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|  | **Call to Order** |  |  |
| **2.** | **Agenda**  *Page 1 - 7* | a) | Monday, March 11th, 2024 Regular Council Meeting  *(approve agenda as presented or as amended)* |
| **3.** | **Minutes:**  *Pages 8 - 10* | a) | Monday, January 8th, 2024 Regular Council Meeting  *(approve minutes as presented or as amended)* |
| **4.** | **Appointments:** | n/a |  |
| **5.** | **Action Items:** | a) | Deputy Director of Emergency Management – this item was deferred from  the January 8th, 2024 meeting to allow Council time to speak with  community members and submit names for this position. Council will still need to establish an Emergency Management Plan and the Emergency Management Agency.  *(that \_\_\_\_\_\_\_\_\_\_\_\_\_ be appointed as Deputy Director of Emergency Management, effective immediately)*  *Or*  *(some other direction as given by Council at meeting time)* |
|  | *Pages 11 -12* | b) | Alberta Beach Snowmobile Club – this item was deferred from the January 8th, 2024 meeting. Please refer to the letter from the Alberta Beach Snowmobile Club requesting a financial contribution to assist the Club in purchasing a new groomer to assist with the maintenance of the trail system in the region. The Snowmobile Club has applied for a Community Facility Enhancement Program Grant (CFEP) for $85,399.00. This is a matching grant, meaning that the club must provide an equal amount of funds received by the grant. Also attached is updated correspondence of December 17th, 2023 indicating that the grant proposal was not successful and outlining the current status of the project. Should Council wish to contribute funds, there may be an opportunity to utilize capital grant funds for same.  *(that a donation to the Alberta Beach Snowmobile Club in the amount of $\_\_\_\_\_ be approved to assist in the purchase of a new trail groomer and further that the funding be approved for the 2024 budget year)*  *Or*  *(that the letter from the Alberta Beach Snowmobile Club requesting a financial contribution to assist in the purchase of a new trail groomer be accepted for information)* |
|  |  | c) | Tables/Chairs for Gazebo – this item was requested to be brought back to this meeting for further discussion.  *(direction as given by Council at meeting time)* |
|  |  | d) | Appointment of Assessment Review Board (ARB) Officials for 2024 – according to the *Municipal Government Act, Section 454*, Council is required to appoint the ARB officials for 2024 as follows:  ARB Chairman – Raymond Ralph  Certified ARB Clerk – Gerryl Amorin  Certified Panelists - Darlene Chartrand  Sheryl Exley  Tina Groszko  Stewart Hennig  Richard Knowles  Dennis Meier  Raymond Ralph  *(that the following Assessment Review Board officials be appointed for 2024:*  *ARB Chairman – Raymond Ralph*  *Certified ARB Clerk – Gerryl Amorin*  *Certified Panelists - Darlene Chartrand*  *Sheryl Exley*  *Tina Groszko*  *Stewart Hennig*  *Richard Knowles*  *Dennis Meier*  *Raymond Ralph)*  *Or*  *(some other direction as given by Council at meeting time)* |
|  | *Pages 13 -24* | e) | Doyle & Company Chartered Professional Accountants – Engagement Letter to complete the Summer Village’s 2023 Financial Audit .  *(that Council approve the Engagement Letter from Doyle & Company and ratify authorization)* |
|  | *Pages 25 - 26* | f) | 2024 Alberta Municipalities Spring Municipal Leaders Caucus – the annual ABMunis Spring Municipal Leaders Caucus is taking place on March 14th and 15th at the Westin Edmonton. This event covers current issues facing Alberta Communities and provides an opportunity to hear from other government leaders. The cost to attend is $250/person for in-person attendance and $125 for virtual attendance.  *(that those Council members and Administration wishing to attend the 2024 Alberta Municipalities Spring Municipal Leaders Caucus on March 14th and 15th, 2024 in Edmonton be authorized to do so)*  *Or*  *(that the information and discussion regarding the 2024 Alberta Municipalities Spring Municipal Leaders Caucus be accepted for information)* |
|  | *Pages 27 - 31* | g) | Website Refresh – Administration has received an email from our website provider indicating that it has been 6 years since the last refresh of the Castle Island website. From a maintenance standpoint, we have run into the end of life for the platform that the site is built on, and unfortunately there is no further upgrade path. This means that there are no more security updates coming and backup/restoration become trickier and riskier. It is recommended that a rebuild be considered to take advantage of more modern frameworks, better security and performance. The initial quote for the update is $3,700. The monthly cost and maintenance costs remain the same.  *(that the Summer Village of Castle Island proceed with the website refresh as quoted by Matt Beckett, Web Developer at an initial cost of $3,700)*  *(that the quote of $3,700 provided by Matt Beckett, Web Developer for a website refresh be accepted for information)* |
|  | *Pages 32 - 39* | h) | 2023 Annual Internal Review Accreditation No. M000429 – find attached our 2023 Annual Internal Review which indicates that no notable issues with respect to accreditation were discovered and acknowledges the positive working relationship with Inspections Group.  *(that the 2023 Annual Internal Review Accreditation No. M000429 be accepted for information as presented)* |
|  | *Pages 40 - 48* | i) | Onoway Regional Fire Services Mutual Aid/Dual Dispatch, Decision Making and Communication Process – please refer to the attached letters of January 10th, 2024 from Lac Ste. Anne County and response letter of February 29th, 2024 as well as correspondence forwarded to the Town of Onoway on behalf of the Regional Fire Services partner members.  *(that the letters regarding the Onoway Regional Fire Services Mutual Aid/Dual Dispatch from Lac Ste. Anne County and February 29th, 2024 response letter as well as the correspondence forwarded to Onoway on behalf of the Regional Fire Services partner members be accepted for information)*  *Or*  *(some other direction as given by Council at meeting time)* |
|  |  | j) | 2024 Draft Operating and Capital Budget – the draft budget will be presented and reviewed at meeting time. This will be our second review of the 2024 budget.  *(that Administration make changes to the 2024 Draft Operating and Capital budget as directed by Council at meeting time and than an updated Draft Budget comes back to the next Council meeting for review and consideration)* |
|  |  | k) | Next Meeting – as the 2024 Draft Operating and Capital Budget will need to be passed prior to running taxes in May, as well as have the financial statements for 2023 presented, we will have to schedule a meeting prior to the May 13th, 2024 meeting. Discussion.  *(that a Council meeting be scheduled for April \_\_\_\_\_, 2024 to pass the 2024 Draft Operating and Capital Budget and for the presentation of the 2023 Financial Statements)* |
|  |  | l) |  |
|  |  | m) |  |
| **6.** | **Council Reports:** | a) | Mayor Kupchenko |
|  |  | b) | Deputy Mayor Smith |
|  |  | c) | Councillor Elkow  *(accept Council reports for information)* |
| **7.** | **Development Permits** |  | N/A |
| **8.** | **Inspection Group Permits** |  | N/A |
| **9.** | **Financial** | a) | N/A as report is included in draft budget. |
| **10.** | **Correspondence**  *Pages 49 - 50*  *Page 51*  *Pages 52 - 53*  *Pages 54 - 55*  *Page 56 - 57*  *Pages 58 - 61*  *Pages 62 - 64*  *Pages 65 - 66*  *Pages 67 - 68*  *Pages 69 - 70* | a)  b)  c)  d)  e)  f)  g)  h)  i)  j) | Article from Alberta Municipalities Casual Legal Services entitled “Taxes Start at Home.” This article is based on the recent Court Decision out of the Summer Village of South View  Municipal Services Division – Update 2024 on Recall Petition Information & training  East End Bus Annual Meeting – scheduled for March 26th, 2024 11:00 a.m. at the Town of Onoway  Municipal Affairs – February 28th, 2024 email regarding potential changes to Intermunicipal Collaboration Framework (ICF) provisions in the Municipal Government Act  Municipal Affairs – February 29th, 2024 letter regarding Budget 2024  Encroachment of Political Parties at the Local Level of Government – email from Alberta Municipalities President Tyler Gandam and further information  March 4th, 2024 Letter from the Office of the Information and Privacy Commissioner of Alberta regarding changes to Investigation Procedures for Access Request Reviews and Privacy Complaints under FOIP, HIA and PIPA  Summer Village of Southview – January 3rd, 2024 Byelection Results and Organizational Meeting appointments  Alberta Municipal Affairs – January 19th, 2024 Reconciled Designated Industrial (DI) Property Requisition for the 2023 Tax Year  Alberta Municipal Affairs – correspondence from Minister Ric McIver of March 6th, 2024 requesting submissions for the 2024 Minister’s Awards for Municipal and Public Library Excellence.  *(accept correspondence items a) through e) for information as presented)* |
| **11.** | **Chief Administrative Officer Report**    *Pages 71 - 73* | a)  b)  c)  d)  e)  f) | Continuing with 2023 Audit Prep  Budgeting  Attending various webinars & training sessions  Legal and grants  Roles and Responsibilities Workshop  January 8th, 2024 To Do List  *(accept CAO report for information)* |
| **12.** | **Adjournment** |  |  |

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Next Meetings:   May 13th, 2024 – 5:00 p.m.

July 8th, 2024 – 5:00 p.m.

September 9th, 2024 – 5:00 p.m.