



**Town of Bowden – Regular Council Meeting
held on Monday 22 April 2024
at Town of Bowden Council Chambers.**

MINUTES

1. CALL TO ORDER

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

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

ADMINISTRATION	CAO	Rudy Friesen
	Recorder	Arno Glover

DELEGATION	BDO Canada	Ryan Wachter
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2. ADDITIONS / DELETIONS TO THE AGENDA & ADOPTION OF THE AGENDA

Motion 2.a

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

Note: (amended as follows)

Agenda item 8.b Alberta Municipalities Long Term Awards

MOTION CARRIED UNANIMOUSLY

3. ADOPTION OF PREVIOUS MINUTES

Motion 3.a.

Moved by Councillor Sandy Gamble that Council adopts the minutes as presented for the Regular Council Meeting of April 8, 2024.

MOTION CARRIED UNANIMOUSLY

4. PUBLIC HEARING

There were no public hearings.

5. DELEGATION

BDO Canada provided Council with an overview of the draft Consolidated Financial Statements for the financial year ending 31 December 2023.

Thereafter Council was provided the opportunity to discuss aspects of the auditor's report in a closed session of Council.

CAO Rudy Friesen and Recorder Arno Glover left the meeting.

CLOSED SESSION OF COUNCIL (“in camera”)**Agenda Item 5 (Financial)**

Section 197(4) of the MGA applies: Exception to disclose under Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, RSA2000, Chapter F-25 (as amended over time) on the basis of: Section 27 “is deemed to be privileged information”.

Motion 5.a

Moved by Councillor Marie Flowers at 7:39pm that Council moves to an “in-camera” session for Agenda item 5.a as per section 27 of the FOIP Act.

MOTION CARRIED UNANIMOUSLY**Motion 5.b**

Moved by Councillor Deb Coombes at 7.48pm that Council return to an “open meeting” of Council.

MOTION CARRIED UNANIMOUSLY

CAO Rudy Friesen and Recorder Arno Glover returned to the meeting.

Thereafter a motion was tabled as follows:

Motion 5.c

Moved by Councillor Paul Webb that Council approves the Auditors Report and the Consolidated Financial Statements for year ending 31 December 2023 as presented.

MOTION CARRIED UNANIMOUSLY**6. BUSINESS ARISING FROM PREVIOUS MINUTES****Agenda item 6.a Bowden Hotel**

There was no further update on matters regarding the Bowden Hotel.

The Auditors report had explained the procedures carried out in past financial years regarding the treatment of the Bowden Hotel debt liability within the Consolidated Financial Statements.

There was no motion made.

Agenda item 6.b Key Dates

Administration provided Council with forthcoming key dates.

There was no motion made.

7. BYLAWS & POLICIES

There was no agenda item submitted.

8. NEW BUSINESS**Agenda item 8.a 2024 Provincial Construction Program**

Administration provided Council with content from the 2024 Provincial Construction Program as it relates to Highway 2a.

Motion 8.a

Moved by Councillor Randy Brown that Council accepts the submitted item of New Business as information.

MOTION CARRIED UNANIMOUSLY

New - Agenda item 8.b Alberta Municipalities Distinguished Service Awards

Mayor Robb Stuart gave details of the Alberta Municipalities distinguished service awards.

This award recognizes elected officials in Alberta urban municipalities who have served 20 years or more in an Alberta municipality.

Nominations can be made on the Alberta Municipalities web site.

There was no motion made.

9. FINANCIAL

Agenda item 9.e LGFF

Council agreed to discuss this agenda item in advance of any further discussion on the 2024 Capital Budget.

Administration provided Council with:

- i. correspondence from Municipal Affairs with regard to the Local Government Fiscal Framework (LGFF),
- ii. information relating to municipal statistical indicators.

The letter from Municipal Affairs raised concerns regarding the ratio of investment in capital projects to the amount of annual depreciation of existing tangible capital assets on data analyzed over the past 3 years. The letter stated that this may impose future LGFF project eligibility restrictions.

CAO Rudy Friesen stated that Administration will reach out to Municipal Affairs and seek further guidance on the content and tone of the letter.

It was stated to Council that Administration will continue to review capital project needs and asset replacement requirements as a matter of ongoing tasks as part of the Town's asset management program and long-term capital project planning.

Motion 9.a

Moved by Councillor Sandy Gamble that Council accepts the attached Municipal Affairs letter and the municipal indicators statistical data as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 9.a Capital Budget 2024 (revised version 2)

Administration submitted the second draft of the 2024 Capital Budget for Council's review and deliberation.

CAO Rudy Friesen provided an overview of the business case studies for those projects that had been revised following the initial budget presentations made in the RCM of April 8.

CAO Rudy Friesen requested that Council approve either in full or part all of the Capital projects listed.

Council reviewed the project summary sheet to provide approval for each project as listed.

It was noted that the preference for the new sidewalk on 20th Avenue was for the north side and not the south side as stated in the business case study.

In addition, project number 13 (Centennial Park equipment) received further debate and discussion.

Agenda item 9.d Accounting Standard PS3280

BDO Canada raised the matter of Public Sector Accounting Standard 3280 during the review made of the Consolidated Financial Statements earlier in the meeting.

CAO Rudy Friesen stated that in order to complete the revised scope of the PS3280 Public Sector Accounting Standards for 2024 Council was requested to approve an additional funding of \$5000.00 to conduct a hazardous material survey for the Pumphouse, Public Works, Museum and FCSS buildings.

This work, once completed, will satisfy the requirement stipulated by BDO Canada (for 2024).

Motion 9.f

Moved Councillor Deb Coombes that Council approves an additional Operating Budget expenditure of \$5000.00 to complete the revised scope of the buildings environmental survey as requested by BDO Canada to satisfy the requirements of PS3280 for financial year 2024.

MOTION CARRIED UNANIMOUSLY

10. CORRESPONDENCE**Agenda item 10.a Red Deer County Protective Services**

February Enforcement Contract

Motion 10.a moved by Councillor Sandy Gamble that Council accept the submitted item of correspondence as information.

MOTION CARRIED UNANIMOUSLY

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

CAO Rudy Friesen provided Council with an overview of the items included within the CAO's report.

It was noted that the FCSS Tour date of May 12th was incorrect (*revised as June 12th*)

Motion 11.a moved by Councillor Deb Coombes that Council accept the submitted CAO report as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 11.b Council Committee Reports

There were no Council Committee reports.

Agenda item 11.c Society & Other Reports

- i. Parkland Regional Library System 2023 Report (overview)

The following reports were provided under separate cover (confidential)

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

- ii. Bowden Historical Society (AGM meeting of March 26, 2024).
- iii. Bowden Historical Society (meeting of March 26, 2024).

Motion 11.b

Moved by Councillor Marie Flowers that Council accept the submitted reports as information.

MOTION CARRIED UNANIMOUSLY

12. MEETING ADJOURNMENT

Motion 12.a

Moved by Councillor Marie Flowers at 8:58pm to adjourn the meeting.

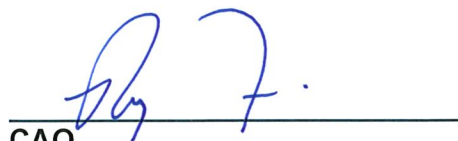
MOTION CARRIED UNANIMOUSLY

Meeting Adjourned

Minutes signed by:



**Mayor
Robb Stuart**



**CAO
Rudy Friesen**