



**Town of Bowden – Regular Council Meeting
held on Monday July 11, 2022
at Town of Bowden Council Chambers.**

MINUTES

1. CALL TO ORDER

Mayor Robb Stuart called the meeting to order at 7:05pm.

PRESENT	Mayor	Robb Stuart	(Chair)
	Councillor	Deb Coombes	
	Councillor	Sandy Gamble	
	Councillor	Paul Webb	
	Councillor	Wayne Milaney	(attended at 7:48pm)
ABSENT	Councillor	Randy Brown	
	Councillor	Marie Flowers	
STAFF	Acting CAO	Jacqui Molyneux	
	Recorder	Arno Glover	

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

Motion 2.a

Moved by Councillor Deb Coombes that Council adopts the agenda as amended.

Note: (amended as follows):

- i. Item 5 Delegation led by Sharman Baldry*
- ii. Item 8c Director of Emergency Management.*

MOTION CARRIED UNANIMOUSLY

3. ADOPTION OF PREVIOUS MINUTES

Motion 3.a.

Moved by Councillor Sandy Gamble that Council adopts the June 27, 2022, Regular Council Meeting Minutes as presented.

MOTION CARRIED UNANIMOUSLY

4. PUBLIC HEARINGS

There were no public hearings.

5. DELEGATIONS

Resident Sharman Baldry led a delegation attending with regard to the petition filed with Administration on July 7, 2022, reference Animal Bylaw 03 / 2022.

6. BUSINESS ARISING FROM THE PREVIOUS MINUTES

Agenda item 6d – Animal Ownership, Licensing & Control Bylaw 03 / 2022

In response to the delegation and to Council, Acting CAO Jacqui Molyneux declared that the petition as filed was deemed to be "sufficient", (*in accordance with section 226(1) of the MGA*).

Council discussed the revised Animal Bylaw (06 / 2022) amended to incorporate the proposals requested by Councillor Deb Coombes during the RCM of June 27, 2022.

Further discussion by Council ensued to review all of the amended terms (as highlighted).

Council and members of the delegation felt that further additional clarification is required on some of the bylaw terms, in order to avoid any element of uncertainty, and additional further amendment is required in other areas as discussed.

Councillor Paul Webb thanked the delegation for taking time to prepare and submit a petition to Council.

Motion 6.a Moved by Councillor Deb Coombes that Administration further resubmits to Council a revised version of Animal Control Bylaw 06 / 2022, to include additional amendments as discussed and agreed upon by Council.

MOTION CARRIED UNANIMOUSLY

Agenda item 6a – The Bowden Hotel
(there was no motion made)

Agenda item 6b – Fortis Alberta Streetlight Project

Administration provided Council with information regarding the streetlight upgrade project (part of the 2021 Capital Budget). This was stated as being “completed according to contract”.

Councillor Sandy Gamble stated her concern that there were still remaining areas within the Town that required additional / upgraded streetlights.

Motion 6.b Moved by Councillor Sandy Gamble that this matter receives attention and further consideration within the 2023 Capital Budget.

MOTION CARRIED UNANIMOUSLY

Agenda item 6c – Federal Electoral Boundary Changes

Mayor Robb Stuart provided Council with an update on progress made regarding the proposed changes to the Federal Electoral boundaries. Liaison with the other affected municipalities of Red Deer County and the Town of Innisfail should be made in order to combine strategies.

Motion 6.c Moved by Councillor Paul Webb that the Mayor and Administration work together to draft a document and to submit this to the Commission Secretary.

MOTION CARRIED UNANIMOUSLY

7. BYLAWS & POLICIES

Agenda item 7a – Procurement Policy.

Administration submitted to Council a new policy outlining procedures with regard to purchasing practices and procedures.

Mayor Robb Stuart stated that this policy was well overdue.

Council reviewed and discussed the policy without any need for amendment.

Motion 7.a Moved by Councillor Deb Coombes that Council approve Procurement Policy 02 / 2022 as presented.

MOTION CARRIED UNANIMOUSLY

8. NEW BUSINESS**Agenda item 8a – Parade & Pancake Breakfast**

Council discussed final arrangements for the forthcoming Bowden Daze Rodeo weekend.

There was no motion made.

Mayor Robb Stuart called for a brief recess at 8:13pm.

Mayor Robb Stuart called the meeting back to order at 8:19pm.

Agenda item 8b – 2022 Alberta Municipalities' Convention & Trade Show

Council discussed arrangements for the Alberta Municipalities Convention to be held in Calgary from 22nd to 23rd September. Much of the discussion was centred on the cost and budget considerations.

Mayor Robb Stuart is to arrange the hotel and conference bookings.

There was no motion made.

Agenda item 8c (new agenda item) – Director of Emergency Management

The position of Director of Emergency Management was vacant following the retirement of the CAO.

Appointment to this position can only be made by Council resolution as per the provisions of the Designated Officer Bylaw.

Motion 8.a Moved by Councillor Paul Webb that Council appoint Mayor Robb Stuart as Director of Emergency Management until such time after the new CAO takes up office.

MOTION CARRIED UNANIMOUSLY

9. FINANCIAL**Agenda item 9.a Cheque Listing Report (payments 22794 to 22847)**

Motion 9.a. Moved by Councillor Sandy Gamble that Council receives, as information, the Cheque Listing Report as presented.

MOTION CARRIED UNANIMOUSLY

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

Motion 10.a. Moved by Councillor Deb Coombes that Council receives, as information, the May Enforcement Letter as received.

MOTION CARRIED UNANIMOUSLY

11. REPORTS

Agenda item 11.a CAO's Report

With reference to the submitted development and other permit reports Councillor Paul Webb requested that the Municipal Planning Committee meet at 6:30 pm prior to the next RCM of July 25, 2022.

Agenda item 11.b Council Committee Reports

Economic Development Committee (CAEP AGM June 27, 2022).

Agenda item 11.c Society & other Reports

- a. Bowden Historical Society (report).
- b. Parkland Foundation (report, Statement of Operations, Business Plan)
- c. Red Deer & District Family & Community Support Services (report).
- d. Bowden Grandview School Council (minutes of meetings May 17 / June 21, 2022).

Motion 11.a. Moved by Councillor Paul Webb that Council accepts, as information, all of the submitted reports.

MOTION CARRIED UNANIMOUSLY

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

Agenda Item 12a Legal Matter (Cemetery)

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 privilege information".

Agenda Item 12b Employment Matter (CAO)

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 privilege information".

Motion 12.a. Moved by Councillor Paul Webb at 8:57pm that Council moves to an "in-camera" session.

MOTION CARRIED UNANIMOUSLY

Motion 12.b. Moved by Councillor Deb Coombes at 9:49pm that Council return to an "open meeting" of Council.

MOTION CARRIED UNANIMOUSLY

Motion 12.c. Moved by Councillor Paul Webb at 9:50pm that Council direct the Bowden & District Cemetery Association to make a written response to people affected by the recent clean up at the cemetery.

MOTION CARRIED UNANIMOUSLY

Motion 12.d. Moved by Councillor Deb Coombes at 9:52pm that the news release (as presented) for the new CAO can be made public.

MOTION CARRIED UNANIMOUSLY

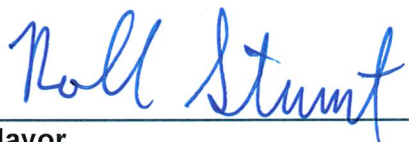
13. MEETING ADJOURNMENT

Motion 13.a Moved by Councillor Deb Coombes at 9:56pm to adjourn the meeting.

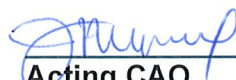
MOTION CARRIED UNANIMOUSLY

Meeting Adjourned

Minutes signed by:



**Mayor
Robb Stuart**



**Acting CAO
Jacqui Molyneux**