

**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 2024.**

1. CALL-TO-ORDER

Present: Mayor Peterson called the meeting to order at 7:01 p.m.  
CAO Noreen Zhang  
Councillor Berlasty  
Councillor Skinner

Regrets: Councillor Underwood  
Councillor Ketchum  
Councillor Baker  
Councillor Johnson

**NO QUORUM**

2. APPROVAL OF AGENDA

**RECOMMENDATION**

That Council approves the agenda as presented.

3. ADOPTION OF MINUTES

3.1 Minutes of Regular Meeting of Council held on November 25, 2024.

**RECOMMENDATION**

That Council adopts the minutes of the Regular Meeting of Council held November 25th, 2024, as presented.

4. DELEGATIONS

5. FINANCE

5.1 Bank Financials for November 2024

**RECOMMENDATION**

That Council accepts the bank financials for November 2024 for information.

6. PUBLIC HEARING

7. BYLAWS

7.1 Bylaw 771 - Sidewalk Clearing Bylaw

Being a Bylaw of the Town of Wembley in the Province of Alberta for the purpose of controlling and regulating the removal of snow, ice, dirt, debris, and waste materials from sidewalks.

**RECOMMENDATION**

That the Council gives Bylaw 771 first reading at this meeting.

**RECOMMENDATION**

That the Council gives Bylaw 771 a second reading at this meeting.

**RECOMMENDATION**

That the Council gives Bylaw 771 a third and final reading at this meeting.

---

Initials

8. POLICIES

9. CAO REPORT

9.1 Christmas Tree Pick-Up

9.2 Town Office Closures

**RECOMMENDATION**

That Council accepts the CAO Report as information.

10. OLD BUSINESS

11. NEW BUSINESS

11.1 Appointing Noreen Zhang as Returning Officer and Danielle Line as Substitute Returning Officer for the 2025 Municipal Election.

**RECOMMENDATION**

That Council appoint Noreen Zhang as Returning Officer and to appoint Danielle Line as Substitute Returning Officer for the 2025 Municipal Election.

11.2 Town of Wembley Organizational Chart

**RECOMMENDATION**

That Council approves the Town of Wembley Organizational Chart as presented.

12. REPORTS

12.1 Audit Committee

12.2 Community Futures

12.3 Community and Protective Services Committee

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 Healthy Communities Committee

12.12 Helen E. Taylor Advisory School Council

12.13 ICF & IDP Steering Committee

12.14 Northern Alberta Elected Leaders

12.15 Parks and Recreation

12.16 Peace Airshed Zone Association (PAZA)

12.17 Peace Library System Board

12.18 South Peace Physician Attraction & Retention Committee

12.19 Wapiti Area Synergy Group (WASP)

12.20 Water North Coalition

12.21 Wembley and District Agricultural Society

12.22 Wembley-Dimsdale-Saskatoon Lake Recreation Board

12.23 Wembley Elementary School

12.24 Wembley Public Library

12.25 West Grande Prairie County Regional Landfill

**12.25.1. July 10th, 2024 - Meeting Minutes**

---

Initials

- 12.26 911 and Emergency Service  
12.27 Bylaw Enforcement Services  
**12.27.1. County of Grande Prairie Bylaw Enforcement - November 2024 Monthly Report**  
12.28 Beaverlodge RCMP Detachment  
**12.28.1. November 2024 Beaverlodge RCMP Wembley Occurrences**

**RECOMMENDATION**

That Council accepts the above committee(s) report(s) as information.

13. CORRESPONDENCE

- 13.1. 2024 Council Christmas Card

**RECOMMENDATION**

That Council accepts the above correspondence as information.

14. NOTICE OF MOTION

15. COUNCIL REPORTS

16. ROUND TABLE

- Councillor Skinner  
Discussion centered on sidewalk snow cleaning, especially 94 Avenue.
- Councillor Berlasty  
Brought up the issue of the number of unregistered vehicles in residential driveways. Councillor Berlasty suggested Bylaw be amended to allow one unregistered vehicle and resident to contact the Town for a permit for this unregistered vehicle. CAO Zhang suggested that an application be submitted to Council for their approval/disapproval regarding the permit. Councillor Berlasty would like to see this item placed on next Council agenda.

17. CLOSED SESSION

- 17.1. Economic or Other Interest – Property - FOIP Section 25.

18. ADJOURNMENT

Meeting adjourned at 7:47 p.m.

**(SIGNED)**

---

Mayor – Kelly Peterson

**(SIGNED)**

---

CAO – Noreen Zhang