces, sales of local crafts, community gardens, government services for all levels of government)
 - maintain door-to-door delivery and increase where financially viable
- Major changes to Canada Post should not be made without full public consultation conducted through a mandate review involving all stakeholders

Keep Canada Post a Public Service

The Commission will examine the financial situation at Canada Post. Currently, the Crown Corporation is required only to be self-sufficient. It is completely user-funded and does not rely on taxpayer dollars. Canada Post still tends to prioritize major, high-profit customers over the public and providing a public service. Canada Post must not lose sight of its public interest objectives.

Major changes to Canada Post and the *Canadian Postal Service Charter* should not be made without full public consultation and hearings conducted through a mandate review involving all stakeholders. There is simply not enough time to do this under the Labour Minister's *Canada Labour Code* Section 108 order.

Maintain universal service at a uniform price

There have also been calls in the media and by various think tanks to privatize or deregulate Canada Post with little regard for the impact on public service or working conditions. Though transaction mail has been in decline, there are still over 2 billion letters delivered every year to an increasing number of addresses. Canada Post has an exclusive privilege (a monopoly) to handle letters so that it is able to generate enough money to provide affordable postal service to everyone, no matter where they live, be it a large urban centre or a rural or isolated community. There is no comparison in the world of a deregulated or privatized post office that serves anything near Canada's vast size and geography.

It will become increasingly difficult for our public post office to provide universal postal service if the exclusive privilege is eroded or eliminated. The exclusive privilege funds its universality. If parts of the service are deregulated or privatized, competitors will leave it to Canada Post alone to provide increasingly expensive delivery service to rural and remote communities, while they compete in profitable urban areas.

Providing Canada Post with an exclusive privilege to handle addressed letters is a form of regulation. Reducing or eliminating this privilege is deregulation. We have this regulation for a reason.

Expanded services to diversify and generate new revenue streams, no service cuts

For years, CUPW has been advocating for new and expanded services to help diversify and create new revenue streams as a direct means to handling decline in letter volumes. Many of these services, such as postal banking, already exist in many other post offices around the world and they generate significant revenue. Around the world, more than 1.2 billion people hold postal bank accounts.

Providing new services through the existing corporate retail network ensures that good jobs remain for workers and their families in the communities in which they live.

Financial Services

Given Canada Post's vast retail network, postal banking would offer in-community service for those who are underbanked or who have had their financial institutions close and leave town. Today, there are many rural communities with post offices, but no banks or credit unions. Very few Indigenous communities are served by local bank branches. Hundreds of thousands of low-income Canadians don't have bank

accounts at all, and almost 2 million Canadians rely on predatory payday lenders for basic financial services.

Postal banking is relatively straightforward. Like commercial banks, post offices would provide everyday financial services like chequing and savings accounts, loans and insurance. Postal banking could also be used to deliver government loans, grants and subsidies to boost renewable energy projects and energy-saving retrofits.

In many countries, postal banking is also mandated to provide financial access for all citizens and to play a role in addressing social inequalities. Postal banking could provide reliable financial services that everyone needs at affordable rates.

Community Hubs and Moratorium on Post Office Closures

We have also advocated community hubs (provide government services for all levels of government, meeting space, sales of local crafts, community gardens) and EV charging stations.

One of Canada Post's demands during Negotiations was to have the *flexibility* to close more than 130 of the 493 corporate Retail Post Offices that are protected under the current CUPW-Canada Post Urban Postal Operations collective agreement. These are post offices that are run by Canada Post and are not franchises located inside another host business.

While about three-quarters of these are also covered by an additional 1994 moratorium on closures, for those that are not, they could end up being privatized or disappear altogether if we lose this contract language. Residents may then have to travel further for their postal needs. No franchise host business is going to give up retail space for community hubs, nor parking space for charging stations that generate revenue for Canada Post. Longstanding, good-paying, full-time jobs in our communities could be replaced with low-wage, part-time work.

You can find a list of the post offices under the moratorium and how they are protected here:

<https://www.tpsgc-pwgsc.gc.ca/examendepostescanada-canadapostreview/rapport-report/bureaux-outlets-eng.html>

Senior Check-Ins

We have proposed creating a senior check-in service as well. Senior check-ins could bring peace of mind to loved ones and relatives who don't live nearby. Japan, France and Jersey in the British Isles currently offer effective and successful senior check-in services through their national postal services. Door-to-door postal workers are already watchful for signs that something isn't quite right. They could be allotted extra time on their routes to simply check in on seniors or people with mobility issues who sign up for the service to make sure everything is okay and deliver peace of mind.

Find out more about our service expansion proposals at <https://www.deliveringcommunitypower.ca>

Canada Post and the Industrial Inquiry Commission

Whereas the Canada Industrial Relations Board, as instructed by the Federal Minister of Labour, Steven MacKinnon, ordered the end to the postal strike and the resumption of mail service at Canada Post on December 17, 2024, under Section 107 of the *Canada Labour Code*.

Whereas the Federal Minister of Labour, Steven MacKinnon, created an *Industrial Inquiry Commission* under Section 108 of *Canada Labour Code*, led by William Kaplan, that will work with the Canadian Union of Postal Workers (CUPW) and Canada Post to examine the future of the public post office, including possible changes to the *Canadian Postal Service Charter*.

Whereas Canada Post is, first and foremost, a public service.

Whereas the *Commission* has been tasked with reviewing the obstacles to negotiated collective agreements between CUPW and Canada Post, the financial situation of Canada Post, Canada Post's expressed need to diversify and/or alter its delivery models in the face of current business demands, the viability of the business as it is currently configured, CUPW's negotiated commitments to job security, full-time employment, and the need to protect the health and safety of workers.

Whereas the *Commission* only has until May 15, 2025, to submit its final report to the government and make recommendations about the future structure of Canada Post.

Whereas while there is room for written input, the *Commission* process is not widely publicized, nor equivalent to a full and thorough public service review of Canada Post's mandate allowing for all stakeholder input, as has been undertaken by previous governments.

Whereas it will be crucial for the *Commission* to hear our views on key issues, including maintaining Canada Post as a public service, the importance of maintaining the moratorium on post office closures, improving the *Canadian Postal Service Charter*, home mail delivery, parcel delivery, keeping daily delivery, adding postal banking, greening Canada Post, EV charging stations, food delivery, improving delivery to rural, remote and Indigenous communities, and developing services to assist people with disabilities and help older Canadians to remain in their homes for as long as possible – and at the same time, helping to ensure Canada Post's financial self-sustainability.

Therefore, be it resolved that (name of municipality) provide input to the *Commission* in the form of a written submission.

Therefore, be it resolved that (name of municipality) will write the Federal Minister of Labour, Steven MacKinnon, and the Federal Minister of Public Services and Procurement of Canada, Jean-Yves Duclos, who is responsible for Canada Post, to demand that no changes be made to the *Canada Post Corporation Act*, Canada Post's mandate or the *Canadian Postal Service Charter* without a full, thorough, public review of Canada Post, including public hearings, with all key stakeholders, in every region of Canada.

PLEASE SEE THE MAILING INFORMATION FOR RESOLUTIONS ON REVERSE SIDE

MAILING INFORMATION

1) Please send your resolution to the Commission:

- We do not have a mailing address at this time. As we understand it, this is the email address that will collect the documents on behalf of the Commission:
edsc.cdi-iic.esdc@labour-travail.gc.ca

2) Please send your resolution to the Ministers responsible for Labour and Canada Post, and your Member of Parliament:

- Steven MacKinnon, Federal Minister of Labour, House of Commons, Ottawa, Ontario, K1A 0A6
- Jean-Yves Duclos, Federal Minister of Public Services and Procurement of Canada, House of Commons, Ottawa, Ontario, K1A 0A6
- Your Member of Parliament

Note: Mail may be sent postage-free to any member of Parliament. You can get your MP's name, phone number and address by going to the Parliament of Canada website at <https://www.ourcommons.ca/Members/en>

3) Please send copies of your resolution to:

- Jan Simpson, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3
- Rebecca Bligh, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario K1N 5P3

Agenda item 10 (continued)

Recommended Motion:

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

| | |
|--|--|
| Regular Council Meeting: February 10, 2025. | Agenda Item: 11.a |
| Prepared by: Arno Glover | Approved by: Mayor Robb Stuart |
| Report Type: Information | Attachment(s) 1 CAO's Report |

Content:**Agenda item 11.a (CAO's Report)**

| | |
|---|--------------------------|
| Regular Council Meeting: February 10, 2025 | Agenda Item: 11.a |
| Prepared by: Arno Glover | Approved by: n/a |
| Report Type: Information | Attachment(s): |

CAO's Report**1 Municipal Election 2025**

The CAO attended a webinar on February 5th regarding the Permanent Electors Register.

2 Strategic Plan Review

The CAO attended the Strategic Planning Review session on February 3rd.

3 Land Development

The CAO met with Stevenson Homes to gain an understanding of the current situation with regard to any future plans regarding the Destination Greens and North Bowden developments.

4 Pumphouse Planned Maintenance Agreement

Administration has contracted with Johnson Controls to renew the planned service agreement for the pumphouse SCADA system for a further 3 years.

5 PS3280 Public Sector Accounting Standards

Administration has contracted with JJP Environmental to complete a hazardous material survey of the Town Administration Office, Town Library, Firehall, and Igloo Arena.

This requirement is in addition to the Asbestos Containing Material surveys conducted in early 2024.

6 Walking Trail Safety Report – Ice & Snow Conditions

Administration has reviewed the condition of the walking surfaces at two locations.

- The alleyway to / from 23 Avenue Close (left picture below)
- The trail at the northern point of phase 1 where it meets the back alley at the rear of 1310 Westview Drive (right picture below).

The alleyway consists of a gravel surface and is not easily or regularly maintained therefore snow and ice layers build up. The walking trail is maintained with no major build up of snow & ice. Both photos were taken on the same day.

In 2024 the Town purchased a Kubota utility vehicle. This vehicle came equipped with a snow blower, blade, and brush. A primary justification for the purchase of this equipment was to have a lightweight vehicle capable of maintaining the walking trail.

By comparison the maintenance of the walking trail provides a significantly safer surface for pedestrian traffic. The slope / gradient at this point is as steep as the alleyway.

Furthermore, the operating budget for 2025 includes the purchase of an OEM sand / grit spreader for the Kubota which will further assist in future operations to maintain all parts of the walking trail.



7 Ongoing Tasks

The following tasks are scheduled to be completed in February.

- i. 2024 Capital Projects cost reconciliation,
- ii. Addition of new capital items / disposals to / from Asset Management Plan,
- iii. Update of financial asset schedules (audit requirement),
- iv. 2024 Annual Water Report to be submitted Alberta Environment (deadline 28 February),
- v. Emergency Response Plan for Arena (ABSA audit requirement),
- vi. Compilation of a register of residential addresses (for submission to Elections Alberta),
- vii. Liaison with Structural Engineer(s) - various projects.

Recommended Motion:

Motion by Councillor _____ that Council accepts the CAO's report as information.

| | |
|--|---|
| Regular Council Meeting: February 10, 2025. | Agenda Item: 11.b / 11.c |
| Prepared by: Arno Glover | Approved by: Mayor Robb Stuart |
| Report Type: Information | Attachment(s): As per content |

Content:

11.b
Council Committee Reports
No Reports submitted

11.c
Society & Other Reports

- i. Bowden & District Agricultural Society (AGM Meeting December 18, 2024)
(report submitted by Mayor Robb Stuart)

Note:

All meeting minutes submitted should be assumed to be "unapproved".

**BOWDEN AND DISTRICT AGRICULTURAL SOCIETY
ANNUAL GENERAL MEETING
DECEMBER 18, 2024**

Twenty-three in attendance.

Call to order at 7:00 p.m. by President Keith Bailey

Review of Bylaws and signing of Code of Conduct. The Code of Conduct must be signed by all members.

President's Report

Keith said they had a successful year and will be looking at most of the same events for next year.

Commended the Rodeo Queen on her involvement.

Keith mentioned other items that will need attention.

Provincial convention at River Cree Casino.

Will rehire last years employee for ground maintenance.

Thanked the town for their ongoing support.

Financial Report

Audited financial statements are at the council workstation.

Election of Officers

Keith Bailey-president, Garnett Marshall-Vice-President

Len Anderson – Treasurer, Melissa -Secretary

Election of Board of Directors

1 year-Brad Dallas, Garnett and Megan Marshall, Melissa

2 year-Keith Bailey, Dan Imler, Rick Jorgensen, Ky Marshall

3 year-Len Anderson, Ab Brewster, Ian Marshall, Julie Brewster

Bowden Daze for 2025 will be from July 11th to 13th.

Round table

11.c (continued)

Recommended Motion:

Motion by Councillor _____ that Council accepts the submitted Society & Other report as information.