



**Town of Bowden – Regular Council Meeting
held on Monday 27 May 2024
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	Paul Webb	
	Councillor	Deb Coombes	
	Councillor	Randy Brown	
	Councillor	Marie Flowers	
	Councillor	Sandy Gamble	

ADMINISTRATION	CAO	Rudy Friesen
	Recorder	Arno Glover

ABSENT	Councillor	Wayne Milaney
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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 Mayor Robb Stuart that Council adopts the minutes for the Regular Council Meeting of May 13, 2024, as amended.

MOTION CARRIED UNANIMOUSLY

Note: (amended as follows)

Agenda item 1 Call to Order

A Glover attendance corrected to record as being absent.

Agenda item 8.a Municipal Affairs Statutes Amendments

Motion corrected to record the vote as being "carried".

Agenda item 11.c (i) and (ii) Society & Other Reports

The addition of a statement that no motion was made following the closed session of Council.

4. PUBLIC HEARING

There were no public hearings.

5. DELEGATION

There were no delegations.

6. BUSINESS ARISING FROM PREVIOUS MINUTES

Agenda item 6.a Bowden Hotel

There was no further update on matters regarding the Bowden Hotel.

Agenda item 6.b Alberta Municipalities Distinguished Service Award (application)

Mayor Robb Stuart provided an update on the application process.

Each applicant is required to prepare a biography and submit a photograph.

The CAO is required to validate the number of years of service.

The online deadline for submissions is June 14.

Agenda item 6.c Key Dates

Administration provided Council with forthcoming key dates.

Mayor Robb Stuart added the date of June 12 for the Special Events Committee meeting (7:00pm).

Attendees for the Alberta Municipalities Summer Municipal Leaders Caucus were confirmed as Mayor Robb Stuart, Councillor Deb Coombes, and Councillor Sandy Gamble.

Councillor Paul Webb requested to be registered. CAO Rudy Friesen is to action this request.

There was no motion made reference agenda items 6.a / 6.b / 6.c.

7. BYLAWS & POLICIES

There was no agenda item submitted.

8. NEW BUSINESS

Agenda item 8.a CAEP Committee Invitations

Administration provided Council with details of positions available on four CAEP Committees.

CAO Rudy Friesen requested that Councillors expressing an intent to volunteer as a committee member complete the CAEP Committee Member Nomination Form (as provided on page 9 of the agenda).

Motion 8.a

Moved by Councillor Marie Flowers that Council accepts the CAEP committee documents as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 8.b Innisfail Chamber of Commerce

Administration provided details of an initiative by the Innisfail Chamber of Commerce to include neighbouring communities in the award for small business of the year.

CAO Rudy Friesen is to provide Council with further additional information on this proposal and any other membership requirements.

Motion 8.b

Moved by Councillor Randy Brown that Council accepts the Innisfail Chamber of Commerce proposal as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 8.c Fortis Franchise Report 2023

Administration provided details of the Town of Bowden Franchise Presentation prepared by Fortis Alberta.

There was some confusion over the statistics provided with regard to Site Counts and Consumption.

Council requested that the CAO reaches out to the Fortis Stakeholder Relations Manager, Chris Burt, and request a formal presentation to be given to Council.

Motion 8.c

Moved by Councillor Deb Coombes to direct Administration to arrange a delegation presentation at a future Regular Council Meeting for Fortis to provide further information on the franchise statistics for the Town of Bowden.

MOTION CARRIED UNANIMOUSLY

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 provided Council with an overview of the items included within the CAO's report.

With reference to each item:

1 Town Fibre

The residential service delivery component is provided and administered through a Municipally Controlled Corporation (MCC) known as "Connect" (managed by Equus).

There are two alternative options.

Option 1 requires an initial investment by the Town offset by future revenue streams.

Option 2 requires no investment by the Town but with no revenue streams.

A delegation presentation by Connect is scheduled for the Regular Council Meeting of August 12.

A decision on either option will be required by the spring of 2025.

Mayor Robb Stuart enquired as to whether the exact location of the communication tower was known. CAO Rudy Friesen stated that at this time the exact location was not known.

2 Additional Street Lights

CAO Rudy Friesen stated that if requested Fortis could undertake a light audit within the Town sometime in the fall. There was no decision made on this.

Administration further provided Council with a schematic illustration of the proposed location of an additional 4 streetlights on 21st Street.

Fortis had provided a budgeted estimate of \$6500.00 (plus ongoing fees) for the installation subject to a formal quote and engineering site survey.

Council requested that Administration proceed with the installation of the four additional streetlights.

This would require a revision to be made to the 2024 capital budget.

Motion 11.a

Moved by Councillor Sandy Gamble that Administration proceeds with the installation of the four additional streetlights as per the submitted schematic and that the 2024 Capital Budget is revised to include the additional cost of the installation.

MOTION CARRIED UNANIMOUSLY

3 Bylaw Agreement

CAO Rudy Friesen provided details of options regarding bylaw enforcement.

There was no decision made.

CAO Rudy Friesen is to provide a further update on the proposed options at the next regular council meeting.

4 Urban Hen Pilot Program

CAO Rudy Friesen stated that a signed agreement was in effect (as of May 14, 2024) thereby commencing the start of the Urban Hen Pilot Program.

Motion 11.b

Moved by Councillor Marie Flowers that Council accepts the CAO report as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 11.b Council Committee Reports

There were no Council Committee reports submitted.

Agenda item 11.c Society & Other Reports

(i)

Mountain View Regional Water Services Commission Report (zoom meeting of May 8, 2024)

Mayor Robb Stuart provided an overview of matters discussed within the meeting.

An Environmental Management System Audit Report has been provided for Councillors to review (this is on the Councillor workstation within the Administration Office).

The purpose of the Audit was to assess the adequacy of the effectiveness of the MVRWSC Environmental Management System processes.

Mayor Robb Stuart gave details of an invitation for members of Council to tour the Anthony Henday Water Treatment Plant on Wednesday June 19, 2024 (4:00 pm. to 7:00 pm).

Councillors should liaise with the CAO for registration details.

Motion 11.c

Moved by Councillor Randy Brown that Council accepts the submitted Society & Other Report as information.

MOTION CARRIED UNANIMOUSLY

Mayor Robb Stuart called for a brief recess at 7:54 p.m.
Mayor Robb Stuart called the meeting back to order at 7:58 p.m.

12. CLOSED SESSION OF COUNCIL (“in camera”)

Agenda item 12.a (Personnel).

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 deemed harmful to personal privacy”.

Motion 12.a

Moved by Councillor Marie Flowers at 7:58 p.m. that Council moves to an “in-camera” session for Agenda item 12.a as per section 17 of the FOIP Act.

MOTION CARRIED UNANIMOUSLY

Motion 12.b

Moved by Councillor Sandy Gamble at 8.35 p.m. that Council return to an “open meeting” of Council.

MOTION CARRIED UNANIMOUSLY

There was no motion made on agenda item 12.a.

13. MEETING ADJOURNMENT

Motion 13.a

Moved by Councillor Marie Flowers at 8:36 p.m. to adjourn the meeting.

MOTION CARRIED UNANIMOUSLY

Meeting Adjourned

Minutes signed by:



Mayor
Robb Stuart



CAO
Rudy Friesen