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## **MINUTES**

### **Regular Meeting Village of Clyde**

**Monday, April 8, 2019 - Council Chambers**

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The Village of Clyde Council, in the Province of Alberta, held their regular meeting on Monday, April 8, 2019 commencing at 2:00 p.m. in Village of Clyde Council Chambers.

#### **COUNCIL PRESENT**

Christa CLAUSING, Deputy Mayor  
Nat DVERNICHUK, Councillor  
Arthur PURDY, Councillor  
Doug NYAL, Councillor

#### **COUNCIL ABSENT**

#### **IN ATTENDANCE**

Edward LeBlanc, Chief Administrative Officer  
Kim Hale - Recording Secretary

#### **RESIDENTS & PUBLIC**

George Blais – Media  
Tracy Proulx – Westlock & District FCSS  
Debbie Miller - Westlock & District FCSS  
Philip Petkau

#### **CALL TO ORDER**

Deputy Mayor Clausing called the meeting to order at 2:00 p.m.

#### **ADOPTION OF AGENDA**

##### ***Resolution No. 047-2019***

Moved by : N. Dvernichuk

RESOLVED THAT the Agenda for the April 8, 2019 regular meeting of Council be adopted as amended.

CARRIED

#### **ADOPTION OF MEETING MINUTES**

##### ***Resolution No. 048-2019***

Moved by: C. Clausing

RESOLVED THAT the minutes of the Regular Meeting held March 11, 2019 be adopted as presented.

CARRIED

#### **DELEGATIONS**

Tracy Proulx, Executive Director  
Westlock & District FCSS

##### ***Resolution No. 049-2019***

Moved by: C. Clausing

RESOLVED THAT the Village of Clyde Council accepts the presentation as information.

CARRIED

Tracy Proulx and Debbie Miller left the meeting at 2:20 p.m.

**VACANCY TO THE CHIEF ELECTED OFFICIAL POSITION**

*Mayor* **Resolution No. 050-2019** Moved by: N. Dvernichuk  
RESOLVED THAT the Village of Clyde Council appoint Councillor Christa Clausing as Mayor until such time as there is a full complement of Council. CARRIED

*Deputy Mayor* **Resolution No. 051-2019** Moved by: C. Clausing  
RESOLVED THAT the Village of Clyde Council appoint Councillor Nat Dvernichuk as Deputy Mayor until such time as there is a full complement of Council. CARRIED

**PUBLICS CORNER**

- JM Enterprises was complimented for the services they are providing to the Village.

**OLD BUSINESS**

Amending MSI Agreement (MOA) **Resolution No. 052-2019** Moved by: D. Nyal  
RESOLVED THAT the Village of Clyde Council authorizes the endorsement of an amending Memorandum of Agreement dated February 14, 2019 with the Province of Alberta in respect to the original Municipal Sustainability Initiative Memorandum of Agreement dated December 3, 2007. CARRIED

Bylaw 2019-01 Municipal Emergency Management Bylaw **Resolution No. 053-2019** Moved by: D. Nyal  
*Second Reading* RESOLVED THAT the Village of Clyde Council gives second reading of Bylaw 2019-01 Municipal Emergency Management Bylaw at this time. CARRIED

*Third Reading* **Resolution No. 054-2019** Moved by: C. Clausing  
RESOLVED THAT the Village of Clyde Council gives third and final reading of Bylaw 2019-01 Municipal Emergency Management Bylaw at this time. CARRIED

Operating and Capital Reserve Policy **Resolution No. 055-2019** Moved by: D. Nyal  
RESOLVED THAT the Village of Clyde Council approves Policy 2019-01 Operating and Capital Reserve Policy, as presented. CARRIED

*Allocation to Reserves* **Resolution No. 056-2019** Moved by: C. Clausing  
RESOLVED THAT the Village of Clyde Council allocates a portion of the existing unrestricted surplus in the amount of \$1,150,000.00 to the following reserves:

Operating Reserves:

Administration Reserve	\$ 75,000.00
Utility Rate Stabilization Reserve	\$ 50,000.00
Solid Waste Operating Reserve	\$ 10,000.00
Community Reserve	\$ 25,000.00
	<u>\$160,000.00</u>

Capital Reserves:

Administrative Reserve	\$ 5,000.00
Municipal Building Reserves	\$ 50,000.00

Municipal Equipment Replacement Reserves \$235,000.00  
Transportation Infrastructure Reserve \$700,000.00  
\$990,000.00

CARRIED

*Capital Utility Infrastructure Reserve*

**Resolution No. 057-2019**

Moved by: A. Purdy

RESOLVED THAT the Village of Clyde Council categorizes the existing Restricted Surplus of \$245,164.00 as the Capital Utility Infrastructure Reserve (in reference to Policy 2016-13).

CARRIED

**NEW BUSINESS**

Bylaw 2019-02 Disposal and Collection of Solid Waste

**Resolution No. 058-2019**

Moved by: N. Dvernichuk

RESOLVED THAT the Village of Clyde Council gives first reading of Bylaw 2019-02 Disposal and Collection of Solid Waste Bylaw at this time, and further directs Administration to bring the same back with requested revisions, to Council at the May 13, 2019 Regular Council Meeting for second reading.

CARRIED

Village Wide Clean Up 2019 Strategy

**Resolution No. 059-2019**

Moved by: C. Clausing

RESOLVED THAT the Village of Clyde Council instructs Administration to prepare a potential Village Wide Clean Up 2019 Program for consideration at the May 13, 2019 Regular Council Meeting.

CARRIED

Council By-election

**Resolution No. 060-2019**

Moved by: C. Clausing

RESOLVED THAT the Village of Clyde Council establishes the by-election date, as a result of the resignation from Mayor White, as June 24, 2019.

CARRIED

Appointment of a Returning Officer

**Resolution No. 061-2019**

Moved by: N. Dvernichuk

RESOLVED THAT the Village of Clyde Council appoints Kim Hale as the Returning Officer for the Village of Clyde.

CARRIED

Establishment of an Advanced Vote

**Resolution No. 062-2019**

Moved by: C. Clausing

RESOLVED THAT the Village of Clyde Council authorizes the holding of an Advanced Vote for the upcoming municipal by-election.

CARRIED

Establishment of a Special Ballot

**Resolution No. 063-2019**

Moved by: A. Purdy

RESOLVED THAT the Village of Clyde Council authorizes that a Special Ballot, by way of written request only, for the upcoming municipal by-election be made available to the electors.

CARRIED

Council Committee and External Agencies appointments

**Resolution No. 064-2019**

Moved by: C. Clausing

*Westlock Regional Water Services Commission*

RESOLVED THAT the Village of Clyde Council appoints Councillor Purdy to the Westlock Regional Water Services Commission Board, effective immediately.

CARRIED

*Intermunicipal Collaboration  
Framework*

**Resolution No. 065-2019**

Moved by: N. Dvernichuk

RESOLVED THAT the Village of Clyde Council appoints Mayor Clausing to the Intermunicipal Collaboration Framework Committee, effective immediately.

CARRIED

*Municipal Planning Commission*

**Resolution No. 066-2019**

Moved by: C. Clausing

RESOLVED THAT the Village of Clyde Council appoints Deputy Mayor Dvernichuk to the Municipal Planning Commission, effective immediately.

CARRIED

*Remaining Vacant Appointments*

**Resolution No. 067-2019**

Moved by: C. Clausing

RESOLVED THAT the Village of Clyde Council will appoint all remaining vacant appointments upon a full complement of council.

CARRIED

2019 Operating Budget

**Resolution No. 068-2019**

Moved by: C. Clausing

RESOLVED THAT the Village of Clyde Council passes the 2019 Operating Budget, as presented.

CARRIED

**COUNCIL REPORTS**

Westlock & District Community  
Health Council

Emergency/Disaster Services

Westlock Regional Water  
Services Commission

**MAYOR CLAUSING**

Westlock FCSS

Next meeting is in May

Joint Services / Regional  
Collaboration

Nothing to report

**COUNCILLOR NYAL**

Clyde & District Agricultural  
Society

Nothing to report

Homeland Housing

Last meeting March 28th  
Clem Fagnan is the new chair.  
Renos are happening across the region

**DEPUTY MAYOR DVERNICHUK**

GROWTH Alberta

David Truckey is the new chair.  
The Blanket exercise was cancelled and will be re-scheduled in the future

Yellowhead Regional Library

Nothing to report

Joint Services / Regional  
Collaboration

Nothing to report

**COUNCILLOR PURDY**

Clyde Fire Department

Attended two meetings since the last Council meeting  
Clyde Fire received some equipment from a damaged tender truck  
Westlock County is closing a fire hall and Clyde Fire is acquiring some of the equipment

Fire Hall is bursting at the seams with equipment  
Requested seating capacity of the Clyde Seniors Centre from Clyde Fire Members

Westlock Regional Waste  
Management

March 22 meeting was cancelled  
Re-scheduled a few times now but still haven't been able to have a meeting

**Resolution No. 069-2019**

Moved by: N. Dvernichuk

RESOLVED That the Village of Clyde Council accepts all Council Reports as presented.  
CARRIED

**CAO REPORTS**

**Resolution No. 070-2019**

Moved by: C. Clausing

*Action List*

RESOLVED That the Village of Clyde Council accepts the Action List from previous  
Council Meetings as presented

CARRIED

*Increase RV campsites*

**Resolution No. 071-2019**

Moved by: N. Dvernichuk

RESOLVED That the Village of Clyde Council directs Administration to prepare a cost  
estimate to increase the campsites in the Village Campground.

CARRIED

*Bylaw Enforcement*

**Resolution No. 072-2019**

Moved by: C. Clausing

RESOLVED That the Village of Clyde Council directs Administration to explore a Bylaw  
Enforcement Program, using the Village's own resources and report back to Council.

CARRIED

*Paper Billing Fee*

**Resolution No. 073-2019**

Moved by: A. Purdy

RESOLVED That the Village of Clyde Council directs Administration to obtain more  
information regarding the validity of charging account holders a paper billing fee for the  
Village's Utility Invoices.

CARRIED

*De-commission Utilities*

**Resolution No. 074-2019**

Moved by: D. Nyal

RESOLVED That the Village of Clyde Council directs Administration to obtain the cost to  
de-commission all utilities at the Skating Rink Building and report back to Council.

CARRIED

*Preparation of policy to increase  
utility rates*

**Resolution No. 075-2019**

Moved by: C. Clausing

RESOLVED That the Village of Clyde Council directs Administration to prepare a policy  
which would provide Administration the authority to prepare the appropriate rate  
increases in the corresponding Bylaws/Schedules, in the event rates are increased by the  
local Water or Waste Commissions.

CARRIED

**Resolution No. 076-2019**

Moved by: N. Dvernichuk

*CAO Report*

RESOLVED That the Village of Clyde Council accepts the CAO Report as presented.

CARRIED

**FINANCIAL REPORTS**

**Resolution No. 077-2019**

Moved by: C. Clausing

RESOLVED That the Village of Clyde Council accepts the Bank Reconciliation for March  
2019, the Trial Balance year to date to March 31, 2019 and March Accounts Payable  
Cheque List as presented.

CARRIED

**CORRESPONDENCE**

*Alberta Municipal Affairs*

**Resolution No. 078-2019**

Moved by: D. Nyal

RESOLVED THAT the Village of Clyde Council accept the correspondence as presented as Information.

CARRIED

*Clyde and District Agricultural Society*

**Resolution No. 079-2019**

Moved by: C. Clausing

RESOLVED THAT the Village of Clyde Council donates \$200.00 towards the Clyde and District Agricultural Society's silent auction request.

CARRIED

*Bottles 4 Boulet*

**Resolution No. 080-2019**

Moved by: C. Clausing

RESOLVED THAT the Village of Clyde Council accept the correspondence as presented as Information.

CARRIED

*Makadiff Sports*

**Resolution No. 081-2019**

Moved by: A. Purdy

RESOLVED THAT the Village of Clyde Council accept the correspondence as presented as Information.

CARRIED

*North Saskatchewan Watershed Alliance*

**Resolution No. 082-2019**

Moved by: C. Clausing

RESOLVED THAT the Village of Clyde Council accept the correspondence as presented as Information.

CARRIED

*Municipal Advocacy Solutions*

**Resolution No. 083-2019**

Moved by: N. Dvernichuk

RESOLVED THAT the Village of Clyde Council accept the correspondence as presented as Information.

CARRIED

*WCB*

**Resolution No. 084-2019**

Moved by: N. Dvernichuk

RESOLVED THAT the Village of Clyde Council accept the correspondence as presented as Information.

CARRIED

*Letter of Resignation*

**Resolution No. 085-2019**

Moved by: C. Clausing

RESOLVED THAT the Village of Clyde Council accepts the letter of resignation from Matthew White.

CARRIED

*AUMA*

**Resolution No. 086-2019**

Moved by: N. Dvernichuk

RESOLVED THAT the Village of Clyde Council accept the correspondence as presented as Information.

CARRIED

**IN-CAMERA**

**Resolution No. 087-2019**

Moved by: C. Clausing

RESOLVED THAT the Village of Clyde Council goes in-camera at 4:13 p.m. to discuss:

1. Legal  
FOIPP Section 27 Legal / Privileged Information

2. Legal  
FOIPP Section 27 Legal / Privileged Information

CARRIED

Media representative George Blais left the meeting at 4:13 p.m.

In Camera was attended by Mayor Christa Clausing, Deputy Mayor Nat Dvernichuk, Councillor Arthur Purdy, Councillor Doug Nyal, CAO Edward LeBlanc, and Recording Secretary Kim Hale.

**OUT OF CAMERA**

**Resolution No. 088-2019**

Moved by: C. Clausing

RESOLVED THAT the Village of Clyde Council comes out of camera at 4:20 p.m.

CARRIED

**Resolution No. 089-2019**

Moved by: C. Clausing

RESOLVED THAT the Village of Clyde Council receives all items discussed in-camera as information.

CARRIED

**NEXT MEETING**

Next Council Meeting Monday May 13, 2019 at 2:00 p.m.

**ADJOURNMENT**

Mayor Clausing adjourned the meeting at 4:22 pm.

These minutes approved this 13<sup>th</sup> day of May, 2019.

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Mayor

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Edward LeBlanc, CAO

*Prepared by Kim Hale*