

VILLAGE OF RYLEY
Regular Council Meeting (Video Conference), 02 February 2021, 6:45 p.m.
Livestream Video on Facebook Group: Village of Ryley
Telephone (778) 907-2071: Meeting ID - 974 6141 9019; Passcode - 874235

AGENDA

1. Call Regular Meeting to Order:
2. Additions/ Deletions:
3. Approval of the Agenda:
4. Minutes of Previous Meetings:
 - 4.1 January 19, 2020 Regular Council Meeting
5. Delegation(s):
 - 5.1 Mickey Wilson – Ryley FCSS Transition Committee Member (for Item 6.1)
6. Business from the Minutes:
 - 6.1 Ryley FCSS Transition Committee Update
7. New Business:
 - 7.1 RFD: Beaver Heritage Ag Society
8. Bylaws: None
9. Financial Reports: None
10. Correspondence:
 - 10.1 IN: Town of Tofield & Beaver County: Twinning of Highway 14 Letter
 - 10.2 OUT: Letter of Support for CFEP Grant - Friends of Ryley School
11. Reports:
 - 11.1 Written
 - 11.2 Verbal
 - 11.3 CAO Follow-Up Action List (FUAL)
12. In Camera:
 - 12.1 Discussion of Regional Agreement(s) MGA Section 197, FOIP Section 23
- 12Z. Agenda Additions
 - 12Z.1 []
 - 12Z.2 []
 - 12Z.3 []

13. Upcoming Meetings:

13.1 February 16, 2021 Regular Council Meeting (Video Conference)

13.2 March 2, 2021 Regular Council Meeting (Video Conference)

13.3 March 16, 2021 Regular Council Meeting (Video Conference)

14. Adjournment

Village of Ryley

INFORMATION BRIEF

Meeting: Council

Meeting Date: 02 February 2021

Presented By: Mickey Wilson – Ryley FCSS Transition Committee (CAO in support)

Agenda Item No: 6.1 Ryley FCSS Transition Committee Update

BACKGROUND

The Ryley FCSS Transition Committee was struck at the Regular Council Meeting of Tuesday 5 January 2021 with the following stated goals:

1. Develop and finalize the FCSS Board Terms or Reference for Council approval
2. Create a draft FCSS Ryley Bylaw for Council readings
3. Recruit membership for the FCSS Ryley Board for Council approval
4. Produce a budget proposal for consideration by the future Board
(Annual budget is intended as a Board submission for approval by Council)
5. Depending on progress and momentum, potentially start draft instruments such as a Strategic Plan to facilitate and assist the future FCSS Ryley Board

SITUATION

The Committee met four (4) times through January 2021 and developed a number of draft products in response to the above first two items. Three of these products are ready for Council review and consideration (enclosed herein):

1. A proposal of activity – an Implementation Plan.
2. A draft FCSS Ryley Board Terms of Reference for Council consideration
3. A draft FCSS Ryley Bylaw for Council consideration

REMARKS

Progress is moving forward very well. A reminder that Community Together under management of the CAO is coordinating all community emerging needs as well as establishing frameworks, communication, and liaisons on behalf of the Ryley FCSS. Additionally, the Transition Committee is fully engaged and informed of all activity involving the Ryley FCSS for the purposes of advice, recommendations, guidance, and feedback in both directions: outwards to influence activity of the Ryley FCSS, and inwards to inform transition and develop planning for future operations.

CONCLUSION

Council may choose to provide Direction and Guidance to the Transition Committee on these products or may choose to move forward on the adoption of these products at this time.

Author: Glen Hamilton-Brown

Date: 28 January, 2021

Transition Timeline

Setting the Stage

1. Appoint transition team
2. Initial team meetings
3. Identify local and regional partners
4. Initiate needs assessment

Launch

8. Seek expressions of interest in Board
9. Initiate search for Program Director
10. Appoint and hire
11. Brief update to Council

Strategy

16. Staff/Board Strategic Planning sessions
17. Invite expressions of interest for community advisory committees
18. If possible launch a second program

**January
2021**

**February
2021**

**March
2021**

**April
2021**

**May
2021**

**June
2021**

Meeting the Players

5. Meet with FCSS partner groups
6. Review available and potential programming
7. Set up any immediate community response needs

Engage Community

12. Set up advisory committee models
13. Develop online presence
14. Explore other types of community engagement
15. Launch an initial program

Going Forward

19. Appoint advisory committee members
20. If feasible, dissolve transition team
21. Strategic Planning with Advisory Committees
22. Launch program plan

51

Initial Operational Capacity

Moderate Operational Capacity

Full Operational Capacity

Ryley FCSS Board Terms of Reference

1.0 Background

As the governing body, Council has several roles. It represents individual residents as well as the municipality as a whole, gathering information and balancing the wants of individual citizens with the needs of the entire community. Council participates in policy setting and local bylaw making and ensures policy is carried out appropriately through Council process. Council is responsible for fiduciary oversight of the municipal budget, including all grants related to the Ryley FCSS program. Council is responsible for ensuring good communication in order to ensure that the FCSS programs and services are aligned with Council's overall strategic goals and plans for the Village of Ryley.

And thus, the local Municipal Council :

1. Determines whether to participate in the provincial FCSS program.
2. Signs funding agreement with the province and is accountable to the province for local FCSS program operations
3. Approves the annual budget for the FCSS program.
4. Approves all appointees to the Ryley FCSS Board.
5. Delegates authority and oversight to the FCSS Board in areas the Council determines appropriate.

2.0 Purpose

The Ryley FCSS Board is appointed by Council to provide oversight of the FCSS program. It shall provide oversight, support and advice to the CAO and Program Director on the application and administration of the FCSS Act and related Regulation on behalf of Council.

3.0 Delegated Authority

Council shall, through various tools and policy statements, delegate authority to the Ryley FCSS Board in such areas as the Council might determine.

The Board shall not commit the use of the municipality's financial and human resources, beyond those allocated to the FCSS Program, without prior approval.

4.0 Responsibilities

With authority delegated by Council, the Ryley FCSS Board shall:

1. Report regularly to council, in a schedule and manner determined by Council.
2. Oversee the distribution of grant dollars to ensure they are within established budget guidelines.
3. Facilitate and support annual strategic direction setting meetings with program staff.
4. Support the Program Director in the development of an annual FCSS program and operational plan to recommend for council approval.
5. Ensure the development of operational procedures and policies as appropriate.
6. Work with the Program Director and CAO to develop a budget (as part of the full administrative budget) to be submitted for approval by Council.
7. Provide financial oversight to ensure the FCSS program operates within the approved budget and is meeting the needs of the community.
8. Provide regular risk management assessments to administration and Council.
9. Develop an understanding of outcomes reporting in order to monitor program performance.
10. Review and approve external grant applications, that are appropriately aligned with program goals and capacity and provide follow up in the regular reports to Council.
11. Develop internal procedures that promote good governance.

5.0 Membership

1. The Ryley FCSS Board shall consist of not less than five (5) nor more than seven (7), who shall be appointed by resolution of Council. The Board members shall be appointed for their terms commencing in October of each year at the council's organizational meeting and shall be appointed as follows:
2. Council shall appoint one member from Council and an alternate. The member from Council shall not be an Officer of the Board.
3. Council shall appoint four to six (4-6) members representing the diversity in our community based on recommendation from the Ryley FCSS Board.
4. In the event of a resignation or disqualification of a member, Council shall fill the vacancy as soon as possible. In no event shall the active membership of the Board be less than five (5).
5. The Program Director shall be appointed to the Board ex-officio, without voting privileges.
6. The CAO can attend any meeting of Board.
7. Not more than 50% of the appointed members shall be replaced in any organizational year.
8. Officers of the Board shall consist of a chair, a vice-chair (who will assume the responsibility of the chair in their absence), and a secretary who shall keep all minutes in a minute book with an approved copy of the minutes circulated to The Board, the CAO and Council. An external recording secretary may be appointed.
9. The Officers of the Board shall be selected by its members at the first meeting following the annual organizational meeting of Council.
10. The agenda of all meetings of the Board shall be prepared by the Program Director and circulated to all members and the CAO.
11. Any decision of the Board resulting in a tie vote shall be deemed to be lost.
12. Meeting procedures shall be conducted in accordance with good meeting practices and disputes resolved in accordance with Robert's Rule of Order.

6.0 Meetings

The Ryley FCSS Board will meet a minimum of ten (10) times per year. Additional meetings may be scheduled as deemed necessary. The meetings may be in-person, by teleconference or electronic.

If a Board member is not able to participate in a meeting, that member can speak to the Chair in advance so that the Chair can share the member's perspective at the meeting. That member may also submit written comments or documentation in advance of the meeting. Submissions required for a meeting that are made after said meeting will not be considered for decision-making.

7.0 Term

Directors are appointed to the Ryley FCSS Board at the annual organizational meeting of Council in October of every year. The term of office for a Director is for *two (2) years. Three (3) of the Director terms of office will expire in odd years -2023, 2025 etc, with the remaining three (3) positions expiring in the even years - 2022, 2024, etc. A Director can be re-appointed at the end of their two-year term for one additional term. After two terms, a two-year break is required before reapplication for another board appointment will be considered.

*Note: In the organizational year of 2021, three (3) directors will be appointed for an initial term of only one (1) year. The other three (3) will be appointed for a two (2) year term in order to facilitate an annual changeover of no more than 50% of the community-based directors.

8.0 Quorum

Quorum shall be 50%+1 of the Directors.

9.0 Decision-making

The Board shall strive for consensus when making decisions. If consensus cannot be achieved, the Board members must agree on how to deal with the outstanding issue, i.e. vote, continue discussion, table the issue to another meeting or take the issue to Council.

When voting, majority (50%+1) rules with quorum present. There shall be no proxy or email voting.

10.0 Record Keeping

The Board shall take minutes at the meetings and the minutes shall be approved at subsequent meetings. Minutes will be kept and stored in accordance with the organization's practice.

11.0 Accountability

The Ryley FCSS Board will be accountable to the Ryley Municipal Council by report and/or delegation.

Approved by the Ryley Council: _____

DRAFT FCSS BYLAW

Village of Ryley
Bylaw # _____

WHEREAS, the Village of Ryley consider it to be a benefit to arrange for and provide a Family and Community Support Service (FCSS) program for the residents of the Village of Ryley and the community it serves; and

WHEREAS, the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000 and amendments thereto, provides for any municipality to establish any Board considered desirable for the purpose of operating the municipality; and

WHEREAS, in accordance with the Family and Community Support Services Act, being Chapter F-3 of the Revised Statutes of Alberta 2000 and amendments thereto, provides for (a) the establishment, administration and operation of a family and community support services program within the municipality; and

WHEREAS, the Village of Ryley has entered into an agreement with the Province of Alberta to provide FCSS services in accordance with the Family and Community Support Services Act and supporting regulations to provide FCSS services to their residents; and

WHEREAS, the Village of Ryley is desirous of creating a Family and Community Support Services Board to carry out the terms as described by this bylaw and supporting agreement;

NOW THEREFORE, the Council of the Village of Ryley duly assembled, hereby enact as follows:

There is hereby established, a Family and Community Support Services program for the Village of Ryley,

There is hereby established a Family and Community Support Services Board which shall be known as the Ryley FCSS Board;

This bylaw shall be cited as the Ryley Family and Community Support Services Bylaw.

1. Interpretation

- a. Village- means the Village of Ryley
- b. FCSS – means the Family and Community Support Services
- c. Board - means the Ryley FCSS Board
- d. Council – means the Village of Ryley Municipal Council
- e. Members of the Community at large - means citizens of the Village of Ryley

2. Purpose of the Ryley FCSS Board

The Ryley FCSS Board shall report to the Village Council and Administration regarding the application and administration of the FCSS Act and related Regulations, and in such capacity shall:

Make recommendations and decisions regarding any and all matters determined from time to time by Council. Council of the Village of Ryley shall, through policy statement, delegate authority to the Ryley FCSS Board in such areas as Council determines. Such delegated authority shall include the establishment of grant policies and the distribution of grant dollars within established budget guidelines.

3. Composition of the Ryley FCSS Board

The Ryley FCSS Board shall consist of not less than five (5) nor more than seven (7), who shall be appointed by resolution of Council. The Board members shall be appointed for their terms commencing in October of each year at Council's organizational meeting and shall be appointed as follows:

- a. Council shall appoint one member from Council and an alternate. The member from Council shall not be an Officer of the Board.
- b. Council shall appoint four to six (4-6) members representing the diversity in our community based on recommendation from the Ryley FCSS Board.
- c. In the event of a resignation or disqualification of a member, Council shall fill the vacancy as soon as possible. In no event shall the active membership of the Board be less than five (5).
- d. The Program Director shall be appointed to the Board ex-officio, without voting privileges.
- e. The CAO may attend any meeting of the Board.
- f. Not more than 50% of the appointed members shall be replaced in any organizational year.

4. Board Procedures

- a. Officers of the Board shall consist of a chair, a vice-chair (who will assume the responsibility of the chair in their absence), and a secretary who shall keep all minutes in a minute book with an approved copy of the minutes circulated to The Board, the CAO and Council. An external recording secretary may be appointed.
- b. Officers of the Board shall be selected by its members at the first meeting following the annual organizational meeting of Council.
- c. The agenda of all meetings of the Board shall be prepared by the Program Director and circulated to all members and the CAO.
- d. Any decision of the Board resulting in a tie vote shall be deemed to be lost.
- e. Meeting procedures shall be conducted in accordance with good meeting practices and disputes resolved in accordance with Robert's Rule of Order.

5. Limitations of the Board

Neither the Board, nor any of its members, shall have the power to pledge the credit of the Village of Ryley in connection with any matters whatsoever, nor shall the Board or any member thereof have any power to charge any unauthorized expenditure against the Village of Ryley without prior approval by the parties to this bylaw.

6. Enactment

This bylaw shall come into force and have effect from the date of third reading by Council.

READ a first time this _____ day of _____, 2021

READ a second time this _____ day of _____, 2021

READ a third time this _____ day of _____, 2021

Village of Ryley
Request For Decision

Meeting:	Committee of the Whole
Meeting Date:	February 2, 2021
Presented By:	CAO, Glen Hamilton-Brown
Title:	07.1 Beaver Heritage and Ag Society, Pool

RECOMMENDED MOTION:

2021-02-02# MOVED by Cr. _____ that Council for the Village of Ryley pay Beaver Heritage and Ag Society \$3000 for 20 family passes at \$150 per family pass for the 2020 year.

BACKGROUND / PROPOSAL:

1. The Village of Ryley resolved the following in 2016:

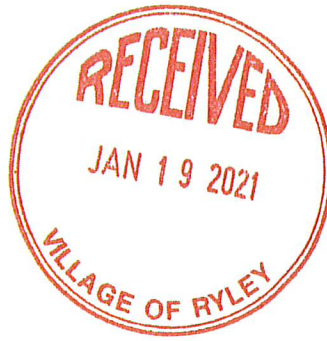
2016-08-16 #7: MOVED by Cr. Presley that the village reimburse the Ryley Swimming the following: A Swimming Lesson Discount of \$30 per child registered for swimming lessons with Ryley Pool, for the first set of lessons only per calendar year. A Family Pass Discount of \$150 per family be given, for Ryley residents only, per calendar year. **CARRIED**

2. The Village of Ryley has previously used this motion to reimburse Ryley swimming pool for Family passes and swimming lesson discounts. It is the opinion of Administration that this might be vague in its validity for budget years outside of 2016. Therefore, Administration requests a new motion for 2020. If it is the will of Council to make this a standing budget item, the Administration requests that this be expressed.

COSTS / SOURCE OF FUNDING:

We anticipated in the 2020 Budget an expenditure of \$3000 under GL 2-75-982 Grants to the Ag Society. The \$3000.00 was anticipated as Ryley pays this every year.

Author: Jocelyn Gates
Date: 02 February



PO Box 30 5407 50th Street
Tofield, Alberta T0B 4J0
P 780 662 3269
F 780 662 3929
E tofieldadmin@tofieldalberta.ca
W www.tofieldalberta.ca

January 15, 2021

Hon. Ric McIver
Minister of Transportation
Office of the Minister of Transportation
320 Legislature Building
10800 – 97 Avenue
Edmonton, Alberta
T5K 2B6

Attention: Honorable Minister Ric McIver

Dear Sir:

Re: Highway 14 Capacity, Twinning to Sec. Highway 854

Minister McIver, Tofield Council writes to you in response to the letter received by Beaver County Council, dated December 8, 2020. The letter has been reviewed by Council, and through discussion, we, as Council, echo the sentiments brought forward by our friends at Beaver County.

The volume of traffic has steadily increased on this section of highway. The traffic volumes have seen capacity grow in the way of heavy truck, machinery and oilfield vessels traveling to Northern Alberta. Given these increases, which help our economic lifeblood, this section of road has become both congested and dangerous to navigate. This section of road is a primary Highway for commuters within our County to the Capital Region, who we have heard concerns from in this regard for years, especially as we continue to see higher populous act of commuters. We as Council, believe the most viable way forward would be to twin this section of Highway. This would not only provide for safer passage, lessening the impact on first responders, but would also allow for employment opportunities, during what could easily be termed as a critical juncture in Alberta's history.

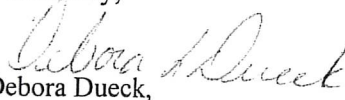
Tofield Council understands, and appreciates the magnitude of such a project, however, we believe in the greater benefit for our region, industry, and the potential for future growth, for Alberta as a whole.



PO Box 30 5407 50th Street
Tofield, Alberta T0B 4J0
P 780 662 3269
F 780 662 3929
E tofieldadmin@tofieldalberta.ca
W www.tofieldalberta.ca

Thank you for your time and attention in this matter.

Yours truly,


Debora Dueck,
Mayor

c.c. Beaver County Council
MLA Jackie Lovely, Camrose
Mike Damberger, Regional Director Transportation
Mayor Joy Zoopkow, Village of Holden
Mayor Terry Magnuson, Village of Ryley
Mayor Jason Ritchie, Town of Viking
Mayor Rod Frank, Strathcona County
Mayor Don Iveson, City of Edmonton



December 8, 2020

Mayor Terry Magneson
Village of Ryley
5005 – 50 Street P.O. Box 230
Ryley, AB, T0B 4A0

Dear Mayor Magneson:

Re: Hwy 14 Capacity, Twinning to Sec. Highway 854

I hope all is well and that you and your family are staying healthy in these trying times.

Attached please find a letter we have sent to Minister of Transportation Ric McIver, asking that the Ministry examine and prioritize twinning of Highway 14.

As you are well aware, Highway 14 is twinned (four lane) until just a bit west of the turnoff to South Cooking Lake, in Strathcona County. After that, Highway 14 is two lane through the remainder of Strathcona County and into Beaver County.

The amount of traffic has increased in recent years and is exacerbated by the increase in truck traffic due to our strategic importance as a high load corridor to serve areas in the Industrial Heartland and Fort McMurray region, as well as landfill traffic in and around Ryley. The Weighted Average Annual Daily Traffic (WAADT) east of South Cooking Lake is 6,850 and it reduces to 3,500 WAADT at the intersection with Secondary Highway 854 east of Ryley. Much of this traffic is larger trucks serving the Metro Edmonton area for solid waste landfill purposes and/or High Loads.

The investment to complete this project would not only address the traffic issue, but would provide much needed employment to our heavy construction industry, particularly road builders, in Alberta. The project would also provide a logical tie in to the Secondary Highway 834 Upgrade and Bypass project, at the Town of Tofield, and enhance safety for residents and businesses in Strathcona and Beaver Counties, and the Towns and Villages within Beaver County.

We understand there will be environmental challenges to complete this project, but we believe the Province can mitigate any wetland impacts in an appropriate manner. We kindly ask your support of this request to the Province.

Thank you for taking time to review this matter.

Yours truly,

 
Jim Kallal, Reeve
Beaver County

cc. Beaver County Council



December 8, 2020

Hon. Ric McIver
Minister of Transportation
Office of the Minister of Transportation
320 Legislature Building
10800-97 Avenue
Edmonton, AB
T5K 2B6

Dear Hon. Minister McIver:

Re: Hwy 14 Capacity, Twinning to Sec. Highway 854

I write on behalf of Beaver County Council to ask the Minister to consider the twinning of Highway 14 from the point where the four lane narrows to two lanes (in Strathcona County), to the intersection of Secondary Highway 854 (in Beaver County).

The amount of traffic has increased in recent years and is exacerbated by the increase in truck traffic due to our strategic importance as a high load corridor to serve areas in the Industrial Heartland and Fort McMurray region, as well as landfill traffic in and around Riley. The Weighted Average Annual Daily Traffic (WAADT) east of South Cooking Lake is 6,850 and it reduces to 3,500 WAADT at the intersection with Secondary Highway 854 east of Riley. Much of this traffic is larger trucks serving the Metro Edmonton area for solid waste landfill purposes and/or High Loads.

The investment to complete this project would not only address the traffic issue, but would provide much needed employment to our heavy construction industry, particularly road builders, in Alberta. The project would also provide a logical tie in to the Secondary Highway 834 Upgrade and Bypass project, at the Town of Tofield, and enhance safety for residents and businesses in Strathcona and Beaver Counties, and the Towns and Villages within Beaver County.

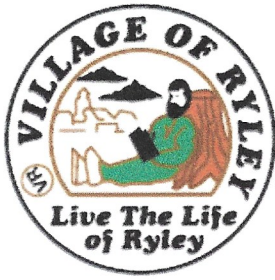
Thank you for taking time to review this matter.

Yours truly,



Jim Kallal, Reeve
Beaver County

c.c. Beaver County Council
MLA Jackie Lovely, Camrose
Mike Damberger, Regional Director Transportation
Mayor Deb Dueck, Town of Tofield
Mayor Terry Magnuson, Village of Ryley
Mayor Joy Zoopkow, Village of Holden
Mayor Jason Ritchie, Town of Viking
Mayor Rod Frank, Strathcona County
Mayor Don Iveson, City of Edmonton



January 29, 2021

To Whom it May Concern,

The Friends of Ryley School have generated a plan to install a playground at the Ryley School in the Village of Ryley. This is a letter of full support.

The Friends of Ryley School presented their proposal to the Municipal Council of the Village of Ryley. Ryley is eager to support this project and is in consideration of how we will support it. While Ryley Council has not made a final decision on the form of support it will provide, it is extremely probable that Ryley will commit a financial contribution as well as physical support such as equipment and labour assistance as appropriate and necessary to see the successful completion of this project.

The friends of Ryley have demonstrated immense initiative toward gaining the necessary funding and numerous organizations in the region have committed to assist them through funding and in-kind support. Ryley is particularly impressed with their momentum, coordination, and fund-raising success toward this project to date.

Please do not hesitate to contact us.

Kindest Regards,

Glen Hamilton-Brown
Chief Administrative Officer (CAO)

"Come live the life of Ryley"

*Village of Ryley ~ Box 230, Ryley, Alberta, T0B 4A0 ~ info@ryley.ca
Ph: (780) 663-3653 ~ Fax: (780) 663-3541 ~ www.ryley.ca*