

**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 January 2024.**

1. CALL-TO-ORDER

Present: Mayor Peterson called the meeting to order at 7:00 p.m.  
CAO Noreen Zhang  
Councillor Skinner  
Councillor Berlasty  
Councillor Baker  
Councillor Underwood  
Councillor Johnson  
Councillor Ketchum

2. APPROVAL OF AGENDA

**MOTION #2024-0001**

**Moved by** Councillor Ketchum Council approve the Agenda with the addition of Item 4.1 Aquatera Delegation.

**CARRIED UNANIMOUSLY**

3. ADOPTION OF MINUTES

3.1 Minutes of Regular Meeting of Council held on December 11th, 2023.

**MOTION #2024-0002**

**Moved by** Councillor Baker Council adopt the minutes of the Regular Meeting of Council held December 11th, 2023, as presented.

**CARRIED UNANIMOUSLY**

4. DELEGATIONS

4.1 Aquatera Utilities/Bylaw – Rate Increase for March  
Mr. Michael Dobovich, Vice-President Corporate Services and Mr. Brian Mbesha, Chief Financial Officer were present to inform Council that there will be a rate increase effective March 1<sup>st</sup>, 2024 for water and sewer. Due to increased operational costs water and sewer rates need to be increased to offset these costs.

5. FINANCE

5.1 Bank Financials and Revenue & Expenses as of December 31, 2023

**MOTION #2024-0003**

**Moved by** Councillor Johnson Council accept the Bank Financials and Revenue & Expenses as of December 31<sup>st</sup>, 2023, as information.

**CARRIED UNANIMOUSLY**

6. PUBLIC HEARING

7. BYLAWS

8. POLICIES

\_\_\_\_\_  
Initials

9. CAO REPORT

9.1 Town Community Groups

- Administration is going to be making every effort to connect with the Town community groups for event planning purposes. The goal is to coordinate resources and ensure that support is appropriately allocated. Once the Town can gather the information required, Administration is going to reach out to neighbouring communities and coordinate efforts to support each other's events.

9.2 Year End In Progress

- Administration is currently going through year end procedures and preparing for annual audit next month.
- CAO meeting with department heads to go over the 2024 budget to look for other recommendations to Council to reduce operational cost.

9.3 Meetings/Training Attended

- December 11, 2023 – West County Regional Landfill Meeting @ County Administration Office.

**MOTION #2024-0004**

**Moved by** Councillor Johnson Council accept the CAO Report as information.

**CARRIED UNANIMOUSLY**

10. OLD BUSINESS

11. NEW BUSINESS

11.1 CAO 2024 Vacation Request

**MOTION #2024-0005**

**Moved by** Councillor Johnson Council accept the CAO's 2024 Vacation Request, as presented.

**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

**GPREP requesting for endorsement from Council. RMA & AB Munis Resolution – Provincial Level of Service for Emergency Social Services: "FURTHER BE IT RESOLVED that the proposed provincial Level of Service for Emergency Social Services acknowledge that the host municipality is providing a Fee for Service and that they will directly invoice the home jurisdiction, or the Government of Alberta and will not be required to apply for Disaster Recovery Program funding to recover their costs."**

**MOTION #2024-0006**

**Moved by** Councillor Underwood Council support the request from GPREP for an endorsement of the Provincial Level of Service for Emergency Social Services: "FURTHER BE IT RESOLVED that the proposed provincial Level of Service for Emergency Social Services acknowledge that the host municipality is providing a Fee for Service and that they will directly invoice the home jurisdiction, or the Government of Alberta and will not be required to apply for Disaster Recovery Program funding to recover their costs".

**CARRIED UNANIMOUSLY**

\_\_\_\_\_  
Initials

- 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 Parks and Recreation
- 12.15 Peace Airshed Zone Association (PAZA)
- 12.16 Peace Library System Board
- 12.17 West Grande Prairie County Regional Landfill
- 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
- 12.25 911 and Emergency Service
- 12.26 Bylaw Enforcement Services
- 12.27 Beaverlodge RCMP Detachment

13. CORRESPONDENCE

14. NOTICE OF MOTION

15. COUNCIL REPORTS

16. ROUND TABLE

- Councillor Baker  
Parade and fireworks were excellent.
- Councillor Berlasty  
Nothing to report.
- Councillor Johnson  
Attended Fire Department Christmas Party and brought greetings from Council.
- Councillor Skinner  
The Grand Opening of the Spirit River Complex will be June 1<sup>st</sup>, 2024. Councillor Skinner wanted to know if Council would like to donate the bus to take Wembley seniors and/or volunteers to the Grand Opening. Council had no issue with the bussing local seniors or those wanting to attend to this event.
- Councillor Underwood  
Loved the Parade and fireworks, and school is back in session.
- CAO Zhang  
Passionate Hearts on February 14, 2024 and please let CAO Zhang if you wish to attend in order to purchase tickets. Also, CAO Zhang would like to know how many would be interested in attending the RMRF Law Seminar (deals with municipal law) which will be held in Grande Prairie on March 1<sup>st</sup>. Bloom Webinar courses are still available for a short time. CAO Zhang requested Council to utilize calendar to show Council availability for meetings, training, events,

etc. Upcoming ICF meeting so please make note of items you would like to discuss for recreation and the fire service agreement.

Mayor Peterson

Enjoyed Parade and fireworks, awesome.

- Councillor Ketchum

Will be interviewed by Crossborders News and Winter Games still looking for more volunteers.

17. CLOSED SESSION

18. ADJOURNMENT

**MOTION #2024-0007**

**M0ved by** Councillor Johnson Council adjourn the meeting at 8:02 p.m.

**CARRIED UNANIMOUSLY**

---

Mayor – Kelly Peterson

---

CAO – Noreen Zhang