



**Town of Bowden – Regular Council Meeting  
held on Tuesday April 24, 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	
Councillor	Paul Webb	

#### 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 6(d) Business Arising – Special Events & Cultural Committee – date of meeting.  
Emergency Advisory Committee – date of meeting*

**MOTION CARRIED UNANIMOUSLY**

### 3. ADOPTION OF PREVIOUS MINUTES

#### Motion 3.a.

Moved by Councillor Marie Flowers that Council adopts the April 11, 2023, Regular Council Meeting Minutes as amended.

*Note: (amended as follows):*

*Item 8(a) Mayor Robb Stuart, Councillor Deb Coombes and Councillor Sandy Gamble will attend the event.*

**MOTION CARRIED UNANIMOUSLY**

### 4. PUBLIC HEARINGS

There were no public hearings.

### 5. DELEGATIONS

There were no delegations.

### 6. BUSINESS ARISING FROM PREVIOUS MINUTES

#### Agenda item 6.a Bowden Hotel

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

There was no motion made regarding this matter.

**Agenda item 6.b Bylaw Matter**

CAO Rudy Friesen stated that developments were ongoing regarding this matter.

There was no motion made regarding this matter.

**Agenda item 6.c Correspondence in support of Mayor Lance Colby, Town of Carstairs re Provincial Policing.**

Administration provided Council with a copy of the letter received from the Honourable Mike Ellis, Minister of Public Safety and Emergency Services.

Council reviewed the letter and discussed possible future outcomes.

There was no motion made regarding this matter.

**Agenda item 6.d Council Committee Meetings**

Council set a date for the next meeting of the Special Events & Cultural Committee

**Motion 6.a.** by Councillor Sandy Gamble that a meeting of the Special Events & Cultural Committee is scheduled for Tuesday May 9, 2023, at 7:00pm in Council Chambers.

**MOTION CARRIED UNANIMOUSLY**

A date was not set for a meeting of the Emergency Advisory Committee.

**7. BYLAWS & POLICIES****Agenda item 7.a Asset Management Policy 02 / 2023**

Council was presented with a revised Asset Management Policy for review and approval.

The current Asset Management Policy (02 / 2021) dated June 2021 was completed prior to Administration attending the municipal asset management workshops during late 2022 and 2023. While the majority of the content of the original policy document remains relevant some minor revision was required to provide consistency and continuity of meaning across all of the current documents that form part of the asset management system.

The revision included a change in the definition of tangible capital asset (revised from \$2500.00 to \$5000.00) in accordance with advice provided by the Town's auditors, BDO Canada.

**Motion 7.a** by Councillor Randy Brown that Council approve Asset Management Policy (02 / 2023) as presented.

**MOTION CARRIED UNANIMOUSLY**

**8. NEW BUSINESS****Agenda item 8.a Intermunicipal Collaboration Framework Agreements**

The intermunicipal collaboration framework is therefore due for review and renewal by November 2023.

Administration provided Council with correspondence from Minister Rebecca Schulz, Municipal Affairs, extending the review period from five years to seven years.

The correspondence recommended that "municipalities hold off on renegotiation discussions in light of the potential for future amendments".



**Motion 8.a** by Councillor Deb Coombes that any renegotiation of the current intermunicipal collaboration framework is delayed pending any further announcements from the Minister and / or amendments to the MGA.

**MOTION CARRIED UNANIMOUSLY**

## 9. FINANCIAL

### **Agenda item 9.a Operating Budget – Report on Actual Material Change**

Administration reported to Council an unbudgeted emergency purchase in accordance with Section 7.3 (Emergency Purchases) of the Town of Bowden Procurement Policy and Section 8.26 of the Chief Administrative Officer Bylaw

Recent repairs to water mains within the Town amounted to expenditures of approximately \$60000.00, being greater than \$5000.00 in value and exceeding the budgeted amount of \$40000.00.

CAO Rudy Friesen stated that additional work was required to replace the cast iron water main east of the junction of 21<sup>st</sup> Avenue and 23<sup>rd</sup> Street (by Bowden Grandview School). This is estimated to cost \$90000.00. Administration is confirming funding sources for this repair work.

### **Agenda item 9.b Revenue & Expenditure Statement - YTD 2023**

Administration provided Council with a statement of revenues and expenditures for the period year-to-date 2023.

Council reviewed the financial statements. The CAO is to report back to Council on those items requiring further clarification.

**Motion 9.a** by Councillor Paul Webb that Council accepts the submitted reports as information.

## 10. CORRESPONDENCE

### **Agenda item 10.a March Enforcement Contract (received from Red Deer County)**

**MOTION CARRIED UNANIMOUSLY**

**Motion 10.a** by Councillor Marie Flowers that Council accepts the submitted correspondence as information.

**MOTION CARRIED UNANIMOUSLY**

## 11. REPORTS

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

CAO Rudy Friesen submitted his report to Council.

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

No reports submitted.

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

No reports submitted.

**Motion 11.a** by Councillor Marie Flowers that Council accepts the submitted reports as information.

**MOTION CARRIED UNANIMOUSLY**

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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.

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**12. CLOSED SESSION OF COUNCIL ("in camera")**

**Agenda Item 12.a 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 Randy Brown at 8:48pm that Council return to an "open meeting" of Council.

**MOTION CARRIED UNANIMOUSLY**

**Motion 12.c.**

Moved by Councillor Marie Flowers that Council has completed the CAO's Performance Review.

**MOTION CARRIED UNANIMOUSLY**

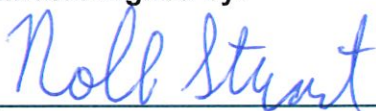
**13. MEETING ADJOURNMENT**

**Motion 13.a** Moved by Councillor Marie Flowers 8:49pm to adjourn the meeting.

**MOTION CARRIED UNANIMOUSLY**

**Meeting Adjourned**

**Minutes signed by:**

  
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**Mayor  
Robb Stuart**

  
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**CAO  
Rudy Friesen**