



**Town of Bowden – Regular Council Meeting
held on Monday November 24, 2025
at Town of Bowden Council Chambers.**

MINUTES

1. CALL TO ORDER

Mayor Laurie Miller called the meeting to order at 7:00pm.

1.a LAND ACKNOWLEDGEMENT

I respectfully acknowledge that we are gathered on the traditional territories of the Treaty 7 First Nations — including the Blackfoot Confederacy (Siksika, Kainai, and Piikani First Nations), the Tsuut'ina Nation, and the Îyârhe Nakoda Nations — as well as the homeland of the Métis Nation of Alberta, Region 3. We honour the Indigenous Peoples who have cared for this land and we are grateful to live, learn, and build community on this land.

PRESENT

Mayor	Laurie Miller	(Chair)
Councillor	Randy Brown	
Councillor	Ryan Howlett	
Councillor	Cam Morrison	
Councillor	Amanda Peffers	
Councillor	Carol Pion	
Councillor	Marietta Tuckwell	(arrived 7:03pm)

ADMINISTRATION

CAO Arno Glover

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 Ryan Howlett that Council adopts the minutes of the Regular Council Meeting of November 10, 2025, as presented.

MOTION CARRIED UNANIMOUSLY

Motion 3.b

Moved by Councillor Carol Pion that Council adopts the minutes of the Special Council Meeting of November 18, 2025, as presented.

MOTION CARRIED UNANIMOUSLY

4. PUBLIC HEARING

There was no public hearing.

5. DELEGATION

5.a Jade Scott – Town of Bowden FCSS

Jade Scott provided Town Council with an overview of the projects and groups that form part of the FCSS program within the Town.

A comprehensive 9-page document was provided to Council titled "FCSS 2025 Year in Review".

Council thanked Jade for her presentation.

Motion 5.a

Moved by Councillor Ryan Howlett that Council accepts the FCSS delegation presentation as information.

MOTION CARRIED UNANIMOUSLY

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.

Motion 6.a

Moved by Councillor Randy Brown that Council accepts the Resolutions Follow Up Action Report as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 6.b Key Dates

Administration provided Council with forthcoming key dates.

Mayor Laurie Miller stated that the venue for the Council Open House on February 12, 2026, would be at the Bowden Event Centre.

Motion 6.b

Moved by Councillor Carol Pion that Council accepts agenda item 6.b as information with additions & revisions as discussed.

MOTION CARRIED UNANIMOUSLY

7. BYLAWS & POLICIES

Agenda item 7.a Council Committee Bylaw 07 / 2025 (2nd Reading)

Administration submitted Council Committee Bylaw 07 / 2025 for second reading of Council.

This bylaw has been updated to:

- reintroduce the Economic Development Committee, and,
- establish the Governance & Priorities Committee.

The bylaw contained minor amendments as requested by Council during first reading of the bylaw.

During subsequent discussions Councillor Carol Pion requested that the wording in section 7.7 be reworded to provide clarity regarding the number of Councillors that are appointed to Council Committees. Section 7.7 was reworded as follows:

Section 7.7 - wording as per bylaw at 1st reading of Council

A Council Committee will consist of at least one appointed Councillor as defined within Schedule B of this bylaw.

Section 7.7 - revised wording as requested by Council during 2nd reading of Council

A Council Committee will consist of appointed Councillors as stated within the Terms of Reference for each Committee as provided for within Schedule B of this bylaw.

Motion 7.a

Moved by Councillor Carol Pion that Council gives second reading to Council Committee Bylaw 07 / 2025 to include the rewording and amendment as required to section 7.7.

MOTION CARRIED UNANIMOUSLY

Council agreed to give third and final reading to Council Committee Bylaw 07 / 2025.

Motion 7.b

Moved by Councillor Ryan Howlett that Council gives third and final reading to Council Committee Bylaw 07 / 2025 to include the rewording and amendment as required to section 7.7.

MOTION CARRIED UNANIMOUSLY

Council Committee Bylaw 07 / 2025 received third reading and was passed accordingly.

Council Committee Bylaw 06 / 2023 is rescinded.

Administration is to publish a copy of the new bylaw on the Towns' website.

Council agreed to discuss and appoint Councillors to the Economic Development Committee.

Motion 7.c

Moved by Mayor Laurie Miller that Council appoints:

Councillor Carol Pion,
Councillor Randy Brown,
Councillor Marietta Tuckwell,

to the Town of Bowden Economic Development Committee.

Councillor Cam Morrison will attend EDC meetings as an observer.

MOTION CARRIED UNANIMOUSLY**8. NEW BUSINESS****Agenda item 8.a Understanding Multiple Chemical Sensitivity (MCS)**

Mayor Laure Miller submitted a document to Council on Multiple Chemical Sensitivity (MCS).

Council and Administration are requested to have awareness, understanding and recognition of this condition.

Following discussions Council decided to adopt a policy of MCS awareness in all Town buildings.

Motion 8.a

Moved by Councillor Cam Morrison that Council instructs Administration to adopt a scent free environment in all Town buildings.

MOTION CARRIED UNANIMOUSLY

Administration will add a statement on MCS as a notice / announcement on all future Council agendas.

Agenda item 8.b Volunteer Application Form

Administration submitted to Council Volunteer Application Form for both the:

- i. Special Events & Cultural Committee,
- ii. Bowden Public Library Board.

Council reviewed the application submitted by Alexis Masse.

Motion 8.b

Moved by Councillor Carol Pion that Council accepts the application by Alexis Masse to be a volunteer.

MOTION CARRIED UNANIMOUSLY

9. FINANCIAL

Agenda item 9.a 2025 Capital Budget Update

Administration provided Council with:

- an update on the progress of the 2025 Capital Projects,
- background information on past capital budgeting for future consideration.

Also provided to Council was a

- 2025 Capital Budget Cost Summary and,
- additional information relating to wastewater infrastructure within the Town.

Motion 9.a

Moved by Councillor Carol Pion that Council accepts agenda item 9.a as information.

MOTION CARRIED UNANIMOUSLY

10. CORRESPONDENCE

Agenda item 10.a Federation of Canadian Municipalities

Email received from Rural & Northern Policy Officer, Rachel Rizzuto.

Agenda item 10.b Olds College

Introductory letter received from the CEO of Olds College.

Agenda item 10.c Alberta Transportation & Economic Corridors (TEC)

Letter from Deputy Minister Paul Smith detailing TEC survey on speed limit proposal.

Motion 10.a.

Moved by Councillor Marietta Tuckwell that Council accepts agenda items 10.a, 10.b and 10.c as information.

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 Amanda Peffers that Council accepts the submitted CAO report as information.

MOTION CARRIED UNANIMOUSLY

Agenda item 11.b Council Committee Reports

There were no reports.

Agenda item 11.c Society & Other Reports

- i. Federation of Canadian Municipalities (Federal Budget 2025 Highlights)

Motion 11.b

Moved by Councillor Randy Brown that Council accepts the Society & Other Report as information.

MOTION CARRIED UNANIMOUSLY

12. CLOSED SESSION OF COUNCIL**Agenda item 12.a Staffing (Confidential)**

This closed meeting of Council is permitted by section 197(2) of the MGA.

An exception to disclose under Division 2 of Part 1 of the Access to Information Act, Statutes of Alberta 2024, Chapter A-1.4 (as amended over time) therefore applies on the basis of: Section 20 "harmful to personal privacy".

Motion 12.a

Moved by Councillor Carol Pion at 9:12 pm that Council moves to an "in-camera" session.

MOTION CARRIED UNANIMOUSLY

Motion 12.b

Moved by Councillor Carol Pion at 9:53 pm that Council return to an "open meeting" of Council.

MOTION CARRIED UNANIMOUSLY

Motion 12.c

Moved by Councillor Randy Brown at 9:54 pm that Council accepts the resignation of the CAO effective December 31, 2025.

MOTION CARRIED UNANIMOUSLY

Motion 12.d

Moved by Councillor Amanda Peffers at 9:56 pm that Council immediately proceeds to engage a talent recruiter.

MOTION CARRIED UNANIMOUSLY

13. MEETING ADJOURNMENT**Motion 13.a**

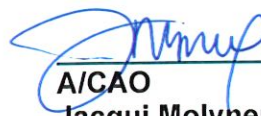
Moved by Councillor Ryan Howlett at 9:57 pm to adjourn the meeting.

MOTION CARRIED UNANIMOUSLY

Minutes signed by:



Mayor
Laurie Miller



A/CAO
Jacqui Molyneux

