

**CITY OF COLD LAKE**  
**COUNCIL COMPENSATION POLICY**  
**DECEMBER 31, 2024**

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## INDEPENDENT PRACTITIONERS' LIMITED ASSURANCE REPORT ON COMPLIANCE

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To the Mayor and Council of the City of Cold Lake:

We have undertaken a limited assurance engagement of the City of Cold Lake's (the "City") compliance, as at December 31, 2024, with the reimbursement for legitimate expenses in relation to approved duties on behalf of the City set out in the Council Compensation Policy dated October 8, 2024.

### *Management's Responsibility*

Management is responsible for the City's compliance with the reimbursement for legitimate expenses in relation to approved duties on behalf of the City. Management is also responsible for such internal control as management determines necessary to enable the City's compliance with the reimbursement for legitimate expenses in relation to approved duties on behalf of the City.

### *Our Responsibility*

Our responsibility is to express a limited assurance conclusion on the entity's compliance based on the evidence we have obtained. We conducted our limited assurance engagement in accordance with Canadian Standard on Assurance Engagements 3531, *Direct Engagements to Report on Compliance*. This standard requires us to conclude whether anything has come to our attention that causes us to believe that the City did not comply with the specified requirements, in all significant respects.

A limited assurance engagement involves performing procedures (primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures) and evaluating the evidence obtained. The procedures are selected based on our professional judgment, which includes identifying areas where the risks of significant noncompliance with the specified requirements are likely to arise.

The procedures performed in a limited assurance engagement vary in nature and timing from, and are less in extent than for, a reasonable assurance engagement and, consequently, the level of assurance obtained is substantially lower than the assurance that would have been obtained had a reasonable assurance engagement been performed.

### *Our Independence and Quality Control*

We have complied with relevant rules of professional conduct / code of ethics applicable to the practice of public accounting and related to assurance engagements, issued by various professional accounting bodies, which are founded on fundamental principles of integrity, objectivity, professional competence and due care, confidentiality and professional behaviour.

The firm applies Canadian Standard on Quality Control 1, *Quality Control for Firms that Perform Audits and Reviews of Financial Statements, and Other Assurance Engagements* and, accordingly, maintains a comprehensive system of quality control, including documented policies and procedures regarding compliance with ethical requirements, professional standards and applicable legal and regulatory requirements.

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*Conclusion*

Based on the procedures we have performed and the evidence we have obtained, we have noted no instances of non-compliance with the reimbursement for legitimate expenses in relation to the approved duties on behalf of the City.

*Restriction on Distribution and Use of Our Report*

Our report is intended solely for the City and should not be distributed to or used by parties other than the City.

**METRIX GROUP LLP**

Chartered Professional Accountants

April 22, 2025  
Edmonton, Alberta