

**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 April 2025.**

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 Skinner  
Councillor Underwood

Regrets: Councillor Baker  
Councillor Johnson

2. **APPROVAL OF AGENDA**

**MOTION #2025-0082**

**Moved by** Councillor Underwood Council approve the agenda as presented.

**CARRIED UNANIMOUSLY**

3. **ADOPTION OF MINUTES**

3.1 Minutes of Council Budget Meeting held on April 10<sup>th</sup>, 2025.

**MOTION #2025-0083**

**Moved by** Councillor Skinner Council adopt the Minutes of Council Budget Meeting held on April 10, 2025, with change.

**CARRIED UNANIMOUSLY**

3.2 Minutes of Regular Meeting of Council held on April 14<sup>th</sup>, 2025.

**MOTION #2025-0084**

**Moved by** Councillor Skinner Council adopt the Minutes of the Regular Meeting of Council held on April 14, 2025.

**CARRIED UNANIMOUSLY**

4. **DELEGATIONS**

4.1 Fletcher Mudryk LLP – Draft 2024 Consolidated Financial Statements and Draft Management Letter  
Consolidated Financial Statements as of December 31, 2024, were presented to Council by Mr. Jan Nutting, Auditor. Mr. Nutting also addressed queries Council had.

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Initials

**MOTION #2025-0085**

**Moved by** Councillor Skinner Council accept the 2024 Financial Statements and Management letter as presented.

**CARRIED UNANIMOUSLY**

5. FINANCE

5.1 2025 Budget Amortization

Budget to include amortization as follows,:

12 Administration	<b>61269900</b>	5,900.00
23 Fire protection	<b>62369900</b>	67,700.00
31 Public works	<b>63169900</b>	116,900.00
32 Roads & streets	<b>63269900</b>	130,500.00
37 Storm system	<b>63769900</b>	6,300.00
41 Water system	<b>64169900</b>	368,000.00
42 Sanitary sewer system	<b>64269900</b>	1,400.00
72 Recreation	<b>67269900</b>	48,400.00

Total amortization expense:	<u>745,100.00</u>
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**MOTION #2025-0086**

**Moved by** Councillor Underwood Council approve in the 2025 Budget the total amortization expense of \$745,100.00.

**CARRIED UNANIMOUSLY**

- 5.2. A motion to transfer \$49,848.00 from the unrestricted surplus to the Town's General Administration operating reserve.

**MOTION #2025-0087**

**Moved by** Councillor Skinner Council approve transferring \$49,848.00 from the unrestricted surplus to the Town's General Administration operating reserve.

**CARRIED UNANIMOUSLY**

- 5.3. 2025 Capital and Operating Budget

**MOTION #2025-0088**

**Moved by** Councillor Berlasty Council approve the 2025 Capital and Operating Budget as presented.

**CARRIED UNANIMOUSLY**

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Initials

6. PUBLIC HEARING

7. BYLAWS

7.1 Bylaw 774: 2025 Tax Rate Bylaw

To establish a bylaw to authorize the rates of taxation to be levied against assessable property within the Town of Wembley for the 2025 taxation year.

**MOTION #2025-0089**

**Moved by** Councillor Underwood Council give first reading to Bylaw 774, being the Bylaw to authorize the rates of taxation for the 2025 taxation year.

**CARRIED UNANIMOUSLY**

Bylaw 774 was then read for the first time.

**MOTION #2025-0090**

**Moved by** Councillor Skinner Council give second reading to Bylaw 774.

**CARRIED UNANIMOUSLY**

Bylaw 774 was then read for the second time.

**MOTION #2025-0091**

**Moved by** Councillor Ketchum Council have third reading of Bylaw 774 at this meeting.

**CARRIED UNANIMOUSLY**

**MOTION #2025-0092**

**Moved by** Councillor Berlasty Council give third and final reading to Bylaw 774.

**CARRIED UNANIMOUSLY**

Bylaw 774 was read for the third time and finally passed.

8. POLICIES

9. CAO REPORT

10. OLD BUSINESS

11. NEW BUSINESS

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

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Initials

- 12.7 Grande Prairie Regional Recreation Committee
- 12.8 Grande Prairie Regional Tourism
- 12.9 Grande Spirit Foundation

**12.9.1. Grande Spirit Foundation 65<sup>th</sup> Anniversary Celebration Invitation  
Wembley**

**– on June 28, 2025 in Grande Prairie (Muskoseepi Park)**

- 12.10 HR Committee
- 12.11 Healthy Communities Committee
- 12.12 Helen E. Taylor Advisory School Council
- 12.13 ICF & IDP Steering Committee
- 12.14 Northern Alberta Elected Leaders
- 12.14.1. March 14, 2025 Minutes**
- 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

**12.20.1. Mighty Peace Watershed Alliance Newsletter April 2025**

- 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

**12.25.1. 2024-12-20 West Grande Prairie County Solid Waste Authority Minutes**

- 12.26 911 and Emergency Service
- 12.27 Bylaw Enforcement Services
- 12.28 Beaverlodge RCMP Detachment

**MOTION #2025-0093**

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

**CARRIED UNANIMOUSLY**

**13. CORRESPONDENCE**

**14. NOTICE OF MOTION**

**15. COUNCIL REPORTS**

- Councillor Underwood  
Attended Audit Committee meeting.
- Mayor Peterson  
Met with other Aquatera shareholders. Discussion centered on Aquatera HR recommendations for two new Board appointments.
- Councillor Ketchum  
Attended Grande Prairie Regional Tourism Association meeting.

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Initials

16. ROUND TABLE

- Councillor Skinner – Daycare now has power.
- Councillor Berlasty – nothing to report.
- Councillor Ketchum - Attended Grande Prairie Regional Tourism Association meeting.
- Councillor Underwood – Excited with great number of soccer sign-ups.
- Mayor Peterson – queried if it was possible to undo the restriction on roadside parking in specific areas of Wembley.
- CAO Zhang – informed Council that contractor will be starting re-construction work on 97 Street in mid-May.

17. CLOSED SESSION

18. ADJOURNMENT

**MOTION #2025-0094**

**Moved by** Councillor Ketchum Council adjourn at 8:10 p.m.

**CARRIED UNANIMOUSLY**

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Mayor – Kelly Peterson

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CAO – Noreen Zhang

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Initials