



**Town of Bowden – Regular Council Meeting  
held on Monday July 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	Sandy Gamble	
Councillor	Marie Flowers	
Councillor	Wayne Milaney	
Councillor	Paul Webb	
Councillor	Deb Coombes	
Councillor	Randy Brown	

#### **STAFF**

CAO	Rudy Friesen
Recorder	Arno Glover

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

#### **Motion 2.a**

Moved by Councillor Marie Flowers that Council adopts the agenda as amended.

*Note: (amended as follows):*

*New Agenda Item 8(d) Intermunicipal Development Committee.*

**MOTION CARRIED UNANIMOUSLY**

### **3. ADOPTION OF PREVIOUS MINUTES**

#### **Motion 3.a.**

Moved by Councillor Deb Coombes that Council adopts the June 26, 2023, Regular Council Meeting Minutes as presented.

**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**

An update on the Bowden Hotel was provided by the CAO.

#### **Agenda item 6.b Special Events Committee**

Council discussed the Bowden Daze parade event.

The CAO read out a letter of thanks received from Mountain View Food Bank Society.

Council was appreciative of the support given to this event by the Reddi Mart

A meeting of the Special Events Committee will be held (date tbc) to review the event and discuss changes for 2024.

**Motion 6.a** moved by Councillor Randy Brown that Administration purchase a gift card for the Reddi Mart and include an acknowledgement of thanks within the Town Newsletter.

**MOTION CARRIED UNANIMOUSLY**

**Agenda item 6.c RCMP Regimental Ball**

Council discussed this event.

Administration is to proceed with booking one table as per motion 8.b RCM 12 June 2023.

**7. BYLAWS & POLICIES**

Administration submitted a schedule providing a roadmap (times and date) for the proposed progression of the Community Standards Bylaw through all of its readings.

Council reviewed the schedule and requested that a date be included for a Council Open House for further public consultation on the bylaw.

**Motion 7.a** moved by Councillor Deb Coombes that a Council Open House is held on Wednesday October 4, 2023, at 7:00pm at the Bowden Event Centre.

**MOTION CARRIED UNANIMOUSLY**

Council gave further review to the schedule – it was decided to remove the proposed date for the third and final reading (RCM 14 November) but agreed that this bylaw should be presented for adoption by the end of calendar year 2023.

**Motion 7.b** moved by Councillor Paul Webb that Community Standards Bylaw Schedule be accepted subject to the amendments required.

**MOTION CARRIED UNANIMOUSLY**

**8. NEW BUSINESS**

**Agenda item 8.a Alberta Municipalities 2023 Convention & Trade Show**

The convention will be held at the Edmonton Convention Centre from 27 – 29 September.

Council discussed the agenda for the event and had discussions on those wishing to attend.

**Motion 8.a** moved by Councillor Randy Brown that Council sends 7 delegates (6 Councillors + CAO) to the Alberta Municipalities 2023 Convention & Trade Show.

**MOTION CARRIED UNANIMOUSLY**

**Agenda item 8.b Weed Control Act RSA2008 Chapter W-5.1**

Administration provided Council with an overview of the Weed Control Act.

With regard to section 19.1 of the Weed Control Act, this states that a local authority shall establish, annually, an independent appeal committee for the purpose of receiving appeals against any decision made by a weed control inspector, local authority notices, and debt recovery notices.



Council was informed that this committee currently does not exist.

Administration submitted a proposal to Council that a Weed Control Appeal Committee is formed initially to consist of members of Council as a whole and whose purpose is to hear and make decisions on any appeals received.

Thereafter Administration will present to Council an amended Council Committee Bylaw at the October 2023 Organizational Meeting which will include the terms of reference for the Weed Control Appeal Committee, including its mandate, membership, and responsibilities.

**Motion 8.b** moved by Councillor Paul Webb that the Weed Control Appeal Committee is hereby formed by Council resolution consisting of all members of Council and whose duties are to receive, hear and make decisions on any appeals made against the decision of a Weed Control Inspector, local authority notices or debt recovery notice.

**MOTION CARRIED UNANIMOUSLY**

#### **Agenda item 8.c Council Priorities Session**

Each year Council sets a date to review its priorities for the remainder of the year and for the coming year.

Typically items of discussion might include:

- A review of the current Strategic Plan,
- Economic development,
- Inter-municipal partnerships,
- Community projects,
- Advocacy policies and service levels.

**Motion 8.c** moved by Councillor Marie Flowers that a Council Priorities Session is held on Wednesday September 6, 2023, at 6:30pm in Council Chambers.

**MOTION CARRIED UNANIMOUSLY**

#### **New Agenda Item - 8.d Intermunicipal Development Committee**

A request was received from Red Deer County to hold a meeting to discuss intermunicipal development matters.

Membership of the Town of Bowden Intermunicipal Development Committee consists of Mayor Robb Stuart, Councillor Paul Webb, and Councillor Randy Brown.

**Motion 8.d** moved by Councillor Randy Brown that members of the IDC Committee and the CAO attend a meeting at Red Deer County offices on Monday July 31, 2023, at 2:00pm.

**MOTION CARRIED UNANIMOUSLY**

### **9. FINANCIAL**

#### **Agenda item 9.a Operating Revenue & Expenditures Report**

Administration provided Council with a financial operating statement for the period January 1 to June 30<sup>th</sup> of 2023.

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

Council and the CAO discussed and reviewed the Financial statement.

**Motion 9.a** moved by Councillor Marie Flowers that Council approves the Financial Report as presented.

**MOTION CARRIED UNANIMOUSLY**

## **10. CORRESPONDENCE**

**Agenda item 10.a Letter from Red Deer County Protective Services**  
Red Deer County Protective Services – May Enforcement Contract.

**Motion 10.a** moved by Councillor Deb Coombes that Council accepts the submitted correspondence as information.

**MOTION CARRIED UNANIMOUSLY**

## **11. REPORTS**

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

**Agenda item 11.b Council Committee Reports**  
No reports submitted.

**Agenda item 11.c Society & Other Reports**  
Parkland Foundation Annual Report (20220)

**Motion 11.a** moved by Councillor Randy Brown that Council accepts the submitted reports as information.

**MOTION CARRIED UNANIMOUSLY**

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Mayor Robb Stuart called for a brief recess at 8:36p.m.  
Mayor Robb Stuart called the meeting back to order at 8:40p.m.

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

**Agenda item 12.a Property Development**

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 27 "is deemed to be privileged information".

**Motion 12.a.** Moved by Councillor Sandy Gamble 8:40pm that Council moves to an "in-camera" session.

**MOTION CARRIED UNANIMOUSLY**

**Motion 12.b.** Moved by Councillor Randy Brown at 8:55pm 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 8:56pm to adjourn the meeting.

**MOTION CARRIED UNANIMOUSLY**

**Meeting Adjourned**

**Minutes signed by:**

A handwritten signature in black ink, appearing to read "Robb Stuart", written over a horizontal line.

**Mayor  
Robb Stuart**

A handwritten signature in blue ink, appearing to read "Rudy Friesen", written over a horizontal line.

**CAO  
Rudy Friesen**