

**REGULAR COUNCIL MEETING MINUTES**  
**Held on Monday, August 22, 2016**  
**Town of Bowden Administration Building**

**Call to Order**

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

<b>PRESENT</b>	Mayor	Robb Stuart
	Councillor	Wayne Milaney
	Councillor	Paul Webb
	Councillor	Earl Wilson
	Councillor	Sandy Gamble
	Councillor	Lloyd Lane
	Councillor	Sheila Church
<b>ABSENT</b>	None	
<b>DELEGATIONS</b>	None	
<b>STAFF</b>	James Mason	Chief Administrative Officer
	Jade Prefontaine	Development Officer

**Additions/Deletions to the Agenda & Adoption of the Agenda**

**Motion 2.a** Moved by Councillor Earl Wilson that Council approves the August 22, 2016 Regular Council Meeting Agenda as presented. **MOTION CARRIED**

**Adoption of the Previous Minutes**

**Motion 3.a** Moved by Councillor Sandy Gamble that Council approves the August 8, 2016 Regular Council Meeting Minutes as presented. **MOTION CARRIED**

**Delegations**

None

**Old Business**

None

**New Business**

**Item 6 a. Amend Rate Bylaw** During budget deliberations a base rate for a sewer connection was factored into the budget, to finalize the process it is necessary to amend Schedule A of the Rates Bylaw 03-2007. Current rates at the Arena have not been adjusted for several years and are falling behind other facilities in neighboring communities; in addition the increased cost for energy due to the Provincial Carbon Tax regime will impact the viability of the facility by increasing the cost for energy. Campground rates have not been changed for some time, looking at rates of other campgrounds the current rates are lower and provide little to offset the cost of maintaining the campground.

**Motion 6.a** Moved by Councillor Paul Webb that Council gives first reading to Bylaw 06-2016. **MOTION CARRIED**

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**Motion 6.ai** Moved by Councillor Sheila Church that Council gives second reading to Bylaw 06-2016.  
**MOTION CARRIED**

**Motion 6.iii** Moved by Councillor Sandy Gamble to present Bylaw 06-2016 for third and final reading.  
**MOTION CARRIED UNANIMOUSLY**

**Motion 6.iiii** Moved by Councillor Lloyd Lane that Council gives third and final reading to Bylaw 06-2016.  
**MOTION CARRIED**

**Item 6.b North Lift Station** Tagish Engineering recommends installation of a deeper gravity fed Sanitary Sewer Main on 20<sup>th</sup> Street and deletion of the North Lift Station. It would be a considerable upgrade to Town infrastructure and facilitate access to services for development north of hwy. 587. Tagish has also confirmed that North Lift Station replacement is unlikely before the summer of 2017 due to preparation of tender documents, tendering and weather. A decision whether to continue with Lift Station replacement could be delayed until October/November to allow more research into a Gravity Main Project including funding sources.

**Motion 6.b.** Moved by Councillor Paul Webb that Council directs Administration to invite Tagish Engineering to attend an upcoming Council Meeting to provide further explanation and options available for the future of the North Lift Station.  
**MOTION CARRIED**

**Item 6.c Shared Leak Detection** During the spring thaw, water was observed coming from a valve access point at the intersection of 22 Avenue and 20 Street, as the water continued to run for several weeks a leak was suspected. The Property Management Company that manages the Amy Gardens Complex was notified due to the proximity of the leak to their property. Darrel's Excavating was hired by the Management Company to investigate possible sources of water; no leaks were found however, Darrel's Excavating spent a considerable amount of time checking possible water leaks on 22 Avenue as well as the Amy Gardens complex. The Management Company has requested the Town share the cost of the Leak Detection as it was a benefit to the Town as well. Discussion between Administration and the Management Company has determined that a 50-50 split seems reasonable.

**Motion 6.c** Moved by Councillor Wayne Milaney that Council directs Administration to pay 50% off the invoice directly to Darrel's Excavating upon confirmation that they haven't already been paid by the Management Company.  
**MOTION CARRIED**

**Item 6.d Strategic Planning Date** The CAO and Mayor met with a consultant to discuss a Strategic Planning Session, the consultant is available to facilitate a session on the dates proposed for a one day session-September 21, 27 & 28, 2016.

**Motion 6.d** Moved by Councillor Sandy Gamble that Council instructs Administration to contact and finalize arrangements for a Strategic Planning Session on September 27, 2016.  
**MOTION CARRIED**

**Item 6.e Volunteer Application** Gina Delorme has made application to volunteer with several groups in Bowden. She has interest in the Bowden Historical Society, Bowden Economic Development Committee and the Bowden Community Action Society. Although the Historical Society and the Community Action Society are separate entities from the Bowden Municipal Office, Administration receives applications for most volunteer opportunities in town and forwards the information to the groups as need be.

**Motion 6.e** Moved by Councillor Sheila Church that Council approves the Volunteer Application subject to a successful background check through the RCMP.  
**MOTION CARRIED**

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**Financial Statements**

**Motion 7.a** Moved by Councillor Sheila Church that Council accepts the Cheque Listing for information.  
**MOTION CARRIED**

**Motion 7.b** Moved by Councillor Sandy Gamble that Council accepts the July Bank Reconciliation for information.  
**MOTION CARRIED**

**Correspondence & Information**

**Item 8.a Smile Cookies** Tim Hortons Innisfail will be selling "Smile Cookies" between September 12 & 18, 2016. The proceeds from the Smile Cookies will go to Big Brothers, Big Sisters program for our area (Bowden, Innisfail, Olds, Penhold, Spruce View & Sundre). Big Brothers, Big Sisters program serves Bowden with mentoring programs and is funded in part by Red Deer FCSS and the Municipal partnership. Our staff and Council are encouraged to purchase Smile Cookies for \$1.00 each in support of Big Brothers Big Sisters Prairies to Peaks.

**Motion 8.a** Moved by Mayor Robb Stuart that Council directs Administration to purchase 50 cookies in support of the Big Brothers, Big Sisters fundraiser.  
**MOTION CARRIED**

**Item 8.b Council Committee Reports**

**Motion 8.b** Moved by Mayor Robb Stuart that Council directs Administration to commend Public Works for their work on the planters on Highway 2A.  
**MOTION CARRIED**

**Mayor Robb Stuart calls a brief recess at 8:03 p.m.**  
**Mayor Robb Stuart calls the meeting back to order at 8:08 p.m.**

**Committee of the Whole**

**Motion 9.a** Moved by Councillor Paul Webb that in accordance with Section 197(2) of the Municipal Government Act, the Council meeting go temporarily in camera to discuss a legal issue at 8:08 p.m.  
**MOTION CARRIED**

**Motion 9.a.i** Moved by Councillor Wayne Milaney that Council return to open meeting at 9:00 p.m.  
**MOTION CARRIED**

**Motion 9.a.ii** Moved by Councillor Sheila Church that the Bowden Igloo Arena bookings be done by the Town Office and the booking information be advertised to the public  
**MOTION CARRIED**

**Motion 9.b** Moved by Councillor Sheila Church that Council ratify the agreement with CUPE as presented.  
**MOTION CARRIED**

**Motion 9.c** Moved by Councillor Sandy Gamble that Administration contact CUPE and offer 3 dates to meet for a Regular Council Meeting  
**MOTION CARRIED**

**CAO James Mason left the meeting at 9:14 p.m.**

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**Motion 9.d** Moved by Councillor Sheila Church that in accordance with Section 197(2) of the Municipal Government Act, the Council meeting go temporarily in camera to discuss a labour issue at 9:18 p.m.

**MOTION CARRIED**

**Motion 9.d.i** Moved by Councillor Sheila Church that Council return to open meeting at 10:07 p.m.

**MOTION CARRIED**

**Motion 9.d.ii** Moved by Councillor Paul Webb that Council offer James Mason the position of Chief Administrative Officer for the Town of Bowden as per the contract that was signed March 1, 2016.

**MOTION CARRIED**

**Adjournment**

**Motion 10.a** Moved by Councillor Sheila Church that the August 22, 2016 Regular Council Meeting adjourns at 10:11 p.m.

**MOTION CARRIED**

**Meeting Adjourned**

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**Robb Stuart, Mayor**

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**James Mason, Chief Administrative Officer**