MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF KAPASIWIN, IN THE PROVINCE OF ALBERTA, HELD ON THURSDAY, February 29, 2024, AT 6:30 PM HELD VIA TELE/VIDEO CONFERENCE.

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| | **PRESENT** | Mayor: Tim Wiles<br>Deputy Mayor: John McIvor<br>Councillor: Tim Kirby<br><br>Administration: Emily House, CAO<br><br>Public Works: None<br><br>There were no members of the public present. |
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| **1.** | **CALL TO ORDER** | Deputy Mayor John McIvor called the February 29, 2024, Regular Council Meeting to order at 6:30 PM. |
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| **2.** | **AGENDA**<br><br>**2.1 Council Meeting Agenda**<br>Motion 001-24 | **MOVED** by Mayor Tim Wiles that the February 29, 2024 Regular Council Meeting Agenda be approved as presented.<br>**CARRIED** |
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| **3.** | **MINUTES**<br><br>**3.1 Adoption of Regular Council Meeting Minutes**<br>Motion 002-24 | **MOVED** by Mayor Tim Wiles that the Minutes of the December 5, 2023 Regular Council Meeting be approved as presented.<br>**CARRIED** |
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| **4.** | **APPOINTMENTS**<br><br>**4.1 Jane Dauphinee, MPS, Re: Land Use Bylaw Project**<br><br>Motion 004-24 | Jane Dauphinee provided the Assessor Report. Administration provided an update on the LUB Project Costs, including the calculation of Kapasiwin's meetings are double what was originally proposed.<br><br>**MOVED** by Deputy Mayor John McIvor that Council Accept the information as verbally presented.<br>**CARRIED** |
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| **5.** | **BUSINESS**<br><br>**5.1 Development Enforcements**<br><br>Motion 005-24 | Administration indicated that the fence at Gate 3 has been taken down. Discussion is needed on the next steps regarding the enforcement issues on the wood (boathouse) at Gate 2 and the fence at Gate 6. The next steps would be to issue Stop Orders on these properties. Administration indicated that the owners of Gate 6 submitted a letter asking for an exemption from the bylaw to keep the fence.<br><br>**MOVED** by Mayor Tim Wiles that Council direct Administration to provide Council's input to the Development Officer regarding Gates #2 and #6.<br>**CARRIED** |
| | **5.2 2024 Capital Plans**<br><br>Motion 006-24 | Administration indicated that Kapasiwin will need to spend $50,000 in 2024 to meet MSI Funding requirements. Administration provided an updated grant overview and a summary of capital project costs for 2023. Some local initiatives to pursue are dry wells, dust control, fence, bridge, water tank, and re-staining the Community Hall.<br><br>**MOVED** by Deputy Mayor John McIvor that Council approve the Capital Plan as presented. |

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| **6.** | **BYLAWS AND POLICIES**<br><br>**6.1 Bylaw No. 277-2024 – Street Encroachment Bylaw**<br><br>Motion 007-24<br><br>Motion 008-24<br><br>Motion 009-24<br><br>Motion 010-24 | Administration provided the Street Encroachment Bylaw that is needed to enter the Encroachment Agreement for the well sand the fence that are located on Railway Avenue.<br><br>**MOVED** by Deputy Mayor John McIvor that Bylaw No. 277-2024 being a bylaw regarding encroachments onto streets be given first reading.<br><br>**CARRIED**<br><br>**MOVED** by Mayor Tim Wiles that Bylaw No. 277-2024 be given a second reading.<br><br>**CARRIED**<br><br>**MOVED** by Deputy Mayor John McIvor that Council give unanimous consent to proceed to a third and final reading of Bylaw No. 277-2024.<br><br>**CARRIED**<br><br>**MOVED** by Mayor Tim Wiles that Bylaw No. 277-2024 be given third and final reading, and that it be declared passed.<br><br>**CARRIED** |
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| **7.** | **FINANCIAL**<br><br>**7.1 Bank Reconciliations & Bank Statement, November to December 2023**<br>Motion 011-24<br><br>**7.2 Management Financial Report - December 31, 2023**<br>Motion 012-24 | Administration provided the Bank Reconciliations and Bank Statements for November and December of 2023.<br><br>**MOVED** by Mayor Tim Wiles that Council accept the November and December of 2023 Bank Reconciliation and Bank Statements as information.<br>**CARRIED**<br><br>Administration provided the Management Financial Report for December 31, 2023.<br><br>**MOVED** by Deputy Mayor John McIvor that the Management Financial Report for the month ending in December 31, 2023, be accepted as information, with cheques and auto withdrawals totaling the following:<br>November 2023 - $13,913.68<br>December 2023 - $48,390.93<br>**CARRIED** |
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| **8.** | **REPORTS FROM COUNCIL**<br><br>**8.1 Council Reports** | **None.** |
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| **9.** | **ADMINISTRATION REPORT**<br><br>**9.1 Administration Report**<br>Motion 013-24 | **MOVED** by Deputy Mayor John McIvor that the Administration Report, as verbally presented, be accepted as information.<br>**CARRIED** |
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| **10.** | **INFORMATION / CORRESPONDENCE**<br><br>10.1 Correspondence<br>Motion 014-24 | **MOVED** by Deputy Mayor John McIvor that Council accept the presented correspondence as information.<br>● Alberta Municipal Affairs, Re: LGFF Program<br>● Alberta Municipal Affairs, Re: Drought in Alberta<br>● ASVA, Re: LGFF Program<br>**CARRIED** |
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| **11.** | **CLOSED MEETING SESSION**<br><br>**11.1 Legal - Encroachment Issue Lot 11 Block A Plan 5674W FOIP Section 24**<br>Motion 015-24<br><br>Motion 016-24 | Administration provided both Encroachment Agreements for Council's Consideration.<br><br>**MOVED** by Councillor Tim Kirby that Council close the meeting to the public at 8:36 PM.<br>**CARRIED**<br><br>**MOVED** by Mayor Tim Wiles that Council open 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 8:43 PM.<br>**CARRIED** |
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| **12.** | **NEXT MEETING**<br><br>**12.1 Next Meeting Date**<br>Motion 017-24 | **MOVED** by Mayor Tim Wiles that Council schedule the next Regular Council Meeting at the call of the Mayor.<br>**CARRIED** |
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| **13.** | **ADJOURNMENT**<br><br>**13.1 Adjournment of Meeting**<br>Motion 018-24 | **MOVED** by Councillor Kirby that the February 29, 2024, Regular Council Meeting be adjourned at 8:44 PM.<br>**CARRIED** |

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Mayor

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Chief Administrative Officer