MINUTES OF THE ORGANIZATIONAL MEETING
of the Town of Wembley, in the Province of Alberta
held in the Wembley Municipal Office
this 26th day of October 2026 @ 6:30 p.m.

1. **CALL-TO-ORDER**
   The Organizational Meeting was called to order at 6:30 p.m. by Mayor Peterson.

2. **APPOINTMENT OF DEPUTY MAYOR**
   2.1 Deputy Mayor schedule updated.

3. **OATH OF OFFICE – DEPUTY MAYOR**

4. **BANKING**
   4.1 To continue with ATB Financial for the Town's financial institution.
   MOTION #2026-0227
   Moved by Councillor Skinner Council direct Administration to continue with ATB Financial as the Town's financial institution.

   CARRIED UNANIMOUSLY

   4.2 Banking Designated Signing Authority
   Mayor, Deputy Mayor, plus the CAO or in the absence of the CAO or designated CAO, the Administrative Assistant. List of approved authorized signers as per requirement of two (2) to sign (one council signature and one administration signature). The Town of Wembley requires two (2) to sign (one administration signature and one council signature) for all ATB Financial Deposit accounts/and or investments held by the Town of Wembley.

   The following will be the full list of Authorized Signers that will be on our account:

   Council Members:

   Mayor:
   Kelly Peterson – Current Signer

   Councillors:
   Dick Barendregt – Current Signer
   Robert Berlasty – Current Signer
   Rebecca Ketchum – Current Signer
   Tanya Skinner – Current Signer
   Bailee Wills – Current Signer

   Administration:

   Chief Administrative Officer: Noreen Zhang – Current Signer
   Community Services Manager: Christina Ketchum – Current Signer
   Administrative Services Manager: Danielle Line – Current Signer

   MOTION #2026-0228
   Moved by Councillor Barendregt Council approve the Banking Designated Signing Authorities as presented.

   CARRIED UNANIMOUSLY

5. **AUDITORS**

Copy of Approved Minutes

5.1 To continue with Fletcher Mudryk LLP Chartered Professional Accountant Firm.

MOTION #2026-0229

Moved by Councillor Berlasty Council direct Administration to continue with Fletcher Mudryk LLP, Chartered Professional Accountant firm, as the Town's auditors.

CARRIED UNANIMOUSLY

6. COUNCIL REMUNERATION

6.1 Policy C-1 Council Remuneration and Travel Expenses

MOTION #2026-0230

Moved by Councillor Skinner Council accept Policy C-1 Council Remuneration and Travel Expenses for information.

CARRIED UNANIMOUSLY

7. MUNICIPAL OFFICE

MOTION #2026-0231

Moved by Councillor Barendregt Council approve that municipality affairs continue to be conducted out of the Town Office, 9940 – 101 Street, Box 89, Wembley, Alberta.

CARRIED UNANIMOUSLY

8. ESTABLISH 2027 COUNCIL AND COMMITTEE MEETING DATES

8.1 Council Calendar 2027

MOTION #2026-0232

Moved by Councillor Berlasty Council accept the 2027 Council Calendar as presented.

CARRIED UNANIMOUSLY

9. APPOINTMENTS OF COMMITTEES AND REPRESENTATIVES

- **Alberta Healthy Communities Committee**
  - Mayor Peterson
  - Councillor Ketchum
- **Audit Committee**
  - Mayor Peterson
  - Councillor Ketchum
  - Councillor Wills
  - CAO, Zhang
- **Community and Protective Services Committee**
  - Mayor Peterson
  - Councillor Berlasty
  - CAO, Zhang (Chair)
- **Community Futures**
  - Councillor Berlasty
- **Economic Development Advisory Committee**
  - Mayor Peterson
  - Councillor Barendregt

Copy of Approved Minutes

- **FCSS Advisory Board**
  - Councillor Ketchum
  - Councillor Skinner
- **Grande Prairie Regional Emergency Agency**
  - CAO Noreen Zhang
- **Grande Prairie Regional Emergency Partnership Committee**
  - Councillor Berlasty
  - Councillor Barendregt (Alternate)
- **Grande Prairie Regional Tourism**
  - Councillor Ketchum
  - CAO Noreen Zhang (Alternate)
- **Grande Spirit Foundation**
  - Councillor Skinner
- **HR Committee**
  - Mayor Peterson
  - Councillor Berlasty
  - Councillor Barendregt
- **Helen E. Taylor Advisory School Council**
  - Councillor Skinner
- **ICF & IDP Steering Committee**
  - Mayor Peterson
  - Councillor Berlasty
  - Councillor Barendregt
- **Joint Grande Prairie Area Recreation Committee**
  - Mayor Peterson
  - Community Services Director C. Ketchum
- **Northern Alberta Elected Leaders**
  - Mayor Peterson
  - Councillor Ketchum (Alternate)
- **Peace Airshed Zone Association (PAZA)**
  - Councillor Barendregt
- **Peace Library System Board**
  - Councillor Wills
- **Regional Landfill**
  - Mayor Peterson
  - CAO, Zhang (Alternate)
- **South Peace Physician Attraction & Retention Committee**
  - Councillor Ketchum
  - Community Member: Susan Moodie
- **Water North Coalition (WNC)**
  - Councillor Barendregt
- **Wapiti Area Synergy Group (WASP)**
  - Councillor Barendregt
  - Councillor Berlasty (Alternate)
- **Wembley and District Agricultural Society**

Copy of Approved Minutes

- Councillor Skinner
- **Wembley-Dimsdale-Saskatoon Lake Recreation Board**
  - Councillor - Vacancy
- **Wembley Elementary School Advisory Council**
  - Councillor Wills
- **Wembley Public Library**
  - Councillor - Vacancy
  - Councillor Ketchum
- **911 and Emergency Services**
  - District Fire Chief Smith

MOTION #2026-0233

Moved by Councillor Barendregt Council appoint the Committees as presented.

CARRIED UNANIMOUSLY

10. ADJOURNMENT

MOTION #2026-0234

Moved by Councillor Ketchum the Organizational meeting be adjourned at 6:43 p.m.

CARRIED UNANIMOUSLY

Original Signed

Mayor Kelly Peterson

Original Signed

CAO Noreen Zhang

Copy of Approved Minutes