

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
of the Town of Wembley, in the Province of Alberta,  
held in the Wembley Municipal Office  
this 8th day of November 2021.**

1. CALL-TO-ORDER

Present: Mayor Peterson called the meeting to order at 7:02 p.m.  
CAO Noreen Zhang  
Councillor Ward-Ketchum  
Councillor Johnson  
Councillor McCallum  
Councillor Underwood  
Councillor Skinner  
Councillor Baker

2. APPROVAL OF AGENDA

**MOTION # 2021-0285**

**Moved by** Councillor Johnson Council approve the agenda with the following change.  
Under Section 7.1 Recommendation: the wording “and schedule the Public Hearing for November 8, 2021”, be deleted.

**CARRIED UNANIMOUSLY**

3. ADOPTION OF MINUTES

3.1 Minutes of Organizational Meeting of Council held on October 25th, 2021.

**MOTION #2021-0286**

**Moved by** Councillor Johnson Council adopt the minutes of the Organizational Meeting of Council held on October 25th, 2021, as presented.

**CARRIED UNANIMOUSLY**

3.2 Minutes of Regular Meeting of Council held on October 25th, 2021.

**MOTION #2021-0287**

**Moved by** Councillor Ward-Ketchum Council adopt the minutes of the Regular Meeting of Council held on October 25th, 2021, as presented.

**CARRIED UNANIMOUSLY**

4. DELEGATIONS

4.1 Council Presentation

On behalf of Council and the Town of Wembley, outgoing Mayor Turnmire was presented with a beautiful picture of the Town. Mr. Turnmire was thanked for his many years of service to the Town of Wembley.

5. FINANCE

5.1 Revenue & Expense and Monthly Statement for the Month of October 2021

**MOTION #2021-0288**

**Moved by** Councillor Johnson Council accept the Revenue & Expense and Monthly Statement for the month of October 2021, for information.

**CARRIED UNANIMOUSLY**

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Initials

6. PUBLIC HEARING

Bylaw 733B – Land Use Bylaw Amendment to Section 3.10 and Section 7

6.1.1 Call to Order

The Public Hearing was called to order at 7:10 p.m.

**MOTION #2021-0289**

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

**CARRIED UNANIMOUSLY**

6.1.2 Introduction by Administration

Addition of Mixed-Use Development and Multi-Unit Dwelling as Discretionary Uses to Primary Commercial (CP); and includes Mixed-Use Development definition. A report had been submitted by Dave McRae of ISL Engineering pertaining to this Land Use amendment.

6.1.3 Presentation/Submission

No one present to speak for or against the Land Use amendment.

6.1.4 Close Public Hearing

**MOTION #2021-0290**

**Moved by** Councillor McCallum Council adjourn the Public Hearing at 7:14 p.m.

**CARRIED UNANIMOUSLY**

Councillor Johnson vacated Council Chambers due to conflict of interest – 7:15 p.m.

6.1.5 Business Arising from the Hearing

**MOTION #2021-0291**

**Moved by** Councillor Underwood Council give second reading to Bylaw 733B.

**CARRIED UNANIMOUSLY**

Bylaw 733B was then read for a second time.

**MOTION #2021-0292**

**Moved by** Councillor Ward-Ketchum Council give third reading to Bylaw 733B.

**CARRIED UNANIMOUSLY**

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

Councillor Johnson returned to Council Chambers – 7:16 p.m.

7. BYLAWS

Bylaw 743 – Procedural Bylaw

A Bylaw of the Town of Wembley, in the Province of Alberta, established to set the Procedures of Council for the Town of Wembley.

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Initials

**MOTION #2021-0293**

**Moved by** Councillor Johnson Council give first reading to Bylaw 743, being the Procedural Bylaw.

**CARRIED UNANIMOUSLY**

Bylaw 743 was then read for the first time.

**MOTION #2021-0294**

**Moved by** Councillor Ward-Ketchum Council give second reading to Bylaw 743.

**CARRIED UNANIMOUSLY**

Bylaw 743 was then read for the second time.

**MOTION #2021-0295**

**Moved by** Councillor Johnson Council have third reading of Bylaw 743 at this meeting.

**CARRIED UNANIMOUSLY**

**MOTION #2021-0296**

**Moved by** Councillor Skinner Council give third reading to Bylaw 743, being the Procedural Bylaw.

**CARRIED UNANIMOUSLY**

Bylaw 743 was read for the third time and finally passed.

8. POLICIES

9. CAO REPORT

9.1 Sunset Lake Park Rejuvenation Update

- Spray park equipment has been ordered, upgrades on water and sewer hook-ups are currently being assessed and plans are being made. Preliminary design on the update on gazebo is also being finalized. The Park Rejuvenation Project is fully funded by provincial and federal grants.

9.2 Meetings Attended

- West Grande Prairie Regional Landfill Committee – October 27, 2021 (virtual)

**MOTION #2021-0297**

**Moved by** Councillor Skinner Council accept the CAO report as information.

**CARRIED UNANIMOUSLY**

10. OLD BUSINESS

11. NEW BUSINESS

11.1 Development Permit No. 21.05 - RV Storage

The Town has received a request from an applicant to develop a recreational vehicle storage yard on a portion of NE 15-71-8 W6M. This area is designated as an Urban Reserve District (UR) which lists RV Storage Yards as discretionary use. The development will consist of approximately 70 RV storage sites and three pole sheds for storage.

Ms. Baily Lapp, Senior Planner, Beirsto Associates Engineering Ltd., was present to speak on behalf of the developer and address any queries Council may have.

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Initials

**MOTION #2021-0298**

**Moved by** Councillor McCallum Council approve Development Permit No. 21.05 for the development of a recreational vehicle storage yard on a portion of NE 15-71-8 W6M.

**CARRIED UNANIMOUSLY**

- 11.2 Notice of Decision – Property Tax Penalty  
1968682 AB Ltd. requested Council waive the tax penalty claiming they did not receive the tax notice until September 2021, due to circumstances they felt was beyond their control.

**MOTION #2021-0299**

**Moved by** Councillor McCallum Council deny the request to waive the tax penalty.

**CARRIED UNANIMOUSLY**

- 11.3 Christmas House Lighting Contest December 1<sup>st</sup>, 2021  
Council directed Administration to speak with FCSS regarding moving the judging of Christmas House Lighting to December 15, 2021. Councillors will be involved in judging.

- 11.4 Deputy Mayor Schedule

**MOTION #2021-0300**

**Moved by** Councillor Baker Council accept the Deputy Mayor schedule, as presented.

**CARRIED UNANIMOUSLY**

**12. REPORTS**

- 12.1 Audit Committee
- 12.2 Community Futures
- 12.3 Community and Protective Services Committee
- 12.4 FCSS Advisory Board
  - 12.4.1 FCSS Meeting November 2, 2021**
- 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
- 12.9 HR Committee
- 12.10 Healthy Communities Committee
  - 12.10.1 WCAT Meeting – September 22, 2021 (revised)**
  - 12.10.2 WCAT Meeting - October 20, 2021**
- 12.11 Helen E. Taylor Advisory School Council
- 12.12 ICF & IDP Steering Committee
- 12.13 Joint Grande Prairie Area Recreation Committee
- 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
- 12.18 South Peace Physician Attraction & Retention Committee
- 12.19 Wapiti Area Synergy Group (WASP)
- 12.20 Wembley and District Agricultural Society
- 12.21 Wembley-Dimsdale-Saskatoon Lake Recreation Board
- 12.22 Wembley Elementary School
- 12.23 Wembley Public Library

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Initials

12.24 911 and Emergency Services

12.25 Bylaw Enforcement Services

**12.25.1 County/Town of Wembley October 2021**

Council requested Administration to contact Sgt. Rempel and invite Bylaw Enforcement to next Council meeting.

12.26 Beaverlodge RCMP Detachment

**MOTION #2021-0301**

**Moved by** Councillor Ward-Ketchum Council accept the reports as information.

**CARRIED UNANIMOUSLY**

13. CORRESPONDENCE

13.1 SPARKED - Request Proclamation - National Child Day November 20, 2021

**MOTION #2021-0302**

**Moved by** Councillor Johnson Council direct the Mayor to proclaim November 20, 2021, as National Child Day.

**CARRIED UNANIMOUSLY**

13.2 Northern Spirit Light Show

Information was circulated showing dates of the Northern Spirit Light Show.

**MOTION #2021-0303**

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

**CARRIED UNANIMOUSLY**

14. COUNCIL REPORTS

14.1 Councillor McCallum attended Community Futures meeting. Community Futures currently in the process of establishing a date for their AGM.

14.2 Councillor Skinner attended her first (via Zoom) SPPARC meeting and found it very interesting.

15. ROUND TABLE

Councillor Baker

- Nothing to report.

Councillor Skinner

- Enjoyed the Strategic Planning session and found it very productive.
- Queried about establishing a graffiti wall at the skate park. Another idea was getting the kids to paint the walls of the change room at the outdoor skating rink.

Councillor Johnson

- Enjoyed the Strategic Planning weekend.

Councillor McCallum

- Missed Strategic Planning session.

Councillor Ward-Ketchum

- Enjoyed the Strategic Planning session.
- Attended Victims' Services meeting and talked to Ms. Hodges (Hythe FCSS) about an open invite to come to the Hythe Hotel and check it out as it is being converted to a homeless shelter. There are presently eleven (11) residents utilizing the shelter.
- FCSS will be looking at donations for the School goodie bags.

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Initials

Councillor Underwood

- Attended Alberta Recreation & Parks Association (ARPA). Councillor Underwood was one of the speakers. Learned a lot about play and play structure.

CAO Zhang

- Appreciated everyone that attended the Strategic Planning session.
- The Firefighters Association and the Wembley Fire Department, in conjunction with FCSS, is in the process of planning events for Remembrance Day. Discussion also centered on community organizations becoming more involved in the planning of this event.
- Preliminary plans and ideas of what the new Community Hall and Town Hall will look like already in the works.

Mayor Peterson

- Thanked everyone who attended the Strategic Planning session and thanked Administration for setting it up.

16. CLOSED SESSION

**MOTION #2021-0304**

**Moved by** Councillor McCallum Council go into Closed Session at 8:21 p.m.

**CARRIED UNANIMOUSLY**

**MOTION #2021-0305**

**Moved by** Councillor Johnson Council come out of Closed Session at 8:48 p.m.

**CARRIED UNANIMOUSLY**

17. ADJOURNMENT

**MOTION #2021-0306**

**MOVED by** Councillor McCallum the meeting be adjourned at 8:51 p.m.

**CARRIED UNANIMOUSLY**

(SIGNED)

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Mayor – Kelly Peterson

(SIGNED)

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CAO – Noreen Zhang