MINUTES OF THE REGULAR MEETING OF COUNCIL OF THE SUMMER VILLAGE OF KAPASIWIN, IN THE PROVINCE OF ALBERTA, HELD ON THURSDAY, NOVEMBER 21, 2019 AT 6:30 PM. AT THE VILLAGE OF SPRING LAKE COUNCIL CHAMBERS

	PRESENT	Mayor: Tim Wiles via teleconference Deputy Mayor: John McIvor Councillor: Tim Kirby via teleconference Administration: Emily House, CAO Public Works: None No of the Public were present.
1.	**CALL TO ORDER**	Mayor Wiles called the November 21, 2019 Regular Council Meeting to order at 6:33p.m.
2.	**AGENDA** 102-19 (Agenda)	**MOVED** by Deputy Mayor McIvor that the November 21, 2019 Regular Council Meeting Agenda be approved as presented. **CARRIED**
3.	**MINUTES** 103-19 (Confirmation of Minutes – Regular Council Meeting – October 25, 2019)	**MOVED** by Deputy Mayor McIvor that the minutes of the October 25, 2019 Regular Council Meeting be approved as presented. **CARRIED**
4.	**APPOINTMENTS**	None
5.	**BYLAWS** 104-19 (Bylaw No. 262-2019 – Municipal Emergency Management Bylaw)	MOVED BY Councillor Kirby that first reading be given to Bylaw No. 262-2019 the purpose of establishing a municipal emergency management bylaw. **CARRIED**
	105-19 (Bylaw No. 263-2019 – Procedural Bylaw)	MOVED BY Councillor Kirby that first reading be given to Bylaw No. 263-2019for the purpose of the establishment of regulating functions, procedure and conducts of meetings of Council and its authorized committees with the Summer Village of Kapasiwin. **CARRIED**
	106-19 (Bylaw No. 264-2019-Assessment Review Board Bylaw)	MOVED BY Deputy Mayor McIvor that first reading be given to Bylaw No. 264-2019 for the purpose of establishing one or more assessment review boards and the appoint of an assessment review board clerk. **CARRIED**
	107-19 (Bylaw No. 265-2019 – Subdivision and Development Appeal Board Review Bylaw)	MOVED BY Councillor Kirby that first reading to Bylaw No. 265-2019 for the purpose of establishing a Subdivision and Development Appeal Board. **CARRIED**

6.	**BUSINESS**	
	108-19 (Intermunicipal Development Plan Exemption)	MOVED BY Deputy Mayor McIvor that the documentation for the Intermunicipal Development Plan between the Summer Village of Kapasiwin and Parkland County request for exemption be accepted as information. **CARRIED**
	109-19 (2020 Preliminary Municipal Budget)	MOVED BY Deputy Mayor McIvor to accept for information purposes, the draft 2020 Preliminary Municipal Budget and Capital and Operating Plans as presented. **CARRIED**
	110-19 (Director of Emergency Management)	MOVED BY Councillor Kirby to appoint Emily House as the Summer Village of Kapasiwin's Director of Emergency Management. **CARRIED**
	111-19 (Deputy Director of Emergency Management)	MOVED BY Deputy Mayor McIvor to carry this Agenda Item to the December 2019 Regular Council Meeting. **CARRIED**
	112-19 (Emergency Management Advisory Committee Members)	MOVED BY Councillor Kirby to appoint Tim Wiles and John McIvor to the Emergency Management Advisory Committee for the Summer Village of Kapasiwin. **CARRIED**
7.	**FINANCIAL**	
	113-19 (Accounts Payable)	**MOVED** by Councillor Kirby that the accounts payable and cheque listings for September including cheque numbers 136 to 139 and auto withdrawals totaling $23,232.83 and October 2019 including cheques numbers 140 to 142 and auto withdrawals totaling $5,254.34, be accepted as information **CARRIED**
	114-19 (Bank Reconciliation)	**MOVED** by Councillor Kirby that the September and October 2019 Bank Reconciliation be accepted for information. **CARRIED**
	115-19 (Balance Sheet, Income Statement, Expense Statement)	**MOVED** by Councillor Kirby that the Income Statement, Expense Statement and Balance Sheets for September and October 2019 be accepted for information. **CARRIED**
8.	**REPORT FROM COUNCIL**	
	116-19 (Reports from Council)	**MOVED** by Councillor Kirby that Council Report, as verbally presented, be accepted as information. **CARRIED**

9.	**ADMINISTRATION REPORT** 117-19 (Admin/PW reports)	**MOVED** by Deputy Mayor McIvor that the Administration Report, as verbally presented, be accepted for information. **CARRIED**
10.	**INFORMATION / CORRESPONDENCE**	None
11.	**CLOSED MEETING SESSION**	None
12.	**NEXT MEETING** 118-19 (Next Meeting)	**MOVED** by Councillor Kirby to re-schedule the next Regular Council Meetings for December 5, 2019 from 6:30pm to 7:30pm. **CARRIED**
13.	**ADJOURNMENT** 119-19 (Adjournment of Meeting)	**MOVED** by Deputy Mayor McIvor that the November 21, 2019 Regular Council Meeting by adjourned at 8:06pm. **CARRIED**

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Mayor

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Chief Administrative Officer