



**Town of Bowden – Regular Council Meeting
held on Monday 23 October 2023
at Town of Bowden Council Chambers.**

MINUTES

1. CALL TO ORDER

Mayor Robb Stuart called the meeting to order at 7:15pm.

PRESENT	Mayor	Robb Stuart	(Chair)
	Councillor	Sandy Gamble	
	Councillor	Marie Flowers	
	Councillor	Paul Webb	
	Councillor	Deb Coombes	
	Councillor	Randy Brown	

ABSENT	Councillor	Wayne Milaney
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ADMINISTRATION	CAO	Rudy Friesen
	Recorder	Arno Glover

2. ADDITIONS / DELETIONS TO THE AGENDA & ADOPTION OF THE AGENDA

Motion 2.a

Moved by Councillor Paul Webb that Council adopts the agenda as amended.

Note: (amended as follows):

New Agenda Item 8(e) Plaque

(submitted by Mayor Robb Stuart).

New Agenda Item 8(f) FCM Annual Conference 2024

(submitted by Mayor Robb Stuart).

MOTION CARRIED UNANIMOUSLY

3. ADOPTION OF PREVIOUS MINUTES

Motion 3.a.

Moved by Councillor Sandy Gamble that Council adopts the October 10, 2023, Regular Council Meeting Minutes as presented.

MOTION CARRIED UNANIMOUSLY

4. PUBLIC HEARINGS

There were no public hearings.

5. DELEGATIONS

Irve Heide, Patrol Manager, Red Deer County Protective Services (apologies received for absence).

6. BUSINESS ARISING FROM PREVIOUS MINUTES

Agenda item 6.a Bowden Hotel

There was no further update on the Bowden Hotel.

Agenda item 6.b Community Standards Bylaw

Administration is to resubmit a revised roadmap & schedule plan for the Community Standards Bylaw to Council for review at the next Regular Council Meeting.

Agenda item 6.c Revisions to Land Use Bylaw

CAO Rudy Friesen stated that the date for a public hearing to consider the proposed revisions to Central Commercial District C1 has been set for Tuesday November 14, 2023. (RCM).

Agenda item 6.d Letter of Thanks to MLA Nathan Cooper

CAO Rudy Friesen stated that a letter of thanks had been sent to MLA Nathan Cooper.

Agenda item 6.e Letter of Request to Minister Devin Dreeshen

CAO Rudy Friesen confirmed that a letter of request had been sent to Minister Devin Dreeshen and stated that to date a response had not yet been received by Administration.

There was no motion made regarding agenda items 6.a to 6.e.

7. BYLAWS & POLICIES

No item submitted.

8. NEW BUSINESS**Agenda item 8.a Appointment of Deputy Mayor**

Councillor Deb Coombes took the oath of office for Deputy Mayor for the period from October 24, 2023, to June 24, 2024.

Agenda item 8.b Emergency Advisory Committee Meeting

Administration requested that Council set a date for a meeting of the Emergency Advisory Committee.

A date was set for Monday November 27, 2023, at 6:30pm in Council Chambers

(Note: membership of this Committee is "all council members").

Agenda item 8.c Bowden Library Budget & Funding 2024

Administration submitted to Council the 2024 budget received from the Public Library Board.

Council is required to approve by resolution the amount of the local appropriation as identified and requested within the Public Library Board budget.

Council debated the requested increase in the local appropriation and raised further questions concerning program delivery and library opening hours.

Motion 8.a moved by Councillor Randy Brown that Council accept the submitted Public Library Board budget as information, for further debate at the next Regular Council Meeting.

MOTION CARRIED

Agenda item 8.d Parkland Regional Library System – 2024 per Capita Requisition

Administration provided Council with information pertaining to the 2024 Parkland Regional Library Board budget.

The 2024 budget contained a per capita rate of \$9.18 an increase up from \$8.75.

Motion 8.b moved by Councillor Randy Brown that Council accepts the proposed increase in the municipal per capita requisition from \$8.75 to \$9.18.

MOTION CARRIED UNANIMOUSLY

Agenda item 8.e Plaque

Council approved the purchase of a plaque.

Motion 8.c moved by Councillor Marie Flowers that Administration purchase a plaque on behalf of Council.

MOTION CARRIED UNANIMOUSLY

Agenda item 8.f Federation of Canadian Municipalities (FCM) Annual Conference 2024

Mayor Robb Stuart stated that the Federation of Canadian Municipalities (FCM) Annual Conference and Trade Show 2024 will be held in Calgary on June 6 – 9.

This brings together municipal elected officials from across Canada and provides programming, learning, and networking opportunities.

Administration was requested to:

- i. make preliminary bookings for accommodation,
- ii. include the projected cost for all Councillors to attend this event within the 2024 Operational Budget.

There was no motion made regarding agenda item 8.f.

9. FINANCIAL

Agenda item 9.a Appointment of Auditor (BDO Canada LLP)

Administration submitted to Council an engagement letter received from BDO Canada LLP for auditing services for financial year ending December 31, 2023.

Motion 9.a moved by Councillor Paul Webb that Council appoints BDO Canada LLP of:

179D Leva Avenue,
Suite 100,
Red Deer, Alberta, T4E 1B9,

as the auditors of the Town of Bowden for financial year ended December 31, 2023, for the estimated audit fee as detailed in page 3 of the submitted engagement document.

MOTION CARRIED UNANIMOUSLY

Agenda item 9.b Operating Revenues & Expenditure Report

Administration provided Council with a financial operating statement for the period January 1 to September 30, 2023.

The operating statement provides an analysis of actual financial results against planned budgeted forecasts.

Council and the CAO discussed and reviewed the financial operating statement.

Administration is to report back to Council on costs included within account code 2-72-230-99 "Recreation Contracted Services Other".

Motion 9.b moved by Councillor Sandy Gamble that Council approves the Financial Report as presented.

MOTION CARRIED UNANIMOUSLY

10. CORRESPONDENCE

There were no items of correspondence.

11. REPORTS

Agenda item 11.a CAO's Report

CAO Rudy Friesen provided council with an overview of the items included within his CAO's report.

Motion 11.a moved by Councillor Marie Flowers that Council accepts the submitted CAO's report as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 11.b Council Committee Reports

Bowden Public Library Board (meeting of September 12, 2023)

Bowden Public Library Board (meeting of October 18, 2023)

Bowden & District Cemetery Association (special meeting of May 31, 2023)

Agenda item 11.c Society & Other Reports

PRLS Board Meeting Minutes (meeting of September 14, 2023)

Mountain View Regional Water Services Commission (meeting of October 11, 2023)

Bowden Grandview School Council (meeting of September 20, 2023).

Bowden Grandview School Council (meeting of October 17, 2023).

Bowden Ag Society (meeting of September 27, 2023)

Expanding Horizons Society (meeting of October 5, 2023)

Motion 11.b moved by Councillor Deb Coombes that Council accepts the submitted reports as information.

MOTION CARRIED UNANIMOUSLY

12. MEETING ADJOURNMENT

Motion 12.a Moved by Councillor Marie Flowers at 8:38pm to adjourn the meeting.

MOTION CARRIED UNANIMOUSLY

Meeting Adjourned

Minutes signed by:



Mayor
Robb Stuart



CAO
Rudy Friesen