MINUTES OF THE REGULAR COUNCIL MEETING OF
THE SUMMER VILLAGE OF KAPASIWIN, IN THE PROVINCE OF ALBERTA,
HELD ON, FEBRUARY 19 , 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 There were no members of the public present.
1.	CALL TO ORDER	Mayor Wiles called the February 19, 2026, Regular Council Meeting to order at 6:33pm.
2.	ADOPTION OF THE AGENDA 2.1 Council Meeting Agenda Motion 001-26	**MOVED** by Councillor Kirby that the February 19, 2026 Regular Council Meeting Agenda be approved as presented. **CARRIED**
3.	ADOPTION OF MINUTES 3.1 Regular Council Meeting Minutes December 15, 2025 Motion 002-26	**MOVED** by Deputy Mayor McIvor that the December 15, 2025 Regular Council Meeting Minutes be approved with the following amendments: Amend Section 12 from 2025 to 2026 **CARRIED**
4.	APPOINTMENTS 4.1 Cpl Y. Coulombe, Parkland RCMP, Re: Policing Related Information	Cpl. Coulombe attended the meeting to provide an update to Council, noting that each municipality has now been assigned a dedicated supervisor. He also reviewed policing statistics for the Summer Village of Kapasiwin and reported a decrease in the number of incidents, with 19 calls for service. He will be attending the Annual Information Meeting.
5.	BUSINESS 5.1 Development Issues	Administration reported that Administration met in January with legal and development authority to address issues related to Gate 47. Enforcement action is underway regarding the over-height fence and encroachments, with formal notices currently being prepared. It was also noted that the property has recently been sold, and the new owners have been notified, although no response has been received to date.
	Motion 003-26	**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 Kapasiwin Recreational and Meeting Hall Loss Control Survey	Administration advised that AMSC retained consultants to conduct a loss control survey of municipal facilities, which was completed in September 2025. The report was provided to Council for review, with Administration reporting that they have submitted responses to the recommendations. Supporting documents, including a

	Motion 004-26	Water Escape Action Plan and Maintenance Schedule, were also provided for reference. **MOVED** by Councillor Kirby that Council accept the Kapasiwin Recreational and Meeting Hall Loss Control Survey Report and direct Administration to obtain quotes for recommended work. **CARRIED**
6.	**BYLAWS and POLICIES**	None
7.	**FINANCIAL**	
	7.1 Bank Reconciliation/Bank Statement – November and December 2025	Administration advised Council that the bank reconciliations for November and December 2025 have been completed and were provided to Council together with the corresponding bank statements, for review
	Motion 005-26	**MOVED** by Councillor Kirby that the November and December 2025 Bank Reconciliations and Bank Statements be accepted for information. **CARRIED**
	7.2 Management Report – Month-Ending May 31, 2025	Administration presented the Management Financial Report for the month ending December 31, 2025, which was included in the meeting package for Council's review.
	Motion 006-26	**MOVED** by Councillor Kirby that the Management Report for the month ending December 31, 2025, with cheques and auto withdrawals totaling the following: • November 2025 - $5,100.92 • December 2025 - $44,463.54 **CARRIED**
8.	**Council Reports**	. Mayor Wiles reported that he attended a WWMC presentation to Parkland County Council on February 3, where the indefinite hold on the Inland Marina Project was discussed, along with a request for Parkland County to take a leadership role in retaining a consultant to review reclamation on behalf of stakeholders. Deputy Mayor McIvor had no report. Councillor Kirby reported that the Christmas curling event at the Seba Curling Club was well attended.
	Motion 007-26	**MOVED** by Deputy Mayor McIvor that the Council Reports be accepted as information. **CARRIED**
9.	**Administration Report**	Administration provided the following report to Council: **2025 Taxes** We have one outstanding property tax totaling $11,200.56 including the penalties applied on July 1st and January 1st. **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. The auditor is scheduled to attend the April 23, 2026 Council Meeting to present the audit Emerging Trends Seminar Administration attended the Emerging Trends Seminar on February 12, 2026 that was hosted by Brownlee LLP. There were a variety of topics covered with the new privacy legislation of particular interest. I have a meeting with Michelle Gallagher on February 23rd to move the implementation of the Privacy Management Program (PMP) that was brought forward to Council in 2025 as a cost-sharing initiative between the municipalities that Milestone manages. 2026 Taxes The Provincial Budget will be tabled on February 26, 2026, at which time school requisition amounts will be confirmed. Mill rates will be set following the approval once the 2026 Municipal Budget is finalized. Assessment and Tax Notices are scheduled to be mailed by May 22, 2026, with a payment due date of June 30, 2026.
	Motion 008-26	MOVED by Deputy Mayor McIvor that the Administration Report be accepted as information. CARRIED
10.	CORRESPONDENCE	Administration presented the following correspondence: • ABmunis, Re: Statement on the Renewed Police Funding Model • Alberta Municipal Affairs, Re: Newsletter – December • ASVA, Re: Executive Board of Directors • Wabamun Watershed Management Council Re: Council Update – January • ABMunis, Re: ABmunis Property Taxes Reimagined - Resources for Municipalities • ABMunis, Re: Op-ed highlights that investment in water infrastructure is needed across Alberta • Wabamun Watershed Management Council Re: Council Update – February • Police Funding Model, Re: Five Year Estimates
	Motion 009-26	MOVED by Councillor Kirby that the correspondence, as presented, be accepted as information. CARRIED
11.	CLOSED SESSION	None
12.	NEXT MEETING DATE Motion 010-26	MOVED by Deputy Mayor McIvor that Council schedule the next Regular Council Meeting for April 23, 2026 at 6:30pm via electronic means. CARRIED

4.	ADJOURNMENT Motion 011-26	MOVED BY Deputy Mayor McIvor that the February 19, 2026 Regular Council Meeting be adjourned at 8:57pm.

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Mayor

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Chief Administrative Officer