



MINUTES

Regular Meeting
Village of Clyde

Monday, December 12, 2022, at 6:00 p.m.– Via Zoom

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

COUNCIL PRESENT

Charis AGUIRRE, Mayor
Alma CRUISE IRWIN, Councillor
Donna MOORE, Councillor
Philip PETKAU, Councillor

Regrets

Starla SYDIA, Deputy Mayor

IN ATTENDANCE

Jaye Parrent, CAO
Megan Brill, Finance and EA – Recording Secretary

DELEGATION, RESIDENTS AND PUBLIC

Sergeant Darcy Devos – Westlock County Peace Officer
Officer Taylor Whiting – Westlock County Peace Officer

Kristine Jean – 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. 212 -2022

Moved by: P. Petkau

RESOLVED THAT the agenda for the December 12, 2022, Regular Meeting of Council be adopted as amended to include:

Closed Session (d) FOIPP Section 24: Homeland Housing Board Appointment

CARRIED.

ADOPTION OF MEETING MINUTES

Resolution No. 213-2022

Moved by: A. Cruise Irwin

RESOLVED THAT the minutes of the Regular Meeting of Council held on November 14, 2022, be adopted as presented.

CARRIED.

PUBLIC HEARING

None.

DELEGATIONS

Sergeant Devos and Officer Whiting provided an update on Community Peace Officer program in the Village of Clyde and region as a whole. They spoke to programs, services, and successes for 2022 and what they are looking at for the future.

Resolution No. 214-2022

Moved by: A. Cruise Irwin

RECOLVED THAT Council accept the report on Peace Officer Services for 2022.

CARRIED.

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OLD BUSINESS

None.

NEW BUSINESS

***RFD 2022-12-01
December 19, 2022
Policy and Priorities Meeting***

Resolution No. 215-2022 Moved by: P. Petkau
RESOLVED THAT Council cancel the December 19, 2022 Policy and Priorities meeting and resume the Policy and Priorities meeting on January 16, 2023.

CARRIED.

***RFD 2022-12-02
ACP Grant - WRWSC
Asset Management***

Resolution No. 216-2022 Moved by: A. Cruise Irwin
RESOLVED THAT Council support the submission of a 2022/23 Alberta Community Partnership grant application in support of a Regional Water Asset Management Strategy Project and is further prepared to manage the grant project and related compliance requirements with no matching contribution required.

CARRIED.

***RFD 2022-12-03
Council Procedural Bylaw
2022-12-01***

Resolution No. 217-2022 Moved by: D. Moore
RESOLVED THAT Council complete first reading of Council Procedural Bylaw, being a bylaw to regulate the proceedings of Council and Council Meetings, Bylaw No. 2022-12-01, as presented.

CARRIED.

Resolution No. 218-2022 Moved by: P. Petkau
RESOLVED THAT Council complete second reading of Council Procedural Bylaw, Bylaw No. 2022-12-01, as presented.

CARRIED.

Resolution No. 219-2022 Moved by: A. Cruise Irwin
RESOLVED THAT Council has unanimous consent to proceed to third reading of Council Procedural Bylaw, Bylaw No. 2022-12-01, as presented.

CARRIED UNANIMOUSLY.

Resolution No. 220-2022 Moved by: A. Cruise Irwin
RESOLVED THAT Council complete third and final reading of Council Procedural Bylaw, Bylaw No. 2022-12-01, as presented.

CARRIED.

***RFD 2022-12-04
Designated Officer Bylaw
2022-12-02***

Resolution No. 221-2022 Moved by: D. Moore
RESOLVED THAT Council complete first reading of Establish the Position of Designated Officer – Head of Finance, being a bylaw to establish the position of Head of Finance as Designated Officer, Bylaw No. 2022-12-02, as presented.

CARRIED.

Resolution No. 223-2022 Moved by: A. Cruise Irwin
RESOLVED THAT Council complete second reading of Establish the Position of Designated Officer – Head of Finance, Bylaw No. 2022-12-02, as presented.

CARRIED.

Resolution No. 224-2022 Moved by: P. Petkau
RESOLVED THAT Council has unanimous consent to proceed to third reading of Establish the Position of Designated Officer – Head of Finance, Bylaw No. 2022-12-02, as presented.

CARRIED UNANIMOUSLY.

Resolution No. 225-2022 Moved by: D. Moore
RESOLVED THAT Council complete third and final reading of Establish the Position of Designated Officer – Head of Finance, Bylaw No. 2022-12-02, as presented.

CARRIED

CLOSED SESSION

Resolution No. 226-2022 Moved by: P. Petkau
RESOLVED THAT Council enter closed session under FOIPP Section 16 and 24 – Potential Loss or Gain of a Third Party, Advice from Officials regarding the Strategic Plan, FOIPP 24, Advice from Officials regarding a preliminary Discussion of the Rates and Fees Bylaw 2022-12-03, FOIPP Section 16 and 24 –Potential Loss or Gain of a Third Party, Advice from Officials regarding proposed amendment to the TSI Senior Legislative Advisor Contract 2023-2024; FOIPP Section 16 and 24 – Potential Loss or Gain of a Third Party, Advice from Officials regarding potential alteration to the Utility Services Agreement, FOIPP Section 17 – Disclosure of Personal Information regarding CAO Performance Evaluation and FOIPP Section 24 – Advice from Officials regarding the Homeland Housing Appointment at 6:56 pm.
CARRIED.

Resolution No. 227-2022 Moved by: D. Moore
RESOLVED THAT Council return to an open meeting at 7:54 p.m.
CARRIED.

Resolution No. 228-2022 Moved by: C. Aguirre
RESOLVED THAT Council take a short recess at 7:55 p.m.
CARRIED.

The meeting re-convened at 8:00 p.m.

Resolution No. 229-2022 Moved by: D. Moore
RESOLVED THAT Council direct Administration to engage Endeavour Consulting to conduct a Strategic Planning Workshop, and subsequent Strategic and Tactical Plan development in early 2023 up to a maximum of \$5000.00
CARRIED.

Resolution No. 230-2022 Moved by: A. Cruise Irwin
RESOLVED THAT Council direct Administration to proceed with an amendment to the Transitional Solutions Inc. Senior Legislative Advisor Contract which will reduce services provided to 2 hours monthly with additional hours if requested as discussed.
CARRIED.

Resolution No. 231-2022 Moved by: P. Petkau
RESOLVED THAT Council direct Administration to contact the Town of Westlock and provide them with notice of an intent to discuss potential alteration of the Utility Inspection Services Agreement in January 2024.
CARRIED.

Resolution No. 232-2022 Moved by: A. Cruise Irwin
RESOLVED THAT Council has conducted the CAO Performance evaluation of CAO, Jaye Parrent for 2022.
CARRIED.

Resolution No. 233-2022 Moved by: D. Moore
RESOLVED THAT Council appoints Alma Cruise Irwin to the Homeland Housing Board effective January 1, 2023.
CARRIED.

NEW BUSINESS continued
RFD 2022-12-05
Borrowing Bylaw 2023
2022-12-03

Resolution No. 234-2022 Moved by: A. Cruise Irwin
RESOLVED THAT Council complete first reading of Borrowing Bylaw 2023 being a bylaw to authorize a borrowing made for the purposed of financing operating expenditures, Bylaw No. 2022-12-03, as presented.
CARRIED.

Resolution No. 235-2022 Moved by: D. Moore
RESOLVED THAT Council complete second reading of Borrowing Bylaw 2023,
Bylaw No. 2022-12-03, as presented.
CARRIED.

Resolution No. 236-2022 Moved by: A. Cruise Irwin
RESOLVED THAT Council has unanimous consent to proceed to third reading of
Borrowing Bylaw 2023, Bylaw No.2022-12-03, as presented.
CARRIED UNANIMOUSLY.

Resolution No. 237-2022 Moved by: P. Petkau
RESOLVED THAT Council complete third and final reading of Borrowing Bylaw
2023, Bylaw No. 2022-12-03, as presented.
CARRIED.

**RFD 2022-12-06
Revised Rates Fees
And Charges Bylaw
Bylaw No. 2022-12-04**

Resolution No. 238-2022 Moved by: P. Petkau
RESOLVED THAT Council complete first reading of Revised Rates, Fees and
Charges Bylaw, being a bylaw to establish the rates, fees and charges for providing
various municipal goods and services, Bylaw No. 2022-12-04, as presented.
CARRIED.

Resolution No. 239-2022 Moved by: D. Moore
RESOLVED THAT Council complete second reading of Revised Rates, Fees and
Charges Bylaw, Bylaw No. 2022-12-04, as presented.
CARRIED.

Resolution No. 240-2022 Moved by: A. Cruise Irwin
RESOLVED THAT Council has unanimous consent to proceed to third reading of
Revised Rates, Fees and Charges Bylaw, Bylaw No. 2022-12-04, as presented.
CARRIED UNANIMOUSLY.

Resolution No. 241-2022 Moved by: P. Petkau
RESOLVED THAT Council complete third and final reading of Revised Rates, Fees
and Charges Bylaw, Bylaw No. 2022-12-04, as presented.
CARRIED.

**RFD 2022-12-07
Annual Cost of Living
Increase 2022**

Resolution No. 242-2022 Moved by: P. Petkau
RESOLVED THAT Council approve a four percent (4%) cost of living adjustment for
all Village of Clyde Employees effective January 1, 2023, and further revisit it during
final budget deliberations following receipt of the 2023 Municipal Assessments and
municipal requisitions.
CARRIED.

**RFD 2022-12-08
2023 Interim Operating
And Capital Budget**

Resolution No. 243-2022 Moved by: A. Cruise Irwin
RESOLVED THAT Council approve the 2023 Interim Operating budget and 2023
Interim Capital Budget, as presented.
CARRIED.

FINANCIALS

Resolution No. 244-2022 Moved by: D. Moore
RESOLVED THAT Council accept the bank reconciliation for November 2022, the
year to November 30, 2022 Trial Balance and the Accounts Payable Cheque listing for
November 2022 as presented.
CARRIED.

CAO REPORTS

Resolution No. 245-2022 Moved by: P. Petkau
RESOLVED THAT Council accept the CAO Verbal Report and Action List for
December 2022 as presented.
CARRIED.

COUNCIL REPORTS

Appointments:

Mayor Logan Aguirre

Joint Services/Regional Collaboration – Nothing to report, no meeting held.
Regional Economic Development Committee – Nothing to report, no meeting held.

Councillor Cruise Irwin

Clyde and District Ag Society – Next meeting January , 2023
Municipal Planning Commission – Nothing to report, no meeting held.

Councillor Moore

Intermunicipal Collaboration Framework – Nothing to report, no meeting held.
Yellowhead Regional Library – Meeting was held December 5, 2022

Councillor Petkau

Homeland Housing – Meeting held on November 24, 2022
was unable to attend due to illness
Westlock Regional Waste Management Commission –
Nothing to report, no meeting held.

CORRESPONDENCE

Resolution No. 246-2022

Moved by: D. Moore

RESOLVED THAT Council accepted the correspondence as follows;

- (a) Correspondence from Minister Ellis, Minister of Public Safety and Emergency Services regarding the Victims Services Redesign; and Correspondence from Tammy Hofer and Dr. Carolyn O'Hara of Alberta Precision Laboratories dated December 5, 2022 regarding Community Lab Services Transition.

CARRIED.

NEXT COUNCIL MEETING

January 9, 2023, at 6:00 p.m.

**NEXT POLICY AND
PRIORITIES COMMITTEE
MEETING
ADJOURNMENT**

January 16, 2023, at 6:00 p.m.

The meeting was adjourned at 8:33 p.m.

These minutes approved the 9th day of January, 2023.



Mayor



CAO

