

REGULAR COUNCIL MEETING MINUTES
Held on Monday, March 28, 2011 at the
Town of Bowden Administration Building

Call to Order

Mayor Robb Stuart called the meeting to order at 7:32 p.m.

PRESENT	Mayor	Robb Stuart
	Councillor	Steve Blamire
	Councillor	Pat Doll
	Councillor	Sheila Church
	Councillor	Sandy Gamble
	Councillor	Wayne Milaney
	Councillor	Cory Jasper

ABSENT None

STAFF Lori Conkin, Chief Administrative Officer

DELEGATIONS Bernice Willsie
 Andy Weiss
 Rae Dittberner
 Kirsten Paradis

Additions/Deletions to the Agenda & Adoption of the Agenda

Motion 2.a Moved by Councillor Steve Blamire that Council approves the March 28, 2011 Regular Council Meeting Agenda as presented. **MOTION CARRIED**

Adoption of the Previous Minutes

Call to Order remove Councillor Pat Doll from the present list.
Call to Order remove Councillor Cory Jasper from the present list and add to the absent list with time of arrival for 8:28 p.m.

Motion 3.a Moved by Councillor Sandy Gamble that Council approves the March 14, 2011 Regular Council Meeting Minutes as amended. **MOTION CARRIED**

Item 4 Delegations

Ms. Bernice Willsie of the Alberta Women's Institute presented information about the Women's Institute to Council regarding request for funding for the Alberta Woman's Institutes Annual Handicraft Competition.

- The Women's Institute is in 77 countries with a membership of 13 million people
- It started in 1897 and came to Alberta in 1909
- Every year the Women's Institute donates money to the Food Bank in the form of Christmas Hampers
- They teach people, most of them being women, homemaking skills such as sewing and cooking
- One of their functions is the Handicraft Fair where they have competitions such as quilt making
- When the Bowden Apartment Fire occurred the Women's Institute donated a quilt to each of the families affected
- The Women's Institute donates to the Women's Shelter
- Asking for a donation to help sponsor the Handicraft Fair on April 8, 2011

Bernice Willsie left the meeting at 7:50 p.m.

Ms. Rae Dittberner and Ms. Kirsten Paradis of BDO Canada LLP presented the Town of Bowden 2010 Consolidated Financial Statement & Report to Council.

Mayor Robb Stuart called for a short recess at 8:32 p.m.
Rae Dittberner and Kirsten Paradis left the meeting at 8:32 p.m.
Mayor Robb Stuart called the meeting back to order at 8:39 p.m.

Mr. Andy Weiss, Chairperson of the Bowden Library Board presented the Bowden Library Request to move into Bays 2 and 3 of the Town Office Building. The request includes the new floor plan renovation plan.

Andy Weiss left the meeting at 8:50 p.m.

Item 5 Old Business

Item 5.a Alberta Women's Institutes funding request

As per the attached letter dated December 22, 2010, the Innisfail/Olds/Sundre Constituency of the Alberta Women's Institutes will be hosting the Annual Handicraft Competition at the Cotton Gordon Hall on April 8, 2011. In order to help fund the costs of hosting this event, they are asking that Council consider donating to this event.

Motion 5.a Moved by Councillor Sandy Gamble to fund the Alberta Women's Institute in the amount of \$100.00. **MOTION CARRIED**

Item 6 New Business

Item 6.a Bowden Library Board Member Appointment

Motion 6.a Moved by Councillor Sheila Church that Council appoints Robert Drozewski and Linda Toews to the Bowden Library Board to term end of March 2014. **MOTION CARRIED**

Item 6.b Bowden Library Request

The Bowden Library Board requests that Council consider the request to begin moving the Bowden Library into bays 2 & 3 of the Town Office Building, taking possession July 1, 2011. Upon possession, the renovation plan presented to Council will begin to make the space more suitable for the library.

Motion 6.b Moved by Councillor Sheila Church that Council accepts the proposal of the Bowden Library moving into Bays 2 & 3 of the Town Office Building for July 1, 2011 subject to the support of Parkland Foundation. **MOTION CARRIED**

Item 6.c BDO Canada LLP- 2010 Financial Statement & Report to Council

Municipal Government Act, Statutes of Alberta 2000, Chapter M026 – Section 276(1) states "Each Municipality must prepare annual financial statements of the municipality for the immediately preceding year." The firm BDO Canada LLP was appointed by Council to prepare the 2010 annual financial statements for the Town of Bowden.

Motion 6.c Moved by Councillor Sandy Gamble that Council approves the Town of Bowden Financial Statements & Auditor's Report, Report to Council, for the year ending December 31, 2010 as presented. **MOTION CARRIED**

Item 6.d Muniware Software Support Agreement

The new Muniware Software Support Agreement was presented to Council.

Motion 6.d Moved by Councillor Sheila Church that Council authorizes the Mayor and CAO to enter into the Muniware Software Support Agreement with Muniware as presented to Council.

MOTION CARRIED

Item 6.e Strategic Plan 2011- 2013 Results Report

On February 12, 2011 Town of Bowden municipal council and staff members participated in a workshop facilitated by Terry Vauhan of the Libraries, Community and Voluntary Services Branch, Alberta Municipal Affairs and Housing. The purpose of the workshop was to develop a comprehensive strategic plan for the next three years.

Motion 6.e Moved by Councillor Cory Jasper that Council accepts the Town of Bowden Strategic Plan 2011 – 2013 Results Report as presented to Council.

MOTION CARRIED

Item 6.f Recreation and Culture Board Report

The Recreation and Culture Board is seeking Council approval for the following items:

Item 6.f.1 Vending Machines

The Recreation and Culture Board is seeking approval from Council to implement vending machines by “M.A.C Leasing & Vending Ltd.” into the Bowden Rest Stop & Arena areas.

Motion 6.f.1 Moved by Councillor Sheila Church to accept the proposal to implement vending machines into the Bowden Rest Stop & Arena areas.

MOTION CARRIED

Item 6.f.2 School Survey

The Recreation and Culture Board is seeking approval from Council on the survey that is to be presented to the students of Bowden Grandview School in regards to the possibility of a future skateboard or splash park. Council amended the survey by addition of an “other” choice.

Motion 6.f.2 Moved by Councillor Pat Doll to accept the School Survey for the Recreation and Culture Board as amended.

MOTION CARRIED

Item 6.f.3 Bike Raffle

The Recreation and Culture Board is seeking approval from Council for a “bike” raffle to fund a future project. The Recreation and Culture Board is also seeking permission to display the bike at the Town Office.

Motion 6.f.3 Moved by Councillor Steve Blamire to accept the “bike” raffle project provided the Recreation and Culture Board attains proper licensing.

MOTION CARRIED

Item 6.f.4 Garden Market

The Recreation and Culture Board is seeking approval from Council to host two garden markets this year tentatively scheduled for August 17 and September 16.

Motion 6.f.4 Moved by Councillor Cory Jasper to accept the Recreation and Culture Board Garden Market dates of August 17 and September 16, 2011.

MOTION CARRIED

Item 6.f.5 Pancake Breakfast

The Recreation and Culture Board is seeking Council approval to host a Pancake Breakfast on Saturday, June 18 for Father’s Day.

Motion 6.f.5 Moved by Councillor Steve Blamire to accept the Recreation and Culture Board request to have a Pancake Breakfast on June 18, 2011. **MOTION CARRIED**

Motion 6.f Moved by Councillor Cory Jasper to allow all profits from Recreation and Culture Board fundraising events to be transferred to the Recreation and Culture Board Reserve. **MOTION CARRIED**

Item 6.g Rick Hansen 25th Anniversary Relay

The Rick Hansen 25th Anniversary Relay is tentatively coming to Bowden Thursday, March 1, 2012. The Rick Hansen Foundation is seeking Council support for the relay by confirmation of the route, advertising in the community newsletter and a link or message on the website. There will be no direct financial costs to the municipality unless the municipality wishes.

Motion 6.g Moved by Councillor Steve Blamire to support the Rick Hansen 25th Anniversary Relay in tentatively coming to Bowden on Thursday, March 1, 2012. **MOTION CARRIED**

Item 6.h Bowden Physiotherapy and Gym Request

Bowden Physiotherapy and Gym is requesting Council to approve a business card section in the monthly Bowden newsletter and on the Bowden website.

Motion 6.h Moved by Councillor Pat Doll to direct administration to find out the feasibility of adding a business card section to the monthly Bowden Newsletter. **MOTION CARRIED**

Item 7 Financial Statements

The following financial documents were presented to Council for information:

- a) Cheque Listing to March 11, 2011 (Cheque #'s 9041 – 9085 totalling \$59,418.86)
- b) Operating Revenue & Expenditures to February 28, 2011

Motion 7.a Moved by Councillor Sandy Gamble that Council receives the attached Financial Statements for information. **MOTION CARRIED**

Item 8 Correspondence and Information

Council received the following correspondence for information:

- a) Alberta Transportation Grant Funding A letter advising the Council that the Town of Bowden will be receiving the following grants:
 - Basic Municipal Transportation Grant in the amount of \$74,160.
 - Federal Gas Tax Fund in the amount of \$68,882.
- b) MSI Grant Letter A letter advising Council that the Alberta Municipal Affairs has allocated the Municipal Sustainability Initiative funding for 2011. Bowden will receive \$368,044, which includes capital project funding of \$287,419, and conditional operating funding of \$80,625.
- c) MSI Grant Letter 2 A letter advising Council of the calculations used to determine the Municipal Sustainability Initiative funding.
- d) Alberta Urban Municipalities Association Elections Information about the September 16, 2011 nomination deadline for the AUMA Board of Directors.

- e) WBC Day of Mourning A letter from Workers Compensation Board "Day of Mourning." WCB requests Council to Declare April 28, 2011 as the "Day of Mourning" and participate by lowering flags to half-mast.

Motion 8.a Moved by Councillor Sandy Gamble that Council receives the attached correspondence for information. **MOTION CARRIED**

Item 9 Committee of the Whole

Motion 9.a.i 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 a legal issue at 9:54 p.m. **MOTION CARRIED**

Motion 9.a.ii Moved by Councillor Cory Jasper that the Council meeting come out of camera at 9:56 p.m. **MOTION CARRIED**

Motion 9.a.iii Moved by Councillor Wayne Milaney that Council authorizes administration to enter into the Bylaw Enforcement Officer Contract with John Dean as presented to Council. **MOTION CARRIED**

Adjournment

Motion 10 Moved by Councillor Sheila Church that the March 28, 2011 Regular Council Meeting adjourns at 9:57 p.m. **MOTION CARRIED**

Mayor Robb Stuart

Lori Conkin, Chief Administrative Officer