

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

**Call to Order**

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

<b>PRESENT</b>	Mayor	Robb Stuart
	Councillor	Paul Webb
	Councillor	Earl Wilson
	Councillor	Sandy Gamble
	Councillor	Wayne Milaney
	Councillor	Sheila Church

<b>ABSENT</b>	Councillor	Lloyd Lane
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<b>DELEGATIONS</b>	Stan Orlesky, Supervisor, Stakeholder Relations Manager, Fortis Alberta	
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<b>STAFF</b>	James Mason	Chief Administrative Officer
	Jade Prefontaine	Development Officer

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

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

**Adoption of the Previous Minutes**

**Motion 3.a** Moved by Councillor Earl Wilson that Council approves the October 24, 2016 Organizational Council Meeting Minutes as presented. **MOTION CARRIED**

**Motion 3.b** Moved by Councillor Sandy Gamble that Council approves the October 24, 2016 Regular Council Meeting Minutes as presented. **MOTION CARRIED**

**Delegations**

Stan Orlesky, Supervisor, Stakeholder Relations Manager, Fortis Alberta for Item 4.a

**Item 4.a Fortis LED Street Lighting Presentation** Fortis Alberta has developed a Light Emitting Diode (LED) conversion option to meet the needs of municipal customers who are seeking LED replacements for their existing streetlights. In Bowden, the majority of our streetlights are currently High Pressure Sodium (HPS) "old" technology. Fortis Alberta is proposing that the Town of Bowden convert all streetlights to LED technology starting in 2017 by replacing the Cobra Head lamps on the existing poles. The conversion to LED will help reduce energy consumption and reduce spending. Permission from the Alberta Utilities Commission will still need to be obtained to convert the technology in 2017.

**Motion 4.a** Moved by Councillor Earl Wilson that Council authorizes CAO James Mason to enter into the LED Street Lighting Program with FORTIS Alberta. **MOTION CARRIED**

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**Old Business**

**Item 5.a Silent Santa Donation Request** At the October 24 Regular Council Meeting, Council deferred the request pending a review of the Donation/Grant Policy.

This Item will be deferred to the November 28, 2016 Regular Council Meeting where Silent Santa representative will be in attendance to present its Donation Application. (No Motion).

**New Business**

**Item 6.a. Strategic Planning Session Discussion On** September 27<sup>th</sup>, 2016 the Mayor, Council and CAO met for a strategic planning session to set direction and focus for Council and Administration. The Draft Plan identifies seven areas of focus and their key associated activities. This review gives Council the opportunity to identify the most important areas of focus and the key activities.

**Motion 6.a** Moved by Councillor Sheila Church that Council will review the Strategic Plan quarterly at Council Meetings. **MOTION CARRIED**

**Item 6.b Reference Letter Request** The former FCSS worker for the Town of Bowden has requested that the Town provide a letter of reference outlining the workers performance and capabilities.

**Motion 6.b** Moved by Councillor Sheila Church that Council approves the letter as presented for the former FCSS worker. **MOTION CARRIED**

**Item 6.c Fortis Alberta Franchise Fee Review** As part of the Electrical Distribution System Franchise Agreement with Fortis Alberta, the Town has the annual ability to increase, decrease or keep the franchise fee the same, with written notice. The amount of the Franchise Fee is limited to 20%.

**Motion 6.c** Moved by Councillor Earl Wilson that the Council approves an increase to 15% for the Fortis Alberta Franchise Fees, and that Council authorizes Administration to proceed with the steps necessary to finalize the increase. **MOTION CARRIED**

**Item 6.d IDP Committee Member Appointment** The Intermunicipal Development Plan between the Town of Bowden and the County of Red Deer requires an IDP Committee with three members from each municipality. Presently the Town has two IDP Committee members. There is an IDP Committee meeting scheduled for December 7, 2016. To meet the Committee membership requirements Council needs to approve an additional committee member.

**Motion 6.d** Moved by Councillor Sandy Gamble that Council appoints Councillor Earl Wilson to the IDP Committee for the Town of Bowden. **MOTION CARRIED**

**Item 6.e National Defence Request** A letter was delivered to the Town office in person on November 3<sup>rd</sup> requesting a location for minimal training and a demonstration by a reserve unit. The intent is to connect with citizens and familiarize them with the role of reserves.

**Motion 6.e** Moved by Councillor Sandy Gamble that Council directs Administration to contact the 20<sup>th</sup> Field Artillery Regiment Royal Canadian Artillery and ask if the Bowden Heritage Rest Stop would be a suitable location for the demonstration. **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 Sheila Church that Council accepts the Bank Reconciliation for information.  
**MOTION CARRIED**

**Correspondence & Information**

**Item 8.a Legislative Assembly** A letter received from Don MacIntyre, MLA requests input from the Town on Provincial Capital Plan ideas. The deadline for submissions was six days after the letter was sent. The CAO sent an email suggesting the importance of finding solutions to the challenge that Rest Stop funding creates for the Town.

**Motion 8.a** Moved by Councillor Sheila Church that Council accepts this item for information.  
**MOTION CARRIED**

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

**(Information)**

**Committee of the Whole**

**None**

**Adjournment**

**Motion 10.a** Moved by Councillor Earl Wilson that the November 14, 2016 Regular Council Meeting adjourns at 8:58 p.m.  
**MOTION CARRIED**

**Meeting Adjourned**

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**Robb Stuart, Mayor**

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**James Mason, Chief Administrative Officer**