MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Wembley, in the Province of Alberta,
held in the Wembley Municipal Office
This 24th Day of August 2026.

1. CALL-TO-ORDER

Present: Mayor Peterson called the meeting to order at 7:01 p.m.
CAO Zhang
Councillor Barendregt
Councillor Berlasty
Councillor Wills
Councillor Skinner
Councillor Ketchum

Regrets: Councillor Baker

2. APPROVAL OF AGENDA

MOTION #2026-0169

Moved by Councillor Ketchum Council approve the Agenda with the addition of Item 12.12.1 ACP Grant and Item 12.12.2 ACP PJC Grant.

CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES

3.1 Minutes of Regular Meeting of Council held on July 13, 2026.

MOTION #2026-0170

Move by Councillor Berlasty Council adopt the minutes of the Regular Meeting of Council held July 13, 2026, with the correction of Item 17.1 motion which should read "Carried 4-2 and not 3-2". The names recorded are correct.

CARRIED UNANIMOUSLY

4. DELEGATIONS

4.1 Regional Enforcement Services, County of Grande Prairie - Kyle Palfy, Supt. Director Regional Enforcement Services and Kim Donecz, Sergeant , Peace Officer, were present to discuss issues Council had with the present law enforcement practices in the Town of Wembley.

4.2 Wembley Fire Department

Mike Moon, Station Captain, Wembley Fire Department, was present to discuss the pros and cons of the Wembley Fire Department providing Swift Water Rescue.

5. FINANCE

5.1 Monthly Bank Financial Statement for July 2026

MOTION #2026-0171

Moved by Councillor Ketchum Council accept the monthly bank financial statement for July 2026 as information.

CARRIED UNANIMOUSLY

Copy of Approved Minutes

5.2 Property Tax Outstanding Balance – Tax Trial Balance (Debit Balances Only)

Total includes tax installment payment plan.

Trial Balance as of 2026-08-18 (Penalty included)

Current (2026)	$518,239.64
1 Year (2025)	$ 90,573.58
2 Years (2024)	$ 24,796.17
3 Years (2023)	$ 2,252.76
Over 3 (2022)	$ 0.00
Outstanding	$635,862.15

MOTION #2026-0172

Moved by Councillor Ketchum Council accept the Property Tax Outstanding Balance of $635,862.15, as of 2026-08-18, as information.

CARRIED UNANIMOUSLY

6. PUBLIC HEARING

7. BYLAWS

7.1 Bylaw 733-E: Land Use Bylaw 733 Amendment

A By-Law to amend By-Law No. 733 Town of Wembley.

That Section 3.6.3 be deleted and replaced with the following:

3.6.3. Additional Requirements:

(a) The number of Duplexes is limited to a maximum of three (3) within a 60 m (197 ft) radius surrounding and including the site of a proposed Duplex, applicable only when the proposed Duplex lacks access to a rear lane.

(b) The Development Officer may decide on such other requirements as are necessary having regard to the nature of the development and the intent of the district.

That Section 5.14.3 be deleted and replaced with the following:

5.14.3 A secondary suite shall not be allowed in:

(a) An accessory building; or

(b) A single detached dwelling without rear lane access, unless the off-street front yard provides the minimum parking requirements in accordance with **Section 4.12.1.**

That Section 5.14.6 be added as follows:

(a) Notwithstanding the rear lane access restrictions in Section 5.14.3

(b) and the density limits in Section 5.14.5, secondary suites are allowed on Lots 24, 25, 26, 27, 28, 29, and 30, Block 25, Plan 1421601, as identified in **Schedule A**, provided that front-yard off-street parking is provided to the satisfaction of the Development Officer.

Copy of Approved Minutes

That Section 3.16.1, be amended by including the following as Discretionary Uses:

- **Exterior Storage**, limited strictly to that portion of the NE Quarter Section 15 Township 71 Range 8 W6M identified on Schedule B.
- **Mini Storage**, limited strictly to that portion of the NE Quarter Section 15 Township 71 Range 8 W6M identified on Schedule B.

MOTION #2026-0173

Moved by Councillor Ketchum Council give Bylaw 733-E first reading at this meeting and schedule the Public Hearing for September 14, 2026.

CARRIED UNANIMOUSLY

8. POLICIES

9. CAO REPORT

10. OLD BUSINESS

11. NEW BUSINESS

11.1 Request for sponsorship from the Wembley & District Arts Culture & Historical Society

For $1000, the Town logo could be prominently displayed on the side of their combine which will be entered in the 2026 Demolition Derby to be held in Wembley on September 13.

MOTION #2026-0174

Moved by Councillor Skinner Council approve the $1,000 sponsorship of the Town logo on the combine.

CARRIED UNANIMOUSLY

11.2 2026 Alberta Municipalities Board Elections - AB Munis Town West Director – Councillor Rebecca Ketchum.

MOTION #2026-0175

Moved by Councillor Wills that Council approve Councillor Ketchum's intent to run for AB Munis - Town West Director.

CARRIED UNANIMOUSLY

11.3 Development Permit Application 26.10 – **Variances**

Upon technical review, Development Permit No. 26.10 as applied for a DUPLEX on 9720 – 97 STREET/ PLAN 0927337; BLOCK 15; LOT 102A has been subject to the following variances:

- a variance to the north side yard setback requirement: from 1.5 m (5 ft) to 1.41m (4.8 ft)
- a variance to the south side yard setback requirement: from 1.5m (5 ft) to 1.42m (4.8 ft)
- a variance to the maximum building height: from 8.5m (28 ft) to 8.7m (28.4 ft)
- a variance to the maximum width of an approach to a driveway: from 10.5 m (35 ft) to 12.41m (40.72 ft)
- a variance to the lot width for a duplex (side-side) from: 9.1m (30 ft) per unit to 8.225m per unit.

Copy of Approved Minutes

MOTION #2026-0176
Moved by Councillor Barendregt Council approve the variances for Development Permit Application 26.10.

CARRIED UNANIMOUSLY

11.4 Development Permit Application 26.17: Secondary Suite Variance 9212 95 AVE Variance Exceeds Secondary Suite Development Requirements: Size of suite.
MOTION #2026-0177
Moved by Councillor Berlasty Council approve the secondary suite variance for Development Permit Application 26.17.

CARRIED UNANIMOUSLY

11.5 Development Permit Application 26.18: Secondary Suite Variance 9216 95 AVE Variance Exceeds Secondary Suite Development Requirements: Size of suite.
MOTION #2026-0178
Moved by Councillor Barendregt Council approve the secondary suite variance for Development Permit Application 26.18.

CARRIED UNANIMOUSLY

12. REPORTS
- 12.1 Audit Committee
- 12.2 Community Futures
- 12.3 Community and Protective Services Committee
  - ***12.3.1. Minutes July 9, 2026, Committee Meeting***
- 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 Recreation Committee
- 12.8 Grande Prairie Regional Tourism
- 12.9 Grande Spirit Foundation
- 12.10 HR Committee
- 12.11 Helen E. Taylor Advisory School Council
- 12.12 ICF & IDP Steering Committee
  - ***12.12.1 ACP Grant***

MOTION #2026-0179
Moved by Councillor Ketchum Council approve Administration apply for the ACP Grant to complete the IDP plan, with an additional $25,000 to cover the cost of hiring a consultant.

CARRIED UNANIMOUSLY

12.12.2 ACP PJC Grant
MOTION #2026-0180
Moved by Councillor Berlasty Council approve supporting the Museum in their applying for an ACP PJC grant.

CARRIED UNANIMOUSLY

Copy of Approved Minutes

12.13 Northern Alberta Elected Leaders
12.14 Parks and Recreation
12.15 Peace Airshed Zone Association (PAZA)
12.16 Peace Library System Board
12.17 South Peace Physician Attraction & Retention Committee
12.18 Wapiti Area Synergy Group (WASP)
12.19 Water North Coalition
12.20 Wembley and District Agricultural Society
12.21 Wembley-Dimsdale-Saskatoon Lake Recreation Board
12.22 Wembley Elementary School
12.23 Wembley Health and Wellness Society
12.24 Wembley Public Library
12.25 West Grande Prairie County Regional Landfill

12.25.1. Approved 2026-02-04 Solid Waste Management Authority Minutes.

12.26 911 and Emergency Service
12.27 Bylaw Enforcement Services

12.27.1. County of Grande Prairie No.1 June 2026 Town of Wembley Bylaw Enforcement Services Report.

12.27.2. County of Grande Prairie No.1 July 2026 Town of Wembley Bylaw Enforcement Services Report.

12.28 Beaverlodge RCMP Detachment

12.28.1. 2025-26 Q1 Community Letter Wembley

12.28.2. Q1 2026-27 Beaverlodge Provincial Community Report

12.28.3. Beaverlodge Q1 Provincial Crime Statistics

MOTION #2026-0181

Moved by Councillor Wills Council accept the above committee reports as information.

CARRIED UNANIMOUSLY

13. CORRESPONDENCE

13.1 Town of Wembley Residential Fall Clean-up - September 18 & 19, 2026.

13.2. Wembley & District Arts Culture & Historical Society Hosting Alberta Day – August 30, 2026, 10 a.m. to 4 p.m. at the Heritage Site.

MOTION #2026-0182

Moved by Councillor Barendregt Council accept the above correspondence as information.

CARRIED UNANIMOUSLY

14. NOTICE OF MOTION

15. COUNCIL REPORTS

16. ROUND TABLE

17. CLOSED SESSION

17.1 Wembley Fire Department – Section 30 (Economic and other interests of a public body) of the Access to Information Act.

Copy of Approved Minutes

MOTION #2026-0183
Moved by Councillor Skinner Council have a short recess – 8:57 p.m.

CARRIED UNANIMOUSLY

MOTION #2026-0184
Moved by Councillor Berlasty Council resume – 9:04 p.m.

CARRIED UNANIMOUSLY

MOTION #2026-0185
Moved by Councillor Barendregt Council that the meeting go into closed session at 9:04 p.m. to discuss Wembley Fire Department, in pursuant to Section 30 (Disclosure harmful to the economic or other interests of a public body) of the *Access to Information Act*.

CARRIED UNANIMOUSLY

MOTION #2026-0186
Moved by Councillor Berlasty Council come out of Closed Session – 10:01 p.m.

CARRIED UNANIMOUSLY

18. ADJOURNMENT

MOTION #2026-0187
Moved by Councillor Berlasty Council adjourn at 10:05 p.m.

CARRIED UNANIMOUSLY

Original Signed
Mayor – Kelly Peterson

Original Signed
CAO Noreen Zhang

Copy of Approved Minutes