



MINUTES

**Regular Meeting
Village of Clyde**

**Monday, May 8, 2023, at 6:00 p.m.– Council
Chambers**

The Village of Clyde Council, in the Province of Alberta, held their Regular meeting of Council in Council Chambers.

COUNCIL PRESENT

Charis AGUIRRE, Mayor
Donna MOORE, Councillor
Philip PETKAU, Councillor
Alma CRUISE IRWIN, Councillor -Virtually via zoom
Alex STREMBESKY, Councillor

IN ATTENDANCE

Jaye Parrent, CAO
Megan Brill, Finance and Executive Assistant – Recording Secretary

DELEGATION, RESIDENTS AND PUBLIC

Kevin Berger - Media

CALL TO ORDER

Mayor Aguirre called the meeting to order at 6:02 p.m.

Mayor Aguirre delivered the Treaty Land Acknowledgement.

ADOPTION OF THE AGENDA

Resolution No. 067-2023

Moved by: A. Cruise Irwin

RESOLVED THAT the agenda for the May 8, 2023, Regular Meeting of Council be adopted as presented.

CARRIED.

ADOPTION OF MEETING MINUTES

Resolution No. 068-2023

Moved by: P. Petkau

RESOLVED THAT the minutes of the Regular Meeting of Council held on April 17, 2023, be adopted as amended to include FCSS as a Council Committee verbal report.

CARRIED.

PUBLIC HEARING

None.

DELEGATIONS

None.

OLD BUSINESS

None.

NEW BUSINESS

Swearing in of Councillor Strembesky

Councillor Alex Strembesky was administered the Oath of Office by Megan Brill, Finance, Executive Assistant and Commissioner of Oaths.

**RFD 2023-05-01
Committee Appointments
May 9 – October 16, 2023,**

Resolution No. 069-2023 Moved by: D. Moore
RESOLVED THAT Council alter the Council Committee and External Agency appointments from May 9 – October 16, 2023, as indicated on the attached sheet which forms part of the minutes.

CARRIED.

Resolution No. 070-2023 Moved by: A. Cruise Irwin
RESOLVED THAT Council cancel the July and August 2023 Regular Meeting of Council and Policy and Priorities Committee meetings, and request that the Mayor or Policy and Priorities Committee Chair call a special meeting if business arises.

CARRIED.

Resolution No. 071-2023 Moved by: D. Moore
RESOLVED THAT Council adopt the 2023-2027 Operating Plan and 2023-2028 Capital plan as presented and attached.

CARRIED.

CLOSED SESSION

Resolution No. 072-2023 Moved by: P. Petkau
RESOLVED THAT Council enter closed session under FOIP Section 16 – Potential Loss or Gain of a Third Party, regarding Account Concern Relating to Utility Account 109008005; FOIP Section 16 and 24 – Potential Loss or Gain of a Third Party, Advice from Officials regarding Inspections Group Contract – Permitting; FOIP Section 16 and 24 – Potential Loss or Gain of a Third Party, Advice from Officials regarding Emergency Services Dispatch Contract; FOIP Section 16 and 24 – Potential Loss or Gain of a Third Party, Advice from Officials regarding Utility Inspections Services Agreement Amendment; and FOIP Section 16 and 24 – Potential Loss or Gain of a Third Party, Advice from Officials regarding Strategic at 6:14 p.m.

CARRIED.

Resolution No. 073-2023 Moved by: P. Petkau
RESOLVED THAT Council return to an open meeting at 7:08 p.m.

CARRIED.

**Concern Relating to
Account 109008005**

Resolution No. 074-2023 Moved by: D. Moore
RESOLVED THAT Council direct Administration to uphold the outstanding penalties applied and the utility to tax transfer fee for account 109008005, recognizing that Administration has applied the penalties in accordance with the Water and Sewer Utility Bylaw 2020-02-02 and confirmed the mailing and notice delivery address with the resident a number of times and further; that non-receipt of a utility bill does not constitute sufficient reason for non-payment or exemption from applicable penalties; Council further direct Administration to provide the account holder with an option to develop a payment plan schedule to avoid the rolling of any the outstanding arrears as of May 8, 2023, to the tax roll.

CARRIED.

**Inspections Group
Contract Permitting**

Resolution No. 075-2023 Moved by: A. Strembesky
RESOLVED THAT Council accept the Inspections Group Service Agreement Amendment as presented and direct Administration to execute the same.

CARRIED

FINANCIALS

Resolution No. 076-2023 Moved by: P. Petkau
RESOLVED THAT Council accept the bank reconciliation for April 2023, the year to April 30, 2023, Trial Balance and the Accounts Payable Cheque listing for April 2023 as presented.

CARRIED.

CAO REPORTS

Resolution No. 077-2023

Moved by: A. Strembesky

RESOLVED THAT Council accept the CAO Verbal Report and Action List for May2023 as presented.

CARRIED.

COUNCIL REPORTS

Appointments:

Mayor Logan Aguirre

Joint Services/Regional Collaboration Committee – Next meeting June 21, 2023
Regional Economic Development Committee – Next Meeting June 10, 2023

Deputy Mayor Cruise Irwin

Clyde and District Ag Society – Verbal report provided.
Homeland Housing – Verbal report provided.
Westlock and District FCSS – Verbal report provided.
Municipal Planning Commission – Nothing to report, no meeting held.

Councillor Moore

Intermunicipal Collaboration Framework – Nothing to report, no meeting held.
Yellowhead Regional Libraries – Nothing to report, no meeting held.

Councillor Petkau

Westlock Regional Waste Management Commission – Nothing to report, no meeting held.
Westlock Regional Water Services Commission - Nothing to report, no meeting held.

CORRESPONDENCE

None.

NEXT COUNCIL MEETING

June 12, 2023, at 6:00 p.m.


**NEXT POLICY AND
PRIORITIES COMMITTEE
MEETING**

June 19, 2023 at 6:00 p.m.

ADJOURNMENT

The meeting was adjourned at 7:27 p.m.

These minutes approved the 12th day of June 2023.



Mayor



CAO



COUNCIL COMMITTEE APPOINTMENTS

May 9, 2023 to October 16, 2023

Clyde and District Agricultural Society Box 250, Clyde, AB. T0G 0P0	Member: Alternate:	Alma Cruise Irwin Philip Petkau
Homeland Housing Board Box 3096, 9922 103 St. Morinville, AB T8R 1R7	Member:	Alma Cruise Irwin
Intermunicipal Collaboration Framework	Member:	ALL COUNCIL
Joint Services/Regional Collaboration	Member:	ALL COUNCIL
Regional Economic Development	Member: Member:	Charis Aguirre Donna Moore
Westlock FCSS Advisory Board #201, 10004 107 St. Westlock, AB T7P 2K8	Member: Alternate:	Alma Cruise Irwin Alex Strembesky
Westlock Regional Waste Management Authority Box 5219 Westlock, AB. T7P 2P4	Member: Alternate:	Philip Petkau Alma Cruise Irwin
Westlock Regional Water Services Commission Box 190 Clyde, AB. T0G 0P0	Member:	Philip Petkau
Yellowhead Regional Libraries Box 4270, 433 King Street, Spruce Grove, AB T7X 3B4	Member: Alternate:	Donna Moore Alma Cruise Irwin
Internal Committees		
Emergency, Fire and Village of Clyde Safety Committee	Chair: Member:	Philip Petkau Donna Moore
Municipal Planning Commission	Member: Member: Member:	Alma Cruise Irwin Charis Aguirre Donna Moore
Technical Committee:		All of Council

2023 Operating Budget Revenue Over Expense & 3-Year Financial Plan

*** DOES NOT INCLUDE CAPITAL ***

APPROVED May 8, 2023

Revenue Transfers Included in Accumulated Surplus

Does not account for changes in assessment value or growth - Does not include ASFF or Homeland Housing

All costs increase by 2% annually, unless specific circumstances dictate otherwise.

	Actual - Audited 2022	Budgeted 2023	Projected 2024	Projected 2025	Projected 2026
General Government					
Revenue - Across All Departments					
Net Municipal Taxes	377,549	401,959	409,998	418,198	426,562
User Fees and Sale of Goods	320,028	426,391	434,919	443,618	452,490
Government Transfers for Operating	45,334	109,908	75,000	76,500	78,030
Other Revenues and Sundry Functions	43,819	37,468	38,217	38,982	39,761
Investment Income/Interest	28,274	20,000	20,400	20,808	21,224
Penalties and Costs on Taxes	15,273	22,188	37,631	38,384	39,152
Licenses and Permits	7,748	3,650	18,723	19,097	19,479
Total Operating Revenue	838,025	1,021,564	1,034,889	1,055,587	1,076,699
Expenses					
Legislative	(44,994)	(51,338)	(52,365)	(53,412)	(54,480)
Administration	(293,141)	(377,848)	(385,405)	(393,113)	(400,976)
Fire and Emergency Protection Services	(17,981)	(20,991)	(21,410)	(21,839)	(22,275)
Bylaw Enforcement and RCMP	(29,621)	(34,360)	(35,047)	(35,748)	(36,463)
Roads, Streets, Walks and Lighting	(127,151)	(121,218)	(123,642)	(126,115)	(128,637)
Water Supply and Distribution	(118,507)	(136,707)	(139,442)	(142,230)	(145,075)
Wastewater Treatment and Disposal	(13,781)	(21,787)	(22,223)	(22,667)	(23,120)
Waste Management	(60,740)	(70,470)	(71,879)	(73,317)	(74,783)
Family and Community Support	(5,855)	(20,244)	(20,649)	(21,062)	(21,483)
Land use planning, Zoning and Develop	(24,388)	(17,500)	(17,850)	(18,207)	(18,571)
Parks and Recreation	(44,158)	(61,747)	(62,982)	(64,242)	(65,526)
Emergency Expenses	(220)	(1,500)	(1,530)	(1,561)	(1,592)
Culture	(1,699)	(2,088)	(2,088)	(2,130)	(2,173)
Amortization of Capital Assets	(247,355)	(250,000)	(225,000)	(229,500)	(234,090)
Gain (Loss) on Disposal of Capital Asset	(7,515)	20,000	20,400	20,808	21,224
Total Operating Expenses	(1,037,106)	(1,167,798)	(1,161,113)	(1,184,335)	(1,208,022)
Excess (Deficiency) Of Revenue Over Expenses From Operations	(199,081)	(146,234)	(126,224)	(128,748)	(131,323)
Capital Income					
Provincial Government Transfers to Capital	328,115	499,676	105,860	105,860	105,860
Federal Transfer to Capital	52,254	8,155			
Other Transfer to Capital	2,500				
Expenses from Operations	382,869	507,831	105,860	105,860	105,860
Excess Revenue Over Expenses	183,788	361,597	(20,364)	(22,888)	(25,463)
Accumulated Surplus - Beginning of th	5,149,173	5,332,961	5,694,558	5,674,194	5,651,306
Accumulated Surplus - End of Year	5,332,961	5,694,558	5,674,194	5,651,306	5,625,843



Village of Clyde
Approved May 8, 2023- 5 Year Capital Plan

Summary Capital	2023	2024	2025	2026	2027	2028	Status
Sidewalks	25,000.00	0.00	0.00	0.00	0.00	0.00	
Water	0.00	0.00	105,860.00	105,860.00	105,860.00	105,860.00	
Sewer	392,478.00	0.00	0.00	0.00	0.00	0.00	
Solid Waste	66,777.00	0.00	0.00	0.00	0.00	0.00	
Roads	42,408.00	85,860.00	0.00	0.00	0.00	0.00	
Buildings	56,248.00	0.00	0.00	0.00	0.00	0.00	
Vehicles & Equipment	153,500.00	0.00	0.00	0.00	0.00	0.00	
Parks and Recreation	7,540.00	20,000.00	0.00	0.00	0.00	0.00	
Total Expenses	743,951.00	105,860.00	105,860.00	105,860.00	105,860.00	105,860.00	

Anticipated Funding Sources

	2023	2024	2025	2026	2027	2028
Water For Life Grant Funding						
Federal Parks and Rec Funding	5,655.00					
Capital Reserves						
Capital Grant Funding (includes MSI, BMTG ect) and deferred Capital Grants						
Explore Infrastructure grants &/or utilize transfers from operating/infrastructure funds or debentures						
Water For Life Grant Funding (AM/WWP)	246,436.00					
Capital Grant Funding (includes MSI, BMTG ect)	253,053.00					
Capital Reserves	165,807.00					
Explore Infrastructure grants &/or utilize transfers from operating/infrastructure funds or debentures and sale of assets	73,000.00					
Capital Grant Funding (includes MSI, BMTG ect)		105,860.00				
Explore Infrastructure grants &/or utilize transfers from operating/infrastructure funds or debentures		0.00				
Capital Grant Funding (includes MSI, BMTG ect)			105,860.00			
Explore Infrastructure grants &/or utilize transfers from operating/infrastructure funds or debentures			0.00			
Capital Grant Funding (includes MSI, BMTG ect)				105,860.00	105,860.00	
Explore Infrastructure grants &/or utilize transfers from operating/infrastructure funds or debentures				0.00	0.00	
Capital Grant Funding (includes MSI, BMTG ect)						105,860.00
Explore Infrastructure grants &/or utilize transfers from operating/infrastructure funds or debentures						0.00
Total Revenue	743,951.00	105,860.00	105,860.00	105,860.00	105,860.00	105,860.00

Sidewalks	2023	2024	2025	2026	2027	2028	Status
Sidewalk 55 Avenue, 53 St to 54 St, North Side	12,500.00						
Sidewalks - 52 St - 54 Ave to 52 Ave - West Side	12,500.00						
Sidewalk 50 St - 50 Ave to 48 Ave							
Sidewalk 51 Avenue to 52 Ave - West Side							
Sidewalk 49 St - 50 Ave to 48 Ave - West Side							
Sidewalk 51 St - 52 Avenue to 50 Avenue - East Side							
Sidewalk 53 St - 55 Ave to 54 Ave							
Sidewalk 50 St - 56 Ave to 52 Ave - Grass Replacement							
Sidewalk 50 St - 52 Avenue to 50 Avenue - East Side							
Sidewalk 55 Ave - 52 St to 53 St							
Sidewalk 50 Street - West 47 ave to 50 st							
Sidewalk 50 St - 52 Avenue to 50 Avenue - East Side							
Sidewalk 50 St - 56 Ave to 52 Ave - Grass Replacement							
Sidewalk 55 Ave - 52 St to 53 St							
Total Expenses	25,000.00	0.00	0.00	0.00	0.00	0.00	

Water	2023	2024	2025	2026	2027	2028	Status
Install Water main Looping (WDP to 50 Street)							
Install Water main Looping 53 Avenue - 49 St to 50 St							
WDP Plan Upgrades - Priority A Items (Schedule Attached)							
Install Water Main Looping 52 Ave, to west, 54 st, 52 Ave to 53 Ave							
Install Water Looping / Twinning 52 Avenue, 49 St to 50 St; 50 St, 52 Ave to 50 Ave; 48 Ave, 49 St to 50 St.							
Install Water Looping 44 St, 48 Ave to 50 Ave							
Install Water Looping 47 St & 47 Ave to 44 St & 48 Ave							
WDP Plan Upgrades - Priority B items (Schedule Attached)			105,860.00	105,860.00	105,860.00	105,860.00	
WDP Plan Upgrades - Priority C items (Schedule Attached)							
Total Expenses	0.00	0.00	105,860.00	105,860.00	105,860.00	105,860.00	

CA

Sewer	2023	2024	2025	2026	2027	2028	Status
Lagoon Upgrades							
Sanitary Sewer SMH 7 to SMH 6 (4822 - 46St)							
Sanitary Sewer SMH 3 to SMH 2 (4438 - 49 Ave)							
Sanitary Sewer MH7 - SMH 1 (4737 - 47 St)							
Sanitary Sewer MH 13 - Lift Station (50 Ave - 48 St)							
Sanitary Sewer MH 13 - MH 14 (4807-50St)							
Sanitary Sewer MH 9 - MH 8 (4812 - 49 St)							
Sanitary Sewer MH 5 -MH 4 (5303- 50 St)							
Spot Repair Sanitary Sewer MH 52 - MH 51 (Hwy 18)							
Sanitary Sewer MH 52 - MH 51 (Hwy 18)							
Spot Repair Sanitary Sewer MH 11 - MH 5							
Sanitary Sewer MH 11 - MH 5							
Sanitary Sewer MH 2A - MH 1 (Hwy 18 - 50 St)							
Spot Repair Sanitary Sewer MH 18 - MH 17							
Cured - In - Place Pipe Sanitary Sewer MH 18 - MH 17							
Lift Station Upgrades	328,581.00						Awaiting Funding
San Dump Station	55,000.00						
Contingency for Unmet/Other Admin Directed Capital Investment	8,897.00						
Total Expenses	392,478.00	0.00	0.00	0.00	0.00	0.00	

Solid Waste	2023	2024	2025	2026	2027	2028	Status
Non-Operating Landfill	66,777.00						
Total Expenses	66,777.00	0.00	0.00	0.00	0.00	0.00	

Streets	2023	2024	2025	2026	2027	2028	Status
50 Street Spot repairs							
49 Street	10,000.00						
48 Street							
47 Street							
52 Street							
52 Avenue							
51 Avenue		85,860.00					
48 Avenue							
Street Signage Replacement	3,500.00						
Other spot repairs and paving	28,908.00						
Total Expenses	42,408.00	85,860.00	0.00	0.00	0.00	0.00	

Buildings	2023	2024	2025	2026	2027	2028	Status
Village office	50,000.00						Needs roof, windows and insulation
Public Works Shop							
Water Tower							
Public Works Yard - Gate	6,248.00						
Total Expenses	56,248.00	0.00	0.00	0.00	0.00	0.00	

Vehicles & Equipment	2023	2024	2025	2026	2027	2028	Status

CA

Ford 1/2 Ton							
Grader	Sold						
John Deere Tractor							
John Deere Lawn Mower (with Sweeper)							
John Deere Lawn Mower zero turn							
Groomer (big mowing deck)							
Front End Loader	130,000.00						
Snow Bucket	23,500.00						
Total Expenses	153,500.00	0.00	0.00	0.00	0.00	0.00	

Parks & Recreation	2023	2024	2025	2026	2027	2028	Status
Disc Golf Course	7,540.00						
Memorial Garden							
Campground							
Other - Dog Park 2024		20,000.00					
Total Expenses	7,540.00	20,000.00	0.00	0.00	0.00	0.00	

CA