



**Town of Bowden – Regular Council Meeting
held on Monday August 25, 2025
at Town of Bowden Council Chambers.**

MINUTES (unapproved)

1. CALL TO ORDER

Deputy Mayor Randy Brown called the meeting to order at 7:00pm.

PRESENT

Deputy Mayor	Randy Brown
Councillor	Paul Webb
Councillor	Wayne Milaney
Councillor	Deb Coombes
Councillor	Sandy Gamble

ADMINISTRATION CAO

Arno Glover

2. ADDITIONS / DELETIONS TO THE AGENDA & ADOPTION OF THE AGENDA

Motion 2.a

Moved by Councillor Deb Coombes that Council adopts the agenda as presented.

MOTION CARRIED UNANIMOUSLY

3. ADOPTION OF PREVIOUS MINUTES

Motion 3.a.

Moved by Councillor Wayne Milaney that Council adopts the minutes of the Regular Council Meeting of August 11, 2025, as presented.

MOTION CARRIED UNANIMOUSLY

4. URGENT BUSINESS

Agenda item 4.a Chief Elected Official (Elected) Vacancy

The CAO received notification from Mayor Robb Stuart on Wednesday August 20, 2025, of his decision to resign as Mayor of the Town of Bowden.

Section 163 of the Municipal Government Act (MGA) requires that the vacancy be filled.

In view of the fact that there is a municipal election in less than 12 months from the date of resignation Council have the option to appoint a Councillor to hold the office of Mayor.

Administration requested that Council appoint a new Mayor.

The term of office is effective until the date of the next Organizational Meeting of Council.

Motion 4.a

Moved by Councillor Deb Coombes that Council appoints by resolution Councillor Randy Brown to be Mayor of the Town of Bowden with immediate effect ending at 6:30pm on Monday October 27, 2025.

MOTION CARRIED UNANIMOUSLY

Agenda item 4.b Chief Elected Official Oath of Office

The Official Oath of Office was taken by Mayor Randy Brown witnessed by Councillor Paul Webb.

Agenda item 4.c Appointment of Deputy Mayor

The appointment of Councillor Randy Brown to the office of Mayor required that Council appoint a new Deputy Mayor.

Two names were put forward for consideration (Councillor Paul Webb and Councillor Deb Coombes).

A vote was taken by Council in favour of Councillor Deb Coombes.

This term is effective until the date of the next Organizational Meeting of Council.

Motion 4.c

Moved by Councillor Sandy Gamble that Council appoints Councillor Deb Coombes to be Deputy Mayor of the Town of Bowden with immediate effect ending at 6:30pm on Monday October 27, 2025.

MOTION CARRIED

Agenda item 4.d Deputy Mayor Oath of Office

The Official Oath of Office was taken by Deputy Mayor Deb Coombes witnessed by Mayor Randy Brown.

Agenda item 4.e Appointments to Council Committees

The resignation of Robb Stuart as an elected official created a number of vacancies on committees and other bodies that required Council to appoint members to those organizations in order to provide continuity and representation.

4.e.i Inter Municipal Development Committee**Motion 4.e.i(a)**

Moved by Councillor Sandy Gamble that Council appoints by resolution Councillor Deb Coombes to be the third Council member of the Inter Municipal Development Committee effective immediately, ending at the date of the next Organizational Meeting of Council scheduled for Monday October 27, 2025.

MOTION CARRIED UNANIMOUSLY

Motion 4.e.i(b)

Moved by Councillor Paul Webb that Council appoints by resolution Mayor Randy Brown to be the Chairperson of the Inter Municipal Development Committee effective immediately, ending at the date of the next Organizational Meeting of Council scheduled for Monday October 27, 2025.

MOTION CARRIED UNANIMOUSLY

4.e.ii Bowden & District Agricultural Society**Motion 4.e.ii**

Moved by Councillor Deb Coombes that Council appoints by resolution Councillor Wayne Milaney to be the alternate member of the Bowden & District Agricultural Society effective immediately, ending at the date of the next Organizational Meeting of Council scheduled for Monday October 27, 2025.

MOTION CARRIED UNANIMOUSLY

4.e.iii Mountain View Regional Water Services Commission**Motion 4.e.iii(a)**

Moved by Councillor Sandy Gamble that Council appoints by resolution Councillor Deb Coombes to be the regular representative to the Mountain View Regional Water Services Commission effective immediately, ending at the date of the next Organizational Meeting of Council scheduled for Monday October 27, 2025.

MOTION CARRIED UNANIMOUSLY

Motion 4.e.iii(b)

Moved by Councillor Sandy Gamble that Council appoints by resolution Councillor Paul Webb to be the alternate representative to the Mountain View Regional Water Services Commission effective immediately, ending at the date of the next Organizational Meeting of Council scheduled for Monday October 27, 2025.

MOTION CARRIED UNANIMOUSLY

5. PUBLIC HEARING

There was no public hearing.

6. DELEGATION

There was no delegation.

7. BUSINESS ARISING FROM PREVIOUS MINUTES**Agenda item 7.a Council Resolutions Requiring Follow Up Action**

Administration provided Council with a summary of Council resolutions that remain as work in progress / ongoing.

Motion 7.a

Moved by Councillor Deb Coombes that Council accepts the Resolutions Follow Up Action Report as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 7.b Key Dates

Administration provided Council with forthcoming key dates.

Motion 7.b

Moved by Councillor Paul Webb that Council accepts agenda item 7.b as information.

MOTION CARRIED UNANIMOUSLY

8. BYLAWS & POLICIES

There was no agenda item.

9. NEW BUSINESS**9.a Appointments to Public Library Board**

Due to an oversight there was no resolution by Council to appoint Shawna MacDonald and Justina Klassen-Fehr on the Public Library Board beyond October 31, 2024.

Administration sought clarification from the Library Legislative Advisor (Alberta Public Library Services Branch) as to what is required in order to rectify the matter.

Town Council was requested by resolution to appoint the 2 members to the Public Library for the remaining period of their term of office, that is from 25th August 2025 to 31st October 2025.

Motion 9.a

Moved by Councillor Paul Webb that Council appoints Shawna MacDonald and Justina Klassen-Fehr to the Town of Bowden Public Library Board for a 10-week term effective August 25, 2025, until October 31, 2025.

MOTION CARRIED UNANIMOUSLY

10. FINANCIAL

There was no agenda item.

11. CORRESPONDENCE

Agenda item 11.a Municipal Affairs Canada Community Building Fund Letter

Agenda item 11.b Municipal Affairs Engagement Team
re: AB Munis meeting with Minister of Municipal Affairs

Agenda item 11.c Canadian Pacific Kansas City correspondence re: Rail Safety Week

Notes:

CAO Arno Glover stated that a rail safety poster would be included in the Town's September edition of the Community Newsletter.

Council requested that the Municipal Affairs Engagement Team correspondence be brought back to Council for review and consideration at the next Regular Council Meeting.

Motion 11.a

Moved by Councillor Sandy Gamble that Council accepts the items of correspondence as information.

MOTION CARRIED UNANIMOUSLY

12. REPORTS

Agenda item 12.a CAO's Report

CAO Arno Glover provided Council with an overview (and update) on the items included within the CAO's report.

Motion 12.a

Moved by Councillor Wayne Milaney that Council accepts the submitted CAO report as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 12.b Council Committee Reports

There were no reports submitted

Agenda item 12.c Society & Other Reports

- i. Red Deer County FCSS Report (Trends in Review 2025)
- ii. Alberta Counsel News (August 2025)

Motion 12.c

Moved by Councillor Paul Webb that Council accepts the society & other reports as information.

MOTION CARRIED UNANIMOUSLY

13. MEETING ADJOURNMENT

Motion 13.a

Moved by Councillor Wayne Milaney at 7:34 pm to adjourn the meeting.

MOTION CARRIED UNANIMOUSLY

Minutes signed by:

Mayor
Randy Brown

CAO
Arno Glover