

**MINUTES OF THE REGULAR MEETING OF COUNCIL
of the Town of Wembley, in the Province of Alberta,
held in the Wembley Municipal Office
This 14th Day of October 2025.**

1. CALL-TO-ORDER

Present: Mayor Peterson called the meeting to order at 7:02 p.m.

CAO Noreen Zhang
Councillor Berlasty
Councillor Ketchum
Councillor Baker
Councillor Skinner

Regrets: Councillor Johnson
Councillor Underwood

2. APPROVAL OF AGENDA

MOTION #2025-0187

Moved by Councillor Baker Council approve the Agenda as presented.

CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES

3.1 Minutes of Regular Meeting of Council held on September 22nd, 2025.

MOTION #2025-0188

Moved by Councillor Berlasty Council adopt the minutes of the Regular Meeting of Council held September 22nd, 2025, as presented.

CARRIED UNANIMOUSLY

3.2 Minutes of Council Committee of the Whole held on October 7th, 2025.

MOTION #2025-0189

Moved by Councillor Skinner Council adopt the minutes of the Council Committee of the Whole held on October 7th, 2025, as presented.

CARRIED UNANIMOUSLY

4. DELEGATIONS

4.1 Alberta Community Partnership (ACP) Grant Application - Philip J. Currie Dinosaur Museum Business Case

Mr. Jordan Tidey, Director of Economic Development, County of Grande Prairie, presented Council with a report outlining the County's intention to apply for a grant to assist with the Museum Business Case. The County is looking to the Town of Wembley to submit a Letter of Support to accompany the ACP application.

Initials

MOTION #2025-0190

Moved by Councillor Skinner Council direct Administration draft a Letter of Support to accompany the ACP grant application.

CARRIED UNANIMOUSLY

5. FINANCE

5.1 Bank Financials for September 2025.

MOTION # 2025-0191

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

CARRIED UNANIMOUSLY

6. PUBLIC HEARING

7. BYLAWS

8. POLICIES

8.1 Policy C1- Council Remuneration and Expenses.

MOTION #2025-0192

Moved by Councillor Berlasty Council adopt the changes to Policy C1 – Council Remuneration and Expenses, as presented.

CARRIED UNANIMOUSLY

9. CAO REPORT

10. OLD BUSINESS

11. NEW BUSINESS

11.1 County of Grande Prairie - Request Letter of Support for Alberta Community Partnership (ACP) Grant Application – Philip J. Currie Dinosaur Museum Business Case. – **addressed above under “Delegation”**

12. REPORTS

12.1 Audit Committee

12.2 Community Futures

12.3 Community and Protective Services Committee

12.3.1 Meeting Minutes October 8, 2025

a. Public Works - Roads

Committee recommended Council approve the installation of NO PARKING signs on both sides of 101st Street, between 100th Avenue and 99th Avenue.

MOTION #2025-0193

Moved by Councillor Baker Council approve the installation of NO PARKING signs on both sides of 101st Street, between 100th Avenue and 99th Avenue.

CARRIED UNANIMOUSLY

Initials

b. Public Works - Greenspaces

Committee recommended Council discuss having a survey sent to Wembley residents for feedback on who wants to have a household grass bin instead of the public bin at the Public Works Yard, and residents can bring their branches to the transfer station.

MOTION #2025-0194

Moved by Councillor Berlasty Council approve a survey be sent to Wembley residents for feedback on the grass bin issue and the options available to them.

CARRIED UNANIMOUSLY

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

12.14.1. 2025-08-10 Letter of Support for the Maskwa Medical Centre

MOTION #2025-0195

Moved by Councillor Skinner Council direct Administration write a Letter of Support to Minister LaGrange, Primary and Preventative Health Services, with a copy being sent to NAEL.

CARRIED UNANIMOUSLY

- 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
- 12.21 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 Bylaw Enforcement Services – Town of Wembley Report September 2025

Councillor Berlasty felt that the Peace Officers were not doing a good job enforcing traffic in problem areas in Wembley and suggested contacting the RCMP.

Initials

MOTION #2025-0196

Moved by Councillor Berlasty Council direct Administration contact the RCMP to engage in this conversation.

CARRIED UNANIMOUSLY

12.28 Beaverlodge RCMP Detachment

MOTION #2025-0197

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

CARRIED UNANIMOUSLY

13. CORRESPONDENCE

13.1. Helen E Taylor (HET) Travel Club – Information for the community regarding fundraising for the Grade 9 Travel Club’s trip to Japan (collecting bottles, donation in form of financial support, in-kind contributions, or sponsorships).

13.2. Peace Area Youth 5 Pin Council – Information for the community regarding fundraising for the Youth 5 Pin bowling upcoming 2024/25 season (battery collection or sponsorship packages available).

13.3. Hay and Heifers – Letter of Support.

Hay & Heifers is looking for a Letter of Support from the Town of Wembley for an operating/development permit from the County of Grande Prairie.

MOTION #2025- 0198

Moved by Councillor Ketchum Council direct Administration write a Letter of Support for Hay and Heifers in their application for an operating/development permit from the County.

CARRIED UNANIMOUSLY

MOTION #2025-0199

Moved by Councillor Berlasty Council accept correspondence as information.

CARRIED UNANIMOUSLY

14. NOTICE OF MOTION

15. COUNCIL REPORTS

- Councillor Ketchum – attended FCSS meeting. A number of seniors have reached out regarding assistance. Food Bank usage is high. A number of projects in the works to assist in replenishing the Food Bank.

16. ROUND TABLE

- Councillor Skinner
Nothing to report.
- Councillor Berlasty
Attended Wembley Fire Department 75th Anniversary Gala, great job. Mayor Peterson and Captain Moon did great job with their speeches.
- Councillor Baker
Nothing to report.

Initials

- Councillor Ketchum
Attended Library Committee meeting and a number of items were discussed.
- Mayor Peterson
Thanked Councillors for their work over the last four years. The Wembley Fire Department's 75th Anniversary was an awesome event.
- CAO Zhang
Working on Organizational Meeting and first Council meeting, on October 27, 2025 where Council will be sworn in for another four year term. The updated Procedural Bylaw will also be presented to Council at this time for approval. Also starting to work on budget.

17. CLOSED SESSION

18. ADJOURNMENT

MOTION #2025-0200

Moved by Councillor Berlasty Council adjourn at 8:33 p.m.

CARRIED UNANIMOUSLY

Mayor – Kelly Peterson

CAO – Noreen Zhang