MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF KAPASIWIN, IN THE PROVINCE OF ALBERTA, HELD ON THURSDAY, DECEMBER 5, 2023, AT 6:30 PM HELD VIA TELE/VIDEO CONFERENCE.

	PRESENT	Mayor: Tim Wiles Deputy Mayor: John McIvor Councillor: Tim Kirby Administration: Emily House, CAO Public Works: None There were no members of the public present.
1.	**CALL TO ORDER**	**MOVED** by Mayor Wiles called the December 5, 2023, Regular Council Meeting to order at 7:32 PM. **CARRIED**
2.	**AGENDA** 2.1 Agenda – December 5th, 2023 Motion 046-23	**MOVED** by Deputy Mayor McIvor that the December 5th, 2023 Regular Council Meeting Agenda be approved as presented. **CARRIED**
3.	**MINUTES** 3.1 Regular Council Meeting – July 15, 2023 Motion 047-23	**MOVED** by Mayor Wiles that the Minutes of the July 15, 2023 Regular Council Meeting be approved as presented. **CARRIED**
	3.2 Regular Council Meeting – August 10, 2023 Motion 048-23	**MOVED** by Deputy Mayor McIvor that the Minutes of the August 10, 2023 Regular Council Meeting be approved as presented. **CARRIED**
4.	**APPOINTMENTS** 4.1 Land Use Bylaw Amendment	Jane Dauphinee and James Haney from Municipal Planning Services attended to speak to Council the amendments to the Land Use Bylaw based upon the comments made at the Public Open House.
5.	**BUSINESS** 5.1 2024 Preliminary Budget	Administration presented the 2024 Preliminary Budget and indicated that it was projected to increase by 3.13%, but all the information required is not available to know how it will affect taxes. Administration will advise Council as new information from the Provincial Government, Insurance Company, Municipal Associations, and Parkland County is received. Administration indicated that the equalized assessments have increased in 2024 so many of the budget items (fire services, police funding model) will be affected. Administration also included a Grant Overview that shows what the municipality has spent so far, and what the municipality needs to spend in the future to meet the requirements set out in the Municipal Sustainability Initiative Program. In addition, Administration reported that the Provincial Government has not released its LGFF model, so it is unsure how much Kapasiwin will receive from this grant moving forward. Administration shared a positive update regarding the MSI Capital Grant; We have spent all the $142,000 that was required to meet our obligations of the MSI Capital Grant.

	Motion 049-2023	**MOVED** by Councillor Kirby that Council accept the 2024 Preliminary Budget. **CARRIED**
	5.2 2024 – 2029 Operating and Capital Budget	Administration provided the 2024 to 2029 Operating and Capital Plan. It was indicated that most items had a 3% increase year over year, however, there is more discussion needed to address any specific projects.
	Motion 050-2023	**MOVED** by Deputy Mayor McIvor that Council approve the 2024 – 2029 Operating and Capital Budget as presented. **CARRIED**
	5.3 Development Enforcements	Administration reviewed the Development Report on three development enforcement issues within the municipality for information.
	Motion 051-2023	**MOVED** by Deputy Mayor McIvor to accept the Development Report submitted by Tony Sonnleitner and the correspondence to each property owner as information. **CARRIED**
6.	**BYLAWS AND POLICIES**	**None**
7.	**FINANCIAL**	
	7.1 Bank Reconciliations & Bank Statement- June to October 2023 Motion 052-2023	**MOVED** by Councillor Kirby that Council accept the June to October 2023 Bank Reconciliation and Bank Statements as information. **CARRIED**
	7.2 Management Financial Report- October 31, 2023 Motion 053-2023	**MOVED** by Councillor Kirby that the Management Financial Report for the month ending October 31, 2023, be accepted as information, with cheques and auto withdrawals totaling the following: June 2023 - $24,319.19 July 2023 - $24,251.16 August 2023 - $31,542.05 September 2023 - $42,387.18 October 2023 - $17,723,63 **CARRIED**
8.	**REPORTS FROM COUNCIL**	
	8.1 Council Reports Motion 054-2023	**MOVED** by Deputy Mayor McIvor that Council Reports, as verbally presented be accepted as information. **CARRIED**
9.	**ADMINISTRATION REPORT**	
	9.1 Administration Report Motion 055-2023	**MOVED** by Deputy Mayor McIvor that the Administration Report, as verbally presented, be accepted as information. **CARRIED**

10.	**INFORMATION / CORRESPONDENCE**	
	10.1 Correspondence Motion 056-2023	**MOVED** by Councillor Kirby that Council accept the presented correspondence as information. • Alberta Municipal Affairs, Municipal Indicators • Alberta Municipal Affairs, Re: Municipal Sustainability Initiative Capital Program Guidelines Addendum • Alberta Municipal Affairs, Re: Local Authorities Election Act and Municipal Government Act Public Survey **CARRIED**
11.	**CLOSED MEETING SESSION**	
	Close Session Motion 057-2023	**MOVED** by Councillor Kirby that Council close the meeting to the public for Agenda item No. 11.1 Legal - Encroachment issue - Lot 11 Block A Plan 5674HW as per FOIP Section 24 at 10:11 PM. **CARRIED** Present: Mayor Tim Wiles, Deputy Mayor John McIvor, Councillor Tim Kirby and CAO Emily House.
	Open Session Motion 058-2023	**11.1 Legal – Encroachment Issue – Lot 11, Block A, Plan 5674HW** As per FOIP Section 24 **MOVED** by Deputy Mayor McIvor that Council open the meeting to the public at 10:16 PM. **CARRIED** No motions arose from the Closed Session.
12.	**NEXT MEETING**	
	12.1 Next Meeting Date Motion 059-2023	**MOVED** by Councillor Kirby that Council schedule the next Regular Council Meeting at the call of the Mayor. **CARRIED**
13.	**ADJOURNMENT**	
	13.1 Adjournment of Meeting Motion 060-2023	**MOVED** by Councillor Kirby that the December 5, 2023, Regular Council Meeting be adjourned at 10:19 PM. **CARRIED**

Mayor

Chief Administrative Officer