

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF KAPASIWIN,  
IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY MAY 25<sup>th</sup> 2016 AT 7:00 PM. AT THE  
TOWN OF ONOWAY CIVIC CENTRE.

	<b>PRESENT</b>	<p>Mayor: James Coghill (via teleconference)</p> <p>Deputy Mayor: Tim Wiles (via teleconference)</p> <p>Councillor: N/A</p> <p>Administration: Dwight Moskalyk, CAO</p> <p>Absent:</p> <p>Public Works:</p> <p>Public at Large:</p>
<b>1.</b>	<b>CALL TO ORDER</b>	Deputy Mayor Coghill called the meeting to order at 7:15 p.m.
<b>2.</b>	<b>AGENDA</b>  56 -16 (Agenda)	<p><u>a) Wednesday May 25<sup>th</sup> 2016 Regular Council Meeting</u></p> <p><b>MOTION</b> by Deputy Mayor Wiles that the Wednesday May 25<sup>th</sup> 2016 Regular Council Meeting agenda be approved as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>3.</b>	<b>MINUTES</b>  57 - 16 (Confirmation of Minutes – Regular Meeting)  58 – 16 (Confirmation of Minutes- Regular Meeting)	<p><u>a) Wednesday April 27<sup>th</sup>, 2016 Regular Council Meeting</u></p> <p><b>MOTION</b> by Deputy Mayor Wiles that the minutes of the Wednesday April 27<sup>th</sup>, 2016 Regular Meeting be approved as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><u>b) Thursday May 5<sup>th</sup>, 2016 Regular Council Meeting</u></p> <p><b>MOTION</b> by Mayor Coghill that the minutes of the Thursday may 5<sup>th</sup>, 2016 Regular Meeting be approved as presented.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<b>4.</b>	<b>APPOINTMENTS</b>	<u>a) N/A</u>
<b>5.</b>	<b>BYLAWS</b>	<u>a) N/A</u>

6.	<p><b>BUSINESS</b></p> <p>59 - 16 (Village Calendar) Events</p> <p>60-16 (2016 AIM Date)</p> <p>61 – 16 (MGA Review 2016 – Councillor Attendance)</p>	<p>a) <u>Games Day and Village Events Calendar 2016 – in 2015 we did a separate mail-out for the Events Calendar in mid-June. I have not been able to confirm any of the proposed events or dates for this events for 2016 yet but we should have a preliminary discussion on this now and authorize administration to send a mail-out once the calendar is ready (here for general discussion, provide direction as warranted)</u></p> <p><b>MOTION</b> by Mayor Coghill that Council accept the discussion on the 2016 Village Events Calendar for information.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>MOTION</b> by Deputy Mayor Wiles that the 2016 Summer Village of Kapasiwin Annual Infromation Meeting be scheduled for Saturday July 16<sup>th</sup> 2016 from 10:00am to 12:00 noon at the Village Hall.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>b) <u>MGA Review – attached is a letter inviting the Council of the Summer Village of Kapasiwin’s participation in the current MGA review process. The scheduled events are listed in the document, with the closest session scheduled in Edmonton on June 13<sup>th</sup>, 2016. If you wish to attend we need to authorize your attendance, or you can make a written submission as directed through the website mgareview.alberta.ca (authorize attendance/written submissions or accept for information)</u></p> <p><b>MOTION</b> by Deputy Mayor Wiles that Councillors be authorized to attend their nearest session of the scheduled Municipal Government Act Review Sessions in June 2016.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>c) <u>Kathy Boschma, Resignation of Councillor – Administration has received Councillor Boschma’s resignation from the Council of the Summer Village of Kapasiwin (Which Council needs to accept). As we are more than 6 months out from the next general election, the Act requires us to hold a by-election to fill the vacancy on Council. Therefore we need to set some dates and appointments:</u></p> <p><u>i) nomination day (I recommend Saturday June 25<sup>th</sup> 2016 at Village Hall from 10:00 am-12:00 noon)</u></p> <p><u>ii) Appoint a Returning Officer to run the election – this should not be the CAO, I have a few names I will suggest at the meeting who I have used before.</u></p> <p><u>iii) Set an Advance Vote Day (Optional) – usually the Friday two weeks before the Election Day, I would recommend the July 8<sup>th</sup> 2016 from 2:00pm – 6:00pm at Village Hall – if you</u></p>
----	---	---

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF KAPASIWIN, IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY MAY 25th 2016 AT 7:00 PM. AT THE TOWN OF ONOWAY CIVIC CENTRE.

		<p><u>want one</u></p> <p><u>iv) Set Election Day – Summer Villages typically hold Election Day on a Saturday during the summer months, I would recommend July 23<sup>rd</sup>, 2016 at Village hall 10:00am – 7:00pm.</u></p> <p><u>Notice requirements are fairly strict, and I recommend that we do a mail out of these dates and times directly to property owners as allowed for in the Act and post it on the website.</u></p>
62-16 (Resignation from Council – Kathy Boschma)		<p><b>MOTION</b> by Mayor Coghill that Council accept Kathy Boschma's Resignation from Council.</p> <p style="text-align: right;"><b>CARRIED</b></p>
63-16 (2016 By-Election - Nomination Day)		<p><b>MOTION</b> by Mayor Coghill that Nomination Day for the by-election be scheduled for July 16<sup>th</sup> 2016 from 10:00am to 12:00 noon at Village Hall.</p> <p style="text-align: right;"><b>CARRIED</b></p>
64-16 (2016 By-Election – Returning Officer)		<p><b>MOTION</b> by Deputy Mayor Coghill that Valerie Chay be appointed Returning Officer for the 2016 by-election.</p> <p style="text-align: right;"><b>CARRIED</b></p>
65-16 (2016 By-Election – Election Day)		<p><b>MOTION</b> by Deputy Mayor Wiles that the Election Day for the 2016 municipal by-election be scheduled for Saturday August 13<sup>th</sup> 2016 from 10:00 a.m. to 7:00 p.m.</p> <p style="text-align: right;"><b>CARRIED</b></p>
		<p>d) <u>Fire Ban – Parkland County lifted their fire ban on May 20<sup>th</sup> 2016 and the Summer Village of Kapasiwin followed suit on May 21<sup>st</sup>, 2016. We just need to ratify this decision (<i>ratify the lift of the Fire Ban, effective May 21<sup>th</sup>, 2016 12:00 noon</i>)</u></p>
66-16 (Fire Ban – Lifted)		<p><b>MOTION</b> by Deputy Mayor Wiles that Council ratify the lifting of the Summer Village of Kapasiwin's Fire Ban effective May 21<sup>st</sup> at 12:00 noon.</p> <p style="text-align: right;"><b>CARRIED</b></p>
		<p>e) <u>Capital Grant, Invasive Species Collaborative Project – attached is a breakdown of the costs related to the Wabamun Boat Launch upgrade and associated lake health initiative infrastructure. We had previously entertained the idea of contributing some of our capital funds to help with this project and other lake health projects. If you want to lend some support we will need a motion stating how much, from which grant fund and to which item you wish these funds to go towards (perhaps boat inspection and invasive species information area) (<i>here for general discussion, provide</i></u></p>

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF KAPASIWIN,  
IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY MAY 25th 2016 AT 7:00 PM. AT THE  
TOWN OF ONOWAY CIVIC CENTRE.

	67-16 (Aquatic Species) Invasive	<i>direction as warranted)</i>  <b>MOTION</b> by Deputy Mayor Wiles that Council accept the discussion on the Invasive Species Project 2016 for information.  <b>CARRIED</b>
7.	<b>FINANCIAL</b>  68-16 (Financial Reports)	a) <u>Accounts payable – April 2016 Cheque Listings Auto-Withdrawals totaling \$620.20</u> b) <u>Bank Reconciliation – April 30<sup>th</sup> 2016</u> c) <u>Income Statement, Expense Statement and Balance Sheet – April 30<sup>th</sup> 2016</u> d) <u>Grant Report – N/A</u>  <b>MOTION</b> by Deputy Mayor Wiles that the financial reports be accepted for information.  <b>CARRIED</b>
8.	<b>COUNCIL REPORTS</b>  69-16 (Council Reports)	<u>Mayor Coghill</u>  <u>Deputy Mayor Wiles</u>  <u>Councillor – N/A</u>  <b>MOTION</b> by Mayor Coghill that the Council Reports be accepted for information.  <b>CARRIED</b>
9.	<b>ADMINISTRATION /PUBLIC WORKS REPORTS</b>  70-16 (Administration and Public Works Reports)	a) <u>Administration Report</u>  b) <u>Public Works Report</u>  <b>MOTION</b> by Mayor Coghill that the Administration and Public Works reports be accepted for information.  <b>CARRIED</b>
10.	<b>INFORMATION / CORRESPONDENCE</b>  71-16 (Information and Correspondence)	<b>MOTION</b> by Mayor Coghill that the following items be accepted for information:  a) <u>Gov't of Alberta, Seniors and Housing – March 7<sup>th</sup> 2016</u>

MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF KAPASIWIN,  
IN THE PROVINCE OF ALBERTA, HELD ON WEDNESDAY MAY 25th 2016 AT 7:00 PM. AT THE  
TOWN OF ONOWAY CIVIC CENTRE.

		<u>“Planning to Age in Place” initiative information.</u>  <u>b) Gov’t of Alberta, Municipal Affairs – May 11<sup>th</sup> 2016 letter updating Administration of changes to the MGA in relation to asset management and the introduction of mandatory 5 year capital budget planning.</u>  <u>c)</u>  <b>CARRIED</b>
11.	<b>IN CAMERA</b>	<u>In Camera Session – N/A</u>
12.	<b>NEXT MEETING</b>  72-16 (Next Meeting Date)	<u>a) - Schedule next council meeting - June 22<sup>nd</sup>, 2016 or another date.</u>  <b>MOTION</b> by Deputy Mayor Wiles that the next meeting be scheduled for June 22 <sup>nd</sup> 2016 at 7:00pm at Village hall.  <b>CARRIED</b>
13.	<b>ADJOURNMENT</b>	Mayor Coghill declared the meeting adjourned at 8:50 p.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
CAO

Next Meetings:

- 22<sup>nd</sup> June 2016 – Regular Council Meeting