Minutes of the Annual Organizational Meeting of the Village of Clive in the Province of Alberta, held in person and virtually at the Village Office on October 27, 2026, at 6:30 p.m.

Present: Councillors Sarah Fahey, Tracey Hallman, Luci Henry, Dave Nutbrown, and Susan Russell, CAO Carla Kenney and Municipal Clerk Kayla Turner

Gallery (Virtual): Michael Miller

Meeting to Order: The CAO brought the Organizational Meeting to order at 6:30 p.m.

Nominations for Mayor: The CAO called for nominations for Mayor.
Councillor Fahey nominated Councillor Henry for Mayor.

SPC-26-001 Councillor Hallman moved that nominations cease.

-CARRIED -

Councillor 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 Fahey for Deputy Mayor.
Councillor Russell nominated Councillor Hallman for Deputy Mayor.

SPC-26-002: Councillor Nutbrown moved that nominations cease.

-CARRIED –

A vote was conducted by secret ballot, and Councillor Sarah Fahey was declared elected as Deputy Mayor for the Village of Clive.

SPC-26-003: Councillor Hallman 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 27, 2026

	Committee	Representative	Alternate Representative
1.	**AHS (Alberta Health Services) - Liaison**	**Councillor Hallman**	**n/a**
2.	**Assessment Review Board**	**Lacombe County per ARB Services Agreement**	**n/a**
3.	**Assessment Review Board Clerk**	**Tanya Felker**	**n/a**
4.	**CAEP-**Central Alberta Economic Partnership Meets 4 times/year (daytime)	**Councillor Nutbrown**	
5.	**FCSS – Family & Community Support Services** Meets: Monthly from 5 to 9 pm	**Councillor Russell**	**Councillor Henry**
6.	**Hwy 12/21-**Regional Water Services Commission Meets: Bi-Monthly (early morning) **2 Councilors:**	**Councillor Nutbrown Councillor Hallman**	**n/a**
7.	**Intermunicipal Collaboration Framework Committee Mayor and Deputy Mayor**	**Mayor Henry Deputy Mayor Fahey**	**n/a**
8.	**Intermunicipal Development Plan Committee Mayor and Deputy Mayor**	**Mayor Henry Deputy Mayor Fahey**	**n/a**
9.	**Lacombe County Fire Services Advisory Committee** Meets once per year	**Councillor Nutbrown**	
10.	**Lacombe Foundation** Meets: Monthly(daytime)	**Councillor Hallman**	**No Alternate Needed**

11.	**LREMP (Lacombe Regional Emergency Mgmt Partnership) Advisory Board** – Meets once per year	**Councillor Nutbrown**	**Councillor Russell**
12.	**LREMP Agency-** meets twice per year	Director of Emergency Mgmt **Janene Anderson**	Deputy Director of Emergency Mgmt**: Carla Kenney**
13.	**Lacombe Regional Tourism**	**Councillor Fahey**	**Councillor Hallman**
14.	**LRWSC (Lacombe Regional Waste Services Commission) -** Meets 4 times/year(daytime)	**Councillor Henry**	**Councillor Fahey**
15.	**MPC-**Municipal Planning Commission Meets 3rd Mondays when necessary (Evenings)	**Councillor Russell**	
	3 Councillors:	**Councillor Hallman**	
		Councillor Nutbrown	
	2 Members at Large:	**Michelle Madlung**	
		Carrie Storms-Leavitt	
	Secretary:	**Kayla Turner**	
16.	**PRLS - Parkland Regional Library System** Meets: 4 times/year (afternoons)	**Councillor Fahey**	**Councillor Nutbrown**
17.	**RCMP Liaison-** Meets yearly annual Priorities (Crime Watch meetings)	**Councillor Henry**	**n/a**
18.	**SDAB – (**Red Deer County SDAB Services Agreement effective June 2026)	**Red Deer County** per SDAB Services Agreement	
19.	**Clive's Emergency Management Agency** Meets when called	Director of Emergency Mgmt: **Janene Anderson**	Deputy Director of Emergency Mgmt: **Carla Kenney**
20.	**Clive's Emergency Management Advisory Committee (3 Councillors)** Meet when called	**Councillor Russell** **Councillor Henry** **Councillor Nutbrown**	
21.	**Clive's Athletic and Agriculture Society**	**Councillor Russell**	**Councillor Hallman**
22.	**Clive's Hall Board**	**Councillor Russell**	**Councillor Fahey**
23.	**Clive Public Library Board**	**Councillor Fahey**	**n/a**
24.	**Clive School Council**	**Councillor Henry**	**Councillor Nutbrown**
25.	**Clive Volunteer Fire Dep.** Meets: 1st and 3rd Tuesday(evenings)	**Councillor Nutbrown**	**Councillor Russell**
26.	**Little Red Hen Playschool**	**Councillor Henry**	**Councillor Fahey**
27.	**Neighbourhood Revitalization**	**Councillor Hallman**	**Councillor Russell**

-CARRIED -

Date and Time of Council Meetings:

SPC-26-004: Councillor Russell moved that Regular Council Meetings be held on the second and fourth Mondays of each month commencing at 6:30 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 -

Date and Time of 2027 Organizational Meeting:

SPC-26-005: Councillor Fahey moved that Clive Council's 2027 Organizational meeting be held on the fourth Monday in October being October 25, 2027, at 6:30 pm.

-CARRIED -

Councillor Remuneration:

SPC-26-006: Councillor Nutbrown moved that remuneration for Councillors attending committee meetings, seminars, and courses remain unchanged at the following rates:

Mayor $156 per chaired meeting + $390 per month
Deputy Mayor $130 per meeting + $142 per month
Councillors $130 per meeting
Committee Meetings, Seminars and Courses

Under 2 hours $65 per meeting
½ day or less $130 per meeting
Greater than 4 hours $198 per meeting

-CARRIED-

Mileage Remuneration:
SPC-26-007: Councillor Nutbrown moved that remuneration for mileage expense increase to 67¢ per kilometre and direct administration to prepare an amended Policy RC-19-01 incorporating the change. Meal reimbursement for Councillors and staff attending courses, seminars, and committee meetings to remain unchanged.

- CARRIED -

Banking:
SPC-26-008: Councillor Hallman moved that the Village of Clive banking remain at the Alberta Treasury Branch. -CARRIED-

Signing Authority:
SPC-26-009: Councillor Nutbrown moved that signing authority for the Village of Clive be granted to Mayor Luci Henry, Deputy Mayor Sarah Fahey, and Chief Administrative Officer J. Carla Kenney with any two authorized signatories required to sign, provided that the signing combination consists of the Mayor and Chief Administrative Officer, the Deputy Mayor and Chief Administrative Officer, or the Mayor and Deputy Mayor; and further, that Councillor Tracey Hallman be removed as an authorized signatory and Councillor Sarah Fahey be added as an authorized signatory.

-CARRIED -

Fire Chief:
SPC-26-010: Councillor Russell moved that Steve Zaytsoff remain the Fire Chief for the Village of Clive Fire Department.

-CARRIED -

Weed Inspector:
SPC-26-011: Councillor Fahey moved that the Village Foreman, Steve Zaytsoff be the Weed Inspector.

-CARRIED -

Solicitor:
SPC-26-012: Councillor Hallman moved that the firm of Chapman Riebeek remain the Village's solicitor. -CARRIED -

Cemetery Records:
SPC-26-013: Councillor Fahey moved that the Cemetery records be kept at the Village office and directed by the Chief Administrative Officer.

-CARRIED -

Village Auditor:
SPC-26-014: Councillor Russell moved that auditing of Village records be done by the firm of Seniuk and Marcato, CPA.

-CARRIED -

Adjournment:
SPC-26-015: Moved by Mayor Henry to adjourn the meeting at 7:02 p.m.

-CARRIED –

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Mayor

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CAO