



**Town of Bowden – Regular Council Meeting  
held on Tuesday 23 September 2024  
at Town of Bowden Council Chambers.**

**MINUTES (unapproved)**

**1. CALL TO ORDER**

Mayor Robb Stuart called the meeting to order at 7:01pm.

<b>PRESENT</b>	Mayor	Robb Stuart	(Chair)
	Councillor	Paul Webb	
	Councillor	Deb Coombes	
	Councillor	Randy Brown	
	Councillor	Wayne Milaney	

<b>ABSENT</b>	Councillor	Sandy Gamble
	Councillor	Marie Flowers

<b>ADMINISTRATION</b>	CAO	Arno Glover
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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 presented.

**MOTION CARRIED UNANIMOUSLY**

**3. ADOPTION OF PREVIOUS MINUTES**

**Motion 3.a.**

Moved by Councillor Deb Coombes that Council adopts the minutes for the Regular Council Meeting of September 9, 2024, as presented.

**MOTION CARRIED UNANIMOUSLY**

**4. PUBLIC HEARING**

There were no public hearings.

**5. DELEGATION**

**Agenda item 5.a Jason Klinck (FCSS Program Specialist)**

The current FCSS Multi Municipal Operating Agreement expires on December 31, 2024.

A presentation was given to Council to outline the proposed changes to the new agreement.

The proposed changes were twofold:

1. The agreement term will be extended from 10 years to 30 years.
2. The Red Deer and District Family and Community Services Board is to consist of seven board members (revised up from six) appointed by the City of which five (revised up from four) shall be citizens at large with one appointment reserved for an Indigenous representative.

The revised agreement will be presented for signature during an anniversary event to celebrate the 50<sup>th</sup> anniversary of the formation of Red Deer and District Family and Community Support Services (to be scheduled in December 2024).

**Motion 5.a**

Moved by Councillor Randy Brown that Council accepts the FCSS Multi Municipal Operating Agreement 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 Alberta Municipalities Conference**

Administration provided Council with conference documentation.

**Motion 6.a**

Moved by Councillor Randy Brown that Council accepts Business Arising agenda items 6.a and 6.b as information.

**MOTION CARRIED UNANIMOUSLY**

**Agenda item 6.c 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.d Key Dates**

Administration provided Council with forthcoming key dates.

**Motion 6.b**

Moved by Councillor Randy Brown that Council accepts Business Arising agenda items 6.c and 6.d as information.

**MOTION CARRIED UNANIMOUSLY**

**Agenda item 6.e Minutes of Council Meetings**

Administration requested that Council reviews the information provided to Council within the submitted RFD with a view that Council provides Administration with a decision regarding the timing of when Council meeting minutes will be made publicly available.

**Motion 6.c**

Moved by Councillor Paul Webb that Council approves the RFD submitted by Administration to publish Council meeting minutes (including MPC meeting minutes) on the Town's web site, to be indicated as "unapproved", immediately following preparation of the minutes and a subsequent review and approval of the draft minutes by both the CAO and the Mayor.

**MOTION CARRIED UNANIMOUSLY**

**7. BYLAWS & POLICIES**

**Agenda item 7.a Noise Control Bylaw 07 / 2024**

Administration submitted to Council the second draft of Noise Control Bylaw 07 / 2024.

Council reviewed the draft bylaw and gave second reading without amendment.



Administration is to publish a copy of the draft bylaw on the Towns' website for a further period of thirty days.

Administration is to submit the Noise Control Bylaw Council for third and final reading at the RCM of 28<sup>th</sup> October, 2024.

**Motion 7.a** moved by Councillor Paul Webb that Council give second reading to Noise Control Bylaw 07 / 2024.

**MOTION CARRIED UNANIMOUSLY**

## 8. NEW BUSINESS

### **Agenda item 8.a Section 174 MGA Disqualification of Councillors**

Councillor Sandy Gamble has been absent from Council meetings since the RCM of 12<sup>th</sup> August.

A resolution was required during this Council meeting authorizing the leave of absence (the next RCM is scheduled for 15<sup>th</sup> October this being more than 60 days from the date of first absence).

### **Motion 8.a**

Moved by Councillor Wayne Milaney that Council approves the leave of absence of Councillor Sandy Gamble for personal reasons until the RCM of Tuesday 15<sup>th</sup> October, 2024.

**MOTION CARRIED UNANIMOUSLY**

### **Agenda item 8.b Dog Licencing for 2025**

Administration requested that dog licences during the month of December 2024 (for the year 2025) be issued free of charge (this supersedes the rates set out in the Rates, Fees, Charges & Penalties Bylaw 01 /2024).

### **Motion 8.b**

Moved by Councillor Deb Coombes that Council approves the request made by Administration to grant free dog licencing during the month of December 2024.

**MOTION CARRIED UNANIMOUSLY**

### **Agenda item 8.c Parkland Regional Library System Requisition for 2025**

Administration submitted to Council details provided by Kara Hamilton of Parkland Regional Library System regarding the proposed 2025 library requisition (as presented).

### **Motion 8.c**

Moved by Councillor Paul Webb that Council accepts the proposed increase in the municipal per capita requisition for 2025 from \$11667.78 to \$12556.80.

**MOTION CARRIED UNANIMOUSLY**

## 9. FINANCIAL

There was no financial agenda item.

## 10. CORRESPONDENCE

### **Agenda item 10.a Red Deer County Protective Services – August Enforcement Letter**

Administration submitted to Council correspondence received from Red Deer County Protective Services.

**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.

**Motion 11.a**

Moved by Councillor Randy Brown that Council accepts the submitted CAO report as information.

**MOTION CARRIED UNANIMOUSLY**

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

Reports submitted as follows:

- Bowden & District Cemetery Association (notes from July 4 meeting).

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

Reports submitted as follows:

- CAEP / Quebec Alberta Business Friendship Group (July 10<sup>th</sup>, 2024).
- Mountain View Regional Water Services Commission (meeting of Sept 11, 2024).
- Parkland Regional Library System Board (notes from September 12 meeting).
- Parkland Regional Library Board (notes from September 12 meeting).

**Motion 11.b**

Moved by Councillor Randy Brown that Council accepts the submitted reports as information.

**MOTION CARRIED UNANIMOUSLY**

**12. CLOSED SESSION OF COUNCIL ("in camera")****Agenda item 12.a (Property 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 privileged information".*

**Agenda item 12.b (Land Annexation)**

*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".*

**Agenda item 12.c (CAO Review)**

*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 17 "is deemed to be privileged information".*

**Motion 12.a**

Moved by Councillor Wayne Milaney 9:21 p.m. that Council moves to an "in-camera" session for agenda items 12.a / 12.b / 12.c as per section 27 and section 17 of the FOIP Act.

**MOTION CARRIED UNANIMOUSLY**



**Motion 12.b**

Moved by Councillor Paul Webb at 10:00 p.m. that Council return to an “open meeting” of Council.

**MOTION CARRIED UNANIMOUSLY**

As per the requirements provided in section 6.1 of Council Procedural Bylaw 08 / 2020 a motion is required to extend the Council meeting beyond 3 hours.

**Motion 12.c**

Moved by Councillor Paul Webb at 10:01 p.m. that all Council members present agree to continue the meeting beyond three hours.

**MOTION CARRIED UNANIMOUSLY**

**Motion 12.d**

Moved by Councillor Paul Webb at 10:02 p.m. that Council moves to an “in-camera” session for continuation of agenda items 12.a / 12.b / 12.c as per section 27 and section 17 of the FOIP Act.

**MOTION CARRIED UNANIMOUSLY**

**Motion 12.e**

Moved by Councillor Deb Coombes at 10:14 p.m. that Council return to an “open meeting” of Council.

**MOTION CARRIED UNANIMOUSLY**

With reference to agenda item 12.a. there was no motion made.

With reference to agenda item 12.b. the following motion was made.

**Motion 12.f**

Moved by Councillor Paul Webb that Council approves the Negotiation Report as presented and instructs Administration to submit the reports to the Alberta Land and Property Rights Tribunal pursuant to section 118 of the MGA.

**MOTION CARRIED UNANIMOUSLY**

With reference to agenda item 12.c. there was no motion made.

**13. MEETING ADJOURNMENT****Motion 13.a**

Moved by Councillor Deb Coombes at 22:15 p.m. to adjourn the meeting.

**MOTION CARRIED UNANIMOUSLY**

**Meeting Adjourned**

**Minutes signed by:**

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**Mayor  
 Robb Stuart**

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**CAO  
 Arno Glover**