

**VILLAGE OF RYLEY**  
**Regular Council Meeting (Video Conference), 05 October 2021, 6:45 p.m.**  
Public Attendance via Livestream Video on Facebook Group: Village of Ryley

AGENDA

1. Call Regular Meeting to Order:
  - 1.1 Recognize Treaty 6
2. Additions/Deletions: None
3. Approval of the Agenda
4. Minutes of Previous Meetings:
  - 4.1 September 21, 2021 Regular Council Meeting PG.2
5. Delegation(s): None
6. Business from the Minutes: None
7. New Business: None
8. Bylaws:
  - 8.1 RFD: Municipal Borrowing Bylaw – ATB Line of Credit PG.5
  - 8.2 RFD: Urban Hen Bylaw – First Reading PG.13
9. Financial Reports: None
10. Correspondence:
  - 10.1 IN: Fortis Alberta: 2022 Proposed Distribution Rates PG.27
  - 10.2 IN: Town of Sundre: Royal Canadian Mounted Police: Retroactive Pay PG.30
  - 10.3 IN: Town of Sundre: Code of Conduct PG.32
  - 10.4 IN: Tofield and Area Health Services Foundation: Annual Funding Request PG.34
11. Reports:
  - 11.1 Written
  - 11.2 Verbal
  - 11.3 CAO & Staff
12. In Camera:
  - 12.1 A Policy Discussion
  - 12.2 Highway 14 Regional Water Commission: Franchise Agreement PG.38
13. Upcoming Meetings (and Events):
  - 13.1 October 18, 2021 – Municipal Election (Recount/Challenge Period to October 23)
  - 13.2 November 2, 2021 – New Council Orientation (Joint - Beaver County Organized)
  - 13.3 November 16-19 – AUMA Annual Conference (Edmonton)
  - 13.4 December 7, 2021- Regular Council Meeting
14. Adjournment

## Village of Ryley

### Request For Decision

Meeting:	Regular Council
Meeting Date:	05 October 2021
Presented By:	Glen Hamilton-Brown, CAO
Agenda Item No:	8.1 – Borrowing Bylaw
Bylaw #	2021-956

#### RECOMMENDED ACTION:

That Council for the Village of Ryley pass Borrowing Bylaw 2021-956 to permit the municipality to maintain its Revolving Line of Credit.

#### BACKGROUND / PROPOSAL:

Administration observes that Ryley does not have a borrowing bylaw in place for 2022 for our \$230K Line of Credit (LOC) with ATB. As any borrowing on the LOC must be paid within one (1) year, its term of borrowing does not exceed three (3) years. Pursuant to MGA 256(3), we may provide all three readings at this time.

#### *MGA 251 Borrowing Bylaw*

*(1) A municipality may only make a borrowing if the borrowing is authorized by a borrowing bylaw.*

#### *MGA 256 Operating expenditures*

*(1) This section applies to a borrowing made for the purpose of financing operating expenditures.*

*(2) The amount to be borrowed, together with the unpaid principal of other borrowings made for the purpose of financing operating expenditures, must not exceed the amount the municipality estimates will be raised in taxes in the year the borrowing is made.*

*(3) A borrowing bylaw that authorizes the borrowing does not have to be advertised if the term of the borrowing does not exceed 3 years.*

#### COSTS / SOURCE OF FUNDING: None

Author: Jessica Whamond

Date: 05 October 2021



Ryley CAO <cao@ryley.ca>

Re: [Ext Sender] Re: ATB Financial - Line of Credit Renewal

1 message

Douglas Erickson <derickson2@atb.com>

To: Ryley CAO <cao@ryley.ca>

Thu, Aug 19, 2021 at 9:55 AM

Hi Glen,

We do require a new bylaw. Our credit team's decision on this was that they want both admin and council to be aware of this credit, and approve of it, annually on account of the nature of municipalities where council can change year to year ... our muni team has asked if this can be changed but we have lost this discussion. Usually, it would be accompanied by an audited Financial Statement and an Operating Budget but this year they've agreed that we don't need to collect these if the RLOC is under \$5MM. So, a small win for us as the audited financial statements could sometimes delay the renewing process...

If you don't have it handy, I can send you a copy of last year's Bylaw ...

Doug

**Doug Erickson**  
Relationship Manager  
ATB Business Solutions  
Payments | Deposits | Trade Finance

**Mobile** 780-868-1898  
ATB Place, 2100-10020 100 St NW  
Edmonton, AB T5J 0N3  
[atb.com](http://atb.com)

For administrative or other assistance, contact:

**Debbie Kramer**  
Account Officer  
ATB Business Solutions  
Payments | Deposits | Trade Finance

**Mobile 587-218-0200**

Email [dkramer@atb.com](mailto:dkramer@atb.com)



On Wed, Aug 18, 2021 at 5:10 PM Ryley CAO <[cao@ryley.ca](mailto:cao@ryley.ca)> wrote:

Hello Doug; Do we need to pass a new Bylaw or do we only need to certify this year through this certification that our (Credit) Borrowing Bylaw is still in effect?

On Wed, Aug 18, 2021 at 2:25 PM Douglas Erickson <[derickson2@atb.com](mailto:derickson2@atb.com)> wrote:

Hi Glen,

It's that time of year where we start renewing Lines of Credit. We do require the Borrowing Bylaw renewed annually, however, on the positive side we no longer require your Operating Budget or to wait for audited Financial Statements. The interest rate is unchanged and will remain at Prime plus 1%.

If we could get this by September that would be great.

We are looking at changing the timing of this so that we get Borrowing Bylaws in November - January for the upcoming year (instead of renewing them for the current year, half-way through the year). I think that will make a lot more sense! I'll keep you in the loop if we change the process, but I hope we do.

Not sure if I'll be travelling any time soon, however, if you ever want to meet (video conference or phone) just let me know. And of course, if you have any questions, feel free to reach out, anytime.

Thanks,  
Doug

**Doug Erickson**  
**Relationship Manager**  
**ATB Business Solutions**  
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If you have received this email in error, please let me know by return email so I can make sure it doesn't happen again. Because emails can contain confidential and privileged material, I'd ask for your help by deleting it and any attachments. Thanks!

We like to keep people up to date with information about new products and services at ATB or changes that could affect you. You can check out more about ATB and CASL at <http://www.atb.com/important-information/privacy-security/Pages/ATB-and-CASL.aspx>

If you would like to unsubscribe from our updates, please use this URL - <http://www.atb.com/important-information/privacy-security/Pages/unsubscribe.aspx>

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**//Hambro//**  
**Glen Hamilton-Brown**  
**Chief Administrative Officer**  
**Village of Ryley**

**780.887.3664 Cell**  
**780.663.3653 Office**





## Municipal Borrowing Bylaw

For the Purpose Specified in Section \_\_\_\_\_ of the Municipal Government Act

Bylaw No. \_\_\_\_\_

WHEREAS the Council of \_\_\_\_\_  
(hereinafter called the "Corporation") in the Province of Alberta, considers it necessary to borrow certain sums of money for the purpose of:

(Insert description of purpose in general terms.)

NOW THEREFORE pursuant to the provisions of the Municipal Government Act, it is hereby enacted by the Council of the Corporation as a By-law that:

1. The Corporation is hereby authorized to borrow from ATB Financial, ("ATB") up to the principal sum of \$\_\_\_\_\_ repayable upon demand at a rate of interest per annum from time to time established by ATB, not to exceed 10%, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
2. ☐ The borrowing is a term loan repayable on demand and the Corporation is required to make, \_\_\_\_\_ payments of \$\_\_\_\_\_ each, for a term of \_\_\_\_\_ years.  
☐ The borrowing is a line of credit repayable on demand and the Corporation is required to pay accrued interest monthly.
3. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
  - (a) to apply to ATB for the aforesaid loan to the Corporation and to arrange with ATB the amount, terms and conditions of the loan and security or securities to be given to ATB;
  - (b) as security for any money borrowed from ATB
    - (i) to execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
    - (ii) to give or furnish to ATB all such securities and promises as ATB may require to secure repayment of such loans and interest thereon; and
    - (iii) to execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or to furnish to ATB the security or securities required by it.

(Check  
whichever  
clause is  
applicable)



4. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB are:

(Insert source of repayment.)

5. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.
6. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 3 hereof and delivered to ATB will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
7. This Bylaw comes into force on the final passing thereof.

### Certificate

WE HEREBY CERTIFY that the foregoing Bylaw was duly passed by the Council of the Corporation therein mentioned at a duly and regularly constituted meeting thereof held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at which a quorum was present, as entered in the minutes of the said Council, and that the Bylaw has come into force and is still in full force and effect.

THIS Municipal Borrowing Bylaw, inclusive of its Certificate: (a) may be executed electronically; and (b) may be delivered by email, facsimile or other functionally-equivalent means.

WITNESS our hands and the seal of the Corporation this \_\_\_\_\_ day of \_\_\_\_\_,  
20\_\_\_\_

\_\_\_\_\_  
Chief Elected Official

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Chief Administrative Officer

\_\_\_\_\_  
Signature



## Completing Form 7115 - Municipal Borrowing Bylaw

### Heading

Signing officers must complete the heading of the form ("Section \_\_\_\_ of the Municipal Government Act" or "Bylaw No. \_\_\_\_" to ensure they are aware of all conditions and restrictions set forth in the Municipal Government Act. Refer to clause 5 of form. Depending on the loan purpose, officers should enter the following section of the Municipal Government Act in this space.

- For Operating expenditures, enter section 256
- For Short-term capital borrowing, enter section 257
- For Long-term capital borrowing, enter section 258
- For Interim financing - capital projects, enter section 259
- For Special projects, enter section 260
- For Refinancing, enter section 261
- For Interim financing of joint project, enter section 262
- For Local improvements, enter section 263

### Name of Municipality

- Enter legal name of municipality.

### Loan Purpose

- Enter purpose of the loan in general terms.

### Clause 1

- Loan Amount

### Clause 2 - Line of Credit

- Delete the portion of Clause 2 that references term loans
- Ensure both officers signing the form initial the deletion

### Clause 2 - Term Loan

- Delete the portions of Clause 2 that reference a line of credit
- Ensure both officers signing the form initial the deletion
- Enter: The frequency of principal payments. For example, monthly, quarterly, semi-annual, or annual.
- Enter: The payment amount. If payments are equalized, enter the equalized payment. If payments are principal plus interest, enter only the principal payment.
- The loan term should not exceed 1 year.

### Clause 4 - Source of Repayment

Insert the source of repayment. Use the following guidelines:

- Operating Expenditures - For example, enter: taxes, reserves, or grants.
- Short-Term Capital Borrowing - For example, enter: business tax, property tax, well drilling equipment tax, reserves, or grants.
- Long-Term Capital Borrowing - For example, enter: business revitalization zone tax, reserves, or grants.
- Interim Financing - Capital Projects - Enter: payout from long-term capital loan.
- Special Works - For example, enter: special tax.
- Refinancing - For example, enter: property tax, business tax, reserves, or grants.
- Interim Financing of Joint Project - For example, enter: share of joint venture with \_\_\_\_\_ County.
- Local Improvements - For example, enter: local improvement tax.

### Clause 5 - Compliance to Municipal Government Act: Interpretation

- The onus is on the municipality to comply with the Municipal Government Act and its regulations.
- ATB can rely on the bylaw 30 days after the municipality passed the bylaw provided that within that 30-day period:
  - no Court application has been filed to have the By-law declared invalid; or
  - if an application has been filed within the 30-day period, the application is dismissed without the further right of appeal.
- If a bylaw appears to be outside restrictions established by the Municipal Government Act, contact your lender, who will contact their Credit department for direction.

### Certificate And Signing

- Officers must complete and sign the certificate on the date the meeting is held to pass the bylaw. :
- Execution of the form:
  - Signed by the Chief Elected Official
  - Signed by the Chief Administrative Officer
  - Sealed with the municipality's corporate seal
  - All signing parties must initial any changes.

**BYLAW NUMBER 2021-956  
OF THE VILLAGE OF RYLEY  
IN THE PROVINCE OF  
ALBERTA**

**WHEREAS** the Council of the Village of Ryley (hereinafter called the "Corporation") in the Province of Alberta, considers it necessary to borrow certain sums of money for the purpose of covering general expenses and covering current expenditures.

**NOW THEREFORE**, pursuant to the provisions of the Municipal Government Act, Section 256, it is hereby enacted by Council of the Corporation as a Bylaw that:

1. The Corporation borrow from Alberta Treasury Branches ("ATB") up to the principal sum of \$230,000.00 repayable upon demand at a rate not to exceed 5% for a period not to exceed one (1) year, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
2. The Chief Elected Officer and the Chief Administrative Officer are authorized for and on behalf of the Corporation:
  - (a) to apply to ATB for the aforesaid loan to the Corporation and to arrange with ATB the amount, terms and conditions of the loan and security or securities to be given to ATB;
  - (b) as security for any money borrowed from ATB
    - (i) to execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
    - (ii) to give or furnish to ATB all such securities and promises as ATB may require to secure repayment of such loans and interest thereon; and
    - (iii) to execute all security agreements, hypothecations, debentures, charges, pledges, conveyances, assignments and transfers to and in favour of ATB of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or to furnish to ATB the security or securities required by it.
3. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB are;
  - (a) taxes, reserves, or grants.
4. The amount to be borrowed and the term of the loan will not exceed any restrictions set forth in the Municipal Government Act.

5. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the officers designated in paragraph 2 hereof and delivered to ATB will be valid and conclusive proof as against the Corporation of the decision of the Council to extend the loan in accordance with the terms of such renewal or extension, bill, debenture, promissory note, or other obligation, and ATB will not be bound to inquire into the authority of such officers to execute and deliver any such renewal, extension document or security.

This Bylaw comes into full force and takes effect on the date of third and final reading.

**READ** a first time this            day of            2021.

**READ** a second time this    day of            2021.

**READ** a third time and finally passed this    day of            2021.

\_\_\_\_\_  
Mayor Terry Magneson

\_\_\_\_\_  
CAO Glen Hamilton-Brown



## Village of Ryley

### REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council</b>
<b>Meeting Date:</b>	05 October 2021
<b>Presented By:</b>	Glen Hamilton-Brown
<b>Agenda Item No:</b>	8.2 1 <sup>st</sup> Reading - Urban Hen Keeping Bylaw
<b>Bylaw #</b>	<b>2021-952</b>

#### RECOMMENDED ACTION

That Council for the Village of Ryley provides 1st Reading to Bylaw 2021-952 for the purpose of creating an Urban Hen Keeping Program.

#### BACKGROUND/PROPOSAL

Multiple requests have been made to the Municipal Office to allow chickens to be kept by residents in a residential district. Conversely, multiple comments have been provided to request the prevention of chickens in Ryley. Administration would like to run an Urban Hen Pilot Project for 1 year to see if this is something that would work and fit within our vision of Ryley Living.

Council is asked to review and make any amendments as required to the proposed Bylaw. Particular attention is drawn to sections 2.2, 6.4, and 6.5 to verify dimensions and setbacks, as well as section 3.2 and 4.1 which will confirm whether to continue with the program and the maximum number of sites permitted within the Village after the trial period.

COSTS / SOURCE OF FUNDING: None

Author: Andrea Flower  
Date: 05 October 2021

**BYLAW No. 2021-952**  
**A BYLAW OF THE VILLAGE OF RYLEY IN THE PROVINCE OF ALBERTA**  
**FOR THE PURPOSE OF ESTABLISHING AN**  
**URBAN HEN KEEPING PROGRAM**

**WHEREAS** pursuant to provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M- 26 and amendments thereto, Council may pass a bylaw for municipal purposes respecting the safety, health and welfare of people, the protection of people and property, wild and domestic animals, and certain activities in relation to them; and

**WHEREAS** pursuant to provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M- 26 and amendments thereto, Council has the authority to provide for a system of licences, permits and approvals; and

**WHEREAS** Council deems it desirable to regulate and licence the keeping of hens in within the Village;

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

**1. SHORT TITLE**

This bylaw may be known as the "Urban Hen Keeping Bylaw".

**2. DEFINITIONS**

In this bylaw, unless the context otherwise requires:

2. 1 **Chief Administrative Officer** (CAO) means the Chief Administrative Officer of the Village appointed by Council, or designate;
2. 2 **Coop** means a fully enclosed weather proof structure and attached outdoor enclosure used for the keeping of urban hens, that is no larger than 10m<sup>2</sup> ( 107.6 ft<sup>2</sup>) in floor area, and no more than 2m (6.56 ft.) in height;
2. 3 **Council** means the Council of the Village of Ryley;
2. 4 **Hen** means a domesticated female chicken;
2. 5 **Outdoor enclosure** means a securely enclosed, roofed outdoor area attached to and forming part of a coop having a bare earth or vegetated floor for urban hens to roam,
2. 6 **Rooster** means a domesticated male chicken;

2. 7     **Sell** means to exchange or deliver for money or its equivalent;
2. 8     **Village** means the Village of Ryley, a municipal corporation in the Province of Alberta, and where the context so requires, means the area of land within the corporate boundaries thereof;
2. 9     **Urban hen** means a hen that is at least sixteen (16) weeks of age;
2. 10    **Urban hen licence** means a licence issued pursuant to this bylaw which authorizes the licence holder to keep urban hens on a specific property within the Village.

### **3. GENERAL GUIDELINES**

- 3.1     Bylaw enables residents to keep licenced backyard hens only, no roosters.
- 3.2     The cap of 5 sites may be lifted.
- 3.3     Applicants will not be able to obtain their hens until the spring, once they have gone through the application process, and both their development permit and licence have been approved.
- 3.4     Schedules "A", "B", and "C" shall form a part of this Bylaw and may, from time to time, be amended.

### **4. LICENCES**

- 4.1     The initial maximum number of urban hen licences that may be issued in the Village shall be 5.
- 4.2     A person may keep up to four (4) urban hens by:
- a)     submitting a completed urban hen licence application on forms approved by the CAO or delegate; and
  - b)     paying an annual urban hen licence fee as determined by the Village
- 4.3     Urban hen licences are valid for the period of January 1 to December 31 of the year in which it is issued and must be renewed annually prior to January 31 of each subsequent year.
- 4.4     Urban hen licence fees shall not be reduced or prorated no matter the month of purchase.
- 4.5     Urban hen licence fees shall not be refunded or rebated.
- 4.6     An urban hen licence is not transferable from one person to another.

- 4.7 An urban hen licence is not transferable from one property to another except:
- a) when a licence holder has moved to a new property within the Village, then:
    - i. the licence holder may apply to transfer the licence; and
    - ii. an inspection of the new property must be carried out to determine the licence holder is still able to meet all requirements for an urban hen licence as set out in this Bylaw at such property.
- 4.8 A person to whom an urban hen licence has been issued shall produce the licence upon demand by the CAO or delegate.
- 4.9 An urban hen licence may be issued or renewed if the CAO or delegate is satisfied that:
- a) the applicant is the owner of the property on which the urban hens will be kept; or that the owner of the property has provided written consent to the applicant;
  - b) the land use designation of the property on which the urban hens will be kept allows the placement of a coop for the keeping of urban hens;
  - c) the applicant resides on the property on which the urban hens will be kept;
  - d) all required information has been provided;
  - e) the applicant has taken a course on the safe handling of hens and eggs;
  - f) the applicable licence fee has been paid; and
  - g) the applicant has complied with all other Provincial and Federal Regulations for the keeping of hens.
- 4.10 An urban hen licence may be revoked or may not be renewed by the CAO if:
- a) the applicant or licence holder does not meet or no longer meets the requirements for an urban hen licence as set out in this Bylaw;
  - b) the applicant or licence holder furnishes false information or misrepresents any fact or circumstance required pursuant to this Bylaw;
  - c) the applicant or licence holder has, in the opinion of the CAO, based on reasonable grounds, contravened any part of this Bylaw whether or not the contravention has been prosecuted;
  - d) the applicant or licence holder fails to pay a fine imposed by a court for a contravention of this Bylaw or any other applicable Bylaw related to the keeping of livestock;
  - e) the applicant or licence holder fails to pay any fee required by this Bylaw or any other applicable legislation; or
  - f) in the opinion of the CAO, based on reasonable grounds, it is in the public interest to do so.

- 4.11 If the CAO revokes or refuses to issue or renew an urban hen licence, the applicant may appeal the decision to Council, in accordance with Village Bylaws.

## **5. APPLICATION PROCESS**

To ensure consistency, all applicants will:

- 5.1 Read the Village of Ryley's online Urban Hen Keeping Bylaw.
- 5.2 Prior to submitting an application, every hen keeping applicant must notify their neighbours. Neighbours are defined as those living in adjacent properties abutting to the applicant's property or those they share a property line with. In the case where neighbouring properties are a business, business owners are to receive the notification letter. This requirement is a notification to neighbours, not a request for permission. Your neighbours have two weeks to respond to the Village of Ryley with any concerns after receiving the letter.
- o Please print off the required number of copies of neighbour notification letters as found in Schedule B.
  - o Please note the date and addresses on copies of the letters that were given out in your application. We do not require that the letters be signed.
  - o Please do not submit your online application until you have given your neighbours two weeks to respond to the letter from the date it was sent.

If you do not submit all required notification letters as a part of your online application, those who did not receive the letter will be given a further two weeks to respond. Please double check that you have notified all the required properties.

- 5.3 Obtain a Provincial Premise ID (PID). The Province of Alberta requires all owners of poultry (including small urban flocks) to register their flocks into the provincial database and obtain a PID.
- 5.4 Apply for your hen keeping licence. Applicants will be required to submit a site plan showing the actual dimensions of the rear yard of the property and the proposed location and dimensions of the chicken coop and run.
- 5.5 After an applicant's hen keeping application has been processed and is complete, their application will be sent to development review.
- 5.6 Applicants will be issued a licence after they have received development approval to build their coop.



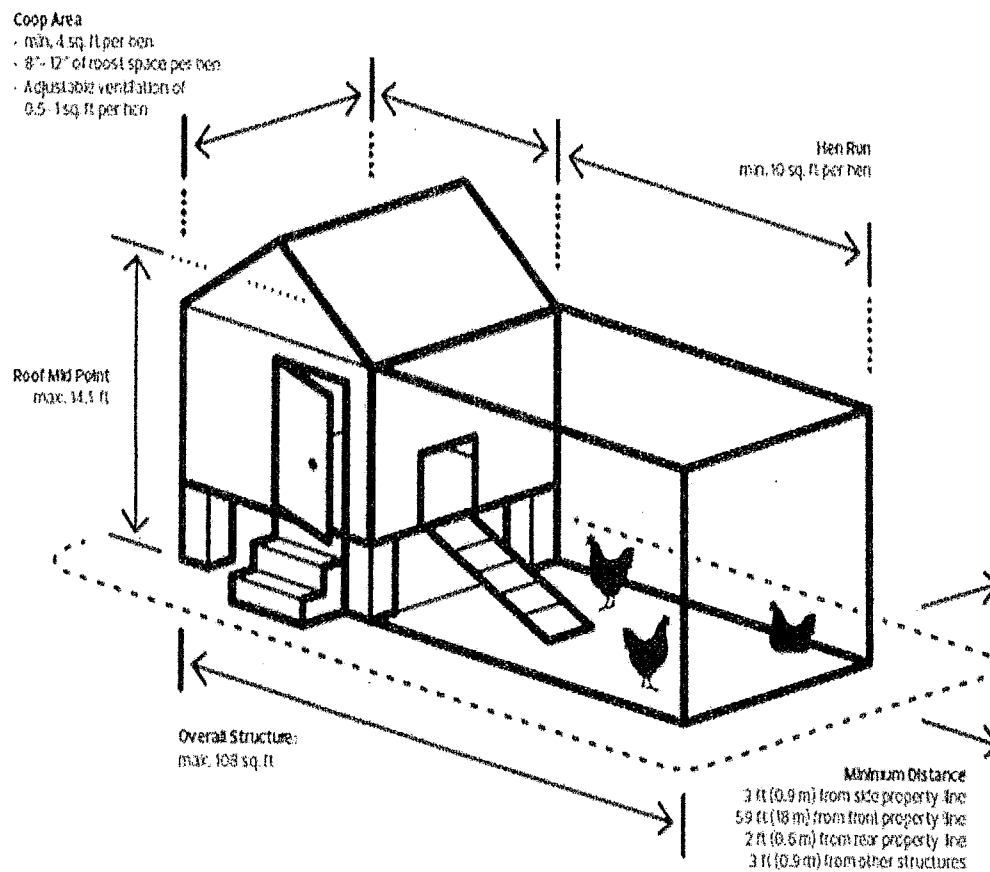
- 5.7 Set up the site in accordance with the submitted site plan and the Urban Hen Keeping Procedures and Guidelines.

**6. HEN ENCLOSURE REQUIREMENTS & GUIDELINES**

Site Requirements for Hen Coop and Run:

- 6.1 Hen enclosures may only be located in backyards of properties that are completely fenced and secure. Some properties, due to the smaller size of a backyard or other situational factors, may not be deemed suitable for urban hen keeping through the application process.
- 6.2 Proposed sites should minimize impacts to adjacent neighbours (away from bedroom windows, the furthest point from building).
- 6.3 If applicants plan on hardwiring electrical into their coop, they will need to apply for a Residential Electrical Permit.
- 6.4 An approved site may house only one coop and run, and they must be in compliance with program guidelines. Consultation with the CAO or delegate is recommended before purchasing or installing an accessory structure. Standard setback requirements are as follows:
- a) a minimum 3.0m (9.84 ft.) from a dwelling;
  - b) a minimum 1m (3.28 ft.) from any lot line; and,
  - c) a minimum 3.6m (11.81 ft.) from any street adjacent to the property; and
  - d) meets height restrictions (roof midpoint less than 14.1 feet (4.3m));

## 6.5



- 6.6 Coop area must be minimum 4sqft per hen (0.37m<sup>2</sup>) with direct access to the run. (Coop area is permitted to overlap or be raised above run area)
- 6.7 Run area must be minimum 10sqft per hen (0.93m<sup>2</sup>)
- 6.8 Adjustable ventilation of 0.5-1sqft per hen (0.046-0.093m<sup>2</sup>). Adequate ventilation in the run and coop area is important to reduce moisture and mitigate the conditions that contribute to frostbite. Pre-made coops and runs may need to be modified to ensure proper ventilation and insulation.
- 6.9 A minimum of 1 nest box per 4 hens (12 x 12 inches in size)
- 6.10 8 - 12 inches of roost space per hen is required. Roosts must be 2.5 - 3.5 inches wide and have smooth, rounded edges.
- 6.11 All coops must be fully insulated, and draft free.
- 6.12 All runs must provide shade, be full roofed and enclosed.

6.13 In winter, runs must be wrapped with a wind- and snow-resistant material.

6.14 All hen enclosures must be rodent and predator resistant.

## **7. HEN REQUIREMENTS**

7.1 Approved sites must keep a minimum of three hens and shall not exceed four hens per site.

7.2 Roosters are not permitted.

7.3 Hen numbers shall be indicated in the application process.

7.4 Young hens (also called pullets) shall not be younger than 16 weeks old.

7.5 All hens must remain in a properly secured coop, or run, at all times.

7.6 Slaughtering of hens is not permitted within village limits. Within village limits hens may only be euthanized at a veterinary practice.

7.7 Removal methods include humane euthanasia by a veterinarian, relocation to a farm, or taking hens to a licensed abattoir.

## **8. STANDARD OF CARE**

8.1 Hen sites shall adhere to good management and husbandry practices, maintain hens in such a condition so as to prevent distress, disease, and welfare issues.

8.2 Hens require appropriate food, liquid (unfrozen) water, shelter, light, warmth, ventilation, veterinary care and opportunities for essential behaviours such as scratching, pecking, dust-bathing and roosting, in order to be comfortable and healthy.

8.3 Village Office Manager must be notified immediately of any disease or welfare issues that arise that may affect the public and the steps taken to rectify the situation.

## **9. NUISANCE & WASTE**

9.1 The site and coop must be properly maintained to prevent negative impacts, including but not limited to: attracting nuisance animals, the spread of food over the property, and excessive smells or noise.

9.2 Manure must be removed, discarded, and/or properly composted in a timely manner to prevent nuisance odours.

- 9.3 Deceased birds should be double-bagged and placed for garbage collection or taken to a veterinarian for disposal.

## **10. PROVINCIAL REGISTRATION & DISEASE PREVENTION**

- 10.1 The Licensee must comply with all Provincial regulations around the keeping of hens as outlined by the Animal Health Act.
- 10.2 The Province of Alberta requires all owners of poultry (including small urban flocks) to register their flocks into the provincial database and obtain a Premise Identification (PID) Number. The PID enables the province to keep track of livestock site locations in case of potential disease outbreak.
- 10.3 The Province will maintain communication with site owners should any information or incidents occur that would require site owners to take action. Additionally, if any disease outbreaks occur which may be deemed a biosecurity risk, applicants must immediately notify the Village of Ryley and provide the details of the outbreak and the steps taken to rectify the issue.

## **11. ENFORCEMENT**

- 11.1 Without restricting any other power, duty, or function granted by the Urban Hen Bylaw, the Chief Administrative Officer or delegate may:
- a) carry out any inspections to determine compliance with the Urban Hen Bylaw;
  - b) take any steps or carry out any actions required to enforce the Urban Hen Bylaw;
  - c) take any steps or carry out any actions required to remedy a contravention of the Urban Hen Bylaw;
  - d) establish forms for the purposes of the Urban Hen Bylaw; and
  - e) delegate any powers, duties, or functions under the Urban Hen Bylaw to a Village employee.
- 11.2 Slaughtering or euthanizing hens is not permitted on an applicant's site or within Village limits.
- 11.3 Removal methods include (but are not limited to) humane euthanasia by a veterinarian, relocation to a farm, or taking hens to a licensed abattoir.
- 11.4 Village Office Manager will respond to all complaints and initiate investigations when warranted.
- 11.5 When enforcement or other animal husbandry issues arise, Village administration will work with the licensee(s), neighbours, and other external stakeholders to ensure they are addressed and resolved in a timely manner.

- 11.6 Failing to comply with the terms and conditions of an Urban Hen Keeping Licence may result in a fine set out in Schedule A, or a licence being revoked. If a licence is revoked, the licensee(s) will be required to relocate the hens to a location outside the Village of Ryley at their own expense.
- 11.7 Keeping hens without a licence will result in a fine as set in Schedule A.
- 11.8 Egg production is for personal use/self-consumption. No sale of eggs, or any products derived from keeping hens, is permitted.
- 11.9 All public complaints shall be directed through the Ryley Municipal Office; this reporting approach is consistent with the Village of Ryley complaint process.
- 11.10 The Licensee(s) shall make themselves and the coops available for inspection on reasonable request from the Village Office Manager.

**12. 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 and finally passed this \_\_\_\_ day of \_\_\_\_, 2021.

\_\_\_\_\_  
Terry Magnuson, Mayor

\_\_\_\_\_  
Glen Hamilton-Brown, CAO



## Schedule "A"

### OFFENCE PENALTY

Section	OFFENCE	PENALTY	PENALTY
		1st Offence	2nd & Subsequent
3.1	Keep a rooster	\$250	\$500
3.1	Keep an unlicensed urban hen	\$250	\$500
4.3	Fail to renew urban hen licence	\$250	\$500
4.7	Transfer urban hen licence to another individual	\$250	\$500
4.8	Fail to produce urban hen licence upon demand	\$250	\$500
6.1	Fail to provide appropriate perch per number of hens	\$250	\$500
6.14	Fail to prevent rodents/predators from entering coop	\$250	\$500
6.4	Coop improperly located	\$250	\$500
6.6	Fail to provide adequate coop space for number of hens	\$250	\$500
6.9	Fail to provide appropriate nest box for hens	\$250	\$500
7.5	Allow urban hen to be outside of coop or run	\$250	\$500
7.5	Fail to keep coop secured	\$250	\$500
7.5	Keep urban hen in any other form of shelter other than coop	\$250	\$500
7.6	Slaughter urban hen on property	\$250	\$500
8.2	Fail to adequately provide for essential hen behaviour	\$250	\$500
8.2	Fail to keep food and water in coop	\$250	\$500
9.1	Fail to properly store feed	\$250	\$500
9.2	Fail to maintain coop to prevent odours	\$250	\$500
9.2	Fail to remove waste in a timely manner	\$250	\$500
9.2	Fail to properly store manure	\$250	\$500
9.2	Fail to properly dispose of manure	\$250	\$500
9.3	Unlawfully dispose of urban hen	\$250	\$500
10.3	Fail to follow biosecurity procedures	\$250	\$500
11.8	Keep urban hens for anything other than personal use	\$250	\$500
11.8	Sell any products derived from urban hens	\$250	\$500

**Schedule "B"**  
**Neighbor Notification Letter**

[DATE]

Attention:

[NEIGHBOUR FIRST AND LAST NAME]

[NEIGHBOUR ADDRESS]

Hello,

I am applying to the Village of Ryley for a license to keep [#] hens on my property. A requirement of the application is to demonstrate that I have notified my neighbours of my intention to keep hens. In addition to the notification there are a number of requirements that will be on my license and are as follows:

- The site and coop must be properly maintained to prevent (but not limited to) attracting nuisance animals, the spread of food over the property, and excessive smells or noise.
- Manure must be removed, discarded, and /or properly composted to prevent nuisance odors.
- The Province of Alberta requires all owners of poultry (including small urban flocks) to register their flocks into the provincial database and obtain a Premise Identification (PID) Number. The PID enables the province to keep track of livestock site locations in case of potential disease outbreak.

This letter is to inform you of my intention to keep hens, not to ask for permission. If you have any concerns that I am not able to address, please contact the Village of Ryley. You have two weeks to respond to this letter with any concerns you may have before my licence is processed.

Sincerely,

[YOUR NAME]

[YOUR ADDRESS]

## **“SCHEDULE C”**

### **Urban Hen Keeping Application Form**

All the following information is necessary to facilitate the processing of your request. All materials submitted must be clear, legible, and precise. Only fully completed requests can be processed. Bold or asterisk (\*) fields are mandatory.

- \* Last Name:
- \* First Name:
- \* Email address:
- \* Phone Number:
- \* As the applicant, I confirm (check one):
  - ☐ I am the registered owner of the property.
  - ☐ I have permission of the registered owner to make an application (attach copy)

#### **Site Information**

- \* Property Address:
- \* Number of Hens:
- \* Description of Coop Location: (please attach drawings or photos that help describe where on the property the coop will be located.)  
Coop Width (m):                      Coop Depth (m):

- ☐ I have read and agree to follow the Village's Urban Hen Keeping procedures and guidelines.
- ☐ I have informed my neighbors, whose properties are immediately adjacent or attached to my property, that I will be applying for an urban hen coop to be located on my property. (Failure to inform your neighbors that a coop will be located on your property may result in revocation of your license.) Copy attached.
- ☐ I have a plan to manage organic waste from my hens. Copy attached.
- ☐ I agree to notify the Village of Ryley of any changes in flock size, or if any hens are replaced.
- ☐ I know how to keep urban hens. Please describe how you know how to keep hens. Attach any certifications, details of courses taken or mentorship details to support your application.
- ☐ I have read and understood the Raising Chickens in Alberta guide for small flock owners <https://open.alberta.ca/dataset/ef3fef3e-69b0-418d-8231-2441320cc045/resource/7e2f3133-a2e6-40e7-94ec-55f2f78a0688/download/2015-raising-chickens-alberta-06-2015.pdf>
- ☐ I agree to notify the Village of Ryley of any disease or welfare issues that arise that may affect the public and the steps taken to rectify the situation.
- ☐ I understand that any failure to follow procedures or maintain proper hen keeping protocol as set out in the Urban Hen Keeping Bylaw may result in fines established in Schedule A.

The Province of Alberta requires all owners of poultry (including small urban flocks) to register their flocks in the provincial database and obtain a Premises Identification (PID) Number.

☐ Premises Identification (PID) Number

Please attach any further information not already requested you feel would help support your application.

☐ I certify that the above statements are true and correct to the best of my knowledge. I understand that providing false or misleading statements may disqualify my application.

\* Signed:

\* Date:

This personal information is collected by the Village under the authority of Section 33(C) of the Freedom of Information and Protection of Privacy Act (Alberta). It will be used for the operation of the Urban Hen License Program by internal Village departments and for Bylaw Enforcement purposes and shared with outside organizations for the purpose of managing urban hen keeping.

If you have questions about this collection please contact the Office Manager at the Village of Ryley, 5005-50 Street, Ryley, AB, T0B 4A0 or by phone at 780-663-3653.

DRAFT





September 30, 2021

**RE: Proposed FortisAlberta 2022 Distribution Rates**

As your electrical distribution provider, FortisAlberta appreciates serving you as a customer and we look forward to continuing our partnership. Within this letter, we will share our 2022 Proposed Distribution Rates, currently filed with the Alberta Utilities Commission (AUC). While these are not yet approved, we recognize that the information contained here may be helpful for Municipal, Industrial and Commercial customers for budget planning purposes. Under Performance Based Regulation (PBR), distribution rate setting follows a formulaic approach set by the AUC, which allows for inflationary increases or decreases in recovery of costs plus recovery of amounts associated with investment in the distribution system. These investments ensure continued safe and reliable provision of distribution services. In addition, all transmission increases, or decreases are flowed through by the Alberta Electric System Operator (AESO) to be collected through the Delivery Charges section of the customer bill. Both distribution (FortisAlberta) and transmission (transmission provider) costs will see an increase in 2022.

FortisAlberta customers in all rate classes benefited from a one-time refund in 2021 that lowered the overall average rate adjustment that customers would normally see. The proposed 2022 rate adjustments reflect annual rates with the removal of this one-time refund from 2021. The transmission costs are flowed through costs from AESO, and its tariff increases approved by the AUC.

Pending approval of our submission on September 10, 2021, from the AUC under proceeding 26817, following is a summary of the proposed 2022 rate changes, which would become effective January 1, 2022:

1. FortisAlberta has submitted proposed changes to our base Distribution Rates and the Transmission Rates.
2. FortisAlberta has proposed adjustments to the AUC for the Maximum Investment Levels.

Note: 2022 rates may also be impacted by other applications and fees outside of FortisAlberta's control, including transmission rider rates, the Balancing Pool Allocation Rider, the Base Transmission Adjustment Rider, and the Quarterly Transmission Adjustment Rider for Q1, and Municipal Franchise Fee Riders.

The attached Rate chart(s) illustrate the estimated percentage and monetary changes for each rate class based on estimated consumption and demands between your December 2021 and January 2022 bundled bill from your retailer.

We thank you for the opportunity to advise you of these pending updates. We'll be sending additional communications once our 2022 Rates are approved. In the meantime, please feel free to contact your Stakeholder Relations Manager should you have any questions or require further information.



**FortisAlberta**  
**2022 Proposed Rates**  
**Average Monthly Bill Impacts by Rate Class**  
**Including Energy, Retail, and DT Rates & Riders**

Rate	Rate Class Description	Consumption Usage	Demand Usage	Monthly/Seasonal Bill			
				Jan 2021 Bill	Jan 2022 Bill	\$ Difference	% Change
11	Residential	300 kWh		\$80.63	\$82.14	\$1.51	1.9%
		640 kWh		\$134.24	\$136.49	\$2.25	1.7%
		1200 kWh		\$222.52	\$226.00	\$3.48	1.6%
21	Farm (Breaker) (Closed)	900 kWh	5 kVA	\$116.93	\$115.72	\$-1.21	-1.0%
		1,400 kWh	10 kVA	\$344.19	\$349.85	\$5.66	1.6%
		7,500 kWh	25 kVA	\$1,351.99	\$1,442.83	\$90.84	6.7%
22	Farm (New)	700 kWh	10 kVA	\$253.17	\$272.51	\$19.34	7.6%
		3,000 kWh	20 kVA	\$695.00	\$728.50	\$33.50	4.8%
		15,000 kWh	60 kVA	\$2,827.58	\$2,907.18	\$79.60	2.8%
26	Irrigation (Seasonal Bill)	6,000 kWh	20 kW	\$1,809.17	\$1,922.25	\$113.08	6.3%
		14,518 kWh	33 kW	\$3,847.09	\$3,940.11	\$93.02	2.4%
		45,000 kWh	100 kW	\$11,525.02	\$11,790.35	\$265.33	2.3%
31	Streetlighting (Investment)	5,144 kWh	12,500 W	\$3,093.92	\$3,174.93	\$81.01	2.6%
33	Streetlighting (Non-Investment) (Closed)	7,900 kWh	12,000 W	\$1,715.48	\$1,674.68	\$-40.80	-2.4%
38	Yard Lighting	5,000 kWh	12,000 W	\$2,022.94	\$2,051.47	\$28.53	1.4%
<i>Rates 31, 33 and 38 is based on 100 HPS Lights in assorted fixture wattages.</i>							
41	Small General Service	1,083 kWh	5 kW	\$232.32	\$242.14	\$9.82	4.2%
		2,165 kWh	10 kW	\$439.76	\$447.33	\$7.57	1.7%
		10,825 kWh	50 kW	\$2,099.37	\$2,088.88	\$-10.49	-0.5%
44/45	Oil and Gas Service	2,590 kWh	7.5 kW	\$508.87	\$511.42	\$2.55	0.5%
		5,179 kWh	15 kW	\$981.77	\$993.36	\$11.59	1.2%
		25,895 kWh	75 kW	\$4,695.41	\$4,848.84	\$153.43	3.3%
61	General Service	32,137 kWh	100 kW	\$4,960.83	\$4,946.25	\$-14.58	-0.3%
		63,071 kWh	196 kW	\$9,366.82	\$9,527.60	\$160.78	1.7%
		482,055 kWh	1500 kW	\$69,151.73	\$72,581.69	\$3,429.96	5.0%
63	Large General Service	824,585 kWh	2500 kW	\$115,379.09	\$116,112.75	\$733.66	0.6%
		1,529,869 kWh	4638 kW	\$199,703.45	\$200,903.92	\$1,200.47	0.6%
		3,298,338 kWh	10,000 kW	\$421,524.91	\$423,896.14	\$2,371.23	0.6%
65	Transmission Connected Service	The Distribution component will increase from \$42.11/day to \$44.38978/per day. The Transmission Component is the applicable rate of the AESO.					

## CUSTOMER CONTRIBUTIONS SCHEDULES

**Table 1**  
**Maximum Investment Levels for Distribution Facilities**  
**When the Investment Term is 15 years or more**

Type of Service	Maximum Investment Level
Rate 11 Residential	\$2,677 per service
Rate 11 Residential Development	\$2,677 per service, less FortisAlberta's costs of metering and final connection
Rate 21 FortisAlberta Farm and Rate 23 Grain Drying	\$6,072 base investment, plus \$869 per kVA of Peak Demand
Rate 26 Irrigation	\$6,072 base investment, plus \$966 per kW of Peak Demand
Rate 38 Yard Lighting	\$864 per fixture
Rate 31 Street Lighting (Investment Option)	\$3,125 per fixture
Rate 41 Small General Service	\$6,072 base investment, plus \$966 per kW of Peak Demand
Rate 45 Oil and Gas Service	\$6,072 base investment, plus \$966 per kW of Peak Demand  FortisAlberta invests as required per unmetered to metered service conversion program.
Rate 61 General Service (less than or equal to 2 MW)	\$6,072 base investment, plus \$966 per kW for the first 150 kW, plus \$121 for additional kW of Peak Demand
Rate 63 Large General Service (over 2 MW) (Distribution Connected)	\$109 per kW of Peak Demand, plus \$120 per metre of Customer Extension

Notes: Maximum investment levels are reduced if the expected Investment Term is less than 15 years, as specified in Table 2.

\*Proposed 2022 Maximum Investment Levels as filed with AUC on September 10, 2021.

September 10, 2021

Premier Jason Kenney  
307 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6



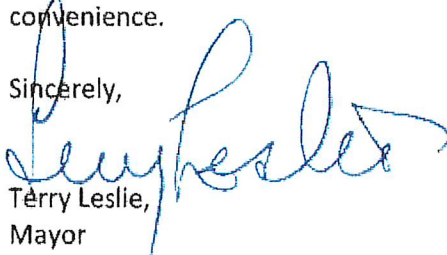
**RE: ROYAL CANADIAN MOUNTED POLICE (RCMP) RETROACTIVE PAY**

At our last council meeting on September 7, 2021, Council discussed the correspondence received earlier this summer from the Town of Claresholm requesting 'that the Alberta Government ensures that Alberta municipalities are not charged with assisting in funding the RCMP's retroactive pay when the agreement is complete. It should be up to the provincial and federal governments to deal with any shortfalls, and not to overload municipalities with further monetary strain.'

The Town of Sundre would like to echo this sentiment. The Town of Sundre is a municipality with a total population of under 3,000 citizens, the tax increase implication that would result from being required to pay retroactively to the RCMP would, especially after the economic effects of the pandemic, be too great a burden to place upon our taxpayers.

If you have any questions or concerns regarding this issue, please contact the undersigned at your convenience.

Sincerely,



Terry Leslie,  
Mayor  
Town of Sundre

TL/aj

c.c. Mr. Jason Nixon, MLA for Rimbey-Rocky Mountain House-Sundre  
Alberta Urban Municipalities Association (AUMA)  
AUMA Member Municipalities





Info Ryley <info@ryley.ca>

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## Royal Canadian Mounted Police (RCMP) Retroactive Pay

1 message

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**Anne-Marie Jonke** <annemarie.j@sundre.com>  
To: Anne-Marie Jonke <annemarie.j@sundre.com>  
Bcc: info@ryley.ca

Wed, Sep 22, 2021 at 10:47 AM

Good morning,

Please see attached correspondence from the Town of Sundre.

Sincerely,

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**ANNE-MARIE JONKE**

Executive Legislative Clerk

T. 403-638-3551 Ext. 114

F. 403-638-2100

annemarie.j@sundre.com

www.sundre.com

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**RCMP Retroactive Pay Letter.pdf**  
36K

September 10, 2021

Honourable Ric McIver  
Minister of Municipal Affairs  
320 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6



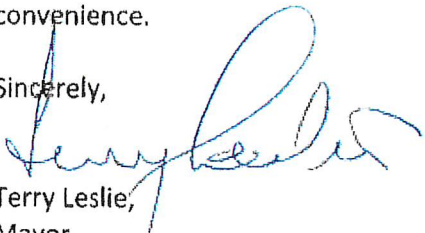
**RE: CODE OF CONDUCT**

At our last regular meeting of Council held on September 7, 2021, Council discussed correspondence received from the Town of Claresholm regarding the importance of continuing to keep the Council Code of Conduct Bylaw requirement as a legislated requirement.

The Town of Sundre would like to stand in solidarity with the Town of Claresholm and along with them, 'respectfully request that your ministry make sure that consultation with municipalities in Alberta is completed prior to any major changes being made to remove the requirement of the Councillor Codes of Conduct. We agree that having a requirement for municipalities to have a Code of Conduct Bylaw in place provides a framework for Council member's behaviour and provides each Council direction and guidance for dealing with any contentious issues that may arise. It is imperative that the option of imposing sanctions on Council members continues as necessary to support this process. The Town of Sundre requests that the Council Code of Conduct Bylaw requirement remains mandatory.'

If you have any questions or concerns regarding this issue, please contact the undersigned at your convenience.

Sincerely,



Terry Leslie,  
Mayor  
Town of Sundre

TL/aj

c.c. Mr. Jason Nixon, MLA Rimbey-Rocky Mountain House-Sundre  
Alberta Urban Municipalities Association (AUMA)  
AUMA Member Municipalities



Info Ryley <info@ryley.ca>

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## Councillor Code of Conduct

1 message

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**Anne-Marie Jonke** <annemarie.j@sundre.com>  
To: Anne-Marie Jonke <annemarie.j@sundre.com>  
Bcc: info@ryley.ca

Wed, Sep 22, 2021 at 10:49 AM

Good morning,

Please see attached correspondence from the Town of Sundre.

Sincerely,

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**ANNE-MARIE JONKE**

Executive Legislative Clerk

T. 403-638-3551 Ext. 114

F. 403-638-2100

annemarie.j@sundre.com

www.sundre.com



**Councilor Code of Conduct Letter.pdf**  
36K



# Tofield and Area Health Services Foundation

Box 1155 Tofield AB T0B 4J0

September 23, 2021

Village of Ryley Council  
Box 230  
Ryley, AB T0B 4A0



**Dear Mayor Magneson:**

Please find following this letter, a copy of the approved Financial Statements for the Tofield and Area Health Services Foundation for our year ending March 31, 2021.

As is the case with many organizations, once again this year has been a challenging one for the Foundation. We were unable to host any Community Suppers and the Annual Culture Days Event at the end of September. We were successful in raising some funds through our "Be Sweet to Mom" Mother's Day promotion (\$892.18) and our "Canada Day BBQ in your backyard" promotion (\$1282).

Although we were forced to pause on making purchases for a period of time, we did manage to provide the following this past year (2021)

- Jan – Recreation – Transformation Project – Freebury – \$14,547.75
- Jan 20 – ER – Video Laryngoscope – \$7,727.40
- Apr 21 – Facility Flowers/Plants – \$500.00
- May 19 – Recreation Gazebo Roof Replacement – \$3,350.00
- Jun 16 – AC/ER – Vital Signs Machines (4) – \$9,780.00
- Jun 16 – LTC – Pro Surface Mattress – \$3,895.00
- Jun 16 – Recreation – Transformation Project Phase 2 – Price and Kraus – \$28,750.00 (pending)
- Summer – launched new and enhanced website: [www.tofieldhealthfoundation.ca](http://www.tofieldhealthfoundation.ca)

Our mission is to preserve and enhance the role of the Tofield Health Center and associated providers of healthcare services to Tofield, Ryley, Beaver County and surrounding communities.

The Tofield and Area Health Services Foundation respectfully requests that the Village of Ryley provide us with grant funding for 2021.

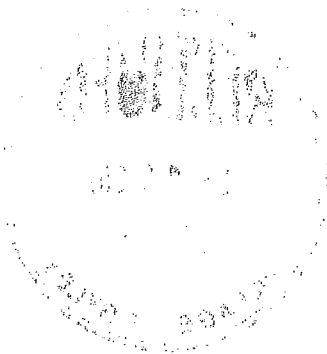
Sincerely,

**Brenda Chehade, Chair**

Tofield & Area Health Services Foundation

Email: [tofieldhealthfoundation@gmail.com](mailto:tofieldhealthfoundation@gmail.com)

Web: [tofieldhealthfoundation.ca](http://tofieldhealthfoundation.ca)



August 24, 2021

To the members of the **Tofield and Area Health Services Foundation:**

I have examined the records of the **Tofield and Area Health Services Foundation** and prepared the financial statement for the year ended **March 31, 2021**. In my opinion the financial statement presents fairly the financial position of the organization as at **March 31, 2021** and the results of operation for the year then ended.

Caylee Edwards  
B. Comm.



**Tofield and Area Health Services Foundation**  
**Financial Statement**  
For the Year Ended March 31, 2021

Bank balance at the beginning of the year	\$ 138,840.65
Surplus for the period	\$ (1,779.35)
Deferred income- prior year	\$ (72,937.34)
Deferred Income- current year	\$ 89,768.56
Bank balance at the end of the year	<u><u>\$ 153,892.52</u></u>

Bank of Montreal - current accout	\$ 44,658.53
Bank of Montreal - savings account	\$ 50,083.67
ATB -savings account	\$ 1,685.00
Bank of Montreal - term investment (Rudzcki Trust)	\$ 7,197.24
GIC Investment	\$ 50,268.08
	<u><u>\$ 153,892.52</u></u>

Deferred Revenue	
Doctor receuitment	65,958.16
Arnold & Edna Joes Jones Leagcy fund	3,752.94
Winder Memorial Donation	5,508.66
AHS Core Grant	8,530.74
WinWin 50 Staff Lottery	6,018.06
	<u><u>89,768.56</u></u>

**Tofield and Area Health Services Foundation**  
Financial Statement  
For the Year Ended March 31, 2021

**Revenue:**

Doctor recruitment	\$	13,495.59
Donations	\$	6,063.41
Fundraising	\$	50.00
Interest	\$	447.29
Grant Funding	\$	3,686.59
Lötery	\$	8,011.82

Total revenue	\$	<u>31,754.70</u>
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**Expense:**

Doctor recruitment	\$	13,495.59
Community attraction	\$	126.33
Donations	\$	6,771.48
Fundraising costs	\$	336.00
CORE Grant expense	\$	3,686.59
WinWin 50 Staff Lottery expense	\$	8,011.82
Patient well-being	\$	558.32
Office expenses and misc.	\$	547.92

Total expense	\$	<u>33,534.05</u>
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**Surplus for the period**

\$ (1,779.35)



Highway 14 Regional Water Services Commission  
Box 540, 5029 - 51 Avenue  
Ryley, Alberta, Canada T0B 4A0  
(780) 663-2019 or 1-866-333-3791  
Fax (780) 663-2050  
E-mail: info@hwy14water.ca

20210930

Village of Ryley

Attn: Glen Hamilton-Brown, CAO

Re: **Franchise agreement between the Village of Ryley**  
**and**  
**The Highway 14 Regional Water Services Commission**



Dear Glen,

In regards to the discussions on the Franchise agreement between the Village of Ryley and Highway 14 Regional Water Services Commission that has occurred over the past year, the Highway 14 Regional Water Services Commission has made a decision to dissolve the franchise agreement as outlined in the agreement.

During creation of the Highway 14 Regional Water Services Commission the founding company, CU Water, an Atco subsidiary, required many municipalities to come on-board to build the commission and the physical water-line all the way to Kinsella. These efforts made it accessible for smaller communities to get water at affordable rates. CU Water purchased a few municipal water infrastructure utilities to allow them to join and to take over the financial burden to build-up and maintain these smaller water infrastructure utilities. This also allowed CU Water to debenture finance these utilities and make a profit on the financing. To remove profit from the formula and allow the Utility to grow and prosper the entire utility was purchased from CU Water, and the commission was created. The Highway 14 Regional Water Services Commission worked diligently over the next many years to improve the infrastructure to meet Alberta Environments health requirements and maintain the physical infrastructure to a higher standard to remain sustainable for many decades into the future. Highway 14 Regional Water Services Commission is at a juncture where to remain sustainable all users must pay the same rates to be completely fair. In order to meet this goal, the Highway 14 Regional Water Services Commission must move to only supplying and transmitting potable water to its users, not owning any local or municipal water utility infrastructure. Divesting of all the non-transmission infrastructure will allow Highway 14 Regional Water Services Commission to control and manage the transmission line infrastructure only, which will translate to all users paying the same fees for a cubic meter of water. This will also allow municipalities to apply for grant funding to upgrade their water infrastructure which will reduce the overall cost of infrastructure upgrading. The reason Highway 14 Regional Water Services Commission wants to divest of all but the transmission water-line is because we are not eligible for any grant funding whatsoever that is available to municipalities to upgrade existing infrastructure. Therefore, if we replace municipal water infrastructure we must pay full price, without any grant funding assistance, and pass that onto all users alike.

Municipalities can benefit from grant funding made available yearly by provincial and federal funding programs. Funds become available when federal and provincial funding programs are made available to municipalities during government programs that are directly for

funding local municipal capital improvements. These funds are usually in the form of grants offered to municipalities usually in the range to cover 65% to 75% of the project cost. Many projects can be combined for a larger project allowing increased savings to the community. This means the municipalities would be utilizing 25 to 35 cent dollars to pay for the same construction every few years rather than full price when funds are not available. Municipalities save millions of dollars by acquiring these grant funds. Sometimes grant funding is the difference between municipalities remaining viable, or bankruptcy. Of course, only municipalities are eligible for these grants, but not utilities such as the Highway 14 Regional Water Services Commission. That is why the Highway 14 Regional Water Services Commission is giving ownership of their water distribution system back to the municipalities, so that they can put these grant savings towards the infrastructure in their communities, thus making it more affordable and sustainable. The municipalities, during the franchise negotiations, will have 'the right of first refusal' to assume ownership of the water utility. If the municipality does not want ownership of the utility, Highway 14 Regional Water Services Commission will sell it to the next highest bidder. This would more than likely be one of the other 'for profit' water utility operators in Alberta.

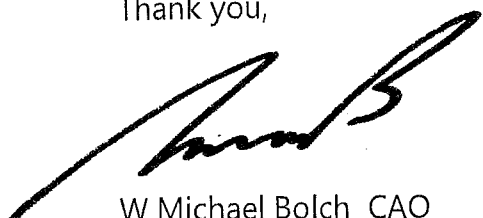
This transfer of ownership is a win-win for all municipalities utilizing the Highway 14 Regional Water Services Commission water distribution system. It lowers the cost to all for water utility infrastructure upgrades, and allows the Highway 14 Regional Water Services Commission to concentrate on operating the transmission system and delivering safe, potable water to all users on the system. This is the goal of Highway 14 Regional Water Services Commission to make potable water sustainable to people in the area where other forms of potable water are not available. Highway 14 Regional Water Services Commission has a policy that states: *'Control increasing costs, become more sustainable, and to serve citizens of our member municipalities to ensure safe, reliable, and affordable water, to cooperatively fulfill the municipalities mandate.'*

Glen, the Highway 14 Regional Water Services Commission has passed the following resolution: *'That the board recommends staff to pursue the franchise negotiation to divest its ownership of municipal water infrastructure currently held by the Highway 14 Regional Water Services Commission.'*

Highway 14 Regional Water Services Commission administration is moving forward with this decision. The franchise agreement between Highway 14 Regional Water Services Commission and the Village has expired over 8 years ago, and accordingly we are required to provide 6 months' notice of our intent to divest the ownership of all water utility distribution infrastructure within the Village of Ryley by 20220228. Highway 14 Regional Water Services Commission will work diligently with the Village of Ryley to make this a very smooth, positive improvement.

The Highway 14 Regional Water Services Commission has retained a new, progressive Engineering firm that will assist in the transition. We will contact you after 20211012 to begin the process. If you require any information before then, please call or email me.

Thank you,



W Michael Bolch CAO

Highway 14 Regional Water Services Commission.