

VILLAGE OF RYLEY
Regular Council Meeting, October 23, 2023, 6:45 p.m.
Held in Council Chambers

COUNCIL members present:

Mayor	Lyndie Knockleby
Deputy Mayor	Brian Ducherer
Councillor	Stephanie Dennis
Councillor	Kimberly Murphy
Councillor	Sheldon Reid

COUNCIL members NOT present:

ADMINISTRATION present:

CAO	Glen Hamilton-Brown
Recording Secretary	Samantha Mockford

A. CALL TO ORDER

Mayor Knockleby called the Meeting to order at 7:02 p.m.

B. ADDITIONS/DELETIONS TO THE AGENDA

Council asked for the following items to be added to the agenda:

Deletions: Item G.4. – CARC: Already addressed by Administration

Additions: Item G.5. - Christmas Hamper

Item G.6. - Friends of Ryley School – Hall Fee

Item G.7. - Clean Harbors Community Enhancement Grant

Item L.2. - Update on legal

C. APPROVAL OF AGENDA

2023-10-23#01: MOVED by Deputy Mayor Ducherer THAT Council for the Village of Ryley adopt the agenda as amended.

SECONDED by Cr. Murphy

CARRIED

D. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

2023-10-23#02: MOVED by Deputy Mayor Ducherer THAT Council for the Village of Ryley approves as presented, the minutes for the September 19, 2023, Regular Meeting.


SECONDED by Cr. Dennis

CARRIED

2023-10-23#03: MOVED by Cr. Reid THAT Council for the Village of Ryley approves as presented, the minutes for the October 03, 2023, Special Meeting A.

SECONDED by Cr. Murphy

CARRIED


Mayor CAO

2023-10-23#04: MOVED by Deputy Mayor Ducherer THAT Council for the Village of Ryley approves as presented, the minutes for the October 03, 2023, Special Meeting B.
SECONDED by Cr. Dennis **CARRIED**

2023-10-23#05: MOVED by Cr. Dennis THAT Council for the Village of Ryley approves as amended, the minutes for the October 10, 2023 Organizational Meeting.
SECONDED by Cr. Murphy **CARRIED**

E. DELEGATIONS. None

F. BUSINESS FROM MINUTES

Item F.1. RFD Approval: Forensic Audit Report for the Public

2023-10-23#06: MOVED by Mayor Knockleby THAT Council for the Village of Ryley adopt the presented draft of attached note to the Forensic Audit Report as final version.
SECONDED by Deputy Mayor Ducherer **UNANIMOUSLY CARRIED**

2023-10-23#07: MOVED by Cr. Murphy THAT Council for the Village of Ryley accept the redacted Forensic Audit Report as presented for public consumption.
SECONDED by Deputy Mayor Ducherer **UNANIMOUSLY CARRIED**

Item F.2. RFD Approval: 2023/2024 Council Salary Grid


2023-10-23#08: MOVED by Deputy Mayor Ducherer THAT Council for the Village of Ryley adopts the Council Salary Grid for 2023/2024 as presented and directs administration to post such on the Village website and attach such to the minutes of this meeting.
SECONDED by Cr. Dennis **UNANIMOUSLY CARRIED**

G. NEW BUSINESS

Item G.1. RFD Approval: Business and Commercial Grant (Business Tax Rebate)

2023-10-23#09: MOVED by Deputy Mayor Ducherer THAT Council for the Village of Ryley directs Administration to disburse grant funding in the form of a Business/Commercial Grant as per the 2021 model of “50% of Municipal Taxes” for: any business in the Ryley Central Business District Land Use Zone, plus any business that received funding in 2022 that is on Ryley property outside of the Central Business District, as long as they apply for this funding before Friday, December 15, 2023.
SECONDED by Mayor Knockleby **CARRIED**

2023-10-23#10: MOVED by Cr. Dennis THAT Council for the Village of Ryley directs Administration to submit a reconstituted Commercial & Business Grant Policy to the Committee of the Whole and directs the Committee of the Whole to review this policy with the intent of finalizing it for Council approval before year-end 2023.
SECONDED by Cr. Murphy **CARRIED**


Mayor CAO

Item G.2. RFD Approval: 49 Street Capital Project

2023-10-23#11: MOVED by Mayor Knockleby THAT Council for the Village of Ryley approves up to \$1,450,000 for the 49 Street 2024 Capital Works Project: a full reconstruction project from 50 Avenue to 52 Avenue, including underground sewer, underground water, concrete work, and paving.

SECONDED by Cr. Dennis

CARRIED

Item G.3. RFD Approval: Tax Installment Payment System

2023-10-23#12: MOVED by Deputy Mayor Ducherer THAT Council for the Village of Ryley direct administration to create a taxation bylaw amendment to address the 2023 Tax Installment Payment System (TIPS) issue. No interest or penalties shall be incurred by affected taxpayers.

SECONDED by Cr. Dennis

CARRIED

Item G.4. Deleted

Item G.5 RFD Approval: Christmas Hamper Program Donation

2023-10-23#13: MOVED by Deputy Mayor Ducherer That Council for the Village of Ryley agrees to support the 2023 Community Christmas Hamper Program with a donation of eggs and butter to each needed hamper with a proposed budget not to exceed \$2,000.00, from Council Donations GL.

SECONDED by Cr. Dennis

CARRIED

2023-10-23#14: MOVED by Mayor Knockleby That Council for the Village of Ryley donate any remaining funds of the \$2,000.00 after the purchase of eggs and butter to the 2023 Community Christmas Hamper Program.

SECONDED by Cr. Dennis

CARRIED

2023-10-23#15: MOVED by Deputy Mayor Ducherer THAT Council for the Village of Ryley donate \$300 to the 2023 Community Christmas Hamper Program to compensate for the 2022 donation shortfall of the cost of butter and eggs.

SECONDED by Cr. Murphy

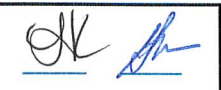
CARRIED

Item G.6 RFD Approval: Friends of Ryley School- Hall Rental Fee

2023-10-23#16: MOVED by Mayor Knockleby That Council for the Village of Ryley donate the cost of renting the Community Hall on December 19, 2023 for the Friends of Ryley School to hold the Christmas Turkey Dinner for students and staff of Ryley School.

SECONDED by Cr. Dennis

CARRIED



Mayor CAO

Item G.7. - Clean Harbors Community Enhancement Grant

2023-10-23#17: MOVED by Mayor Knockleby THAT Council for the Village of Ryley approves the distribution of \$32,235 Clean Harbors Community Enhancement Grant (CEG) funding from the 2023 Second Quarter (Q2) Allocation, recommended by the Clean Harbors Community Relations Committee (CHCRC) as follows: Ryley School: \$15,000; Ryley Community Youth Group: \$4,500; Good News Community Church Awana Program: \$4,500; Ryley FCSS: \$8,235.

SECONDED by Deputy Mayor Ducherer

CARRIED

H. BYLAWS

Item H.1. RFD Approval: Code of Conduct Bylaw

2023-10-23#18: MOVED by Mayor Knockleby THAT Council for the Village of Ryley directs Administration to bring a Code of Conduct Agenda Item to the Committee of the Whole.

SECONDED by Cr. Murphy

CARRIED

Item H.2. RFD Approval: Animal Control Bylaw

2023-10-23#19: MOVED by Cr. Reid That Council for the Village of Ryley enter First Reading for the Animal Control Bylaw 2023-970.

SECONDED by Mayor Knockleby

CARRIED

2023-10-23#20: MOVED by Deputy Mayor Ducherer That Council for the Village of Ryley put First Reading for the Animal Control Bylaw 2023-970 to a vote.

SECONDED by Cr. Murphy

CARRIED

2023-10-23#21: MOVED by Mayor Knockleby That Council for the Village of Ryley enter Second Reading and pass to the Committee of the Whole, the Animal Control Bylaw 2023-970.

SECONDED by Cr. Reid

CARRIED

I. FINANCIAL REPORTS

Item I.1. Bank Account Balances

2023-10-23#22: MOVED by Mayor Knockleby That Council for the Village of Ryley accept the financial report as presented.

SECONDED by Cr. Murphy


CARRIED

Item I.2. Q3 Budget Update and Year-End Budget Forecast/Adjustments

2023-10-23#23: MOVED by Deputy Mayor Ducherer That Council for the Village of Ryley accept the Q3 Budget Update as presented and adjust the 2023 annual operating budget by moving \$175,000 from Ryley Living to Administration and \$30,000 from Business & Economic Development to Maintenance.

SECONDED by Cr. Dennis

CARRIED



Mayor CAO

Mayor Knockleby called a break at 8:58 PM.
Mayor Knockleby resumed the Council meeting at 9:07 PM.

Item I.3. Progress Report: 2022 Annual Financial Statements

CAO updated Council on the status of the 2022 Financial Statements: expect the Auditor to present at the next Regular Meeting of Council.

J. CORRESPONDENCE

Item J.1 IN: Alberta Transportation & Economic Corridors
Item J.2. IN: NLLS Value Statement
Item J.3. OUT: Ryley Council Appointments – Schedule "A" Matrix

2023-10-23#24: MOVED by Cr. Murphy THAT Council for the Village of Ryley directs Administration to accept and file all correspondence.

SECONDED by Deputy Mayor Ducherer **CARRIED**

K. REPORTS

K.1. Councillor Report(s) on any Committees, Boards, or Commissions
K.2. CAO Report(s) on Directed Deliverables (Action Items)
K.3. CAO Report(s) on Emergent Issues

2023-10-23#25: MOVED by Mayor Knockleby THAT Council for the Village of Ryley accept and file the reports as verbal information.

SECONDED by Cr. Murphy **CARRIED**

L. IN-CAMERA

2023-10-23#26: MOVED by Mayor Knockleby THAT Council for the Village of Ryley convene in closed session AT 10:04 PM pursuant to Municipal Government Act (MGA), Section 197 and pursuant to the Freedom of Information and Protection of Privacy (FOIP) Act: 17 Disclosure harmful to personal privacy and Section 27 Privileged Information.


SECONDED by Deputy Mayor Ducherer **CARRIED**

Item L.1. Personnel Matter.

Item L.2. Legal Update.

2023-10-23#27: MOVED by Deputy Mayor Ducherer THAT Council for the Village of Ryley moves out of closed session at 11:48 p.m.

SECONDED by Cr. Murphy **CARRIED**


Mayor CAO

M. UPCOMING MEETINGS

- Item M.1. Committee of the Whole Meeting @ 6:45 p.m. on November 14, 2023
- Item M.2. Regular Meeting of Council @ 6:45 p.m. on November 27, 2023
- Item M.3. Regular Meeting of Council @ 6:45 p.m. on December 12, 2023

N. ADJOURNMENT

2023-10-23#28: MOVED by Cr. Dennis to adjourn.

SECONDED by Deputy Mayor Ducherer

CARRIED

The Mayor adjourned the meeting at 11:50 p.m.



Glen Hamilton-Brown, CAO



Chair: Lyndie Knockleby, Mayor

These Minutes approved the 27th day of November, 2023.

SCHEDULE C:
Council Variable Salary For Committees, Boards & Commissions
2023/2024

	KNOCKLEBY	DUCHERER	REID	DENNIS	MURPHY
Battle River Alliance for Economic Development (BRAED)	\$1,710.00				
Beaver Ambulance Society	They pay their members				
Beaver Emergency Services Commission (BESC)	They pay their members				
Beaver Foundation			\$870.00		
Beaver Heritage & Agriculture Society		\$1,710.00			
Claystone Public Advisory Committee	\$485.00				
Beaver Regional Waste Management Services Commission	They pay their members				
Beaver Regional Partnership (BRP)	\$485.00				
Ryley Family & Community Support Services (FCSS)	\$1,710.00				
Highway 14 Regional Water Commission	They pay their members				
Northern Lights Library System (NLLS)	\$485.00				
Tofield & Area Health Services Foundation			\$1,710.00		
Beaver County Victim Services (BCVS)				\$385.00	
Community Attraction and Retention Committee (CARC)				\$1,710.00	
Clean Harbors Community Relations Committee	\$485.00	\$485.00			
GO East Regional Tourism Board	\$1,830.00				\$1,710.00
Village of Ryley Library Board					\$855.00
Main Street Committee	\$855.00				
Ryley/Beaver Intermunicipal Committee (IMC)					
Total	\$4,140.00	\$4,390.00	\$1,710.00	\$2,580.00	\$4,660.00

Approval Motion: 2023-10-23 #08

Mayor: *[Signature]*
 CAO: *[Signature]* 27 Nov 23

Model of Salary Components

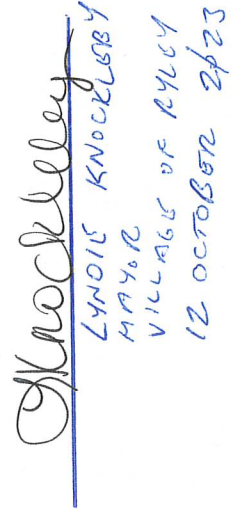
PROPOSED COUNCIL REMUNERATION SALARY CONVERSION MODEL			
FIXED (COUNCIL MEETINGS)			
Mayor	Meetings	Councilor	
Annual	Monthly	Annual	Monthly
\$1,200.00	Normal (<4hrs)	\$100.00	\$100.00
\$1,920.00	16 Regular	\$1,600.00	\$133.33
\$185.00	Long (>4hrs)	\$185.00	
\$2,220.00	8 Regular 4 Special	\$2,220.00	\$185.00
\$100.00	Chief Bonnis	\$0.00	\$0.00
\$1,200.00		\$0.00	\$0.00
\$5,340.00	Total	\$3,820.00	\$318.33
		\$20,620.00	\$15,280.00

VARIABLE (COMMITTEE MEETINGS)			
Chair	Meetings	Member	
Annual	Monthly	Annual	Monthly
\$120 / \$185	Monthly (8)	\$100 / \$185	
\$1,830.00	6 Normal 6 Long	\$1,710.00	\$142.50
\$120 / \$185	Quarterly (4)	\$100 / \$185	
\$545.00	3 Normal 1 Long	\$485.00	\$40.42
\$120 / \$185	On Call (2)	\$100 / \$185	
\$490.00	1 Normal 2 Long	\$470.00	\$39.17
\$2,865.00	Total	\$2,665.00	\$222.08
		\$7,615.00	\$21,510.00
			\$13,895.00

RESOLUTION 2023-10-10-ORG#37


Glen Hamilton-Brown
Chief Administrative Officer (CAO)
Village of Ryley

12 OCTOBER 2023


LYNOIS KNOCKLEBERRY
MAYOR
VILLAGE OF RYLEY
12 OCTOBER 2023

Village of Ryley Councillor Salaries

	COMMITTEES & BOARDS	COUNCIL MEETINGS	YEARLY SALARY	MONTHLY SALARY
MAYOR: KNOCKLEBY, L	\$ 4,140.00	\$ 5,340.00	\$ 9,480.00	\$ 790.00
DEPUTY MAYOR: DUCHERER, B	\$ 4,390.00	\$ 3,820.00	\$ 8,210.00	\$ 684.17
COUNCILLOR: DENNIS, S	\$ 2,580.00	\$ 3,820.00	\$ 6,400.00	\$ 533.33
COUNCILLOR: MURPHY, K	\$ 4,660.00	\$ 3,820.00	\$ 8,480.00	\$ 706.67
COUNCILLOR: REID, S	\$ 1,710.00	\$ 3,820.00	\$ 5,530.00	\$ 460.83
TOTALS:	\$ 17,480.00	\$ 20,620.00	\$ 38,100.00	\$ 3,175.00



Glen Hamilton-Brown
Chief Administrative Officer (CAO)
Village of Ryley

27 NOVEMBER 2023