

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
of the Town of Wembley, in the Province of Alberta  
held in the Wembley Municipal Office  
this 23<sup>rd</sup> day of March 2020.**

1. CALL-TO-ORDER

Present: Mayor Turnmire called the meeting to order at 7:00 p.m. (in person)  
CAO Noreen Zhang (in person)  
Councillor Peterson (teleconference)  
Councillor McCallum (teleconference)  
Councillor Guimond (teleconference)  
Councillor Gundersen (teleconference)  
Councillor Underwood (teleconference)

2. APPROVAL OF AGENDA

**MOTION # 2020-0072**

**Moved by** Councillor Guimond Council approve the Agenda as presented.

**CARRIED UNANIMOUSLY**

3. ADOPTION OF MINUTES

3.1 Minutes of regular March 9, 2020 Council Meeting

**MOTION # 2020-0073**

**Moved by** Councillor Gundersen Council adopt the minutes of the March 9, 2020 Council meeting as presented.

**CARRIED UNANIMOUSLY**

3.2 Minutes of Special Council Meeting held March 16, 2020

**MOTION # 2020-0074**

**Moved by** Councillor McCallum Council adopt the minutes of the Special Council meeting as presented.

**CARRIED UNANIMOUSLY**

4. DELEGATIONS

4.1 None

5. FINANCE

5.1 Accounts Payable

**MOTION # 2020-0075**

**Moved by** Councillor Underwood Council ratify the accounts payable, as identified in Schedule "A", cheque #20200178 to cheque #20200231, totaling \$360,841.69.

**CARRIED UNANIMOUSLY**

6. PUBLIC HEARING

6.1 None

7. BYLAW

7.1 None

8. POLICIES

8.1 None

9. CAO REPORT

9.1 GPREP – Update

- State of Local Emergency had been declared for the Town of Wembley along with other municipalities under GPREP.
- Supplies within the region are decent except for toilet paper.
- Information on the Emergency Operations Centre is up and running.
- Regular scheduled meetings and emails are keeping everyone involved on the same page.

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Initials

- 9.2 OH&S Training
  - The training was cancelled and other means of delivery such as zoom are being considered.
  - Council and staff are still required to complete this training as it is crucial to complete the study.
- 9.3 Town Website
  - Town website has been updated. A section on the front-page tabs now have links, and other information concerning the COVID-19 virus has been added.
  - The Town's Facebook also has information regarding the COVID-19 virus.
- 9.4 Parks & Rec/FCSS Events
  - The Recreation Coordinator and FCSS Director were advised to cancel or postpone events or programs for the next 8 weeks due to the COVID-19 virus.
- 9.5 Meetings Attended
  - GPREP – Teleconference (March 16th – 20th)
  - Municipal Affairs Minister- Teleconference (March 20th)

**MOTION #2020-0076**

**Moved by** Councillor Guimond Council accept the CAO's report as information

**CARRIED UNANIMOUSLY**

10. OLD BUSINESS

- 10.1 None

11. NEW BUSINESS

- 11.1 Grande Spirit Foundation – Social Housing in Wembley

**MOTION #2020-0077**

**Moved by** Councillor Gundersen Council authorize the Mayor to write a letter of support to the Grande Spirit Foundation regarding the sale of social housing units in Wembley.

**CARRIED UNANIMOUSLY**

- 11.2 State of Local Emergency Declaration

Council accepted the electronic voting of March 18, 2020 to declare a State of Local Emergency for the Town of Wembley in conjunction with other municipalities under GPREP.

12. REPORTS

- 12.1 Audit Committee
- 12.2 Community Futures
- 12.3 FCSS Advisory Board
  - 12.3.1 FCSS Advisory Board Meeting Minutes – March 10, 2020**
- 12.4 Grande Prairie Regional Emergency Partnership
- 12.5 Grande Prairie Regional Emergency Partnership Committee
- 12.6 Grande Prairie Regional Tourism
- 12.7 Grande Spirit Foundation
- 12.8 HR Committee
- 12.9 Helen E. Taylor Advisory School Council
- 12.10 ICF & IDP Steering Committee
- 12.11 Joint Grande Prairie Area Recreation Committee
- 12.12 Parks and Recreation
  - 12.12.1 Parks and Recreation Committee Meeting Minutes – February 20, 2020**
- 12.13 Peace Airshed Zone Association (PAZA)
- 12.14 Peace Library System Board
- 12.15 Public Works
  - 12.15.1 Public Works Committee Meeting – March 4, 2020**
- 12.16 West Grande Prairie County Regional Landfill
- 12.17 South Peace Physician Attraction & Recreation Committee
- 12.18 Wapiti Area Synergy Group (WASP)
- 12.19 Wembley and District Agricultural Society
- 12.20 Wembley-Dimsdale-Saskatoon Lake Recreation Board
- 12.21 Wembley Public Library
- 12.22 911 and Emergency Services
- 12.23 Bylaw Enforcement Monthly Report – February 2020

**MOTION #2020-0078**

**Moved by** Councillor Peterson Council accept the reports as information.

**CARRIED UNANIMOUSLY**

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Initials

13. CORRESPONDENCE

13.1 Canadian Federation of Independent Business Association

**MOTION #2020-0079**

**Moved by** Councillor Gundersen Council accept correspondence as information.

**CARRIED UNANIMOUSLY**

14. CLOSE SESSION

14.1 ICF – Legal Matter (Section 23 – Local Body Confidences)

14.2 Personnel – HR Matter (Section 17 – Third Party Personal Privacy)

**MOTION #2020-0080**

**Moved by** Councillor Peterson Council move into closed session – 7:41 p.m.

**CARRIED UNANIMOUSLY**

**MOTION #2020-0081**

**Moved by** Councillor Gundersen Council come out of closed session – 7:47 p.m.

**CARRIED UNANIMOUSLY**

**MOTION #2020-0082**

**Moved by** Councillor Peterson Council direct Mayor Turnmire and CAO Zhang to sign off on the final ICF Agreement, dated March 20, 2020, and forward to the County of Grande Prairie for signatures.

**CARRIED UNANIMOUSLY**

15. COUNCIL REPORTS

15.1 None

16. ROUND TABLE

CAO Zhang

- Once things slowdown may have to Look at reducing or staggering hours for staff.

Councillor Gundersen

- Nothing to report

Councillor Peterson

- Laid off this week but was offered a position in Saskatchewan. May have to skype or teleconference for the council meetings he will not be able to attend in person.

Councillor McCallum

- Commented that some people seem to have issues with social distancing, and it should be pointed out to them.

Councillor Underwood

- School working very hard to figure out what to do for the students, both mentally and academically.

Councillor Guimond

- Was laid off last week and family is healthy and safe.

Mayor Turnmire

- Mayor Turnmire attended a WASP meeting on March 10, 2020 and Councillor McCallum was also in attendance. The next meeting will be via teleconference on April 14, 2020.
- On March 11, 2020 the Mayor and CAO Zhang met with Jeff Pfeiffer, Aquatera, to discuss the Shareholders' Agreement.
- On March 13, 2020 the Mayor and the CAO met with Dr. Angela Stewart and her husband Alexander regarding the Wembley Medical Clinic. They were then meeting later met with Dr. Van regarding the Clinic. They were also meeting with the building owners as it pertained to lease options, etc.
- March 16 – 18, 2020, was in Town Office dealing with GPREP, SOLE (State of Local Emergency) and other municipal business. GPREP will be extending the State of Local Emergency for another seven (7) days.
- March 20, 2020 – sat in on a teleconference with Minister Kaycee Madu, Municipal Affairs, Dr. Deena Hinshaw, Chief Medical Officer of Health and Premier Jason Kenney regarding coronavirus testing in Alberta. The Province feels it will be another four to five weeks before the virus peaks in Alberta.
- On March 20, 2020 had a conversation with Travis Toews, Minister of Finance, who in that conversation reiterated that there is no problem with the supply chain during this crisis. Minister Toews is hoping that within a week the hoarding of supplies will even out.

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Initials

- Minister Toews is also doing a weekly update in the Beaverlodge News and the Grande Prairie paper. Mayor Turnmire also queried Minister Toews about the School Requisition and taxes. Later in the news, it was announced that the School Requisition would be deferred. Also addressed was the issue of uncollected taxes that the Town and other municipalities were experiencing.
- The Mayor also talked to Minister Toews about getting an advance on MSI, Minister Kaycee Madu had previously mentioned that the MSI will not be delayed, and Minister Toews said he would take Mayor Turnmire's proposal back to the Province.
- The matter of municipal reserves being depleted was also brought up and if there was a possibility of an interim loan to cover the taxes that could not be collected.
- Some municipalities have been suggesting, since interest rates were so low, now might be a good time to start looking at the infrastructure budgets that municipalities have been suggesting. This would put some money back into the system and get people back to work. Minister Toews took it under advisement and said he would share this suggestion with his colleagues.
- On March 20 information was distributed from Municipal Affairs regarding Municipal Governance pertaining to Council meetings. The Province is also looking at different options on how to do Council meetings. At this time, Council meetings are open to the public, as it is their right to attend, and this will be looked at going forward. Once everything settles down, Municipal Affairs will be getting municipal elected officials training in emergency management back on track. If you have not taken it yet, when it comes back, please ensure you attend the training.

17. ADJOURNMENT

**MOTION #2020-0083**

**MOVED by** Councillor Underwood the meeting be adjourned at 7:49 p.m.

**CARRIED UNANIMOUSLY**

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Mayor – Chris Turnmire

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CAO – Noreen Zhang