



**Town of Bowden – Regular Council Meeting
held on Monday April 14, 2025
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	
Councillor	Paul Webb	
Councillor	Deb Coombes	
Councillor	Randy Brown	
Councillor	Wayne Milaney	
Councillor	Marie Flowers	(electronically)
Councillor	Sandy Gamble	

ADMINISTRATION

CAO	Arno Glover
CFO	Jacqui Molyneux

DELEGATION

Dylan Thurdium	BDO Canada LLP
Mitchell Kennedy	BDO Canada LLP

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: Agenda item 8.a added.

MOTION CARRIED UNANIMOUSLY

3. ADOPTION OF PREVIOUS MINUTES

Motion 3.a.

Moved by Councillor Sandy Gamble that Council adopts the minutes of the Regular Council Meeting of March 24, 2025, as presented.

MOTION CARRIED UNANIMOUSLY

4. PUBLIC HEARING

There was no public hearing.

5. DELEGATION

Agenda item 5.a 2024 Financial Statements (Confidential)

Representatives from BDO Canada provided Council with an overview of the draft Consolidated Financial Statements for the financial year ending 31 December 2024.

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 5.a

Moved by Councillor Randy Brown at 7:04 pm that Council moves to an "in-camera" session.

MOTION CARRIED UNANIMOUSLY

Council was provided with the opportunity to discuss the draft financial statements with the auditors in a closed session of Council.

CAO Arno Glover and CFO Jacqui Molyneux were present in the closed meeting.

Motion 5.b

Moved by Councillor Paul Webb at 7:35 pm that Council return to an "open meeting" of Council.

MOTION CARRIED UNANIMOUSLY

Motion 5.c

Moved by Councillor Paul Webb that Council approves the Auditors Report and the Consolidated Financial Statements for the year ending 31 December 2024 as presented.

MOTION CARRIED UNANIMOUSLY

6. BUSINESS ARISING FROM PREVIOUS MINUTES

Agenda item 6.a 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 Randy Brown that Council accepts agenda item 6.a as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 6.b Key Dates

Administration provided Council with forthcoming key dates.

Council discussed and decided not to reschedule the Regular Council Meeting of 28th April due to this being the same day as the Federal Election.

A meeting of the Special Events & Cultural Committee was scheduled for Tuesday 29th April at 7:00pm in Council Chambers (this is a public meeting).

Motion 6.b

Moved by Councillor Randy Brown that Council accepts agenda item 6.b as information.

7. BYLAWS & POLICIES

Agenda item 7.a Council Procedural Bylaw 04 / 2025

Administration submitted to Council an amended Council Procedural Bylaw as a Request for Decision. This bylaw repeals Council Procedural Bylaw 08 / 2020.

This bylaw has been updated to reflect the legislative requirements introduced through Bill 20 and section 199 of the Municipal Government Act.

This set out new requirements for meetings by electronic means under Part 17 of the MGA (Planning & Development).

In addition, the bylaw received a review as a process of continuous renewal in order to ensure that the bylaw remains appropriate, relevant, and meaningful,

CAO Arno Glover stated that:

- i. the bylaw may require further amendment once the details of Bill 50 become legislated,
- ii. that the revised bylaw must be passed by April 30, 2025.

Administration requested that Council give first reading to Council Procedural Bylaw 04 / 2025.

Council requested that Administration submit changes as discussed during the meeting for the second reading of the bylaw.

Motion 7.a Moved by Councillor Paul Webb that Council gives first reading to Council Procedural Bylaw 04 / 2025

MOTION CARRIED UNANIMOUSLY

Administration will submit an amended version of the bylaw for Council to give second reading at the RCM of April 24, 2025.

8. NEW BUSINESS

New Agenda Item 8.a Special Events & Cultural Committee Meeting

Council discussed and agreed upon a date for the next meeting of the Committee.

9. FINANCIAL

Agenda item 9.a 2025 Revised Operating Budget

Administration submitted to Council a revised Operating Budget to reflect:

- i. The actual Education Property Tax requisition.
This amounted to an increase of \$65089.15 over the original amount of the requisition contained within the Operating Budget passed by Council on January 13, 2025.
- ii. The Police Funding Requisition (actual amount)
- iii. Other changes as put detailed in the RFD document within the agenda package.

There was no change to the total value of revenues and expenditures (this therefore remained as a balanced budget).

Motion 9.a

Moved by Councillor Randy Brown that Council adopt the revised 2025 Operating Budget as presented.

MOTION CARRIED UNANIMOUSLY

Agenda item 9.b 2025 Capital Budget

Administration provided Council with the following:

- Capital Budget Summary (high-level overview of each project and the project capital costing),
- a summary of the amount of capital reserves,
- a Business Case study for each capital project.

CAO Arno Glover provided Council with an overview of the 2025 projects for Council's review and deliberation. The gazabo project carried forward from 2024 was presented as two options.

Administration requested that Council provides an indication on:

- capital projects approved,
- any changes required,
- any further information required.

Motion 9.b

Moved by Councillor Deb Coombes that Council accepts the 2025 Capital Budget as presented (with option 1 reference Gazebo project).

MOTION CARRIED

Mayor Robb Stuart called for a brief recess at 8:51 pm.
Mayor Robb Stuart called the meeting back to order at 9:01 pm.

10. CORRESPONDENCE

Agenda item 10.a Correspondence

- 10.a** Ric McIver, Minister, Municipal Affairs (Letter dated March 12, 2025)
- 10.b** Ric McIver, Minister, Municipal Affairs (Letter dated February 26, 2025)
- 10.c** Ric McIver, Minister, Municipal Affairs (Letter dated April 8, 2025)
- 10.d** Red Deer County Protective Services (March Enforcement Contract)
- 10.e** Mountain View Hospice Society (Fundraiser Request)
- 10.f** Olds Healthcare Fundraising Committee (Fundraiser Request)

Motion 10.a

Moved by Councillor Randy Brown that Council accepts the submitted items of correspondence as information.

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

Agenda item 11.c Society & Other Reports

These reports were not immediately reviewed by Council.

Mayor Robb Stuart requested that Council move into closed session.

12. CLOSED SESSION OF COUNCIL

12.a Legal (Confidential). CLOSED SESSION

This closed meeting of Council is permitted by section 197 of the MGA.

An 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) therefore applies on the basis of: Section 23 "local public body confidences".

12.b Property Matter (Confidential). CLOSED SESSION

This closed meeting of Council is permitted by section 197 of the MGA.

An 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) therefore applies on the basis of: Section 27 "deemed to be privileged information".

12.c Consultancy Resource (Confidential). CLOSED SESSION

This closed meeting of Council is permitted by section 197 of the MGA.

An 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) therefore applies on the basis of: Section 19 "confidential evaluations".

12.d Society & Other Reports (Confidential). CLOSED SESSION

This closed meeting of Council is permitted by section 197 of the MGA.

An 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) therefore applies on the basis of: Section 27 "deemed to be privileged information".

Motion 12.a

Moved by Councillor Sandy Gamble at 9:23 pm that Council moves to an "in-camera" session.

MOTION CARRIED UNANIMOUSLY

CAO Arno Glover was present in the closed meeting.

Council discussed and reviewed agenda items 12.a / 12.b / 12.c / 12.d.

Motion 12.b

Moved by Councillor Paul Webb at 9:57 pm that Council return to an "open meeting" of Council.

MOTION CARRIED UNANIMOUSLY

There was no motion made with regard to agenda items 12.a / 12.b / 12.c / 12.d.

13. MEETING ADJOURNMENT**Motion 13.a**

Moved by Councillor Paul Webb at 9:58 p.m. to adjourn the meeting.

MOTION CARRIED UNANIMOUSLY

Meeting Adjourned until 7:00pm Tuesday April 15 2025

14. RECALL OF MEETING

Mayor Robb Stuart called the meeting to order at 7:00pm on Tuesday April 15, 2025.

PRESENT	Mayor	Robb Stuart	
	Councillor	Paul Webb	
	Councillor	Deb Coombes	
	Councillor	Randy Brown	
	Councillor	Marie Flowers	(electronically)
	Councillor	Sandy Gamble	
ABSENT	Councillor	Wayne Milaney	
ADMINISTRATION	CAO	Arno Glover	

Agenda item 11.c Society & Other Reports

- i. Rural Municipalities of Alberta Convention (report)
- ii. Family & Community Support Services Board Meeting (April 1, 2025)
- iii. Mountain View Regional Water Services Commission Meeting (March 12, 2025)
- iv. Parkland Foundation Board Meeting (February 6, 2025)
- v. South Red Deer Regional Wastewater Commission (March report)
- vi. Alberta Counsel (Legislative Session Summary March 24 to 27)
- vii. CAEP Strategic Plan (2025 to 2027)

Council discussed and reviewed agenda items 11.c, i to vii.

Motion 14.a

Moved by Councillor Deb Coombes that Council accepts the submitted Society & Other Reports as information.

MOTION CARRIED UNANIMOUSLY

15. MEETING ADJOURNMENT**Motion 15.a**

Moved by Councillor Deb Coombes at 8:47 p.m. to adjourn the meeting.

MOTION CARRIED UNANIMOUSLY

Minutes signed by:



Mayor
Robb Stuart



CAO
Arno Glover