

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF KAPASIWIN,
IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY APRIL 27th 2016 AT 7:00 PM. AT THE
TOWN OF ONOWAY CIVIC CENTRE.

	PRESENT	<p>Mayor: Kathy Boschma (via teleconference)</p> <p>Deputy Mayor: James Coghill</p> <p>Councillor: Tim Wiles</p> <p>Administration: Dwight Moskalyk, CAO</p> <p>Absent:</p> <p>Public Works:</p> <p>Public at Large: 1</p>
1.	CALL TO ORDER	Deputy Mayor Coghill called the meeting to order at 7:12 p.m.
2.	AGENDA 25 -16 (Agenda)	<p><u>a) Wednesday April 27th 2016 Regular Council Meeting</u></p> <p>MOTION by Deputy Mayor Coghill that the Wednesday April 27th 2016 Regular Council Meeting agenda be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
3.	MINUTES 26 - 16 (Confirmation of Minutes – Regular Meeting)	<p><u>a) Thursday February 11th 2016 Regular Council Meeting</u></p> <p>MOTION by Councillor Wiles that the minutes of the Thursday February 11th 2016 Regular Council Meeting be approved with the following amendments:</p> <p>-Change header to read February 11th 2016</p> <p>-Change motion 2-16 to read “if any” under the amended motion 140-15</p> <p>-Change motion 8-16(b) to read “at their desire to protect...” under the administration recommendation.</p> <p style="text-align: right;">CARRIED</p>
4.	APPOINTMENTS	a) N/A
5.	BYLAWS	

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6.	BUSINESS	<p>a) Resignation – attached is Mayor Boschma’s letter tendering her resignation as Mayor of the Summer Village of Kapasiwin. Ms. Boschma will remain on Council however we will need to elect a new Mayor and at the discretion of Council, new Deputy Mayor(s) depending on who is sworn in as the new Mayor (<i>nominate a new Mayor, Deputy Mayor(s) and administer their oaths of office</i>)</p> <p>MOTION by Councillor Wiles that Council accept Kathy Boschma’s resignation as Mayor of the Summer Village of Kapasiwin CARRIED</p> <p>(Call for Nominations for Mayor)</p> <p>CAO Moskalyk assumed the chair and invited nominations for the office of Mayor of the Summer Village of Kapasiwin:</p> <p>Councillor Wiles nominated Deputy Mayor Coghill</p> <p>CAO Moskalyk called for nominations a second time,</p> <p>CAO Moskalyk called for nominations a second time,</p> <p>MOTION by Councillor Wiles that nominations for Mayor cease. CARRIED</p> <p>29 - 16 (Appoint Mayor)</p> <p>MOTION by Kathy Boschma that James Coghill be appointed Mayor of the Summer Village of Kapasiwin. CARRIED</p> <p>CAO Moskalyk administered the oath of office and yielded the chair to Mayor Coghill.</p> <p>30-16 (Nominations for Deputy Mayor)</p> <p>MOTION by Councillor Boschma that Council consider nominations for the office of Deputy Mayor. CARRIED</p> <p>Mayor Coghill called for nominations of the office of Deputy Mayor;</p> <p>Councillor Boschma nominated Tim Wiles.</p> <p>Mayor Coghill called for nominations a second time;</p> <p>Mayor Coghill called for nominations a third time;</p> <p>31 - 16 (Nominations for Deputy Mayor Cease)</p> <p>MOTION by Councillor Boschma that nominations for deputy mayor cease. CARRIED</p> <p>32-16 (Appoint Deputy Mayor)</p> <p>MOTION by Councillor Boschma that Tim Wiles be appointed Deputy Mayor for the Summer Village of Kapasiwin. CARRIED</p>
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	<p>33 -16 (ASVA Invasive Funding)</p> <p>Aquatitic Species</p>	<p>b) <u>Association of Summer Villages of Alberta – attached is an update on the resolution to amp up the efforts to fight and prevent invasive species in Alberta Lakes. The report continues by highlighting the provinces acknowledgement of this issue and their policy to allow MSI funds to go towards funding these efforts. The ask is for the Summer Village of Kapasiwin to commit some of its MSI funds to purchase one of the initiatives from the list attached to the letter. There is also a follow-up email clarifying the process and that support may be tied directly to the lake of the funders choice (that the Summer Village of Kapasiwin commit \$ _____ in MSI Capital Funds in 2016 to purchase a _____ for the aquatic invasive species initiative, or accept for information)</u></p> <p>MOTION by Councillor Boschma that Council accept the Association of Summer Villages of Alberta update on Aquatic Invasive Species for information and that Administration contact Wabamun and the Provincial Park to see if they had any projects in mind that we could co-sponsor.</p> <p style="text-align: right;">CARRIED</p> <p>c) <u>2016 grants and capital projects – attached are a few related reports for Council’s consideration. First is the 2015 year end accounting of Kapasiwin’s grants which show a remaining balance of \$299,928.10 to be allocated. The second main report is the new 2016 provincial grant allocations which provide Kapsiwin with an additional \$78,380 in MSI - Capital funds and \$3601 in MSI-Operating funds. Finally, you will see a note from Heather Luhtala suggesting that the Village move some of these grant funds into a cashable GIC as per the government’s request (that the final grant reports for 2015 and the 2016 allocations be accepted for information, and that the Summer Village of Kapasiwin move \$150,000 of its grant allocations MSI- Capital into a cashable GIC)</u></p> <p>MOTION by Councillor Boschma that Council accept the 2015 yearend Grant Report for information and that Administration explore options for short and long term cashable GIC Investments for the village’s unallocated Grant Funds.</p> <p style="text-align: right;">CARRIED</p> <p>d) <u>Fortis Alberta – attached is a series of documents related to establishing a franchise agreement with Fortis, at the recommendation of our district Stakeholder Relation Manager. The first is a summary of the steps we need to take, including the first steps which as presented for discussion at this time. At this time, if we wish to proceed with an agreement, Council needs to:</u></p> <ul style="list-style-type: none"> -i) <u>Give first reading to Bylaw #250-2016 (attached)</u> -ii) <u>Approve the agreement which is a schedule to</u>
	<p>34 – 16 (Grant year end -2015)</p>	<p>MOTION by Councillor Boschma that Council accept the 2015 yearend Grant Report for information and that Administration explore options for short and long term cashable GIC Investments for the village’s unallocated Grant Funds.</p> <p style="text-align: right;">CARRIED</p> <p>d) <u>Fortis Alberta – attached is a series of documents related to establishing a franchise agreement with Fortis, at the recommendation of our district Stakeholder Relation Manager. The first is a summary of the steps we need to take, including the first steps which as presented for discussion at this time. At this time, if we wish to proceed with an agreement, Council needs to:</u></p> <ul style="list-style-type: none"> -i) <u>Give first reading to Bylaw #250-2016 (attached)</u> -ii) <u>Approve the agreement which is a schedule to</u>

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		<p><u>Bylaw 250 – 2016</u> <u>-iii)Set a franchise rate (this rate can be 0.00% if you wish)</u> <u>-iv) forward an application letter to Fortis Alberta</u></p> <p><u>The next steps will be to hold a public hearing and pass the rest of the readings. Unless Council has a very specific project it wishes to levy money for I suggest a rate of 0%, the main benefit of this agreement for the Village is great access to and flexibility of using on the power poles (i.e. hanging decorations – “Ks”, flower pots, signs, cameras) (proceed with bylaw #250-2016 and approve the agreement, or accept for information).</u></p>
35 – 16 (Fortis Franchise Agreement)		<p>MOTION by Deputy Mayor Wiles that the discussion on the Fortis Franchise Agreement be accepted for information.</p> <p style="text-align: right;">CARRIED</p>
36 – 16 (Fortis – Streetlight Quote)		<p><u>e) Street Light Quotes – attached please find the quote for the replacing of the Village Lights with new LED streetlights along all the road ways. The total quote is for \$30,319.44 which is covered out of Fortis’ Customer Investment Program and not out of our pocket. We expect an annual operating cost of around \$7100 for these new lights (approve the quote and authorize administration to coordinate the project, or request revisions as you see fit).</u></p> <p>MOTION by Councillor Boschma that Council approve the quote from Fortis for the replacement of Village lights with new LED streetlights and that the agreement be executed as presented.</p> <p style="text-align: right;">CARRIED</p>
37-16 (Letter on Streetlights)		<p>MOTION by Deputy Mayor Wiles that administration draft a letter to those residents who have village lights on their properties outlining the villages intent to move those lights out to the public right of way/road way and discussing options for keeping those lights on their property at their expense if residents wish to do so.</p> <p style="text-align: right;">CARRIED</p>
38-16 (AUMA Membership 2016)		<p><u>f) AUMA 2016 Membership – attached is a February 17th 2016 letter inviting the Summer Village of Kapasiwin to renew its membership in the AUMA for 2016. The membership dues are \$873.10 for 2016 (approve the membership in Association of Urban Municipalities of Alberta for 2016 and forward payment of dues)</u></p> <p>MOTION by Deputy Mayor Wiles that the Council approve the Village’s Membership in the Association of Urban Municipalities of Alberta for 2016)</p> <p style="text-align: right;">CARRIED</p>

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	39-16 (Financial Statements – 2015)	<p><u>g) Financial Statements 2015 – attached are the financial statements from our Auditor, Seniuk and Company, showing the Villages financial position at the end of 2015 (approve the draft financial statements for 2015 as presented)</u></p> <p>MOTION by Councillor Boschma that the Financial Statements for 2015, as prepared by Seniuk and Company, be approved as presented.</p> <p style="text-align: right;">CARRIED</p>
	40 – 16 (Draft Budget)	<p><u>h) Draft Budget 2016 – The budget will be circulated at the meeting for review. Draft Bylaw #249 – 2016 being a Tax Rate Bylaw based on this draft budget will also be distributed at the meeting should Council wish to approve the budget as circulated.</u></p> <p>MOTION by Councillor Boschma that the discussion on the draft budget 2016 be accepted for information</p> <p style="text-align: right;">CARRIED</p>
	41-16 (Reserves Policy)	<p>MOTION by Deputy Mayor Wiles that Administration prepare a Reserves Target and Uses policy for Council's Review.</p> <p style="text-align: right;">CARRIED</p>
7.	FINANCIAL	<p><u>a) Accounts payable – N/A</u> <u>b) Bank Reconciliation – Attached is the March 2016 Bank Statement for review</u> <u>c) Income Statement, Expense Statement and Balance Sheet – March 2016</u> <u>d) Grant Report – March 2016</u></p>
	42 - 16 (Accept Financials)	<p>MOTION by Deputy Mayor Wiles that the Financial report be accepted for information.</p> <p style="text-align: right;">CARRIED</p>
8.	COUNCIL REPORTS	<p><u>Mayor Coghill</u> <u>Deputy Mayor Wiles</u> <u>Councillor Boschma</u></p>
	43 - 16 (Councillor Reports)	<p>MOTION by Deputy Mayor Wiles that the Councillor Reports be accepted for information as presented.</p> <p style="text-align: right;">CARRIED</p>

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9.	<p>ADMINISTRATION /PUBLIC WORKS REPORTS</p> <p>44 - 16 (Admin/PW reports)</p>	<p>a) <u>Administration Report</u> - STEP program - Event Coordinator 2016 - PW Manager 2016 -WILD Water -Newsletter -Security Cameras</p> <p>b) <u>Public Works Report</u> -N/A</p> <p><u>Administration/Public Works Reports</u> MOTION by Councillor Boschma that the Administration Report be accepted for information.</p> <p style="text-align: right;">CARRIED</p>
10.	<p>INFORMATION / CORRESPONDENCE</p> <p>45 – 16 (Accept the Correspondence for Information)</p>	<p>MOTION by Deputy Mayor Wiles that the following correspondence be accepted for information:</p> <p>a) <u>Government of Alberta, Minister of Labour – April 11th 2016 Letter informing the Village has been unsuccessful in its application of STEP grant funding for 2016.</u></p> <p>b) <u>The Inspections Group – attached is a march 18th 2016 letter confirming the Village Hall Deck Project meets code and the project is now closed.</u></p> <p>c) <u>Government of Alberta, Municipal Affairs – attached is a January 20th, 2016 letter confirming the capital project on Railway Ave in 2015 (Dust Control and Road Stabilization) was accepted under the guidelines of the Gas Tax Fund Grant.</u></p> <p style="text-align: right;">CARRIED</p>
11.	<p>IN CAMERA</p> <p>46 - 16 (In Camera)</p> <p>47 - 16 (Out of Camera)</p>	<p><u>In Camera Session – Legal</u></p> <p>MOTION by Deputy Mayor Wiles that pursuant to section 197(2) of the Municipal Government Act, Council Move In Camera at 9:35 p.m.</p> <p style="text-align: right;">CARRIED</p> <p><u>Out of Camera</u> MOTION by Deputy Mayor Wiles that pursuant to section 197(2) of the Municipal Government Act, Council Move In Camera at 9:45 p.m</p> <p style="text-align: right;">CARRIED</p>

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12.	NEXT MEETING	
	48 - 16 (Next meeting date)	MOTION by Councillor Boschma that the next meeting be scheduled at the call of the chair early in May to pass the revised budget, in addition to the next regularly schedule Council meeting on May 25 th 2016.
		CARRIED
13.	ADJOURNMENT	Mayor Coghill declared the meeting adjourned at 9:55 p.m.

Mayor

CAO

Next Meetings:

- May 25th 2016 – Regular Council Meeting