

**Minutes of a Regular Meeting of the
Council of the Village of Clive
Province of Alberta, on December 15, 2025
held in person at 6:30pm**

Present: Mayor Henry, Deputy Mayor Hallman, Councillors Fahey, Nutbrown, and Russell, CAO Kenney, Municipal Clerk Turner, Fire Chief S. Zaytsoff.

Meeting to Order: Mayor Henry called the meeting to order at 6:31pm.

Land Acknowledgement: Deputy Mayor Hallman recited the Treaty Six and Metis Nation Region 3 Land Acknowledgement.

Agenda:

RC-25-315: Moved by Councillor Nutbrown to approve the agenda as presented.
-CARRIED-

Minutes:

RC-25-316: Moved by Councillor Russell to approve the minutes of the November 24, 2025, Regular Council meeting as presented.
-CARRIED-

**Delegations &
Appointments:**

Clive Fire Chief S. Zaytsoff discussed Clive fire department responses in 2025.

Admin Reports:

CAO Report:

RC-25-317: Moved by Councillor Fahey to accept the CAO report as information.
-CARRIED-

Blackfalds RCMP
Detachment-Weekly
News:

RC-25-318: Moved by Councillor Nutbrown to accept the Blackfalds RCMP Detachment Weekly News as information. -CARRIED-

Clive FCSS - November
2025 Report:

RC-25-319: Moved by Councillor Russell to accept the FCSS November 2025 Report.
-CARRIED-

Bylaws:

Procedural Bylaw

#573-25 Third Reading:

RC-25-320: Moved by Councillor Hallman to give third reading to Procedural Bylaw #573-25 to regulate the proceedings of Council of the Village and its Committees. -CARRIED-

Master Rates & Fees

Bylaw #574-26 Draft:

RC-25-321: Moved by Councillor Russel to approve the recommended fees and to direct administration to prepare an updated Rates and Fees Bylaw for council's consideration at the January 12, 2026 Council Meeting. Pet Licensing fees are recommended to remain unchanged.
-CARRIED-

Unfinished Business:

Statement of Expected
Behaviour Policy #25-01:
RC-25-322:

Moved by Councillor Fahey that Council adopt Statement of Expected Behaviour Policy #25-01 to outline the behavior expected of elected officials of the Village of Clive and to support respectful, transparent, and accountable governance. -CARRIED-

2026 Interim Operating
and Capital Budget:
RC-25-323:

Moved by Councillor Hallman to accept the 2026 Interim Operating and Capital Budget as presented in the amount of \$1,578,625. After grant revenue, contributions to and from reserves, user fees and other revenue are accounted for, the total property taxes to be collected for Municipality purposes is \$821,511. -CARRIED-

Electoral Boundary
Commission Response:
RC-25-324:

Moved by Councillor Hallman to direct Mayor Henry to complete the required survey and to attend the town hall meeting scheduled for January 9. -CARRIED-

New Business:

Thaw Pipe Project:
RC-25-325:

Moved by Councillor Russell authorize the thaw pipe project up to \$10,000 to be funded from the road reserve (4-32-730). -CARRIED-

2026 Utility Rates:
RC-25-326:

Moved by Councillor Nutbrown to accept the 2026 utility rates as presented. -CARRIED-

Clive Library 2026
Budget:
RC-25-327:

Moved by Councillor Fahey to receive the 2026 Clive Library budget with an estimate of expenditures in the amount of \$67,310.00 as information and to approve the local appropriation from the Village of Clive in the amount of \$6,607. -CARRIED-

Clive Library Board
Appointment:
RC-25-328:

Moved by Councillor Russell to appoint Gail Payne to the Village of Clive Library Board for a third and final term, from January 1, 2026, to January 1, 2029. -CARRIED-

**Workshops,
Conferences, Seminars:**

FCM Conference:
RC-25-329:

Moved by Councillor Fahey to authorize Mayor Henry to attend the FCM Conference June 4-7th, 2026 in Edmonton. -CARRIED-

Information Items:

Financial:

Accounts Payable

RC-25-330:

Moved by Councillor Hallman to accept Accounts Payable Batches #2025-00066 to #2025-00068 in the amount totalling \$97,729.81.

-CARRIED-

Items b. through k.

RC-25-331:

Moved by Councillor Russell that items 13.b. through k. be received and filed.

-CARRIED-

Council Inquiries:

Council inquired about the provincially required municipal appropriation amounts for Clive FCSS and the Library, noting that the Village historically contributes amounts more than the minimum requirements.

Council Member

Reports:

Councillors attended and reported on the following meetings:

- Councillor Fahey – Parkland Regional Library meeting, Lacombe Regional Waste Services Commission, Frost Fest activities and Clive’s Annual Business Gala.
- Councillor Hallman – Lacombe Foundation organizational meeting, Frost Fest activities and Clive’s Annual Business Gala.
- Councillor Nutbrown – Central Alberta Economic Partnership (CAEP) Fall general meeting, Hwy 12/21 budget meeting, Clive’s Annual Business Gala, Frost Fest activities, as well as Subdivision and Development Appeal Board (SDAB) virtual training.
- Councillor Russell- Clive’s Annual Business Gala, Frost Fest activities, and SDAB virtual training.
- Mayor Henry –Clive School Parent Council meeting, AB Munis Access to information and Privacy Act training, Family and Community Support Services (FCSS) Seniors Tea, Annual Business Gala, and Frost Fest activities.

RC-25-332:

Moved by Councillor Nutbrown to accept Council Member Reports as information.

-CARRIED-

Adjournment:

RC-25-333:

Moved by Mayor Henry to adjourn the meeting at 8:38pm.

-CARRIED-

Mayor

CAO