

REGULAR COUNCIL MEETING MINUTES
Held on Monday, December 9, 2013 at the
Town of Bowden Administration Building

Call to Order

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

PRESENT	Mayor	Robb Stuart
	Councillor	Sheila Church
	Councillor	Sandy Gamble
	Councillor	Lloyd Lane
	Councillor	Paul Webb
	Councillor	Wayne Milaney
	Councillor	Earl Wilson

ABSENT	Andy Weiss	Chief Administrative Officer
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DELEGATIONS	Bruce Mackenzie - Field Officer, Central Region, Alberta Emergency Management Agency for Agenda Item # 4.a. Ric Henderson – Red Deer County for Agenda Item # 4.a Pat Filipenko – Community Action Park for Agenda Item #4.b
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STAFF	Jade Prefontaine	Administrative Assistant
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Additions/Deletions to the Agenda & Adoption of the Agenda

Mayor Robb Stuart adds Agenda Item #4.b Community Action Park update and Agenda item #9.b. In Camera Legal issue.

Motion 2.a Moved by Councillor Paul Webb that Council approves the December 9, 2013 Regular Council Meeting Agenda as amended. **MOTION CARRIED**

Adoption of the Previous Minutes

Motion 3.a Moved by Councillor Sandy Gamble that Council approves the November 25, 2013 Regular Council Meeting Minutes as presented. **MOTION CARRIED**

Motion 3.b Moved by Councillor Sheila Church that Council approves the November 25, 2013 Special Council Meeting Minutes as presented. **MOTION CARRIED**

Delegations

Item 4.a Bruce Mackenzie Field Officer, Central Region, Alberta Emergency Management Agency
Presentation – “Roles and Responsibilities of Council: Before, During and After Emergencies”.

Motion 4.a Council receives this item for information.

Item 4.b Pat Filipenko, Community Action Park Society update on Community Action Park Society projects, grant applications and budget.

Motion 4.b Council receives this item for information.

Old Business

None

New Business

Item 6.a AMSC Member Master Agreement Our existing AMSC Member Master Agreement with AMSC (Alberta Municipal Services Corporation) regarding the provision of Natural Gas and Power to the municipality expires on December 31, 2013. The attached agreement basically allows us to continue on with the same terms of our existing agreement (variable rate pricing structure) but with a newly added 30-day cancellation clause. Representatives from AMSC will be attending the January 13, 2014 Regular Council Meeting to provide the various options available to the municipality through different longer term pricing and packages. As such, by entering into this agreement, Council will have the flexibility to take the time to arrive at an informed decision regarding Natural Gas and Power pricing for Bowden.

Motion 6.a. Moved by Councillor Sandy Gamble that Council authorises the Mayor and Administration to enter into the attached AMSC Member Master Agreement with the amendment that the 30day cancellation clause be extended until January 31, 2014. **MOTION CARRIED**

Item 6.b CIMCO Service Agreement Each year, the municipality enters into a new agreement with CIMCO Refrigeration for the provision of technical support and service for the ice plant and related infrastructure at the Igloo Arena. The attached new agreement shows a \$75.00 increase for each of the 3 scheduled inspections (Start-up, Mid-season & Shutdown) All remaining costs for emergency or unscheduled visit requests remain the same as last year.

Motion 6.b Moved by Councillor Paul Webb that Council authorises the Mayor and Administration to enter into the attached CIMCO Service Agreement. **MOTION CARRIED**

Item 6.c Muniware 2014 Support Agreement Each year, the municipality enters into a new agreement with Muniware for the provision of technical support and service for our municipal accounting software package. Muniware software provides us with Taxation, Utilities, Accounts Payable, Accounts Receivable, Audit support, Payroll, EFT (Electronic Funds Transfer) and a wide range of property-specific info. The attached new agreement shows a 2 % increase from last year's agreement for our monthly fees and all other costs remain the same.

Motion 6.c Moved by Councillor Paul Webb that Council authorises the Mayor and Administration to enter into the attached Muniware 2014 Support Agreement. **MOTION CARRIED**

Item 6.d. FCSS Transfer Request Corrie Monk (Bowden FCSS Worker) in conjunction with the Central Alberta Poverty Reduction Alliance (CAPRA) Working Group in Bowden were successful in obtaining a Communities Choosewell 2013 Seed Funding Grant. As per CAPRA report, the funding was absolutely instrumental in assisting with a number of worthwhile projects completed in our community this year.

As per the CAPRA report, "We are extremely grateful to the Choosewell Seed Grant folks for allowing us to move forward with our projects. The majority of volunteers involved with our CAPRA working group and as well as the other volunteers who have supported the Good Food Box program are very glad to have had their mileage reimbursed. In fact, without it, there would have been no Bulk Meat Buying as the volunteers are not in a position to have donated their gas money. Since our grant provided mileage for a year, we will need to carry some of the funds over to the new year. Also, all the funds were not spent on the community garden due to the rain, and again, we will carry forward until next spring. The remaining total to carry forward of the grant dollars is \$700.00." As such, Administration is requesting that Council supports the transfer of \$700.00 from FCSS REVENUES 1-51-860-00 (CONTR FROM INDIV/ORG) to 8-51-760-00 (FCSS RESERVES). Once these funds are in reserves, the further intent is to transfer these monies back into the 2014 FCSS operating budget to assist with completion of these grant requirements.

Motion 6.d Moved by Councillor Sheila Church that Council directs Administration to transfer \$700.00 from FCSS REVENUES 1-51-860-00 (CONTR FROM INDIV/ORG) to 8-51-760-00 (FCSS RESERVES).

MOTION CARRIED

Item 7 Financial Statements

Motion 7.a Moved by Councillor Paul Webb that Council receives the attached Cheque Listing for information. **MOTION CARRIED**

Motion 7.b Moved by Councillor Sheila Church that Council receives the attached Bank Reconciliation for information. **MOTION CARRIED**

Item 8 Correspondence & Information

Item 8.a Parkland Regional Library 2013 Satisfaction Survey Each year, Parkland Regional Library (PRL) asks that Bowden Town Council fills out a satisfaction survey. In years past, typically all of Council assists with filling it out at a Council Meeting and then Administration will forward the information to PRL.

Motion 8.a Moved by Councillor Sheila Church that Council directs Administration to forward the completed Satisfaction Survey to Parkland Regional Library. **MOTION CARRIED**

Item 8.b Christmas Luncheon Invitation The Innisfail & District Chamber of Commerce has invited Council & Staff to attend their 2013 Christmas Luncheon at the Innisfail Legion from 11:30 a.m. to 2:00 p.m. on December 13, 2013. Costs per person are \$20.00 per person plus a new teddy bear to be given to the Community Dinner Children and Victim Services (\$22.00 per person without a bear donation). This is a new request.

Motion 8.b Council receives this item for information

Item 9 Committee of the Whole

Motion 9.a.i Moved by Councillor Earl Wilson that in accordance with Section 197(2) of the Municipal Government Act, the Council meeting go temporarily in camera to discuss personnel and legal issues at 8:11p.m. **MOTION CARRIED**

Motion 9.a.ii Moved by Councillor Earl Wilson that the Council meeting come out of camera at 8:55p.m. **MOTION CARRIED**

Motion 9.a.iii Moved by Councillor Paul Webb that the Town of Bowden will negotiate for a two year term contract with CUPE. **MOTION CARRIED**

Adjournment

Motion 10.a Moved by Councillor Paul Webb that the December 9, 2013 Regular Council Meeting adjourns at 9:56 p.m. **MOTION CARRIED**

Mayor Robb Stuart

Andy Weiss, Chief Administrative Officer