

**REGULAR COUNCIL MEETING MINUTES**  
**Held on Monday, December 12, 2011 at the**  
**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	Sheila Church
	Councillor	Pat Doll
	Councillor	Sandy Gamble
	Councillor	Wayne Milaney
	Councillor	Steve Blamire
	Councillor	Cory Jasper

**ABSENT**                      None

**STAFF**                      Andy Weiss                      Chief Administrative Officer

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

Andy Weiss adds:

- Agenda Item 6.c** Community Bus Booking Request
- Agenda Item 9.d** In-Camera Personnel Issue

**Motion 2.a** Moved by Councillor Cory Jasper that Council approves the December 12, 2011 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 28, 2011 Regular Council Meeting Minutes as presented. **MOTION CARRIED**

**Old Business**

**Item 5.a Community Bus Operating Guidelines Policy** Council members discussed the proposed Community Bus Operating Guidelines Policy and put forward the following changes:

- Correct the numbering scheme.
- In section 1.12, remove the words “including passengers”.
- In Schedule “A” (Community Bus Rates) add “At the driver’s sole discretion, any wait times over 1 hour will be charged to the user(s) at \$20.00 per hour or portion thereof.”
- In Schedule “A” (Community Bus Rates) (Other Alberta Destination Fees) add “Fuel surcharges may be levied prior to the trip when fuel supply costs exceed normal operating ranges.”

**Motion 5.a** Moved by Councillor Wayne Milaney that Council approves Town of Bowden Policy # 2011-02 (Community Bus Operating Guidelines) as amended. **MOTION CARRIED**

## **New Business**

**Item 6.a Sanding, Plowing and Snow Removal Policy** Council members discussed that with several new outside workers, the adoption of this policy would give positive direction in assisting with the actual process of winter road maintenance priorities in Bowden. Council members and Administration will meet on December 13 to further discuss the snow removal priority map in detail.

**Motion 6.a** Moved by Councillor Cory Jasper that Council approves the Town of Bowden Sanding, Plowing and Snow Removal Policy (Policy # 2011-03) as presented. **MOTION CARRIED**

**Item 6.b 2012 Utility Rates** With the upcoming purchase of a garbage truck for the municipality and with the ongoing increases for water and sewer services, Council is faced with tough funding challenges relating to the provision of utility services to the citizens. Council members discussed that cost recovery of municipal expenses is either covered through utility rates or through a portion of general taxation revenues. Councillors felt that cost recovery should be the ultimate goal and that the ongoing fees charged to the municipality and its own expenses will continue to increase in the future. Council members expressed concern that with the escalating fees paid for solid waste tipping fees and the potential costs associated with a replacement garbage truck, the solid waste increases are not going to be enough. As such, the Residential, Commercial/Industrial and Institutional Solid Waste fees will be \$18.00 per month per unit and the garbage bag extra tag charge will increase to \$2.50 per tag. All increases will become effective January 1, 2012.

**Motion 6.b** Moved by Councillor Sheila Church that Council approves the 2012 Utility Rates as amended. **MOTION CARRIED**

**Item 6.c Community Bus Booking Request** Andy Weiss reported to Council that Mr. Brett Radke has booked the Community Bus for a private function on December 16 and that a driver is in place for this booking.

## **Item 7 Financial Statements**

**Motion 7.a** Moved by Councillor Steve Blamire that Council receives the Cheque Listing to December 7, 2011 (Cheque #'s 9963 - 10024 totalling \$83,794.20) for information. **MOTION CARRIED**

**Motion 8.b** Moved by Councillor Pat Doll that Council receives the November 2011 Bank Reconciliation for information. **MOTION CARRIED**

**Motion 8.c** Moved by Councillor Sandy Gamble that Council receives the Operating/Capital Finances acquired & applied to December 7, 2011 for information. **MOTION CARRIED**

## **Correspondence & Information**

### **Item 8.a 2010 Financial Indicator Graphs**

Council members reviewed the 2010 Alberta Municipal Affairs Financial Indicator Graphs.

### **Item 8.b Kids in Motion Advertizing Request**

Council received this request for information.

## **Committee of the Whole**

**Motion 9.1** Moved by Councillor Pat Doll that in accordance with Section 197(2) of the Municipal Government Act, the Council meeting go temporarily in camera to discuss legal and personnel issues at 8:16 p.m.  
**MOTION CARRIED**

**Motion 9.2** Moved by Councillor Pat Doll that the Council meeting come out of camera at 9:34 p.m.  
**MOTION CARRIED**

**Motion 9.a** Moved by Councillor Sheila Church that Council enters into an agreement with BDO Canada LLP to provide auditing services to the Town of Bowden to December 31, 2014.  
**MOTION CARRIED**

**Motion 9.b** Moved by Councillor Steve Blamire that Council directs the Mayor and Administration to draft a letter to the Town of Bowden Fire Chief, thanking him for another year of dedicated service to our community.  
**MOTION CARRIED**

**Motion 9.c** Moved by Councillor Sheila Church that Council appoints Ms. Judy Doll as the Town of Bowden Volunteer Community Bus Coordinator and Ms. Sandra Gyorffy as a Volunteer Community Bus Driver, subject to Administration receiving all of the appropriate pre-requisite paperwork relating to the operation of the community bus.  
**MOTION CARRIED**

**Item 9.d** Andy Weiss reported to Council that Mr. Ben Malek, the Town of Bowden's Manager of Operations and Facilities has tendered his resignation effective January 6, 2012. Council members directed Administration to pass on their best wishes to Mr. Malek in all of his future endeavours and thanks for all of his contributions to the municipality.

## **Adjournment**

**Motion 10.a** Moved by Councillor Pat Doll that the December 12, 2011 Regular Council Meeting adjourns at 9:35 p.m.  
**MOTION CARRIED**

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**Mayor Robb Stuart**

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**Andy Weiss, Chief Administrative Officer**