

**MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Wembley, in the Province of Alberta,
held in the Wembley Municipal Office
This 15th Day of December 2025.**

1. CALL-TO-ORDER

Present: Mayor Peterson called the meeting to order at 7:01 p.m.

CAO Noreen Zhang
Councillor Berlasty
Councillor Baker
Councillor Skinner
Councillor Wills
Councillor Barendregt
Councillor Ketchum

2. APPROVAL OF AGENDA

MOTION #2025-0236

Moved by Councillor Ketchum Council approve the Agenda as presented.

CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES

3.1 Minutes of Regular Meeting of Council held on November 24th, 2025.

MOTION #2025-0237

Moved by Councillor Baker Council adopt the minutes of the Regular Meeting of Council held November 24th, 2025, as presented.

CARRIED UNANIMOUSLY

3.2 Minutes of the Council Committee of the Whole held on December 3rd, 2025.

MOTION #2025-0238

Moved by Councillor Barendregt Council adopt the minutes of the Council Committee of the Whole held on December 3rd, 2025.

CARRIED UNANIMOUSLY

4. DELEGATIONS

5. FINANCE

5.1 Bank Financials for November 2025.

MOTION #2025-0239

Moved by Councillor Ketchum Council accept the bank financials for November 2025 for information.

CARRIED UNANIMOUSLY

5.2 Property Taxes Tax Trial Balance (Debit Balances) as of December 10, 2025.
Property Taxes outstanding balance \$203,241.81, includes applied penalties.

Initials

Current (2025)	\$142,610.86
1 Year	\$ 43,024.90
2 Years	\$ 17,606.05
3 Years	\$ 0.00
Over 3	\$ 0.00
Outstanding:	\$203,241.81

MOTION #2025-0240

Moved by Councillor Wills Council accept the above Property Taxes Tax Trial Balance (Debit Balances) as of December 10, 2025, as information.

CARRIED UNANIMOUSLY

5.3 2026 Interim Budget

MOTION #2025-0241

Moved by Councillor Baker Council accept the 2026 Interim Budget as presented.

CARRIED

5-1

For: Councillors Berlasty, Baker, Skinner, Wills and Ketchum

Opposed: Councillor Barendregt

6. PUBLIC HEARING

7. BYLAWS

7.1 Fire Bylaw Update Presentation – Captain Matt Smith, District Fire Chief

Bylaw 753: Fire and Emergency Services Bylaw

A Bylaw of the Town of Wembley in the Province of Alberta for the Purpose of Establishing Fire and Emergency Services.

MOTION #2025-0242

Moved by Councillor Barendregt Council give first reading to Bylaw 753, being the Fire and Emergency Services Bylaw.

CARRIED UNANIMOUSLY

Bylaw 753 was then read for the first time.

MOTION #2025-0243

Moved by Councillor Skinner Council give second reading to Bylaw 753.

CARRIED UNANIMOUSLY

Bylaw 753 was then read for the second time.

8. POLICIES

9. CAO REPORT

10. OLD BUSINESS

11. NEW BUSINESS

12. REPORTS

12.1 Audit Committee

Initials

- 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

12.11.1 Lease Agreement – Verbal Report

MOTION #2025-0244

Moved by Councillor Wills Council renew the Wembley Medical Clinic Lease Agreement for one more year with an option to renew for another year.

CARRIED UNANIMOUSLY

- 12.12 Helen E. Taylor Advisory School Council
- 12.13 ICF & IDP Steering Committee
- 12.14 Northern Alberta Elected Leaders
- 12.15 Parks and Recreation

**12.15.1 Winter Solstice Light Up Parade & Fireworks – December 21st, 2025
Councillors Ketchum, Skinner and Wills were judges.**

- 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

12.27.1 County of Grande Prairie No.1 Bylaw November 2025 Enforcement Report

- 12.28 Beaverlodge RCMP Detachment

MOTION #2025-0245

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

CARRIED UNANIMOUSLY

13. CORRESPONDENCE

- 13.1 Council 2025 Christmas Lights – December 21st
- 13.2 Extra Recycling Day December 30th, 2025, and Garbage & Recycling Pickup Holiday Schedule

Initials

- 13.3 Evergreen Curbside Pick-up
13.4 2025 Modified Town Office Holiday Hours
13.5 Light the Past Thank You from Wembley & District Arts, Culture & Historical Society

MOTION #2025-0246

Moved by Councillor Berlasty Council accept the above correspondence as information.

CARRIED UNANIMOUSLY

14. NOTICE OF MOTION

15. COUNCIL REPORTS

16. ROUND TABLE

- Councillor Barendregt – met with Jeremy Walker with Devco Developments, to discuss future developments.
- Councillor Skinner – nothing to report.
- Councillor Baker – nothing to report
- Councillor Wills – nothing to report.
- Councillor Berlasty – nothing to report.
- Councillor Ketchum – going to HET Christmas Concert on December 17.
- Mayor Peterson – nothing to report.
- CAO Zhang – reminded Council to forward Committee minutes to Danielle. Working on Executive Summary for the Wembley Health and Wellness Society. Chris Crane, Public Works Foreman is the Acting CAO from December 20, 2025 – January 1, 2026.

Councillor Wills left the Council Meeting early – 8:08 p.m. due to conflict of interest on Section 17.1.

17. CLOSED SESSION

- 17.1 Wembley & District Agricultural Society – Arena
Access to Information Act - Section 30 (Economic interests)

MOTION #2025-0247

Moved by Councillor Wills Council move into Closed Session – 8:08 p.m.

CARRIED UNANIMOUSLY

MOTION #2025-0248

Moved by Councillor Ketchum Council come out of Closed Session – 8:48 p.m.

CARRIED UNANIMOUSLY

MOTION #2025-0249

Moved by Councillor Ketchum that Council assign Councillor Skinner and Councillor Barendregt to coordinate a meeting with the Ag Society Executive Committee for further discussion on the arena matter.

CARRIED UNANIMOUSLY

18. ADJOURNMENT

MOTION #2025-0250

Initials

Moved by Councillor Berlasty Council adjourn at 8:49 p.m.

CARRIED UNANIMOUSLY

Mayor – Kelly Peterson

CAO – Noreen Zhang

ORIGINAL MINUTES SIGNED

Copy of Approved Minutes

Initials