

**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 July 2025.**

1. CALL-TO-ORDER

Present: Mayor Peterson called the meeting to order at 7:08 p.m.
CAO Noreen Zhang
Councillor Berlasty
Councillor Ketchum
Councillor Baker (via Zoom)

Regrets: Councillor Skinner
Councillor Johnson
Councillor Underwood

2. APPROVAL OF AGENDA

MOTION #2025-0135

Moved by Councillor Berlasty Council approve the Agenda as presented.

CARRIED UNANIMOUSLY

3. ADOPTION OF MINUTES

3.1 Minutes of Regular Meeting of Council held on June 23, 2025.

MOTION #2025-0136

Moved by Councillor Ketchum Council adopt the Minutes of the Regular Meeting of Council held on June 23, 2025, as presented.

CARRIED UNANIMOUSLY

4. DELEGATIONS

5. FINANCE

5.1 Bank Financials for June 2025.

MOTION #2025-0137

Moved by Councillor Berlasty Council accept the bank financials for June 2025 for information.

CARRIED UNANIMOUSLY

6. PUBLIC HEARING

7. BYLAWS

8. POLICIES

Initials

9. CAO REPORT

9.1 Local Business Signs

- The agreement for the business signs that are currently on the corner of 97 Street and Railway Avenue are about to expire. Options of relocating the whole signboard to a different location or finding another way to advertise local businesses are currently being explored.

9.2 Wembley Medical Clinic

- Administration is diligently working setting up a non-profit society that will take over ownership and operations of the clinic in Town and acquiring medical professionals.
- A survey to get an idea on the number of residents within the Wembley community is being planned this month.

9.3 Voters Registration – Local Municipal Election

- Voters for the upcoming local municipal election are being encouraged to registration to ensure a seamless voting experience.
- Registration is municipal boundary specific; therefore, voters are requested to check that they are qualified to vote in the Town of Wembley.

9.4 Potential Municipal Local Election Candidates

- Any potential municipal election candidate is encouraged to pick up a nomination package and submit the fully completed forms and fees before September 22nd.
- Administration is also encouraging those seeking to be a part of the Town of Wembley Council to read the information on the requirements for elected officials and speak to municipal administration to better understand the commitment and requirements.

MOTION #2025-0138

Moved by Councillor Ketchum Council accept the CAO report as information.

CARRIED UNANIMOUSLY

10. OLD BUSINESS

10.1 Development Permit Application 25.07 – Early Explorers Child Development Center

The Development Officer recommended resident parking only on road adjacent to the Early Explorers Child Development Centre at the following addresses: 9804 – 100 Street, 9812 – 100 Street and 9820 – 100 Street.

MOTION #2025-0139

Moved by Councillor Baker Council approve the Development Officer's recommendation for a resident only parking for road adjacent to the Early Explorers Child Development Centre for the following addresses only: 9804 – 100 Street, 9812 – 100 Street, 9820 – 100 Street.

CARRIED UNANIMOUSLY

Initials

11. NEW BUSINESS

- 11.1 Wembley Fire Department Request for Direction: To continue providing Alpha & Bravo Medical response to the Town of Wembley and Contracted area.

MOTION #2025-0140

Moved by Councillor Ketchum Council approve the Wembley Fire Department continue providing Alpha and Bravo medical response to the Town of Wembley and contracted area.

CARRIED UNANIMOUSLY

- 11.2 Wembley Fire Department Request for Direction: To continue providing Water Rescue response to the Town of Wembley and Contracted area. Continuation will require the purchase of a new water rescue boat to replace the 36-year-old Zodiac Rescue Boat that is no longer serviceable.

MOTION #2025-0141

Moved by Councillor Ketchum Council approve the Wembley Fire Department continue to provide Water Rescue response to the Town of Wembley and contracted area and look for funding to replace the old Zodiac.

CARRIED UNANIMOUSLY

- 11.3 Access Canada Revenue Agency (CRA) Services
To add Danielle Line and Courtney Carson to access CRA Services to retrieve CRA General Services or to upload upon request information regarding the following: Town of Wembley Payroll, GST, and General CRA Accounts.

MOTION #2025-0142

Moved by Councillor Berlasty Council approve to add Danielle Line and Courtney Carson to have access to the Town of Wembley's Canada Revenue Agency (CRA) Services to retrieve CRA General Services or to upload upon request information regarding the following: Town of Wembley Payroll, GST, and General CRA Accounts.

CARRIED UNANIMOUSLY

- 11.4 Public Works Request for Direction: Three-Way Stop at 97 Street and 96 Street

MOTION #2025-0143

Moved by Councillor Berlasty Council approves the request of a three-way stop at 97 Street and 96 Street.

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
- 12.6 Grande Prairie Regional Emergency Partnership Committee
- 12.7 Grande Prairie Regional Recreation Committee

Initials

- 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
- 12.15 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 Report – June 2025

- 12.28 Beaverlodge RCMP Detachment

MOTION #2025-0144

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

CARRIED UNANIMOUSLY

13. CORRESPONDENCE

14. NOTICE OF MOTION

15. COUNCIL REPORTS

- Mayor Peterson
Attended West County Landfill meeting.

16. ROUND TABLE

- Councillor Baker
Sidewalks and everything looking great. Found a house in Wembley.
- Councillor Ketchum
Will be gone from August 6 to August 18.
- CAO Zhang
Moved Council from August 11 to August 18, 2025.
Reminded Council about Intermunicipal - September 4, 2025.

Initials

- Mayor Peterson
Mayor on holidays from July 21 to July 25. Councillor Berlasty will be Deputy Mayor during this time.
- Councillor Berlasty
Nothing to report.

17. CLOSED SESSION

18. ADJOURNMENT

MOTION #2025-0145

Moved by Councillor Ketchum Council adjourn at 8:02 p.m.

CARRIED UNANIMOUSLY

(SIGNED)

Mayor – Kelly Peterson

(SIGNED)

CAO – Noreen Zhang