

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
of the Town of Wembley, in the Province of Alberta  
held in the Philip J. Currie Dinosaur Museum  
this 14<sup>th</sup> day of December 2020.**

1. CALL-TO-ORDER – Meeting Conducted via Zoom

Present: Mayor Turnmire called the meeting to order at 7:01 p.m.  
CAO Noreen Zhang  
Councillor Peterson  
Councillor Guimond  
Councillor Underwood  
Councillor McCallum  
Councillor Gundersen  
Councillor Johnson

2. APPROVAL OF AGENDA

**MOTION # 2020-0343**

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

**CARRIED UNANIMOUSLY**

3. ADOPTION OF MINUTES

3.1 Minutes of Regular Meeting of Council held on November 23, 2020.

**MOTION # 2020-0344**

**Moved by** Councillor Underwood Council adopt the minutes of the regular November 23, 2020 Council meeting as presented.

**CARRIED UNANIMOUSLY**

3.2 Minutes of Council Committee of the Whole held on December 9, 2020

**MOTION #2020-0345**

**Moved by** Councillor Underwood Council adopt the minutes of the Council Committee of the whole as presented.

**CARRIED UNANIMOUSLY**

4. DELEGATIONS

4.1 None

5. FINANCE

5.1 Accounts Payable

**MOTION #2020-0348**

**Moved by** Councillor Peterson Council ratify the accounts payable, as identified in Schedule "A", cheque #20200973 to cheque #20201020, totaling \$108,922.88.

**CARRIED UNANIMOUSLY**

5.2 Revenue & Expense and Monthly Statement for the Month of November 2020.

**MOTION #2020-0349**

**Moved by** Councillor McCallum Council accept the Revenue & Expense and Monthly Statement for the month of November 2020.

**CARRIED UNANIMOUSLY**

5.3 Interim Budget

**MOTION #2020-0350**

**Moved by** Councillor Underwood Council approve the 2021 Interim Operating Budget as presented.

**CARRIED UNANIMOUSLY**

5.4 Cost of Living Allowance – Payroll

**MOTION #2020-0351**

**Moved by** Councillor Gundersen Council not approve Cost of Living Allowance for staff for 2021

**CARRIED UNANIMOUSLY**

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Initials

6. PUBLIC HEARING

6.1 Bylaw 733 – Land Use Bylaw

6.1.1 Call to Order

The Public Hearing was called to order at 7:03 p.m.

**MOTION #2020-0346**

**Moved by** Councillor Gundersen Council commence with the Public Hearing.

**CARRIED UNANIMOUSLY**

6.1.2 Introduction by Administration

The Land Use Bylaw’s purpose is to manage the use and development of land and buildings within the Town of Wembley to achieve the orderly, economical, and beneficial development of land.

6.1.3 Presentation/Submission

No one was present to speak either for or against Bylaw 733.

6.1.4 Close Public Hearing

**MOTION #2020-0347**

**Moved by** Councillor McCallum Council adjourn the Public Hearing at 7:21 p.m.

**CARRIED UNANIMOUSLY**

6.1.5 Business Arising from the Hearing

**MOTION #2020-0352**

**Moved by** Councillor Peterson Council give second reading to Bylaw 733, being the Land Use Bylaw.

**CARRIED UNANIMOUSLY**

Bylaw 733 was then read for the second time.

**MOTION #2020-0353**

**Moved by** Councillor Gundersen Council give third reading to Bylaw 733, being the Land Use Bylaw.

**CARRIED UNANIMOUSLY**

Bylaw 733 was then read for the third time and finally passed.

7. BYLAW

7.1 Bylaw 734 – Election Bylaw

A Bylaw of the Town of Wembley, in the Province of Alberta, to set out a procedure for the administration of elections in the Town of Wembley.

**MOTION #2020-0354**

**Moved by** Councillor Guimond Council give first reading to Bylaw 734.

**CARRIED UNANIMOUSLY**

Bylaw 734 was then read for the first time.

**MOTION #2020-0355**

**Moved by** Councillor Underwood Council give second reading to Bylaw 734.

**CARRIED UNANIMOUSLY**

Bylaw 734 was then read for the second time.

**MOTION #2020-0356**

**Moved by** Councillor McCallum Council have third reading of Bylaw 734 at this meeting.

**CARRIED UNANIMOUSLY**

**MOTION #2020-0357**

**Moved by** Councillor Peterson Council give third reading to Bylaw 734, being the Election Bylaw.

**CARRIED UNANIMOUSLY**

Bylaw 734 was then read for the third time and finally passed.

8. POLICIES

8.1 None

9. CAO REPORT

9.1 Year End Preparations

- Preparations are on their way for the year-end and financial information for the auditors is being compiled.

9.2 Town Office/Fire Hall/Public Works Yard Closure

- To adhere to the recent COVID prevention measures, the Town Office, Fire Hall and Public works yard is closed to the public and available by appointment only. Staff will be in the Office only when necessary to carry out functions requiring physical presence. The closure is from December 14, 2020 – January 12, 2021

9.3 Information Package for Potential Municipal Election Candidate

- An information package is currently being developed for potential candidates at the upcoming municipal election. The purpose is to provide necessary information about the Town, duties/responsibilities and commitment required from a local elected official.

9.4 Meetings with the Chief Medical Officer of Health and Provincial Ministers

- Continued communication with Dr. Hinshaw (CMO) and different provincial ministers on various town hall meetings. Information is provided to clarify or to answer concerns from municipalities.
- The Fire Service Agreement has been extended for one month giving the County of Grande Prairie and the Town of Wembley more time for negotiations.

9.5 Meetings Attended

- COVID-19 Update for Alberta Municipalities from the Chief Medical Officer of Health (various dates and times)
- NAEL – November 27, 2020 virtual
- Economic Development Office/CAO Round Table Session (Kammie Currie) – December 4, 2020 (virtual)
- GPREP – Planning P Training – December 7, 2020 (virtual)
- Aquatera Board Members/Shareholders Meeting – December 8, 2020 (virtual)

**MOTION #2020-0358**

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

**CARRIED UNANIMOUSLY**

10. OLD BUSINESS

10.1 Garbage and Recycling Rates

**MOTION #2020-0359**

**Moved by** Councillor McCallum Council approve to keep the garbage rate as is for 2021 and increase the recycling rate, on the interim, to \$5.00 effective January 1<sup>st</sup>, 2021, on a cost recovery basis.

**CARRIED UNANIMOUSLY**

**MOTION #2020-0360**

**Moved by** Councillor McCallum Council direct Administration to do more research on the recycling process and bring information back to Council.

**CARRIED UNANIMOUSLY**

11. NEW BUSINESS

11.1 AMSC – Natural Gas Contract

**MOTION #2020-0361**

**Moved by** Councillor Gundersen Council approve the renewal of the Fixed Gas Contract for a three-year term.

**CARRIED UNANIMOUSLY**

11.2 Assessment and GIS Services Agreement

**MOTION #2020-0362**

**Moved by** Councillor Peterson Council approve the renewal of the Assessment and GIS Services Agreement with the County of Grande Prairie with a 3 year term.

**CARRIED UNANIMOUSLY**

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Initials

- 11.3 Animal Control Services Agreement  
**MOTION #2020-0363**  
**Moved by** Councillor McCallum Council approve the renewal of the Animal Control Services Agreement with the County of Grande Prairie with a 3 year term.  
**CARRIED UNANIMOUSLY**
- 11.4 Peace Officer Services Agreement  
**MOTION #2020-0364**  
**Moved by** Councillor Gundersen Council approve the renewal of Peace Officer Services Agreement with the County of Grande Prairie with a 3 year term.  
**CARRIED UNANIMOUSLY**
- 11.5 Amending Agreement – Wembley Safety Codes Services  
**MOTION #2020-0365**  
**Moved by** Councillor Underwood Council approve the renewal of the Amending Agreement for Wembley Safety Codes Services with the County of Grande Prairie.  
**CARRIED UNANIMOUSLY**
- 11.6 Joint Home Support Agreement  
**MOTION #2020-0366**  
**Moved by** Councillor Peterson Council approve the renewal of the Joint Home Support Agreement with the County of Grande Prairie with a 3 year term.  
**CARRIED UNANIMOUSLY**
- 11.7 Leave of Absence Request – Councillor Gundersen  
**MOTION #2020-0367**  
**Moved by** Councillor Underwood Council approve Councillor Gundersen’s request for a three (3) month leave of absence, December 15, 2020 to March 15, 2021.  
**CARRIED UNANIMOUSLY**
- 11.8 Leave of Absence Request – Councillor McCallum  
Councillor McCallum withdrew his three (3) months leave of absence request.
- 11.9 Returning Officer and Deputy Returning Officer  
**MOTION # 0368**  
**Moved by** Councillor Peterson Council appoint the Office Assistant as Returning Officer and the Administrative Assistant as Deputy Returning Officer.  
**CARRIED UNANIMOUSLY**

12. REPORTS

- 12.1 Audit Committee  
12.2 Community Futures  
12.3 FCSS Advisory Board  
12.4 Grande Prairie Regional Emergency Partnership  
**12.4.1 Meeting Minutes – November 19, 2020**  
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  
12.13 Peace Airshed Zone Association (PAZA)  
12.14 Peace Library System Board  
**12.14.1 Meeting Highlights – November 28, 2020**  
12.15 Public Works  
**12.15.1 F-350 Truck**  
**MOTION #2020-0369**  
**Moved by Councillor Peterson Council approve commissioning Ritchie Bros. to auction off the F-350.**  
**CARRIED UNANIMOUSLY**

**12.15.2 Purchase of Shared Equipment**

**MOTION #2020-0370**

**Moved by Councillor Gundersen Council approve the purchase of the shared equipment (F350 one-ton truck) less the cost of potential repairs and utilize the remaining MSI funds.**

**CARRIED UNANIMOUSLY**

**12.15.3 Modular – Sunset Lake Park**

**MOTION #2020-0371**

**Moved by Councillor Gundersen Council approve to sell the modular (Sunset Lake Park Caretaker residence).**

**CARRIED UNANIMOUSLY**

**12.15.4 Change of Committee Name**

**MOTION #2020-0372**

**Moved by Councillor Peterson Council approve changing the Public Works Committee name to Community & Protective Services Committee and include other departments' attendance.**

**CARRIED UNANIMOUSLY**

- 12.16 West Grande Prairie County Regional Landfill
- 12.17 South Peace Physician Attraction & Retention 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 Services Report – November 2020**
- 12.24 **Beaverlodge RCMP County Enhanced Report – September to November 2020**
- 12.25 Healthy Communities Committee

**MOTION #2020-0373**

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

**CARRIED UNANIMOUSLY**

13. CORRESPONDENCE

- 13.1 Request Regarding Bill C-213 – The Canada Pharmacare Act
- 13.2 Lighting the Past Community Event
- 13.3 Office of the Mayor, City of Cold Lake - Letter

**MOTION #2020-0374**

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

**CARRIED UNANIMOUSLY**

**MOTION #2020-0375**

**Moved by Councillor McCallum Council have a short break – 9:02 p.m.**

**CARRIED UNANIMOUSLY**

**MOTION #2020-0376**

**Moved by Councillor McCallum, Council resume – 9:08 p.m.**

**CARRIED UNANIMOUSLY**

14. CLOSE SESSION

- 14.1 Legal Matter – Town Owned Lots (FOIP Section 27)

**MOTION #2020-0377**

**Moved by Councillor Guimond Council go into Closed Session at 9:08 p.m.**

**CARRIED UNANIMOUSLY**

**MOTION #2020-0378**

**Moved by Councillor Peterson Council come out of Closed Session at 9:35 p.m.**

**CARRIED UNANIMOUSLY**

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Initials

**MOTION #2020-0379**

**Moved by** Councillor Gundersen Council direct the Chief Administrative Officer to negotiate an agreement with 1968682 Alberta Ltd. for the sale of the lands legally described as:

- Lot S20 ft. of Lot 4 and 5, Block 8, Plan 3679CL
- Lot 3 and 20 ft. of Lot 4, Block 8, Plan 3679CL
- Lot W 1/2 of 6-7 and 8, Block 8, Plan 3679CL

Based on the terms set out in the proposal from 1968682 Alberta Ltd., dated October 30, 2020.

**CARRIED UNANIMOUSLY**

15. COUNCIL REPORTS

14.1 Councillor McCallum reported on attending the PAZA meeting last week.

14.2 Councillor Gundersen reported on the Ag Society and the progress made with the insurance company.

16. ROUND TABLE

Councillor McCallum

- Withdrew his leave of absence and staying on.

Councillor Underwood

- Source Energy dropped off four (4) Christmas hampers to two of the schools for administration to decide which families are in most need.
- Country Diaper Drive was an over-whelming success.

Councillor Gundersen

- Stated that even though he has taken a leave of absence, he will still be around and continue with the Ag Society.

Councillor Peterson

- Wishes Councillor Gundersen good luck in his new endeavor.
- Brought up for discussion the selling of the old hotel.

**MOTION #2020- 0380**

**Moved by** Councillor McCallum Council direct Administration to contact real estate agents in respect to putting up the old hotel for sale.

**CARRIED UNANIMOUSLY**

CAO Zhang

- An Encana rep dropped off a cheque in the amount of \$2,000 to be used by the Town to spread Christmas cheer to the residents. Council agreed to use the monies for the December 24<sup>th</sup> fireworks.
- Taking vacation from December 21 to December 31, 2020. Fire Chief Smith will be Acting CAO. Still has 16.5 days' vacation outstanding. This item will be put on the next Council Agenda.

Councillor Guimond

- Merry Christmas to everyone!

Mayor Turnmire

- The Town and Country newspaper has asked for a year-end message. Mayor Turnmire will be highlighting the Town of Wembley's accomplishments during the year, especially in these trying times.

17. ADJOURNMENT

**MOTION #2020-0381**

**MOVED by** Councillor Gunderson the meeting be adjourned at 10:00 p.m.

**CARRIED UNANIMOUSLY**