MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF KAPASIWIN, IN THE PROVINCE OF ALBERTA, HELD ON THURSDAY NOVERMBER 24th 2016 AT 6:30 P.M. AT THE TOWN OF ONOWAY CIVIC CENTRE.

	PRESENT	Mayor: James Coghill Deputy Mayor: Tim Wiles Councillor: John McIvor Administration: Dwight Moskalyk, CAO Absent: Public Works: Public at Large: 2
1.	**CALL TO ORDER**	Mayor Coghill called the meeting to order at 6:41 p.m.
2.	**AGENDA** 104 -16 (Agenda)	a) Thursday November 24th 2016 2016 Regular Council Meeting **MOTION** by Deputy Mayor Wiles that the Thursday November 24th 2016 Regular Council Meeting agenda be approved with the following addition: -Minutes (b) – August 30th 2016 Organizational Meeting Minutes **CARRIED**
3.	**MINUTES** 105 - 16 (Confirmation of Minutes – Regular Meeting) 106 -16 (Organizational Minutes)	a) Tuesday August 30th 2016 Regular Council Meeting **MOTION** by Councillor McIvor that the minutes of the Tuesday August 30th, 2016 Regular Council Meeting regular meeting minutes be approved with the following amendments: -Starting with the Motion Number for the first action item, 6(a) revise the numbers to reflect sequential order (i.e. Motion for 6(a) to be #88-16, 6(b) #89-16, etc **CARRIED** b) Tuesday August 30th 2016 Organizational Meeting Minutes **MOTION** by Councillor McIvor that the minutes of the Tuesday August 30th, 2016 Organizational Meeting minutes be approved as presented **CARRIED**
4.	**APPOINTMENTS**	a) 6:45pm – Mr. Ed Klippstein and Ms. Pat Batten – to discuss the petition of residents submitted October 24th 2016. The goal of this petition was to have council rescind motion #80-16. By motion #80-16, Council resolved to seek a Judge's Order to reduce the Wapameg easement to the footprint of the 902-1906 path survey. Motion #80-16

		was passed July 11th 2016 and discussed at the AIM later that week; the MGA holds that any petition on a resolution submitted more than 60 days from being passed is to be considered insufficient and on those grounds I declared the petition insufficient on November 16th 2016. In recognition of the concerns reflected by the electorate via this petition, Council has accepted the request of the named representatives of this petition to discuss those concerns before Council.
	(Ed Klippstein and Pat Batten left the meeting at 8:02 p.m.)	Mayor Coghill thanked Mr. Klippstein and Ms. Batten for their presentation; Mr. Klippstein and Ms. Batten left the meeting.
	107-16 (defer action on Motion #80-16 until further consultation)	**MOTION** by Deputy Mayor Wiles that Council accept the presentation by Mr. Klippstein and Ms. Batten for information AND FURTHER that council defers further action on motion #80-16 until after further review and consultation with the residents of Kapasiwin, possibly during the 2017 Annual Information Meeting. **CARRIED**
5.	**BYLAWS**	a) N/A
6.	**BUSINESS**	a) Brownlee LLP, 2017 Emerging Trends Conference – this annual event has been scheduled for Thursday February 16th 2017 at the Northlands Event Centre. The event cost is $149.00 per registrant, plus approved expenses. The theme in 2017 is Bill 21 – The Modernized MGA, with special focus on proposed planning and development, inter-municipal collaboration, councillor conduct legislation and relevant case law updates. There will also be an open forum "bear pit" session. We have not traditionally sent council to this conference *(authorize attendance of all or some of Council and Administration, or accept for information)*
	108 - 16 (Brownlee LLP, 2017 Emerging Trends)	**MOTION** by Deputy Mayor Wiles that Council and Administration be authorized to attend the Brownlee LLP Emerging Trends Conference in Edmonton Alberta Scheduled for February 16th, 2017 at a cost of $149.00 per registrant, plus expenses. **CARRIED**
		b) Ogilvie LLP, ALARIE Asset Distribution – attached is an August 25th 2016 memo from Ogilvie LLP regarding the dissolution of the Alberta Local Authorities Reciprocal Insurance Exchange (ALARIE) and asset resulting distribution. The exchange was created in 1990 and Kapasiwin was a member until the exchange dissolved in 2002. After completing the required waiting period to resolve outstanding legal issues,

		the remaining assets are now to be distributed; originally Kapasiwin was slated to receive $6,442.43 of the $13,500,000 pool. In November 2016 the suggested distribution was amended to $7076.31. This money is not in hand yet however I would like to have a quick discussion on where you would like to see these funds allocated, if we do not allocate them ourselves the auditor will likely just code them to the general operating reserve account *(here for general discussion, provide direction as warranted)*
	109 – 16 (ALARIE Distribution Discussion)	**MOTION** by Councillor McIvor that council accept the information on the Alberta Local Authorities Reciprocal Insurance Exchange for information AND FURTHER that any funds received be coded to General Operating Reserve Accounts. **CARRIED**
		c) Parkland County, Temporary Boat Launch Discussion – the last committee meeting was held October 31st 2016 and covered the proposed project scope and expected costs of this project based on that scope. I will distribute a detailed scope of the proposed project during the meeting, but in general the idea is to site a temporary launch somewhere on the south side of the lake, build appropriate access and parking, and look at a second phase which would make the launch a permanent site in the future. The cost of this project will depend on the options included, however Parkland is looking to raise about ¼ of the project budget from the other lake communities; this is expected to be around $250,000. We also need to consider what we would prefer to see happen with the other non-sanctioned launches around the lake – if we prefer to enforce on them we should also expect to share some portion of that enforcement cost. The next committee meeting is November 28th 2016 *(here for general comments for me to take back to the committee, may wish to offer a financial contribution in principle and/or offer a preference on launch enforcement around the lake)*
	110-16 (Parkland County Temporary Boat Launch Options)	**MOTION** by Mayor Coghill that Council accept the discussion on Parkland County temporary boat launches for information. **CARRIED**
		d) CAO Evaluations – as per the MGA, every year Council must evaluate the office of the Chief Administrative officer of the municipality. I will distribute the standard evaluation forms during the meetings and leave it up to council to complete them in the coming weeks. Once completed the comments should be given to the Mayor who will then compile them and set-up a meeting with the CAO to go over the feedback sometime before the start of the new year. Council may wish to impose a deadline on itself to get their comments back to

		the Mayor (set a deadline to complete the individual CAO reviews or accept for information).
	111-16 (CAO Review Deadlines)	**MOTION** by Deputy Mayor Wiles that councillors have their 2016 CAO evaluations completed and submitted to Mayor Coghill by December 15th 2016. **CARRIED**
		e)
		f)
7.	**FINANCIAL**	a) Accounts payable – August, September, October 2016 Cheque Listings and Auto-Withdrawals totaling $24,131.94 b) Bank Reconciliation – October 2016 c) Income Statement, Expense Statement and Balance Sheet – October 2016 d) Grant Report – N/A
	112-16 (Financial Reports)	**MOTION** by Councillor McIvor that the Financial Reports be accept for information. **CARRIED**
8.	**COUNCIL REPORTS**	Mayor Coghill Deputy Mayor Wiles Councillor McIvor
	113-16 (Council Reports)	**MOTION** by Deputy Mayor Wiles that the Council Reports as verbally presented be accepted for information. **CARRIED**
9.	**ADMINISTRATION /PUBLIC WORKS REPORTS**	a) Administration Report b) Public Works Report
	114-16 (Draft Meeting Minutes to Website within ten days of	**MOTION** by Deputy Mayor Wiles that Policy 2015-1 be amended to direct Administration to post a draft version of meeting minutes to the village website within ten business days of the meeting date and that

	a meeting – Amend Policy 2015-1) 115 - 16 (Administration and Public Works Reports)	these minutes remain on the website until the approved version of minutes are available to replace them. **CARRIED** **MOTION** by Mayor Coghill that the Administration Reports be accepted for information as verbally presented by CAO Moskalyk. **CARRIED**
10.	**INFORMATION / CORRESPONDENCE** 116-16 (Information and Correspondence)	**MOTION** by Councillor McIvor that the following items be accepted for information: a) AUMA – November 2nd 2016 update and summary of Federal long term infrastructure spending programs. b) Gov't of Alberta, Environment and Parks – August 29th 2016 response to request for a water inspection station on Lake Wabamun. c) Gov't of Alberta, Municipal Affairs – October 26th 2016 letter confirming approval of the submitted operating spending plan for MSI in 2016. **CARRIED**
11.	**IN CAMERA**	In Camera Session – N/A
12.	**NEXT MEETING** 117-16 (Next Meeting Date)	a) - Schedule next council meeting: **MOTION** by Deputy Mayor Wiles that the next regular meeting be scheduled for February 2nd 2017 at 6:30 p.m. in Onoway. **CARRIED**
13.	**ADJOURNMENT**	Mayor Coghill declared the meeting adjourned at 9:30 p.m..

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Mayor

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CAO