

**MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Wembley, in the Province of Alberta
held in the Wembley Municipal Office
this 23rd day of September 2019.**

1. CALL-TO-ORDER

Mayor Turnmire called the meeting to order at 7:05 p.m.
CAO Noreen Zhang
Councillor Gundersen
Councillor McCallum
Councillor Guimond
Councillor Johnson
Councillor Underwood
Councillor Peterson

2. APPROVAL OF AGENDA

MOTION # 2019-0252

Moved by Councillor Peterson that Council adopt the Agenda with the following amendments:

- 8.5 Signing Authority - added
- 8.6 Savings Account - added
- 11.3 Volunteer Services Bureau - added
- 11.4 Tickets to Museum Gala – added
- 11.5 KAIROS Blanket Exercise – added

CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES

- 3.1 Amended minutes of August 12, 2019 Council Meeting

MOTION # 2019-0253

Moved by Councillor McCallum Council adopt the amended minutes of the August 12, 2019 Council Meeting as presented.

CARRIED UNANIMOUSLY

- 3.2 Minutes of September 9, 2019 Council Meeting

MOTION # 2019-0254

Moved by Councillor Guimond Council adopt the minutes of the September 9, 2019 Council Meeting as presented.

CARRIED UNANIMOUSLY

4. DELEGATIONS

- 4.1 MPE Engineering Ltd. – Road Assessment

MPE Engineering Ltd. was part of the Partnership Grant which did a road assessment for Wembley, Beaverlodge, Hythe, etc. last year and presented Council with the results of the survey. The information obtained in the survey will assist in future road and sidewalk funding requests.

5. FINANCE

- 5.1 Accounts Payable.

MOTION # 2019-0255

Moved by Councillor Johnson Council ratify accounts payable, as identified in Schedule "A", cheque #20190862 to cheque #20190930, totaling \$79,361.00.

CARRIED UNANIMOUSLY

6. PUBLIC HEARING

6. None

7. BY-LAWS

- 7.1 Borrowing Bylaw 723 - Second Reading

MOTION # 2019-0256

Moved by Councillor Gundersen Council give second reading to Borrowing Bylaw 723.

INITIALS

CARRIED UNANIMOUSLY

MOTION # 2019-0257

Moved by Councillor Peterson Council give third and final reading to Borrowing Bylaw 723.

CARRIED UNANIMOUSLY

8. CAO REPORT

8.1 Wembley Fire Department Wildfire Deployment

MOTION #2019-0258

Moved by Councillor Gundersen that Council approve to reallocate the budgeted amount from fire hall renovations to contracted services for the Wembley Fire Department Wildfire Deployment in the amount of \$16,564.00 (Chq. #720) and \$7,954.00 (Chq. #824).

CARRIED UNANIMOUSLY

8.2 Residents Affected by Water Treatment Plant Flooding

Council was brought up to date on where the insurance adjustor was regarding the flooding issue. The adjustor has been in touch with the affected residents and will be doing a physical inspection of the flooded area on September 30, 2019. As some of the flooding was also caused due to the grade of the easement it was suggested that a ditch be made in the easement, before next Spring, to prevent flooding. The CAO is going to contact Helix Engineering for their recommendation.

8.3 Elections Canada – Voting Stations at Source Energy and Recreation Centre

Ms. Noreen Zhang, CAO, contacted Elections Canada to reconfirm that the above voting stations will be identified on the voter's information card.

8.4 Fire Chief Matt Smith – Acting CAO (September 24 – 27, 2019)

CAO Zhang has delegated Fire Chief Smith as Acting CAO while she will be attending AUMA on the above dates.

8.5 Signing Authority

At the present time the Mayor, Deputy Mayor and CAO have signing authority, including Tanya Skinner. As Tanya is no longer an employee of the Town of Wembley, CAO Zhang requested to have her removed from the signing authority and have Public Works Foreman, Christina Ketchum, and Wembley Fire Chief, Matthew Smith, added as additional signing officers.

MOTION # 2019-0259

Moved by Councillor Johnson that Council approve the removal of Ms. Tanya Skinner as signing authority on all Town of Wembley accounts.

CARRIED UNANIMOUSLY

MOTION #2019-0260

Moved by Councillor Johnson that Council approve adding the signing authority for Ms. Ketchum and Fire Chief Smith.

CARRIED UNANIMOUSLY

8.6 Savings Account

Ms. Zhang explained that the Town of Wembley is opening a savings account in order to have a separation of grant funds from other funds, making it easier for accounting purposes.

MOTION #2019-0261

Moved by Councillor McCallum Council approve the opening of a new savings account for the Town of Wembley for separation for grant funds.

CARRIED UNANIMOUSLY

MOTION # 2019-0262

Moved by Councillor Underwood Council accept the CAO Report as information.

INITIALS

CARRIED UNANIMOUSLY

9. OLD BUSINESS

9.1 None

10. REPORTS

10.1 Community Futures Grande Prairie & Region Minutes of Board of Directors
Mayor Turnmire informed Council that after being on the Committee for nine years, his term is now up and a new representative will be appointed at the Organizational meeting in October.

10.2 Wembley Fire Department Call Out Update – August
MOTION # 2019-0263
Moved by Councillor Peterson Council accept the above reports as information.

CARRIED UNANIMOUSLY

11. CORRESPONDENCE

11.1 Letter of Appreciation - Alberta Municipal Affairs in regards to the wildfire evacuation

11.2 Peace Library System September 14, 2019 Highlights

11.3 Volunteer Services Bureau

VSB would like to invite the Mayor, Council and other Directors to a September 30, 2019 luncheon to share who they are and how they are involved in the community and surrounding Grande Prairie area.

11.4 Tickets to Museum Gala

NuVista Energy has two extra tickets for the fundraising Museum Gala and has donated them to Council should someone wish to attend.

11.5 KAIROS Blanket Exercise

The KAIROS Blanket Exercise is a workshop that explores the nation-to-nation relationship between indigenous and non-indigenous peoples in Canada. Blankets arranged on the floor represent land and participants are invited to step into the roles of First Nations, Inuit, and later Metis peoples. This workshop will take place on October 18, 2019.

MOTION # 2019-0264

Moved by Councillor Peterson Council accept the correspondence for information.

CARRIED UNANIMOUSLY

12. NEW BUSINESS

12.1 ATCO Electric Franchise Fee

MOTION # 2019-0265

Moved by Councillor Johnson Council keep the current franchise fee at the current six percent (6%).

CARRIED UNANIMOUSLY

13. COUNCIL REPORTS

14. ROUND TABLE

Councillor Peterson
None

Councillor Gundersen

- Attended “What’s Up Wembley” and there was a very good turnout.
- Also attended Student Council and forty (40) parents were present.

Councillor Johnson

- Has seen an increase in vendors that are not local and would like to invite other Councils, including the Town of Wembley, to write letters to oil companies, etc. asking them to utilize more local businesses and therefore help local businesses.

Councillor Underwood

INITIALS

- Orange Shirt Day is on September 30, 2019, which is in recognition of residential school survivors.

Councillor McCallum
None

Councillor Guimond
None

CAO Zhang

- Council will be looking at a list of preferred vendors for services essential to the Town of Wembley's operations.
- Will be attending AUMA from September 24 to September 27.
- Attended "What's Up Wembley" and was pleasantly surprised at the number of residents in attendance.
- Attended GPREP debriefing regarding the wildfire's deployment.
- Also attended GPREP Committee meeting. The Town of Wembley's contribution will also be going up next year from \$10,300 to \$10,609.

Mayor Turnmire

- Once all the Performance Appraisal Review forms have been returned, the HR Committee will schedule a meeting.
- On September 12, 2019 attended the "Rural Crime" session with the Justice Minister Doug Schweitzer, Grande Prairie MLA Tracy Allard and Grande Prairie-Wapiti MLA Travis Toews.
- Met with County Planner regarding the Pipestone Structure plan to the south of Wembley.
- NuVista will be in contact, in the near future, with the Town of Wembley regarding the \$15,000 contribution which was originally intended for the Community Hall roof.
- Mayor Turnmire also asked if Public Works could take down the Property Tax signage in the Post Office.
- Mayor Turnmire also updated Council on the progress of the new medical clinic.
- The issue of logistics for Remembrance Day was also brought up by the Mayor as the Community Hall is no longer available.

15. ADJOURNMENT

MOTION # 2019-0266

Moved by Councillor Johnson that the meeting be adjourned at 8:40 p.m.

CARRIED UNANIMOUSLY

Mayor – Chris Turnmire

CAO – Noreen Zhang

INITIALS