



**Town of Bowden – Regular Council Meeting  
held on Monday September 8, 2025  
at Town of Bowden Council Chambers.**

**MINUTES (unapproved)**

**1. CALL TO ORDER**

Mayor Randy Brown called the meeting to order at 7:04pm.

**PRESENT**

Mayor	Randy Brown
Councillor	Paul Webb
Councillor	Sandy Gamble
Councillor	Deb Coombes

**ABSENT**

Councillor	Wayne Milaney
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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 Deb Coombes that Council adopts the agenda as amended.

*Note:*

*Addition of correspondence from Bowden Grandview School as agenda item 6.e*

**MOTION CARRIED UNANIMOUSLY**

**3. ADOPTION OF PREVIOUS MINUTES**

**Motion 3.a.**

Moved by Councillor Sandy Gamble that Council adopts the minutes of the Regular Council Meeting of August 25, 2025, as presented.

**MOTION CARRIED UNANIMOUSLY**

**4. PUBLIC HEARING**

There was no public hearing.

**5. DELEGATION**

**Agenda Item 5.a Acting S/Sgt Jamie Day, Detachment Commander, Olds RCMP.**

Acting S/Sgt Jamie Day provided an overview of the Community Policing Report and Quarterly Crime Statistics for the period April to June 2025.

In summary the statistics reveal that the crime numbers are low and that Bowden should be viewed as being a relatively safe community.

Acting S/Sgt Jamie Day recommended that the public report all crimes.

**Motion 5.a**

Moved by Councillor Deb Coombes that Council accepts the RCMP Community Policing Reports as information.

**MOTION CARRIED UNANIMOUSLY**

## **6. BUSINESS ARISING FROM PREVIOUS MINUTES**

### **Agenda item 6.a Council Resolutions Requiring Follow Up Action**

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

#### **Motion 6.a**

Moved by Councillor Sandy Gamble that Council accepts the Resolutions Follow Up Action Report as information.

**MOTION CARRIED UNANIMOUSLY**

### **Agenda item 6.b Key Dates**

Administration provided Council with forthcoming key dates.

Administration to confirm with Jade Prefontaine that a representative(s) from Town Council will attend the Bowden Community Showcase on September 17.

Administration / Mayor to contact Robb Stuart reference the Christmas Special Event at the Igloo.

#### **Motion 6.b**

Moved by Councillor Paul Webb that Council accepts agenda item 6.b as information.

**MOTION CARRIED UNANIMOUSLY**

### **Agenda item 6.c Revised List of Council Committees & Appointments**

Administration provided Council with an updated list of the changes made to appointments to Council Committees.

#### **Motion 6.c**

Moved by Councillor Paul Webb that Council accepts the revised list of Council Committee appointments as information.

**MOTION CARRIED UNANIMOUSLY**

### **Agenda item 6.d Meeting Request with Minister Williams (AB Munis Convention)**

Administration resubmitted to Council the correspondence received from Municipal Affairs regarding future participation in a meeting with the Minister of Municipal Affairs during the 2025 AB Munis Convention.

Council did not have any items for submission regarding discussion at this meeting.

#### **Motion 6.d**

Moved by Councillor Deb Coombes that Council accepts the item of correspondence as information.

**MOTION CARRIED UNANIMOUSLY**

### **New Agenda item 6.e Bowden Grandview School 66<sup>th</sup> Annual Awards Ceremony**

Administration submitted to Council correspondence received from Bowden Grandview School requesting attendance by the Mayor at their annual awards ceremony.

Administration is to confirm attendance. A representative from Council will be decided at a later date.

#### **Motion 6.e**

Moved by Councillor Paul Webb Council accepts the item of correspondence as information.

**MOTION CARRIED UNANIMOUSLY**

## 7. BYLAWS & POLICIES

There was no agenda item.

## 8. NEW BUSINESS

### 8.a Off Site Levies Bylaw

Administration submitted a report to Council produced by Municipal Engineering Risk Management that provided a review of the Town of Bowden Off Site Levies Bylaw 001 /2008.

The recommendations within the report were based on the study of the 2007 Off Site Levy report produced by Tagish Engineering, the Town of Bowden Off Site Levy Bylaw 001 / 2008 and the requirements of the Municipal Government Act.

The report in summary recommended that the Off Site Levies Bylaw 001 / 2008 be rescinded.

#### Motion 8.a

Moved by Councillor Paul Webb that Council rescind Town of Bowden Off Site Levies Bylaw 01 / 2008.

**MOTION CARRIED UNANIMOUSLY**

### 8.b Fortis Alberta Electric Distribution Franchise Fee for 2026

Administration submitted an email from Fortis Electric and provided further information relating to the current franchise fee percentage rate and estimated future revenue streams.

Council was requested to review the information and confirm the fee rate for 2026.

#### Motion 8.b

Moved by Councillor Sandy Gamble that the decision of Council is to maintain the Fortis Alberta Electric Distribution Fee percentage at 15% for 2026.

**MOTION CARRIED UNANIMOUSLY**

### 8.c ATCO Gas Distribution Franchise Fee for 2026

Administration submitted correspondence from Fortis Electric and provided information relating to the franchise agreement and the current franchise fee percentage rate.

Council was requested to review the information and confirm the fee rate for 2026.

#### Motion 8.c

Moved by Councillor Deb Coombes that the decision of Council is to maintain the ATCO Gas Franchise Fee Rate at 22% for 2026.

**MOTION CARRIED UNANIMOUSLY**

## 9. FINANCIAL

There was no agenda item.

## 10. CORRESPONDENCE

**Agenda item 10.a Red Deer County Protective Services (August Enforcement Contract)**

**Agenda item 10.b Expanding Horizons Community Support Letter of Request**

Council reviewed the Expanding Horizons Community Support Letter of Request and agreed to contact representatives from the society in order to draft a letter of support on behalf of Town Council.

**Motion 10.a**

Moved by Councillor Paul Webb that Council accepts the items of correspondence as information.

**MOTION CARRIED UNANIMOUSLY**

## **11. REPORTS**

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

CAO Arno Glover provided Council with an overview (and update) on the items included within the CAO's report.

**Motion 11.a**

Moved by Councillor Deb Coombes that Council accepts the submitted CAO report as information.

**MOTION CARRIED UNANIMOUSLY**

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

There were no reports submitted

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

- i. FCSS Community Navigator Report (August 2025)
- ii. Alberta Counsel News (Issue 230 August 2025)
- iii. Alberta Municipalities Report Card on 2024 Active Resolutions (August 2025)
- iv. Alberta Municipalities Recommendations on Implementation of Bill 50 Changes (August 2025)

**Motion 11.c**

Moved by Councillor Paul Webb that Council accepts the Society & Other Reports as information.

**MOTION CARRIED UNANIMOUSLY**

## **12. MEETING ADJOURNMENT**

**Motion 12.a**

Moved by Councillor Sandy Gamble at 7:48 pm to adjourn the meeting.

**MOTION CARRIED UNANIMOUSLY**

**Minutes signed by:**

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**Mayor**  
**Randy Brown**

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**CAO**  
**Arno Glover**