MINUTES OF THE REGULAR COUNCIL MEETING OF
THE SUMMER VILLAGE OF KAPASIWIN, IN THE PROVINCE OF ALBERTA,
HELD ON, APRIL 23 , 2026, AT 6:30PM
VIA ELECTRONIC MEANS

	PRESENT	Mayor: Tim Wiles attended electronically Deputy Mayor: John McIvor attended electronically Councillor: Tim Kirby attended electronically Administration: Emily House, CAO attended electronically Others Present: Zahid Maqsood, Seniuk & Marcato There were no members of the public present.
1.	CALL TO ORDER	Mayor Wiles called the April 23, 2026, Regular Council Meeting to order at 6:33pm.
2.	ADOPTION OF THE AGENDA 2.1 Council Meeting Agenda Motion 012-26	MOVED by Deputy Mayor McIvor that the April 23, 2026 Regular Council Meeting Agenda be approved as presented. CARRIED
3.	ADOPTION OF MINUTES 3.1 Regular Council Meeting Minutes February 19, 2026 Motion 013-26	MOVED by Councillor Kirby that the February 19, 2026 Regular Council Meeting Minutes be approved as presented. CARRIED
4.	APPOINTMENTS 4.1 Z. Maqsood, Seniuk & Marcato, Re: 2025 Audited Financial Statements Motion 014-26	Mr. Maqsood from Seniuk & Marcato attended the meeting to present the 2025 Audited Financial Statements. The presentation included an overview of the Summer Village's financial position, including revenues, expenditures, reserves, and overall financial health. Mr. Maqsood highlighted key variances from the previous year and confirmed that the financial statements were prepared in accordance with applicable Public Sector Accounting Standards. Council was provided the opportunity to ask questions regarding the financial statements, audit process, and any identified risks or recommendations. Mr. Maqsood confirmed that no significant deficiencies or concerns were identified. MOVED by Councillor Kirby that Council accept the 2025 Audited Financial Statements for the Summer Village of Kapasiwin, as presented. CARRIED
5.	BUSINESS 5.1 Development Issues Motion 015-26	Administration advised that notification has been received regarding a landowner change for Gate 47. Administration is working with legal counsel and the Development Authority to issue a Stop Order and Letter of Demand. MOVED by Councillor Kirby that Council accept the update to the Development Issue relating to Gate 47, as verbally presented, and table the item to the next Regular Council Meeting CARRIED

	5.2 2026 Municipal Budget	Administration presented the draft 2026 Municipal Budget for Council's review and consideration. It was noted that the budget reflects current operating requirements, anticipated capital projects, and known financial pressures, including increases to requisitions and service costs. Administration advised that the budget has been developed to balance service levels with fiscal responsibility while maintaining the long-term financial sustainability of the municipality. Council discussed the proposed budget, including taxation impacts and overall expenditures.
	Motion 016-26	MOVED by Deputy Mayor McIvor approve the 2026 Municipal Budget, as amended, for the Summer Village of Kapasiwin. CARRIED
	5.3 Yellowhead Regional Library Levy Increase	Administration presented correspondence from Yellowhead Regional Library (YRL) requesting an increase to the municipal levy from $4.85 to $5.60 per capita effective January 1, 2027. It was noted that the increase is intended to address rising operational costs and maintain existing service levels, rather than expand services. Council discussed the financial implications of the increase, as well as the importance of maintaining library services for residents. It was noted that without the increase, service reductions or delays in system improvements could occur.
	Motion 017-26	MOVED by Councillor Kirby that Council approve an amendment to Schedule C of the Yellowhead Regional Library Master Membership Agreement to increase the municipal levy from $4.85 per capita to $5.60 per capita, effective January 1, 2027, and direct Administration to provide written notice of this decision to Yellowhead Regional Library. CARRIED
	5.4 Annual Information Meeting Date	Administration requested direction from Council to set the date for the Annual Information Meeting.
	Motion 018-26	MOVED by Deputy Mayor McIvor that Council schedule the Annual Information Meeting for July 11, 2026 at 10:30am. CARRIED
6.	BYLAWS and POLICIES	
	6.1 Fertilizer Bylaw	Administration presented information regarding the potential development of a Fertilizer Bylaw.
	Motion 019-26	MOVED by Councillor Kirby that Council direct Administration to develop a Fertilizer Bylaw for the Summer Village of Kapasiwin. CARRIED
7.	FINANCIAL	
	7.1 Bank Reconciliation/Bank Statement – January to March 2026	Administration presented the completed bank reconciliations and corresponding bank statements for January, February and March 2026.

	Motion 020-26	**MOVED** by Deputy Mayor McIvor that the January, February and March 2026 Bank Reconciliations and Bank Statements be accepted for information. **CARRIED**
	7.2 Management Report – Month-Ending March 31, 2026	Administration presented the Management Financial Report for the month ending March 31, 2026.
	Motion 021-26	**MOVED** by Deputy Mayor McIvor that the Management Financial Report for the month ending March 31, 2026, with cheques and auto withdrawals totaling the following be accepted as information: • January 2026 – $13,210.31 • February 2026 – $5,445.58 • March 2026 – $38,198.12 **CARRIED**
8.	Council Reports	. Mayor Wiles reported that the Wabamun Watershed Management Council encouraged attendance at an open house regarding a proposed campground on the north shore of Wabamun Lake. Deputy Mayor McIvor had no report. Councillor Kirby had no report
	Motion 022-26	**MOVED** by Councillor Kirby that the Council Reports be accepted as information. **CARRIED**
9.	Administration Report	Administration provided the following report to Council: **IDP and ICF Reviews** Parkland County has contacted us about reviewing the ICF between Kapasiwin and Parkland County. This was a requirement under the 2017 Amendments to the MGA and should be reviewed every few years. They also want to speak about a potential IDP between Parkland and Kapasiwin. Parkland County has put this on hold for another couple of months. **2025 Year-End** Administration has been busy working with the Auditor on the 2025 Audit. Seniuk & Marcato will be attending the April 23, 2026, Council Meeting to present the 2025 Audited Financial Statements. **Privacy Management Program (PMP)** Administration had a meeting with Michelle Gallagher on February 23rd to move the implementation of the PMP that was brought forward to Council in 2025 as a cost-sharing initiative between the municipalities that Milestone manages. **2026 Budget and Taxes** Administration is presenting the draft final 2026 Budget to Council at the April 23, 2026 Meeting. Mill rates will be set following the approval of the 2026 Municipal

	Motion 023-26	Budget. Assessment and Tax Notices are scheduled to be mailed by May 22, 2026, with a payment due date of June 30, 2026. MOVED by Deputy Mayor McIvor that the Administration Report be accepted as information. CARRIED
10.	CORRESPONDENCE Motion 024-26	Administration presented the following correspondence: • ABMunis – Preliminary Analysis of Alberta's 2026 Budget • Alberta Municipal Affairs – LGFF Allocations for 202 • Alberta Municipal Affairs – Information Bulletin • Alberta Municipal Affairs – Assessment Model Review • Alberta Municipal Affairs – Bill 28 • ABMunis – Bill 28 • Alberta Environment – Water Act Amendments • ASVA – Quarterly Update and Conference Notice • WWMC – March and April Communications MOVED by Councillor Kirby that the correspondence, as presented, be accepted as information. CARRIED
11.	CLOSED SESSION	None
12.	NEXT MEETING DATE Motion 025-26	MOVED by Councillor Kirby that Council schedule the next Regular Council Meeting for May 7, 2026 at 5:30pm via electronic means. CARRIED
4.	ADJOURNMENT Motion 026-26	MOVED BY Deputy Mayor McIvor that the April 23, 2026 Regular Council Meeting be adjourned at 9:52pm.

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Mayor

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Chief Administrative Officer