

**Minutes of the Annual Organizational Meeting
of the Village of Clive in the Province of Alberta,
held in the Village Office
on October 29, 2018 at 6:00 p.m.**

Present: Councillors elect Luci Henry, Jeremy Whelan, Norma Penney, Tracey Hallman, Susan Russell and CAO Carla Kenney.

Meeting to Order: The CAO brought the Organizational Meeting to order at 6:05 p.m.

Nominations for Mayor: The CAO called for nominations for Mayor.

Councillor Penney nominated Councillor Henry for Mayor.

SPC-18-001: Councillor Russell moved that nominations cease.

-CARRIED UNANIMOUSLY-

Councilor Henry is declared the Mayor for the Village of Clive.

Meeting turned over to Mayor: Chairing of the meeting was turned over to the Mayor at this time.

Nominations for Deputy Mayor: Mayor Henry asked for nominations for the position of Deputy Mayor. Councillor Hallman nominated Councillor Penney for Deputy Mayor.

SPC-18-002: Councillor Whelan moved that nominations cease.

-CARRIED UNANIMOUSLY-

Councillor Penney is declared the Deputy Mayor.

Appointments: Council discussed appointing Council representatives to community groups taking into account the groups' ownership of public buildings, Village providing financial support, non-religious affiliation, provide significant community services, sports group would not be included.
The Clive Ag. Society, Communities in Bloom, Clive Community Hall Board, Clive Neighbourhood Place, Clive School Parent Council, Little Red Hen and the Neighbourhood Revitalization were added to the roster of Clive Committee Representatives.

SPC-18-003: Councillor Russell moved that the Village of Clive Councillors assume their respective Committee Representative portfolios and Public appointments are as follows;

**Village of Clive Committee Representatives
October 29, 2018**

	Committee	Representative	Alternate Representative
1.	CAP - Community Advisory Panel (CP Rail) Meets: 3 or 4 times/year (evening)	Councillor Whelan	Councillor Penney
2.	CAEP - Central Alberta Economic Partnership Meets: 4 times/year (daytime)	Councillor Russell	Councillor Hallman
3.	Boomtown Trail – As needed	Councillor Whelan	Councillor Russell
4.	Clive Public Library Meets: Quarterly (afternoons)	Mayor Henry	Councillor Penney
5.	PRL - Parkland Regional Library Meets: 4 times/year (afternoons)	Councillor Penney	Councillor Russell
6.	Clive Volunteer Fire Dept. Meets: 1 st and 3 rd Tuesdays (evening)	Councillor Penney	Councillor Whelan
7.	Lacombe County Fire Services Advisory Committee Meets once per year	Councillor Penney	Councillor Whelan
8.	FCSS - Family & Community Support Services Meets: Monthly from 5 to 9 pm	Mayor Henry	Councillor Hallman
9.	Lacombe Foundation Meets: Monthly (daytime)	Councillor Hallman	Mayor Henry

	Committee	Representative	Alternate Representative
10.	Hwy 12/21 -Regional Water Services Commission Meets: Bi-Monthly (early morning)	Councillor Hallman	Mayor Henry
11.	LRWSC - Lacombe Regional Waste Services Commission Meets: 4 times/year (evenings)	Councillor Russell	Councillor Whelan
12.	MPC - Municipal Planning Commission Meets: 3 rd Mondays when necessary (evenings) 3 Councillors	Councillor Whelan	
		Councillor Penney	
		Councillor Russell	
	2 Members at Large:	Wayne Thiessen - Chair	
		Michelle Madlung	
	Secretary:	Val Rowland	
13.	SDAB - Subdivision & Development Appeal Board (Regional Board 2019)		
14.	PCPS - Parkland Community Planning Services Meets: Two or 3 times/year (daytime)	Councillor Hallman	Councillor Penney
15.	Intermunicipal Development Plan Committee	Mayor Henry	Councillor Russell
16.	Clive's Emergency Management Advisory Committee (3 Councillors) Meet when called	Councillor Whelan	
		Councillor Russell	
		Councillor Hallman	
17.	Clive's Emergency Management Agency Meet when called	Director of Emergency Mgmt: Tom De Forge	Deputy Director of Emergency Mgmt: vacant
18.	Regional Emergency Management Agency - Meets twice per year	Director of Emergency Mgmt: Tom De Forge	Deputy Director of Emergency Mgmt - vacant
19.	Regional Emergency Advisory Committee Meets once per year	Councillor Hallman	Councillor Whelan
20.	Assessment Review Board Clerk	Tanya Felker	
21.	Clive Athletic and Agriculture Society	Councillor Whelan	Councillor Penney
22.	Clive Hall Board	Councillor Penney	Councillor Russell
23.	Communities in Bloom	Councillor Russell	Mayor Henry
24.	Neighbourhood Revitalization	Councillor Hallman	Councillor Whelan
25.	Clive School Council	Mayor Henry	Councillor Russell
26.	Neighbourhood Place	Councillor Hallman	Mayor Henry
27.	Little Red Hen Playschool	Councillor Penney	Councillor Russell

-CARRIED UNANIMOUSLY-

Date and Time of
Council Meetings:

SPC-18-004:

Councillor Hallman moved that Regular Council Meetings be held on the second and fourth Mondays of each month commencing at 6:00 p.m. and in the event the second or fourth Monday is a holiday, the meeting will be held on the next business day following.

-CARRIED UNANIMOUSLY -

Councilor Fees &
Remuneration:

SPC-18-005:

Councillor Whelan moved that Councillor fees and remuneration for mileage, meals, and committee meetings/seminars/courses be as follows:

Mayor	-	\$120.00 per chaired meeting + \$300.00 per month
Deputy Mayor	-	\$ 100.00 per meeting + \$110.00 per month
Councillors	-	\$ 100.00 per meeting

- Committee Meetings 2 hours or less - \$50 per meeting
- Committee Meetings, Seminars and Courses ½ day or less: - \$ 100.00 per meeting
- Committee Meetings, Seminars and Courses greater than 4 hours: - \$ 150.00 per meeting
- Mileage - .52 cents per km.
- Meals - By receipt, maximum of \$50.00 per day

-CARRIED UNANIMOUSLY-

Banking:

SPC-18-006: Councillor Russell moved that the Village of Clive banking remain at the Alberta Treasury Branch.

-CARRIED UNANIMOUSLY-

Signing Authority:

SPC-18-007: Councillor Penney moved that the Mayor and Chief Administrative Officer or the Deputy Mayor and the Chief Administrative Officer, or the Mayor and the Deputy Mayor have signing authority for the Village of Clive. Remove Anita Gillard and add Norma Penney as authorized signatories for the Village of Clive.

-CARRIED UNANIMOUSLY-

Fire Chief:

SPC-18-008: Councillor Whelan moved that Monte Zaytsoff be approved as Fire Chief for the Village of Clive Fire Department.

-CARRIED UNANIMOUSLY-

Weed Inspector:

SPC-18-009: Councillor Hallman moved that the Village Foreman be the Weed Inspector.

-CARRIED UNANIMOUSLY-

Solicitor:

SPC-18-010: Councillor Hallman moved that the firm of Chapman Riebeek remain the Village's solicitor.

-CARRIED UNANIMOUSLY-

Cemetery Records:

SPC-18-011: Councillor Russell moved that the Cemetery records be kept at the Village office and directed by the Chief Administrative Officer.

-CARRIED UNANIMOUSLY-

Village Auditor:

SPC-18-012: Councillor Russell moved that auditing of Village records be done by the firm of BDO Dunwoody LLP.

-CARRIED UNANIMOUSLY-

Adjournment:

SPC-18-013: Moved by Councillor Whelan to adjourn the meeting at 6:45 p.m.

-CARRIED UNANIMOUSLY-

Mayor

CAO