



**Town of Bowden – Regular Council Meeting
held on Tuesday 12 August 2024
at Town of Bowden Council Chambers.**

MINUTES

1. CALL TO ORDER

Mayor Robb Stuart called the meeting to order at 7:03pm.

PRESENT	Mayor	Robb Stuart	(Chair)
	Councillor	Paul Webb	
	Councillor	Deb Coombes	
	Councillor	Randy Brown	(joined meeting at 7:05)
	Councillor	Marie Flowers	
	Councillor	Wayne Milaney	

ABSENT	Councillor	Sandy Gamble
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ADMINISTRATION	CAO	Arno Glover
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2. ADDITIONS / DELETIONS TO THE AGENDA & ADOPTION OF THE AGENDA

Motion 2.a

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

MOTION CARRIED UNANIMOUSLY

3. ADOPTION OF PREVIOUS MINUTES

Motion 3.a.

Moved by Councillor Paul Webb that Council adopts the minutes for the Regular Council Meeting of July 22, 2024, as presented.

MOTION CARRIED UNANIMOUSLY

4. PUBLIC HEARING

There were no public hearings.

5. DELEGATION

Rural Connect provided Council with a presentation of their Open Access High Speed Fibre Optic proposal.

The presentation was given by Rick DeZutter, Vice President Operations and Andrew Metzger CEO.

Council was provided with the opportunity to raise questions and discuss the proposal with representatives from Rural Connect.

Motion 5.a

Moved by Councillor Deb Coombes that Council accepts the Rural Connect presentation as information.

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.

Agenda item 6.b Fortis Streetlights

Administration stated to Council that a design specialist from Fortis Alberta will be in Town on August 14th to conduct the engineering survey required for the installation of the 4 streetlights on 21st Street.

Agenda item 6.c SRDRWC Summary of Agreements

Administration provided Council with a summary (for information) of all of the agreements currently in place between SRDRWC and the Town of Bowden. These are:

- Lagoon Lease Agreement (2012)
- Real Estate Purchase Contract (2012)
- Health & Safety & Environmental Agreement (2019)
- Operating Agreement (2023)

Agenda item 6.d Council Resolutions Requiring Follow Up Action

Administration provided Council with a summary of Council resolutions that remain as work in progress / ongoing.

Agenda item 6.e Key Dates

Administration provided Council with forthcoming key dates.

Motion 6.a

Moved by Councillor Randy Brown that Council accepts as information all agenda items of Business Arising as information

MOTION CARRIED UNANIMOUSLY

7. BYLAWS & POLICIES

No agenda item submitted.

8. NEW BUSINESS

Agenda item 8.a Municipal Indicators

Administration provided Council with the Municipal Indicators for the year 2023.

The Town of Bowden did not meet the threshold for one indicator for the 2023 financial year. The Investment in Infrastructure indicator is measured as the total cost of annual additions to tangible capital assets relative to the annual amortization (depreciation) on all tangible capital assets measured as a five-year average.

Municipal Affairs requires that:

- that the results of the performance indicators are shared with Council,
- that a response is given to the Investment in Infrastructure indicator.

The following response was approved by Council:

“The Town has completed all the requisite training for asset management and has implemented an asset management program. In addition, the Town of Bowden has been in correspondence with Ethan Bayne, Assistant Deputy Minister, Municipal Affairs with regard to LGFF funding and future investment in capital projects. The Assistant Deputy Minister notes that capital investment project expenditures within the Town of Bowden have increased significantly and that this is a positive change. Town Administration will continue to prepare future capital budgets that provide for investment in core infrastructure (roads, water, wastewater, and stormwater systems)”.

Motion 8.a

Moved by Councillor Marie Flowers that Council accepts the Municipal Indicators Report as presented and that the response to be submitted by Administration to Municipal Affairs regarding the Investment In Infrastructure indicator is approved as drafted and presented in agenda item 8.a.(ii).

MOTION CARRIED UNANIMOUSLY

Agenda item 8.b Fire Hall Siren

Administration requested that Council consider the cessation of the midday fire hall siren.

Options given were as follows:

- i. do nothing and continue with the present-day practice of sounding the siren each day at noon,
- ii. request permission from the RDC Fire Chief to decommission the siren,
- iii. keep the siren but restrict the noon alarm for testing purposes only on say the first day of every month thereby reducing the nuisance factor.

Motion 8.b

Moved by Councillor Marie Flowers that Council accepts agenda item 8.b as information, no further action is taken and the present-day practice of sounding the siren each day at noon is to continue.

MOTION CARRIED

Agenda item 8.c Community Registration Night

Administration requested that Council confirm their attendance at the Community Registration Night to be held on Wednesday September 11, 2024, from 5:00pm to 7:00pm (set up at 4:00pm) at the Bowden Grandview School.

Motion 8.c

Moved by Councillor Paul Webb that Council attends the Community Registration Night and instructs Administration to make the required registration arrangements.

MOTION CARRIED

Agenda item 8.d Sale of Property by Public Auction (Terms & Conditions)

Section 445 of the MGA requires that a municipality publishes the conditions of sale with respect to the sale of properties by public auction.

Administration submitted the terms to Council for approval.

Motion 8.d

Moved by Councillor Marie Flowers that that the Terms and Conditions for the Sale of Property by 2024 Public Auction, as presented, are approved by Council.

MOTION CARRIED UNANIMOUSLY

Agenda item 8.e CAEP Membership Satisfaction Survey

The Town received a request from the CAEP Program Coordinator, to complete a CAEP Membership Satisfaction Survey.

Administration provided Council with a copy of the Questionnaire.

Mayor Robb Stuart requested that representatives of the Town complete the survey.

Councillors Paul Webb and Randy Brown were stated as being the designated elected officials for CAEP.

Motion 8.e

Moved by Councillor Paul Webb that Councillors Paul Webb and Randy Brown complete the CAEP Membership Satisfaction Survey.

MOTION CARRIED UNANIMOUSLY

Agenda item 8.f ATCO Gas CAEP Distribution Franchise Fee

Administration submitted to Council correspondence from ATCO Gas regarding the impact of new Provincial legislation on the Gas Distribution Franchise Fee

ATCO Gas requires notification if the Town wishes to change the franchise fee rate for 2025.

Administration requested that Council provides an indication as to whether the rate will increase for 2025 as this will impose additional requirements on the re-approval process.

Motion 8.f

Moved by Councillor Paul Webb that Council wishes the ATCO Gas franchise fee rate to remain at 22% for 2025.

MOTION CARRIED UNANIMOUSLY

Agenda item 8.g Alberta Environment Waterworks System Inspection Report.

Administration provided Council with the results of the inspection audit of the Town's waterworks system by Alberta Environment.

Motion 8.g

Moved by Councillor Randy Brown that Council accepts the Inspection Report as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 8.h South Red Deer Regional Wastewater Commission JPC Strategy

Administration has received an email from the CAO of SRDRWC requesting that Council review the ongoing SRD Joint Planning Commission strategy with Council in closed session.

Administration requested from Council:

- i. a date of a RCM in which discuss the strategy,
- ii. confirmation as to whether Chair Aalbers and CAO M Wuetherick were to attend.

Council stated that the review can be given to Council by SRDRWC representative Councillor Randy Brown. Attendance by SRDRWC representatives is not required.

Motion 8.h

Moved by Councillor Randy Brown that Council schedules a SRDRWC closed session meeting of Council at the RCM of 26th August to review and discuss the SRD Joint Planning Commission strategy.

MOTION CARRIED UNANIMOUSLY

9. FINANCIAL**Agenda item 9.a Canada Community Building Fund**

Administration provided Council with a financial statement of the Canada Community Building Fund.

Motion 9.a

Moved by Councillor Wayne Milaney that Council accepts the CCBF financial statement as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 9.b ATB Bank Signing Authority

Administration provided Council with documents that requiring approval by authorised signatories.

There was no motion made.

Agenda item 9.c Red Deer County Intermunicipal Recreation & Culture Grant

Administration submitted to Council correspondence confirming receipt of funds reference the Red Deer County / Town of Bowden Recreation Agreement and the Library Agreement.

Motion 9.b

Moved by Councillor Randy Brown that Council accepts the Red Deer County Intermunicipal Recreation & Culture Grant correspondence as information.

MOTION CARRIED UNANIMOUSLY

10. CORRESPONDENCE

There was no agenda item of correspondence.

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

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

Motion 11.a

Moved by Councillor Marie Flowers that Council accepts the submitted CAO report as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 11.b Council Committee Reports

There were no Council Committee reports submitted.

Agenda item 11.c Society & Other Reports

Reports submitted as follows

SRDRWC minutes of Annual General Meeting (meeting of April 19, 2024).

SRDRWC minutes of Regular Board Meeting (meeting of April 19, 2024).

Wastewater Volume Analysis x2 (as of March 31, 2024, and June 30, 2024).

Town of Bowden Water v Wastewater Comparative (2020 – 2024).

Motion 11.b

Moved by Councillor Randy Brown that Council accepts the Society & Other Reports as information.

MOTION CARRIED UNANIMOUSLY

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

Agenda item 12.a (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 12.a

Moved by Councillor Wyne Milaney at 9:33 p.m. that Council moves to an “in-camera” session for Agenda item 12.a as per section 27 of the FOIP Act.

MOTION CARRIED UNANIMOUSLY

Motion 12.b

Moved by Councillor Paul Webb at 10:01 p.m. that Council return to an “open meeting” of Council.

MOTION CARRIED UNANIMOUSLY

There was no motion made on agenda item 12.a.

13. MEETING ADJOURNMENT

Motion 13.a

Moved by Councillor Paul Webb at 10:02 p.m. to adjourn the meeting.

MOTION CARRIED UNANIMOUSLY

Meeting Adjourned

Minutes signed by:



**Mayor
Robb Stuart**



**CAO
Arno Glover**