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.

	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**	Mayor Wiles called the February 29, 2024, Regular Council Meeting to order at 6:30 PM.
2.	**AGENDA**	
	2.1 Council Meeting Agenda Motion 001-24	**MOVED** by Councillor Kirby that the February 29, 2024 Regular Council Meeting Agenda be approved as presented. **CARRIED**
3.	**MINUTES**	
	3.1 Adoption of Regular Council Meeting Minutes Motion 002-24	**MOVED** by Councillor Kirby that the Minutes of the December 5, 2023 Regular Council Meeting be approved as presented. **CARRIED**
4.	**APPOINTMENTS**	
	4.1 Jane Dauphinee, MPS, Re: Land Use Bylaw Project	Jane Dauphinee provided the draft What We Heard Report for the Land Use Bylaw.
	Motion 003-24	**MOVED** by Deputy Mayor McIvor that Council Accept the information as verbally presented. **CARRIED**
5.	**BUSINESS**	
	5.1 Development Enforcements	Administration provided an update on development issues within the Summer Village including fences along the pathway and a shed.
	Motion 004-24	**MOVED** by Councillor Wiles that Council direct Administration to provide Council's input to the Development Officer regarding these issues. **CARRIED**
	5.2 2024 Capital Plans	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.
	Motion 005-24	**MOVED** by Deputy Mayor McIvor that Council approve the Capital Plan as presented. **CARRIED**

6.	**BYLAWS AND POLICIES**	
	6.1 Bylaw No. 277-2024 – Street Encroachment Bylaw	Administration provided the Street Encroachment Bylaw that is needed to enter the Encroachment Agreements for roads within the municipality.
	Motion 007-24	**MOVED** by Deputy Mayor McIvor that Bylaw No. 277-2024 being a bylaw regarding encroachments onto streets be given first reading. **CARRIED**
	Motion 008-24	**MOVED** by Councillor Kirby that Bylaw No. 277-2024 be given a second reading. **CARRIED**
	Motion 009-24	**MOVED** by Deputy Mayor McIvor that Council give unanimous consent to proceed to a third and final reading of Bylaw No. 277-2024. **CARRIED**
	Motion 010-24	**MOVED** by Councillor Kirby that Bylaw No. 277-2024 be given third and final reading, and that it be declared passed. **CARRIED**
7.	**FINANCIAL**	
	7.1 Bank Reconciliations & Bank Statement, November to December 2023 Motion 011-24	Administration provided the Bank Reconciliations and Bank Statements for November and December of 2023. **MOVED** by Councillor Kirby that Council accept the November and December of 2023 Bank Reconciliation and Bank Statements as information. **CARRIED**
	7.2 Management Financial Report - December 31, 2023 Motion 012-24	Administration provided the Management Financial Report for December 31, 2023. **MOVED** by Deputy Mayor McIvor that the Management Financial Report for the month ending December 31, 2023, be accepted as information, with cheques and auto withdrawals totaling the following: November 2023 - $13,913.68 December 2023 - $48,390.93 **CARRIED**
8.	**REPORTS FROM COUNCIL**	
	8.1 Council Reports	**None**
9.	**ADMINISTRATION REPORT**	
	9.1 Administration Report Motion 013-24	**MOVED** by Deputy Mayor McIvor that the Administration Report, as verbally presented, be accepted as information. **CARRIED**
10.	**INFORMATION / CORRESPONDENCE**	
	10.1 **Correspondence** Motion 014-24	**MOVED** by Deputy Mayor McIvor that Council accept the presented correspondence as information. • Alberta Municipal Affairs, Re: LGFF Program

		• Alberta Municipal Affairs, Re: Drought in Alberta • ASVA, Re: LGFF Program **CARRIED**
11.	**CLOSED MEETING SESSION** **11.1 Legal - Encroachment Issue** **Lot 11 Block A Plan 5674W** **FOIP Section 24** Motion 015-24	**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 8:36 PM. **CARRIED** Present: Mayor Wiles, Deputy Mayor McIvor, Councillor Kirby and CAO Emily House.
	Motion 016-24	**MOVED** by Councillor Kirby that Council open the meeting to the public at 8:43 PM. **CARRIED**
	Motion 017-24	**MOVED** BY Deputy Mayor McIvor that Council approve and ratify the Encroachment Agreements between the Summer Village of Kapasiwin and Lot 11, Block A, Plan 5674HW. **CARRIED**
12.	**NEXT MEETING** **12.1 Next Meeting Date** Motion 018-24	**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 019-24	**MOVED** by Councillor Kirby that the February 29, 2024, Regular Council Meeting be adjourned at 8:44 PM. **CARRIED**

Mayor

Chief Administrative Officer