

**MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Wembley, in the Province of Alberta
held in the Wembley Municipal Office
this 9th day of December 2019.**

1. CALL-TO-ORDER

Mayor Turnmire called the meeting to order at 7:00 p.m.
CAO Noreen Zhang
Councillor Gundersen
Councillor McCallum
Councillor Guimond
Councillor Peterson
Councillor Johnson
Councillor Underwood

2. APPROVAL OF AGENDA

Addition of Item 12.3 New Business - Grande Prairie Regional Recreation Committee
MOTION # 2019-0329
Moved by Councillor McCallum Council approve the Agenda as amended.

CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES

3.1 Minutes of November 25, 2019 Council Meeting

MOTION # 2019-0330

Moved by Councillor Gundersen Council adopt the minutes of the November 25, 2019 Council meeting as presented.

CARRIED UNANIMOUSLY

4. DELEGATIONS

4.1 Ms. Dody Herrington and Mr. Dave McCallum – Wembley Residents

Ms. Herrington and Mr. McCallum informed Council that their backyards are flooding again and are upset as nothing has been done to-date even though the Town promised to address the issue. Ms. Herrington stated that this issue has been going on for four years and has given the Town of Wembley an ultimatum of rectifying the issue by December 31, 2019 or they will be proceeding with legal action.

MOTION #2019-0334

Moved by Councillor Johnson Council direct Administration contact Helix Engineering to do a thorough ground assessment of the issues pertaining to the yards of the above residents.

CARRIED UNANIMOUSLY

5. FINANCE

5.1 Accounts Payable

MOTION # 2019-0331

Moved by Councillor Johnson Council ratify accounts payable, as identified in Schedule "A", cheque #20191127 to cheque #20191173, totaling \$178,755.99.

CARRIED UNANIMOUSLY

5.2 Revenue & Expense Report and Monthly Statement for November 2019

MOTION #2019-0332

Moved by Councillor Johnson Council accept the Revenue & Expense Report and the Monthly Statement for November 2019.

CARRIED UNANIMOUSLY

5.3 2020 Interim Budget

MOTION #2019-0333

Moved by Councillor Johnson Council approve the 2020 Interim Budget.

CARRIED UNANIMOUSLY

Initials

6. PUBLIC HEARING

6.1 None

7. BY-LAWS

7.1 None

8. CAO REPORT

8.1 New Staff

a. Ms. Karen Riopel started on December 3, 2019 as the new Finance Clerk and is being trained by Danielle Line who previously held the position.

b. Two (2) Public Works seasonal casual labourers have also been hired to assist with snow removal this winter.

8.2 Christmas Light Contest

The Town of Wembley is once again having their yearly contest to promote community involvement and the Town's Christmas spirit.

8.3 Town Events for 2020

To ensure resources will be adequately planned and coordinated for 2020, a list is currently being gathered from different departments to better plan the year. Will also be reaching out to other Town event organizers to possibly pool talents and resources.

8.4 Regional economic Development Project Update

Local businesses will be contacted to fill out a survey addressing business priorities in the area.

8.5 OH&S Collaboration Project Update

The OH&S Collaboration Project is now in the process of concluding. Final copy of the OH&S manual, trainings and other requirements have now been completed with a full staff/Council Health & Safety Program Orientation planned for January 2020.

8.6 WCB Training

Attended WCB training with Fire Chief Matt Smith and Public Works foreman Christina Ketchum.

8.7 IT Collaboration Project Update

This collaboration project is made up of the County of Grande Prairie, City of Grande Prairie, Wembley, Hythe, Sexsmith and Beaverlodge. Final report and presentation on the next steps for each group will be presented this month.

8.8 ICF Update

Response was sent to the County of Grande Prairie's proposal for cost sharing on parks and recreation.

8.9 Updating Land Use Bylaw

The Town's Land Use Bylaw will be added to next year's budget for consideration as the Bylaw needs a much-needed update.

8.10 Police Funding Model

Municipal Affairs recently released information about PFM (Police Funding Model). The first yearly installment will be \$28,750 and is due in the Spring of 2020. As this was not included in the Town budget approved in May 2019, adjustments will have to be made to expenditures.

8.11 Shared Equipment

Beaverlodge, Hythe and Wembley CAO's, along with their respective Public Works foremen, met last month to discuss the shared equipment purchased from a government grant. It is currently being determined which equipment needs to be sold, or kept, and any decisions made will be brought forward to Council for approval.

MOTION #2019-0335

Moved by Councillor Gundersen Council accept the CAO's report as information.

CARRIED UNANIMOUSLY

Initials

9. OLD BUSINESS
None

10. REPORTS

- 10.1 Bylaw Enforcement Report – November 2019
- 10.2 FCSS Advisory Board Meeting Minutes – December 2019
- 10.3 FCSS Director Report – December 2019
- 10.4 Fire Department Meeting Minutes – November 2019
- 10.5 Peace Library System Board Meeting Highlights – November 2019
- 10.6 Public Works Committee Meeting Minutes – December 2019
- 10.7 County Connector Statistic Ridership Report

MOTION # 2019-0336

Moved by Councillor Peterson Council accept the reports as information.

CARRIED UNANIMOUSLY

11. CORRESPONDENCE

- 11.1 Christmas Mixer Invite from Grande Prairie and Wapiti MLA and Grande Prairie-Mackenzie MP.

MOTION #2019-0337

Moved by Councillor Underwood Council accept the correspondence as information.

CARRIED UNANIMOUSLY

12. NEW BUSINESS

- 12.1 Wembley Lagoon Subdivision Concept

MOTION #2019-0338

Moved by Councillor Underwood Council accept the information as presented.

CARRIED UNANIMOUSLY

- 12.2 County Connector Request for Service Change

MOTION #2019-0339

Moved by Councillor Underwood Council approve the County Connector Request for Service Change hours as per Option One.

CARRIED UNANIMOUSLY

- 12.3 Grande Prairie Regional Recreation Committee

MOTION #2019-0340

Moved by Councillor Johnson Council accept the increase in hours for the Recreation Coordinator from a .6 to fulltime.

CARRIED UNANIMOUSLY

13. CLOSED SESSION

- 13.1 HR Matter – Personnel Evaluation OIP Section 17

MOTION #2019-0341

Moved by Councillor Johnson Council go into closed session at 8:59 p.m.

CARRIED UNANIMOUSLY

MOTION #2019-0342

Moved by Councillor Peterson Council come out of closed session at 9:41 p.m.

CARRIED UNANIMOUSLY

MOTION #2019-033

Moved by Councillor Gundersen that Council, as per the CAO's contract, award CAO Zhang with a \$2,000 bonus.

CARRIED UNANIMOUSLY

MOTION #2019-0344

Moved by Councillor McCallum that Council keep the staff wages at their present level.

CARRIED UNANIMOUSLY

14. COUNCIL REPORTS

14.1 Councillor Gundersen

- At the last Grande Spirit Foundation meeting Councillor Gundersen had suggested to the Grande Spirit Foundation that it would be beneficial to set up a meeting with Mayor Turnmire, CAO Zhang and himself, which transpired. Discussion centered on the possibility of building a low-income multi-housing complex in Wembley.

15. ROUND TABLE

CAO Zhang

- Attended Wembley Gala and was impressed on how well it was put together.
- Meetings scheduled with Source Energy and CN.
- Meetings also scheduled between the Pharmacy and developers regarding facilities for a doctor to practice in Wembley.
- Working hard to get 2020 budget in place so that funds and resources can be equally allocated to events throughout the year.
- Still tweaking minor issues on the website.
- Thank you to all the Councillors who volunteered to be judges for the contest.

Councillor Underwood

- Dropped off an invitation to Council, and town employees, for the Helen E. Taylor brunch to be held on Friday, December 20, 2019.

Councillor Guimond

- Attended the Wembley Gala.

Councillor McCallum

- Suggested that Anchor and Anderson also be included in the meeting scheduled with Source Energy and CN. Will give CAO Zhang a list of companies that an invitation should be extended to regarding this meeting.
- Also attended a Christmas street event in Beaverlodge which was very well done.

Councillor Gundersen

- None to report.

Councillor Johnson

- None to report.

Councillor Peterson

- None to report.

Mayor Turnmire

- No quote received yet on the hotel demolition.
- Checked the suitability of the Cloak Building and discussion centered on building vs renting.
- Attended Aquatera's year-end get together with CAO Zhang on November 22, 2019.
- On November 29, 2019 met with Mr. Brad Jones regarding social housing.
- AUMA has requested a survey be completed regarding to where the Town is at with their ICF's.
- Information will be going back to the County on the terms of what our counter was to the last offers at the Negotiating Committee.
- Attended a meeting with CAO Zhang, the City of Grande Prairie, Hythe, Sexsmith and Beaverlodge regarding regional concept. More information will be coming to the next January Council meeting.

16. ADJOURNMENT

MOTION #2019-0345

MOVED by Councillor Underwood that the meeting be adjourned at 9:42 p.m.

CARRIED UNANIMOUSLY

Mayor – Chris Turnmire

CAO – Noreen Zhang