

REGULAR COUNCIL MEETING MINUTES
Held on Monday, January 23, 2017
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	Paul Webb
	Councillor	Lloyd Lane
	Councillor	Sheila Church
	Councillor	Wayne Milaney

ABSENT	Councillor	Earl Wilson
	Councillor	Sandy Gamble

DELEGATIONS

STAFF	James Mason	Chief Administrative Officer
	Jade Prefontaine	Development Officer
	Alison Fieguth	Communications Assistant

Additions/Deletions to the Agenda & Adoption of the Agenda

Motion 2.a Moved by Councillor Sheila Church that Council approves the January 23, 2017 Regular Council Meeting Agenda as presented. **MOTION CARRIED**

Adoption of the Previous Minutes

Motion 3.a Moved by Councillor Paul Webb that Council approves the January 9, 2017 Regular Council Meeting Minutes as amended. **MOTION CARRIED**

Delegations

None

Old Business

Item 5.a ATCO Franchise Bylaw The Town of Bowden and ATCO or its predecessor(s) have a franchise relationship dating back to 1956. The latest 10 year Agreement was renewed in 2007. Representatives from ATCO Gas attended the January 9, 2017 Council Meeting, discussed the Franchise Renewal and answered questions that arose. The Franchise Agreement is authorized by bylaw, Council gave first reading to Bylaw 02-2017 at the January 9, 2017 Regular Meeting of Council.

Motion 5.a Moved by Councillor Paul Webb that Council gives second reading to Bylaw 02-2017 (ATCO Gas & Pipelines Ltd. Agreement Bylaw) **MOTION CARRIED**

Motion 5.a.i Moved by Councillor Sheila Church that Council gives third and final reading to Bylaw 02-2017 (ATCO Gas & Pipelines Ltd. Agreement Bylaw) **MOTION CARRIED UNANIMOUSLY**

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Item 5.b Storage Facility At the December 12, 2016 Regular Council Meeting, Council deliberated purchase of a “Sea Can” to use for storage. A motion was passed “that Council directs Administration to apply to the Municipal Planning Commission to get approval for a sea can at the location by the Town Quonset. Administration contacted the Town Contract Development Officer at Red Deer County Office to apply to the Municipal Planning Commission. It was determined that the proposed location beside the Quonset is within Red Deer County boundaries. Red Deer County does not require a development permit for placement of Sea Cans on property within their boundaries.

Motion 5.b Moved by Councillor Paul Webb that Council directs Administration to purchase sea can and shelving, not exceeding \$5000. **MOTION CARRIED**

New Business

Item 6.a Council Goals and Objectives for 2017 Council met for a Strategic Planning meeting in the Fall of 2016 to set goals and objectives for the future. At the November 14, 2016 Regular Meeting of Council the Draft Strategic Plan was reviewed with Council deciding to review the plan quarterly.

Motion 6.a Moved by Councillor Paul Webb that Council adopt the Bowden Strategic Plan 2016 as presented. **MOTION CARRIED**

Item 6.b Business License Bylaw Councillors Sheila Church and Sandy Gamble researched and prepared a draft bylaw for Council consideration.

Motion 6.b Moved by Councillor Lloyd Lane that administration make revisions to the Business License Bylaw draft and bring it to the February 13, 2017 Regular Council Meeting for further review. **MOTION CARRIED**

Item 6.c Sanitary Sewer Metering At the Regular Council Meeting Held on Monday, December 12, 2016 Council passed the motion “that Council and Administration start the process to have a meter installed by the SRDRWC to monitor the sewage into the SRDRWC Lift Station from Bowden.” SRDRWC sent a letter in response to the issue. The letter indicates SRDRWC is unwilling to install metering specific to the Town sanitary sewer output and, suggests if the Town insists on metering the output it will be at the Town’s cost. If the Town installed their own meter SRDRWC will not accept the results.

Motion 6.c Moved by Councillor Sheila Church that Council receives this item for information. **MOTION CARRIED**

Item 6.d Rest Stop Capital Upgrades Alberta Transportation is currently accepting applications for grant funding under the Strategic Transportation Infrastructure Program, Local Municipal Initiative Program, (STIP, LMI).

Motion 6.d Moved by Councillor Paul Webb that Council instructs Administration to apply for Rest Stop pavement overlay funding under the Strategic Transportation Infrastructure Program, Local Municipal Initiative Program and authorize Mayor Stuart to sign the grant application. **MOTION CARRIED**

Item 6.e February Budget Meeting Council met on December 12 & 19, 2016 to discuss Operating and Capital Budgets for 2017. Administration is working on revised drafts with the intent of having them ready for a mid-February review by Council. Scheduling a Budget Meeting for Tuesday, February 21st, 2017 allows for the Family day weekend.

Motion 6.e Moved by Councillor Lloyd Lane that Council schedule a Special Meeting for Budget on Tuesday, February 21, 2017 at 7:00 pm. **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 Paul Webb that Council accepts the Bank Reconciliation for information.
MOTION CARRIED

Correspondence & Information

Item 8.a Canadian Association of Oilwell Drilling Contractors (CAODC) The CAODC is writing to request support and recognize "Oil and Gas Awareness Day" in Alberta as February 13, 2017.

Motion 8.a Moved by Councillor Sheila Church that Council recognize "Oil and Gas Awareness Day" in Alberta as February 13, 2017.
MOTION CARRIED

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

(Information)

Mayor Robb Stuart calls a brief recess at 8:33 p.m.
Mayor Robb Stuart calls the meeting back to order at 8:40 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 labour and land issue(s) at 8:42 p.m.
MOTION CARRIED

Motion 9.b Moved by Councillor Sheila Church that Council return to open meeting at 9:18 p.m.
MOTION CARRIED

Motion 9.c Moved by Councillor Paul Webb that Council approves the Offer to Sell and Backsloping & Earthborrow Agreements pertaining to Lot 1 – Block 1 – Plan 9212659 (Within NW 23-34-1 W5M) with the County of Red Deer and, Furthermore authorizes the Mayor and CAO to sign the Agreements on behalf of the Town.
MOTION CARRIED

Motion 9.d Moved by Councillor Sheila Church that Council approves the Rest Stop Maintenance Contract candidate recommended by the Ad-Hoc Committee pending reference checks.
MOTION CARRIED

Motion 9.e Moved by Councillor Wayne Milaney that Council instructs the CAO to arrange safety training relevant to staff positions as soon as practicable with cost taken from appropriate department budgets.
MOTION CARRIED

Motion 9.f 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 labour at 9:22 p.m.
MOTION CARRIED

Motion 9.g Moved by Councillor Sheila Church that Council return to open meeting at 9:53 p.m.
MOTION CARRIED

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Adjournment

Motion 10.a Moved by Councillor Sheila Church that the January 23, 2017 Regular Council Meeting adjourns at 9:55 p.m. **MOTION CARRIED**

Meeting Adjourned

Robb Stuart, Mayor

James Mason, Chief Administrative Officer