

**MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Wembley, in the Province of Alberta,
held in the Wembley Municipal Office
this 22nd day of April 2024.**

1. CALL-TO-ORDER

Present: Mayor Peterson called the meeting to order at 7:02 p.m.
CAO Noreen Zhang
Councillor Berlasty
Councillor Ketchum
Councillor Baker

Regrets: Councillor Skinner
Councillor Underwood
Councillor Johnson

2. APPROVAL OF AGENDA

MOTION #2024-0090

Moved by Councillor Ketchum Council approve the Agenda as presented.

CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES

3.1 Minutes of Regular Meeting of Council held on April 8th, 2024.

MOTION #2024-0091

Moved by Councillor Baker Council adopt the minutes of the Regular Meeting of Council held April 8th, 2024, as presented.

CARRIED UNANIMOUSLY

4. DELEGATIONS

4.1 Fletcher Mudryk LLP - Audit

Consolidated Financial Statements as of December 31, 2023, were presented to Council by Mr. Jan Nutting, Auditor. Mr. Nutting also addressed queries Council had.

MOTION #2024-0092

Moved by Councillor Ketchum Council approve the 2023 Financial Statements, as presented.

CARRIED UNANIMOUSLY

5. FINANCE

5.1 Revenue & Expense, and Bank Financials as of March 31st, 2024.

MOTION #2024-0093

Moved by Councillor Ketchum Council accept the Bank Financials and Revenue & Expenses as of March 31st, 2024, for information.

CARRIED UNANIMOUSLY

5.2 Budget Amendment

Budget be amended to include amortization at a rate equal to 2022 results, as follows, in order to have better comparability to actual financial statement totals.

Initials

Bl 12/31/2022 Amortization — Admin 612699 - \$2,202.72
Bl 12/31/2022 Amortization - Fire 623699 — \$115,585.47
Bl 12/31/2022 Amortization - Public Works 631699 - \$99,701.19
Bl 12/31/2022 Amortization - Road 632699 - \$114,552.83
Bl 12/31/2022 Amortization — Storm 637699 - \$6,337.65
Bl 12/31/2022 Amortization — Water 641699 \$365,542.02
Bl 12/31/2022 Amortization — Sewer 642699 - \$824.04
Bl 12/31/2022 Amortization — Parks 672699 - \$25,657.59
Total \$730,404.00

MOTION #2024-0094

Moved by Councillor Baker Council approve 2023 Budget Amendment to include amortization at a rate equal to 2022 results, as follows, in order to have better comparability to actual financial statement totals.

CARRIED UNANIMOUSLY

- 5.3 A motion to transfer \$26,124 from the Town’s General Administration reserve to unrestricted funds in order to fund net unrestricted deficit as of Dec 31, 2023.

MOTION #2024-0095

Moved by Councillor Ketchum Council approve to transfer \$26,124 from the Town’s General Administration reserve to unrestricted funds in order to fund net unrestricted deficit as of Dec 31, 2023.

CARRIED UNANIMOUSLY

- 5.4 A motion to grant \$10,000 to the Wembley & District Arts, Culture & Historical Society.

MOTION #2024-0096

Moved by Councillor Baker Council approve the \$10,000 funding request for the further development of buildings, subject to Wembley & District Arts, Culture & Historical Society providing a matching amount.

CARRIED UNANIMOUSLY

- 5.5 2024 Capital and Operating Budget

MOTION #2024-0097

Moved by Councillor Berlasty Council accept the 2024 Capital and Operating Budget as presented.

CARRIED UNANIMOUSLY

6. PUBLIC HEARING

7. BYLAWS

- 7.1 Bylaw 765: 2024 Tax Rate Bylaw

To establish a bylaw to authorize the rates of taxation to be levied against assessable property within the Town of Wembley for the 2024 taxation year.

MOTION #2024-0098

Moved by Councillor Baker Council give first reading to Bylaw 765, being the Bylaw to authorize the rates of taxation for the 2024 taxation year.

CARRIED UNANIMOUSLY

Bylaw 765 was then read for the first time.

Initials

MOTION #2024-0099

Moved by Councillor Ketchum Council give second reading to Bylaw 765.

CARRIED UNANIMOUSLY

Bylaw 765 was then read for the second time.

MOTION #2024-0100

Moved by Councillor Berlasty Council have third reading of Bylaw 765 at this meeting.

CARRIED UNANIMOUSLY

MOTION #2024-0101

Moved by Councillor Ketchum Council give third and final reading to Bylaw 765.

CARRIED UNANIMOUSLY

Bylaw 765 was read for the third time and finally passed.

8. POLICIES

9. CAO REPORT

9.1 Spring Wildfire Season: Pre-staging Resources County of Grande Prairie Request

- County of Grande Prairie Fire Chief, Trevor Grant, requested pre-stage staffing support for the spring wildfire season from the three contract stations that includes Beaverlodge, Sexsmith and Wembley.
- The initiative will mean that during peak burn periods from 11:00 am to 9:00 pm when there is a fire ban in place, crossover conditions are forecasted, and wind forecasted sustained more than 12 km/hr or a red flag firer warning is issued by forestry, the staff are going to be called in to the hall.
- The cost for bringing in staff during this time is compensated by the County of Grande Prairie.

9.2 Town Wide Garage Sale – May 11

- A Town wide garage sale had been scheduled for May 11th. Addresses of those wanting to participate are going to be put on the list.

9.3 Meetings/Training Attended

- March 28, 2024 – Regional Growth Study Discussion (Attended Virtually)
- April 2, 2024 – Shareholders Leaders Quarterly Meeting (Aquatera Grande Prairie Building)
- April 5, 2024 – GPREP Agency Meeting (Attended Virtually)
- April 16, 2024 – Psychological First Aid (GPREP Training – Grande Prairie)
- April 17, 2024 – Regional Landfill Committee Meeting (Attended Virtually)

MOTION #2024-0102

Moved by Councillor Baker Council accept CAO report as presented.

CARRIED UNANIMOUSLY

10. OLD BUSINESS

Initials

11. NEW BUSINESS

- 11.1 Proposed Land Use Bylaw Amendment to DC-1 Site Specific Direct Control District (Lots 4-8, Block 4, Plan 3255CL)

At present, the purpose of this Direct Control District is to allow for the development of manufactured homes on an interim basis until such time as the subject lands are developed for commercial use.

MOTION #2024-0103

Moved by Councillor Berlasty Council direct Administration to prepare an amendment bylaw, pertaining to the Land Use Bylaw, and bring back to Council for first reading.

CARRIED UNANIMOUSLY

12. REPORTS

- 12.1 Audit Committee
12.2 Community Futures
12.3 Community and Protective Services Committee

12.3.1 CAPS Meeting Minutes

Item 3. Committee recommendation to Council to approve Christina Ketchum, Community Services Director, to attend the ARPA Conference 2024 as it will have valuable training and educational benefits for the Town's Community Services Department specially for FCSS, Parks and Recreation.

12.3.2 Item 4. Committee recommendation to Council to approve Chris Crane, Public Works Foreman, to attend the ARPA Conference 2024 as it will have valuable training and educational benefits for the Town's Public Works Department specially for greenspace maintenance, recreational facilities such as playgrounds and parks as well as trails management.

MOTION #2024-0104

Moved by Councillor Ketchum Council direct Administration review the ARPA Conference agenda as to being of benefit for the attendance of the Public Works Manager and Community Services Director.

CARRIED UNANIMOUSLY

- 12.4 FCSS Advisory Board
12.5 Grande Prairie Regional Emergency Partnership
12.6 Grande Prairie Regional Emergency Partnership Committee
12.7 Grande Prairie Regional Tourism
12.8 Grande Spirit Foundation
12.9 HR Committee
12.10 Healthy Communities Committee
12.11 Helen E. Taylor Advisory School Council
12.12 ICF & IDP Steering Committee
12.13 Joint Grande Prairie Area Recreation Committee
12.14 Northern Alberta Elected Leaders
12.15 Parks and Recreation
12.16 Peace Airshed Zone Association (PAZA)
12.17 Peace Library System Board
12.18 West Grande Prairie County Regional Landfill
12.19 South Peace Physician Attraction & Retention Committee

Initials

- 12.20 Wapiti Area Synergy Group (WASP)
- 12.21 Water North Coalition
- 12.22 Wembley and District Agricultural Society
- 12.23 Wembley-Dimsdale-Saskatoon Lake Recreation Board
- 12.24 Wembley Elementary School
- 12.25 Wembley Public Library
- 12.26 911 and Emergency Service
- 12.27 Bylaw Enforcement Services
- 12.28 Beaverlodge RCMP Detachment

13. CORRESPONDENCE

14. NOTICE OF MOTION

15. COUNCIL REPORTS

- Councillor Ketchum - WASP Open House May 14, NuVista Open House April 25, Library Meeting April 24, Volunteer Tea at school and AB Muni meeting coming up.

16. ROUND TABLE

- Mayor Peterson
Attended Sports Excellence Award which was very impressive. Working with GPREP on video and will be attending Intermunicipal meeting in Sexsmith.
- Councillor Berlasty
Nothing to report
- Councillor Baker
Attended Sports Excellence Award and Water North Coalition meeting coming up.
- CAO Zhang
Now that budget is done, working on pamphlet for public to show breakdown of revenue/expenses. Will also be away next week (May 13 to May 17) to attend conference where Ms. Zhang will be receiving her CLGM (Certified Local Government Manager) designation. Ms. Christina Ketchum will be Acting CAO during this time. CCW meeting also on May 1, 2024 where a delegation will be in attendance to clarify/discuss the landfill issue. Also starting to work on capital projects and sidewalk construction will be continued this summer. Amendments to the Land Use Bylaw is also being worked on.

17. CLOSED SESSION

18. ADJOURNMENT

MOTION #2024-0105

M0ved by Councillor Ketchum Council adjourn the meeting at 8:53 p.m.

CARRIED UNANIMOUSLY

(SIGNED)

Mayor – Kelly Peterson

(SIGNED)

CAO – Noreen Zhang