

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
of the Town of Wembley, in the Province of Alberta,  
held in the Wembley Municipal Office  
this 28<sup>th</sup> Day of October 2024.**

1. CALL-TO-ORDER

Present: Mayor Peterson called the meeting to order at 7:01 p.m.  
CAO Noreen Zhang  
Councillor Berlasty  
Councillor Ketchum (via Zoom)  
Councillor Baker (via Zoom)  
Councillor Underwood  
Kiera Kraig, Finance  
Christina Ketchum, Community Services Director  
Chris Crane, Public Works Foreman

Regrets: Councillor Johnson  
Councillor Skinner

2. APPROVAL OF AGENDA

**MOTION #2024-0259**

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

**CARRIED UNANIMOUSLY**

3. ADOPTION OF MINUTES

3.1 Minutes of Budget Meeting of Council held on October 9th, 2024.

**MOTION #2024-0260**

**Moved by** Councillor Berlasty Council adopt the minutes of the Budget Meeting of Council held October 9<sup>th</sup>, 2024, as presented.

**CARRIED UNANIMOUSLY**

3.2 Minutes of Regular Meeting of Council held on October 15th, 2024.

**MOTION #2024-0261**

**Moved by** Councillor Ketchum Council adopt the minutes of the Regular Meeting of Council held on October 15<sup>th</sup>, 2024.

**CARRIED UNANIMOUSLY**

4. DELEGATIONS

4.1 2025 Interim Budget Discussion with Public Works Department - Chris Crane, Public Works Foreman

Discussion centered on the purchase of a Tech RMP 215 snowblower, sidewalk replacement on 97th, 98th and 99th Street, from 99th Avenue to 100th Avenue, and the repaving of 97 Street. Mr. Crane addressed Council's queries.

4.2 2025 Interim Budget Discussion Administration Department - Noreen Zhang, Chief Administrative Officer

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Initials

CAO Zhang addressed queries from Council regarding the Administration Department budget.

**MOTION #2024-0262**

**Moved by** Councillor Underwood Council take a short recess – 8:30 p.m.

**CARRIED UNANIMOUSLY**

**MOTION #2025-0263**

**Moved by** Councillor Underwood Council resume – 8:38 p.m.

**CARRIED UNANIMOUSLY**

- 4.3 2025 Interim Budget Discussion Community Services Department - Christina Ketchum, Community Services Director  
Discussion centered on increasing the hours and wages for the Family and Community Social Services Programmer from 20 hours/week to 35 hours/week. Ms. Christina Ketchum addressed queries from Council. The recreation budget was also discussed.

5. FINANCE

6. PUBLIC HEARING

7. BYLAWS

8. POLICIES

9. CAO REPORT

10. OLD BUSINESS

11. NEW BUSINESS

- 11.1 Land Solutions and Rogers Communications Inc – New Location for proposed wireless Rogers Communications communication tower installation.

**MOTION #2024-0264**

**Moved by** Councillor Underwood Council approve the proposed communication tower location on CN Rail property, north of CN tracks, 45m west of 97<sup>th</sup> Street just off 101 Ave.

**CARRIED UNANIMOUSLY**

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

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Initials

- 12.12 Helen E. Taylor Advisory School Council
- 12.13 ICF & IDP Steering Committee
- 12.14 Northern Alberta Elected Leaders  
**12.14.1 NAEL Meeting Minutes – June 14th, 2024**
- 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
- 12.26 911 and Emergency Service
- 12.27 Bylaw Enforcement Services
- 12.28 Beaverlodge RCMP Detachment

**MOTION #2024-0265**

**Moved by** Councillor Ketchum Council accept the Committee reports as information.

**CARRIED UNANIMOUSLY**

13. CORRESPONDENCE

- 13.1 Remembrance Day November 11<sup>th</sup>, 2024

**MOTION #2024-0266**

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

**CARRIED UNANIMOUSLY**

14. NOTICE OF MOTION

15. COUNCIL REPORTS

16. ROUND TABLE

- Councillor Underwood  
Library Spooktacular and FCSS Halloween event will once again be happening in Wembley.
- Councillor Baker  
Busy with hockey.
- Councillor Berlasty  
Attended WASP meeting because PAZA was presenting. Good meeting.
- Councillor Ketchum  
Missed WASP meeting. Attended GPRTA Culinary Tourism training. Was also put on the sub-committee for Culinary Tourism. The money for the project was put up by Alberta Tourism.
- CAO Zhang  
Working on budget and Election coming up next year.
- Mayor Peterson  
Nothing to report.

17. CLOSED SESSION

- 17.1 Economic or Other Interest - FIOP Section 25

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Initials

**MOTION #2024-0267**

**Moved by** Councillor Underwood Council move into Closed Session – 9:13 p.m.

**CARRIED UNANIMOUSLY**

**MOTION #2024-0268**

**Moved by** Councillor Baker Council come out of Closed Session – 9:44 p.m.

**CARRIED UNANIMOUSLY**

**MOTION #2024-0269**

**Moved by** Councillor Ketchum Council direct Administration to research financial options for a multi-use building that would suit Town operations.

**CARRIED UNANIMOUSLY**

18. ADJOURNMENT

**MOTION #2024-0270**

**Moved by** Councillor Ketchum Council adjourn the meeting at 9:45 p.m.

**CARRIED UNANIMOUSLY**

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Mayor – Kelly Peterson

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CAO – Noreen Zhang