

REGULAR COUNCIL MEETING MINUTES
Held on Monday, February 13, 2017
Town of Bowden Administration Building

Call to Order

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

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

ABSENT

DELEGATIONS

| | | |
|--------------|----------------|------------------------------|
| STAFF | James Mason | Chief Administrative Officer |
| | Alison Fieguth | Communications Assistant |

Additions/Deletions to the Agenda & Adoption of the Agenda

Motion 2.a Moved by Councillor Paul Webb that Council approves the February 13, 2017 Regular Council Meeting Agenda as amended to add Earl Dreesen requested use of Council Chambers.

MOTION CARRIED

Adoption of the Previous Minutes

Motion 3.a Moved by Councillor Sheila Church that Council approves the January 23, 2017 Regular Council Meeting Minutes as presented.

MOTION CARRIED

Delegations

None

Old Business

Item 5.a Business License Bylaw Administration has edited and formatted the draft business licence bylaw as instructed by Council. The rates and penalties are from the previous bylaw and an optional rate structure is added for consideration.

Motion 5.a Moved by Councillor Sheila Church that Council give first reading to Bylaw 03-2017 and furthermore be brought back with amendments for 2nd and 3rd reading.

MOTION CARRIED

Item 5.b Upon informing ATCO that the Franchise Bylaw had received third reading Administration was made aware by ATCO that there were formalities before and after the bylaw received first reading. The summary of procedures indicates Council should approve by motion several steps in the renewal process not previously taken.

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Motion 5.b Moved by Councillor Paul Webb that Council authorize Mayor and CAO to initial the unsigned renewal agreement titled the "Natural Gas Distribution System Franchise Agreement" **MOTION CARRIED**

Motion 5.b.i Moved by Councillor Paul Webb that Council give first reading to Bylaw 04-2017
MOTION CARRIED

Motion 5.b.i.i Moved by Councillor Sandy Gamble that Council authorize Mayor and CAO to sign the Form of Application for the Renewal of a Natural Gas Franchise Agreement **MOTION CARRIED**

New Business

Item 6.a Shared Returning Officer On behalf of the Red Deer Regional Catholic Division #39, The City of Red Deer requested the opportunity to partner with The Town of Bowden on Election Day, Advance Vote(s) and Institutional Vote(s) in order to offer a Trustee ballot to the Catholic voters. They received confirmation of the previous decision and request that the Town of Bowden Returning Officer accept nominations on their behalf (if required) on Nomination Day, September 18, 2017 from 8:00 a.m. until 12 noon. They are asking for confirmation in writing and will be in contact closer to Election Day to finalize arrangements.

Motion 6.a Moved by Councillor Sandy Gamble that Council authorizes the Town of Bowden returning officer to accept nominations on behalf of the Red Deer Regional Catholic School Division (if required) on Nomination Day, September 18, 2017. **MOTION DEFEATED**

Item 6.b Town Office Closure For Training The Town is hosting an emergency management course at the Friendship Centre on March 1, 2017. All Town employees will be expected to attend the course which will require closing the Town Office for the day. With Council approval the Office will be closed all day March 1, 2017. This will be posted in advance on the Office Door.

Motion 6.b Moved by Councillor Paul Webb that Council authorizes closure of the Bowden Town Office on March 1, 2017 for the purpose of Town Staff emergency management training. **MOTION CARRIED**

Item 6.c 2019 Canada Winter Games Information Session Red Deer and Central Alberta will be hosting the 2019 Winter Games from February 15 to March 3, 2019. The 2019 Canada Winter Games Host Society would like to offer an information session in Bowden. This presentation will show how municipal government, residents, service clubs, business associations and local businesses how they can take part in the 2019 Games.

Motion 6.c Moved by Councillor Sheila Church that Council directs Administration to investigate further if students are able to volunteer and if so, contact high school to see if they are interested in holding an information session at the high school. **MOTION CARRIED**

Item 6.d Bowden & District Agricultural Society The Bowden & District Agricultural Society is requesting funding to bring the Canadian Professional Rodeo Association (CPRA) to Bowden. In both 2015 and 2016, Council has donated \$5000 to the Bowden & District Agricultural Society.

Motion 6.d Moved by Councillor Earl Wilson that Council approves the request for funding from the Bowden & District Agricultural Society in the amount of \$5,000 to be taken from the 2017 Operating Budget. **MOTION CARRIED**

Item 6.e Joint Emergency Management Meeting Red Deer County is requesting a joint Emergency Management Meeting between the participating members of the Joint Emergency Management Plan. The date scheduled for this meeting is March 30th at 7:00 pm.

Motion 6.e Moved by Councillor Sheila Church that Council approves the attendance of Council members as the March 30th, 2017 Joint Emergency Management Meeting. **MOTION CARRIED**

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Item 6.f City of Red Deer Mutual Aid Agreement The City of Red Deer has conducted a review of its Mutual Aid Agreements. The City has elected to replace existing Agreements and a New Agreement draft is included for review. They are asking that the draft be reviewed and any feedback be submitted by March 13th, 2017. Once feedback has been received the City will amend any changes and provide original copies of the New Agreement for signing. Administration corresponded with Red Deer County regarding the Agreement. The County advised "it is not necessary for you (the Town) to sign this, as Red Deer County provides fire protection for you. If assistance is needed from RDES, it falls to us under our mutual aid agreement with them." Administration also asked if there could be any other services not covered; the County responded that "Emergency Management for all other hazards would fall under our Regional Emergency Management efforts."

Motion 6.f Moved by Councillor Sandy Gamble that Council instructs Administration to respond to the City of Red Deer and advise them the Town of Bowden is currently covered for these services under various agreements with Red Deer County. **MOTION CARRIED**

Item 6.g Joint Quality Management Plan Red Deer County and the Town of Bowden have adopted a Joint Quality Management Plan respecting the provision of Safety Codes Services. The Village of Elnora Council has endorsed becoming accredited in Safety Codes through adoption of a Joint Quality Management Plan with Red Deer County and the Town of Bowden

Motion 6.g Moved by Councillor Paul Webb that Council approves the Red Deer County, Town of Bowden and Village of Elnora Joint Quality Management Plan, as presented. **MOTION CARRIED**

Item 6.h Office Space for Earl Dreeshen MP Earl Dreeshen has requested the use of Council Chambers on February 28th, 2017 from 10-12 and furthermore that Town will advertise on the Town bulletin board.

Motion 6.h Moved by Councillor Sandy Gamble that Council approves use of Council Chambers by MP Earl Dreeshen and Town will allow advertisement on Town bulletin board. **MOTION CARRIED**

Financial Statements

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

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

Correspondence & Information

Item 8.a The Lending Cupboard Society of Alberta The Lending Cupboard provides medical equipment to central Albertans at no cost. The Society is requesting a brief consultation with representatives from our community and other surrounding municipalities in the near future.

Motion 8.a Moved by Councillor Sheila Church that Council instructs CAO to investigate further with intent of arranging a meeting with the Lending Cupboard Society of Alberta.

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

(Information)

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Mayor Robb Stuart calls a brief recess at 8:35 p.m.
Mayor Robb Stuart calls the meeting back to order at 8:45 p.m.

Committee of the Whole

Motion 9.a Delegation **NO MOTION**

Motion 9.b Moved by Councillor Wayne Milaney that CAO further research the in camera land reservoir yard including a professional opinion on viability. **MOTION CARRIED**

Motion 9.c Moved by Councillor Wayne Milaney that Council instruct CAO to hire the consultant to review the Business License Bylaw and two more of the old bylaws. **MOTION CARRIED**

Motion 9.d Moved by Councillor Lloyd Lane that council schedule a Special Council Meeting on February 23, 2017 at 7 for an in camera labour issue. **MOTION CARRIED**

Motion 9.e Moved by Councillor Paul Webb that Council return to open meeting at 9:40 p.m. **MOTION CARRIED**

Adjournment

Motion 10.a Moved by Councillor Sandy Gamble that the February 13th, 2017 Regular Council Meeting adjourns at 9:47 p.m. **MOTION CARRIED**

Meeting Adjourned

Robb Stuart, Mayor

James Mason, Chief Administrative Officer