

**VILLAGE OF RYLEY**  
**Regular Council Meeting**  
November 15, 2016:  
Ryley Municipal Office Council Chambers  
**AGENDA**

1. **Call to Order:**
2. **Approval of Agenda**
3. **Minutes of Previous Meetings:**      October 18, 2016 and November 1, 2016
4. **Open Door Session (15 minutes)**
5. **Delegations:**
  - a) Dale Roth
6. **Business from Minutes**
  - a) 150<sup>th</sup> Anniversary of Canada
  - b) Main Street Committee
  - c) Waterline Upgrade
  - d) Ryley Economic Development Society
7. **New Business**
  - a) RFD: Bylaw 2014-901, Council Procedures and Committees Bylaw
  - b) RFD: Signing Authority
  - c) RFD: Appointment of Library Board Member
  - d) RFD: Remuneration for At-Large Appointees
  - e) RFD: The Royal Canadian Legion Advertisement
  - f) RFD: Ryley School Leadership Team: Hall Rental
  - g) CAO Resignation
  - h) Agenda
  - i) Roadway
  - j) Training Courses from BMS
  - k) FCSS Update & Request
8. **Financial Reports**
  - a) November 3, 2016, Bank Balances
  - b) October 31, 2016 Bank Reconciliation
  - c) Revenue and Expenses
9. **Reports**
  - a) Mayor's report
  - b) Councillor Reports
10. **Correspondence**
  - a) MGA Bill 21 Second Reading
  - b) Long Term Federal Infrastructure Plan
  - c) Beaver County Youth Engagement Initiative Project
11. **In Camera: if required**

Personnel
12. **Upcoming Meetings:**
13. **ADJOURNMENT**

**REGULAR COUNCIL MEETING**  
**Village of Ryley, November 15, 2016**  
**Ryley Municipal Office Council Chambers**

**COUNCIL** members present

Mayor	Lavonne Svenson
Councillor	Brian Ducherer
Councillor	Lorraine Warren-Nimeck
Councillor	Terry Magneson
Councillor	Peter Presley

**ADMINISTRATION** present:

CAO	Janet Winsnes
Recording Secretary	Jocelyn Gates

**1. CALL TO ORDER:**

Mayor Svenson called the meeting to order at 6:47 p.m.

**2. ADDITIONS/DELETIONS: APPROVAL OF THE AGENDA:**

**2016-11-15 #1: MOVED** by Cr. Ducherer to approve the agenda with additions.

**CARRIED**

**3. MINUTES OF PREVIOUS MEETING:**

**2016-11-15 #2: MOVED** by Cr. Warren-Nimeck to approve the minutes of the October 18, 2016 and November 1, 2016 regular council meeting with the correction under 5 b, delete "if needed".

**CARRIED**

**4. OPEN DOOR SESSION:**

Nothing to report

**5. DELEGATIONS:**

a) Dale Roth

Mr. Roth presented information in regards to Ryley Economic Development Society (REDS) back to 2003. He left the council with 8 questions that he requested council answer. Mayor Svenson advised that council will review the questions when time permits.

**6. BUSINESS FROM MINUTES:**

a) 150th Anniversary of Canada:


**2016-11-15 #3: MOVED** by Cr. Warren-Nimeck to table to the next meeting.

**CARRIED**

b) Main Street Committee:

**2016-11-15 #4: MOVED** by Cr. Ducherer to table to the next meeting.

**CARRIED**

 Mayor	 CAO
--	---------

- c) **Waterline Upgrade:**  
The CAO presented a report regarding the waterline upgrade. Report A; attached.
- d) **Ryley Economic Development Society:**  
Cr. Presley gave an update on Ryley Economic Development Society and some of their future plans. RED's meeting November 17, 2016, open to public.

**7. NEW BUSINESS:**

- a) **Bylaw 2014-901, Council Procedures and Committees Bylaw:**

**2016-11-15 # 5 MOVED** by Cr. Magneson that the Council Procedures and Committees Bylaw be tabled until the committee brings forward the recommendations.

**CARRIED**

- b) **Signing Authority:**

**2016-11-15 # 6 MOVED** by Cr. Presley that, for all documents requiring two signatures, signing authority shall be granted to the Chief Administrative Officer, and one of either the Mayor or Deputy Mayor. In the absence of the CAO, signing authority shall be granted to both the Mayor and Deputy Mayor.

**CARRIED**

- c) **Appointment of Library Board Member**

**2016-11-15 # 7 MOVED** by Cr. Ducherer that council appoint Tanya Schmidtchen and Tara Christiansen to the McPherson Municipal Library Board.

**CARRIED**

- d) **Remuneration for At-Large Appointees:**

**2016-11-15 # 8 MOVED** by Cr. Presley that Council table to our next regular council meeting.

**CARRIED**

- e) **The Royal Canadian Legion Advertisement:**

**2016-11-15 #9 MOVED** by Cr. Warren-Nimeck that council approves a 1/10 full color page advertisement space in the "Military Service Recognition Book" for The Royal Canadian Legion in the amount of \$325.00

**CARRIED**

- f) **Ryley School Leadership Team: Hall Rental:**

**2016-11-15 #10 MOVED** by Cr. Presley that we charge the Ryley School Leadership Team the full hall rental for the November 18, 2016 fundraiser; and that further, we donate the sum, equal to the hall rent, to the Ryley School Leadership Team.



**CARRIED**

- g) **CAO Resignation:**

CAO Winsnes presented council with a written letter of resignation, effective April 30, 2017. She advised that, depending on the replacement process, she is prepared to leave earlier, if council so chooses.

**2016-11-15 #11: MOVED** by Cr. Warren-Nimeck to accept, with regret, the CAO resignation.

**CARRIED**

 Mayor	 CAO
--	--

h) Agenda:

**2016-11-15 #12: MOVED** by Cr. Presley that the Agenda contain a regular line item, Additions/Deletions, that falls before the Approval of the Agenda; and further that a regular line item, Written Complaints and Commendations be placed in correspondence.

**CARRIED**

i) Roadway

Cr. Presley distributed photos of the newly installed culvert on 51<sup>st</sup>. avenue, west of the bus garage. The CAO will inquire with public works to determine what action to take.

j) Training Courses from BMS

**2016-11-15 #13: MOVED** by Cr. Ducherer that Shawn Forre attend the Incident Investigation course, and that both public works staff attend OSSA Fall Protection. The CAO was directed to inquire whether this is open to members of the public to attend.

**CARRIED**

k) FCSS Update & Request

The Town of Tofield will do the renovations, required to provide office space for FCSS upstairs in the Tofield Town Office, at their own cost.

**8. FINANCIAL REPORTS:**

**2016-11-15 #14: MOVED** by Cr. Ducherer to approve the following as presented:

- a) November 3, 2016, Bank Balances
- b) October 31, 2016 Bank Reconciliation
- c) Revenue and Expenses: November 3, 2016 Year To Date

**CARRIED**

**9. REPORTS:**

**2016-11-15 #15: MOVED** by Cr. Warren-Nimeck to accept the Mayor and Councillor reports as presented.

**CARRIED**

**10. CORRESPONDENCE**

- a) MGA Bill 21 Second Reading
- b) Long Term Federal Infrastructure Plan
- c) Beaver County Youth Engagement Initiative Project

**2016-11-15 #16: MOVED** by Cr. Ducherer to accept the correspondence as presented.

**CARRIED**

**11. IN CAMERA:**

**2016-11-15 #17: MOVED** by Cr. Presley to move in camera at 8:55 p.m.



**CARRIED**

**2016-11-15 #18: MOVED** by Cr. Ducherer to move out of camera at 9:06 p.m.

**CARRIED**

**2016-11-15 #19: MOVED** by Cr. Magneson to secure James Davies Consulting Group as the succession planning consultant.

**CARRIED**

 Mayor	 CAO
--	--

**12: REVIEW OF QUESTIONS REGARDING R.E.D'S:**

**2016-11-15 #20: MOVED** by Cr. Magneson that council request the CAO to provide how much money was given to RED's since October 2013 and further that Cr. Presley will request the following information from REDS:

- Yearly Financial Information from REDS
- Information provided to council in early 2014
- Agreement or Terms of Reference between Village of Ryley and REDS
- Why have businesses not received their advertising from the October fundraiser

**CARRIED**

**13. UPCOMING MEETINGS:**

- November 27, 2016 Tree Lighting
- November 22, 2016 6:45 p.m. Succession Planning
- November 22, 2016 5:30 p.m. Dinner with staff
- November 22, 2016 Youth Engagement 12:00 – 3:30 p.m.
- November 28, 2016 Property Planning Meeting, 6-9 p.m.
- December 1, 2016 Youth Engagement Joint Council 6 p.m.
- December 6, 2016 COW Meeting at 6:45 p.m.
- December 7, 2016 Clean Harbors Community Relations Committee
- December 13, 2016 Bylaw and Policies Committee 8:30 a.m.–12 p.m.
- December 13, 2016 Inter Municipal Meeting with Beaver County 1:30 p.m.

**2016-11-15 #21: MOVED** by Cr. Presley to cancel December 20, 2016 Regular Council Meeting.

**CARRIED**

**14. ADJOURNMENT:**

**2016-11-15 #22: MOVED** by Cr. Ducherer that the meeting be adjourned at 10:15 pm.



**CARRIED**



Lavonne Svenson, Mayor



Janet Winsnes, CAO

 Mayor	 CAO
--	--

In the last 2 years, council has done several Strategic Planning Sessions. In each session, one of the highest rated priorities has been to increase development within the village. Several times, discussion took place regarding the re-instatement of the Ryley Housing Corporation. AT ALL TIMES, the message received (or interpreted by administration) has been that the council wants to move forward and have new development. This included an increase in residential units. There have been many people come in to the office and inquire about purchasing a “smaller” home. Administration felt this was a great opportunity to accommodate that type of request.

When Mr. Brandt came to the office with a proposal to develop on lots that have been empty and providing minimum tax revenue for many years, administration saw a source of new development and tax revenue (just what council had repeatedly expressed that they wanted!)

Mr. Brandt had initially purchased lots 12 and 13 of Plan 6386AW; Block 17, from the previous owner. He came in and requested a development permit to develop each lot with manufactured homes that had been fully renovated inside and out, had received CSA stickers and were CSA approved.

A development permit was issued in compliance with the 2010, Council approved, Land Use By-law. Letters were prepared and mailed to adjacent land owners, giving 14 days for residents to reply. When no objections were received, Mr. Brandt began site preparation and proceeded with installation. We have had 3 residents come in to the office to ask questions and confirm that they agree with the land finally being developed. What an improvement over that old dilapidated trailer!

Two councillors raised concerns, as well as one non-resident, who had called and who also expressed issues in the Tofield Mercury.



The questions and concerns that were raised by councillors and residents were raised with Inspections Group. They were able to examine the new stickers, which are now placed inside, and advised that the rebuilt units have 2x4 interior studs, instead of the initial 2x2 studs. These new units are, in fact, better quality than the originals.

Brent Clark, from Highway 14 water, met with the CAO and advised that he had met with Mr. Brandt and had advised what needed to be done to provide water service to the 2 lots. After discussion with the CAO, Highway 14 decided to upgrade the water line and services to the residents on the east side of 49<sup>th</sup> street. (we had received complaints about the “trickle” of water that they were able to get, and we had previously passed that information on to Brent). He gave us an initial estimate of \$8400 to extend the line to lots 12 and 13. A lengthy discussion took place between the CAO and Mr. Clark regarding whose responsibility it was to pay for the installation to the new development. The CAO spent several hours reading through the CU water agreement and advised Mr. Clark that she felt it was the responsibility of Highway 14 water, as they own all of the lines in the village. Discussion took place on whether or not the process would proceed. Mr. Clark advised that Highway 14 was not in the financial position to pay for the installation. The CAO signed the agreement to have the line installed and advised that she would get a legal interpretation of the agreement. (which is in process)

The CAO talked this cost over with Mr. Brandt. He offered to pay \$4500 which would include half of the cost of the water service and the purchase of 2 very small village owned irregular lots. These 2 small lots had generated no revenue because they were village owned, and in fact cost the village time and money to cut the grass and maintain the water flow. If Mr. Brandt owned that parcel, the village would receive the \$500 minimum tax per year.

The CAO consulted with Dan Kanuka, our assessor, and he advised that the taxes realized per lot would be between 750 and 800 dollars. When we added in the \$500 dollar minimum amount for the small parcel, it was felt that a minimum of \$2000 per year would be generated. At \$2000 per year, on our part, plus \$4500 from Mr. Brandt – it will only take 2 years to recover our investment.

We have had several people from the village, plus many county people advise how nice it is to see those lots being developed. In small villages, all over the province, any housing starts are considered a positive achievement.

 Mayor	 CAO
--	--