

REGULAR COUNCIL MEETING MINUTES
Held on Monday, March 14, 2016
Town of Bowden Administration Building

Call to Order

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

Mayor Robb Stuart recognizes Albert (Ab) Gamble for his service to the Town of Bowden as a Council Member from 1992 – 1998. Ab has been an integral part of building our community with countless volunteer hours and his passion for Bowden and its citizens.

PRESENT	Mayor	Robb Stuart
	Councillor	Sheila Church
	Councillor	Earl Wilson
	Councillor	Wayne Milaney
	Councillor	Paul Webb

ABSENT	Councillor	Sandy Gamble
	Councillor	Lloyd Lane

DELEGATIONS None

STAFF	James Mason	Chief Administrative Officer
	Jade Prefontaine	Development Officer

Additions/Deletions to the Agenda & Adoption of the Agenda

Mayor Robb Stuart adds Agenda Item #5.a Transportation Update.

Motion 2.a Moved by Councillor Paul Webb that Council approves the March 14, 2016 Regular Council Meeting Agenda as amended. **MOTION CARRIED**

Adoption of the Previous Minutes

Motion 3.b Moved by Councillor Earl Wilson that Council approves the February 22, 2016 Regular Council Meeting Minutes as presented. **MOTION CARRIED**

Delegations

None

Old Business

5.a Transportation Update Russ Watts, Regional Director of Transportation Alberta attended the Town of Bowden office to meet with the Mayor and Administration. Discussions included Bowden Heritage Rest Stop funding to be determined in the Provincial budget discussions in April 2016.

(Information)

New Business

Item 6.a Appointment of Chief Administrative Officer The Municipal Government Act Section 205(2) states: "Every council must appoint one or more persons to carry out the powers, duties and functions of the position of chief administrative officer" To follow procedure a council motion is required to formalize the CAO relationship between the Council and CAO.

Motion 6.a Moved by Councillor Paul Webb that Council for the Town of Bowden, pursuant to Section 205(2) of the Municipal Government Act RSA 2000 Chapter M-26 appoints James Mason as the Chief Administrative Officer for the Town of Bowden. **MOTION CARRIED**

Item 6.b Chief Administrative Officer Bylaw Municipal councils commonly review bylaws and policy to ensure they are up to date. Current Bylaw 16/2001 is still binding but is based on the MGA 1994 edition. The presented draft bylaw 02-2016 is based on the current version of the MGA and was taken from Alberta Municipal Affairs suggested format for a Chief Administrative Officer bylaw. The attached draft expands on the functions and duties of the CAO and clarifies the relationship between council and CAO.

Motion 6.b READ A FIRST TIME this 14th day of March, 2016 on a Motion by Councillor Paul Webb. **MOTION CARRIED**

Motion 6.b.i READ THIS A SECOND TIME this 14th day of March 2016 on a Motion by Councillor Sheila Church. **MOTION CARRIED**

Motion 6.b.ii Motion by Councillor Paul Webb to present Bylaw 02 – 2016 (Chief Administrative Officer Bylaw) for THIRD and FINAL READING. **MOTION CARRIED**

Motion 6.b.iii READ THIS A THIRD AND FINAL TIME this 14th day of March 2016 on a Motion by Councillor Sheila Church. **MOTION CARRIED**

Item 6.c Reschedule of March 29, 2016 Regular Council Meeting At the October 26, 2015 Organizational meeting of Council, Tuesday the 29th of March was scheduled for the Council meeting date due to Easter Monday. The scheduled statutory holiday is Good Friday and the Town office is open on Easter Monday. To change a regularly scheduled Council meeting, a Council motion is required at least 24 hours prior to the scheduled meeting.

Motion 6.c Moved by Councillor Earl Wilson that Council reschedules the March 29th 2016 regular council meeting to March 28th 2016 and instructs administration to notify the public as required. **MOTION CARRIED**

Item 6.d Maturing ATB Investment On March 7, 2016 a GIC has matured in the amount of \$300,000.00. This GIC is part of our reserves that were invested a few years back. With these monies Council can choose to approve that we move the \$300,000.00 into a 90 Day revolving account with interest being paid every 30 days.

Motion 6.d Moved by Councillor Paul Webb that Council approves the transfer of the matured GIC of \$300,000.00 into a 90 day revolving account. **MOTION CARRIED**

Item 6.e Fire Department Facility Access Town Administration has been approached by the Fire Department regarding the ability of the Department to access the Town facilities; previously the Department had access to most of Town owned facilities, however, over time locks have been changed without new keys given to the Department. Ensuring the Department has access to the facilities will ensure better response time to emergencies involving Town facilities.

Motion 6.e Moved by Councillor Sheila Church that Council authorizes Administration to provide suitable Fire Department access to Town facilities to be used in case of emergencies. **MOTION CARRIED**

Item 6.f Expanding Horizons Community Centre The Town assessor has suggested that the property owned by Expanding Horizons for the future Community Center be made tax exempt. Reviewing the MGA, Section 362, the property should not be taxable as it will be used for a community center.

Speaking with Alberta Municipal Affairs—Assessment Services Branch—the recommendation was that Council can acknowledge the tax exemption status of the property with a resolution of council. Following the decision of Council the adjustments to the assessments and the calculations to tax revenue can be made by the Assessor and Administration.

Motion 6.f Moved by Councillor Wayne Milaney that in consideration of the intended use for a community hall in accordance with Section 362 of the Municipal Government Act, Council approves the tax exempt status of the property owned by Expanding Horizons located at 2101—27th Avenue Bowden Alberta, legally described as Lot 1 Plan 741 0887 tax roll number 38100 for 2016. **MOTION CARRIED**

Financial Statements

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

Motion 7.b Moved by Councillor Earl Wilson that Council receives the Bank Reconciliation for information. **MOTION CARRIED**

Correspondence & Information

Item 8.a Grain Terminal Facility As an adjacent landowner, Red Deer County has sent a letter informing Bowden of a planned grain terminal near the North West corner of Bowden. Comments or concerns are to be forwarded to Red Deer County prior to March 21, 2016.

Motion 8.a Moved by Councillor Paul Webb that Council directs Administration to draft a letter to Red Deer County and Paterson Grain to let them know that Council is thrilled that a sustainable economic development is moving into the area. **MOTION CARRIED**

Item 8.b Women of Excellence Awards The Red Deer & District Community Foundation has announced that the Women of Excellence 2016 nominations are now open. These awards recognize the contributions and achievements of women throughout Central Alberta; nominations can be submitted by anyone.

Motion 8.b Moved by Councillor Earl Wilson that Council receives this item for information.

MOTION CARRIED

Item 8.c Alberta Health Review of Alberta Rural Physician Action Plan (RPAP): RPAP is seeking support via lobbying of local MLA's and the Minister of Health.

Motion 8.c Moved by Councillor Earl Wilson that Council receives this item for information.

MOTION CARRIED

Item 8.d Grace Energy A company that works with solar and wind products is offering information regarding their services.

Motion 8.d Moved by Councillor Sheila Church that Council receives this item for information.

MOTION CARRIED

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

(Information)

Mayor Robb Stuart calls for a brief recess at 8:02 p.m.

Mayor Robb Stuart calls the meeting back to order at 8:10 p.m.

Committee of the Whole

Motion 9.a Moved by Councillor Wayne Milaney that in accordance with Section 197(2) of the Municipal Government Act, the Council meeting go temporarily in camera to discuss legal issues at 8:11 p.m.

MOTION CARRIED

Motion 9.a.i Moved by Councillor Earl Wilson that the Council meeting come out of camera at 9:00 p.m.

MOTION CARRIED

Motion 9.a.ii. Moved by Councillor Earl Wilson that Council directs the CAO to gather pertinent information on Collective Bargaining Agreement and present it to the Bargaining Committee.

MOTION CARRIED

Adjournment

Motion 10.a Moved by Councillor Paul Webb that the March 14, 2016 Regular Council Meeting adjourns at 9:05 p.m.

MOTION CARRIED

Robb Stuart, Mayor

James Mason, Chief Administrative Officer