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|  | **PRESENT** | Mayor Ian Kupchenko  Deputy Mayor: Calvin Smith – via zoom  Councillor: Jeff Elkow – via zoom  Administration: Wendy Wildman, Chief Administrative Officer  Diane Wannamaker, Administrative Assistant      Public attendance (in person): 0 |
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| **1.** | **CALL TO ORDER** | Mayor Kupchenko called the meeting to order at 5:05 p.m. |
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| **2.** | **AGENDA**  23-136 | **MOVED** by Councillor Elkow that the November 20th, 2023 agenda be approved as presented.  **CARRIED** |
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| **3.** | B0MINUTES 23-137 | **MOVED** by Councillor Elkow that the minutes of the September 12th, 2023 Regular Council Meeting be approved as presented.  **CARRIED** |
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| **4.** | **APPOINTMENTS**  Michelle Gallagher –  Patriot Law  **CLOSED SESSION**  23-138  23-139  Heather Luthala – Administration  Dave Ives – Fire Chief – Northwest Fire | Ms. Gallagher arrived for the meeting at 5:05 p.m.  **MOVED** by Mayor Kupchenko that pursuant to section 197(2) of the Municipal Government Act, and Section 17 of the Freedom of Information and Protection of Privacy Act (FOIPP) – Disclosure Harmful to Personal Privacy, that Council go into a closed meeting session at 5:06 p.m. to discuss the following items:   * Legal – FOIPP Act Section 27, Land Purchase & Hold Harmless Agreement (privileged information from legal counsel)   **CARRIED**  The meeting recessed from 5:06 p.m. to 5:08 p.m.  The following individuals were present at the Closed Meeting:  Michelle Gallagher  Ian Kupchenko  Calvin Smith  Jeff Elkow  Wendy Wildman  Diane Wannamaker  **MOVED** by Councillor Elkow that Council return to an open meeting at 5:52 p.m.  **CARRIED**  The meeting recessed from 5:52 p.m. to 5:55 p.m.  Ms. Gallagher left the meeting at 5:52 p.m.  Ms. Luthala and Mr. Ives arrived for the meeting at 5:55 p.m. |
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| **5.** | ***ACTION ITEMS***  23-140  23-141  23-142  23-143  23-144  23-145  23-146  23-147  23-148  23-149  23-150  23-151  23-152  23-153  23-154  23-155  23-156  23-157  23-158  Dave Ives  23-159  23-160  23-161  23-162  23-163  23-164  23-165  Heather Luthala  23-166  23-167  23-168  23-169  23-170  23-171  23-172  23-173  23-174  23-175  23-176  23-177  23-178 | **MOVED** by Mayor Kupchenko that Council complete the Chief Administrative Officer Performance Evaluation as required prior to the 2023 year end and review as appropriate.  **CARRIED**  **MOVED** by Mayor Kupchenko that Council approve Policy C-CAO-PERF-1, Chief Administrative Officer Performance Evaluation Policy as presented.  **CARRIED**  **MOVED** by Deputy Mayor Smith that Bylaw 2023-10, Establishment of a Designated Officer, Assessment Review Board be given first reading as presented.  **CARRIED**  **MOVED** by Deputy Mayor Smith that Bylaw 2023-10 be given second reading, as presented.  **CARRIED**  **MOVED** by Deputy Mayor Smith that Bylaw 2023-10 be considered for third reading as presented.  **CARRIED UNANIMOUSLY**  **MOVED** by Deputy Mayor Smith that Bylaw 2023-10 be given third and final reading as presented.  **CARRIED**  **MOVED** by Mayor Kupchenko that Council approve and authorize execution of the Participant Memorandum of Agreement between Capital Region Assessment Services Commission and the Summer Village of Castle Island for January 1st, 2024 to December 31st, 2024, with a renewal option of January 1st, 2025 to December 31st, 2027  **CARRIED**  **MOVED** by Mayor Kupchenko that further discussion on establishment of a municipal development plan be deferred until such time as quotes are received to undertake this project.  **CARRIED**  **MOVED** by Mayor Kupchenko that further discussion on the review of our Land Use Bylaw be deferred until such time as quotes are received to undertake this project.  **CARRIED**  **MOVED** by Deputy Mayor Smith that Council approve Policy C-COU-PAR-1, Public Participation Policy and Public Participation Plan as presented.  **CARRIED**  **MOVED** by Mayor Kupchenko that Deputy Mayor Calvin Smith be appointed as Director of Emergency Management, effectively immediately.  **CARRIED**  **MOVED** by Mayor Kupchenko that the appointment for the Deputy Director of Emergency Management be deferred to the next Council meeting.  **CARRIED**  **MOVED** by Mayor Kupchenko that Bylaw 2023-11, Emergency Management Bylaw, be given first reading as presented.  **CARRIED**  **MOVED** by Mayor Kupchenko that Bylaw 2023-11 be given second reading, as or as presented.  **CARRIED**  **MOVED** by Mayor Kupchenko that Bylaw 2023-11 be considered for third reading as is or as presented.  **CARRIED UNANIMOUSLY**  **MOVED** by Mayor Kupchenko that Bylaw 2023-11 be given third and final reading as is or as presented.  **CARRIED**  **MOVED** by Mayor Kupchenko that Council proceed with the establishment of the Emergency Management Agency, as well as the establishment of an Emergency Management Plan.  **CARRIED**  **MOVED** by Mayor Kupchenko that Council ratify the actions of administration in submitting an application under the Municipal Sustainability Initiative Capital grant program for the gazebo/playground project in the amount of $260,000.00 as well as an amending application to add $71,764.00 to the project budget for a total application amount of $331,764.00.  **CARRIED**  **MOVED** by Mayor Kupchenko that Council ratify the actions of administration in submitting an application under the Municipal Sustainability Initiative Capital grant program for utility corridor purchase in the amount of $200,000.00.  **CARRIED**  Mr. Ives left the meeting at 6:34 p.m.  **MOVED** by Mayor Kupchenko that Council ratify the construction of a playground project in the 2021/2022/2023 years at an estimated cost of $100,000.00, with the contract for same being awarded to Blue Imp, Aspen Ridge and All Wood; $61,968.05 in costs to be covered through Municipal Sustainability Initiative Capital grant funds and $38,444.00 in costs from 2021 to be covered through municipal dollars or grant funding if approved by Municipal Affairs)  **CARRIED**  **MOVED** by Councillor Elkow that further to Motion 23-55, the Summer Village of Castle Island award the contract for construction of a gazebo in the 2023 year to C & C Construction in the amount of $245,000.00 plus GST, costs to be covered through Municipal Sustainability Initiative Capital grant funds.  **CARRIED**  **MOVED** by Mayor Kupchenko that the Summer Village of Castle Island proceed with the purchase of the utility corridor lands in the 2023 year in the estimated amount of $200,000, costs to be covered through Municipal Sustainability Initiative Capital grant funds.  **CARRIED**  **MOVED** by Councillor Elkow that the Summer Village of Castle Island cover the costs of the repair to the North 43 Lagoon Commission’s sewer line that occurred during C & C Construction’s construction of the gazebo in the amount of $16,983.12, costs to be covered by grant funds.  **CARRIED**  **MOVED** by Mayor Kupchenko that further discussion take place between the Summer Village and the North 43 Lagoon Commission on the possible sewer rerouting as a result of the gazebo construction and respective costs for same.  **CARRIED**  **MOVED** by Deputy Mayor Smith that the 5 year capital plan be approved as amended as follows:   * Rerouting of sewerline move from 2024 to 2025 * Causeway project move from 2025 to 2024 and increase from $100,000 to $150,000 * Add recreational facility/pickleball in 2027 for $100,000,   and that same be reviewed annually by Council and forwarded to Alberta Municipal Affairs as part of the 2022 Municipal Accountability Program review.  **CARRIED**  **MOVED** by Councillor Elkow that the additional $6,000.00 gazebo roof change order (from asphalt shingles to metal roofing system) be added to the gazebo total cost, and grant project costs.  **CARRIED**  Heather Luthala left the meeting at 7:05 p.m.  **MOVED** by Mayor Kupchenko that the Alberta Municipal Affairs 2022 Municipal Indicator Performance Measure Results for the Summer Village of Castle Island verifying that the Summer Village had one “on time” financial reporting indicator for 2022.  **CARRIED**  **MOVED** by Mayor Kupchenko that an Interim 2024 Operating Budget be passed at ½ of the 2023 Approved Operating and Capital Budget and that this Interim 2024 Operating Budget cease to have any force and effect once the 2024 Operating and Capital Budget is approved.  **CARRIED**  **MOVED** by Councillor Elkow that the Summer Village of Castle Island participate in the opportunity for a partnership with Connect Mobility in making a 2024 Alberta Broadband Fund application.  **CARRIED**  **MOVED** by Councillor Elkow that the information provided by Lac Ste. Anne County on the Recreation Tax be accepted for information.  **CARRIED**  **MOVED** by Mayor Kupchenko that Council approve the fire services amending agreement between the Town of Onoway and North West Fire Rescue (North West) and Fire Rescue International Ltd. (FRI) assigning the Master Fire Services Agreement by North West Fire to Fire Rescue International Ltd.  **CARRIED**  **MOVED** by Mayor Kupchenko that Council accept the November 1st, 2023 email from the Town of Onoway regarding the 2024 Fee Structure for Fire Rescue International Ltd. and Administration response noting the letter is felt to be incorrect.  **CARRIED**  **MOVED** by Mayor Kupchenko that the Fire Rescue International 2023 Stats for the first six months of service be accepted for information.  **CARRIED**  **MOVED** by Deputy Mayor Smith that Bylaw 2023-12, for the Provision for a Pre-authorized Monthly Installment Property Tax Payment Plan be given first reading as presented.  **CARRIED**  **MOVED** by Deputy Mayor Smith that Bylaw 2023-12 be given second reading, as presented.  **CARRIED**  **MOVED** by Deputy Mayor Smith that Bylaw 2023-12 be considered for third reading as presented.  **CARRIED UNANIMOUSLY**  **MOVED** by Deputy Mayor Smith that Bylaw 2023-12 be given third and final reading as presented.  **CARRIED**  **MOVED** by Mayor Kupchenko that the Telus NG9-1-1 Agreement between the Summer Village of Castle Island and Telus be approved and it’s execution authorized.  **CARRIED**  **MOVED** by Mayor Kupchenko that the Summer Village of Castle Island provide a financial contribution to the North Saskatchewan Watershed Alliance (NSWA) in the amount of $100.00 for 2024.  **CARRIED** |
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| **6.** | **COUNCIL REPORTS**  23-179 | **MOVED** by Mayor Kupchenko that the Council reports be accepted for information.  **CARRIED** |
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| **7.** | **DEVELOPMENT PERMITS** | N/A |
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| **8.** | **INSPECTION GROUP PERMITS** | N/A |
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| **9.** | **FINANCIAL**  23-180 | **MOVED** by Mayor Kupchenko that the Revenue and Expense Statement to October 31st, 2023 be accepted for information.  **CARRIED** |
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| **9.** | **CORRESPONDENCE**  23-181 | **MOVED** by Deputy Mayor Smith that the following correspondence items be accepted for information:   * Comparison of the Official 2024 Equalized Assessment (EA) to current 2023 EA. The 2024 Equalized Assessments which reflect the 2022 Assessment year data reported and declared to the Province as of October 20th, 2023 * Lac Ste. Anne County – October 24th, 2023 letter on Organizational Meeting results * Lac Ste. Anne Foundation Board Meeting Minutes – September 20th, 2023 * Town of Onoway – November 7th, 2023 letter on Organizational Meeting results * AB Munis Small Communities Committees – October 30th, 2023 email on which directors are appointed to which committees * Alberta Beach – September 20th, 2023 letter on Bi-election results * Alberta Beach – October 19th, 2023 Organizational and Committee Appointments   **CARRIED** |
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| **10.** | **CAO REPORT**  23-182 | **MOVED** by Mayor Kupchenko that the Chief Administrative Officer Report be accepted for information.  **CARRIED** |
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| **11.** | **CLOSED SESSION** | N/A |
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| **12.** | **ADJOURNMENT** | The meeting adjourned at 7:40 p.m. |

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Mayor, Ian Kupchenko

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Chief Administrative Officer, Wendy Wildman