

**MINUTES OF THE COUNCIL BUDGET MEETING  
of the Town of Wembley, in the Province of Alberta,  
November 21, 2023, at 7:00 p.m.**

1. CALL-TO-ORDER

Present: Mayor Peterson called the meeting to order at 7:00 p.m.  
CAO Noreen Zhang  
Councillor Ketchum  
Councillor Skinner  
Councillor Berlasty  
Councillor Baker  
Councillor Johnson  
Councillor Underwood

Also Present: Ms. Kiera Kraig – Finance  
Ms. Christina Ketchum – Community Services Director  
Mr. Chris Crane – Public Works Foreman  
Mr. Mike Moon – Station Captain, Wembley Fire Department  
Mr. Matt Smith – District Fire Chief, County of Grande Prairie  
Mr. Trevor Grant – Regional Fire Chief, County of Grande Prairie

2. APPROVAL OF AGENDA

**MOTION # 2023-0266**

**Moved by** Councillor Ketchum Council approve the Agenda as presented.

**CARRIED UNANIMOUSLY**

3. NEW BUSINESS

3.1 2024 Interim Budget Discussion

3.1.1 Mr. Chris Crane – Public Works Foreman

***Council went over the draft Public Works budget. Discussion centered on recycling fees and Mr. Crane addressed Council's queries. CAO Zhang also recommended that the monthly recycling fee be increased from \$7.50 to \$8.50.***

3.1.2 Ms. Christina Ketchum – Community Services Director

3.1.2.1 FCSS

***Ms. Ketchum brought Council's attention to the requirement for additional personnel and the grants available for FCSS programs.***

3.1.2.2 Recreation Department

***Council discussed various items that were brought to their attention by Ms. Ketchum who also answered Council queries.***

3.1.3 Mr. Matt Smith - District Fire Chief, County of Grande Prairie

Mr. Mike Moon – Station Captain, Wembley Fire Department

Mr. Trevor Grant – Regional Fire Chief, County of Grande Prairie

***Regional Fire Chief Grant informed Council that he has had discussions with CAO Zhang regarding some of the items in the draft budget, which he addressed. District Fire Chief Smith also answered Council's queries.***

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Initials

**MOTION #2023-0267**

**Moved by** Councillor Johnson Council take a short break – 8:28 P.m.

**CARRIED UNANIMOUSLY**

**MOTION #2023-0268**

**Moved by** Councillor Berlasty Council resume – 8:37 p.m.

**CARRIED UNANIMOUSLY**

3.1.4 CAO Noreen Zhang – Council

*CAO Zhang and Council discussed revenue, grants, and expenses. Ms. Kraig also answered queries from Council regarding some financial items. Also discussed was various community organizations request for either financial or gift-in-kind assistance.*

3.1.5 CAO Noreen Zhang – Administration

*Discussed was the 3% cost of living increase, benefits, training, and conference expenses. Ms. Kraig answered queries regarding bank fees, etc. CAO Zhang addressed Council's queries regarding various items in the draft Administration budget.*

**MOTION #2023-0269**

**Moved by** Councillor Johnson Council approve the 2024 monthly recycling fee be increased from \$7.50 to \$8.50.

**CARRIED UNANIMOUSLY**

4. CLOSED SESSION

5. ADJOURNMENT

**MOTION #2023-0270**

**Moved by** Councillor Ketchum the meeting be adjourned at 10:26 p.m.

**CARRIED UNANIMOUSLY**

**(SIGNED)**

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Mayor – Kelly Peterson

**(SIGNED)**

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CAO – Noreen Zhang