



**Town of Bowden – Regular Council Meeting
held on Tuesday 15 October 2024
at Town of Bowden Council Chambers.**

MINUTES (unapproved)

1. CALL TO ORDER

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

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

ADMINISTRATION	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 23, 2024, as presented.

MOTION CARRIED UNANIMOUSLY

Motion 3.b.

Moved by Councillor Wayne Milaney that Council adopts the minutes for the Special Council Meeting of October 9, 2024, as presented.

MOTION CARRIED UNANIMOUSLY

4. PUBLIC HEARING

There was no public hearing.

5. DELEGATION

There was no delegation present.

6. BUSINESS ARISING FROM PREVIOUS MINUTES

Agenda item 6.a Bowden Hotel

Administration is to contact the Provincial Government and request an update.

Agenda item 6.b 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 Business Arising agenda items 6.a and 6.b as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 6.c Key Dates

Administration provided Council with forthcoming key dates.

With reference to October 23, the Special Events Committee meeting has been rescheduled from 7:00pm to 8:00pm.

A Special Council Meeting will be held at 7:00pm on October 23.

Councillor Deb Coombes provided notice of absence for both these meetings.

Motion 6.b

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

MOTION CARRIED UNANIMOUSLY

Agenda item 6.d Council Open House

Council provided Administration with an indication of the resource material required for the Council Open House scheduled for 7:00pm at the Bowden Event Centre.

Motion 6.c

Moved by Councillor Sandy Gamble that Council accepts Business Arising agenda item 6.d as information.

MOTION CARRIED UNANIMOUSLY

7. BYLAWS & POLICIES**Agenda item 7.a Cemetery Bylaw 08 / 2024**

Administration submitted to Council the second draft of Cemetery Bylaw 08 / 2024.

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

Bylaw 08 / 2024 received third reading and was passed by Council after review and deliberation.

Motion 7.a

Moved by Councillor Marie Flowers that Council gives second reading to Cemetery Bylaw 08 / 2024.

MOTION CARRIED UNANIMOUSLY

Motion 7.b

Moved by Councillor Paul Webb that Council give third and final reading to Cemetery Bylaw 08 / 2024 and is adopted accordingly and made effective once duly signed.

MOTION CARRIED UNANIMOUSLY

8. NEW BUSINESS**Agenda item 8.a Grants & Donation Policy (Financial Assistance Requests)**

Administration submitted 3 applications for financial assistance to Council for review and approval.

Community Christmas Meal

Council received a request for financial support from the organizers of the Charity Christmas Meal.

After review and deliberation Council requested that Administration obtain and submit further information to Council.

Motion 8.a

Moved by Councillor Deb Coombes that Council instructs Administration to follow up on the request submitted and to provide further information to Council at the next scheduled Regular Council Meeting.

MOTION CARRIED UNANIMOUSLY

STARS Air Ambulance

During the Regular Council Meeting of September 9, 2024, a presentation was given by Shannon Paquette, Donor Relations & Development Officer (STARS Air Ambulance).

At the end of the presentation a request was made for Council to consider providing partnership sponsorship of \$2 per capita for 2025.

Motion 8.b

Moved by Councillor Paul Webb that Council approves a donation of \$2620.00 requested by STARS Air Ambulance.

MOTION CARRIED UNANIMOUSLY

Brewed Blades Adult Women's Hockey Tournament

Administration submitted to Council correspondence requesting support for the 2025 hockey tournament from the Manager of the Bowden Thunderbirds.

Motion 8.c

Moved by Councillor Sandy Gamble that Council approves a donation of raffle items to the Bowden Thunderbirds Hockey Team in respect of their hockey tournament on February 15 / 16, 2025.

MOTION CARRIED UNANIMOUSLY

9. FINANCIAL

Agenda item 9.a Expanded Scope of Capital Projects 2024

Administration submitted a quotation received from Fortis Alberta following an engineering survey conducted in August with regard to the installation of 4 new streetlights in 21st Street.

Administration stated that the project is eligible for a Municipal Sustainability Initiative (MSI) grant therefore Administration will submit a request to the Provincial Government for this project to be funded by this source of finance.

Administration requested that Council formally approve the project by resolution

Motion 9.a

Moved by Councillor Marie Flowers that Council approves the additional capital project for the installation of 4 new streetlights in 21st Steet (as per the attached location plan) for the sum of \$12364.98.

10. CORRESPONDENCE

Agenda item 10.a Correspondence re: Affordable Housing Partners

Administration submitted to Council correspondence received from David Williams, Assistant Deputy Minister Housing Division.

The correspondence requested details of any agreements the Town has with affordable housing partners.

Council and Administration agreed that there were no such current agreements in place.

Administration is to report back to the Assistant Deputy Minister Housing Division.

Motion 10.a

Moved by Councillor Paul Webb that Council directs Administration to respond to the information request submitted by David Williams, Assistant Deputy Minister Housing Division.

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

No reports submitted.

Agenda item 11.c Society & Other Reports

Reports submitted as follows:

- Red Deer Regional Emergency Management Partnership (minutes of meeting of Sept 19, 2024).
- Parkland Fuel Corporation fact sheet.
- Expanding Horizons Society (minutes of October 1, 2024 meeting).

Motion 11.b

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

MOTION CARRIED UNANIMOUSLY

12. MEETING ADJOURNMENT

Motion 12.a

Moved by Councillor Wayne Milaney at 8:34 p.m. to adjourn the meeting.

MOTION CARRIED UNANIMOUSLY

Meeting Adjourned

Minutes signed by:

**Mayor
 Robb Stuart**

**CAO
 Arno Glover**