

**MINUTES OF THE REGULAR MEETING OF COUNCIL  
of the Town of Wembley, in the Province of Alberta,  
held in the Wembley Municipal Office  
this 28th day of November 2022.**

1. CALL-TO-ORDER

Present: Mayor Peterson called the meeting to order at 7:01 p.m.  
CAO Noreen Zhang  
Councillor Ketchum  
Councillor Skinner  
Councillor Underwood  
Councillor Baker (cell)  
Ms. Kiera Kraig - Finance

Regrets: Councillor Johnson

2. APPROVAL OF AGENDA

**MOTION #2022-0300**

**Moved by** Councillor Ketchum Council approve the Agenda, and have Item 5.2 -2023 Interim Budget, moved to end of Agenda.

**CARRIED UNANIMOUSLY**

3. ADOPTION OF MINUTES

3.1 Minutes of Regular Meeting of Council held on November 14, 2022.

**MOTION #2022-0301**

**Moved by** Councillor Underwood Council adopt the minutes of the Regular Meeting of Council held November 14, 2022, as presented.

**CARRIED UNANIMOUSLY**

3.2 Minutes of Council Committee of the Whole Meeting held on November 7th, 2022.

**MOTION #2022-0302**

**Moved by** Councillor Ketchum Council adopt the minutes of the November 7th, 2022 Council Committee of the Whole, as presented.

**CARRIED UNANIMOUSLY**

4. DELEGATIONS

5. FINANCE

5.1 Revenue & Expense and Monthly Statement for the Month of October 2022

**MOTION #2022-0303**

**Moved by** Councillor Underwood Council accept the Revenue & Expense and Monthly Statement for the month of October 2022, for information.

**CARRIED UNANIMOUSLY**

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Initials

5.2 2023 Interim Budget  
Moved to end of Agenda.

6. PUBLIC HEARING

7. BYLAWS

8. POLICIES

8.1 Policy PW15 – Snow Removal After Storm Policy - Revised

**MOTION #2022-0304**

**Moved by** Councillor Baker Council accept the revised Policy PW15 - Snow Removal After Storm.

**CARRIED UNANIMOUSLY**

9. CAO REPORT

10. OLD BUSINESS

11. NEW BUSINESS

11.1 Notice of Nomination Day: Town of Wembley Council has one (1) Councillor vacancy.

**MOTION #2022-0305**

**Moved by** Councillor Skinner Council accept that Nomination Day be January 31<sup>st</sup>, 2023, and that nominations for the election of candidate for Town of Wembley Council will be received at the Wembley Town Office beginning November 29<sup>th</sup>, 2022 and ending at 12:00 noon on January 31, 2023, Nomination Day.

**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

**12.5.1 GPREP – Meeting Minutes May 20<sup>th</sup>, 2022**

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

**12.14.1 2nd Annual Light Up Parade for Winter Solstice, December 21, 2022.**

**Registration Form to participate in the Parade.**

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

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Initials

- 12.19 Wapiti Area Synergy Group (WASP)  
**12.19.1 WASP Meeting Minutes - November 8, 2022,**
- 12.20 Wembley and District Agricultural Society
- 12.21 Wembley-Dimsdale-Saskatoon Lake Recreation Board
- 12.22 Wembley Elementary School  
**12.22.1 Meeting Minutes - November 8, 2022**
- 12.23 Wembley Public Library
- 12.24 911 and Emergency Service
- 12.25 Bylaw Enforcement Services
- 12.26 Beaverlodge RCMP Detachment

**MOTION #2022- 0306**

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

**CARRIED UNANIMOUSLY**

13. CORRESPONDENCE

- 13.1 Wembley & District Arts Culture & Historical Society Light the Past Event – December 2022
- 13.2 Statistics Canada - Information - R6 Factsheet – Alberta Census 2021
- 13.3 Victim Services Redesign – information, letter written by Municipal District of Greenview
- 13.4 Minister Copping - Volunteer Fire Dept – Town of Ponoka letter

**MOTION #2022-0307**

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

**CARRIED UNANIMOUSLY**

14. COUNCIL REPORTS

Councillors had nothing to report.

15. ROUND TABLE

Councillors had nothing to report.

**MOVED ITEM**

- 5.2 2023 Interim Budget

Councillor Underwood left Chambers at 8:57 p.m. and returned at 8:59 p.m.

**MOTION #2022-0308**

**Moved by** Councillor Ketchum Council approve a five percent (5%) wage increase to Town of Wembley employees.

**CARRIED UNANIMOUSLY**

**MOTION #2022-0309**

**Moved by** Councillor Skinner Council approve the Fire Hall Station Captain position.

**CARRIED UNANIMOUSLY**

**MOTION #2022-0310**

**Moved by** Councillor Underwood Council approve one full time position for Administration.

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Initials

CARRIED UNANIMOUSLY

**MOTION #2022-0311**

**Moved by** Councillor Skinner Council take a short break at 9:24 p.m.

CARRIED UNANIMOUSLY

**MOTION #2022-0312**

**Moved by** Councillor Skinner Council resume at 9:28 p.m.

CARRIED UNANIMOUSLY

16. CLOSED SESSION

17. ADJOURNMENT

**MOTION #2022-0313**

**MOVED by** Councillor Underwood Council adjourn the meeting at 9:45 p.m.

CARRIED UNANIMOUSLY

*(SIGNED)*

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Mayor – Kelly Peterson

*(SIGNED)*

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CAO – Noreen Zhang