

**MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Wembley, in the Province of Alberta,
held in the Wembley Municipal Office
this 24th day of October 2022.**

1. CALL-TO-ORDER

Present: Mayor Peterson called the meeting to order at 7:00 p.m.
CAO Noreen Zhang
Councillor Ketchum
Councillor McCallum
Councillor Skinner
Councillor Underwood
Councillor Baker (virtual)

Regrets: Councillor Johnson

2. APPROVAL OF AGENDA

MOTION #2022-0265

Moved by Councillor Skinner Council approve the Agenda, with the addition of Item 16.1 – Legal under 16. Closed Session.

CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES

3.1 Minutes of Regular Meeting of Council held on October 11, 2022.

MOTION #2022-0266

Moved by Councillor Underwood Council adopt the minutes of the Regular Meeting of Council held October 11, 2022, as presented.

CARRIED UNANIMOUSLY

4. DELEGATIONS

4.1 Wembley Residents - Dody and Robin Herrington

Dody and Robin Herrington read a statement to Council regarding a matter against the Town of Wembley and currently under litigation. The statement included the timeline of their claim and a courtesy notice that should the matter not be resolve before the questioning period in December, that they would take the matter to the media.

5. FINANCE

6. PUBLIC HEARING

7. BYLAWS

8. POLICIES

Initials

9. CAO REPORT

9.1 Remembrance Ceremony

- The Town will be holding an outdoor ceremony for Remembrance Day and attendees are invited for a light refreshment afterwards at the Source Energy Arena and Recreation Centre concession area.

9.2 Halloween Day – Administration Staff Handing Out Treats

- The Town Office will be handing out treats for all Tricks or Treaters on October 31st, during regular business hours.

9.3 Christmas Card Contest 2022 – Entry Guidelines and Prizes

- The contest is now open for the young members of the Wembley Community to design this year’s Christmas card and newspaper ad.

9.7 Meetings/Training Attended

- West Grande Prairie County Solid Waste Authority Meeting – October 12, 2022 (County of Grande Prairie Administration Office)
- Zone 4 LGAA Meeting – October 19, 2022 – (Clarkson Hall, County of Grande Prairie)
- AMCA Virtual Fall Conference – October 20 -21, 2022

MOTION #2022-0269

Moved by Councillor McCallum Council accept the CAO report as information.

CARRIED UNANIMOUSLY

10. OLD BUSINESS

11. NEW BUSINESS

11.1 Wembley Public Library – Request Approval for New Bookkeeping Services

MOTION #2022-0270

Moved by Councillor McCallum Council approve the Wembley Public Library’s request to hire Bryanna McKinnon, EZBryz Bookkeeping and Tax Services, to do their bookkeeping.

CARRIED UNANIMOUSLY

12. REPORTS

12.1 Audit Committee

12.2 Community Futures

12.3 Community and Protective Services Committee

12.3.1 Community Protective Services Minutes – October 5, 2022

12.4 FCSS Advisory Board

12.4.1 FCSS Advisory Meeting – September 2022

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

12.8.1 GSF Board Meeting – September 30, 2022

12.9 HR Committee

12.10 Healthy Communities Committee

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)

Initials

- 12.16 Peace Library System Board
- 12.17 West Grande Prairie County Regional Landfill
 - 12.17.1 Meeting Minutes – October 12, 2022**
- 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
 - 12.23.1 Statement of Receipts and Disbursements – 2021**
 - 12.23.2 Budget - 2022**
- 12.24 911 and Emergency Service
- 12.25 Bylaw Enforcement Services
- 12.26 Beaverlodge RCMP Detachment

MOTION #2022- 0271

Moved by Councillor Ketchum Council accept the reports as information.

CARRIED UNANIMOUSLY

13. CORRESPONDENCE

- 13.1 Nomination 2023 Educator
- 13.2 Health Engagement Tour Updates – October 2022

MOTION #2022-0272

Moved by Councillor Underwood Council accept correspondence as information.

CARRIED UNANIMOUSLY

14. COUNCIL REPORTS

15. ROUND TABLE

Councillor Underwood

- Attended SPARRC meeting and a new logo was discussed at this meeting. Group working together for the betterment of the region.
- Skeleton Crawl was amazing and enjoyed by those who attended. Appreciated all the work of Charmaine Baker, Recreation Coordinator, as well as the handful of volunteers that made the event a success.

Councillor Skinner

- Attended the Silver & Gold Pioneer Club meeting and has also volunteered for some of their events.
- The Society will be decorating the bus for the Winter Solstice Parade in December.
- Casino Nights on November 25 and November 26. Some Town staff and Council have already volunteered but could use extras for backup.
- Indoor Seniors' Walk currently have low turn out but hoping that it will gain momentum once the weather gets colder.

Councillor McCallum

- Attended Community Futures meeting, business as usual. Will be looking at expanding budget and business options. The Grande Prairie chapter is the most productive in all of Canada.

Initials

Councillor Ketchum

- Attended FCSS meeting.
- Attended Firefighters' Association ceremony at the County of Grande Prairie and awards were presented to firefighters and law enforcement officers. This was the first time that awards were also presented to enforcement officers at the same time.

Councillor Baker

- WASP was cancelled.
- Attempted to attend the Water North Coalition but due to emergency at work was unable to attend the meeting.

Mayor Peterson

- Attended Firefighters' Association awards along with Councillor Ketchum.
- Will be attending ARPA Convention (Alberta Recreation & Parks Association) in Jasper, October 27 – 29, 2022 with Councillor Underwood, Community Services Director, and Recreation Coordinator.

CAO Zhang

- Currently working on budget to be presented at next CCW.
- Also working on Action Planning items that directly relates to the Strategic Priorities set by Council.
- Working on policies and procedures updates such as HR Policies and Council Remuneration and Expenses Policy.
- Met with the Philip J. Currie Dinosaur Museum Director, Linden and discussion centered around tourism in Wembley.
- Grants are being put together to assist with the funding of certain road repairs.

16. CLOSED SESSION

16.1 Legal Matter

MOTION #2022-2067

Moved by Councillor Skinner Council go into Closed Session – 7:07 p.m.

CARRIED UNANIMOUSLY

MOTION #2022-2068

Moved by Councillor Skinner Council come out of Closed Session – 7:27 p.m.

CARRIED UNANIMOUSLY

17. ADJOURNMENT

MOTION #2022-0273

MOVED by Councillor Ketchum Council adjourn the meeting at 8:23 p.m.

CARRIED UNANIMOUSLY

(SIGNED)

Mayor – Kelly Peterson

(SIGNED)

CAO – Noreen Zhang