



**Town of Bowden – Regular Council Meeting
held on Tuesday April 11, 2023
at Town of Bowden Council Chambers.**

MINUTES

1. CALL TO ORDER

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

| | | | |
|----------------|------------|---------------|---------|
| PRESENT | Mayor | Robb Stuart | (Chair) |
| | Councillor | Deb Coombes | |
| | Councillor | Sandy Gamble | |
| | Councillor | Randy Brown | |
| | Councillor | Marie Flowers | |
| | Councillor | Wayne Milaney | |

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|---------------|------------|-----------|
| ABSENT | Councillor | Paul Webb |
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| STAFF | CAO | Rudy Friesen |
| | Recorder | 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):

Item 8(a) New Business – emergent item. 17th Annual Mayor's Prayer Breakfast

Item 8(b) New Business – emergent item. Bowden Institution Structured Intervention Unit Open House

Item 8(c) New Business – emergent item. Councillor Paul Webb

MOTION CARRIED UNANIMOUSLY

3. ADOPTION OF PREVIOUS MINUTES

Motion 3.a.

Moved by Councillor Deb Coombes that Council adopts the March 27, 2023, Regular Council Meeting Minutes as presented.

MOTION CARRIED UNANIMOUSLY

4. PUBLIC HEARINGS

There were no public hearings.

5. DELEGATIONS

Ryan Wachter / Dylan Thudium - BDO Canada.

Keith Bailey - Bowden Agricultural Society (cancelled – rescheduled to RCM 8 May 2023)

BDO Canada provided Council with an overview of the draft Consolidated Financial Statements for year ended 31 December 2022.

BDO Canada stated that the audit was a "clean audit" with no cause for concern (the financial results were stable in comparison with the previous year).

Council was provided the opportunity to discuss the financial statements with the auditors in a closed session of Council.

CLOSED SESSION OF COUNCIL (“in camera”)

Agenda Item 5 (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 5.a. Moved by Councillor Randy Brown at 7:20pm that Council moves to an “in-camera” session.

MOTION CARRIED UNANIMOUSLY

Motion 5.b. Moved by Councillor Deb Coombes at 7:26pm that Council return to an “open meeting” of Council.

MOTION CARRIED UNANIMOUSLY

Motion 5.c.

Moved by Councillor Wayne Milaney that Council accepts the Consolidated Financial Statements for year ended 31 December 2022 as presented.

MOTION CARRIED UNANIMOUSLY

6. BUSINESS ARISING FROM PREVIOUS MINUTES

Agenda item 6.a Bowden Hotel

CAO Rudy Friesen provided Council with an update on the Bowden Hotel.

An email received from Mahmudul Shojib, Properties Manager, Alberta Government was read to Council stating that tender specifications would be sent out in May for the clean up of the site. A tentative date of June / July was given.

Agenda item 6.b Council Committee Meetings

Council is to arrange meetings (date tbc) for the Special Events & Cultural Committee and the Emergency Advisory Committee.

CAO Rudy Friesen (Director of Emergency Management) is required to update Council annually on current emergency management matters.

Agenda item 6.c Council Committees - Appointment of Chairperson

Administration provided Council with information regarding the establishment of Council Committees and the procedures to be followed by Council Committees.

Section 145 of the MGA provides Council with the mandate to establish by bylaw Council Committees including the functions and procedures to be followed by these committees.

The Town of Bowden Council Committee Bylaw sets out the terms of reference for each Council Committee.

Within that bylaw the Public Library Board is the only Council Committee that has procedures for electing a chairperson this being a statutory requirement of the Libraries Act.

Motion 6.a.

Moved by Councillor Sandy Gamble that Council accepts all matters of Business Arising as information.

MOTION CARRIED UNANIMOUSLY

7. BYLAWS & POLICIES

There was no agenda item submitted.

8. NEW BUSINESS

Agenda item 8.a Annual Mayor's Prayer Breakfast

Mayor Robb Stuart provided Council with registration information for the 17th Annual Mayor's Prayer Breakfast to be held on Thursday April 20, 2023, at 6:15am at the Parkland Pavilion at Westerner Park.

Council reviewed the information received. Mayor Robb Stuart, Councillor Deb Coombes and Councillor Sandy Gamble will attend the event.

There was no motion made regarding this matter.

Agenda item 8.b Bowden Institution Structured Intervention Unit Open House

Mayor Robb Stuart provided Council with registration information for the Bowden Institution Open House to be held on Thursday April 20, 2023, between 1:00pm and 3:00pm at the Bowden Institution Structured Intervention Unit.

Council reviewed the information received. Mayor Robb Stuart, Councillor Deb Coombes, Councillor Marie Flowers, and Councillor Sandy Gamble will attend the event.

CAO Rudy Friesen is to submit a RSVP on behalf of Council.

There was no motion made regarding this matter.

Agenda item 8.c Councillor Paul Webb

CAO Rudy Friesen provided Council with a statement provided by Councillor Paul Webb that he is unable to attend the forthcoming Council Open House.

There was no motion made regarding this matter.

9. FINANCIAL

There was no agenda item submitted.

10. CORRESPONDENCE

There was no agenda item submitted.

11. REPORTS

Agenda item 11.a CAO's Report

CAO Rudy Friesen submitted his report to Council.

With reference to item 4, Asset Management, it was stated that Administration has almost completed all modules of the asset management program.

In addition to the items within the CAO's report it was stated that the design for the new library sign will be provided to Councillor Deb Coombes to submit to the Public Library Board for review.

Agenda item 11.b Council Committee Reports

No reports submitted.

Agenda item 11.c Society & Other Reports

RMA Convention / President's Summit / Leadership Caucus Reports

Mayor Robb Stuart provided Council with information from the RMA Convention.

Mayor Robb Stuart called for a brief recess at 7:55 p.m.

Mayor Robb Stuart called the meeting back to order at 8:00 p.m.

12. CLOSED SESSION OF COUNCIL ("in camera")**Agenda Item 12.a. Bylaw 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 CAO Performance 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 harmful to personal privacy".

Motion 12.a. Moved by Councillor Randy Brown at 8:00pm that Council moves to an "in-camera" session.

MOTION CARRIED UNANIMOUSLY

Motion 12.b. Moved by Councillor Deb Coombes at 9:30pm that Council return to an "open meeting" of Council.

MOTION CARRIED UNANIMOUSLY

Motion 12.c.

Moved by Councillor Sandy Gamble that Council instructs Administration to put procedures in place that alleviate the bylaw matter brought before Council in the manner agreed by Council.

MOTION CARRIED UNANIMOUSLY

Motion 12.d.

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

MOTION CARRIED UNANIMOUSLY

There was no motion made regarding agenda item 12.b.

13. MEETING ADJOURNMENT

Motion 13.a Moved by Councillor Deb Coombes at 9:37pm to adjourn the meeting.

MOTION CARRIED UNANIMOUSLY

Meeting Adjourned

Minutes signed by:

Mayor
Robb Stuart

CAO
Rudy Friesen