

**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 April 2024.**

1. CALL-TO-ORDER

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

Regrets: Councillor Berlasty  
Councillor Johnson

2. APPROVAL OF AGENDA

**MOTION #2024-0072**

**Moved by** Councillor Skinner Council approve the Agenda as presented.

**CARRIED UNANIMOUSLY**

3. ADOPTION OF MINUTES

3.1 Minutes of the Council Budget Meeting held on March 20th, 2024.

**MOTION #2024-0073**

**Moved by** Councillor Ketchum Council adopt the minutes of the Council Budget meeting held March 20th, 2024, as presented.

**CARRIED UNANIMOUSLY**

3.2 Minutes of Regular Meeting of Council held on March 25th, 2024.

**MOTION #2024-0074**

**Moved by** Councillor Underwood Council adopt the minutes of the Regular Meeting of Council held March 25th, 2024, with noted changes.

**CARRIED UNANIMOUSLY**

4. DELEGATIONS

4.1 Town & Country News

Ms. Rebecca Dika, publisher, was present to lobby for Council's continued support of the Town & Country News.

**MOTION #2024-0075**

**Moved by** Councillor Skinner Council direct Administration to explore options to continue support of the Town & Country News.

**CARRIED UNANIMOUSLY**

5. FINANCE

6. PUBLIC HEARING

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Initials

7. BYLAWS

7.1 Bylaw 764 - Municipal Assessor Bylaw

To establish the position of Municipal Assessor and to designate powers, duties, and functions to that position for the Town of Wembley.

**MOTION #2024-0076**

**Moved by** Councillor Skinner Council give first reading to Bylaw 764, being the Bylaw to establish the position of Municipal Assessor.

**CARRIED UNANIMOUSLY**

Bylaw 764 was then read for the first time.

**MOTION #2024-0077**

**Moved by** Councillor Ketchum Council give second reading to Bylaw 764.

**CARRIED UNANIMOUSLY**

Bylaw 764 was then read for the second time.

**MOTION #2024-0078**

**Moved by** Councillor Skinner Council have third reading of Bylaw 764 at this meeting.

**CARRIED UNANIMOUSLY**

**MOTION #2024-0079**

**Moved by** Councillor Baker Council give third reading to Bylaw 764.

**CARRIED UNANIMOUSLY**

Bylaw 764 was read for the third time and finally passed.

8. POLICIES

9. CAO REPORT

10. OLD BUSINESS

11. NEW BUSINESS

11.1 Economics/Tourism Development – Administration Report

CAO Zhang gave Council a verbal update on the progress of the Economics/Tourism Development.

11.2 Hildebrand Company – Request for direction.

11.3 County of Grande Prairie No.1 - Regional Safety Codes Administration Agreement Renewal January 1<sup>st</sup>, 2024, to December 31<sup>st</sup>, 2029.

**MOTION #2024-0080**

**Moved by** Councillor Ketchum Council renew the Regional Safety Codes Administration Agreement with the County of Grande Prairie No.1, from January 1st, 2024, to December 31st, 2029.

**CARRIED UNANIMOUSLY**

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Initials

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 Tourism
- 12.8 Grande Spirit Foundation
- 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 Northern Alberta Elected Leaders
- 12.15 Parks and Recreation
- 12.16 Peace Airshed Zone Association (PAZA)
- 12.17 Peace Library System Board
- 12.18 West Grande Prairie County Regional Landfill
- 12.19 South Peace Physician Attraction & Retention Committee
- 12.20 Wapiti Area Synergy Group (WASP)
- 12.21 Water North Coalition
- 12.22 Wembley and District Agricultural Society
- 12.23 Wembley-Dimsdale-Saskatoon Lake Recreation Board
- 12.24 Wembley Elementary School
- 12.25 Wembley Public Library
- 12.26 911 and Emergency Service
- 12.27 Bylaw Enforcement Services

**12.27.1 March 2024 Wembley Report**

*Town enforcement priorities: ATV, speeding, and RV parking. – Administration to notify County Bylaw Enforcement*

- 12.28 Beaverlodge RCMP Detachment

**MOTION #2024 -0081**

**Moved by** Councillor Skinner Council accept the reports as information.

**CARRIED UNANIMOUSLY**

13. CORRESPONDENCE

- 13.1 City of Grande Prairie – Letter of Support

The City of Grande Prairie is requesting a Letter of Support regarding the Briefing Note they plan on circulating to the Minister regarding LGFF formula and Aquatera assets.

**MOTION #2024-0082**

**Moved by** Councillor Ketchum Council direct Administration write a Letter of Support on behalf of the Mayor, as per the City of Grande Prairie’s request.

**CARRIED UNANIMOUSLY**

- 13.2 April 22 Earth Day – Leg Day Campaign

To take part in the Earth Day/Leg Day campaign to raise awareness among our community and to encourage commitment to the environment. Earth Day 2024 is Leg Day - Walking,

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Initials

Cycling, Running, and/or Carpooling. To participate an individual can sign up to do [Earth Day Leg Day Challenge](#).

13.3 Invitation to the Northwestern Alberta Foundation's 2024 Rooted in Community Tour. Registration is required to attend at a nearby community ([Registration LINK](#)).

13.4 Canadian Fallen Heroes Foundation asking if the Town of Wembley is interested in commissioning memorials or sponsorship for Remembrance Day.

**MOTION #2024-0083**

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

**CARRIED UNANIMOUSLY**

14. NOTICE OF MOTION

15. COUNCIL REPORTS

16. ROUND TABLE

- Councillor Skinner  
Queried if electric scooters and bicycles were included in the Traffic Bylaw and if the chicken bylaw will be rolled out this spring. Also queried about advertisement for a PW employee. Queried when next FCSS meeting was and job posting for FCSS.
- Councillor Underwood  
Updated Council on spring sports registrations. "What's Up Wembley" slow with foot traffic. Easter Egg Hunt was a success with 166 participants. A total of 225 tickets were sold but not all were used. Family Glow Dance registration closes April 12 and to date there are 188 registered and dance is on April 19. Also, seniors have had their first class of shallow water aerobics at Eastlink pool. Touch-a-Truck on May 24 and invites have been sent out.
- Councillor Baker  
None to report.
- Councillor Ketchum  
Attended GPRTA meeting and also Peace Wapiti School District Joint Council meeting. The Joint Council meeting dealt with mental health and wellness with students, parents, and promote media awareness. Will be attending WASP on April 9<sup>th</sup>.
- CAO Zhang  
Will be attending staff First Aid training and then attending an Aquatera Drought planning meeting. Continually working on 2024 budget.
- Mayor Peterson  
Northwest Sports Excellence Awards on Friday night at Clarkson Hall and attended Aquatera meeting.

17. CLOSED SESSION

17.1 Section 24 Advice from Officials

**MOTION #2024-0084**

**Moved by** Councillor Ketchum Council move into Closed Session – 8:24 p.m.

**CARRIED UNANIMOUSLY**

**MOTION #2024-0085**

**Moved by** Councillor Underwood Council come out of Closed Session – 8:52 p.m.

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Initials

**CARRIED UNANIMOUSLY**

**MOTION #2024-0086**

**Moved by** Councillor Ketchum Council direct CAO Zhang to respond to the County Development application and reach out to Nick Lapp, County of Grande Prairie General Manager, Planning and Development Services.

**CARRIED UNANIMOUSLY**

18. ADJOURNMENT

**MOTION #2024-0087**

**Moved by** Councillor Ketchum Council adjourn the meeting at 8:53 p.m.

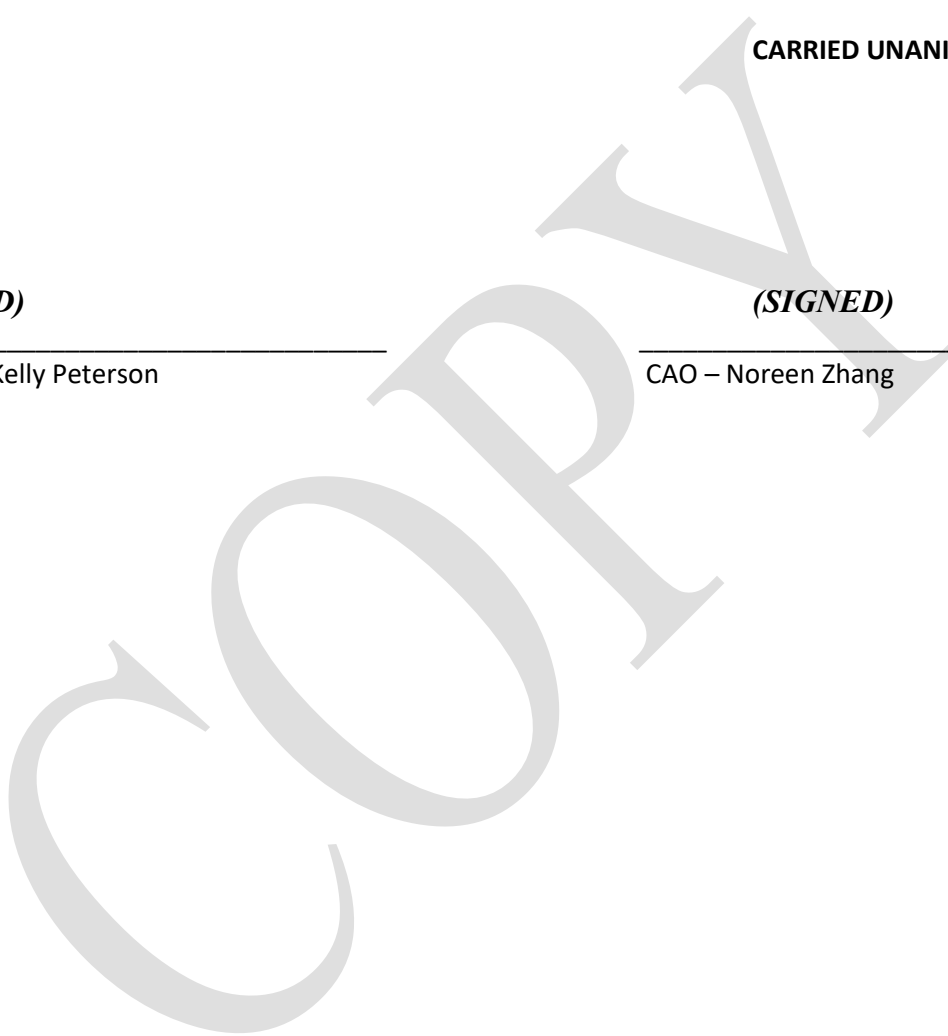
**CARRIED UNANIMOUSLY**

*(SIGNED)*

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Mayor – Kelly Peterson

*(SIGNED)*

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CAO – Noreen Zhang



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Initials