

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

1. CALL-TO-ORDER

Present: Mayor Peterson called the meeting to order at 7:04 p.m.
CAO Noreen Zhang
Councillor Ketchum
Councillor Skinner
Councillor Berlasty
Councillor Baker

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 (via Zoom)
(present during Fire Department’s presentation)
Mr. Jason Nesbitt – Deputy Fire Chief, County of Grande Prairie

Regrets: Councillor Johnson
Councillor Underwood

2. APPROVAL OF AGENDA

MOTION # 2023-0246

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

Mr. Mike Moon – Station Captain, Wembley Fire Department

Mr. Jason Nesbitt – Deputy Fire Chief, County of Grande Prairie

Council went over the report presented by the Fire Department. Discussion centered on additional personnel and various items that the Fire Department felt should be included, or addressed, in the 2024 budget.

3.1.2 Ms. Christina Ketchum – Community Services Director

3.1.2.1 FCSS

Ms. Ketchum brought Council up to date regarding 2023 revenue and expenses for FCSS. Discussion centered on items that were included in the 2024 budget and Council queries were answered.

3.1.2.2 Recreation Department

Ms. Ketchum broke down the revenue for 2023. Council also discussed various items that were brought to their attention in the Recreation Budget.

MOTION # 2023-0247

Moved by Councillor Ketchum Council take a short recess – 9:34 p.m.

CARRIED UNANIMOUSLY

Initials

MOTION # 2023-0248

Moved by Councillor Baker Council resume – 9:41 p.m.

CARRIED UNANIMOUSLY

3.1.3 Mr. Chris Crane – Public Works Foreman

Council reviewed Mr. Crane’s report and discussion centered on equipment needing repairs, new equipment, and additional personnel that Mr. Crane would like to have included in the 2024 Budget.

3.1.4 CAO Noreen Zhang – Council

CAO Zhang broke down Council’s budget, and discussion centered around Council’s revenue and expenses, and grants available. Discussed were conference registration fees, and which conferences to attend which would be the most beneficial to Council. Also discussed were Wembley organizations who had requested financial assistance. Discussion also centered on initiating a campaign to attract more volunteers to assist with events. This item will be included in the budget.

3.1.5 CAO Noreen Zhang - Administration

CAO Zhang informed Council that a moderate increase in expenses, due to inflation, has been made to the Administration budget. Grant applications have also been submitted for 2024. Cost of living allowance (3%) has been included in all salary recommendations presented to Council.

4. CLOSED SESSION

MOTION #2023-0249

Moved by Councillor Skinner Council move into Closed Session – 11:15 p.m.

CARRIED UNANIMOUSLY

MOTION #2023-0250

Moved by Councillor Ketchum Council come out of Closed Session – 11:32 p.m.

CARRIED UNANIMOUSLY

5. ADJOURNMENT

MOTION #2023-0251

Moved by Councillor Berlasty the meeting be adjourned at 11:32 p.m.

CARRIED UNANIMOUSLY

(SIGNED)

Mayor – Kelly Peterson

(SIGNED)

CAO – Noreen Zhang