



**Town of Bowden – Regular Council Meeting  
held on Tuesday 22 July 2024  
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	Paul Webb	
	Councillor	Deb Coombes	
	Councillor	Randy Brown	
	Councillor	Marie Flowers	
	Councillor	Sandy Gamble	
	Councillor	Wayne Milaney	

**ADMINISTRATION**    CAO            Arno Glover

**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.e Meeting with MLA Devin Dreeshen*

**MOTION CARRIED UNANIMOUSLY**

**3. ADOPTION OF PREVIOUS MINUTES**

**Motion 3.a.**

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

**MOTION CARRIED UNANIMOUSLY**

**4. PUBLIC HEARING**

There were no public hearings.

**5. DELEGATION**

There was no delegation.

**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 Fortis had scheduled an onsite engineering study for the 4 streetlights on 21<sup>st</sup> Street.

**Agenda item 6.c VALO Fibre Optic Network**

6.c.i

Administration provided Council with an update on the meeting held with the CAO of the Village of Delburne the purpose of which was to understand how they reached the decision to partner with Rural Connect for them to become part of a Municipally Controlled Corporation (MCC).

6.c.ii

Administration stated that representatives from Rural Connect will present to Council as a delegation at the RCM of August 12, 2024.

6.c.iii

Administration provided Council with details of the Lagoon Lease Agreement with SRDRWC dated January 12, 2012.

**Motion 6.a**

Moved by Councillor Deb Coombes that Council accepts as information agenda items 6.a, 6.b and 6.c.

**MOTION CARRIED UNANIMOUSLY****Agenda item 6.d Land Annexation Negotiation Report**

With reference to the proposed annexation of land from Red Deer County (land north of Bowden) Council received a copy, for approval, of a Negotiation Report, a document that reflects the outcome of the negotiations to date.

This is to satisfy the provisions contained with Division 6 of the MGA which sets out the requirements for Land Annexation and in particular section 118(2) of the MGA which states:

**Section 118(2)** *The report must be signed by the initiating municipal authority and by the municipal authorities from which the land is to be annexed that are prepared to sign and must include a certificate by the initiating municipal authority stating that the report accurately reflects the results of the negotiations.*

**Motion 6.b**

Moved by Councillor Marie Flowers that Council approves the Negotiation Report as presented as being an accurate reflection of the result of the Land Annexation negotiations and that Council wishes the Land Annexation process to proceed to the next stage

**MOTION CARRIED UNANIMOUSLY****Agenda item 6.e Alberta Municipalities (update on Bill 20)**

Administration provided Council with information reference Alberta Government Bill 20.

A copy of the latest (draft) ABmunis working document was provided to Council for review.

**Motion 6.c**

Moved by Councillor Deb Coombes that Council accepts as information agenda item 6.e.

**MOTION CARRIED UNANIMOUSLY****Agenda item 6.f Correspondence regarding Capital Investment**

Administration provided Council with a copy of correspondence dated July 8, 2024, received Assistant Deputy Minister of Municipal Affairs, Ethan Bayne reference the Local Government Fiscal Framework program.

**Motion 6.d**

Moved by Councillor Wayne Milaney Council accepts as information agenda item 6.f.

**MOTION CARRIED UNANIMOUSLY**

**Agenda item 6.g 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.h Key Dates**

Administration provided Council with forthcoming key dates.

**Motion 6.e**

Moved by Councillor Sandy Gamble that Council accepts as information agenda items 6.g and 6.h.

**MOTION CARRIED UNANIMOUSLY**

**7. BYLAWS & POLICIES****Agenda item 7.a Advertising Bylaw 06 / 2024**

Administration submitted to Council the first draft of Revised Advertising Bylaw 06 / 2024.

Administration reviewed the content and wording of Advertising Bylaw 10 / 2021 and submitted a revision to that bylaw based on:

- recent procedural matters,
- comparison made to other municipal bylaws (Town of Innisfail and Town of Cochrane),
- recommendations made by the Town's lawyer.

**Motion 7.a**

Moved by Councillor Marie Flowers that Council gives first reading to Revised Advertising Bylaw 06 / 2024.

**MOTION CARRIED UNANIMOUSLY**

**8. NEW BUSINESS****Agenda item 8.a Designated Officers**

Administration provided Council with information on:

- Designated Officer Bylaw 04 / 2020,
- Municipal Emergency Management Bylaw 03 / 2020,
- Emergency Management.

**Motion 8.a**

Moved by Councillor Deb Coombes that Council accepts as information agenda item 8.a.

**MOTION CARRIED UNANIMOUSLY**

**Agenda item 8.b Alberta Municipalities Convention & Trade Show - Registration**

Administration provided Council with information regarding preconvention sessions at the Alberta Municipalities 2024 Convention and Trade Show.

Administration requested that Council confirms numbers wishing to attend these sessions.

Registration for these sessions will be made as follows:

- |  |                              |
|--|------------------------------|
| • Council's Role in Land Use and Development | Councillors Coombes & Webb   |
| • Council's Role in Public Engagement        | Councillors Flowers & Gamble |

In addition, the Host City Reception will be attended by all elected officials and the CAO.

**Agenda item 8.c ATB Bank Signing Authority**

Administration submitted documents to Council pertaining to amendments to be made to ATB Bank authorised signatories.

**Agenda item 8.d Burn Pit**

Administration updated Council on proposed amendments to the Burn Pit opening times and operating procedures.

**Agenda item 8.e Meeting with MLA Devin Dreeshen**

In response to correspondence received from MLA Devin Dreeshen after some discussion Council agreed that no further follow up action was required.

**Motion 8.a**

Moved by Councillor Marie Flowers that Council accepts the submitted items of New Business as information.

**MOTION CARRIED UNANIMOUSLY**

**9. FINANCIAL**

**Agenda item 9.a Operating Income and Expenditure Report YTD 2024**

Administration presented the year-to-date financial operating report to Council.

Administration was requested to provide further clarification on matters raised during the discussions.

**Motion 9.a**

Moved by Councillor Paul Webb that Council accepts the Operating Income and Expenditure Report as presented.

**MOTION CARRIED UNANIMOUSLY**

**Agenda item 9.b MSI / LGFF Funds Statement Report**

Administration provided Council with a statement on the funds available for future infrastructure projects.

**Motion 9.b**

Moved by Councillor Deb Coombes that Council accepts the MSI / LGFF financial statement as information.

**MOTION CARRIED UNANIMOUSLY**

**Agenda item 9.c Pumphouse / Reservoir Additional Capital Projects**

Administration submitted to Council a Business Case Study requesting additional capital expenditure on Pumphouse projects during 2024.

**Motion 9.c**

Moved by Councillor Deb Coombes that Council approves the capital project proposal as per the submitted Business Case Form for additional Pumphouse capital expenditure projects.

**MOTION CARRIED UNANIMOUSLY**

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

**Motion 10.a** moved by Councillor Randy Brown that Council accepts the submitted item of correspondence as information.

**MOTION CARRIED UNANIMOUSLY**

**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.

During general discussions CAO Arno Glover stated that the Arena was in the process of having the faulty security alarm system updated. This would include the addition of security video cameras.

Council stated that all Town buildings must be fitted with a security access alarm. Administration is therefore to install an alarm system in the FCSS building.

**Motion 11.a**

Moved by Councillor Paul Webb 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**

There were no Society & Other Report submitted.

**12. MEETING ADJOURNMENT****Motion 12.a**

Moved by Councillor Marie Flowers 9:30 p.m. to adjourn the meeting.

**MOTION CARRIED UNANIMOUSLY**

**Meeting Adjourned**

**Minutes signed by:**

**Mayor  
Robb Stuart**

**CAO  
Arno Glover**