

**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 July 2024.**

1. CALL-TO-ORDER

Present: Mayor Peterson called the meeting to order at 7:03 p.m.  
CAO Noreen Zhang (via Zoom)  
Councillor Underwood  
Councillor Berlasty  
Councillor Baker (via Zoom)

Regrets: Councillor Ketchum  
Councillor Skinner  
Councillor Johnson

2. APPROVAL OF AGENDA

**MOTION #2024-0160**

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

**CARRIED UNANIMOUSLY**

3. ADOPTION OF MINUTES

3.1 Minutes of Regular Meeting of Council held on June 17th, 2024.

**MOTION #2024-0161**

**Moved by** Councillor Underwood Council adopt the minutes of the Regular Meeting of Council held June 17th, 2024, as presented.

**CARRIED UNANIMOUSLY**

4. DELEGATIONS

5. FINANCE

5.1. Revenue & Expenses for June 2024

**MOTION #2024-0162**

**Moved by** Councillor Underwood Council accept the Revenue & Expenses for June 2024, for information.

**CARRIED UNANIMOUSLY**

5.2 Bank Financials for June 2024

**MOTION #2024-0163**

**Moved by** Councillor Berlasty Council accept the Bank Financials for June 24, 2024, for information.

**CARRIED UNANIMOUSLY**

6. PUBLIC HEARING

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Initials

7. BYLAWS

7.1 Bylaw 733-C: Amendment to Land Use Bylaw 733

A By-Law to amend Town of Wembley Land Use By-Law No. 733.

- a. Addition of Child Care Facility be added as Discretionary Use to Primary Commercial (CP) and Public Service (PS).
- b. Addition of a Direct Control (DC) District site-specific area. The purpose of this Direct Control District is to allow for the development of manufactured homes on an interim basis until such time as the subject lands are developed for commercial use. This District shall apply to Lots 4-8, Block 4, Plan 3255CL.
- c. To delete and replace Communication Towers and Antenna Systems content. The purpose of this section is to establish a procedure and recommended standards where a telecommunication carrier is required to consult with the Town for the siting of a new antenna system, or alteration of an existing system, that is regulated by Industry Canada.

**MOTION #2024-0164**

**Moved by** Councillor Baker Council give first reading to Bylaw 733-C at this meeting and schedule the Public Hearing for August 12th, 2024.

**CARRIED UNANIMOUSLY**

7.2 Bylaw 761-1: Municipal Borrowing Amendment Bylaw

A Bylaw to Amend the Town of Wembley's Municipal Borrowing Bylaw No. 761.

- a. Replacing Section 7 with the following: **submission of this Municipal Borrowing Bylaw to Treasury Branch a) may be executed electronically; and b) may be delivered by email, facsimile or other functionally equivalent means.**
- b. Replacing Section 8 with the following: **upon third reading of Bylaw 761-1, Bylaws 678 and 757, and all amendments thereto, are hereby repealed.**
- c. Adding Section 9 with the following: **this Bylaw shall come into effect at the final passage thereof.**
- d. Adding a Certificate section before the final reading and signatures.

**MOTION #2024-0165**

**Moved by** Councillor Berlasty Council give first reading to Bylaw 761-1, being the Bylaw to amend Municipal Borrowing Bylaw 761.

**CARRIED UNANIMOUSLY**

Bylaw 761-1 was then read for the first time.

**MOTION #2024-0166**

**Moved by** Councillor Baker Council give second reading to Bylaw 761-1.

**CARRIED UNANIMOUSLY**

Bylaw 761-1 was then read for the second time.

**MOTION #2024-0167**

**Moved by** Councillor Underwood Council have third reading of Bylaw 761-1 at this meeting.

**CARRIED UNANIMOUSLY**

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Initials

**MOTION #2024-0168**

**Moved by** Councillor Berlasty Council give third and final reading to Bylaw 761-1.

**CARRIED UNANIMOUSLY**

Bylaw 761-1 was then read for the third time and finally passed.

7.3 Bylaw 766: Municipal Assessor Bylaw

A Bylaw of the Town of Wembley in the Province of Alberta, to establish the position of Municipal Assessor and to designate powers, duties, and functions thereto.

**MOTION #2024-0169**

**Moved by** Councillor Berlasty Council give first reading to Bylaw 766, being the Bylaw to establish the position of Municipal Assessor.

**CARRIED UNANIMOUSLY**

Bylaw 766 was then read for the first time.

**MOTION #2024-0170**

**Moved by** Councillor Baker Council give second reading to Bylaw 766.

**CARRIED UNANIMOUSLY**

Bylaw 766 was then read for the second time.

**MOTION #2024-0171**

**Moved by** Councillor Underwood Council have third reading of Bylaw 766 at this meeting.

**CARRIED UNANIMOUSLY**

**MOTION #2024-0172**

**Moved by** Councillor Berlasty Council give third and final reading to Bylaw 766.

**CARRIED UNANIMOUSLY**

Bylaw 766 was then read for the third time and finally passed.

7.4 Bylaw 767: Revised Schedule of Fees, Rates and Charges

A Bylaw of the Town of Wembley, in the Province of Alberta, for the purpose of adopting a revised Schedule of Fees, Rates, and Charges.

**MOTION #2024-0173**

**Moved by** Councillor Berlasty Council give first reading to Bylaw 767, being the Revised Schedule of Fees, Rates and Charges.

**CARRIED UNANIMOUSLY**

Bylaw 767 was then read for the first time.

**MOTION #2024-0174**

**Moved by** Councillor Underwood Council give second reading to Bylaw 767.

**CARRIED UNANIMOUSLY**

Bylaw 767 was then read for the second time.

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Initials

**MOTION #2024-0175**

**Moved by** Councillor Baker Council have third reading of Bylaw 767 at this meeting.

**CARRIED UNANIMOUSLY**

**MOTION #2024-0176**

**Moved by** Councillor Berlasty Council give third and final reading to Bylaw 767.

**CARRIED UNANIMOUSLY**

Bylaw 767 was then read for the third time and finally passed.

8. POLICIES

9. CAO REPORT

10. OLD BUSINESS

11. NEW BUSINESS

11.1 Regional Economic Development Officer – Request for Direction

**MOTION #2024-0177**

**Moved by** Councillor Underwood Council direct Administration advise partner communities that the Regional Economic Development Strategy requires an update, given the changed interests and objectives of the partners, for presentation to their Councils for approval.

**CARRIED UNANIMOUSLY**

12. REPORTS

12.1 Audit Committee

12.2 Community Futures

12.3 Community and Protective Services Committee

**12.3.1 Meeting Minutes – June 11, 2024**

12.4 FCSS Advisory Board

12.5 Grande Prairie Regional Emergency Partnership

12.6 Grande Prairie Regional Emergency Partnership Committee

**12.6.1 Meeting Minutes – May 21, 2024**

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 South Peace Physician Attraction & Retention Committee

12.19 Wapiti Area Synergy Group (WASP)

12.20 Water North Coalition

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Initials

- 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  
**12.24.1 Meeting Minutes - June 13th, 2024 (Action Item: 12.b.i.)**  
**12.24.2 Martina Brewer – Letter of Resignation Board of Director and Treasurer Position Administration, on behalf of Council, will send letter thanking Ms. Brewer for her services.**
- 12.25 West Grande Prairie County Regional Landfill  
12.26 911 and Emergency Service  
12.27 Bylaw Enforcement Services  
**12.27.1** County of Grande Prairie - Wembley June 2024 Weed Inspection  
12.28 Beaverlodge RCMP Detachment  
**MOTION #2024-0178**  
**Moved by** Councillor Berlasty Council accept the above Committee reports as information.

**CARRIED UNANIMOUSLY**

13. CORRESPONDENCE

- 13.1 June 2024 - Letter from Minister McIver Responding to Mayor Clayton regarding the (LGFF) Local Government Fiscal Framework capital funding formula.  
**MOTION #2024-0179**  
**Moved by** Councillor Berlasty Council accept correspondence as information.

**CARRIED UNANIMOUSLY**

14. NOTICE OF MOTION

15. COUNCIL REPORTS

16. ROUND TABLE

- Councillor Baker  
Nothing to report.
- Councillor Underwood  
Thanked Public Works for their assistance with the Street Performers.  
Sorry she missed water fight.
- Councillor Berlasty  
Queried as to how much “in-kind” the Ag Society receives from the Town. Administration will be providing this information to Councillor Berlasty.
- CAO Zhang  
The Town applied for and received a \$5,000 grant for Alberta Day, September 1. The Heritage Society will be receiving \$4,000 of this money for their events on that day.
- Mayor Peterson  
Queried about status of seniors parking at Silver and Gold Club. CAO Zhang replied that the Club is exempt from all parking restrictions.

17. CLOSED SESSION

18. ADJOURNMENT

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Initials

**MOTION #2024-0180**

**M0ved by** Councillor Berlasty Council adjourn the meeting at 7:53 p.m.

**CARRIED UNANIMOUSLY**

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Mayor – Kelly Peterson

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CAO – Noreen Zhang

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Initials