Town of Bowden - Regular Council Meeting

AGENDA

A Regular Council Meeting of the Town of Bowden
to be held in Council Chambers, at 2101 - 20th Avenue, Bowden,
on **Monday November 9th, 2026, 7:00 PM**

1. **CALL TO ORDER**
   1.a Land Acknowledgement.

2. **ADDITIONS / DELETIONS TO THE AGENDA & ADOPTION OF THE AGENDA**
   2.a Agenda (Adopt).

3. **ADOPTION OF PREVIOUS MINUTES**
   3.a Regular Council Meeting (October 26th, 2026) (Adopt).
   3.b Organizational Council Meeting (October 26th, 2026) (Adopt).

4. **PUBLIC HEARING**
   4.a None scheduled.

5. **DELEGATIONS**
   5.a STARS Virtual. OPEN Session.

   CLOSED SESSION (if required).
   Municipal Government Act, s. 197; Access to Information Act, ss. 19 (Business Interests of a Third Party), 29 (Advice from Officials), and 30 (Economic and Other Interests of a Public Body).

6. **BUSINESS ARISING FROM PREVIOUS MINUTES**
   6.a Council Resolutions Follow-Up Action (Information).
   6.b Key Dates (Information).

7. **BYLAWS & POLICIES**
   7.a Elected Official's Remuneration, Benefits & Expenses Policy (05 / 2024). (Information).

8. **NEW BUSINESS**
   8.a Bowden Golf Advertising 3 Year Renewal = $850 (RFD).
   8.b 2027-2030 Municipal (Planning) Services Agreement Red Deer County (Review / RFD).

9. **FINANCIAL**
   9.a YTD Statements (Information).

10. **CORRESPONDENCE**
    10.a Correspondence (Information).

11. **REPORTS**
    11.a CAO's Report (Information).
    11.b Council Reports (Information).

12. **CLOSED SESSION** Access to Information Act, ss. 29 (Advice from Officials) AND ss. 19 (Business Interests of a Third Party). (Information & RFD).
    12.a Land (MDP 2026 Engagement). & **12.b** LIONS Club Christmas Hamper Donation = $500.00.

13. **ADJOURNMENT**
    13.a Move.

BOWDEN

Agenda

Regular Council Meeting: 2026-11-09	**Agenda Item**: 2.a
Prepared by: CAO	**Approved By:** Mayor
Report Type: RFD	**Attachment(s)**: Agenda November 9th, 2026.

2.a Agenda.

2.a
Administration submits to Council the Agenda for Regular Council Meeting Monday, November 9th, 2026.

2.a
Adoption of the Agenda.

Council is requested to pass a motion to adopt the agenda as presented and printed.

Recommended Motion:

Motion 2.a
MOVED by Councillor _____ that Council adopts the agenda, as presented and printed, for the Regular Council Meeting of November 9th, 2026.

BOWDEN

Minutes

Regular Council Meeting: 2026-11-09	**Agenda Item**: 3.a
Prepared by: CAO	**Approved By:** CAO
Report Type: RFD	**Attachment(s)**: Minutes October 26th, 2026, Regular Meeting. Minutes October 26th , 2026, Organizational Meeting.

3.a Minutes.

3.a
Administration submits to Council the minutes of the previous Regular Council Meeting held on:

- Monday, October 26th, 2026.

3.b
Administration submits to Council the minutes of the previous Organizational Council Meeting held on:

- Monday, October 26th, 2026.

3.a / b
Adoption of Previous RCM and ORG Minutes:

Council is requested to pass a motion to adopt the minutes of the previous meeting(s) (as attached).

Recommended Motion:

Motion 3.a
MOVED by Councillor _____ that Council adopts the minutes, as presented and printed, for the Regular Council Meeting of October 26th, 2026.

Motion 3.b
MOVED by Councillor _____ that Council adopts the minutes, as presented and printed, for the Organizational Meeting of October 26th, 2026.

Town of Bowden - Organizational Meeting

MINUTES

Organizational Meeting of the Town of Bowden
to be held in Council Chambers, at 2101 - 20th Avenue, Bowden,
on **Monday, October 26th, 2026, 6:30 PM**

MINUTES

unapproved

1. CALL TO ORDER.

Mayor Laurie Miller called the meeting to order at 6:30 PM.

PRESENT	Mayor	Laurie Miller	(Chair)
	Councillor	Randy Brown	
	Councillor	Ryan Howlett	
	Councillor	Cam Morrison	
	Councillor	Amanda Peffers	
	Councillor	Carol Pion	
	Councillor	Marietta Tuckwell	
STAFF	CAO	Christiaan Liebenberg (Recorder)	

Organizational Meeting agenda items are determined by the provisions within section 6.3 of the Town of Bowden Council Procedural Bylaw 04 / 2025.

1.a Land Acknowledgement.

We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples. We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 4, 6, 7, 8 and 10 and Six Regions of the Métis Nation of Alberta.

2. ADDITIONS / DELETIONS TO THE AGENDA. (if required)

Motion 2.a
MOVED by Deputy Mayor Randy Brown that Council adopts the agenda as printed and presented in writing.

MOTION CARRIED UNANIMOUSLY

3. MATTERS OF COUNCIL BUSINESS.

Agenda Item 3.a Adoption of Agenda.
Adopted as agenda item 2.a.

Agenda Item 3.b Oath of Office for any new Councillors.
None scheduled.

Agenda Item 3.c Date, Time, Frequency & Location of Council Meetings for 2026 / 2027.
Administration submitted to Council a schedule for the Regular Council Meetings and the Organizational Meeting of Council for 2026 / 2027.

Motion 3.c
MOVED by Deputy Mayor Randy Brown that Council adopts the Regular & Organizational Council Meeting Schedule 2026 / 2027 as printed and presented in writing.

MOTION CARRIED UNANIMOUSLY

Agenda Item 3.d Elected Officials Remuneration.
Administration submitted to Council the Elected Official's Remuneration, Benefits & Expenses Policy to Council as a matter of information.

It was proposed by Administration that the agenda item of elected officials' remuneration is deferred for future discussion and included as an item of new business on the agenda of the RCM of November 9th, 2026.

Motion 3.d
MOVED by Councillor Marietta Tuckwell that Council deliberation on the Elected Officials Remuneration agenda item is table until the RCM of November 9th, 2026.

MOTION CARRIED UNANIMOUSLY

Agenda Item 3.e Deputy Mayor Appointments and Schedule.
Administration submitted Council a template for discussion.

The following amendments were proposed: Deputy Mayor Randy Brown to serve until November 23rd, 2026, and then the remaining 5 elected officials will be each assigned a 7-month slot as below.

Deputy Mayor List & Schedule 2025 to 2029	
Name	**Term**
Councillor Randy Brown	October 27, 2025, to November 23, 2026
Councillor Ryan Howlett	November 24, 2026, to June 23, 2027
Councillor Amanda Peffers	June 24, 2027, to January 23, 2028
Councillor Cam Morrison	January 24, 2028, to August 23, 2028
Councillor Marietta Tuckwell	August 24, 2028, to March 23, 2029
Councillor Carol Pion	March 24, 2029, to October 23, 2029

The following records the Deputy Mayor schedule as agreed by Council on October 26th, 2026.

Motion 3.e
MOVED by Councillor Ryan Howlett that the 2026 amended Deputy Mayor list & schedule is received, accept and approved as discussed, agreed and amended during this Organizational Meeting of Council for the electoral term from October 27, 2025, to October 22, 2029.

MOTION CARRIED UNANIMOUSLY

Agenda Item 3.f Council Committee Appointments.
Council reviewed the:

a. list of Council Committees (as defined by Council Committee Bylaw 06 / 2023),
b. list of other bodies & organizations to which elected officials are appointed.

Unapproved

Council subsequently appointed elected officials to those committees, bodies, and organizations in accordance with the membership requirements of each Council Committee (as defined by the Terms of Reference for each committee).

Council also stated their preference for which elected officials should represent the Town on other bodies and organizations.

As per the provisions set out within the Government of Alberta, Library Act, Council appointed two elected officials to the Public Library Board for a set term of office of one year commencing October 26th, 2026.

3.f CLOSED SESSION OF COUNCIL. ATIA s. 30 - To discuss Third Party Matters: **Committees and Other Bodies and Organizations 2026 - 2027**.

Motion 3.f (1)
MOVED by Councillor Marietta Tuckwell at 6:52 PM that Council moves into a closed session to discuss Third Party Matters ATIA s. 30.

MOTION CARRIED UNANIMOUSLY

Motion 3.f (2)
MOVED by Deputy Mayor Randy Brown at 6:57 PM that Council return to an "open meeting" of Council.

MOTION CARRIED UNANIMOUSLY

3.f Council Committee Appointments.

Motion 3.f
MOVED by Councillor Amanda Peffers that the appointed elected officials and the nomination of a chair (where applicable) to the Town of Bowden Council Committees and other bodies and organizations is received, accept and approved as discussed, agreed, and amended during the Organizational Meeting of Council of 26th October 2026: Bowden Friendship Club Councillor Amanda Peffers replace Mayor Laurie Miller as regular.

MOTION CARRIED UNANIMOUSLY

Administration requested that Council make a resolution appointing Councillors to the Public Library Board for 2026 - 2027.

3.f (i) Public Library Board 2026 - 2027.

Motion 3.f (i)
MOVED by Deputy Mayor Randy Brown that the appointed elected officials to the Public Library Board are Councillor Amanda Peffers and Councillor Marietta Tuckwell for a period of one (1) year effective October 26th, 2026, ending October 25th, 2027.

MOTION CARRIED UNANIMOUSLY

3.f (ii) Bowden & District Cemetery Association discussion

WHEREAS the Bowden & District Cemetery Association has experienced limited operational activity; and

Unapproved

WHEREAS Council has determined that direct administration by the Town will provide greater efficiency, accountability, and long-term continuity especially with regards to maintenance, aesthetics and other operational matters to better serve users;

THEREFORE, BE IT RESOLVED that the Bowden & District Cemetery Association be dissolved.

Motion 3.f (ii)
MOVED by Councillor Amanda Peffers that Council hereby dissolve the Bowden & District Cemetery Association effective October 26th, 2026, and further directs that responsibility for administration, operation, maintenance, records management, and financial administration of the Bowden Cemetery be assumed by the Town of Bowden effective October 26th, 2026.

MOTION CARRIED UNANIMOUSLY

Agenda Item 3.g Banking Services.
Administration submitted Council a request to confirm that ATB Financial continue to provide banking services to the Town of Bowden.

Motion 3.g.
MOVED by Councillor Carol Pion that Council designates ATB Financial to continue to provide banking services to the Town of Bowden for the remainder of 2026 and for the year 2027.

MOTION CARRIED UNANIMOUSLY

Agenda Item 3.h Other Matters (none scheduled).

Agenda Item 3.i CLOSED SESSION (none scheduled).

4. MEETING ADJOURNMENT

Motion 4.a
MOVED by Councillor Ryan Howlett at 7:01 PM to adjourn the meeting.

MOTION CARRIED UNANIMOUSLY

Attached to these minutes is the:

i. 2026 / 2027 Regular / Organizational Council Meeting schedule.
ii. List of the 2026/ 2027 appointments made to Council Committees and other bodies.

Minutes signed by:

Mayor	**CAO**
Laurie Miller	**Christiaan Liebenberg**

unapproved

BOWDEN

2026 & 2027 Regular & Organizational Council Meeting Schedule

2026	Day	Meeting Type
November 9, 2026	Monday	Regular Council Meeting
November 23, 2026	Monday	Regular Council Meeting
December 7, 2026	Monday	Regular Council Meeting Holiday's Schedule
December 21, 2026	Monday	Regular Council Meeting Holiday's Schedule (9:00 AM)
2027	**Day**	**Meeting Type**
January 11, 2027	Monday	Regular Council Meeting
January 25, 2027	Monday	Regular Council Meeting
February 8, 2027	Monday	Regular Council Meeting
February 22, 2027	Monday	Regular Council Meeting
March 8, 2027	Monday	Regular Council Meeting
March 22, 2027	Monday	Regular Council Meeting
April 12, 2027	Monday	Regular Council Meeting
April 26, 2027	Monday	Regular Council Meeting
May 10, 2027	Monday	Regular Council Meeting
May 25, 2027	Tuesday	Regular Council Meeting
June 14, 2027	Monday	Regular Council Meeting
June 28, 2027	Monday	Regular Council Meeting
July 12, 2027	Monday	Regular Council Meeting
July 26, 2027	Monday	Regular Council Meeting
August 9, 2027	Monday	Regular Council Meeting
August 23, 2027	Monday	Regular Council Meeting
September 13, 2027	Monday	Regular Council Meeting
September 27, 2027	Monday	Regular Council Meeting
October 12, 2027	Tuesday	Regular Council Meeting (Thanksgiving)
October 25, 2027	Monday	Organizational Meeting (6:30pm)
October 25, 2027	Monday	Regular Council Meeting

Note:
All Regular Council Meetings will commence at 7:00pm and be held at the Town Administration Office (2101 – 20th Avenue) in the Council Chambers unless otherwise notified. Statutory Mondays move to the Tuesday right after.

BOWDEN

2026-2027
List of:
Council Committee & Appointments
&
Appointment of Elected Officials to other Bodies & Organizations

(as approved during the Organizational Meeting of Council of October 26th, 2026).

Council Committees	Chairperson	Appointed Members		
Municipal Planning Commission (MPC)	Carol Pion	All Council Members		
Emergency Advisory Committee	Mayor	All Council Members		
Special Events & Cultural Committee	Mayor	All Council Members		
Weed Control Act – Appeals Committee	Mayor	All Council Members		
Intermunicipal Development Committee (3 Councillors)	Mayor	Carol Pion	Ryan Howlett	Marietta Tuckwell
Economic Development Committee	Mayor	Carol Pion	Randy Brown	Marietta Tuckwell
Governance & Priorities Committee	Mayor	All Council Members		
Public Library Board (2 Councillors)	Appointed by Board	Marietta Tuckwell	Amanda Peffers	Term of Office 1 Year
Bowden & District Cemetery Association (Dissolved October 26th, 2026, ORG)				

Other Bodies & Organizations		
	Regular	Alternate
Bowden & District Agricultural Society	Laurie Miller	Ryan Howlett
Bowden Grandview School Council	Carol Pion	Marietta Tuckwell
Central Alberta Economic Partnership (CAEP) until March 31st	Carol Pion	Randy Brown
Central Alberta Regional Waste Management Commission	Ryan Howlett	Cam Morrison
Expanding Horizons Cultural Enhancement Society	Laurie Miller	Marietta Tuckwell
Mountain View Regional Water Services Commission	Randy Brown	Carol Pion
South Red Deer Regional Wastewater Commission	Randy Brown	Cam Morrison
Parkland Foundation Management Body	Marietta Tuckwell	Amanda Peffers
Parkland Regional Library Board	Amanda Peffers	Marietta Tuckwell
Red Deer & District Family and Community Support Services	Ryan Howlett	Marietta Tuckwell
Bowden Friendship Club	Amanda Peffers	Cam Morrison
Bowden Historical Society	Ryan Howlett	Amanda Peffers

Town of Bowden - Regular Council Meeting

MINUTES

A Regular Council Meeting of the Town of Bowden
to be held in Council Chambers, at 2101 - 20th Avenue, Bowden,
on **Monday, October 26th, 2026, 7:00 PM**

1. CALL TO ORDER

Mayor Laurie Miller called the meeting to order at 7:01 PM.

PRESENT	Mayor	Laurie Miller
	Deputy Mayor	Randy Brown
	Councillor	Ryan Howlett
	Councillor	Cam Morrison
	Councillor	Amanda Peffers
	Councillor	Carol Pion
	Councillor	Marietta Tuckwell
	CAO	Christiaan Liebenberg (Recorder)
	Delegate	Vicinia Planning Inc.

1.a Land Acknowledgement.

We respectfully acknowledge that we live, work, and play on the traditional and ancestral territories of many Indigenous, First Nations, Métis, and Inuit peoples. We acknowledge that what we call Alberta is the traditional and ancestral territory of many peoples, presently subject to Treaties 4, 6, 7, 8 and 10 and Six Regions of the Métis Nation of Alberta.

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

2.a Agenda.

Motion 2.a
MOVED by Deputy Mayor Randy Brown that Council adopt the agenda for the October 26th, 2026, Regular Council Meeting as presented and printed with the following amendment: Item 12: LUB review move to Item 5 Delegations Closed Session AND addition Item 10.a: Attendance FCSSAA Annual Conference 2026: Councillor Ryan Howlett, November 25th to 27th Edmonton, AB.

CARRIED

3. ADOPTION OF PREVIOUS MINUTES

3.a Regular Council Meeting (October 13th, 2026).

Motion 3.a
MOVED by Councillor Ryan Howlett that Council adopt the minutes, as presented and printed, for the Regular Council Meeting of October 13th, 2026.

CARRIED

4. PUBLIC HEARING

None scheduled.

5. DELEGATIONS

5.a Community Support Christmas 2026 Donations: CLOSED SESSION OF COUNCIL. ATIA s. 30 - To discuss Third Party Matters AND Access to Information Act, ss. 29 (Advice from Officials) Land Use Bylaw and Municipal Development Plan rewrite 2026 - review edits from October 5th & 9th, 2026.

Unapproved

Motion 5.a (i)
MOVED by Councillor Amanda Peffers at 7:02 PM that Council moves into a closed session to discuss Advice from Officials and Third-Party Matters ATIA ss.29 & 30.

CARRIED

Motion 5.a (ii)
MOVED by Councillor Ryan Howlett at 7:26 PM that Council return to an “open meeting” of Council.

CARRIED

Motion 5.a (iii)
MOVED by Councillor Ryan Howlett that Council approve a community support donation in the following amount of $620 for the 2026 Community Christmas Lunch and to include: Hall Rental $420 and Santa $200. Council also approve a separate transactional donation for the Hall Deposit in the amount of $500 to be made out to Patterson Hall directly. Council upon payment, requires a brief letter or email from the organizer confirming: "I am the organizer of the Bowden Christmas Supper and accept responsibility for the operation of the event, including volunteers, food service, insurance, and attendee safety."

CARRIED

6. BUSINESS ARISING FROM PREVIOUS MINUTES

6.a Council Resolutions Follow-Up Action.

Motion 6.a
MOVED by Deputy Mayor Randy Brown that Council accepts the Council Resolutions Follow Up Action Report as information. Council also directs Administration to do more research on the feasibility of solar energy solutions to be installed on vacant lands across the tracks, south of the dog park.

CARRIED

6.b Key Dates.

Motion 6.b
MOVED by Councillor Carol Pion that Council accepts agenda item 6.b Key Dates as information and amended/updated as discussed.

CARRIED

7. BYLAWS & POLICIES

7.a ATCO Natural Gas Distribution System Franchise Agreement 2026 and Bylaw 03 - 2026.

Motion 7.a (i)
MOVED by Deputy Mayor Randy Brown that Council receive, accept and approve the ATCO executed Natural Gas Distribution System Franchise Agreement as presented in writing and Council authorize the Mayor and CAO sign the agreement completing step 15 of the “process for renewal”.

CARRIED

Motion 7.a (ii)
MOVED by Councillor Cameron Morrison that Council give second reading to Natural Gas Distribution System Franchise Agreement Bylaw 03 - 2026.

CARRIED

Motion 7.a (iii)
MOVED by Councillor Amanda Peffers that Council give third and final reading to Natural Gas Distribution System Franchise Agreement Bylaw 03 - 2026.

CARRIED

unapproved

7.b Procedural Bylaw 09 - 2026. (Municipal Accountability Program gap 2 - September 2026).

Motion 7.b (i)
MOVED by Councillor Cameron Morrison that Council give second reading to Procedural Bylaw 09 - 2026.

CARRIED

Motion 7.b (ii)
MOVED by Councillor Carol Pion that Council give third and final reading to Procedural Bylaw 09 - 2026.

CARRIED

7.c Subdivision and Development Appeal Board Services Agreement Red Deer County October 2026 and Subdivision and Development Appeal Board Bylaw 10 - 2026.

Motion 7.c (i)
MOVED by Deputy Mayor Randy Brown that Council receive, accept and approve the Subdivision and Development Appeal Board Services Agreement with Red Deer County as presented in writing by Red Deer County Legislative Services and Council authorize the Mayor and CAO sign the agreement for execution.

CARRIED

Motion 7.c (ii)
MOVED by Councillor Carol Pion that Council gives first reading to SDAB Bylaw No. 10 - 2026.

CARRIED

Motion 7.c (iii)
MOVED by Councillor Amanda Peffers that Council gives second reading to SDAB Bylaw No. 10 - 2026.

CARRIED

Motion 7.c (iv)
MOVED by Councillor Ryan Howlett that Council gives agreement to consider third and final reading of Bylaw No. 10 - 2026.

CARRIED

Motion 7.c (v)
MOVED by Councillor Marietta Tuckwell that Council gives third and final reading to Bylaw No. 10 - 2026.

CARRIED

8. NEW BUSINESS

8.a None scheduled.

9. FINANCIAL

9.a None scheduled.

10. CORRESPONDENCE

10.a AB Muni's Update on RCMP Collective Bargaining.
(email received October 7th, 2026).

10.b AB Government October 2026 Central Alberta Regional Connector
(email received October 8th, 2026).

10.c Chinook's Edge School Division Dinner invite for November 24th.
(email received September 23rd, 2026).

Unapproved

10.d CAEP Fall General Meeting November 18th.
(email received October 15th, 2026).

10.e Canada Post Mayor Reply Letter.
(October 15th, 2026).

10.f Emera, ATCO & Canadian Utilities Merger Announcement.
(email received October 13th, 2026).

10.g Royal Canadian Legion Branch 104 Innisfail Remembrance Day Wreath Laying Invite Mayor (letter received October 13th, 2026) and Mayor reply email October 19th, 2026.

Motion 10
MOVED by Deputy Mayor Randy Brown that Council accepts all the correspondence presented as information.

CARRIED

Item 10.a Attendance FCSSAA Annual Conference 2026: Councillor Ryan Howlett, November 25th to 27th Edmonton, AB.

Motion 10.a
MOVED by Councillor Marietta Tuckwell that Council approve Councillor Ryan Howlett attend the FCSSAA Annual Conference 2026.

CARRIED

11. REPORTS

11.a CAO's Report.

Motion 11.a
MOVED by Councillor Ryan Howlett that Council accepts the submitted CAO report as information.

CARRIED

11.b Council Committee Reports: None scheduled.

11.c Other Bodies & Organizations. None scheduled.

12. CLOSED SESSION Access to Information Act, ss. 29 (Advice from Officials).

12.a moved to Item 5 - Delegations

13. ADJOURNMENT

Motion 13
MOVED by Councillor Amanda Peffers at 8:06 PM to adjourn the meeting. **CARRIED**

Minutes signed by:

Mayor	**CAO**
Laurie Miller	**Christiaan Liebenberg**

Unapproved

BOWDEN

Delegations

Regular Council Meeting: 2026-11-09	**Agenda Item**: 5.a
Prepared by: CAO	**Approved By:** CAO
Report Type: RFD	**Attachment(s)**: STARS request email October 15th, 2026.

5.a Delegations.

5.a STARS

As requested, see attached.

Recommended Motion(s):

Motion 5.a
MOVED by Councillor _____ that Council receive the verbal presentation from STARS as information.





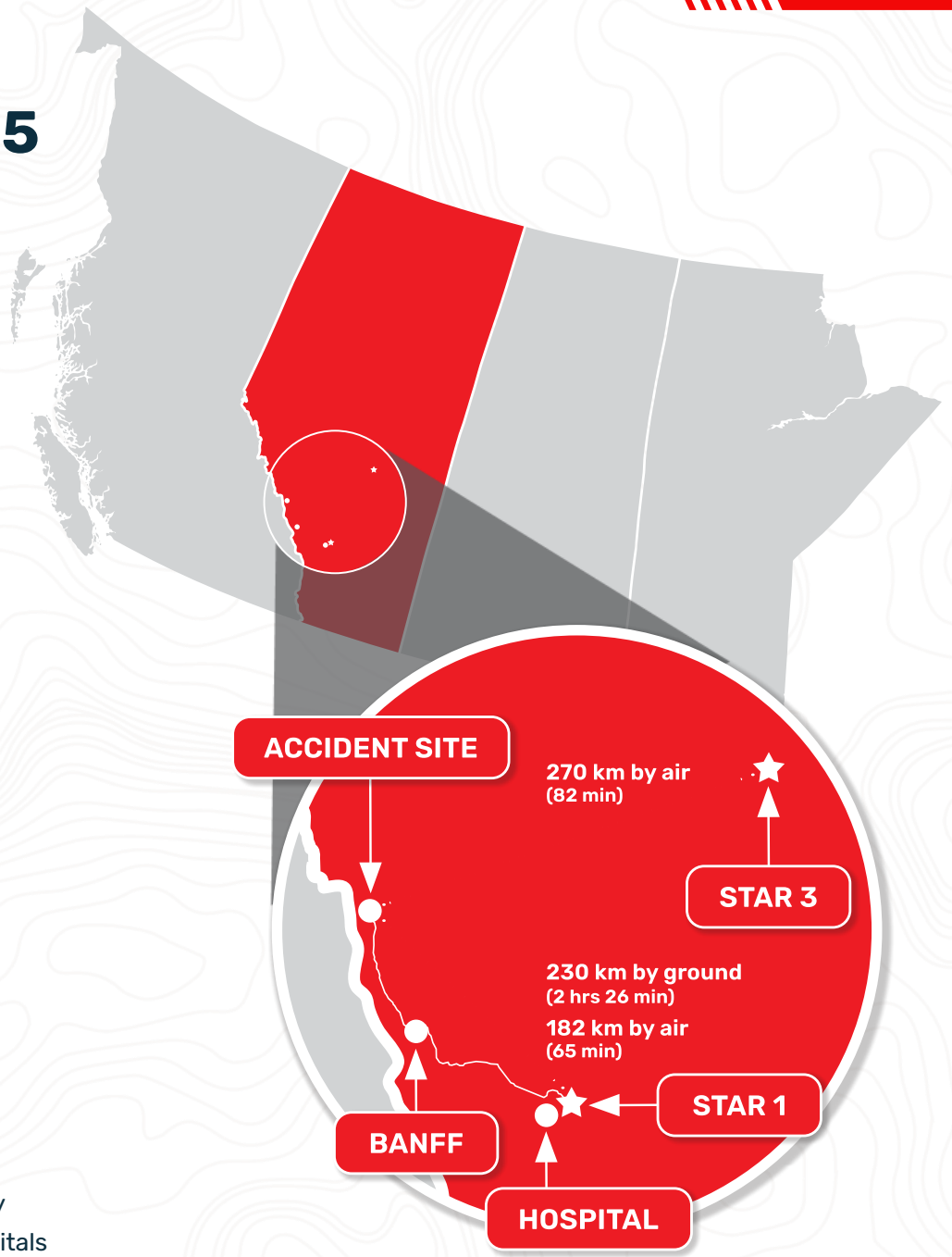
PARTNERSHIP

SAVING LIVES.
SAVING FAMILIES.
SAVING FUTURES.

STARS®

Teamwork Amid Tragedy, Bow Glacier Falls Rockslide, June 2025

- Challenging triage at scene with multiple patients spread across vast areas
- Allied approach of approx. 100 chain of survival partners
- Utilizing multiple skill sets was essential
- **13 patients rescued**



Thank you to our Chain of Survival Partners

Parks Canada Safety Specialists
RCMP
Kananaskis Mountain Rescue
Lake Louise Fire Dept.
Alpine Helicopters
AHS EMS
Banff EMS
Two STARS helicopters & crews
STARS Transport Physician Dr. Paul Tourigny
STARS ELC coordination with receiving hospitals



H145 INTENSIVE CARE UNIT (ICU)

80% Missions = Cardiac / Vehicle Incident / Other Medical / Trauma

Tools of the trade



Video
bronchoscope



i-STAT handheld
blood analyzer



Hamilton-T1
Ventilator

Tools of the trade



Video laryngoscope



EZ-IO



LUCAS Chest Compression System

CAMTS accreditation (since 1998)

- Mark of excellence - worldwide
- Voluntary audit for fixed-wing, rotary-wing, and ground medical transport services worldwide
- Highly regarded process sets highest standards to improve patient care and safety



Achieving accreditation:

- must demonstrate **substantial compliance** with highest standards
- overall quality consistent with essential elements in patient care
- professional judgment by the CAMTS Board with comprehensive document review, and multi-day, on-site inspections

Celebrating our own, Ben Jamison, Apprentice Maintenance Engineer

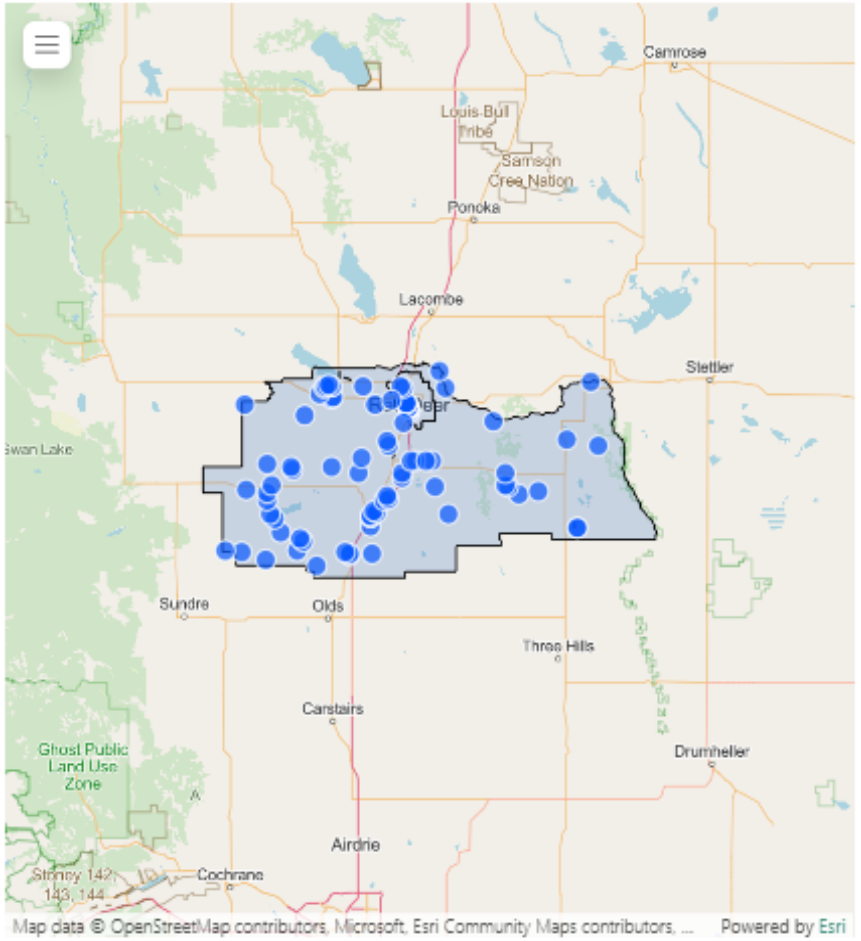
- Won Gold in Aircraft Maintenance at 2025 Skills Canada National Competition
- Won Bronze representing Team Canada at WorldSkills Shanghai – September 2026
- Ben represented STARS' unwavering commitment to operational excellence on the world-stage. Congratulations Ben!



worldskills

STARS Mission Locations

Blue dots represent where STARS missions happened within Municipality

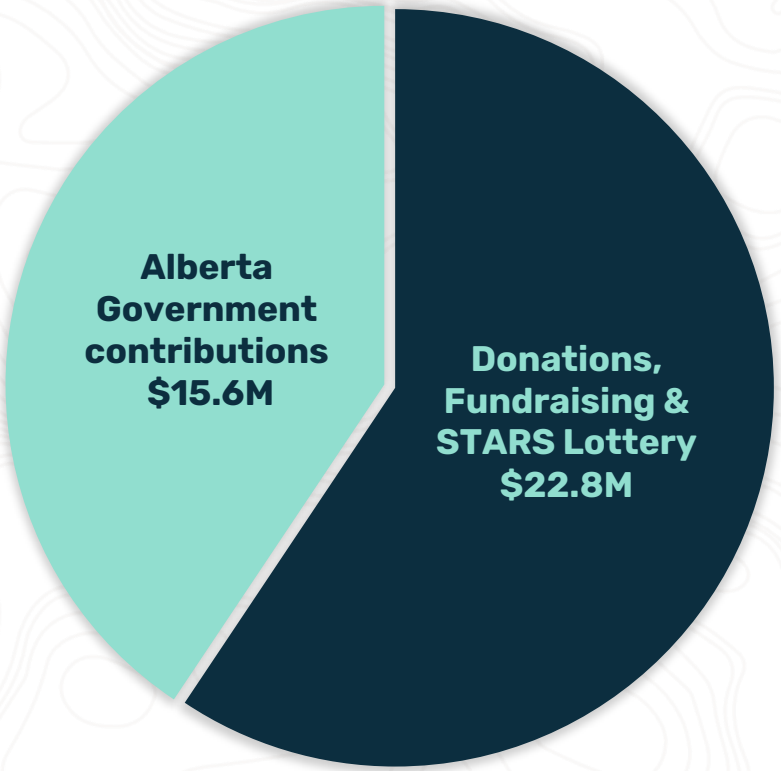


- Scene / Search & Rescue (SAR) coded to nearest community - Actual landing location used to identify each occurrence within Red Deer County boundaries.

RED DEER COUNTY 5-YEAR STARS MISSION REPORT	2021	2022	2023	2024	2025	2026 Oct. 26	TOTAL
NEAR BLACKFALDS *				2			2
NEAR BOWDEN SCENE + SAR *	3	4	3	1	2	1	14
NEAR CAROLINE *	2			1			3
NEAR DELBURNE	1	2	2		1	1	7
NEAR DICKSON					1	1	2
NEAR ELNORA		3	1				4
NEAR HESPERO *	2		1				3
NEAR HORSESHOE LAKE	1	1					2
NEAR GASOLINE ALLEY						1	1
INNISFAIL HOSPITAL CRITICAL IFTs	8	5	5	4	1	2	25
NEAR INNISFAIL	4	2	2		1	2	11
NEAR JARVIS BAY SCENE + SAR *	2			1			3
NEAR MARKERVILLE						1	1
NEAR NORGLENWOLD					1	1	2
NEAR PENHOLD SCENE + SAR *	4	3	4	1	1		13
RED DEER HOSPITAL CRITICAL IFTs	66	77	95	58	56	53	405
NEAR RED DEER	6	2	4	4	2	2	20
NEAR SPRINGBROOK						1	1
NEAR SPRING VIEW						1	1
NEAR SPRUCE VIEW					1		1
NEAR SUNDRE *	1	1		1			3
NEAR SYLVAN LAKE	4	2	1	2	3	2	14
TOTAL Avg. 100 missions per year	**104**	**102**	**118**	**75**	**70**	**69**	**538**

Alberta Financials and Direct Operating Costs

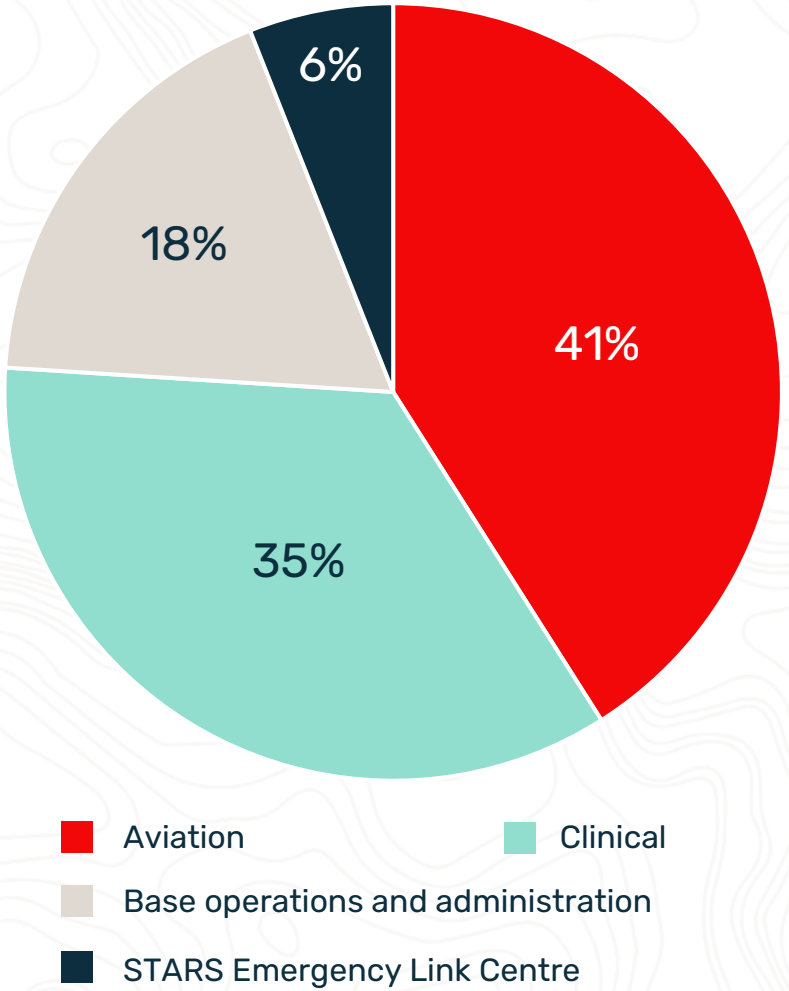
Fiscal year 2025 - 2026



Direct Operating Costs:
$38.4 million
($12.8M per base)

59%

Percentage of funds from Donations, Fundraising & Lotteries that are needed to cover direct operating costs in Alberta



Essential services for all, rural

- **95% Alberta in Partnership**
- **85% Regional Leaders**

Includes 7 Northern B.C. Districts

12 PROVINCIAL LEADERS

- Fixed Rate (up to $250K per year)
- Standing Motion Budget Line-item
- Logo on STARS helicopter

NEW 2026 PROVINCIAL LEADERS

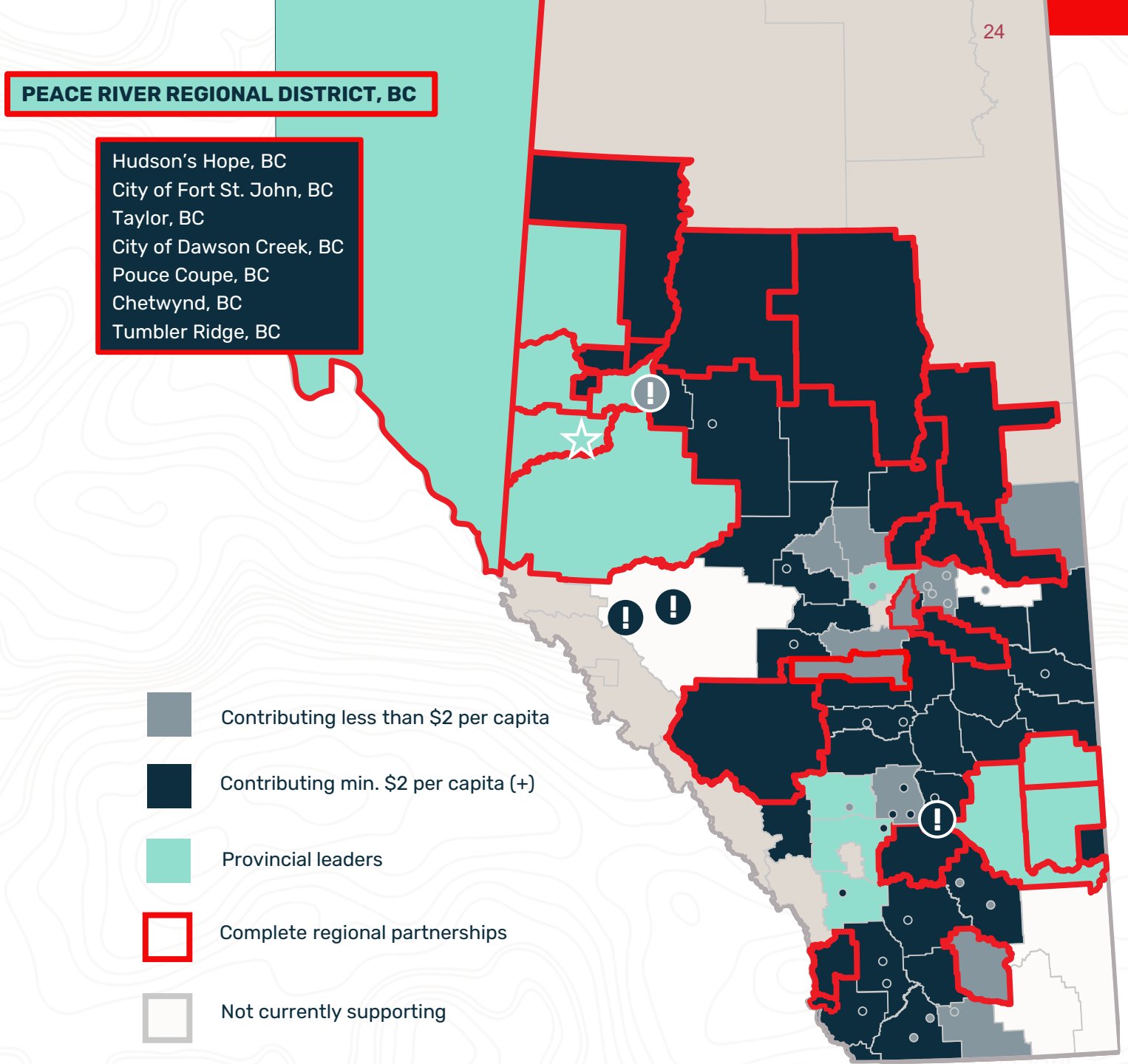
Special Areas No. 2, 3, 4
Mountain View County
Foothills County

30 New Regional Leaders and Municipal Supporters

27 Complete Regional Partnerships
(All towns and villages within boundaries)

PEACE RIVER REGIONAL DISTRICT, BC

Hudson's Hope, BC
City of Fort St. John, BC
Taylor, BC
City of Dawson Creek, BC
Pouce Coupe, BC
Chetwynd, BC
Tumbler Ridge, BC



Thank you Town of Bowden

PREVIOUS SUPPORT
REGIONAL LEADER

$2 per capita
2024

OUR REQUEST

$2 per capita annually
2027 - 2029
3-yr. Pledge
In conjunction with Council's term



BENEFITS

- STARS provides physical and virtual response
- Enhancing rural healthcare
- 24/7 access to STARS across Western Canada
- No cost to the patient

STARS®

SPRING 2026

HORIZONS

CRITICAL CARE, ANYWHERE.



\\ **TOOLS AND TECH**
3D-PRINTED WORK AIDS BOOST HELICOPTER MAINTENANCE

\\ **COMMUNITY SUPPORT**
VIP'S MOM AMAZED BY ANGEL DONORS' GENEROSITY

\\ **WOMEN OF THE SKY**
A NEW SERIES ON **TRAILBLAZING WOMEN** FUELLING CHANGE

A HEROIC RANCH RESCUE

CINDI LONG SHARES HER LIFE-SAVING STARS EXPERIENCE

PRESENTED BY

MUNICIPAL HAIL INSURANCE

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Cindi Long shares how a swift response from her community and STARS saved her life.

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The retired Airbus BK117 lives on at Calgary's Hangar Flight Museum.

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A year in review of STARS missions.

Impact \\ 05
Partners in Saskatchewan and Manitoba make powerful pledges.



STARS transport physician Dr. Jennifer Nicol at a training symposium.

Women of the Sky \\ 06
A new series highlights how women of STARS fuel change as trailblazing leaders.

Tools and Tech \\ 08
STARS engineers build innovative work aids that save money and boost efficiency.

Community Support \\ 09
Thanks to angel donors, an ally surpasses a fundraising goal made in memory of her son.

Partnership \\ 10
Together, STARS and northern Manitoba First Nation communities are closing health-care gaps.

Published for STARS
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On the cover: Cindi Long
Photo by Lyle Aspinall

WELCOME



As we move into the spring and summer, which are typically STARS' busiest seasons for operations, I reflect on the incredible support from our allies like you to ensure we can continue to provide world-class critical care to patients in need across Western Canada.

In this issue of *Horizons*, we're pleased to launch a series recognizing the incredible women on the front line of operations at STARS — women who have broken through numerous barriers to become trailblazers in the male-dominated helicopter EMS field. Through their leadership, representation, and mentorship, they continue to break new ground and pave the way for future generations. The series begins in this issue by recognizing the work of Dr. Jennifer Nicol, a STARS transport physician. Stay tuned to read about more trailblazing women in our upcoming issues.

You'll also read a feature on a new pilot partnership with Keewatinohk Inniniw Minoayawin (KIM) Inc. in northern Manitoba, launched in November 2025. Through the initiative, frontline health-care teams in Tataskweyak Cree Nation (Split Lake) and Manto Sipi Cree Nation (God's River) have around-the-clock virtual access to a STARS physician. This is just one more way we are able to provide critical care to those who need it, no matter where they are.

To wrap up our 40th anniversary celebrations in 2025, we recently celebrated the move of our last retired Airbus BK117 helicopter to the Hangar Flight Museum in Calgary — a fitting way to reflect on the impactful history of STARS. Thanks to the generosity of people like you, we raised over $900,000 and honoured the legacy of an aircraft that played a vital role in decades of lifesaving missions. You can view the helicopter at the museum and learn more about what we do at STARS.

Since our first mission in 1985, you've saved lives with us. You enable us to provide care when it is needed most. Your active involvement and unwavering support continue to fuel our way forward.

Thank you for your continued dedication as we look toward building an even stronger future. And enjoy this spring 2026 issue of *Horizons*.

Dr. John Froh
President & CEO, STARS

PHOTOGRAPHS \\ LYLE ASPINALL



Cindi Long cares for her horses on her ranch in summer 2025.

Scan for a video of Cindi's story.

PHOTOGRAPH \\ LYLE ASPINALL

Calving Season Brings STARS to Cindi Long's Pasture

An off-road vehicle accident caused critical injuries for Cindi Long — and a swift response from her community and STARS saved her life.

By Lyle Aspinall

Cindi Long doesn't know what caused her off-road vehicle to flip in April 2021, but she remembers demanding two things after it happened: "Get my glasses and get STARS."

It was calving season on the Long ranch near Oyen, Alta., and Cindi was driving a side-by-side, taking a new calf to its mother in a pasture, when something suddenly caused the unit to flip. The calf was okay, but Cindi was ejected and then trapped under the roll cage.

Just ahead in a pickup was her now-husband, Tim Long. He'd seen the mishap in his rearview mirror and spun back, straining to heft the vehicle just enough for Cindi to drag herself free. Then he called 911.

"I said, 'You tell them I need STARS,'" said Cindi. She "knew it was bad" and couldn't imagine three hours by road to a trauma centre.

STARS launched, but the first to arrive by air was local volunteer firefighter Caleb Klassen, who was in the area with his personal airplane and now-wife Katie Klassen. She'd recently finished a practicum in a major trauma-centre emergency department as a requirement to complete her nursing degree.

Katie kept Cindi calm and alert, performed a basic assessment, and advocated strongly with local responders that she shouldn't be moved until STARS arrived.

"That's the last thing you want in your life — a red helicopter landing," said Tim. "But it's also the thing you want most, because if you're in that wreck, they're coming to save you."

STARS flight paramedic Scott McTaggart and flight nurse Maggie Mallett had prepared for a wide range of possibilities.

"When you hear 'side-by-side rollover,' we're presuming the worst," said McTaggart.

During the hour-long flight to Foothills Medical Centre in Calgary, he and Mallett used on-board ultrasound to look for internal bleeding, managed Cindi's pain and blood pressure, and relayed critical information to the trauma hospital.

It was later confirmed she had major damage to her kidneys, ribs, pelvis, lungs, and more. Most concerning was a femoral bleed — a life-threatening injury that can deteriorate rapidly.

"If [deterioration] had happened en route," said Mallett, "or if she had been taken on a bumpy road for a two- or three-hour drive and this had happened on the way, things may have had a different outcome."

Cindi's recovery is ongoing, but she's grateful for her second chance and the ability to continue her ranching life.

"If it wasn't for STARS, I would not have made it out of this field," she said. "I wouldn't be here. I wouldn't have my grandchildren. I'm so blessed and grateful for every day I get to wake up."

VERY IMPORTANT PATIENT



The last Airbus BK117 helicopter in the STARS aircraft fleet was welcomed into the Hangar Flight Museum in Calgary in November 2025. More than 100 generous allies contributed to the campaign that allowed STARS to donate the retired aircraft, and each one has their name printed on the side. The museum addition honours the legacy of a helicopter platform that anchored STARS' critical-care access to patients for more than 30 years. At its peak, before being replaced by the Airbus H145, eight BK117 helicopters were flying for STARS across Western Canada — not to mention three others that were previously flown under contracts in the charity's earliest days.

A Legacy Helicopter Lives On

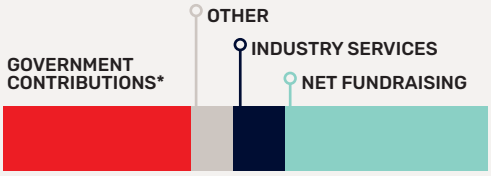
The retired Airbus BK117 that played a vital role in decades of life-saving STARS missions now lives in Calgary's Hangar Flight Museum.

2025/26 YEAR IN REVIEW

FUNDING



37,836
ANNUAL DONORS



FUNDING SOURCES

based on STARS' most recent audited financials

STARS EMERGENCY LINK CENTRE

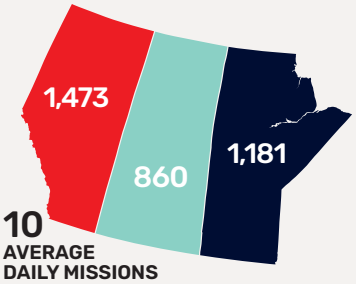
66K+
MISSIONS TO DATE SINCE 1985

39,324
EMERGENCY REQUESTS HANDLED

108
AVERAGE EMERGENCY REQUESTS A DAY

MISSIONS

=3,514
YEARLY MISSIONS*



10
AVERAGE DAILY MISSIONS

*includes helicopter and fixed wing

INCIDENT TYPES

STARS RESPONDS TO A VARIETY OF CRITICAL CARE CALLS

- 19% CARDIAC
- 19% OTHER MEDICAL
- 18% VEHICLE INCIDENT
- 18% OTHER TRAUMA
- 13% PULMONARY
- 12% NEUROLOGICAL
- 1% OBSTETRICAL
- 0.3% ENVIRONMENTAL

How many times did STARS fly to your community? Scan here to find out.

PHOTOGRAPH \\ LYLE ASPINALL



At the STARS Winnipeg base in Dec. 2025 are (L-R) Hon. Uzoma Asagwara, STARS president and CEO Dr. John Froh, and Benjamin Graham and Tom Bryk from Manitoba Blue Cross.

Long-Lasting Care Across the Prairies

Two partners made powerful pledges, generously supporting STARS' mission to bring pre-hospital critical care to Saskatchewan and Manitoba.

MANITOBA BLUE CROSS

Manitoba Blue Cross pledged a historic $3 million to support STARS critical mission operations throughout Manitoba over the next decade. It's the largest donation ever provided to STARS in the province and was announced at the Winnipeg STARS base in December 2025. In recognition of this transformative gift, STARS will rename its base in that province to the STARS Manitoba Blue Cross Winnipeg Base, symbolizing both organizations' shared commitment to ensuring the health and safety of Manitobans for years to come.

NUTRIEN

Nutrien has renewed its longstanding partnership with STARS through $4 million in new funding. This brings its total contribution over the past 10 years to more than $30 million. The pledge was officially announced in January 2026 at the STARS base in Saskatoon. The renewed commitment directly enables STARS' critical mission operations throughout Saskatchewan, ensuring rural and agricultural communities have access to critical care when they need it most.



At the Saskatoon STARS base in Jan. 2026 are (L-R) STARS employees Tara Oliver, Shane Ulsifer, Don McManus and president and CEO Dr. John Froh; STARS Very Important Patient Adair O'Grady; Nutrien CEO Ken Seitz; MLA Ken Cheveldayoff; and STARS employees Barry Tolmie, Rene Chapman and Ian Hayne.

PHOTOGRAPHS (TOP) LEIF NORMAN \\ (BOTTOM) EMILY WRIGHT



Meet Dr. Jennifer Nicol

Role: Transport physician

Where: Calgary base

STARS history: 8 years and counting

THE UNIQUE SKILLS WOMEN BRING TO STARS

Dr. Jennifer Nicol explains how female transport physicians add strength to STARS.

By Karin Olafson

When Dr. Jennifer Nicol began working at STARS in 2018, female transport physicians were few and far between. Now, 33 of 124 transport physicians across the organization are women.

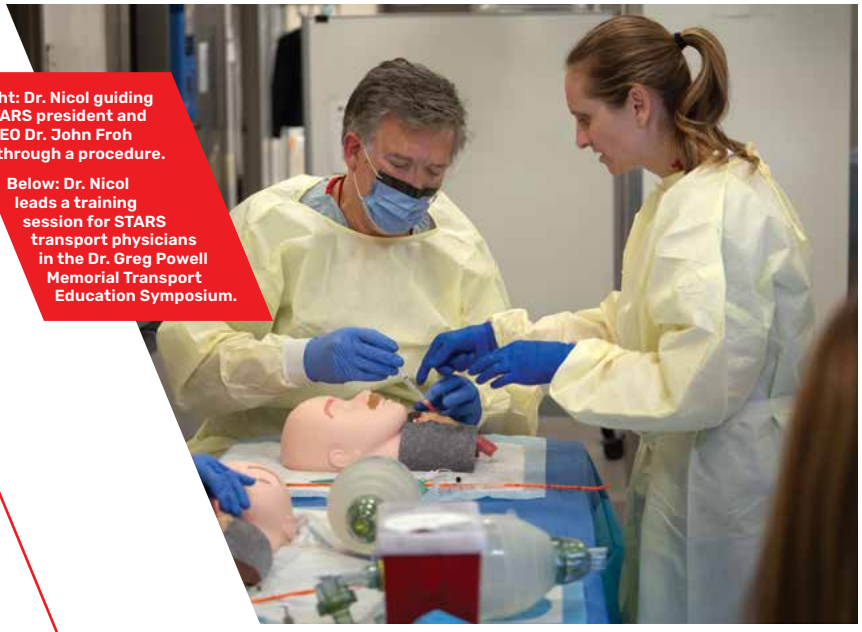
"EMS tends to be a male-dominated field," said Nicol. "When I started with STARS, I was one of three women in the [Calgary] group; now we have 11. One third of our group is made up of women."

Nicol's weekly schedule is jam-packed. In addition to her role as a STARS transport physician, she works as an emergency physician at Calgary's Foothills Medical Centre, holds medical leadership roles, and has three young kids who are all in extracurricular activities. She's careful to put her family first, planning time to hike in summer and ski in winter.

Her STARS role alone is a juggling act, as transport physicians are embedded in every mission either physically, virtually, or by phone. Her duties might involve being on board a flight, using virtual care to support rural physicians with hospital

Women of the Sky: A Series

In a field that is still male dominated, the trailblazing women working at STARS are fuelling change. They're breaking barriers, filling critical roles, and inspiring young women to pursue meaningful careers. This article is the first in the series.



Right: Dr. Nicol guiding STARS president and CEO Dr. John Froh through a procedure.

Below: Dr. Nicol leads a training session for STARS transport physicians in the Dr. Greg Powell Memorial Transport Education Symposium.

transfers, or taking calls to ensure the right in-hospital specialist can take on a STARS patient.

While the early days were intimidating at times, Nicol and her female colleagues quickly recognized the value they could bring to STARS' patient-centred work.

"Women have a very high level of emotional intelligence," said Nicol. "We can be vulnerable and show emotional bravery and bring a real growth mindset to our work. Of course, our male colleagues do as well, but I think these skills are a real superpower that women have."

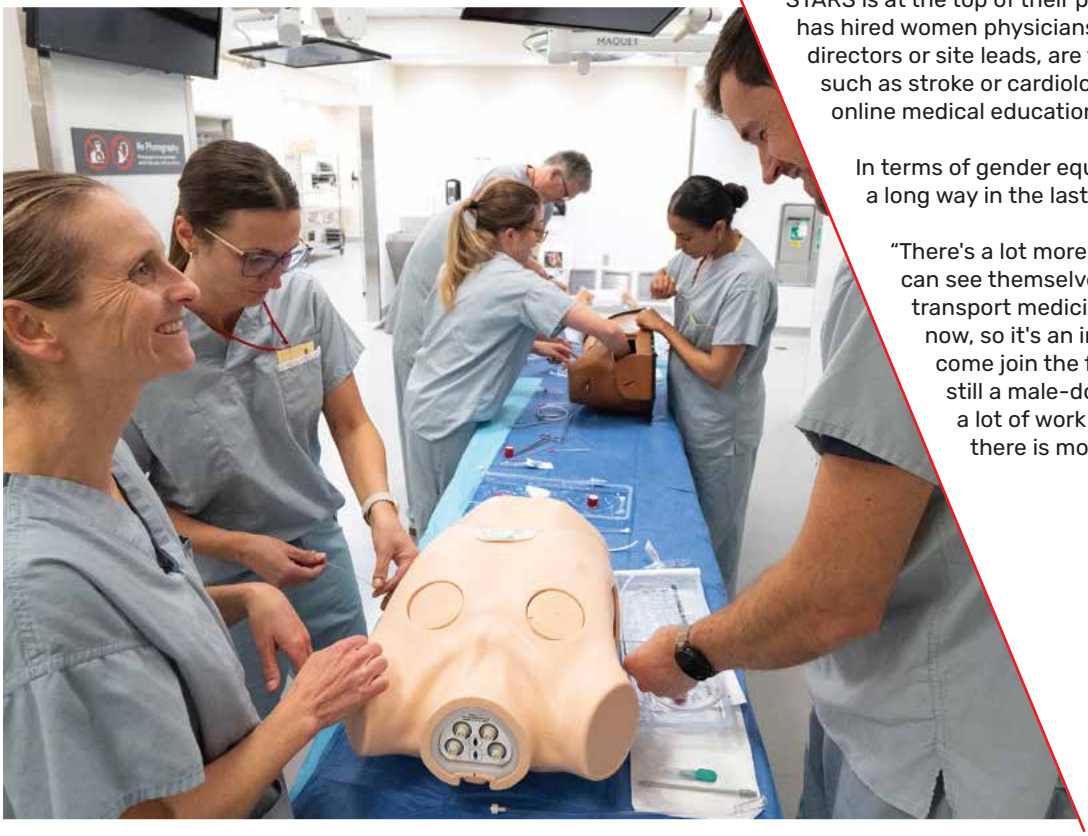
She added that the complexity of being a STARS physician means skills like organization, communication, and collaboration are integral. And for women, these skills are constantly honed in all aspects of life. In Nicol's case, she had to take these skills to the next level after her third maternity leave when she returned to STARS and her ER job with two toddlers and a baby at home, while also grappling with the pandemic.

"My role at STARS is where I've felt the bravest and most empowered and bold," she said. "We've been very conscious at STARS trying to recruit the best people to work with us, and we've been successful in recruiting a number of women. That's helped a lot in terms of how our group is perceived, how open we are, and how inclusive we are."

Nicol added that every female physician employed by STARS is at the top of their professional game. STARS has hired women physicians who also work as program directors or site leads, are trained experts in fields such as stroke or cardiology, and contribute to free online medical education.

In terms of gender equity, the industry has come a long way in the last few years.

"There's a lot more inclusion now, and women can see themselves [working in emergency transport medicine]. Women are represented now, so it's an invitation for other women to come join the field," said Nicol. "Yet, it's still a male-dominated world. We've done a lot of work to get where we are, but there is more work to be done."



PHOTOGRAPHS \\ LYLE ASPINALL



Aircraft maintenance engineer Ryan Gillis displays work aids that he and some engineering colleagues made using a 3D printer.

Innovative Work Aids

STARS engineers create custom work aids, combining passion with cost-efficiency.

By Alicia L'Archevêque

Helicopter maintenance demands specialized skills and equipment. At STARS, aircraft maintenance engineers use their ingenuity to design and build custom work aids that streamline tasks, enhance safety, and significantly reduce costs for the organization.

STARS engineers are innovators, and now, with the growth of 3D printing and digital design, their creativity is growing a cache of clever work aids like custom tailboom stands, cowling stands (also known as engine access stands), bottle stabilizers, and more.

"We used to carve [work aids] out of wood or by filing down a chunk of aluminum," said Ryan Gillis, an aircraft maintenance engineer at STARS who has designed and 3D-printed a variety of items now in daily use across the organization.

The process of adjusting and perfecting work aids is also accelerated throughout the entire STARS engineering team. Once a first model is rendered, improvements are just a couple of clicks away.

"We can shave hours off the job by being more accurate in how we approach things," said Gillis.

Supporting a helicopter tailboom separated from the fuselage previously required rigging it into straps hanging from rented cranes. Now the massive piece rests safely in custom-built mobile steel supports that were designed digitally and fabricated in a STARS engineer's garage. It has eliminated the need for costly rentals.

Another example of how work aids save STARS money is a unit designed by Gillis that helps with the accurate disassembly and assembly of control rods inside the helicopter's mechanical build. Buying a similar aid from a manufacturer would cost USD $49,000 and require a six-month lead time. Gillis built his version for pennies, and it has since been rolled out across the organization.

Approved work aids serve to assist accuracy, improve efficiency, and reduce risk. They're not industry requirements and are only implemented when an aircraft is grounded.

STARS doesn't own a 3D printer. Most custom work aids are built by engineers printing them at home. One STARS engineer even welds from his home shop, creating metal work aids for his team.

Gillis said creating work aids while off-duty is a STARS engineer's way of supporting the charity.

"This is our way of giving back," says Gillis.

PHOTOGRAPH \\ LYLE ASPINALL

A Mission Born From Loss

Last year, Cindy Letourneau reached a massive fundraising goal to commemorate her son, Chris, and show her gratitude for STARS.

By Olivia Piché



Cindy Letourneau is flanked by (L-R) flight nurse Jodi Scott, pilot Josh Brewster, flight paramedic John Doyle, and pilot Jeff Cliff. She's holding the cheque for STARS indicating that her fundraising total surpassed her $250K goal.

Cindy Letourneau drives a red vehicle. She's tried to switch colours, but she just can't — it represents her unwavering support for STARS and the Very Important Patient (VIP) program. But Cindy's story is a little bit different from other STARS VIP stories as she wasn't the patient — it was her son, Chris.

In September 2013, Cindy received a call that Chris was in a motorcycle accident on his way to work. STARS cared for Chris during an eight-minute flight from Sherwood Park to Edmonton's University of Alberta Hospital, but sadly, he passed away in the emergency room from cardiac arrest.

"Because STARS was there, my son did not pass away on the asphalt or on the way to the hospital, but in the care of staff," said Cindy. "For a mother, the only thing you want is to have your children taken care of, and they took care of him."



Chris Letourneau

PHOTOGRAPHS \\ (TOP) LYLE ASPINALL; (BOTTOM) COURTESY OF CINDY LETOURNEAU

DECADES OF IMPACT

At Chris's funeral, Cindy asked family and friends to consider donating to STARS in lieu of flowers. This marked the beginning of more than a decade of remarkable fundraising. Cindy's original goal was $22,000 since Chris was 22 years old at the time of the accident. She, along with Chris's friends and girlfriend, established an annual memorial golf tournament, CL88, to raise the funds. Cindy hit her goal quickly, but she was nowhere near done with her fundraising efforts.

So, in 2014, she set a new goal: raise $250,000 to have a logo commemorating Chris put on the side of a STARS helicopter. Last summer marked the golf tournament's 12th year, getting the funds up to $181,000. In 2025, STARS nominated Cindy for the National Philanthropy Day Community Catalyst Award, and she won. Two angel donors saw her nomination video and anonymously donated $35,000 each, pushing her past her goal.

"She was blown away. She expected it would take another six to eight years to reach the $250K," said Vanessa Mickel, lead, external events, Alberta. "She raises this money because she's grateful to STARS, but we are incredibly grateful to her for being such a STARS advocate."

REMEMBERING HER SON

Cindy's unwavering support and Chris's memory will be recognized on STARS' aircraft. The CL88 logo will be unveiled in Edmonton on July 6 this year, which would have been Chris's 35th birthday. An additional celebration will be held in Calgary to bring more of Chris and Cindy's community together.

Looking forward, Cindy plans to continue fundraising to help others who need STARS and share her gratitude for the way they were there for Chris.

PARTNERSHIP



Dr. Doug Martin, medical director and transport physician at STARS Manitoba, is one of the physicians providing virtual care under the KIM partnership.

Expanding Critical Care in Northern Manitoba's Remote First Nations

A partnership between STARS and Keewatinohk Inniniw Minoayawin (KIM) Inc. is helping close long-standing gaps to access health care.

By Kristy Archibald

Access to emergency care can look very different in northern Manitoba, where distance and geography often stand between critically ill or injured patients and the treatment they need. Beginning Nov. 1, 2025, a new partnership between STARS and Keewatinohk Inniniw Minoayawin (KIM) Inc. is helping close the gap to health-care access and improve patient outcomes.

Through a six-month pilot initiative, frontline health-care teams in Tataskweyak Cree Nation (Split Lake) and Manto Sipi Cree Nation (God's River) have around-the-clock virtual access to a STARS physician. This enhanced support is working to strengthen local clinical capacity by providing real-time consultation on patient treatment, stabilization, diagnosis, and management. When necessary, STARS physicians also assist with referrals and work alongside Manitoba's Virtual Emergency Care and Transport Resource Service (VECTRS) to coordinate patient transport.

As of March 2026, almost 90 separate patients had been impacted by this new partnership.

"This partnership will support timely and equitable access to critical care services for patients when they are needed most," said Cindy Seidl, chief clinical officer at STARS.

Dr. John Froh, president and CEO of STARS, added: "We are proud to partner with KIM to provide the services of our physician team where they can be of assistance and ultimately help improve patient outcomes in northern Manitoba."

The initiative is equally significant for KIM, a First Nations–led health organization dedicated to transforming health-care services for 23 northern Manitoba First Nations. By integrating STARS' critical care expertise into its primary care services, KIM aims to improve access, patient experience, and health outcomes in communities that have long faced systemic barriers to emergency care.

"This partnership is helping address long-standing gaps in access to emergency care for First Nations in northern Manitoba," said Michelle Monkman, interim CEO of KIM. "Since launching in November, we are seeing the strengthened ability of local care teams to respond in critical situations. This is a clear example of First Nations-led health transformation in action."

First Nations leaders see this partnership as a meaningful step forward. Chief Michael Yellowback of Manto Sipi Cree Nation describes the partnership as having a "profound impact on the community and represents a transformative innovation in how health care is delivered."

This partnership brings specialized critical care expertise directly into remote communities, ensuring patients receive timely support when every minute matters.

PHOTOGRAPH \\ LYLE ASPINALL

Municipal Hail Insurance

Life is unpredictable, but because of our 13-year partnership with Municipal Hail, rural communities across the Prairies have access to best-in-class critical care from STARS when the unthinkable happens. Municipal Hail is more than insurance. They are part of a lifeline for farmers, fields, and communities through their coverage and their support of STARS. STARS is deeply grateful for Municipal Hail's commitment to rural communities across Western Canada in livelihood and life — thank you!

MUNICIPAL HAIL INSURANCE

Storms are unpredictable... We aren't.



NEVER MISS A MISSION

STARS FOR LIFE

JOIN STARS FOR LIFE AS A MONTHLY DONOR AND MAKE EVERY MONTH MATTER.



When Cindi's life was hanging in the balance, allies like you helped STARS reach her in time (see story on page 3).

But Cindi is only one patient — and with over 100 emergency calls coming in each day, steady support is vital.

Join STARS FOR LIFE today, so your support is there for every STARS mission, all year long. As a monthly donor, your steady support allows STARS to always be there for the next patient who needs us.

Become a monthly donor today at stars.ca/monthly or scan the QR code.

$10/month
provides an airway-management tool.

$25/month
provides a Blood on Board cooler system.

$50/month
provides mission-critical equipment like an electronic flight bag.

PHOTOGRAPHS \\ LYLE ASPINALL

From left to right: Tim and Cindi Long walk with neighbours Katie and Caleb Klassen on the Long ranch near Oyen, Alta. Read their story on page 3.



Your donation makes a difference.

It allows us to be there for the next patient in need.

Please donate today.

PHOTOGRAPH \\ LYLE ASPINALL

HORIZONS

PRESENTED BY

MUNICIPAL HAIL INSURANCE

STARS *Horizons* \\ Spring 2026

Return undeliverable items to:
1441 Aviation Park NE, Box 570
Calgary, Alberta T2E 8M7

Unsubscribe at newsletter@stars.ca

Learn more at stars.ca

BOWDEN

Business Arising (1)
Council Resolutions

Regular Council Meeting: 2026-11-09	**Agenda Item**: 6.a
Prepared by: CAO	**Approved by:** CAO
Report Type: Information	**Attachment(s)**: Council Resolutions.

6.a Council Resolutions Requiring Follow Up Action Report.

An up-to-date summary of past Council resolutions that require follow-up action is attached for information.

6.a Matters arising from past minutes (2026).

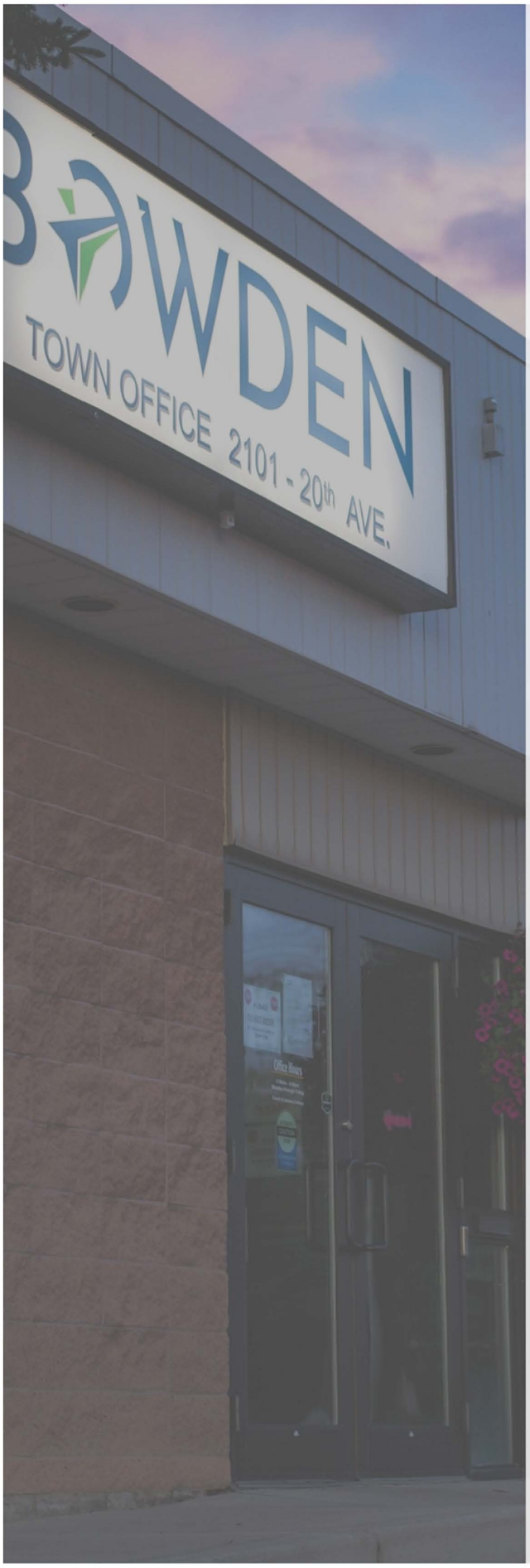
Recommended Motions:

Motion 6.a
MOVED by Councillor _____ that Council accepts the Council Resolutions Follow Up Action Report as information.

BOWDEN

Town of Bowden
COUNCIL RESOLUTIONS & FOLLOW UP ACTION
(updated comments in red - updated 2026-11-04)

Meeting Date	Resolution	Action By Whom	Date back to Council
26 Jan 26	**Agenda Item 10.h - Brownlee - Emerging Trends in Municipal Law.** Follow-up for offering later in the year.	CAO	Ongoing
23 Feb 26 26 Oct 26	**Agenda Item 11.a - ATCO Process for Renewal.** Step 1 to 18: completed Agreement signed and Bylaw 03 - 2026 Signed - all executed documents have been returned to ATCO on October 27th, 2026: Contract Effective Date.	CAO	Completed
23 Mar 26 28 Aug 26 14 Sept 26 5 Oct 26 9 Oct 26 26 Oct 26 17 Nov 26	**Agenda Item 6.b - MDP - LUB rewrite(s).** The poster for the LUB Open House is now ready, and the date is set for November 17th - from 4.30pm to 7.30pm at the Bowden Friendship Centre. See poster attached.	CAO	In progress
23 Mar 26 26 Oct 26	**Agenda Item 11.a - Solar Energy Projects.** Cost benefit report was submitted on October 26th, and further feasibility investigation will be carried out. February 2027.	CAO	Ongoing
28 Sept 26 14 Sept 26 10 Aug 26	**Live Barn installation at the Bowden Arena.** Arena Supervisor has received a tech doc and completed submitted back to LB. Several boxes with Live Barn equipment arrived Nov 2 - at office.	CAO	In progress
2025 15 Sept 26 26 Oct 26	**Municipal Accountability Review Program Gaps 1-6** identified September 2026 - all gaps have now been closed.	CAO	Completed
28 Sept 26 13 Oct 26	**Financials: Budget 2027** November 23rd RCM.	CAO	In progress
24 Aug 26 26 Oct 26	**30km/h Traffic Signage Westview -** First Calls are still 20-30 days out (as of Oct 5) – the signs arrived mid Sept so as soon as first calls are done can be installed. The cost of a solar crosswalk sign is estimated to be around $9,000. This item will be part of capital reserve discussion November 2026. This work is scheduled for Spring 2027.	CAO	In progress
14 Sept 26 26 Oct 26 2 Oct 26 9 Nov 26	**Municipal Services Agreement Renewal with Red Deer County (2016 - 2025).** The SDAB services agreement and accompanying SDAB Bylaw 10-2026 has now been executed and returned to RDC Legislative Services. The NEW Municipal Services Agreement (2027 - 2030) with Red Deer County for planning, development and safety code services is presented at this meeting for RFD. See Item 8.b New Business.	CAO	Completed In progress



BOWDEN

COUNCIL OPEN HOUSE

Town of Bowden Council is hosting an open house at the Bowden Event Centre (2133-18 Avenue) on Tuesday, November 17, from 4:30pm to 7:30pm.

Review of the Land Use Bylaw and Municipal Development Plan

All residents welcome to attend.

BOWDEN

Business Arising (2) Key Dates

Regular Council Meeting: 2026-11-09	**Agenda Item**: 6.b
Prepared by: CAO	**Approved by**: Mayor
Report Type: Information	**Attachment(s)**: as presented below.

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

NOVEMBER 2026

November 6	**South Red Deer Regional Wastewater Commission 9:00 AM MVC Chambers.**
November 6	**Bowden Grandview School Remembrance Day Ceremony 10:15 AM.**
November 9	**RCM 7:00 PM Council Chambers.**
November 10	**Expanding Horizons 7:00 PM.**
November 10	**Mountain View Regional Water Services Commission 10:00 AM (MVC).**
November 11	**Remembrance Day Ceremony Innisfail Legion 9:45 AM to 12:15 PM.**
November 16	**Special Events Committee 6.30 PM to 8:00 PM.**
November 17	**Bowden Grandview School 6:30 PM.**
November 17	**Land Use Bylaw and MDP Open House 4:30 PM to 7:30 PM at Bowden Event Centre.**
November 18	**CAEP Fall General Meeting (FGM) at Lacombe Golf and Country Club. CANCELLED - CAEP is disbanding.**
November 19	**Parkland Regional Library Board 10:00 AM.**
November 19	**Bowden Friendship Club 7:00 PM.**
November 23	**RCM 7:00 PM Council Chambers.**
November 24	**Corporate Services Chinook's Edge School Division Dinner Invite at 4904 50 Street, Innisfail: 4 – 6:30 PM. In person event.**
November 30	**Special Events Committee 6.30 PM to 8:00 PM.**

DECEMBER 2026

December 1	**FCSS 5:00 PM.**
December 1	**Expanding Horizons 7:00 PM.**

BOWDEN

Business Arising (2) Key Dates

December 3	**Parkland Foundation Management Body 10:00 AM.**
.	
December 3	**Central Alberta Regional Waste Management Commission 5:00 PM.**
December 9	**Bowden AG Society, AGM 7:00 PM.**
December 7	**MPC 6:30 PM Council Chambers.**
December 7	**RCM 7:00 PM Council Chambers.**
December 17	**Central AB Mayors & Reeves 5:00 PM.**
December 21	**RCM 9:00 AM Council Chambers.**
December 24	**Community Christmas Dinner Patterson Hall 11.30 AM to 1:00 PM.**

JANUARY 2027

January 11	**RCM 7:00 PM Council Chambers.**
January 12	**Expanding Horizons 7:00 PM.**
January 18	**Economic Development Committee 7:00 PM.**
January 25	**RCM 7:00 PM Council Chambers.**

Recommended Motion:

Motion 6.b
MOVED by Councillor _____that Council accepts agenda item 6.b as information.

BOWDEN

Elected Officials Remuneration

Regular Council Meeting: November 9th, 2026.	**Agenda Item**: 7.a
Prepared by: CAO	**Approved by:** Mayor
Report Type: Request for Decision	**Attachment(s)**: 1. Elected Official's Remuneration, Benefits & Expenses Policy 05 - 2024.

7.a Remuneration Elected Officials.

a

Administration submits to Council the Elected Official's Remuneration, Benefits & Expenses Policy 05 - 2024 for Council to review.

A minor redraft of the policy was passed by Council during the RCM of November 28, 2024.

b

It is proposed that the Remuneration as presented is approved OR at this RCM presented for review and discussion.

The approach here being that elected officials:

- review the content of the policy prior to any further discussion on remuneration,
- OR _____

Motion 7.a

MOVED by Councillor _____to accept as information the Elected Official's Remuneration, Benefits & Expenses Policy 05-2024 as presented in writing OR

Town of Bowden
Box 338, 2101 20th Ave
Bowden, Alberta, T0M 0K0

Town of Bowden – Province of Alberta
Policy Document (05 / 2024)
ELECTED OFFICIALS' REMUNERATION, BENEFITS & EXPENSES POLICY

1 POLICY STATEMENT

The Town of Bowden will provide remuneration and benefits to elected officials in recognition of their public service and in consideration of carrying out their municipal duties.

Compensation for elected officials should:

- reflect their roles and responsibilities,
- recognize time commitments,
- be fair and reasonable,
- be determined within a remuneration framework that is financially sustainable.

The purpose of this policy is to provide an open (public) written statement that defines:

- the types of remuneration (including benefits),
- the amount of remuneration (fixed and ascertainable),
- procedures for submitting remuneration & expenses claims,
- the process for remuneration review.

2 DEFINITIONS

CAO (Chief Administrative Officer)
Is the person appointed by Council into the position of Chief Administrative Officer for the Town of Bowden in accordance with the Municipal Government Act and is the administrative head of the Municipality (and includes any person given designated responsibilities by the CAO).

Council
Means the duly elected Municipal Council of the Town of Bowden.

Elected Officials
Means those persons elected as Mayor and Councillors.

Expenses
Means reimbursement for approved expenses paid out of pocket, based on actual submitted receipts.

Honorarium
Means a flat monthly amount paid to elected officials as identified in section 4.1 of this policy.

Per Diem
Means an hourly, daily, or flat rate amount paid to cover specific meetings or duties as identified in section 4.2.1 of this policy.

Remuneration
Means the combination of honoraria, per diem and benefit payments.

Town
Means the municipal corporation of the Town of Bowden.

Words (interpretation)
a) "may" is to be interpreted as permissive (allowed but not obligatory, optional).
b) "must" is to be interpreted as imperative (obligatory, mandatory, required, unavoidable).
c) "shall" is to be interpreted as "must".
d) "should" is to be interpreted as a recommended (desirable, not required to conform).
e) "Including but not limited to" means when listing a number of items, does not limit the policy term to only those words or those items listed.

---

3 SCOPE
This policy applies to all elected officials.

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4 REMUNERATION
4.1 Honoraria (Base Remuneration)
These are the amounts paid each month to elected officials irrespective of attendance at meetings or time spent on municipal matters.

Effective January 1, 2025, re: resolution 3.b moved at the Council Organization Meeting of October 28, 2024, elected officials receive a monthly honorarium, as follows:

Office	$ (monthly)	$ (yearly)
Mayor	778.00	9336.00
Deputy Mayor*	466.00	n/a
Councillor	414.00	4968.00

* Effective only for the period during which the office of Deputy Mayor is held.

4.2 Per Diems
4.2.1
Effective January 1, 2025, re: resolution 3.b moved at the Council Organization Meeting of October 28, 2024, elected officials receive a per diem, as follows:

This is remuneration made for attending (and travel time to) the meetings of Council, Council Committees and for performing other municipal duties as required by nature of holding public office.

Office	$ (per hour*)	$ (per ½ hour*)
Mayor	50.00	$25.00
Councillor	50.00	$25.00

* calculated to the nearest hour or ½ hour.

4.2.2
Claimable Per Diems include:

a) Regular Council Meetings, Special Council Meetings, Organizational Meetings of Council,
b) Council Committee meetings that an elected official has been appointed to,
c) Boards, Commissions, Society meetings that an elected official has been appointed to,
d) Public Hearings,
e) Conferences, Conventions, Education Sessions, Seminars and Workshops,
f) Community partner meetings,
g) Ministerial meetings.

4.2.3
Non-Claimable Per Diems include:

a) An honorarium or per diem may be accepted from other organizations (eg: where an elected official serves on a Regional Commission) however the per diem provided for by the Town in 4.2.1 cannot be claimed if a payment is already received from another organization.
b) Where an elected official attends a meeting to which they are not the designated / alternate Council representative.

4.2.4
Members are not limited in the number of educational or development activities they may attend however the total cost of all Council per diems may not exceed the total sum provided for these expenditures within the Town's Operating Budget for that year.

4.2.5
The cost of Councillor representation at conferences and conventions may not exceed the total sum provided for these expenditures within the Town's Operating Budget for that year.

4.2.6
Attendance at special events, social events, golf tournaments, facility tours, and galas etc will not receive a per diem payment.

4.2.7
The Mayor may, at his / her discretion, claim per diem up to a maximum of two hours for a single appearance when invited to make public appearances in an official capacity.

4.3 Expenses
4.3.1
Provision will be made to cover an allowance for travel, subsistence and for expenses occurred in the fulfillment of duties.

Effective January 1, 2025, re: resolution 3.b Organizational Meeting of Council, October 28, 2024.

Expense			Notes
Breakfast	$20.00	Per day	if departed before 7:30am
Lunch	$20.00	Per day	if departed before 1:00pm
Supper	$50.00	Per day	if departed after 4.00pm
Gratuities on Meals	Max 15%		
Mileage Allowance	$0.65	Per km	use of personal vehicle
Travel & Accommodation	cost recovery		(refer to 4.3.2 below)

4.3.2
Original itemized receipts must be submitted in respect of all expenses claimed.

The repayment of expenses will reflect the face value of the receipt(s) submitted.

Expenses will not be paid for any part / value that exceeds the maximum allowance per day.

4.3.3
Travel expenses to attend official functions are authorized by the inherent nature of this policy.

Council members must, however, demonstrate fiscal responsibility when making reservations for travel and accommodation. The most economic, efficient, or practical means should be sought.

The cost of Council members' travel and accommodation may not exceed the total sum provided for these expenditures within the Town's operational budget for that year.

4.3.4
All miscellaneous expenses, including but not limited to, vehicle parking, hotel internet fees, registration fees, and secretarial services (photocopying) may be claimed where valid and applicable.

For all miscellaneous expenses claimed an itemized printed receipt must be attached to the Councillor Timesheet / Expenses Claim Form. Photocopies of credit card statements are not acceptable. Customer / Merchant cash summary receipts are not acceptable.

4.3.5 Non allowable expenses.
The following expenses cannot be claimed:

a) Fines, penalties, or liabilities as a result of a traffic violation or an offence committed under the Alberta Traffic Safety Act (or any other Provincial Act) or bylaw.
b) Liquor expenses,
c) Fund raising donations, charitable donations, gifts, and any form of gaming or gaming entertainment,
d) Attendance, and travel to, special events, social events, political party functions, fund raising functions, sporting tournaments, facility tours, galas and parades do not qualify to receive payment for expenses incurred,
e) Spousal expenses including travel, meals, registrations, tickets, and fees are considered personal expenses and cannot be claimed.

4.4 Cost of Living Allowance (COLA)
Effective January 1, 2026, re: resolution 3.c Organizational Meeting of Council, October 28, 2024, Council may award a Cost-of-Living Allowance increase to the honorarium (base remuneration) and / or the per diem rates annually, by resolution, in parity with any COLA increase or decrease in Town Administration payroll.

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5 EXPENSE SUBMISSION & REIMBURSEMENT PROCESS

5.1
Council members must submit their timesheets according to the processing / payroll deadlines set by Administration.

5.2
Timesheet / expenses claim forms will be provided by Administration.

5.3
Timesheet / expenses claim forms submitted by Councillors must be approved by the Mayor.

5.4
Timesheet / expenses claim forms submitted by the Mayor must be approved by the CAO.

5.5
In the event of a dispute over a submitted expense "Council as a Whole" shall review the expense and determine its validity and eligibility for reimbursement.

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6 REMUNERATION PROCESSING

6.1
Remuneration will be processed via the Town's payroll system.

6.2
Remuneration will be paid on the 15th day of each month by direct credit transfer.

6.3
Remuneration deductions will be made by Administration in accordance with all applicable Canada Revenue Agency requirements or any other statutory enactment or court order made on earnings.

6.4
A deduction will be made to Alberta Municipalities in respect of a basic life insurance policy premium.

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7 REMUNERATION REVIEW

7.1
A remuneration review will occur every general election year or midterm if Council agree to do so by resolution made in a Regular Meeting of Council.

7.2
Revised remuneration rates will become effective in the first pay period following formal approval of the Town's Operating Budget for that year or by Council resolution.

7.3
The process for conducting a remuneration review is outlined in Schedule A of this Policy, "Council Remuneration Review Committee – Terms of Reference".

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8 AUTHORITY / RESPONSIBILITIES

8.1
The CAO is responsible for providing resources and implementing procedures to ensure this policy is effective in its operation.

8.2
Council will consider recommendations put forward by the Council Remuneration Review Committee.

Council may accept, reject, or modify (in full or part) any proposals made by the Council Remuneration Review Committee.

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9 SUPPLEMENTARY INFORMATION

9.1 Related Documentation

Schedule A — Council Remuneration Review Committee – Terms of Reference.

9.2 Additional Information

Questions or concerns relating to this Policy should be directed to the Chief Administrative Officer:

Tel: 403 224 3395
E-mail: cao@bowden.ca

9.3 Policy Specifics

Policy Number	05 / 2024
Policy Title	Elected Officials Remuneration, Benefits & Expenses Policy
Policy Type	Council
Supersedes / Revokes	Policy 07 / 2023
Document produced by:	Arno Glover
Date Policy Passed	Regular Council Meeting of December 9, 2024
Council Resolution #	7.b
Date Policy Effective	Immediate upon signature by Mayor & CAO
Policy Review Date	Qtr 4, 2025
Distribution:	Mayor / Councillors / CFO / CAO / Town Web Site

9.4 Policy Revision History

Any proposed changes that materially affect this policy in principle or substance (including remuneration) can only be made by Council motion.

Any change to this policy to:

i. correct clerical, grammatical or typographical errors, or
ii. clarify context or meaning,

can be made with the CAO's approval.

All revisions to this policy must be recorded below.

The version control number of this document must be amended accordingly.

Date	Version Control #	Description of Change	Section
14 Nov 2023	2	Amendment to Expenses	4.3.1
14 Nov 2023	2	New section reference COLA increases	4.4
28 Nov 2024	3	Amendment to honorariums, per diems, expenses, and COLA.	4.1 / 4.2 / 4.1 / 4.3.1 / 4.3.3 / 4.4

9.5

Signed:

Robb Stuart
Mayor

Arno Glover,
Chief Administrative Officer

SCHEDULE A
Council Remuneration Review Committee – Terms of Reference

A1
Legality
The Town of Bowden Council Remuneration Review Committee is an ad-hoc committee (this is not a Council Committee).

A2
Purpose
The purpose of the Council Remuneration Review Committee is to review the Elected Officials' Remuneration, Benefits & Expenses Policy and to make recommendations to Council in relation to proposed changes in the remuneration of the elected officials.

A3
Committee Membership
Membership of the Council Remuneration Review Committee will consist of three volunteer residents from the Town of Bowden. Appointments to the committee will be ratified by Council resolution.

The CAO (or designated deputy) will act in an advisory role to the Committee and will provide any information necessary to the Committee to fulfill their duties.

A4
Meetings
The Council Remuneration Review Committee will meet in the third quarter (July to September) of any year in which a general election occurs or whenever deemed necessary as resolved by Council motion.

The frequency and dates of meetings will be at the discretion of the Committee as deemed necessary.

By reason of being an "ad hoc committee", the Council Remuneration Review Committee will be dissolved once a recommendation to Council has been submitted.

A5
The Council Remuneration Review Committee may consider all or some of the following factors in determining their recommendations:

a) previous pay awards (when / how much),
b) the existence of any policy directives,
c) comparative studies with other Town's compensation awards,
d) financial factors (eg: current state of the Town's financial health, debt burden, reserves),
e) external factors such as forecast inflation, the Consumer Price Index, local market conditions, economic indicators, community sentiment / perceptions.

A6
Reporting & Records
The Council Remuneration Review Committee will submit a written report of their recommendations to the CAO, no later than the 1st day of October for inclusion on the agenda of the annual Organizational Meeting of Council.

A review of Councillor's remuneration should be objective and made without any commentary on a perception of Councillor's efficacy or productivity.

BOWDEN

NEW BUSINESS (1)

Regular Council Meeting: 2026-11-09	**Agenda Item**: 8.a
Prepared by: CAO	**Approved By:** Mayor
Report Type: Information/RFD	**Attachment(s)**: email October 19th Bowden Golf Club.

8.a Bowden Golf Advertising Renewal = $850.

I wanted to reach out and let you know that the Town of Bowden's hole sign on #1 as well as the cart advertising at The Bowden Hi-Way Golf Course has now expired. We really appreciate the Town's support over the past few years and would love to have you back for another term.

A 3 year renewal for the hole sign $850 plus GST, which would keep your sign up on #1 for the next three seasons.

We have a new pricing structure for the cart advertising which I have attached below. There are now 1 to 5 year options with more of a discount for committing to more years.

Term	Total price (GST not included)	Discount	Advertiser saves
1 year	$500	None	$0
2 years	$950	5%	$50
3 years	$1,350	10%	$150
4 years	$1,700	15%	$300
5 years	$2,000	20%	$500

Just let me know what the Town decides and I can get everything set up. If you have any questions, feel free to reply here.

Cheers,

Recommended Motions:

8.a Bowden Golf Advertising Renewal = $850.

Motion 8.a
MOVED by Councillor _____ that Council receive, accept and approve a new Town of Bowden Hole sign as part of the Bowden Golf advertising renewal for another 3-year term in the amount of $850.00

BOWDEN

NEW BUSINESS (2)

Regular Council Meeting: 2026-11-09	**Agenda Item**: 8.b
Prepared by: CAO	**Approved By:** Mayor
Report Type: Information/RFD	**Attachment(s)**: email November 3rd Red Deer County – 2027-2030 Municipal Services Agreement DRAFT with Red Deer County.

8.b 2027-2030 Municipal Services Agreement - Town of Bowden - FOR REVIEW.

i. See attached the November 3 email.
ii. See attached the actual DRAFT agreement.

Recommended Motions:

8.b 2027-2030 Municipal Services Agreement Red Deer County (for Review).

Motion 8.b
MOVED by Councillor _____ that Council receive, accept and approve the 2027-2030 Municipal Services Agreement (to provide planning, development and safety codes services) with Red Deer County as presented in writing by Red Deer County Planning & Development.

MUNICIPAL SERVICES AGREEMENT

THIS AGREEMENT made this _____ day of _____ 2026.

BETWEEN:

RED DEER COUNTY
(Hereinafter referred to as the "County")

And

TOWN OF BOWDEN
(Hereinafter referred to as the "Town")

WHEREAS the Town wishes to engage the County to provide the planning, development and safety codes services described in section 2 of this Agreement (the "Services");

AND WHEREAS the County has agreed to provide the Services to the Town on the terms and conditions set out in this Agreement;

AND WHEREAS the parties wish to set out their respective responsibilities in relation to the County's provision of the Services;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and conditions herein contained and to be performed by the parties hereto, the parties agree as follows:

DEFINITIONS

1. In this Agreement:

    a. "MGA" shall mean the Alberta *Municipal Government Act*, as amended from time to time;

    b. "SCA" shall mean the Alberta *Safety Codes Act*, as amended from time to time;

    c. "Term" means the period commencing on January 1, 2027, and ending on December 31, 2030, unless earlier terminated in accordance with this Agreement.

    d. "JQMS" means the Joint Quality Management System applicable to the Town and administered by the County in accordance with the SCA.

    e. "Services" means the services to be provided by the County under section 2 of this Agreement.

SERVICES

2. The Town hereby engages the County to perform and the County hereby agrees to provide the following services through its staff and contractors, in accordance with the terms of this Agreement:

    a. **Subdivision Services** – The County shall receive, circulate, review, and process all subdivision applications for the Town and prepare reports and recommendations for consideration by the Town of Bowden Municipal Planning Commission. The Town of Bowden Municipal Planning Commission, as the Subdivision Authority for the Town, shall approve or refuse subdivision applications, with or without conditions, in accordance with the MGA, the Town of Bowden Municipal Development Plan, the Town of Bowden Land Use Bylaw, and the Subdivision and Development Regulation, as amended from time to time.

    b. **Land Use Redesignation Services –** The County shall receive, circulate, review, and process applications to amend the Town of Bowden Land Use Bylaw, specific to land use redesignation applications, and shall prepare reports and recommendations for consideration by Town Council. Town Council shall consider and decide whether to give first reading, hold a public hearing, give further readings, adopt, defeat, or otherwise deal with a proposed Land Use Bylaw amendment in accordance with the MGA, the Town of Bowden Municipal Development Plan, the Town of Delburne Land Use Bylaw, and other applicable legislation.

    c. **Development Services** – The County shall receive, circulate, review, and process all development permit applications for the Town. Development Officers employed or engaged by the County and appointed by the Town shall approve or refuse permitted-use development permit applications involving a variance of five percent (5%) or less, with or without conditions, in accordance with the MGA, the Town of Bowden Municipal Development Plan, the Town of Bowden Land Use Bylaw, and the Subdivision and Development Regulation, as amended from time to time.

        All discretionary-use development permit applications and permitted-use development permit applications requiring a variance greater than five percent (5%) shall be considered and approved or refused, with or without conditions, by the Town of Bowden Municipal Planning Commission.

    d. **Real Property Report Review Services** – The County shall receive, review, and provide written comments on Real Property Reports submitted to the Town for planning and land use purposes. The County's review may identify apparent compliance or non-compliance with the Town of Bowden Land Use Bylaw, including setbacks, building location, accessory buildings, projections, encroachments, and other applicable land use requirements.

        The County's review and comments are based solely on the information shown on the Real Property Report and records reasonably available to the County. The County does not conduct a site inspection, survey, title review, or legal review and does not verify the accuracy, completeness, or currency of the Real Property Report. The County's comments do not constitute a surveyor's certificate, legal opinion, development permit, compliance certificate, or confirmation that a property

complies with all applicable legislation, bylaws, permits, easements, restrictive covenants, or other legal requirements.

Where a Real Property Report identifies an apparent non-compliance, the County may advise the Town and property owner of available planning options, which may include confirmation of an existing approval, an application for a development permit or variance, removal or alteration of a structure, or other action as determined appropriate by the Town.

e. **Safety Code Services –**The County shall administer the JQMS for the Town with respect to building, electrical, gas, and plumbing disciplines, in accordance with the SCA, applicable regulations and the JQMS. For clarity, fire safety codes services are not included in the Services under this Agreement and are addressed separately under a separate agreement between the Parties.

f. **Additional Services** – At the Town's request, the County may provide additional planning, development, GIS, economic development, engineering, safety codes, administrative, technical, advisory, or related services that are not expressly included in the Services.

Before commencing any additional services, the Town shall submit a request to the County's Director of Planning and Development and/or Development Officer. The County shall determine whether the necessary staff capacity, expertise, and other resources are available to provide the requested services.

The County's confirmation that resources are available does not authorize the County to begin work or incur costs unless the Town has authorized the requested work in writing. Where the requested work is anticipated to be substantial, ongoing, specialized, or likely to result in material costs, the County may require a Project Management Plan or other written scope of work, setting out the scope, estimated costs, timelines, staffing requirements, and other applicable terms, before commencing work.

Additional services approved by the County and authorized by the Town shall be billed in accordance with the applicable hourly rates, travel charges, and other cost-recovery provisions set out in this Agreement.

TOWN RESPONSIBILITIES

3. In order to accommodate the County's provision of services under the Agreement, the Town shall:

a. Ensure that its bylaws and Council appointments establish the Town of Bowden Municipal Planning Commission as the Subdivision Authority for the Town and authorize an employee or contractor of the County, appointed by the Town, to execute subdivision-related documents on behalf of the Subdivision Authority, where permitted by applicable legislation.

b. Appoint Development Officers employed or engaged by the County to receive, process, approve, or refuse development permit applications in accordance with section 2(b) of this Agreement. The Town of Bowden Municipal Planning

Commission shall retain authority to decide all discretionary-use development permit applications and permitted-use development permit applications requiring a variance greater than five percent (5%).

c. Continue to participate in the JQMS and authorize the County to administer the JQMS for the building, electrical, gas, and plumbing disciplines within the Town, in accordance with the SCA and the JQMS.

d. Provide the County with the opportunity to present routine Municipal Planning Commission and Council reports by virtual attendance or through an onsite County staff member, as determined by the County in consultation with the Town. The Town shall provide reasonable advance notice of meeting dates, agenda deadlines, report requirements, and any changes affecting the scheduled consideration of an application or report. Where onsite attendance is requested or reasonably required, County staff time, travel time, mileage, and reasonable travel-related expenses shall be billed in accordance with section 7 of this Agreement.

e. For the purpose of completing Real Property Report reviews, provide the County with all relevant property information, records, permits, plans, correspondence, and other documentation reasonably requested by the County within one (1) to five (5) working days after receiving the County's request. The applicable response period shall be determined by the County based on the nature, complexity, and urgency of the review. The County's completion timeline for the Real Property Report review shall be extended by any delay in receiving the requested information from the Town.

COUNTY'S RESPONSIBILITIES

4. The County shall deliver the Services in a timely and professional manner and in accordance with applicable legislation, including the MGA, the Subdivision and Development Regulation, the SCA, the JQMS, and the Town's applicable bylaws, statutory plans, and policies.

5. The County shall be responsible for managing and directing the provision of the Services by its employees and contractors. The County's Chief Administrative Officer, or their designate, shall have overall responsibility for the management and direction of County employees and contractors providing Services under this Agreement.

FEES AND COST RECOVERY

6. Application Fees

The County shall retain all fees received in respect of subdivision applications, development permit applications, safety codes applications, and planning applications processed or administered by the County under this Agreement, in lieu of additional management fees. Fees for such services shall be charged in accordance with the Red Deer County Fee Bylaw, as amended from time to time. Application fees for Real Property Report review services shall be charged in accordance with the Red Deer County Fee Bylaw, as amended from time to time, and shall be retained by the County.

For clarity, planning application fees may apply to applications including, without limitation, applications to amend the Town of Bowden Land Use Bylaw, land use redesignation applications, applications to adopt or amend an Area Structure Plan, and other statutory-plan or land-use-planning applications. Where an applicable planning application fee is charged and retained by the County, the Town shall not be charged hourly fees under section 7 for the County's routine processing, circulation, review, reporting, and administration of that application.

If the Town requests services beyond the routine processing of the application, including additional research, public-engagement support, specialized analysis, preparation of a Project Management Plan, engineering review, GIS work, or other additional services, those services may be provided and billed in accordance with sections 2(d) and 7.

7. Long Range Planning, Development Authority Appeal Support, Pre-Application, and Advisory Services

   a. The Town shall pay the County for Long Range Planning services at a rate of $75.00 per hour.

   b. Subject to section 2(d), the Town shall pay the County for County staff assistance, analysis, technical advice, professional input, or other services requested outside of a formal application process. This includes, without limitation:
      - pre-application meetings and preliminary project discussions;
      - requests for planning, development, GIS, economic development, engineering, safety codes, or other technical advice;
      - responses to questions or requests submitted by Town Council, Town administration, Town residents, landowners, developers, businesses, or other persons concerning matters within the Town; and
      - feasibility reviews, site-specific analysis, technical review, and other advisory services.

   c. Development Authority Appeal Support

      In addition to this Agreement, appeal-related services shall be provided in accordance with the Subdivision and Development Appeal Board Services Agreement.

      Where an appeal is filed in respect of a decision made by the Town acting as the Development Authority, the Town shall reimburse the County for all costs incurred by the County in providing staff support throughout the appeal process. Such costs include, without limitation, staff time for file review, report preparation, coordination, attendance at appeal hearings, presentation of the application file, staff reports, professional evidence, or recommendations, and the provision of administrative, planning, technical, GIS, safety codes, or other professional support.

      County services shall be billed at the applicable hourly rates set out in this Agreement. The Town shall also reimburse the County for travel time, mileage, reasonable travel-related expenses, and all direct third-party costs incurred in relation to the appeal, including consultant, legal, advertising, administrative, and document-production costs, where applicable.

In the event of any conflict between this Agreement and the Subdivision and Development Appeal Board Services Agreement respecting appeal-related services, the Subdivision and Development Appeal Board Services Agreement shall prevail to the extent of the conflict.

d. Services provided by a Development Officer, Planner, GIS Specialist, Economic Development Officer, or equivalent County staff member shall be billed at **$75.00 per hour**.

e. Services provided by a Director, Manager, Safety Codes Officer, Engineer, or equivalent County staff member shall be billed at **$100.00 per hour**.

f. Travel time required to provide Services under this Agreement shall be billed at the applicable hourly rate. The Town shall also reimburse the County for mileage and reasonable travel-related expenses incurred in accordance with the County's applicable policies, as amended from time to time.

g. Subject to section 2(d), the County may invoice the Town for approved ad hoc advisory services at the applicable hourly rate without a prior Project Management Plan. The County shall make reasonable efforts to advise the Town when a request is expected to require significant staff time or result in material costs.

h. All services billed under this Agreement shall be recorded and invoiced in increments of fifteen (15) minutes. Time spent will be rounded to the nearest fifteen (15) minutes for billing purposes.

i. For projects requiring substantial, ongoing, or specialized work, the scope, estimated budget, required staff resources, timelines, and other applicable terms shall be set out in a Project Management Plan or other written scope of work agreed to by the County and the Town Chief Administrative Officer before the work proceeds. Where required by the Town's policies, bylaws, or delegated authorities, the Project Management Plan shall also be approved or endorsed by Town Council.

j. For clarity, the services described in this section are separate from, and are not included in, the County's processing or review of formal subdivision, development permit, or safety codes applications submitted under this Agreement.

k. The County shall invoice the Town for amounts payable under this Agreement at such intervals as the County considers appropriate. The Town shall pay each undisputed invoice within thirty (30) days after receipt. Where the Town disputes an invoice, it shall notify the County in writing within fifteen (15) days after receipt of the invoice, identifying the disputed amount and the reasons for the dispute. The Town shall pay the undisputed portion of the invoice when it is due.

l. The Village shall be responsible for, and shall reimburse the County for, all reasonable third-party costs incurred by the County in connection with the provision of Services under this Agreement, including all costs associated with professional consultants and advisors. Such costs include, without limitation, legal, engineering, planning, environmental, geotechnical, surveying, architectural, financial, communications, public-engagement, appraisal, technical, and other specialized professional services. These costs are separate from, and in addition to, any County

staff time, travel, mileage, application fees, or other amounts payable under this Agreement.

RELATIONSHIP BETWEEN THE PARTIES

8. Nothing in this Agreement shall be construed to create an employment, partnership, joint venture, or agency relationship between the Parties, except to the extent expressly provided in this Agreement, required by applicable legislation, or arising from an appointment made by the Town under its bylaws or resolutions. The County is not authorized to bind the Town or incur obligations on the Town's behalf except as expressly authorized in writing by the Town or as required to perform the Services.

   For clarity, the Town remains responsible for its bylaws, statutory plans, appointments, delegations, and decisions made by the Town Council, the Town of Bowden Municipal Planning Commission, or any other Town decision-making authority.

RECORDS, ACCESS TO INFORMATION, AND PRIVACY

9. The Town and the County are public bodies for the purposes of POPA and ATIA. The Parties acknowledge that Alberta's Protection of Privacy Act, SA 2024, c P-28.5 (POPA), and the Access to Information Act, SA 2024, c A-1.4 (ATIA), as amended, apply to all information and records arising from this Agreement and the Services. Each Party will comply with POPA, ATIA, and all other applicable laws in the collection, use, disclosure, retention, safeguarding, and disposal of Records and Personal Information. For this section, "Records" means all recorded information in any form created, received, or maintained in connection with this Agreement, and "Personal Information" has the meaning given in POPA.

10. Records may be subject to access-to-information requests, disclosure and retention requirements, legal process, audit, and oversight. Nothing in this Agreement limits either Party from using or disclosing information where required or authorized by law. The Parties will cooperate reasonably to meet these obligations, including providing timely notice and assistance where permitted by law.

11. Subject to applicable legislation, the Town is entitled, on request, to copies of application files, reports, and other Records prepared by the County in delivering the Services. The County may retain copies of those Records, together with its operational, administrative, financial, technical, working, and supporting Records, in accordance with its records retention schedule and legal obligations.

12. The County will maintain and follow its Privacy Management Program (PMP), including appropriate administrative, technical, and physical safeguards; rules for the use of automated systems; and rules governing the creation, disclosure, and use of de-identified or non-personal information. Where Town personnel access the County's systems or Records under this Agreement, they will comply with the County's PMP and complete mandatory training on their obligations under POPA.

INDEMNITY

13. The Town shall indemnify and save harmless the County and its successors and assigns from and against all losses, liabilities, damages, costs, and expenses arising directly or indirectly from the County's performance of its obligations under this Agreement, including:

    a. costs of defending, counterclaiming, or claiming against third parties in relation to any action or matter, including legal fees, costs, and disbursements on a solicitor-and-client basis and at all court levels; and

    b. any cost, liability, or damage arising from a settlement of an action entered into by the County on behalf of the Town.

    This indemnity does not apply to the extent that a loss, liability, damage, cost, or expense is caused by the negligence, wilful misconduct, or breach of this Agreement by the County or its employees, contractors, or agents.

TERMINATION

14. Subject to the MGA, either Party may terminate this Agreement without cause upon ninety (90) days' written notice to the other Party.

15. Either Party may terminate this Agreement for cause by written notice if the other Party materially breaches this Agreement and fails to remedy the breach within thirty (30) days after receiving written notice describing the breach and the required remedy.

ARBITRATION

16. Except for matters that are subject to a statutory appeal, judicial review, injunction, or other remedy required or permitted by applicable legislation, any dispute arising out of or relating to this Agreement that cannot be resolved by the Parties shall be resolved by arbitration in accordance with the following provisions:

    a. A Party wishing to refer a dispute to arbitration shall provide written notice to the other Party describing the nature of the dispute, the relevant facts, and the relief or remedy sought.

    b. Within fifteen (15) business days after receipt of the notice to arbitrate, the Parties shall jointly appoint one (1) arbitrator.

    c. If the Parties are unable to agree on the appointment of an arbitrator within the period set out in subsection 15(b), either Party may apply to the Court of King's Bench of Alberta for the appointment of an arbitrator in accordance with the *Arbitration Act*, RSA 2000, c A-43, as amended from time to time.

    d. The arbitrator shall determine the procedure for the arbitration and shall conduct the arbitration in a fair, efficient, and timely manner. The Parties shall cooperate with the arbitrator and each other to facilitate the prompt resolution of the dispute.

e. The arbitrator shall make a final determination of the dispute within sixty (60) days after the arbitrator's appointment, unless the Parties agree in writing to extend that period or the arbitrator determines that additional time is reasonably required due to the nature or complexity of the dispute.

f. The decision of the arbitrator shall be final and binding on the Parties.

g. The arbitrator may determine the allocation of the costs of the arbitration, including the arbitrator's fees and expenses and the reasonable legal costs of the Parties.

h. The arbitrator shall not amend, vary, or otherwise alter the terms of this Agreement, but may interpret and apply the terms of this Agreement in determining the dispute.

i. Except as otherwise provided in this Agreement, the *Arbitration Act*, RSA 2000, c A-43, as amended from time to time, shall apply to any arbitration conducted under this section.

NOTICE

17. Any notice, request, approval, consent, direction, or other communication required or permitted under this Agreement shall be in writing and delivered personally, by courier, by registered mail, or by email to the Chief Administrative Officer of the receiving Party, at the address or email address designated by that Party from time to time.

A notice delivered personally or by courier shall be deemed received on the date of delivery. A notice sent by registered mail shall be deemed received five (5) business days after mailing. A notice sent by email shall be deemed received on the business day it is transmitted, provided that the sender does not receive an automated delivery-failure notice or other notice confirming that the email was not delivered.

Where notice is provided by email, the sending Party shall forward a copy of the notice by regular mail or registered mail to the receiving Party's address as soon as reasonably practicable. The mailing of a copy is for confirmation purposes only and does not affect the validity or effective date of the notice delivered by email.

Either Party may change its notice address or email address by providing written notice to the other Party in accordance with this section.

The County's notice information is:
Red Deer County
Attention: Chief Administrative Officer
38106 Range Road 275
Red Deer County, Alberta T4S 2L9
Email: cao@rdcounty.ca

The Town's notice information is:
Town of Bowden
Attention: Chief Administrative Officer
2101-20 Ave
Bowden, Alberta T0M 0K0
Email: cao@bowden.ca

FURTHER ASSURANCES

18. The Parties agree to do such things and execute such further documents, agreements and assurances as may be reasonably necessary from time to time in order to carry out the terms and conditions of this Agreement in accordance with their true intent.

AMENDMENTS

19. This Agreement may be amended by the written approval of both Parties.

SEVERANCE

20. All provisions of this Agreement shall be treated as separate and distinct and if any provision hereof is declared invalid, the other provisions shall nevertheless remain in full force and effect.

IN WITNESS WHEREOF the Town and County hereunto set their corporate seals duly attested to by the hands of their properly authorized officers

RED DEER COUNTY (corporate seal)

_____

Chief Administrative Officer

TOWN OF BOWDEN (corporate seal)

_____

Chief Administrative Officer

BOWDEN

Financials (1)

Regular Council Meeting: 2026-11-09	**Agenda Item**: 9.a
Prepared by: CFO	**Approved By:** CFO/CAO
Report Type: Information	**Attachment(s)**: YTD Financials for Budget prep & Audit Engagement 2026 (email Nov 3, 2026).

9.a YTD Financials for Budget 2027 prep / Audit Engagement 2026.

i. See YTD numbers – Actuals up to the end of October 2026.
ii. See the Audit Engagement Letters from BDO for Audit 2026.

Recommended Motions:

9.a YTD Financials and Audit 2026 Engagement.

Motion 9.a (i)
MOVED by Councillor _____ that Council receive, accept and approve the YTD Financials (Revenue and Expenses October 31st, 2026) as presented in writing by Finance.

Motion 9.a (ii)
MOVED by Councillor _____that Council receive, accept and approve the Audit Engagement Letter and Financial Information Return Letter for the 2026 Audit as presented in writing by BDO Canada LLP.

TOWN OF BOWDEN

APPROVED JANUARY 21, 2026

For the Period Ending October 31, 2026

General Ledger	Description	2026 Actual	2026 Budget	2026 % Variance
TAX REVENUES				
1-00-110-00	MUNICIPAL TAXES - RESIDENTIAL	863,772.47	863,772.49	99.99
1-00-111-00	MUNICIPAL TAXES - NON-RESIDENTIAL	261,329.51	261,903.88	99.78
1-00-111-01	MUNICIPAL TAXES - FARM	431.14	76.34	564.76
1-00-112-00	SCHOOL TAXES - RESIDENTIAL	346,136.02	351,079.88	98.59
1-00-113-00	SCHOOL TAXES - NON-RESIDENTIAL	72,942.58	73,558.54	99.16
1-00-114-00	DIP REQUISITION	259.23	211.39	122.63
1-00-115-00	POLICE FUNDING	69,797.50	79,157.00	88.17
1-00-510-00	PENALTIES - TAXES	20,045.66	20,000.00	100.22
*	**TOTAL TAX REVENUES**	**1,634,714.11**	**1,649,759.52**	**99.09**
OTHER REVENUES				
1-00-340-00	PROVINCIAL FINES REVENUES	4,817.00	6,500.00	74.10
1-00-540-00	FRANCHISE FEES-FORTIS	103,045.00	144,800.00	71.16
1-00-540-01	FRANCHISE FEES-ATCO	45,301.04	78,790.00	57.49
1-00-550-00	RETURN ON INVESTMENT	35,468.25	85,000.00	41.72
*	**TOTAL OTHER REVENUES**	**188,631.29**	**315,090.00**	**59.87**
GRANT REVENUES				
1-12-740-01	GRANT-RED DEER COUNTY REC	97,804.00	97,803.00	100.00
1-12-840-02	MSI/LGFF OPERATING GRANT	162,042.00	162,042.00	100.00
*	**TOTAL GRANT REVENUES**	**259,846.00**	**259,845.00**	**100.00**
ADMINISTRATIVE REVENUES				
1-12-411-00	TAX CERTIFICATES	1,950.00	2,000.00	97.50
1-12-522-00	BUSINESS LICENSES	1,625.00	2,500.00	65.00
1-12-590-00	OFFICE PRINTING SERVICES	28.56	20.00	142.80
1-12-840-01	STEP GRANT	0.00	4,200.00	0.00
1-12-900-00	MISC INCOME	0.00	0.00	0.00
1-12-920-00	TRANS FROM RESERVES	72,918.10	72,918.10	100.00
1-12-990-00	OTHER INCOME-(NSF FEES)	612.02	650.00	94.15
1-12-990-01	PENALTIES-ACCOUNTS RECIEVABLE	156.97	650.00	24.14
1-12-990-02	CREDIT CARD SURCHARGE 3%	341.86	150.00	227.90
*	**TOTAL ADMINISTRATIVE REVENUES**	**77,632.51**	**83,088.10**	**93.43**
BYLAW REVENUES				
1-26-530-00	FINES - BYLAW ENFORCEMENT	0.00	100.00	0.00
*	**TOTAL BYLAW REVENUES**	**0.00**	**100.00**	**0.00**
ANIMAL REVENUES				
1-27-525-00	DOG LICENSES	465.00	2,000.00	23.25
1-27-530-00	FINES - DOG	0.00	50.00	0.00
*	**TOTAL ANIMAL REVENUES**	**465.00**	**2,050.00**	**22.68**
PUBLIC WORKS REVENUE				
1-31-990-00	OTHER INCOME - PUBLIC WORKS	4,834.50	200.00	2,417.25

TOWN OF BOWDEN

APPROVED JANUARY 21, 2026

For the Period Ending October 31, 2026

General Ledger	Description	2026 Actual	2026 Budget	2026 % Variance
*	**TOTAL PUBLIC WORKS REVENUE**	**4,834.50**	**200.00**	**2,417.25**
	WATER REVENUES			
1-41-410-00	SALE OF WATER	273,484.88	350,000.00	78.13
1-41-410-01	BULK WATER SALES	6,387.02	12,000.00	53.22
1-41-490-00	SALE OF WATER METERS	2,376.00	1,000.00	237.60
1-41-510-00	PENALTIES - WATER	4,190.27	5,000.00	83.80
1-41-510-01	ACCOUNT SET UP FEE-WATER	450.00	500.00	90.00
1-41-990-00	OTHER INCOME - WATER	900.00	1,200.00	75.00
*	**TOTAL WATER REVENUES**	**287,788.17**	**369,700.00**	**77.84**
	SANITARY SEWER REVENUES			
1-42-410-00	SALE OF SANITARY SEWER	277,570.35	352,000.00	78.85
1-42-410-01	RV DUMP	812.35	800.00	101.54
1-42-410-03	SEWER INCOME-SRDRW	28,163.52	28,000.00	100.58
*	**TOTAL SANITARY SEWER REVENUES**	**306,546.22**	**380,800.00**	**80.50**
	SOLID WASTE REVENUES			
1-43-410-00	SOLID WASTE COLLECTIONS	55,044.02	78,000.00	70.56
*	**TOTAL SOLID WASTE REVENUES**	**55,044.02**	**78,000.00**	**70.57**
	RECYCLING REVENUES			
1-44-410-00	RECYCLING/ ORGANICS INCOME	51,346.92	72,000.00	71.31
1-44-410-01	ELECTRONICS RYCLING INCOME	307.13	800.00	38.39
1-44-410-02	RECYCLING CIRCULAR MATERIALS	16,991.52	23,000.00	73.87
*	**TOTAL RECYCLING REVENUES**	**68,645.57**	**95,800.00**	**71.66**
	FCSS REVENUES			
1-51-850-00	CITY OF RED DEER FCSS FUNDING	66,762.00	66,762.00	100.00
1-51-860-00	FCSS JOINT EVENTS	0.00	0.00	0.00
1-51-860-01	COMMUNITY GARDEN	378.00	400.00	94.50
1-51-860-02	VOLUNTEER SUPPER GRANT	1,200.00	600.00	200.00
1-51-860-03	FAMILY DAY MOVIE	1,000.00	0.00	0.00
1-51-860-04	COOKING ON A BUDGET	0.00	100.00	0.00
1-51-860-05	CVITP GRANT	0.00	750.00	0.00
1-51-860-06	MISC DONATION OTHER PROGRAMS	0.00	100.00	0.00
*	**TOTAL FCSS REVENUES**	**69,340.00**	**68,712.00**	**100.91**
	CEMETERY REVENUES			
1-56-410-00	OPEN\CLOSE	3,025.00	3,500.00	86.42
1-56-410-01	SALE OF PLOTS/VAULTS	1,980.00	2,500.00	79.20
1-56-410-02	SALE OF COLUMBARIUM NICHE	5,170.00	4,500.00	114.88
1-56-850-00	RED DEER COUNTY CEMETERY GRANT	5,000.00	5,000.00	100.00
1-56-990-00	OTHER INCOME-CEMETERY	534.80	0.00	0.00
*	**TOTAL CEMETERY REVENUES**	**15,709.80**	**15,500.00**	**101.35**
	ECONOMIC DEVELOPMENT REVENUES			

BOWDEN

TOWN OF BOWDEN

APPROVED JANUARY 21, 2026

For the Period Ending October 31, 2026

General Ledger	Description	2026 Actual	2026 Budget	2026 % Variance
1-63-990-00	OTHER INCOME-NEWSLETTER ADVERTISING	942.00	1,300.00	72.46
*	**TOTAL ECONOMIC DEVELOPMENT REV**	**942.00**	**1,300.00**	**72.46**
	LAND REVENUES			
1-66-560-00	RENTAL INCOME	6,600.00	7,800.00	84.61
1-66-490-00	SALE OF LOTS	0.00	0.00	0.00
1-66-920-00	TRANS FROM RESERVES-LAND	0.00	0.00	0.00
*	**TOTAL LAND REVENUES**	**6,600.00**	**7,800.00**	**84.62**
	PARADE REVENUES			
1-70-860-00	TRANS FROM ORGANIZATIONS	1,000.00	1,000.00	100.00
*	**TOTAL PARADE REVENUES**	**1,000.00**	**1,000.00**	**100.00**
	SPECIAL EVENT REVENUES			
1-71-860-00	SPECIAL EVENTS DONATIONS	1,080.29	500.00	216.05
*	**TOTAL REC BOARD REVENUES**	**1,080.29**	**500.00**	**216.06**
	RECREATION REVENUES			
1-72-560-00	RENTALS - ARENA	48,761.82	95,000.00	51.32
1-72-590-00	OTHER INCOME	2,751.43	1,500.00	183.42
1-72-850-00	RED DEER COUNTY REC GRANT	25,000.00	25,000.00	100.00
*	**TOTAL RECREATION REVENUES**	**76,513.25**	**121,500.00**	**62.97**
	PARK REVENUES			
1-73-850-00	RED DEER COUNTY REC GRANT	3,750.00	3,750.00	100.00
*	**TOTAL PARK REVENUES**	**3,750.00**	**3,750.00**	**100.00**
	LIBRARY REVENUES			
1-74-850-00	RED DEER COUNTY REC GRANT	2,000.00	2,000.00	100.00
1-74-860-00	CONTR FRM INDIV/ORG	0.00	0.00	0.00
*	**TOTAL LIBRARY REVENUES**	**2,000.00**	**2,000.00**	**100.00**
	MUSEUM REVENUES			
1-75-850-00	RED DEER COUNTY REC GRANT	3,000.00	3,000.00	100.00
*	**TOTAL MUSEUM REVENUES**	**3,000.00**	**3,000.00**	**100.00**
	COMMUNITY HALL REVENUE			
1-76-850-00	RED DEER COUNTY REC GRANT	5,000.00	5,000.00	100.00
*	**TOTAL COMMUNITY HALL REVENUE**	**5,000.00**	**5,000.00**	**100.00**
**	**TOTAL OPERATING REVENUE**	**3,069,082.73**	**3,464,494.62**	**88.59**
	REQUISITIONS & GENERAL			
2-00-750-00	REQUISITIONS - PROV SCHOOL PUBLIC	305,843.56	413,400.02	73.98
2-00-750-01	REQUISITIONS - PROV SCHOOL CATHOLIC	7,957.51	11,238.40	70.80

TOWN OF BOWDEN

APPROVED JANUARY 21, 2026

For the Period Ending October 31, 2026

General Ledger	Description	2026 Actual	2026 Budget	2026 % Variance
*	**TOTAL REQUISITIONS & GENERAL**	**313,801.07**	**424,638.42**	**73.90**
	COUNCIL			
2-11-110-00	HONORARIUMS & PER DIEMS - COUNCIL	84,839.99	75,000.00	113.11
2-11-130-00	EMPLOYER CONTRA - COUNCIL	4,599.42	4,500.00	102.20
2-11-148-00	TRAINING & DEVEL-COUNCIL	7,987.46	5,000.00	159.74
2-11-211-00	PROFESSIONAL DEVELOPMENT	26,999.07	45,000.00	59.99
2-11-214-00	ANNUAL MEMBERSHIP DUES - COUNCIL	2,896.22	3,200.00	90.50
2-11-223-00	PUBLIC RELATIONS - COUNCIL	1,613.72	6,000.00	26.89
2-11-274-00	INSURANCE - COUNCIL	336.00	400.00	84.00
2-11-290-00	ELECTION COSTS	0.00	0.00	0.00
2-11-290-01	CONSULTATION FEES	31,990.44	35,000.00	91.40
2-11-510-00	GOODS & SUPPLIES - COUNCIL	2,757.42	6,000.00	45.95
2-11-510-01	SMALL EQUIPMENT PURCHASES	0.00	200.00	0.00
2-11-510-02	IT SUPPORT & SERVICES	0.00	100.00	0.00
2-11-770-00	CONTRIBUTION TO ORGANIZATION	10,000.00	10,000.00	100.00
*	**TOTAL COUNCIL**	**174,019.74**	**190,400.00**	**91.40**
	ADMINISTRATION			
2-12-110-00	WAGES - ADMIN	239,573.01	378,000.00	63.37
2-12-130-00	EMPLOYER CONTRA - ADMIN	36,680.60	53,000.00	69.20
2-12-136-00	WORKERS COMPENSATION	14,678.59	19,000.00	77.25
2-12-148-00	TRAINING & DEVEL - ADMIN	125.00	1,000.00	12.50
2-12-211-00	TRAVEL & SUB - ADMIN	706.77	1,500.00	47.11
2-12-214-00	MEMBERSHIP & CONF FEES - ADMIN	1,194.78	2,000.00	59.73
2-12-216-00	POSTAGE & COURIER	5,498.20	9,000.00	61.09
2-12-217-00	TELEPHONE - ADMIN	3,719.21	6,000.00	61.98
2-12-221-00	ADVERTISING & PROMO - ADMIN	1,112.40	800.00	139.05
2-12-223-00	ADMIN-PERSONNEL RELATIONS	1,418.64	4,000.00	35.46
2-12-230-00	CONTRACTED SERV - SOFTWARE	9,012.91	10,000.00	90.12
2-12-230-01	CONTRACTED SERV - JANITORIAL	5,400.00	7,200.00	75.00
2-12-230-02	CONTRACTED SERV - POSTAGE MACHINE	698.58	700.00	99.79
2-12-230-03	CONTRACTED SERV - COPIER	11,849.31	13,000.00	91.14
2-12-230-04	CONTRACTED SERV - INTERNET	3,000.00	3,600.00	83.33
2-12-230-05	CONTRACTED SERV - SECURITY	269.40	270.00	99.77
2-12-230-06	CONTRACTED SERV - MATS	1,691.51	2,400.00	70.47
2-12-230-07	CONTRACTED SERV - WEBSITE	17,242.62	9,600.00	179.61
2-12-230-08	CONTRACTED SERV - DEBIT MACHINE	517.93	800.00	64.74
2-12-230-09	CONTRACTED SERV - FIRE EXT INSPEC	64.86	100.00	64.86
2-12-230-10	CONTR SERV-ASSESSMENT REVIEW	3,000.00	3,000.00	100.00
2-12-230-11	CONTR SRV-IT SERVICE	49,358.76	65,000.00	75.93
2-12-230-99	CONTRACTED SERV - OTHER	0.00	200.00	0.00
2-12-231-00	ACCOUNTING & AUDIT	41,812.81	40,000.00	104.53
2-12-232-00	LEGAL - ADMIN	1,251.00	1,500.00	83.40
2-12-235-00	ASSESSMENT SERVICES	14,180.83	17,000.00	83.41
2-12-251-00	EQUIPMENT R & M - ADMIN	0.00	1,000.00	0.00
2-12-251-01	IT REPAIR/PURCHASES	0.00	0.00	0.00
2-12-252-00	BUILDING R & M - TOWN OFFICE	1,701.48	2,000.00	85.07
2-12-274-00	INSURANCE - ADMIN	14,456.50	16,000.00	90.35
2-12-510-00	GOODS & SUPPLIES - ADMIN	3,805.16	6,000.00	63.41
2-12-510-01	EQUIPMENT PURCHASES	0.00	1,500.00	0.00
2-12-540-00	UTILITIES POWER - ADMIN	3,531.83	4,500.00	78.48
2-12-541-00	UTILITIES GAS - ADMIN	1,520.27	3,000.00	50.67
2-12-762-00	TRANS TO CAPITAL - ADMIN	0.00	0.00	0.00

TOWN OF BOWDEN

APPROVED JANUARY 21, 2026

For the Period Ending October 31, 2026

General Ledger	Description	2026 Actual	2026 Budget	2026 % Variance
2-12-810-00	BANK CHARGES	1,361.04	1,800.00	75.61
2-12-810-01	PENNY ROUNDING CASH	(0.04)	0.00	0.00
2-12-810-02	LOC INTEREST	3,903.73	0.00	0.00
2-12-920-01	BAD DEBTS - TRADE	0.00	0.00	0.00
2-12-762-19	TRANS TO RESERVES-CONTINGENCY	0.00	0.00	0.00
*	**TOTAL ADMINISTRATION**	**494,337.69**	**684,470.00**	**72.22**
	FIRE PROTECTION			
2-23-252-00	BUILDING R & M - FIRE HALL	329.92	2,000.00	16.49
2-23-274-00	INSURANCE - FIRE	1,263.00	1,300.00	97.15
2-23-540-00	UTILITIES POWER - FIRE	3,120.24	3,000.00	104.00
2-23-541-00	UTILITIES GAS - FIRE	2,343.91	4,000.00	58.59
*	**TOTAL FIRE PROTECTION**	**7,057.07**	**10,300.00**	**68.52**
	EMERGENCY MANAGMENT			
2-24-110-00	FEES & SUBSCRIPTION & CONSULTANCY	0.00	0.00	0.00
2-24-148-00	TRAINING & DEVEL - EMERG MGMT	0.00	1,000.00	0.00
2-24-211-00	TRAVEL & SUB - EMERG MGMT	0.00	500.00	0.00
2-24-510-00	GOODS & SUPPLIES - EMERG MGMT	146.07	0.00	0.00
*	**TOTAL DISASTER SERVICES**	**146.07**	**1,500.00**	**9.74**
	BYLAW ENFORCEMENT			
2-26-148-00	TRAVEL & SUB-BYLAW	0.00	0.00	0.00
2-26-211-00	TRAINING DEVELOPMENT-BYLAW	0.00	0.00	0.00
2-26-214-00	MEMBERSHIP & CONF FEES - BYLAW	0.00	0.00	0.00
2-26-217-00	TELEPHONE-BYLAW	79.50	150.00	53.00
2-26-230-00	CONTRACTED SERV - BYLAW	11,850.00	30,000.00	39.50
2-26-230-01	CONTRA SRV - SNOW/LAWN CARE	0.00	0.00	0.00
2-26-230-02	POLICE FUNDING	69,818.00	79,157.00	88.20
2-26-230-03	CONTRACTED SERV-RD COUNTY PATROL	6,895.00	9,000.00	76.61
2-26-232-00	LEGAL - BYLAW	0.00	0.00	0.00
2-26-510-00	GOODS & SUPPLIES - BY-LAW	21.34	100.00	21.34
*	**TOTAL BYLAW ENFORCEMENT**	**88,663.84**	**118,407.00**	**74.88**
	ANIMAL			
2-27-230-00	CONTRACTED SERV - VETERINARY	0.00	0.00	0.00
2-27-510-00	GOODS & SUPPLIES - ANIMAL	308.16	300.00	102.72
*	**TOTAL ANIMAL**	**308.16**	**300.00**	**102.72**
	PUBLIC WORKS			
2-31-110-00	WAGES - PUBLIC WORKS	222,256.75	264,000.00	84.18
2-31-110-01	WAGES-SUMMER STUDENTS	16,797.52	24,000.00	69.98
2-31-130-00	EMPLOYER CONTRA - PUBLIC WORKS	44,344.27	51,000.00	86.94
2-31-148-00	TRAINING & DEVEL - PUBLIC WORKS	660.00	1,000.00	66.00
2-31-211-00	TRAVEL & SUB - PUBLIC WORKS	48.24	500.00	9.64
2-31-217-00	TELEPHONE - PUBLIC WORKS	1,095.92	1,900.00	57.68
2-31-221-00	ADVERTISING & PROMO - PUBLIC WORKS	297.54	0.00	0.00
2-31-230-00	CONTRACTED SERV - AB ONE CALLS	579.00	570.00	101.57
2-31-230-01	CONTRACTED SERV - FIRE EXT. INSPEC.	602.36	1,250.00	48.18
2-31-230-02	CONTR SERV-SECURITY	625.90	750.00	83.45

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2-31-230-04	CONTR SERV-INTERNET	850.00	1,020.00	83.33
2-31-230-99	CONTRACTED SERV - OTHER	0.00	0.00	0.00
2-31-251-00	EQUIPMENT R & M - 2006 GRADER	7,712.01	3,500.00	220.34
2-31-251-01	EQUIPMENT R & M - 2019 LOADER	4,621.88	2,500.00	184.87
2-31-251-02	EQUIPMENT R & M - BOBCAT	969.99	4,500.00	21.55
2-31-251-03	REPAIRS & MAIN-KOBOTA	1,832.28	3,500.00	52.35
2-31-251-99	EQUIPMENT R & M - OTHER	892.85	500.00	178.57
2-31-252-00	BUILDING R & M - SHOP	(342.02)	2,000.00	(17.10)
2-31-252-01	BUILDING R & M - GARAGE	0.00	500.00	0.00
2-31-252-02	BUILDING R & M - QUONSET	1,834.50	500.00	366.90
2-31-255-00	VEHICLE R & M - 2007 GRAVEL TRUCK	0.00	2,000.00	0.00
2-31-255-01	VEHICLE R & M - 2007 FORD 150	1,678.45	2,500.00	67.13
2-31-255-02	VEHICLE R & M - 2012 SAND/WATER TRUCK	103.88	2,000.00	5.19
2-31-255-03	VEHICLE R & M - 2018 FORD F250	370.00	1,000.00	37.00
2-31-255-05	VEHICLE R & M-F550	479.96	2,000.00	23.99
2-31-255-06	VEHICLE R & M-2018 F150	0.00	2,500.00	0.00
2-31-255-07	VEHICLE R&M-F150 2019	0.00	2,500.00	0.00
2-31-259-00	GENERAL R & M - PUBLIC WORKS	0.00	500.00	0.00
2-31-260-00	RENTALS - PUBLIC WORKS	0.00	0.00	0.00
2-31-274-00	INSURANCE - PUBLIC WORKS	9,846.75	10,000.00	98.46
2-31-510-00	GOODS & SUPPLIES - PUBLIC WORKS	1,453.32	4,000.00	36.33
2-31-510-01	SMALL EQUIPMENT PURCHASES	1,076.66	2,500.00	43.06
2-31-510-02	VEHICLE MAIN CLEANING SUPPLIES	489.77	500.00	97.95
2-31-521-00	GAS & OIL - PUBLIC WORKS	13,310.59	10,000.00	133.10
2-31-529-00	PERS PPE EQUIP - PUBLIC WORKS	1,708.40	4,000.00	42.71
2-31-540-00	UTILITIES POWER - PUBLIC WORKS	2,605.64	3,800.00	68.56
2-31-541-00	UTILITIES GAS - PUBLIC WORKS	1,303.50	3,700.00	35.22
2-31-762-01	TRANS TO RESERVES-PUBLIC WORKS	0.00	0.00	0.00
*	**TOTAL PUBLIC WORKS**	**340,105.91**	**416,990.00**	**81.56**
	ROADS			
2-32-230-00	CONTRACTED SERV - STREET SWEEPING	0.00	6,000.00	0.00
2-32-259-00	GENERAL R & M - ROAD PATCHING	39,574.71	30,000.00	131.91
2-32-259-01	GENERAL R & M- SNOW REMOVAL	27,079.51	15,000.00	180.53
2-32-259-02	GENERAL R & M- SIDEWALKS/CURBS	0.00	0.00	0.00
2-32-259-03	GENERAL R&M- STREET LIGHTS	0.00	2,500.00	0.00
2-32-259-04	GENERAL R&M-STREET SIGNS	3,165.26	1,500.00	211.01
2-32-259-05	RD COUNTY ROAD MAIN	3,500.00	3,500.00	100.00
2-32-259-06	ROAD CRACK FILLING	0.00	0.00	0.00
2-32-274-00	INSURANCE - ROADS	1,913.00	2,100.00	91.09
2-32-510-00	GOODS & SUPPLIES - ROADS	1,857.84	2,000.00	92.89
2-32-510-01	GOODS & SUP-ROAD PAINT	987.43	5,000.00	19.74
2-32-510-02	SMALL EQUIP/TOOL PURCHASES	0.00	4,000.00	0.00
2-32-534-00	SAND & GRAVEL	1,587.22	7,500.00	21.16
2-32-540-00	UTILITIES POWER - STREET LIGHTS	74,308.27	90,000.00	82.56
*	**TOTAL ROADS**	**153,973.24**	**169,100.00**	**91.05**
	WATER			
2-41-148-00	TRAINING & DEVEL - WATER	0.00	1,100.00	0.00
2-41-211-00	TRAVEL & SUB-WATER	89.39	400.00	22.34
2-41-214-00	MEMBERSHIP & CONF FEES - WATER	29.77	600.00	4.96
2-41-217-00	TELEPHONE - WATER	401.10	400.00	100.27
2-41-230-00	CONTR SERV - COMPUTER MAIN	7,403.00	8,000.00	92.53

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2-41-230-01	WATER TESTING & TESTING EQUIP	1,119.05	1,000.00	111.90
2-41-230-02	CONTRACTED SERV - HACH COLORIMETER	0.00	150.00	0.00
2-41-230-03	CONTRA SERV-SECURITY	469.50	575.00	81.65
2-41-230-04	CONTRACTED SERV-INTERNET	489.10	600.00	81.51
2-41-230-05	CONTR SRV-EQUIP INSPECTION	550.00	10,000.00	5.50
2-41-233-00	ENGINEERING & CONSULTING	0.00	0.00	0.00
2-41-251-00	EQUIPMENT R & M - RESERVOIR	1,982.27	5,000.00	39.64
2-41-252-00	BUILDING R & M - RESERVIOR	0.00	1,000.00	0.00
2-41-259-00	GENERAL R & M - WATER	79,309.66	30,000.00	264.36
2-41-259-01	GENERAL R&M-WATER CROSSING CPR	40.25	40.00	100.62
2-41-274-00	INSURANCE - WATER	13,424.00	14,000.00	95.88
2-41-510-00	GOODS & SUPPLIES - WATER	6,894.12	7,000.00	98.48
2-41-510-01	SMALL EQUIP PURCHASES	0.00	500.00	0.00
2-41-540-00	UTILITIES POWER - WATER	9,335.27	12,000.00	77.79
2-41-541-00	UTILITIES GAS - WATER	1,939.37	4,000.00	48.48
2-41-542-00	REGIONAL WATER LINE	223,555.53	235,000.00	95.13
2-41-831-00	INTEREST PMT - QE II CROSSING	3,066.21	5,778.89	53.05
2-41-832-00	PRINCIPAL PMT - QE II CROSSING	15,404.68	31,162.89	49.43
2-41-920-00	BAD DEBTS - WATER	420.65	100.00	420.65
*	**TOTAL WATER**	**365,922.92**	**368,406.78**	**99.33**
	SANITARY SEWER			
2-42-148-00	TRAINING & DEVEL - SANITARY SEWER	0.00	0.00	0.00
2-42-230-02	CONTR SERV-SUMP PUMP PRG	283.27	2,500.00	11.33
2-42-251-01	EQUIPMENT R & M - LIFT STATION NORTH	7,441.97	3,500.00	212.62
2-42-251-02	REPAIR & MAIN OTHER	0.00	2,000.00	0.00
2-42-259-00	GENERAL R & M - SANITARY SEWER	0.00	10,000.00	0.00
2-42-260-00	RENTALS - SANITARY SEWER	0.00	100.00	0.00
2-42-274-00	INSURANCE - SANITARY SEWER	819.00	900.00	91.00
2-42-510-00	GOODS & SUPPLIES -SANITARY SEWER	91.04	500.00	18.20
2-42-540-00	UTILITIES POWER - SANITARY SEWER	4,754.03	5,500.00	86.43
2-42-541-00	UTILITIES GAS - SANITARY SEWER	629.09	800.00	78.63
2-42-542-00	REGIONAL SEWER LINE	273,668.82	355,000.00	77.08
2-42-831-00	INTEREST PMT - QE II SEWER	2,500.91	4,772.61	52.40
2-42-832-00	PRINCIPAL PMT - QE II SEWER	11,923.12	24,075.45	49.52
*	**TOTAL SANITARY SEWER**	**302,111.25**	**409,648.06**	**73.75**
	SOLID WASTE			
2-43-230-00	CONTR SERV - ARENA/PW DUMPSTER	3,666.92	4,000.00	91.67
2-43-230-01	CONTRACTED SERV-GARBAGE PICK UP	33,035.06	40,000.00	82.58
2-43-750-00	REQUISITIONS - CARWMC	1,096.59	2,000.00	54.82
2-43-510-00	GOOD & SUPPLIES-GARBAGE BINS	32.00	1,000.00	3.20
*	**TOTAL SOLID WASTE**	**37,830.57**	**47,000.00**	**80.49**
	RECYCLING			
2-44-230-00	CONTRACTED SERV - RECYCLING	19,585.52	23,000.00	85.15
2-44-510-00	GOODS & SUPPLIES-RECYCLING BINS	0.00	1,000.00	0.00
*	**TOTAL RECYCLING**	**19,585.52**	**24,000.00**	**81.61**
	FCSS			
2-51-110-00	ADMINTRATIVE SERVICES	50,127.01	59,250.00	84.60

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2-51-130-00	ADMINISTRATIVE COSTS	11,380.71	14,500.00	78.48
2-51-148-00	PROFESSIONAL DEV & CONFERENCES	540.00	1,600.00	33.75
2-51-214-00	TRAVEL AND SUBSISTENCE	1,870.70	2,800.00	66.81
2-51-217-00	TELEPHONE - FCSS	450.60	600.00	75.10
2-51-221-00	PARTNER PROG HENDAY ASSOC	0.00	200.00	0.00
2-51-221-01	YES PROGRAM	801.19	1,000.00	80.11
2-51-221-02	SUMMER DAZE	431.73	460.00	93.85
2-51-221-03	CVTIP (TAX FILING)	748.92	1,000.00	74.89
2-51-221-04	FAMILY DAY MOVIE	0.00	0.00	0.00
2-51-221-05	COMMUNITY SUPPORT PROGRAMS	434.25	700.00	62.03
2-51-221-06	COMMUNITY GARDEN	747.56	650.00	115.00
2-51-221-07	BGS PARTNERSHIP PROGRAMS	507.26	600.00	84.54
2-51-221-08	COOKING ON A BUDGET	0.00	600.00	0.00
2-51-221-09	RETRO BINGO	80.57	200.00	40.28
2-51-221-10	VOLUNTEER APPREC SUPPER	3,952.47	3,400.00	116.24
2-51-221-11	YOUTH WEEK EVENT	0.00	200.00	0.00
2-51-221-12	SENIOR'S WEEK	495.33	500.00	99.06
2-51-221-13	COMMUNITY SHOWCASE	478.27	500.00	95.65
2-51-230-01	CONTR SERV-INTERNET	1,605.84	1,750.00	91.76
2-51-230-02	CONTR SERV-JANITORIAL	2,700.00	2,400.00	112.50
2-51-230-03	SECURITY & ALARMS	469.50	565.00	83.09
2-51-251-00	EQUIPMENT R & M - FCSS	0.00	300.00	0.00
2-51-252-00	BUILDING REPAIR & MAIN-FCSS (OLD LIB)	91.78	2,000.00	4.58
2-51-274-00	INSURANCE-FCSS	694.00	700.00	99.14
2-51-510-00	GOODS & SUPPLIES - FCSS	756.72	800.00	94.59
2-51-510-01	GOODS & SUPPLIES -EVENT/MEETINGS	284.85	500.00	56.97
2-51-510-03	GOODS & SUPPLIES - CLEANING SUPPLIES	336.14	400.00	84.03
2-51-540-00	UTILITIES POWER-FCSS	1,828.13	2,500.00	73.12
2-51-541-00	UTILITIES GAS-FCSS	1,254.95	2,500.00	50.19
2-51-750-00	REQUISITIONS - FCSS	0.00	13,271.66	0.00
*	**TOTAL FCSS**	**83,068.48**	**116,446.66**	**71.34**
	CEMETERY			
2-56-230-00	CONTRACTED SERV - WEED CONTROL	1,140.00	1,200.00	95.00
2-56-230-01	CONTRACTED SVC-FULL BURIAL	0.00	1,000.00	0.00
2-56-230-02	CONTRACTED SERVICES-PORTA POTTIE	898.71	840.00	106.98
2-56-259-00	GENERAL R & M - CEMETERY	59.13	2,000.00	2.95
2-56-510-00	GOODS & SUPPLIES-CEMETERY	3,338.00	1,000.00	333.80
2-56-770-00	CONTR TO ORGANISATION-CEMETERY	2,000.00	2,000.00	100.00
*	**TOTAL CEMETERY**	**7,435.84**	**8,040.00**	**92.49**
	PLANNING & DEVELOPMENT			
2-61-230-00	CONTRACTED SERV - (PERMITS)	4,840.00	5,000.00	96.80
2-61-232-00	LEGAL - PLANNING	1,210.69	1,000.00	121.06
2-61-232-01	TITLE SEARCHES	0.00	50.00	0.00
2-61-233-00	ENGINEERING	5,150.78	2,000.00	257.53
*	**TOTAL PLANNING & DEVELOPMENT**	**11,201.47**	**8,050.00**	**139.15**
	ECONOMIC DEVELOPMENT			
2-63-114-00	MEMBERSHIP & CONF FEES - ECON. DEV	1,152.00	1,200.00	96.00
2-63-211-00	TRAVEL & SUB - ECONOMIC DEVEL	0.00	500.00	0.00
2-63-221-00	ADVERTISING & PROMO - ECONOMIC DEV	0.00	2,000.00	0.00

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*	**TOTAL ECONOMIC DEVELOPMENT**	**1,152.00**	**3,700.00**	**31.14**
	SENIORS			
2-64-750-00	REQUISITIONS - SENIORS	4,032.00	4,032.00	100.00
*	**TOTAL SENIORS**	**4,032.00**	**4,032.00**	**100.00**
	LAND			
2-66-221-00	ADVERTISING & PROMO - LAND	0.00	500.00	0.00
2-66-232-00	LEGAL - LAND	1,229.80	1,500.00	81.98
2-66-259-00	PROFESSIONAL/CONSULT FEES	29,180.00	25,000.00	116.72
2-66-273-01	DIP TAXES	0.00	220.00	0.00
*	**TOTAL LAND**	**30,409.80**	**27,220.00**	**111.72**
	PARADE			
2-70-510-00	GOODS & SUPPLIES - PARADE/BRKFAST	2,616.95	3,000.00	87.23
*	**TOTAL PARADE**	**2,616.95**	**3,000.00**	**87.23**
	SPECIAL EVENTS			
2-71-510-00	GOODS & SUPPLIES - XMAS EVENTS	771.34	2,500.00	30.85
*	**TOTAL REC BOARD**	**771.34**	**2,500.00**	**30.85**
	RECREATION			
2-72-110-00	WAGES - RECREATION	108,058.42	140,000.00	77.18
2-72-130-00	EMPLOYER CONTRA - RECREATION	24,047.94	28,000.00	85.88
2-72-148-00	TRAINING & DEVEL - RECREATION	595.00	1,000.00	59.50
2-72-211-00	TRAVEL & SUB - RECREATION	623.61	300.00	207.87
2-72-214-00	MEMBERSHIP & CONF FEES -RECREATION	243.50	500.00	48.70
2-72-217-00	TELEPHONE - RECREATION	545.32	1,800.00	30.29
2-72-225-02	SMALL EQUIP PURCHASES	0.00	500.00	0.00
2-72-230-00	CONTRACTED SERV - ICE PLANT	4,275.00	4,275.00	100.00
2-72-230-01	CONTRACTED SERV - SECURITY/ALARMS	422.55	600.00	70.42
2-72-230-02	CONTR SERV - ICE MACH BLADE MNT	540.00	1,100.00	49.09
2-72-230-03	CONTRACTED SERV - ICE PAINTING	3,920.00	3,500.00	112.00
2-72-230-04	CONTR SERV - FIRE ALARMS/EXTING	1,927.36	600.00	321.22
2-72-230-07	CONTR SERV-INTERNET	1,705.98	1,250.00	136.47
2-72-230-08	CONTR SERV-PEST CONTROL	1,640.00	2,500.00	65.60
2-72-230-99	CONTR SERV-OTHER	0.00	0.00	0.00
2-72-251-00	EQUIPMENT R & M - ICE PLANT	1,551.03	8,000.00	19.38
2-72-251-01	EQUIP R&M-OLYMPIA	8,643.61	5,000.00	172.87
2-72-251-02	REPAIR & MAIN-ICE EDGER	0.00	0.00	0.00
2-72-251-99	EQUIPMENT R & M - OTHER	261.89	500.00	52.37
2-72-255-00	BUILDING R & M - ARENA	8,518.95	8,000.00	106.48
2-72-259-00	GENERAL R & M - RECREATION	0.00	500.00	0.00
2-72-260-00	RENTALS - ARENA	0.00	250.00	0.00
2-72-274-00	INSURANCE - RECREATION	17,780.75	18,000.00	98.78
2-72-510-00	GOODS & SUPPLIES - RECREATION	5,588.98	5,000.00	111.77
2-72-510-01	SMALL EQUIP PURCHASES	499.30	500.00	99.86
2-72-522-00	PROPANE	1,205.78	2,000.00	60.28
2-72-529-00	PERS PROTECTIVE EQUIP	23.04	1,250.00	1.84
2-72-540-00	UTILITIES POWER - RECREATION	38,199.44	55,000.00	69.45

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2-72-541-00	UTILITIES GAS - RECREATION	5,376.69	14,500.00	37.08
2-72-920-00	BAD DEBTS - ARENA	0.00	0.00	0.00
*	**TOTAL RECREATION**	**236,194.14**	**304,425.00**	**77.59**
	PARKS			
2-73-230-03	CONTRACTED SERV - WEED CONTROL	5,000.00	5,500.00	90.90
2-73-230-04	CONTRACTED SERV - NOXIOUS WEEDS	0.00	1,000.00	0.00
2-73-251-00	EQUIPMENT R & M - LAWN MOWERS	9,679.42	3,500.00	276.55
2-73-251-01	REPAIRS & MAIN-OTHER EQUIP	470.60	1,000.00	47.06
2-73-259-01	GENERAL R & M - PLAYGROUNDS	1,162.06	4,000.00	29.05
2-73-259-02	GEN R&M-COMMUNITY ACTION PARK	63.32	1,000.00	6.33
2-73-259-03	GEN R&M-TREES	0.00	3,000.00	0.00
2-73-259-04	REPAIRS & MAIN-WALKING TRAILS	5,112.06	6,000.00	85.20
2-73-259-05	REPAIRS & MAIN-DOG PARK	1,095.64	500.00	219.12
2-73-259-06	REPAIR & MAIN-HERITAGE DRIVE	3,196.20	6,000.00	53.27
2-73-259-99	GENERAL R & M - OTHER	0.00	500.00	0.00
2-73-260-00	RENTALS - PARKS	77.25	2,500.00	3.09
2-73-274-00	COMMUNITY ACTION PARK-INSURANCE	224.00	300.00	74.66
2-73-510-00	GOODS & SUPPLIES - PARKS	3,508.08	8,000.00	43.85
2-73-510-01	GOODS & SUPPLIES - FLOWER BASKETS	3,390.00	3,500.00	96.85
2-73-510-03	SMALL EQUIP PURCHASES	18.28	2,000.00	0.91
2-73-510-04	GOODS & SUPPLIES-COMMUNITY TRAILS	0.00	500.00	0.00
2-73-521-00	GAS & OIL - PARKS	3,951.39	4,000.00	98.78
2-73-230-05	CONTR SERVICE-CONTROL OFFICER	7,000.00	6,500.00	107.69
*	**TOTAL PARKS**	**43,948.30**	**59,300.00**	**74.11**
	LIBRARY			
2-74-217-00	TELEPHONE - LIBRARY	1,121.52	1,100.00	101.95
2-74-230-00	CONTRACTED SERV - SECURTIY	269.40	300.00	89.80
2-74-230-01	CONTRACTED SERV - FIRE EXT INSPEC	44.06	50.00	88.12
2-74-230-02	CONTR SVCE-JANITORIAL	2,700.00	2,400.00	112.50
2-74-252-00	BUILDING R & M - LIBRARY	0.00	1,500.00	0.00
2-74-274-00	INSURANCE - LIBRARY	1,043.00	1,000.00	104.30
2-74-510-00	GOODS & SUPPLIES - LIBRARY	0.00	0.00	0.00
2-74-540-00	UTILITIES POWER - LIBRARY	3,588.64	4,500.00	79.74
2-74-541-00	UTILITIES GAS - LIBRARY	855.09	1,400.00	61.07
2-74-750-00	REQUISITIONS - LIBRARY	9,590.40	12,787.20	75.00
2-74-770-00	CONTRIBUTION TO ORGANIZATION	23,025.50	23,023.50	100.00
*	**TOTAL LIBRARY**	**42,237.61**	**48,060.70**	**87.88**
	MUSEUM			
2-75-230-00	CONTRACTED SERV - FIRE EXT INSPEC	142.14	100.00	142.14
2-75-230-01	CONTRACTED SERV-SECURITY	299.50	360.00	83.19
2-75-255-00	BUILDING R & M - MUSEUM	1,368.06	1,000.00	136.80
2-75-274-00	INSURANCE - MUSEUM	3,101.00	3,100.00	100.03
*	**TOTAL MUSEUM**	**4,910.70**	**4,560.00**	**107.69**
	COMMUNITY CENTRE			
2-76-255-00	COMMUNITY CENTER-GRANT	10,000.00	10,000.00	100.00
*	**TOTAL COMMUNITY CENTRE**	**10,000.00**	**10,000.00**	**100.00**

TOWN OF BOWDEN

APPROVED JANUARY 21, 2026

For the Period Ending October 31, 2026

General Ledger	Description	2026 Actual	2026 Budget	2026 % Variance
**	TOTAL EXPENDITURES	2,775,841.68	3,464,494.62	80.12
***	OPERATING (SURPLUS) DEFICIT	(293,241.05)	0.00	0.00

*** End of Report ***

Tel: 403 342 2500
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BDO Canada LLP
Suite 100 179D Leva Avenue
Red Deer County, Alberta
T4E 1B9

November 2, 2026

Town of Bowden
Box 338
Bowden, AB, T0M 0K0

Dear Christiaan Liebenberg,

We understand that you wish to engage us as the auditors of Town of Bowden for its fiscal year ended December 31, 2026 and subsequent years.

We are pleased to perform the engagement subject to the terms and conditions of this Agreement, to which the attached Standard Terms and Conditions form an integral part. The definitions set out in the Standard Terms and Conditions are applicable throughout this Agreement. This Agreement will remain in place and fully effective for future years until varied or replaced by another relevant written agreement.

Lorraine L. Walker will be the Engagement Partner for the audit work we perform for you. The Engagement Partner will call upon other individuals with specialized knowledge to assist in the performance of services.

Our Role as Auditors

We will conduct our audit(s) in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements prepared in accordance with Canadian Public Sector Accounting Standards are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. Our audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by you, as well as evaluating the overall financial statement presentation.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, there is an unavoidable risk that some material misstatements, whether by fraud or error, may not be detected, even though the audit is properly planned and performed in accordance with Canadian generally accepted auditing standards.

In making our risk assessments, we consider internal control relevant to your preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of your internal controls. However, we will communicate to you concerning any significant deficiencies in internal controls relevant to the audit of the financial statements that we have identified during the audit.

We will also communicate matters required by professional standards, to the extent that such matters come to our attention, to you, those charged with governance and/or the board of directors.

BDO Canada LLP, a Canadian limited liability partnership, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms.

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BDO Canada LLP
Suite 100 179D Leva Avenue
Red Deer County, Alberta
T4E 1B9

November 3, 2026

Town of Bowden
Box 338
Bowden, AB, T0M 0K0

Dear Christiaan Liebenberg,

We understand that you wish to engage us to continue to provide an audit opinion on your Financial Information Return for the period from January 1, 2026 to December 31, 2026 and subsequent periods to assist you with reporting whether the Financial Information Return for the Town of Bowden for the year ended December 31, 2026 is in accordance with principles prescribed by the Minister of Alberta Municipal Affairs and provided for in Section 227 of the Municipal Government Act.

We are pleased to perform the engagement subject to the terms and conditions of this Agreement, to which the attached Standard Terms and Conditions form an integral part. The definitions set out in the Standard Terms and Conditions are applicable throughout this Agreement. This Agreement will remain in place and fully effective for future years until varied or replaced by another relevant written agreement.

Lorraine L. Walker will be the Engagement Partner for the audit work we perform for you. The Engagement Partner will call upon other individuals with specialized knowledge to assist in the performance of services.

Our Role as Auditors

We will conduct our audit(s) in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the Financial Information Return ("financial statements") prepared in accordance with Canadian Public Sector Accounting Standards are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. Our audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by you, as well as evaluating the overall financial statement presentation.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, there is an unavoidable risk that some material misstatements, whether by fraud or error, may not be detected, even though the audit is properly planned and performed in accordance with Canadian generally accepted auditing standards.

In making our risk assessments, we consider internal control relevant to your preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of your internal controls. However, we will communicate to you concerning any significant deficiencies in internal controls relevant to the audit of the financial statements that we have identified during the audit.

BDO Canada LLP, a Canadian limited liability partnership, is a member of BDO International Limited, a UK company limited by guarantee, and forms part of the international BDO network of independent member firms.

BOWDEN

Correspondence

Regular Council Meeting: 2026-11-09	**Agenda Item**: 10.a
Prepared by: CAO	**Approved by:** CAO
Report Type: Information	**Attachment(s)**: Correspondence received.

10.a Correspondence.

Content:

10.a CAEP Fall General Meeting November 18th.
(email received October 15th, 2026).

10.b Chinook's Edge School Division Dinner invite for November 24th.
(email received September 23rd, 2026).

10.c CAEP members Announcement October 27th, 2026.
(email October 27th, 2026).

10.d CSED Board Highlights October 27th, 2026.
(email November 2nd, 2026).

10.e Double T Percherons Wagon Rides Liability Waiver.
(email October 23rd, 2026).

Recommended Motion:

Motion 10.a
MOVED by Councillor _____ that Council accept correspondence items 10.a to 10.d presented as information.

Motion 10.e
MOVED by Councillor _____ that Council receive, accept and approve the liability waiver from Double T Percherons (received October 23rd, 2026) to supply 2 teams and wagons with teamsters for December 11th,2026 and Council authorize the mayor sign the waiver.

ACKNOWLEDGMENT OF RISK AND RELEASE OF LIABILITY

(AR-0103)

For Participants Over the Age of Majority in the State, Province or Territory in which the Equine Activities are Provided by the Host. For participants under 18, the waiver must be completed by the parent or legal guardian.

Every Person Must Read and Understand this Waiver Before Participating in Equine Activities

The following waiver of all claims, release from all liability, assumption of all risks, agreement not to sue and other terms of this agreement are entered into by me (the Participant) with and for the benefit of Double T Percherons/ Keven D. Graham its directors, officers, employees, volunteers, business operators, agents and site property owners or lessees (collectively the "Host"). Without limiting the generality of the foregoing, "Equine Activities" includes but is not limited to wagon, carriage and sleigh rides.

Initial Each Item below after Reading and Understanding each item:

_____1. I am aware that there are inherent dangers, hazards and risks (collectively "Risks") associated with "Equine Activities" and injuries resulting from these "Risks" are a common occurrence. I am aware that the "Risks" of "Equine Activities" mean those dangerous conditions which are an integral part of "Equine Activities", including but not limited to:

(a) the propensity of any equine to behave in ways that may result in injury, harm or death to persons on or around them and to potentially collide with, bite or kick other animals, people or objects;

(b) the unpredictability of an equine's reaction to such things as sounds, sudden movement, tremors, vibrations, unfamiliar objects, persons or other animals and hazards such as subsurface objects;

(c) the potential for other participants to behave in a negligent manner that may contribute to injury to themselves or others, including failing to act within their abilities to maintain control over an equine.

_____2. I freely accept and fully assume all responsibility for all "Risks" and possibilities of personal injury, death, property damage or loss resulting from my participation in "Equine Activities".

_____3. I agree that although the "Host" has taken steps to reduce the "Risks" and increase the safety of the "Equine Activities", it is not possible for the "Host" to make the "Equine Activities" completely safe. I accept these "Risks" and agree to the terms of this waiver even if the "Host" is found to be negligent or in breach of any duty of care or any obligation to me in my participation in "Equine Activities".

_____4. In addition to consideration given to the "Host" for my participation in "Equine Activities", I and my heirs, next of kin, executors, administrators and assigns (collectively my "Legal Representatives") agree:

(a) to waive all claims that I have or may have in the future against the "Host";

(b) to release and forever discharge the "Host" from all liability for any personal injury, death, property damage, or loss resulting from my participation in the equine activity due to any cause, including but not limited to negligence (failure to use such care as a reasonably prudent and careful person would use under similar circumstances), breach of any duty imposed by law, breach of contract or mistake or error in judgment of the "Host"; and

(c) to be liable for and to hold harmless and indemnify the "Host" from all actions, proceedings, claims, damages, costs demands, including court costs and costs on a solicitor and own client basis, and liabilities of whatsoever nature or kind arising out of or in any way connected with my participation in "Equine Activities".

_____5. I agree that this waiver and all terms contained herein are governed exclusively and in all respects by the laws of the Province or Territory of Canada in which the "Equine Activities" are provided by the "Host". I hereby irrevocably submit to the exclusive jurisdiction of the courts of that Province or Territory of Canada and I agree that no other court can exercise jurisdiction over the terms and claims referred to herein. Any litigation to enforce this waiver will be instituted in the Province or Territory of Canada in which the "Equine Activities" are provided by the "Host".

_____6. I confirm that I have had sufficient time to read and understand this waiver in its entirety. I understand that this agreement represents the entire agreement between myself and the "Host", and it is binding on myself and my "Legal Representatives".

_____7. I confirm that I have reached the age of majority in the province in which I am participating in "Equine Activities".

Please Print Clearly

Print - Participant Name_____ Date of Birth_____

Address_____City_____Pr/State_____PC/Zipl_____

Phone # (_____)_____ Email:_____

_____ Signed this _____ day of _____, 20____

(Signature of Participant)

_____

(Print Name of Witness to Signing and Initialing)

_____ Signed this _____ day of _____, 20____ (Signature of Witness)

BOWDEN

CAO Report (1)

Regular Council Meeting: 2026-11-09	**Agenda Item**: 11.a
Prepared by: CAO	**Approved by:** CAO
Report Type: Information	**Attachment(s)**: few items as attached.

11.a CAO Report November 9th, 2026.

CAO

- Budget 2027 in preparation for Nov 23 RCM.
- QMS (Safety Codes) in the building, electrical, gas and plumbing disciplines was signed October 26th, 2026. Red Deer County / Bowden / Elnora are part of the Joint agreement (J000894).

Follow up action from October 26th Regular Council Meeting

- AB Muni's Gas Aggregate agreement was signed and October 23rd, 2026.
- Municipal Services Agreement (2016-2025) renewal with Red Deer County: The Subdivision and Development Appeal Board Agreement and accompanying SDAB bylaw 10-2026 was signed Oct 27th.
- ATCO Natural Gas Franchise Agreement was signed and accompanying Natural Gas Franchise Agreement Bylaw 03-2026 was sent Oct 27th.

Operations

- 20th Avenue Planters restoration / renovation 1 estimate came in around $5,500 and the other $45K – this work will now be deferred to Spring 2027 but will be in the capital reserve budget as projects coming up Nov 23rd. Probably will go with the larger work as the planters needs considerable work and should tie in with new development across the road.
- The solar cross walk sign on Westview Crescent was moved Sept 28 RCM to investigate cost = a new estimate at $9,000 (only one) was sourced by Public Works and this work will also be part of capital reserve project discussion in November 2026. Speed signs and crosswalk to install Spring'27.

Training

- LGAA training October 21st Cochrane. (see attachment on topics raised and discussed).

Meetings

- Met with School Division's Associate Superintendent November 3rd at Town Office**.**
- Chinook's Edge would really like to meet with all of Council to build relationship on key issues and do a presentation on 3 key issues raised – from this meeting: the Bowden School longevity is good, and the biggest challenge right now is bussing and its associated costs.
- Town of Innisfail Recreation, Culture and Open Spaces Master Plan Discussion on November 3rd, 2026, at 9:00 AM: Meaghan Dingwall of RC Strategies discussed the Recreation, Culture and Open Spaces Master Plan process with Bowden CAO. The work includes community and partner engagement, demographic and GIS research, trend analysis, and assessment of facility use and service gaps. CAO described Bowden's recreation offerings, including its arena, seasonal activities, community. Action Items: Meaghan Dingwall will email when the master plan draft and review process are ready.

Cemetery update from October 28 / 29 (after ORG October 26th)

- Met with PW and out on site – will get remaining panels installed Spring 2027 = $2,500.
- Poppy Tribute Bowden Cemetery Oct 30 1pm – PW supported the flag tribute on Veteran's graves.
- Administration informed Cemetery Board Nov 2 of dissolve and Finance follow up: email was sent.

BOWDEN

CAO Report (1)

- Tree maintenance at Cemetery will be done as weather permit this November.
- There is a plaque at the shop that will be cemented to the rock on the far west side of the cemetery in the Spring – Public Works will clean it up before mounting.

NG911 Agreement (signed 2023) – with Telus

- The NG911 agreement with TELUS authorizes TELUS to provide and support Next Generation 9-1-1 network services and infrastructure, ensuring the municipality's emergency communications system meets CRTC-mandated NG911 standards and transition requirements to ensure quick/accurate emergency location and help. Administration joined data on boarding town hall October 29th. Schedule E was completed October 29th, 2026, and returned to Telus.
- CAO also signed Town up to AMDSP aggregate - this vendor compiles and provides the Town of Bowden's GIS data to Telus - the fee for Town's is $35. Next step is completing the GIS Provisioning Plan due December 11th.

TownofBowdenNG 911 Agreement 2023.pdf;

Good day,

TELUS is now initiating the onboarding of NG9-1-1 compliant GIS data to enable geospatial call routing for your jurisdiction.

Next Steps & Required Documentation

Please visit **NG9-1-1 GIS Hub Site**: Click here
to download the following resources:

• GIS Data Requirements: Technical standards and attribute guidance.
• GIS Schedule (D or E): Please refer to your signed NG9 1 1 Agreement to determine if you should complete Schedule D or Schedule E.
• GIS Provisioning Plan: A document to formalize your data delivery strategy.

Submission Deadlines:

GIS Schedule: **Due by November 13, 2026**
GIS Provisioning Plan: **Due by December 11, 2026**

Townhall Invitation

We are hosting a **Townhall on October 29** to discuss these requirements and the onboarding process.

Catalis (MuniWare) Updates for January 1st, 2027

1. Description of Services Add-Ons: **1)** Accounts Receivable: Electronic Funds Transfer + Email **2)** Tax Email and **3)** Utilities: Electronic Funds Transfer. (So as to facilitate monthly direct debit - there has been requests. Licence cost = $1,750 annually.
2. Functionality setup (no data migration) • Video Training

Recommended Motion:

Motion 11.a
MOVED by Councillor _____ that Council accept the submitted CAO report as information

BOWDEN

Cllr Reports (2)

Regular Council Meeting: 2026-11-09	**Agenda Item**: 11.b
Prepared by: CAO	**Approved by:** Mayor
Report Type: Information	**Attachment(s)**: As listed below.

11.b Council Committee Reports: October 2026.

Council to provide reports on their committee engagements, meetings and other commitments – this can be a combination of verbal and or written reports or individual reports from specific meetings like minutes. To be accepted as information.

Recommended Motion:

Motion 11.b
MOVED by Councillor _____ that Council accept all the Committee Reports: October 2026 as submitted for information.

Council Updates - Councillor Reports

OCTOBER 2026

MEETING DATE:	November 9th, 2026
PRESENTED BY:	Mayor Laurie Miller
REPORT TYPE:	Information
ATTACHMENTS:	• 2026-10-08 Special Events & Cultural Comm Minutes • 2026-10-29 Email: Deputy Minister, Public Safety & Emergency Services

---

Committees:	**Other Bodies & Organizations**
• Municipal Planning Commission • Emergency Advisory Committee • Special Events & Cultural Committee • Weed Control Act – Appeals Committee • Intermunicipal Development Committee • Economic Development Committee • Governance & Priorities Committee	• Bowden & District Agricultural Society • Expanding Horizons Cultural Enhancement Society

Purpose:

For members of council to provide a written update of participation in council activities such as board/committee meetings, conferences, training sessions, intergovernmental meetings, etc.

Meetings:

Oct 13 Regular Council Meeting

Oct 26 Organizational and Regular Council Meetings

Events:

Oct 1 Bowden Grandview School 6^{7th} Award Ceremony

Greetings on behalf of the Town and award presentation to Town of Bowden Scholarship to Paige Van Sickle.

Oct 7 SRDRWC (7:00 PM – Innisfail Public Library):

Provided with an overview of the SRDRWC regional wastewater system, the process and outcomes of the AUC Proceeding and the work underway following the AUC decision.

Other Meetings/Activities:

Oct 5 LUB/MDP workshop

Oct 8 CAEP: Powering Investment in Central AB with AltaLink (online Lunch & Learn (12:00 PM)

- Colin Harvey – Municipal and Community Relations Manager, AltaLink
  - AltaLink is the largest regulated electricity provider (14,400 km of lines, 210 substations, serves 85% of Albertans).
- Altalink just joined CAEP under the investment attraction strategies.
- Key points to cover AltaLink's commitment to Affordability, reliability and Safety
  - Affordability: Provided the historical electricity price and broke the costs of transmission (wires); transmission (other-AESO), distribution, generation(actual cost of electricity). Back in 2018 they committed to keeping revenue rates flat, they have now kept the rates flat for 8 years.
  - Reliability: between 2018 to 2025, implemented processes that quantify overall grid impacts of projected aimed at maintaining the reliability of service by upgrading or replacing some of the aging transmission assets. They have reliability performance approved 13% over these years. Best ever results in 2025 for interupptions. Length of outage stats took a hit in 2025 due to the Brooks storm. Reliabiity in action includes: proactive asset management practices (inspections); testing new techologes, emergency response planning, outage alignments and communications, and protecting the system and wildlife (reduce risk of wildlife contact with energized equipment.
  - Safety is a core value. management initiatives encompass all aspects of safety systems. Key focus area is their wildfire mitigation plan having implemented their program in 2019. Alberta Wildfire Utility Coalition ATCO Fortis.
  - AltaLink presentation was shared with council via email on October 16.

- Three groups fall under the Alberta Utilities Commission (AUC). The AUC is an independent regulatory body

  - Transmission Facilities Owner (TFO): own and operate transmission facilities (i.e. Altalink)
  - Alberta Electric System Operator (AESO): independent not for profit system planner
  - Distribution Facilities Owner (DFO): own and operate distribution facilities (i.e.Fortis/REA).

- The AESO Connnection Process Overview
  - Provided an overview of the process if you want to connect to the grid which starts with an application to the AUC.
- Working with Altalink

  - AltaLink will work with clients to provide early assessment service to look at power system access. Components are to review conceptual siting assessment, project estimate scope and parametric cost estimate. Cost for service.

Oct 8 Special Events Committee

- Planning for the Christmas festival. Minutes in agenda package Item 11.

Oct 9 LUB/MDP workshop

- Finalized the review of the LUB and established dates for next steps and open house.

Oct 14 Expanding Horizons Cultural Society

- Regular Meeting - Discussions:
  - Established volunteer needs for all upcoming events
  - Calendar of bookings to be sent to members
  - Updates on raffles and WestJet application
  - Paving items: parking lines, weight restrictions and parking signage
  - Snow removal contracts for lot and for shovelling
  - Purchase of chairs
  - Christmas Dinner coverage and liability
  - AHS registrations for food service.

Oct 19 Councillor – Mayor meetings:

- Phone and in-person meetings with each member of council share congratulations on one year since election and gather feedback and thoughts of the year.

Oct 28 Police Funding Model (6:00 – 7:30 PM)

- I attended a ZOOM session hosted by ABmunis with provincial representatives to learn more about the renewed Police Funding Model and what it means for communities like Bowden. As we've been notified, over the next five years, municipalities will see their share of frontline policing costs increase from 22% to 30%. Along with rising policing costs, changes to the funding formula will also affect what individual municipalities pay. One significant change will be the introduction of police occurrence statistics into the calculation beginning in 2028.
- This was of particular interest to me, as our quarterly RCMP reports currently reflect occurrences throughout the entire detachment area rather than just within Bowden. Provincial representatives confirmed that occurrences used in the funding formula will be assigned to the municipality where they actually occurred. While that was reassuring, I believe it's important that we have access to Bowden's specific statistics and can verify their accuracy before they begin affecting our policing costs.
- Slide presentation and notes shared with Council via email on October 29, 2026.
- Follow-up email from Justin Krikler, Deputy Minister attached advising of their commitment to respond to any additional question and will develop and share

an information package.

Oct 29 ABmunis – Special Municipal Leaders Caucus: Local Decisions Matter (12:00 PM)

- Noted tag line: Local Decisions, Local Voices. The Future of Municipal Autonomy.
- I attended this Zoom caucus hosted by Alberta Municipalities, which focused on the impact of recent provincial legislation and decisions on municipal autonomy. The session reviewed changes introduced since 2024 and shared examples of how provincial decisions have affected local planning, governance, services and municipal finances. Much of the discussion centred on the importance of respecting local decision making and recognizing that communities have different needs and priorities.
- The session also introduced six guiding principles about local democracy, meaningful consultation, flexibility, transparency, municipal impacts and collaboration between governments. Participants showed strong support for all six principles, with approval ranging from 94% to 100%. Alberta Municipalities will continue refining these principles to guide future advocacy with the provincial government, with municipal autonomy identified as a key priority for 2027.
- Slide presentation and notes shared with Council via email on October 29, 2026

Oct 30 Poppy Tribute – Bowden Cemetery

- Our former CAO, reached out about continuing a tradition he began during his time in Bowden to honour the service members laid to rest in our local cemetery. Each grave is recognized with a poppy and a flag. I was pleased to join Arno, our current CAO, and a member of Public Works, who helped clear the ice from the vases, in carrying on this meaningful tribute. We were also joined by Private Mike Bradford of the Devon & Dorset Regiment as we took a moment to remember and honour those who served.

Upcoming Items:

Aside from RCM and committee meetings, please note:

- the CAEP fall general meeting is cancelled due to the October 27 announcement of dissolution of the organization
- CESD Supper Meeting November 24 has been postponed.

General:

I enjoyed the process of preparing the LUB and MDP for public engagement. October saw many community events at both community halls. I look forward to our second year of working together for our Town.

BOWDEN

Town of Bowden – Special Events Committee Meeting
To be held at the Town Office on
Thursday, October 8, 2026 at 6:30 pm

Present: Carol Pion, Annette Glazer, Amanda Peffers, Cam Morrison, Anaya Lea, Ryan Howlett, Alexis Masse, Marietta Tuckwell, Randy Brown, Laurie Miller (Recorder).

1. Call to Order: Meeting called to order at 6:30 pm

2. Adoption of Agenda: Moved by Randy Brown to adopt the agenda. CARRIED

3. Business Arising from Previous Meeting
   - Park Naming – forward to council for action
   - Escape Room Proceeds – Council topped up proceeds to provide $100 each to the Thrift Store, Friendship Centre and Bowden Theatre Group
   - Volunteer & Sponsor Recognition: Confirmed gift cards were delivered to the two volunteers.

4. Bowden Daze 2027 – Preliminary Planning
   - Bowden Pro Rodeo is confirmed for July 15 to 18, 2027
   - Parade date is confirmed for Saturday, July 17.
   - Detailed planning deferred to future meetings.
   - Previously identified gaps, including photography and advertising, to be addressed through the planning document presented at our follow-up meeting in August.
   - Parade theme remains undecided. Previously discussed options include Circus, Western and Central Alberta Partners/business engagement.

5. Christmas Festival, December 11, 2026
   - Agreed to return to the traditional Bowden Igloo Daze name, promoting the event as "The Return of Bowden Igloo Daze."
   - Festival hours to remain 5:00–7:00 p.m., considering public skating and hockey schedules.
   - Scheduled activities:

Public Skate	5:00 pm to 7:00 pm
Lighting of Christmas Tree	5:30 pm
Wagon Rides	5:30 pm to 7:30 pm
Children's Crafts (Lions – upstairs)	
Lions Club Holiday Hamper Donations	

   - Explore a figure skating demonstration at the start of public skating.
   - Carol to contact the school regarding choir participation.
   - Administration to confirm whether existing Christmas tree lights can be programmed for different colours and patterns.
   - Lions Club holiday hamper donation collection to be included.
   - Double T Percherons confirmed available at a cost of $1,350. Mayor/Administration to finalize booking.

6. Refreshments
   - Hot Dogs confirmed, with Council assisting in preparation and serving
   - Carol and Amanda to coordinate food.
   - Amanda to complete AHS registration.
   - Administration to confirm Tim Horton's Donation.

7. Other Items
   - Advertising: Develop several simple, activity-specific posters for staggered promotion of the different events.
   - Dress up competition: Encourage Christmas movie character costumes, with photo stations and swag prizes. Determine method for entry such as participants uploading their own pictures with a #Christmas Festival to socials or another method. Carol to provide information regarding QR-code photo-sharing option. Must confirm with Administration regarding the introduction of any app.
   - Contacts to be made with RCMP, Fire Department, Santa for participation.
   - Notify Minor Hockey regarding use of concession.
   - Contact FCSS regarding decorating/decorations.
   - Set up reusable social media photo frame.
   - Council picture in costume for backdrop for photo station.
   - Cam to obtain pricing for projector lights.
   - Revive the Christmas Light Competition using previous criteria. Administration to advertise. Judging date to be confirmed.

8. Roundtable:
   - Anaya: presented information on a permanent obstacle course as an opportunity to strengthen Bowden's identity. Committee discussed community branding and will continue to explore ideas, recognizing that a permanent obstacle may not be feasible.
   - Carol: advised that a resident experienced with Red Deer escape rooms has offered to assist with future planning.
   - Ryan: discussed advertising, suggesting a few different posters to keep people engaged. It was noted that some of the AI generated posters get busy and we should keep them simple.

9. Next Meetings
   - November 16, 2026 – 6:30 pm
   - November 30, 2026 – 6:30 pm

10. Adjournment: Meeting adjourned at 7:30 pm.

Action Items Summary

Responsibility	Action
Administration	Confirm event budget, Tim Hortons donation, tree lighting capabilities, advertise events, confirm available decorations
Mayor/ Administration	Confirm Double T Percherons booking
Carol	Contact school choir; investigate QR-code photo-sharing
Carol & Amanda	Coordinate food arrangements
Amanda	Complete AHS registration
Cam	Obtain projector light pricing
Committee / Administration	Explore additional decorations; confirm light competition judging date
Ryan	Contact figure skating club
Council	Consider park naming item

Council Updates
Councillor Reports October 2026

MEETING DATE:	November 9th, 2026
PRESENTED BY:	Deputy Mayor Randy Brown
REPORT TYPE:	Information
ATTACHMENTS:	MVRWSC October 14th Meeting

Committees: • Municipal Planning Commission • Emergency Advisory Committee • Special Events & Cultural Committee • Weed Control Act – Appeals Committee • Governance & Priorities Committee • Economic Development Committee	**Other Bodies & Organizations** • Mountain View Regional Water Services Commission • South Red Deer Regional Wastewater Commission **Alternate:** • CAEP

Purpose:

For members of council to provide a written update of participation in council activities such as board/committee meetings, conferences, training sessions, intergovernmental meetings, etc.

Meetings:

October 13 - Regular Council Meeting.

October 26 - Organizational Meeting.

October 26 - Regular Council Meeting.

Events:

October 5, 9 and 26 reveiwed the Municipal Development Plan and Land Use Bylaw rewrite drafts and final copies for Open House on November 17th @ 4.30pm to 7.30pm at Bowden Event Centre.

Also attended number of other meetings – no change in Committees for 2026-2027.

Operations Report: Mountain View Regional Water Services Commission.

October 14th, 2026

Administrative:
10-year Capital Budget- Ongoing gathering and updating information for the 10-year Capital Plan.

Operations Manual - Assisting Technical Services Coordinator with updating the documents.

Drought Committee - Assisting CAO as required - **On Hold**

Technical Committee - Drought Management Strategy was approved by the Board on April 9, 2025, and has been circulated to the communities - **On Hold.**

Water Sharing Agreement- Province had a meeting on September 15, 2026, to discuss the conditions in the basin sharing of information. MVRWSC will have a representative in attendance at these meetings (Package Attached).

RDRMUG Meeting - Meeting September 17, 2026- Rocky View County Presentation (Attached).

Commission Communities:

Town of Innisfail - Meeting with Town to discuss 2027 projects and system operations.

Town of Bowden - Touch base with Town and no issues.

Town of Olds - Working with Olds College on a possible expansion.

Town of Didsbury- New lateral line has been commissioned and is supplying water to the new reservoir. Currently waiting for the SCADA installation to be completed for the system to be fully operational.

Town of Carstairs - New lateral line has been commissioned and is supplying water to the new reservoir. The SCADA System has been installed and is operational, addressing some minor issues and then the reservoir to go live.

Town of Crossfield - Spoke with Town and they have repaired another leak.

Operations and Maintenance:
Membrane Expansion - Associated Engineering are proceeding with the design of the Clarifier modifications for upgrading Trains 1 & 2 Membrane. Next Project meeting October 21, 2026.
Membrane Contract - New Membrane Contract with Veolia has been set-up and will start in January 2027.
Membrane Integrity Testing (MIT} - Working with Alberta Environment on Daily Integrity Testing notification requirements. All materials are onsite and construction began on September 30, 2026.

Projects:
2025 Capital Program - Will be completing several of the Capital Projects from the 2025 budget in 2026 construction season.

Raw Water Storage Ponds - Materials have been ordered for the new raw water lines from the existing line to the ne ponds. Four Contractors have prequalified and have been invited to bid on the project (Summary Attached).

Asset Management - ISL have added all downline building locations to the Model including the Midpoint Reservoir. Working to add all the linear infrastructure to the Model. Next update October 13, 2026**.**

Train B Mechanical Mixer - Contractors are in the process of finalizing all the materials and the project will kick off in October 2026.

Electrical Room Upgrades - The New Transformer and New Switch Gear packages have been awarded. Four Contractors have been prequalified and have been invited to bid on the project (Summary Attached).

SCADA Upgrades - Operations continue to test the system and any issues identified will be addressed. Will begin replacement of the PLC in the WTP in 2027.

WTP Windows - The Windows have been replaced and the Back receiving door has been replaced. The Front Entrance door and Low lift Pump House overhead door to be replaced in October 2026.

Council Updates
Councillor Reports October 2026

MEETING DATE:	Nov 9th, 2026
PRESENTED BY:	Councillor Ryan Howlett
REPORT TYPE:	Information
ATTACHMENTS:	N/A

Committees:	**Other Bodies & Organizations**
• Municipal Planning Commission • Emergency Advisory Committee • Special Events & Cultural Committee • Weed Control Act – Appeals Committee • Intermunicipal Development Committee • Governance & Priorities Committee	• Central Alberta Regional Waste Management Commission • FCSS • Bowden Historical Society **Alternate** • Bowden & District Agricultural Society

Purpose:

For members of council to provide a written update of participation in council activities such as board/committee meetings, conferences, training sessions, intergovernmental meetings, etc.

Meetings:

Oct 13 - Regular Council Meeting.

Oct 26 – Organizational & Regular Council Meetings.

Events: N/A

Other Meetings:

Oct 5th - MDP/LUB
- Terms and conditions were considered and well discussed
- Lay out of both documents were developed in a manner to be easily consumed by users.
- Graphics were added and adjusted to assist in revieing the document.

Oct 6th - FCSS (absent due to extended commitment)

Oct 7th - SRDWW

- Great information about the history of the SRDWW
- Confirmed the importance of having our existing council members stay on that committee.

Oct 8th – Special Events

- Confirmed times for events.
- Inquired with Bowden Skating Club if they wanted to do a small Demo for 5-10 min before public skating.
- Confirmed with Tim Hortons that they would assist in sponsoring the event.

Oct 9th – MDP/LUB

- Worked with team to confirm the path forward we want to show land use areas.

Oct 27th – Bowden Historical Society

- Maintenance concerns on the shingles on the thrift store from the wind.
- Trees around thrift store will be removed by committee and professional outfit.
- Sign size was not confirmed at meeting, will be confirmed via email from board.

Upcoming Items:

LUB and MDP Review and Open House oct and Nov 17.

Budget 2026 Nov 23

FCSSAA conference in Edmonton Nov 24 – Nov 27.

Council Updates
Councillor Reports October 2026

MEETING DATE:	November 9th, 2026
PRESENTED BY:	Councillor Cam Morrison
REPORT TYPE:	Information
ATTACHMENTS:	N/A

Committees	Other Bodies & Organizations
Municipal Planning Commission	N/A
Emergency Advisory Committee	**Alternate**
Special Events & Cultural Committee	Central Alberta Regional Waste Management Commission
Weed Control Act – Appeals Committee	South Red Deer Regional Wastewater Commission
Governance & Priorities Committee	Bowden Friendship Club

Purpose:

For members of council to provide a written update of participation in council activities such as board/committee meetings, conferences, training sessions, intergovernmental meetings, etc.

Meetings:

October 13 - Regular Council Meeting.

October 26 - Organizational Meeting.

October 26 - Regular Council Meeting.

Events:

October 5, 9 and 26 reveiwed the Municipal Development Plan and Land Use Bylaw rewrite drafts and final copies for Open House on November 17th @ 4.30pm to 7.30pm at Bowden Event Centre.

Also attended number of other meetings – no change in Committees for 2026-2027.

Council Updates
Councilor Report October 2026

MEETING DATE:	November 9th, 2026
PRESENTED BY:	Councillor Amanda Peffers
REPORT TYPE:	Information
ATTACHMENTS:	

Committees:	**Other Bodies & Organizations**
• Municipal Planning Commission • Emergency Advisory Committee • Special Events & Cultural Committee • Weed Control Act – Appeals Committee • Governance & Priorities Committee • Public Library Board	• Parkland Regional Library Board • Bowden Friendship Center Alternate: • Bowden Historical Society • Parkland Foundation (seniors housing)

Purpose:

For members of council to provide a written update of participation in council activities such as board/committee meetings, conferences, training sessions, intergovernmental meetings, etc.

Meetings:

Oct 5- Land Use Bi-law & Municipal Development Plan with Liz Armitage

Oct 6 – Bowden Library Regular Meeting

Oct 8- Special Events Meeting

Oct 9 – Land Use Bi-law with Liz Armitage

Oct 13- Regular council meeting

Oct 26 – Organizational & Regular council meetings

Oct 28- Bowden Library Organizational Meeting

Oct 28 – Bowden Library Regular Meeting

Upcoming:

Nov 9-Regular Council Meeting

Nov 19 – Parkland Library Board

Events:

- Tues Oct 27: Innisfail & District Chamber of Commerce holds banquet Oct. 27 for Innisfail, Penhold and Bowden, small business awards.

- Attendee's Councilor Pion and Councilor Peffers were in attendance for support

  Celebrating all nominees. The business advocacy organization held the awards ceremony along with dinner and live entertainment on Oct 27 at the Royal Canadian Legion Branch #104 in Innisfail.

  The awards celebrate local businesses across multiple categories, recognizing their dedication and success within the community. Winners in 10 categories were announced at the event. The winners are:

- Innisfail Business of the Year – House of Her

• Tourism & Visitor Experience Business of the Year – Discovery Wildlife Park

- Non-profit of the Year – The Boob Tour

• Customer Service of the Year – Springbrook Pharmacy

• New Business of the Year – Clarity at Work

Red Deer County Business of the Year – Springbrook Pharmacy

• Penhold Business of the Year – Ma and Pa's Bakery

• Bowden Business of the Year – Bowden Hi-Way Golf Course

• Community Impact – House of Her

• Employee of the Year - Hannah Klaus from Ma and Pa's Bakery

• Home-based. Business of the Year - Stickit Vinyl

Bowden Public Library Meeting

Oct 6, 2026

Attendees Shawna MacDonald (Chair), Julie Hamblin (librarian), Amanda Peffers (Councilor), Marietta Tuckwell (Councilor), Justina Klassen-Fehr, Aggie Fehr, Vinny Zimmermann, Caroline Furman (regrets)

- Call to order 4:34 pm – Motion Shawna called the meeting to order

- Adoption of agenda- Amanda moved to accept

- Adoption of previous minutes- Amanda moved to accept

- Business arising- Bill 28 discussion – Justina moved to accept as information

- round table discussion regarding age-appropriate access to library material policy:

Bowden Public Library is committed to providing equitable access to information, supporting literacy, respecting intellectual freedom, and serving children, youth and adults. This policy establishes procedures for age-appropriate access to library materials in accordance with the Alberta Libraries Act, applicable regulations, Bill 28 and related provincial requirements, as applicable.

2. **CHILDREN AND YOUTH UNDER 16**

Children and youth under 16 are welcome to use the library, participate in programs and access age-appropriate library services.

Where Alberta legislation or regulation requires parental or legal guardian approval for independent borrowing by children 15 and under, Bowden Public Library will obtain that approval before granting independent borrowing privileges.

Parents and legal guardians are responsible for determining what materials are appropriate for their children.

3. **LIBRARY MATERIALS**

Bowden Public Library maintains a diverse collection for users of different ages and interests and maturity levels.

The library will not restrict or remove materials solely because they address controversial subjects, sexuality, relationships, gender identity, sexual orientation, religion, politics or other subjects that an individual family may consider inappropriate.

Where Alberta legislation or regulation requires particular materials to be restricted or controlled for children, the library will comply with those requirements.

4**. MATERIALS SUBJECT TO PROVINCIAL RESTRICTIONS**

Materials containing explicit visual depictions of sexual acts, where defined and restricted by applicable Alberta legislation or regulation, will be managed in accordance with provincial requirements.

Where required, the library may:

- restrict access by children 15 and under;

-require assistance to access restricted materials; and/or

- physically separate restricted materials from children's collections.

The library will use the definitions and requirements established by the Government of Alberta rather than creating broader local restrictions.

5. **PARENTAL RESPONSIBILITY**

Parents and legal guardians have the primary responsibility for determining which library materials are appropriate for their children.

Parents are encouraged to:

-discuss library use with their children;

-review the library catalogue and collections;

-accompany younger children

Library staff will not act in place of a parent or guardian in determining what is appropriate for an individual child except where required by law or Library safety procedures.

6. PRIVACY

The library will protect the confidentiality of library membership and borrowing records in accordance with applicable privacy legislation and Library policy.

7. **COMPLIANCE AND REVIEW**

Bowden Public Library will administer this policy consistently with applicable Alberta legislation, regulations, provincial guidance and Parkland Regional Library policies.

If any provision of this policy conflicts with applicable legislation or regulation, the legislation or regulation prevails.

The Library Board will review this policy when provincial requirements change and at least every two years.

Computer And Internet Access Policy – Children and Youth

Bowden Public Library provides public computers and internet access as part of its library services. Computer and internet access is available to children and youth subject to the Library's rules of use, applicable law and reasonable safeguards.

CHILDREN UNDER 16

Children and youth under 16 may use public computers independently, unless a parent or legal guardian has requested otherwise or the library determines that supervision is necessary for safety or appropriate use.

Children and youth under 16 must have a completed and signed Parent/Guardian Permission Form on file with Bowden Public Library before using a public computer or accessing the internet independently.

Parents and legal guardians are encouraged to discuss safe and appropriate internet use with their children and remain responsible for determining what online content and activities are appropriate for their child.

ACCEPTABLE USE

Library computers and internet services must be used:

-for lawful purposes;

-respectfully and without disrupting other library users;

-without accessing, displaying or transmitting unlawful material;

- without attempting to damage, disable or interfere with Library equipment, networks or security;

-in accordance with the library's posted computer-use rules; and

-in accordance with applicable federal, provincial and municipal laws.

CONTENT AND PRIVACY

The library does not guarantee that internet content is appropriate for every age or individual. Internet access is provided as an information service, and users are responsible for the information they choose to access.

The library will take reasonable steps to maintain secure and functional public computers

but cannot guarantee that all inappropriate or harmful content will be blocked.

Users should not enter personal, financial or confidential information on public computers

unless they understand the associated privacy risks.

STAFF AUTHORITY

Library staff may ask a user to stop an activity that violates Library rules, disrupts other

users, damages equipment, creates a safety concern or appears to violate the law.

Repeated or serious violations may result in suspension of computer or library privileges in

accordance with Library policy or applicable safety and use bylaws.

PARENTAL RESPONSIBILITY

Parents and legal guardians have the primary responsibility for supervising and guiding

their child's use of the internet.

The library encourages parents and guardians to discuss internet safety, privacy, online

communication and appropriate online content with their children.

Financial Statement- Justina moved to accept as presented

- New Business- Budget- Marietta moved to accept as presented, Marietta to send an email to administration regarding insurance premium for the library (AUMA), also to inquire about cost-of-living increase for library staff
- Next meeting: Oct 28th 4:30 pm
- Motion to Adjourn- 5:36 pm – Shawna moved to adjourn.

Bowden Public Library Annual Organizational Meeting

Oct 28, 2026

Attendee s: Julie Hamblin (Librarian), Justina Klassen-Fehr, Aggie Fehr, Evelyn Zimmermann, Marietta Tuckwell-Council (called in via phone), Amanda Peffers - Council, Caroline Furman (secretary) **Absent:** (with regrets) Shawna MacDonald (chair), Vinny Zimmermann

Call to order- Justina called to order 4:35 pm

Adoption of agenda- Amanda moved to adopt

Adoption of minutes- Caroline moved to adopt

Current board membership and terms- Amanda moved to accept the board members as presented.

- Shawna MacDonald Chair Nov. 1,
- 2027 Caroline Furman Sec Nov. 1, 2028
- Justine Klassen-Fehr Nov. 1, 2027
- Aggie Fehr Nov. 1, 2027
- Evelyn Zimmermann Nov. 1. 2026
- Marietta Tuckwell annual appointment from Town of Bowden
- Amanada Peffers annual appointment from Town of Bowden

Proposed next meeting Oct 27, 2027.

Motion to adjourn – Justina motioned to adjourn.

Bowden Public Library Meeting

Attendee s: Julie Hamblin (Librarian), Justina Klassen-Fehr, Aggie Fehr, Marietta Tuckwell, Amanda Peffers, Caroline Furman (secretary) Shawna MacDonald (chair)(regrets), Evelyn Zimmermann (regrets)

- Call to Order Justina called us to order at 4:52 pm
- Adoption of Agenda As amended Aggie motioned to approve.
- Adoption of Previous Minutes Amanda motioned to approve
- Business Arising Bill 28 Storage of forms - It was discussed that all required forms must be securely stored in a locked filing cabinet to ensure the appropriate protection and confidentiality of children's and families' information. Moving forward, the applicable forms are to be sent home with every child entering the library program to ensure that all necessary documentation is completed and returned. If Julie requires a new cabinet or key for her current cabinet, she will let the town know. The computer usage policy requires additional clarification and stronger wording regarding acceptable and unacceptable use. It was agreed that the policy should clearly indicate that there are no guaranteed internet access privileges or unrestricted access to online resources. Appropriate use of computers and the internet must be maintained at all times, and any misuse, inappropriate access, or use outside of the permitted guidelines will be prohibited. It was agreed that the Unattended Children Policy should be included with the permission forms to ensure that parents and guardians are aware of the policy and their responsibilities. Aggie moved to approve the amendments as presented. Caroline seconded the motion. Aggie motioned to approve as amended, Caroline seconded carried
- Review of Financial Statement- The financial statements were presented and reviewed by the board. Members had the opportunity to review the financial information and discuss the current financial position. Aggie motioned to approve, Amanda seconded carried

- The board reviewed the proposed Cost of Living Adjustment (COLA), referencing the 3.6% increase reported by Statistics Canada. Following discussion, members agreed to implement a 4% adjustment. Marietta moved to approve the 4% COLA increase, Amanda seconded carried

- Budget- the library programs such as paint night have been a huge success, added $600.00 to the budget total $2600.00 for programming for the year. Suggestions for authors night and involving Grandview were discussed.

- Board members provided updates and discussed progress relating to the current Plan of Service goals and objectives. It was noted that the organization remains on track with its established goals and continues to make progress toward meeting the identified priorities. Members also discussed potential volunteer opportunities and indicated their availability to assist with various activities and initiatives. Additional ideas included exploring the possibility of installing a bench outside the building, increasing awareness of library services and activities through advertising in the town newsletter, social media and organizing a reading event featuring local authors. It was confirmed that an open house will not be held this year. Amanda moved to accept the Plan of Service update as information

- New Outdoor sign (on side of the building) Donate it to the museum. Will ask Shawna to contact the museum to take the “antique library sign” Amanda motioned to carried

- Insurance for Library- Julie will request a copy of the library insurance policy from town administration

- Next Meeting – Dec 1-4:30 pm – Amanda motioned to approve.

- Motion to Adjourn-Justina made a motion to adjourn.

Council Updates
Councillor Reports October 2026

MEETING DATE:	November 9, 2026
PRESENTED BY:	Councillor Carol Pion
REPORT TYPE:	Information
ATTACHMENTS:	N/A

Committees:
- Municipal Planning Commission (Chair)
- Emergency Advisory Committee
- Special Events & Cultural Committee
- Weed Control Act – Appeals Committee
- Governance & Priorities Committee
- Economic Development Committee
- Inter-municipal Development Committee

Other Bodies & Organizations
- Bowden Grandview School
- CAEP

Alternate:
- Mountain View Regional Water Services Commission

Purpose:

For members of council to provide a written update of participation in council activities such as board/committee meetings, conferences, training sessions, intergovernmental meetings, etc.

Meetings:

October 7 – SRDRWC Innisfail Library

October 8 - Special Events Meeting

October 8 – CAEP Lunch & Learn

October 13 – Regular Council Meeting

October 19- Economic Development Committee - Rescheduled

October 20 – BGS

October 26 – Organizational and Regular Council Meetings

Events:

October 27 – Innisfail Chamber of Commerce Gala

Other Meetings: tbd

October 7

SRDRWC - Innisfail Library

The progress update was highly informative, and I am encouraged that the Board will continue to keep council informed.

October 8

CAEP Lunch & Learn – AltaLink presented by Colin Harvey
Municipal & Community Relations Manager

The Central Alberta Economic Partnership (CAEP) presentation by AltaLink provided an overview of Alberta's electricity transmission system and the company's commitment to providing affordable, reliable and safe electricity. AltaLink highlighted its efforts to manage transmission costs, improve system reliability, maintain and upgrade infrastructure, and reduce wildfire risks through preventative measures. The presentation also outlined the AESO's six-stage process for connecting new electricity projects to the grid, including the requirements for different types and sizes of developments. AltaLink encouraged municipalities, businesses and developers to engage early when planning future projects to identify electrical capacity, potential connection requirements, costs and infrastructure needs. Presentation slideshow is attached.

UPDATE: IT WAS DECIDED BY CAEP BOARD TO DISSOLVE CAEP AFFECTIVE IMMEDIATELY. AGM SCHEDULED FOR DECEMBER HAS BEEN CANCELLED.

October 20

BGS – in person at Bowden Grandview School Attendance

Chair – Principal Lockhat

Ashley /PAC, LISA /FOG +3, Linda /CESD Trustee, FCSS not in attendance

This was the first evening meeting of the committee, attendance was well received, in person conversations were good, but longer than previous zoom sessions.

BGS – staffing has been an issue with several retirements. Reassignments and workloads have been made, working well right now but always reviewing. Current enrollment is 263 substantially down from last year. Reasoning is students/families moving out of the district or home schooling, no stats on student living in Bowden possibly moving schools (11/ 2026, 17/2025). BGS Budget – over budget on substitute teacher, availability a factor. Today's dollars are spent on today's students not carried over.

CESD – report was submitted in email by Mayor Miller. Highlights: District wide Council/CAO/Council meetings are a first for this region. Both parties looking forward to meeting. Safety for students and staff important moving forward. Budgeting for better locks, cameras – giving sense of safety for whole school. International student program being reintroduced in CESD HS. Concerns bringing in foreign students not speaking English would draw from valuable resources but these students already have English as second language credentials.

Town of Bowden – Reported on Christmas Igloo Daze festival is Dec 11th with events for all including free public skating, hotdogs, lighting of tree, wagon rides, etc. I asked Principal Lockhat if the school had a choir and if they would be interested in singing, especially when the Christmas tree is being lite. He will forward info. BGS does not have classes that day. UPDATE: BGS choir has agreed to sing at the Igloo. Details to be forwarded. Installation of crosswalk and speed limit sign on Westview Crescent. Council continues to work on LUB and Strategic Plan, BGS plays an important part to our community. Mentioned Train Education by CN, Principal was interested, will send details to him.

PAC – no report currently

FCSS – no report submitted

FOG – Containing with fundraising campaigns. Breakfasts program going well always looking for volunteers. President Lisa thanked TOB very much for the Tim Hortons donation there could be volunteer opportunities related to TH will keep us in the loop and if we can help.

Next meeting: TBD

October 27

Innisfail Chamber of Commerce Gala – Councillors Peffers and Pion attended.

The evening celebrated two Bowden businesses, with recognition in three categories.

Bowden Business of the Year and Tourism & Visitor Information Business of the Year: Room With A Pew

Bowden Business of the Year: Bowden HiWay Golf Course

Award winner: Bowden HiWay Golf Course

Both businesses expressed appreciation for their nominations and the community's support.

Council Updates
Councillor Reports October 2026

MEETING DATE:	November 9th 2026
PRESENTED BY:	Councillor Marietta Tuckwell
REPORT TYPE:	Information
ATTACHMENTS:	Bowden Library Report

Committees:

- Municipal Planning Commission
- Emergency Advisory Committee
- Special Events & Cultural Committee
- Weed Control Act – Appeals Committee
- Governance & Priorities Committee
- Public Library Board
- Economic Development Committee
- Intermunicipal Development Committee

Other Bodies & Organizations

Alternate:

- Expanding Horizons Cultural Enhancement Society
- Parkland Regional Library Board
- Red Deer & District FCSS
- Bowden Grandview School Council

Primary:

- Parkland Foundation Management Body

Meetings:

October 26th - Regular Council Meeting

Events: N/A

Other Meetings:

October 5th – LUB/MPC

October 6th – Bowden Library

October 8th – Special Events

October 9th – LUB/MPC

Bowden Public Library
Meeting Minutes

Date: October 6, 2026

Attendees: Shawna MacDonald (Chair), Julie Hamblin (librarian), Amanda Peffers (Councilor), Marietta Tuckwell (Councilor), Justina Klassen-Fehr, Aggie Fehr, Vinny Zimmermann

	Item	Description	Action	Motion	Decision
1	Call to Order	4:34 PM		Shawna MacDonald called the meeting to order	Carried
3.	Adoption of Agenda			Amanda Peffers moved to accept	Carried
4.	Adoption of Previous Minutes			Amanda Peffers moved to accept	Carried
5	Business Arising	Bill 28 discussion		Justina Klassen-Fehr moved to accept info as presented	Carried
		Financial statement		Justina Klassen-Fehr moved to accept as presented	Carried
6	New Business	Budget 2027	Marietta Tuckwell moved to accept info as presented		
7	Next Meeting	4:30 pm – Oct. 28.	Organizational meeting and General Meeting		
8	Motion to Adjourn	5:36 p.m.		Shawna moved to adjourn	Carried

BOWDEN
Public Library

PLAN OF SERVICE

2025 – 2029

MISSION

The Bowden Public Library will serve the community as an information and popular materials library for people of all ages, promoting learning, literacy, connection and communication through programs and services that are convenient, affordable, accessible and of high quality.

Satisfy Curiosity: Lifelong Learning – Residents will have resources and reliable information they need to grow and continue to learn throughout their lives.

Goal 1: Adults/Seniors will have opportunities to explore learning together

● The library will host one adult/senior event per year. Seed Library, Museum Tea, Paint night, Community Showcase, Card Exchange

Goal 2: Children of all ages will have interest driven opportunities for connection and growth

● The library will increase attendance in events by 5% with 80% satisfaction by 2029. Tween Movie Pizza Day, Paint Night

Visit a Welcoming Physical Place – Residents will have safe and welcoming physical places to meet and interact with others or to sit quietly and read.

Goal 1: Patrons will have designated areas in the library for casual social gatherings

● The library will host monthly passive activities to encourage gathering and increase attendance by %5 by 2029. Coffee Time 8X

Goal 2: Create an outdoor space

● The library board will approach the town about a usable and comfortable outdoor library space by 2029.

Know Your Community: Community resources and Services – Residents will have a central source for information about the wide variety of programs, services and activities provided by community agencies and organizations

Goal 1: The library will make the community aware of library services

● The library will host an Open House every October and increase attendance by 10% by 2029.

Goal 2: The library will team up with, and promote other community agencies

● The library will increase partnerships with other community groups by 10% by 2029. Community Showcase, Museum Tea

11:53 AM
2026-10-23
Cash Basis

Bowden Public Library
Profit & Loss Budget vs. Actual
January through December 2026

	Jan - Dec 26	Budget	$ Over Budget	% of Budget
Income				
07 · Local Appropriation (Town)	23,025.50	23,023.50	2.00	100.0%
08 · Prov.Library Operating Grant	17,483.00	17,483.00	0.00	100.0%
12 · Cash Tsfr. Reg. Lib. System	15,629.60	15,321.50	308.10	102.0%
17 · Donations & Fundraising	194.12	500.00	-305.88	38.8%
21 · Other Service Rev (Print/Copy)	55.00	60.00	-5.00	91.7%
23 · Interest	225.11	150.00	75.11	150.1%
Total Income	56,612.33	56,538.00	74.33	100.1%
Expense				
a · Staff				
28 · Salaries , WCB, CPP				
28a · Wages	40,357.56	48,000.00	-7,642.44	84.1%
28b · CPP, EI Employer Portion	2,782.26	3,800.00	-1,017.74	73.2%
28c · WCB	222.77	200.00	22.77	111.4%
Total 28 · Salaries , WCB, CPP	43,362.59	52,000.00	-8,637.41	83.4%
29 · Honoraria (Volunteers)	75.00	100.00	-25.00	75.0%
Total a · Staff	43,437.59	52,100.00	-8,662.41	83.4%
c · Administration				
43 · Leg Fees, Bk Chgs, Refs, Deps	186.05	75.00	111.05	248.1%
44 · Library Supplies	696.42	400.00	296.42	174.1%
45 · Association Memberships	68.25	63.00	5.25	108.3%
47 · Program Expense	1,723.04	2,000.00	-276.96	86.2%
48 · Stationary, Print, Copier Supp	281.20	300.00	-18.80	93.7%
Total c · Administration	2,954.96	2,838.00	116.96	104.1%
d · Building Maintenance				
53 · Insurance	1,586.00	1,600.00	-14.00	99.1%
Total d · Building Maintenance	1,586.00	1,600.00	-14.00	99.1%
Total Expense	47,978.55	56,538.00	-8,559.45	84.9%
Net Income	**8,633.78**	**0.00**	**8,633.78**	**100.0%**

11:52 AM
23/10/26
Cash Basis

Bowden Public Library
Balance Sheet
As of October 23, 2026

		Oct 23, 26
ASSETS		
Current Assets		
Chequing/Savings		
01 · Cash on Hand		50.00
02 · ATB Chequing #00100228724		42,115.39
025 · Business Savings		13,356.79
04 · Ignore		
04-11 · ATB GIC #147	**Oct 09/12**	5,209.14
04 · Ignore - Other		-5,209.14
Total 04 · Ignore		0.00
Total Chequing/Savings		55,522.18
Total Current Assets		55,522.18
TOTAL ASSETS		**55,522.18**
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
2000 · Source Deductions Payable		-2,379.50
Total Other Current Liabilities		-2,379.50
Total Current Liabilities		-2,379.50
Total Liabilities		-2,379.50
Equity		
30000 · Opening Balance Equity		175.24
3900 · Year opening balance		49,092.66
Net Income		8,633.78
Total Equity		57,901.68
TOTAL LIABILITIES & EQUITY		**55,522.18**

Bowden Public Library

Annual Organizational Meeting Agenda – October 28, 2026

1. Call to Order

2. Adoption of Agenda

3. Adoption of Minutes of November 2026 Annual Organizational Meeting

4. Current Board Membership and Terms:

Shawna MacDonald	Chair	Nov. 1, 2027
Caroline Furman	Sec	Nov. 1, 2028
Justine Klassen-Fehr		Nov. 1, 2027
Aggie Fehr		Nov. 1, 2026
Evelyn Zimmermann		Nov. 1. 2026
Marietta Tuckwell		annual appointment from Town of Bowden
Amanada Peffers		annual appointment from Town of Bowden

5. Election of Officers

6. Proposed date of next Annual Organization Meeting

7. Adjournment

Bowden Public Library
Annual Organizational Meeting Minutes

Date: October 28, 2026

Attendees: Julie Hamblin (Librarian), Justina Klassen-Fehr, Aggie Fehr, Evelyn Zimmermann, Marietta Tuckwell (late), Amanda Pfeffers, Caroline Furman (secretary)
Absent: (with regrets) Shawna MacDonald (chair), Evelyn Zimmermann,

	Item	Description	Action	Motion	Decision
1	Call to Order	Justina called us to order at 4:35		called the meeting to order	
2	Adoption of Agenda			Amanda moved to adopt	
3	Adoption of Minutes - November, 2025			Caroline moved to adopt	
4	Current Board Membership and Terms		Shawna MacDonald Chair Nov. 1, 2027 Caroline Furman Sec Nov. 1, 2028 Justine Klassen-Fehr Nov. 1, 2027 Aggie Fehr Nov. 1, 2027 Evelyn Zimmermann Nov. 1. 2026 Marietta Tuckwell annual appointment from Town of Bowden Amanada Peffers annual appointment from Town of Bowden	Amanda moved to accept the board members as listed	Carried
5	Election of new officers		Chair - Shawna MacDonald Vice Chair - Justine Klassen-Fehr Secretary - Caroline Furman	Amanda moved to accept the positions as listed.	Carried
6	Proposed date of next meeting	October 27, 2027		Caroline moved to accept	Carried
7	Motion to Adjourn	Justina motioned to adjourn at 4:47		Justina moved to adjourn	

Bowden Public Library

October 28, 2026

1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes of last Meeting
4. Business Arising:
    - Bill 28 policy discussion
    - Review of Financial Statement
    - Budget
5. New business
6. Next meeting date
7. Adjournment Motion

BOWDEN

Other Reports (3)

Regular Council Meeting: 2026-11-09	**Agenda Item**: 11.c
Prepared by: CAO	**Approved by:** CAO
Report Type: Information	**Attachment(s)**: there are no written reports for this meeting – appointed councillors has reported on some of these committees in their reports under Item 11.b.

11.c Other Bodies and Organizations.

i. Bowden & District Agricultural Society.
ii. Bowden Grandview School Council.
iii. CAEP.
iv. Central Alberta Regional Waste Management Commission.
v. Expanding Horizon's.
vi. Mountain View Regional Waste Services Commission.
vii. South Red Deer Regional Wastewater Commission.
viii. Parkland Foundation Management Body.
ix. Parkland Regional Library Board.
x. FCSS Community Navigator Report.
xi. Bowden Friendship Centre.
xii. Bowden Historical Society.
xiii. Red Deer County Enforcement Report.

Note:
If there are additional verbal reports available on the night / short notice / additions those can be presented here under Item 11.c and be accepted as information.

Recommended Motion:

Motion 11.c
MOVED by Councillor _____ that Council receive and accept as information any verbal reports submitted or note none is scheduled.

BOWDEN

Closed Session

Regular Council Meeting: 2026-11-09	**Agenda Items**: 12.a / b
Prepared by: CAO	**Approved by:** Mayor
Report Type: RFD	**Attachment(s):** 12.a Land and 12.b Donations

12.a Red Deer County Land.

12.b Donations.

Recommended Motion(s):

12.a CLOSED SESSION. Access to Information Act, ss. 29 (Advice from Officials) AND ss. 19 (Business Interests of a Third Party).

Motion 12
MOVED by Councillor _____ that Council moves into closed session at _____ PM pursuant to the Access to Information Act, ss. 29 (Advice from Officials),

Motion 12
MOVED by Councillor _____ that Council returns to open session at _____ PM.

Motion 12
MOVED by Councillor _____that Council accepts all the presentations as information OR_____