

**MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Wembley, in the Province of Alberta,
held in the Wembley Municipal Office
this 14th day of November 2022.**

1. CALL-TO-ORDER

Present: Mayor Peterson called the meeting to order at 7:00 p.m.
CAO Noreen Zhang
Councillor Ketchum
Councillor Skinner
Councillor Underwood
Councillor Baker (via cell)
Councillor Johnson

2. APPROVAL OF AGENDA

MOTION #2022-0280

Moved by Councillor Johnson Council approve the Agenda, with the addition of Item 11.2 – Committee Appointments.

CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES

3.1 Minutes of Regular Meeting of Council held on October 24, 2022.

MOTION #2022-0281

Moved by Councillor Skinner Council adopt the minutes of the Regular Meeting of Council held October 24, 2022, as presented.

CARRIED UNANIMOUSLY

3.2 Minutes of Organizational Meeting of Council held on October 24, 2022.

MOTION #2022-0282

Moved by Councillor Skinner Council adopt the minutes of the October 24, 2022, Council Organizational meeting, as presented.

CARRIED UNANIMOUSLY

4. DELEGATIONS

5. FINANCE

6. PUBLIC HEARING

7. BYLAWS

7.1 Procedural Bylaw 755

A Bylaw established to set the Procedures of Council for the Town of Wembley. Council may adopt bylaws in relation to the establishment and functions of Council Committees and the Procedure and Conduct of Council and Council Committees.

Initials

MOTION #2022-0283

Moved by Councillor Johnson Council give first reading to Bylaw 755, being the Procedural Bylaw.

CARRIED UNANIMOUSLY

Bylaw 755 was then read for the first time.

MOTION #2022-0284

Moved by Councillor Ketchum Council give second reading to Bylaw 755.

CARRIED UNANIMOUSLY

Bylaw 755 was then read for the second time.

MOTION #2022-0285

Moved by Councillor Johnson Council have third reading of Bylaw 755 at this meeting.

CARRIED UNANIMOUSLY

MOTION #2022-0286

Moved by Councillor Skinner Council give third reading to Bylaw 755.

CARRIED UNANIMOUSLY

Bylaw 755 was read for the third time and finally passed.

7.2 Procedural Bylaw 743 – Repeal

MOTION #2022-0287

Moved by Councillor Johnson Council repeal Procedural Bylaw 743.

CARRIED UNANIMOUSLY

8. POLICIES

8.1 Policy C1 – Council Remuneration and Travel Expenses – Revised

MOTION #2022-0288

Moved by Councillor Ketchum Council accept the revised Policy C1 – Council Remuneration and Travel Expenses.

CARRIED UNANIMOUSLY

9. CAO REPORT

9.1 Town Christmas Light Contest

- This year's Christmas Light Contest is scheduled for December 21st at 7:00 pm. Administration is seeking three (3) Council member volunteers to judge this year's contest.

9.2 Meetings/Training Attended

- Intermunicipal Meeting – Beaverlodge Community Centre, November 2, 2022 (in person)

MOTION #2022-0289

Moved by Councillor McCallum Council accept the CAO report as information.

CARRIED UNANIMOUSLY

Initials

10. OLD BUSINESS

11. NEW BUSINESS

- 11.1 Councillor Sean McCallum – Resignation
Councillor McCallum submitted his resignation from Council, effective November 3, 2022.

MOTION #2022-0290

Moved by Councillor Johnson Council receive Councillor McCallum’s resignation.

CARRIED UNANIMOUSLY

- 11.2 Committee Appointments
Mayor Peterson assigned the following Councillors to take over Councillor McCallum’s Committee appointments on an interim basis.
Community Futures – Councillor Skinner
Economic Development – Councillor Ketchum
HR Committee – Councillor Johnson
Peace Airshed Zone Association (PAZA) – Councillor Underwood
Councillor Skinner will also be an alternate for the Ag Society.

MOTION #2022-0291

Moved by Councillor Baker Council accept the interim appointments as presented.

CARRIED UNANIMOUSLY

12. REPORTS

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

12.3.1 Community Protective Services Minutes – November 2, 2022

ACTION ITEM: From section item 3.1 Equipment Failure/Notables

Committee recommended to Council the purchase of the cutters, at the cost of \$6,425.00 plus shipping, with funding from the equipment reserve fund.

MOTION #2022-0292

Moved by Councillor Ketchum Council agree to the purchase of the cutters, at a cost of \$6,425.00, plus shipping, with funding from the equipment reserve fund.

CARRIED UNANIMOUSLY

- 12.4 FCSS Advisory Board
12.4.1 FCSS Advisory Meeting – September 2022
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
12.8.1 GSF Board Meeting – September 30, 2022
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

Initials

- 12.14 Parks and Recreation
 - 12.15 Peace Airshed Zone Association (PAZA)
 - 12.16 Peace Library System Board
 - 12.17 West Grande Prairie County Regional Landfill
 - 12.17.1 West County Solid Waste - Minutes - March 2022**
 - 12.17.2 West County Solid Waste - Minutes – June 21, 2022**
 - 12.18 South Peace Physician Attraction & Retention Committee
 - 12.19 Wapiti Area Synergy Group (WASP)
 - 12.19.1 AGM Minutes – October 18, 2022**
 - 12.20 Wembley and District Agricultural Society
 - 12.20.1 Winter Gala Donation Letter**
 - 12.20.2 Winter Gala Poster 2022**
 - 12.21 Wembley-Dimsdale-Saskatoon Lake Recreation Board
 - 12.22 Wembley Elementary School
 - 12.23 Wembley Public Library
 - 12.23.1 Meeting Minutes – March 2022**
 - 12.24 911 and Emergency Service
 - 12.25 Bylaw Enforcement Services
 - 12.25.1 October Monthly Report**
 - 12.26 Beaverlodge RCMP Detachment
 - 12.26.1 Q2 Community Letter**
 - 12.26.2 Provincial Report**
 - 12.26.3 Provincial Crime Stats**
- MOTION #2022- 0293**
Moved by Councillor Johnson Council accept the reports as information.

CARRIED UNANIMOUSLY

13. CORRESPONDENCE

- 13.1 NWST Charitable Foundation - Each one Plant one - email
 - 13.2 Letter to Minister of Justice Re Victim Services Redesign_2022 10 19
 - 13.3 Minister Introductory Letter for Chief Elected Officials
 - 13.4 Northern Spirit Light_20221027
 - 13.5 PHAC event poster Nov 15, 2022
 - 13.6 Northern Alberta Elected Leaders Minutes of June 10, 2022.docx
 - 13.7 Thank You Letter from Deputy Minister; meeting at Alberta Municipalities Fall 2022 Convention.
 - 13.8 Wembley & District Arts Culture & Historical Society Upcoming AGM 2022 -Information
 - 13.9 Wembley & District Arts Culture & Historical Society Light the Past Event – December 2022
- MOTION #2022-0294**
Moved by Councillor Underwood Council accept correspondence as information.

CARRIED UNANIMOUSLY

14. COUNCIL REPORTS

Councillor Ketchum reported that the Library renovations are looking good. Councillor Underwood also informed Council on the various activities the Library is undertaking.

Initials

15. ROUND TABLE

Councillor Underwood

- Councillor Underwood queried if Wembley Councillors could become Commissioner for Oaths.

Councillor Skinner

- Attends Seniors' Walk on Tuesday – attendance is gaining momentum.
- Remembrance Day went well.
- Seniors' Casino on November 25 and 26, 2022 – asking for anyone available to sign up.

Councillor Ketchum

- Attended FCSS meeting.

Mayor Peterson

- Attended Remembrance Day events.
- Will be receiving an Alberta Municipalities Golden Jubilee medal.
- RCMP topic now at Provincial level.

CAO Zhang

- Working on budget.
- Once Remembrance Day banners are down, Christmas snowflakes will be going up.

16. CLOSED SESSION

17. ADJOURNMENT

MOTION #2022-0295

MOVED by Councillor Johnson Council adjourn the meeting at 7:43 p.m.

CARRIED UNANIMOUSLY

(SIGNED)

Mayor – Kelly Peterson

(SIGNED)

CAO – Noreen Zhang