

**REGULAR COUNCIL MEETING MINUTES**  
**Held on Monday, February 8, 2016**  
**Town of Bowden Administration Building**

**Call to Order**

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

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

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

Mayor Robb Stuart adds Agenda Item 5.a Emergency Management Plan, Item 6.b Motion to Offer CAO Position, and Item 7.b Fortis Alberta 2016 Grant Programs.

**Motion 2.a** Moved by Councillor Paul Webb that Council approves the February 8, 2016 Regular Council Meeting Agenda as amended. **MOTION CARRIED**

**Adoption of the Previous Minutes**

**Motion 3.b** Moved by Councillor Sandy Gamble that Council approves the January 25, 2016 Regular Council Meeting Minutes as presented. **MOTION CARRIED**

**Delegations**

None

## **Old Business**

**Item 5.a Emergency Management Plan** Red Deer County has created a joint Municipal Emergency Management Plan. The Town of Bowden needs to review and update/edit its specific section of the document so that it has current information.

**Motion 5.a** Council directs Administration to make the necessary updates to the Municipal Emergency Management Plan.

## **New Business**

**Item 6.a Re-designation of Office Space** With recent changes in the staffing at the Town of Bowden Office, the staff are requesting permission to re-evaluate the order of the office including cubicle and desk space.

**Motion 6.a** Council gives permission to re-designate the office space and receives this item for information.

**Item 6.b Motion to Offer CAO Position** Council has completed the interview process for the CAO position and would like to offer Mr. James Mason the position of Chief Administrative Officer for the Town of Bowden.

**Motion 6.b** Moved by Councillor Sheila Church that Council offers James Mason the position of Chief Administrative Officer for the Town of Bowden with the starting date of March 1, 2016. The terms of his employment will be discussed. **MOTION CARRIED**

## **Financial Statements**

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

**Item 7.b Fortis Alberta 2016 Grant Programs** Fortis Alberta's Community Investment program is pleased to offer many grant programs in 2016. The grants focus on environment and wellness.

**Motion 7.b.** Councillor Sandy Gamble and Councillor Sheila Church will apply for grants that the municipality is eligible for.

## **Correspondence & Information**

**Item 8.a Alberta Transportation: Invitation for Municipal Requests** Stuart Richardson, P. Eng, Infrastructure Manager for Alberta Transportation is inviting municipalities in the Central Region to bring forth any transportation related questions that they may have.

**Motion 8.a** Moved by Councillor Earl Wilson that Council will follow up with a letter to Alberta Transportation in relation to discussions that were held at the September 2015 AUMA Convention. **MOTION CARRIED**

**Item 8.b Council Committee Reports** Council members share highlights of their Committee meetings with the other Council members.

**Motion 8.b** Council accepts the Council Committee Reports for information.

**Mayor Robb Stuart calls for a brief recess at 7:40 p.m.**

**Mayor Robb Stuart calls the meeting back to order at 7:45 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 legal issues at 7:45 p.m.

**MOTION CARRIED**

**Motion 9.a.i** Moved by Councillor Sheila Church that the Council meeting come out of camera at 8:28 p.m.

**MOTION CARRIED**

### **Adjournment**

**Motion 10.a** Moved by Councillor Sheila Church that the February 8, 2016 Regular Council Meeting adjourns at 8:28p.m.

**MOTION CARRIED**

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**Mayor Robb Stuart**

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**Jacqui Molyneux, Acting Chief Administrative Officer**