MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Wembley, in the Province of Alberta,
held in the Wembley Municipal Office
This 26th Day of October 2026.

1. CALL-TO-ORDER

Present: Mayor Peterson called the meeting to order at 7:00 p.m.
CAO Zhang
Councillor Barendregt
Councillor Berlasty
Councillor Skinner
Councillor Ketchum

Regrets: Councillor Wills

2. APPROVAL OF AGENDA

2.1 **MOTION #2026-0235**
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 September 28, 2026.
MOTION #2026-0236
Moved by Councillor Skinner Council adopt the minutes of the Regular Meeting of Council held September 28, 2026, as presented.

CARRIED UNANIMOUSLY

3.2. Record of Inquorate Meeting held on October 13, 2026.
MOTION #2026-0237
Moved by Councillor Barendregt Council accept the Record of Inquorate Meeting held October 13, 2026, for information only.

CARRIED UNANIMOUSLY

4. DELEGATIONS

4.1 Canadian Homes – Brad Jones
Mr. Jones was present to address Council regarding his concerns with property setbacks that would affect his new development.

4.2 Bloom CME Inc. – Tim Duhamel, President
Mr. Duhamel was present to bring Council up to date on the 2026-2031 strategic planning initiatives.
MOTION #2026-0238
Moved by Councillor Ketchum Council take a short break – 8:18 p.m.

CARRIED UNANIMOUSLY

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MOTION #2026-0239
Moved by Councillor Skinner Council resume meeting – 8:23 p.m.

CARRIED UNANIMOUSLY

5. FINANCE

5.1 Bank Financials for September 2026

MOTION #2026-0240
Moved by Councillor Ketchum Council accept the bank financials for September 2026 for information.

CARRIED UNANIMOUSLY

5.2 Bank Financials for May 2026

MOTION #2026-0241
Moved by Councillor Ketchum Council accept the bank financials for May 2026.

CARRIED UNANIMOUSLY

5.3 Remove Shaun Baker authorized signature on all Town of Wembley financial accounts.

MOTION #2026-0242
Moved by Councillor Barendregt Council accept the removal of Shaun Baker's authorized signature off all Town of Wembley financial accounts.

CARRIED UNANIMOUSLY

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

Total includes tax installment payment plan.

Trial Balance as of 2026-10-20 (Penalty included)

Current (2026)	$ 317,744.77
1 Year (2025)	$ 73,817.83
2 Years (2024)	$ 23,496.17
3 Years (2023)	$ 2,252.76
Over 3 (2022)	$ 0.00
Outstanding	$ 417,311.53

MOTION #2026-0243
Moved by Councillor Berlasty Council accept the Property Tax Outstanding Balance of $417,311.53 as of 2026-10-20, as information.

CARRIED UNANIMOUSLY

6. PUBLIC HEARING

7. BYLAWS

8. POLICIES

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9. CAO REPORT

9.1 Town of Wembley By-Election Candidates

- The Town's Returning Officer received three candidate nomination forms by the deadline of October 19th. The candidate names are Jessica Cadieux, Darci Funk, and Ken Wilderman. Their names have been posted on our social media and Town website.

9.2 By-Election Date

- As per the recent resolution by Council, the Town of Wembley by-election date is set for November 16, 2026.

9.3 New Recycling Curbside Program

- Circular Materials has officially taken over the residential curbside recycling for the Town. The new program provides residents with more items that they can add to their recycling bins. The same company is currently providing the service which should not impact the current level for curbside recycling.

MOTION #2026-0244

Moved by Councillor Barendregt Council accept CAO report as presented.

CARRIED UNANIMOUSLY

10. OLD BUSINESS

11. NEW BUSINESS

11.1 Development Permit 26.23 Variance Request and Planning Report

MOTION #2026-0245

Moved by Councillor Barendregt Council table this item to the next Council meeting.

CARRIED UNANIMOUSLY

11.2 Town of Wembley Strategic Plan 2026-2031

MOTION #2026-0246

Moved by Councillor Berlasty Council accept the 2026-2031 Strategic Plan as presented.

CARRIED UNANIMOUSLY

11.3 Remove Danielle Line as Substitute Returning Officer effective October 14th, 2026, due to conflict of interest for the 2026 Municipal By-Election.

MOTION #2026-0247

Moved by Councillor Skinner Council remove Danielle Line as substitute Returning Officer.

CARRIED UNANIMOUSLY

11.4 Appoint Tara Doucette as Substitute Returning Officer effective October 14th, 2026, for the 2026 Municipal By-Election.

MOTION #2026-0248

Moved by Councillor Ketchum Council appoint Tara Doucette as Substitute Returning Officer for the 2026 Municipal By-Election.

CARRIED UNANIMOUSLY

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11.5. Appoint Courtney Carson as Deputy Returning Officer for the Town of Wembley 2026 Municipal By-Election.

MOTION #2026-0249

Moved by Councillor Berlasty Council appoint Courtney Carson as Deputy Returning Officer for the Town of Wembley 2026 Municipal By-Election.

CARRIED UNANIMOUSLY

12. REPORTS

12.1 Audit Committee
12.2 Community Futures
12.3 Community and Protective Services Committee
12.3.1 Committee Meeting Minutes October 8, 2026
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
12.13. 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 Board (Town of)
12.25. West Grande Prairie County Regional Landfill
12.26 911 and Emergency Service
12.27 Bylaw Enforcement Services
12.27.1 County of Grande Prairie No.1 Bylaw Enforcement Services Monthly Report – September 2026
12.28 Beaverlodge RCMP Detachment

MOTION #2026-0250

Moved by Councillor Ketchum Council accept the committee reports as information.

CARRIED UNANIMOUSLY

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13. CORRESPONDENCE

13.1 2026 Council Christmas Card Contest

13.2. Remembrance Day Ceremony

14. NOTICE OF MOTION

15. COUNCIL REPORTS

15.1 Councillor Ketchum – Monthly Activity Report

- Met with Kim Simmonds and Nicole Merrifield from Primary Care Alberta to discuss the opportunities and challenges surrounding healthcare in Wembley.
- Travelled to Peace River to attend the Rural Health Professionals Action Plan (RhPAP) conference.
- Continues to stay engaged in conversations and initiatives that support Wembley's long term well-being, including healthcare access, community partnerships, tourism, economic development, and quality of life.

MOTION #2026-0251

Moved by Councillor Barendregt Council accept Councillor Ketchum's Activity Report as information.

CARRIED UNANIMOUSLY

16. ROUND TABLE

- Councillor Skinner – kudos to Public Works for their assistance with the Skeleton Crawl. It was a great success.
- Councillor Barendregt –nothing to report.
- Councillor Berlasty – nothing to report.
- Mayor Peterson – attended Grande Prairie police transition. Met with Minister Ellis.
- CAO Zhang – also spoke to Minister Ellis regarding policing costs and all the positions are now filled at the Beaverlodge R.C.M.P. Detachment.

17. CLOSED SESSION

17.1 Aquatera Business Plan
(Access to Information Act, Part 1, Division 2, s.30) Disclosure is harmful to economic and other interests of a public body.

17.2 Agreement: 1968682 Alberta Ltd – Caveat on Property.
Pursuant to Access to Information Act (ATIA), Part 1, Division 2, Section 19 (Disclosure harmful to business interests of a third party), Section 30 (Disclosure harmful to economic and other interests of a public body)

MOTION #2026-0252

Moved by Councillor Ketchum Council go into Closed Session – 9:40 p.m.

CARRIED UNANIMOUSLY

Due to conflict of interest regarding Item 17.2 Councillors Berlasty and Skinner excused themselves from the meeting and left – 9:40 p.m.

MOTION #2026-0253

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Moved by Councillor Ketchum Council come out of Closed Session – 10:02 p.m.

CARRIED UNANIMOUSLY

18. ADJOURNMENT

MOTION #2026-0254

Moved by Councillor Ketchum Council adjourn at 10:03 p.m.

CARRIED UNANIMOUSLY

Original Signed

Mayor – Kelly Peterson

Original Signed

CAO Noreen Zhang

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Initials