

REGULAR COUNCIL MEETING MINUTES
Held on Monday, September 26, 2016
Town of Bowden Administration Building

Call to Order

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

PRESENT	Mayor Councillor Councillor Councillor Councillor Councillor Councillor	Robb Stuart Wayne Milaney Paul Webb Earl Wilson Sandy Gamble Lloyd Lane Sheila Church
ABSENT	None	
DELEGATIONS	None	
STAFF	James Mason Jade Prefontaine	Chief Administrative Officer Development Officer

Additions/Deletions to the Agenda & Adoption of the Agenda

Mayor Robb Stuart adds Agenda Item 6.f AEMA – EMPP Grants.

Motion 2.a Moved by Councillor Paul Webb that Council approves the September 26, 2016 Regular Council Meeting Agenda as amended. **MOTION CARRIED**

Adoption of the Previous Minutes

Motion 3.a Moved by Councillor Earl Wilson that Council approves the September 12, 2016 Regular Council Meeting Minutes as presented. **MOTION CARRIED**

Councillor Sandy Gamble joins the meeting at 7:08 p.m.

Delegations

None

Old Business

Item 5.a Offer To Purchase Refuse Compactor Council set the price for the 2012 International Refuse Compactor at \$125,000 and allowed the CAO a 10% variance for offers. An offer has been received for \$105,000 which is below the variance allowed for negotiation by the CAO. Administration informed the party extending the offer that a decision would be made at the September 26, 2016 Regular Council Meeting and they would be notified of the decision by September 27th.

Motion 5.a Motion by Councillor Lloyd Lane that Council accepts the Offer to Purchase the 2012 International Refuse Compactor for the amount of \$105,000 GST extra, on the condition that it is sold as is/where is with no warranty implied or otherwise, and that the purchase be accepted only within 30 days of offer acceptance by payment in full by certified cheque. **MOTION CARRIED**

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Item 5.b Office Security System At the August 8, 2016 Council Meeting Administration proposed that the Town of Bowden acquire a video surveillance system and have it installed for the Municipal Office. Council requested to have further quotations provided from our current security alarm provider and/or other options available for security monitoring. Quotes have been requested from 2 other local security providers. We anticipate that they will be able to provide us with a quote within the next business week.

Motion 5.b Moved by Councillor Earl Wilson that Council defers this Agenda Item to a later Council Meeting Date. **MOTION CARRIED**

New Business

Item 6 a. Sale of Surplus Arena Equipment At the September 12, 2016 Regular Council Meeting, Council authorized the purchase of a replacement Ice Conditioning Machine for the Bowden Arena, the current machine is now surplus and could be put up for sale. In its present condition Administration estimates the value to be \$5,000 to \$8,000 as is. The unit could be kept as a spare; however it would continue needing repair and upkeep. Council could set an asking price with a variance or instruct administration to offer the unit for sale by tender for a period of time.

Motion 6.a Moved by Councillor Earl Wilson that Council instructs Administration to list the used Olympia Ice Conditioner for sale for \$8000 or offers and authorizes the CAO a variance for negotiating purposes. **MOTION CARRIED**

Item 6.b Future of Police Advisory Committee Councillor Milaney has requested that the Future of the Police Advisory Committee be placed on the Council Agenda for discussion.

(Information)

Item 6.c Donation of Assistance to Expanding Horizons the concept is to offer Expanding Horizons the donation of assistance in dispensing with the stockpile of topsoil at the new Community hall location. The Society is having a fundraising drive at the end of September, to provide further incentives for donations the Town could offer to deliver topsoil within the Town limits for a dollar amount per load. Use of Town resources required includes the backhoe, small dump truck and operators. Administration estimates loading and delivery of a load of topsoil will take 15-20 minutes for each load depending on scheduling of deliveries. Administration suggests setting the donation amount required be set at **\$85-\$100** for each load, and the donation be collected prior to delivery of topsoil

Motion 6.c Moved by Councillor Earl Wilson that Council offers Expanding Horizons use of Town Equipment and labour to deliver topsoil within the Town of Bowden for the minimum amount of \$100 per truckload to a maximum of 6 yards, with funds raised donated to the Bowden Community Hall project, and furthermore that donations are to be paid before top soil will be delivered. **MOTION CARRIED**

Item 6.d Parkland Regional Library Proposed Budget "The PRL Board shall prior to November 1 of each year submit a budget to the parties to this Agreement and an estimate of the money required during the fiscal year to operate the library system" The Parkland Regional Library Board requests that Council approve the 2017 budget and notifies PRL before November 1st. The proposed amount per capita is increasing 2% from 7.88 to 8.04.

Motion 6.d Moved by Councillor Sandy Gamble that Council approves the proposed Parkland Regional Library Budget as presented. **MOTION CARRIED**

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Item 6.e Winter Schedule for Rest Stop Administration has prepared the Rest Stop-Request for Proposals document and the advertising is scheduled to run October 4 & 11, 2016.

Current timelines proposed are:

- RFP release September 30, 2016
- Response deadline October 20, 2016
- Award of Contract October 25, 2016
- Contract commencement November 1, 2016

There will be a gap in service late October that will need coordination unless council decides to close the Rest Stop after Thanksgiving. If Council decided to close the Rest Stop for the winter season the acquisition of a Rest Stop Contractor could be postponed.

Motion 6.e Moved by Councillor Paul Webb that Council instructs Administration to coordinate temporary janitorial services for the Rest Stop until a service contractor is acquired or a permanent contractor is found. **MOTION CARRIED**

Item 6.f AEMA – EMPP Grants Alberta emergency Management Agency (AEMA) recently announced their Emergency Management Preparedness Program (EMPP) Grants for 2017. Applications are due in to our AEMA Field Officer, Craig Swallows, by no later than September 30, 2016. Red Deer County would like to apply for a grant to conduct a two-day workshop. In order to have this application considered by the Minister of Municipal Affairs, AEMA requires letters of support to be included in the application from all participating municipalities. Don Hues tis, Protective Services Manager of Red Deer County is hoping to receive a letter of support from the Town of Bowden Council in the concept of the two-day session.

Motion 6.f Moved by Councillor Sheila Church that Administration write a letter of support from the Town of Bowden Council for the grant application purpose. **MOTION CARRIED**

Financial Statements

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

Correspondence & Information

Item 8.a Council Committee Reports

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

Mayor Robb Stuart calls a brief recess at 8:07 p.m.
Mayor Robb Stuart calls the meeting back to order at 8:13 p.m.

Committee of the Whole

Motion 9.a Moved by Councillor Sheila Church that in accordance with Section 197(2) of the Municipal Government Act, the Council meeting go temporarily in camera to discuss legal issue(s) at 8:13 p.m. **MOTION CARRIED**

Jade Prefontaine left the meeting at 8:44 p.m.

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Motion 9.a.i Moved by Councillor Paul Webb that Council return to open meeting at 9:35 p.m.
MOTION CARRIED

Motion 9.a.ii Moved by Councillor Paul Webb that the CAO is instructed by Council to reply to outstanding employee request as per instruction.
MOTION CARRIED

Adjournment

Motion 10.a Moved by Councillor Paul Webb that the September 26, 2016 Regular Council Meeting adjourns at 9:38 p.m.
MOTION CARRIED

Meeting Adjourned

Robb Stuart, Mayor

James Mason, Chief Administrative Officer