



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

## **MINUTES**

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

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

<b>PRESENT</b>	Mayor	Robb Stuart	(Chair)
	Councillor	Deb Coombes	
	Councillor	Sandy Gamble	
	Councillor	Paul Webb	(by video)
	Councillor	Randy Brown	(arrived 7:15pm)
	Councillor	Marie Flowers	
	Councillor	Wayne Milaney	

<b>STAFF</b>	CAO	Rudy Friesen
	Recorder	Arno Glover

**DELEGATION**      S/Sgt Warren Wright, RCMP, Olds Detachment

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

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

Moved by Councillor Marie Flowers that Council adopts the agenda as amended.

*Note: (amended as follows):*

*Item 9 Financial – moved to Agenda item 12b Closed Session of Council*

**MOTION CARRIED UNANIMOUSLY**

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

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

Moved by Councillor Sandy Gamble that Council adopts the September 12, 2022, Regular Council Meeting Minutes as presented.

**MOTION CARRIED UNANIMOUSLY**

### **4. PUBLIC HEARINGS**

There were no public hearings.

### **5. DELEGATIONS**

S/Sgt Warren Wright provided an overview of the Qtr 1 Community Policing Report and a summary of the 2022 -2025 RCMP Joint Business Plan.

S/Sgt Warren Wright stated his intention to schedule the next Town Hall Meeting in January 2023 (exact date tbc).

**Motion 5.a.** Moved by Councillor Deb Coombes that Council accepts the information received as presented.

**MOTION CARRIED UNANIMOUSLY**

## 6. BUSINESS ARISING FROM PREVIOUS MINUTES

### Agenda item 6.a Bowden Hotel

Council was provided with a copy of the letter received from Jason Nixon, President of Treasury Board and Minister of Finance and a copy of the email sent by the CAO to Phyliss Phan, Provincial Government Administrator for Unclaimed Personal Property and Vested Property.

CAO Rudy Friesen provided Council with an update of progress made following conversations with Phyliss Phan.

**Motion 6.a.** Moved by Councillor Sandy Gamble that Council accepts as information agenda item 6a.

**MOTION CARRIED UNANIMOUSLY**

### Agenda item 6.b ATCO Gas Franchise Fee

Council was provided with a copy of the letter sent to ATCO Limited confirming the Franchise Fee for 2023.

**Motion 6.b.** Moved by Councillor Randy Brown that Council accepts as information agenda item 6.b.

**MOTION CARRIED UNANIMOUSLY**

### Agenda item 6c Capital Budget 2022 – Walking Trails Project.

Council was provided with an update on the revised costings received for phases 3a and 3b of the walking trails projects.

CAO Rudy Friesen provided an explanation of the costs associated under the heading “Verified Tendered Price General” within the tender document.

Administration will continue to work with ISL Engineering to formalise this project with a view for start and completion in spring 2023.

**Motion 6.c.** Moved by Councillor Randy Brown that Council accepts as information agenda item 6.c.

**MOTION CARRIED UNANIMOUSLY**

## 7. BYLAWS & POLICIES

### Agenda item 7.a Councillor Code of Conduct Bylaw

Councillor Code of Conduct Bylaw 07 / 2022 received first reading of Council during the Regular Council meeting of 12 September.

A second draft of the bylaw was submitted to Council incorporating revisions requested during the first reading.

**Motion 7.a** Moved by Councillor Paul Webb that Council give second reading to Bylaw 07 / 2022 as amended.

**MOTION CARRIED UNANIMOUSLY**

**Motion 7.b** Moved by Councillor Deb Combes that Council give third and final reading of Councillor Code of Conduct Bylaw 07 / 2022 and is adopted accordingly.

**MOTION CARRIED UNANIMOUSLY**



**Agenda item 7.b CAO Bylaw**

CAO Bylaw 08 / 2022 received first reading of Council during the Regular Council meeting of 12 September.

A second draft of the bylaw was submitted to Council incorporating revisions requested during the first reading.

**Motion 7.c** Moved by Councillor Paul Webb that Council give second reading to Bylaw 08 / 2022 as amended.

**MOTION CARRIED UNANIMOUSLY**

**Motion 7.d** Moved by Councillor Marie Flowers that Council give third and final reading of CAO Bylaw 08 / 2022 and is adopted accordingly.

**MOTION CARRIED UNANIMOUSLY**

**8. NEW BUSINESS****Agenda item 8.a Fortis Alberta Electric Distribution Fee**

**Motion 8.a.** Moved by Councillor Randy Brown that Council maintain the Fortis Alberta Electric Distribution Fee percentage at 15% for 2023.

**MOTION CARRIED UNANIMOUSLY**

**Agenda item 8.b Parkland Regional Library System – 2023 Per Capita Requisition**

**Motion 8.b.** Moved by Councillor Randy Brown that Council accepts the proposed increase in the municipal per capita requisition from \$8.55 to \$8.75.

**MOTION CARRIED UNANIMOUSLY**

**Agenda item 8.c Christmas Party**

**Motion 8.c.** Moved by Councillor Marie Flowers that Council approves the purchase of tickets for Council, Town employees and their partners for the community Christmas party at the Paterson Community Centre.

**MOTION CARRIED UNANIMOUSLY**

**9. FINANCIAL**

Reports moved to agenda item 12b “Closed Session of Council”

**10. CORRESPONDENCE**

**Agenda item 10.a Red Deer County Protective Services Letter (August report).**

**Motion 10.a.** Moved by Mayor Robb Stuart that Council accepts as information agenda item 10.a.

**MOTION CARRIED UNANIMOUSLY**

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

CAO Rudy Friesen submitted his report to Council.

**Agenda item 11.ii Council Committee Reports**

Public Library Board (Meeting 15 September 2022)

Bowden Public Library Policy Manual (May 2022)

Council requested that Administration review the Bowden Public Library Policy Manual and report back to Council on matters discussed.

**Agenda item 11.iii Society & Other Reports**

Mountain View Regional Water Services Commission Report.  
Expanding Horizons Society Report (Meeting August 9, 2022).  
Bowden Grandview School (Minutes of Meeting of September 20<sup>th</sup>).

**Motion 11.a.** Moved by Councillor Sandy Gamble that Council receives, as information, all the reports as submitted.

**MOTION CARRIED UNANIMOUSLY**

**Mayor Robb Stuart called for a brief recess at 8:38pm.**

**Mayor Robb Stuart called the meeting back to order at 8:44pm.**

**12. CLOSED SESSION OF COUNCIL (“in camera”)**

**Agenda Item 12.a (Development Matter)**

*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 12.b (Financial Reports)**

*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 Deb Coombes at 8:44pm that Council moves to an “in-camera” session.

**MOTION CARRIED UNANIMOUSLY**

**Motion 12.b.** Moved by Councillor Paul Webb at 9:09pm that Council return to an “open meeting” of Council.

**MOTION CARRIED UNANIMOUSLY**

There were no motions made regarding agenda items 12.a. & 12.b.

**13. MEETING ADJOURNMENT**

**Motion 13.a** Moved by Councillor Marie Flowers at 9:10pm to adjourn the meeting.

**MOTION CARRIED UNANIMOUSLY**

**Meeting Adjourned**

**Minutes signed by:**

**Mayor  
Robb Stuart**

**CAO  
Rudy Friesen**