



**Town of Bowden – Regular Council Meeting
held on Monday June 23, 2025
at Town of Bowden Council Chambers.**

MINUTES (unapproved)

1. CALL TO ORDER

Mayor Robb Stuart called the meeting to order at 7:07pm.

PRESENT

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

ABSENT

Councillor	Marie Flowers
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ADMINISTRATION

CAO	Arno Glover
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DELEGATIONS

Devin Dreeshen MLA - Minister of Transportation and Economic Corridors
Acting S/Sgt Jamie Day, Detachment Commander, Olds RCMP

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

Motion 2.a

Moved by Councillor Randy Brown that Council adopts the agenda as presented.

MOTION CARRIED UNANIMOUSLY

3. ADOPTION OF PREVIOUS MINUTES

Motion 3.a.

Moved by Councillor Sandy Gamble that Council adopts the minutes of the Regular Council Meeting of June 9, 2025, as presented.

MOTION CARRIED UNANIMOUSLY

4. PUBLIC HEARING

There was no public hearing.

5. DELEGATION

Agenda item 5.a Devin Dreeshen MLA - Minister of Transportation and Economic Corridors

Devin Dreeshen MLA met with Council to provide an overview of relevant projects and developments with regard to transportation.

Agenda item 5.b Acting S/Sgt Jamie Day Detachment Commander, Olds RCMP

Acting S/Sgt Jamie Day provided an overview of the Community Policing Report and Quarterly Crime Statistics for the period January to March 2025.

6. BUSINESS ARISING FROM PREVIOUS MINUTES

Agenda item 6.a Council Resolutions Requiring Follow Up Action

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

Administration requested that Council provide a decision on the elected officials orientation training.

Motion 6.a

Moved by Councillor Deb Coombes that Council instruct Administration to make confirmation bookings for Councillor Orientation Training on Tuesday October 2, 2025 at Blackfalds.

MOTION CARRIED UNANIMOUSLY

Agenda item 6.b Key Dates

Administration provided Council with forthcoming key dates.

Motion 6.b

Moved by Councillor Sandy Gamble that Council accepts agenda item 6.b as information.

MOTION CARRIED UNANIMOUSLY

7. BYLAWS & POLICIES

There was no agenda item.

8. NEW BUSINESS

Agenda item 8.a Library Board Appointments

The Library Legislative Advisor, Government of Alberta, requested that Council provide a revised resolution regarding the appointment of members to the Town of Bowden Public Library Board.

Motion 8.a

Moved by Councillor Randy Brown that Council appoints Shawna MacDonald and Justina Klassen-Fehr to the Town of Bowden Public Library Board for a 2-year term effective November 1, 2025 until October 31, 2027."

MOTION CARRIED UNANIMOUSLY

Agenda item 8.b Access to Information Act & Regulations

Administration submitted a memorandum received from Dale Nally, Minister of Service Alberta and Red Tape Reduction for information.

The Government of Alberta requires the appointment of a Privacy Officer.

The current Town of Bowden Designated Officer Bylaw refers to the appointment of a FOIP Coordinator. Designated Officer Bylaw 04 / 2020 will therefore require updating and repeal.

Administration will submit a revised bylaw to Council in due course.

Motion 8.b

Moved by Councillor Sandy Gamble that Council accepts agenda item 8.b as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 8.c Level of Service Engagement – Fire Services

Administration submitted information received from the Alberta Government with regard to an engagement survey to establish a level of service for fire services.

Administration stated that Red Deer County is better placed to establish and submit proposals regarding level of service for Municipal Fire Departments.

Motion 8.c

Moved by Councillor Randy Brown that Council accepts the submitted discussion guide and email as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 8.d Alberta Government Real Property Governance - Schools

Administration submitted information received from the Alberta Government and Alberta MUNIS with regard to ownership of real property related to new schools.

Motion 8.d

Moved by Councillor Paul Webb that Council accepts the submitted documents as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 8.e Fortis Alberta AMI Program

Administration submitted information received from Fortis Alberta with regard to the installation of AMI Network Equipment and a number of home and business meters during the period August 2025 to December 2029.

Motion 8.e

Moved by Councillor Sandy Gamble that Council accepts the submitted document as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 8.f Subdivision & Appeal Board Hearing – Administration Report

Administration submitted the Administration Report reference the SDAB appeal scheduled to be held on Wednesday June 25, 2025 at 1:30pm at Council Chambers, Red Deer County.

Administration informed Council that will have representation at the hearing (the MPC Chair & the CAO).

Motion 8.f

Moved by Councillor Paul Webb that Council accepts the submitted document as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 8.g MGA Change – Role of the Chief Administrative Office

Administration provided Council with details of sections 208.1(1) to (5) of the revised MGA (current as of May 15, 2025).

Administration outlined proposed changes in the reporting procedure to Council.

Administration proposed to implement the changes with immediate effect.

The new procedures would however be submitted to Council for formal approval in the future as a revision to the Councillor Procedural Bylaw.

Motion 8.g

Moved by Councillor Randy Brown that Council adopts the new procedures and forms as presented in agenda item 8.g subject to future review and discussion by Council through the procedures to be followed during the revision and repeal of Council Procedural Bylaw 04 / 2025.

MOTION CARRIED UNANIMOUSLY

9. FINANCIAL

There was no agenda item.

10. CORRESPONDENCE

Agenda item 10.a Fuzail Beriwal

Council reviewed the submitted item of correspondence.

Council discussed the request submitted requesting changes to be made to provisions within the Red Deer County / Town of Bowden Intermunicipal Development Plan.

The decision made by Council was to not to action amendment to clauses within any of the provisions within the current planning and development statutes. Going forward into 2026 Council will restate and document its overall vision as to long-term future land use and economic development within the Town. Some of this planning activity will have to be done in conjunction with Red Deer County.

Motion 10.a

Moved by Councillor Paul Webb that Council instructs Administration to provide a written response to the correspondent stating the decision of Council.

MOTION CARRIED UNANIMOUSLY

11. REPORTS

Agenda item 11.a CAO's Report

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

Motion 11.a

Moved by Councillor Sandy Gamble that Council accepts the submitted CAO report as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 11.b Council Committee Reports

- i. Bowden Cemetery Association (Meeting Minutes March 11, 2025).
- ii. Bowden Cemetery Association (Meeting Minutes May 7, 2025).

Agenda item 11.c Society & Other Reports

- i. FCSS Monthly Report (June 2025)
- ii. Alberta Counsel News (Issue 225, June, 2025)

Motion 11.c

Moved by Councillor Deb Coombes that Council accepts the submitted reports in agenda item 11.b in agenda item 11.c as information.

MOTION CARRIED UNANIMOUSLY

12. MEETING ADJOURNMENT

Motion 12.a

Moved by Councillor Paul Webb at 8:58 pm to adjourn the meeting.

MOTION CARRIED UNANIMOUSLY

Meeting adjourned.

Minutes signed by:

**Mayor
Robb Stuart**

**CAO
Arno Glover**

DRAFT