

**VILLAGE OF RYLEY**  
**Special Meeting of Council, October 7, 2025, 6:45 PM.**  
Held in Council Chambers

**COUNCIL members present:**

Mayor	Stephanie Dennis
Deputy Mayor	Lyndie Knockleby (Electronically)
Councillor	Mickey Wilson
Councillor	Kimberly Murphy
Councillor	Sheldon Reid (Electronically)

**ADMINISTRATION present:**

CAO	Glen Hamilton-Brown
Recording Secretary	Richard Piercey

**A. CALL TO ORDER**

Mayor Dennis convened the meeting at 6:47 PM, then shared a Land Acknowledgment and a Statement of Inclusion.

**B. ADDITIONS/DELETIONS TO THE AGENDA.**

**C. APPROVAL OF THE AGENDA**

**2025-10-07#01: MOVED** by Deputy Mayor Knockleby that Council for the Village of Ryley adopt the agenda as presented.

**SECONDED** by: Cr. Murphy

**CARRIED**

**D. MINUTES OF PREVIOUS MEETINGS: None**

**E. DELEGATIONS**

**E1.** Doyle & Company: 2024 Financial Statement & Audit

**F. BUSINESS FROM MINUTES**

**F1. RFD: 2024 Financial Statement & Audit**

**2025-10-07#02: MOVED** by Cr. Murphy That Council for the Village of Ryley accepts the 2024 Financial Statements as presented from Doyle & Company.

**SECONDED** by: Deputy Mayor Knockleby

**CARRIED**

**F2. RFD: Claystone MCC Unanimous Shareholders Agreement**

**2025-10-07#03: MOVED** by Cr. Murphy WHEREAS Claystone Waste Ltd. Provides waste services to The Village of Ryley and its residents pursuant to section 4.08(a) of the Unanimous Shareholders Agreement (USA) dated September 1, 2020 (the "Unanimous Shareholders Agreement"); and

WHEREAS section 4.08(b) of the USA requires the Shareholders to review the rates and service levels every five years from the date of the Agreement with 2025 being the first year of this review; and

WHEREAS the rates charged for waste services remain the same as the rates established in the agreement with The Village of Ryley in 2009; and

WHEREAS the Business Plan approved May 27, 2023, requires Claystone Waste Ltd. To maintain a \$1 million subsidy for waste collection services from 2023 to 2026; and

WHEREAS the cost of providing waste services has increased since 2020, resulting in a projected increase to \$1.9 million in 2026; and

WHEREAS any changes to rates and/or levels of service require unanimous approval by all five of the Shareholder municipalities;

NOW THEREFORE Council moves the following pursuant to the requirements of the Unanimous Shareholders Agreement:

1. That Council approves the amendments to the USA which were reviewed by Council In Camera pursuant to the Access To Information Act (ATIA) under the protection of the Business Interests of a Third Party, and directs the CAO of the Village of Ryley to vote in favour of these amendments on behalf of the Village of Ryley as Shareholder for Claystone Waste Ltd.
2. That Council approves the following changes to the Business Plan of Claystone Waste Ltd. which was reviewed by Council In Camera pursuant to the Access To Information Act (ATIA) under protection of the Business Interests of a Third Party, and directs the CAO of the Village of Ryley to vote in favour of these changes on behalf of the Village of Ryley as Shareholder for Claystone Waste Ltd:
3. That the existing level of waste service provided by Claystone Waste Ltd. to the Village of Ryley and its residents be maintained for the period January 1, 2026, to December 31, 2030
4. That the rates for the provision of waste services be adjusted, based on the provisions of the amended USA, to reflect operating and capital costs for the period January 1, 2026, to December 31, 2030
5. That the requirement to maintain \$1 million subsidy is removed from the Business Plan and reduced incrementally over the period January 1, 2026, to December 31, 2030.
6. That the cost for management of the transfer stations located throughout Beaver County be shared amongst the five shareholders as part of the rate calculation performed by Claystone Waste Ltd. Pursuant to the provisions of the amended USA.
7. That Council authorize the CAO of the Village of Ryley to enter into a waste services agreement with Claystone Waste Ltd. Which shall provide the rates for the five-year period of January 1, 2026 to December 31, 2030.

**SECONDED by:** Cr. Reid

**CARRIED**



**F3. RFD: Capital Project 2025 – 47 Street Sewer Install (Campground Upgrades)**  
**2025-10-07#04: MOVED by** Cr. Murphy that Council for the Village of Ryley accepts the recommendation by MPE to award the Capital Work Project of the Campground Upgrades to Kaon Infrastructure Limited for their bid of \$263,083.90 which would be for total construction costs of not more than \$298,083.90 to include the installation of:

1. A sewer main pipe along 47 Street to connect to the 50 Avenue sewer main pipe
2. Three low-pressure pump systems to connect septic systems along 47 Street;
3. A pad area for a new Recreational Vehicle Dumping Station
4. A septic system for the Recreational Vehicle Dumping Station which will also become the future septic system for the Campground Shower & Washroom Facility
5. A water service line to the Recreational Vehicle Dumping Station which will also become the future water source for the Campground Shower & Washroom Facility
6. Contingency costs of \$13,000 (5%) & Engineering costs of \$22,000 (8%)

**SECONDED by:** Deputy Mayor Knockleby

**CARRIED**

**F4. RFD: Ryley Ag Society Donation – Swim Lessons (Moved to In-Camera)**  
**2025-10-07#05: MOVED by** Cr. Murphy to defer item F4. Ryley Ag Society Donation – Swim Lessons, to In-Camera.

**SECONDED by:** Deputy Mayor Knockleby

**CARRIED**

**2025-10-07#06: MOVED by** Cr. Murphy that Council for the Village of Ryley direct administration to table this item to next meeting of Council.

**SECONDED by:** Deputy Mayor Knockleby

**CARRIED**

**F5. RFD: Response to Complaint (Privileged Matter 4142 ATIA s.32 Privileged Information)**

**F6. RFD: Battle River School Division (BRSD) Joint Use Planning Agreement**  
**2025-10-07#07: MOVED by** Deputy Mayor Knockleby that Council for the Village of Ryley approve the Battle River School Division (BRSD) Joint Use and Planning Agreement, as presented.

**SECONDED by:** Cr. Murphy

**CARRIED**

**F7. RFD: Chief Administration Officer Annual Evaluation**  
**2025-10-07#08: MOVED by** Deputy Mayor Knockleby that Council for the Village of Ryley directs the mayor to amalgamate notes, debrief Council and present the CAO their Annual Evaluation before October 22, 2025.

**SECONDED by:** Cr. Murphy

**CARRIED**

## **G. NEW BUSINESS**

**G1. RFD: GO East – Letter of Support**

**2025-10-07#09: MOVED by** Deputy Mayor Knockleby that Council for the Village of Ryley direct the Mayor to sign a letter of support for the GO East Regional Tourism grant application for the 2026 Travel Alberta Rural Development and Promotion Fund.  
**SECONDED by:** Cr. Reid **CARRIED**

**G2. RFD: Ry-Tof Slopitch – Campground Refund Request**

**2025-10-07#10: MOVED by** Cr. Murphy that Council for the Village of Ryley approve, as requested by the RBL Slo-Pitch group, a full refund for 2 campsites, and a 50% refund for 2 campsites for the 2025 RY-TOF tournament reservations, to be expensed in the amount of \$270.00 under GL 2-63-220, Council Donation Funded from Claystone Good Neighbour Grant.  
**SECONDED by:** Cr. Reid **CARRIED**

**G3. RFD: Highway 14 Water Services Commission – Letter of Support**

**2025-10-07#11: MOVED by** Deputy Mayor Knockleby that Council for the Village of Ryley provide a letter of support to Highway 14 Regional Water Commission, for their pursuit of a Water for life Grant and the Alberta Community Partnership Grant.  
**SECONDED by:** Cr. Murphy **CARRIED**

**G4. Discussion Item: Open Letter from “A Concerned Resident” (Via Facebook)**

**2025-10-07#12: MOVED by** Cr. Murphy that Council for the Village of Ryley directs administration to draft a letter of concern to all local regional odour producers, acknowledging odours and inviting them to meet and discuss possible solutions.  
**SECONDED by:** Cr. Reid **CARRIED**

**H. BYLAWS:** None

**I. FINANCIAL REPORTS**

**I1.** August & September 2025 Bank Account Balance

**I2.** Budget Update

**2025-10-07#13: MOVED by** Deputy Mayor Knockleby that Council for the Village of Ryley accept all financial reports as presented.

**SECONDED by:** Cr. Murphy **CARRIED**

**J. CORRESPONDENCE:** None

**K. REPORTS**

**K1.** Councillor Report(s) on any Committees, Boards, or Commissions

**K2.** CAO & Staff Report(s)

**2025-10-07#14: MOVED by** Cr. Murphy that Council for the Village of Ryley accepts all reports as given.

**SECONDED by:** Deputy Mayor Knockleby **CARRIED**

Chair called a break at 8:16 PM and reconvened at 8:20 PM.

**L. IN-CAMERA:** None

**2025-10-07#15: MOVED by** Cr. Murphy that Council for the Village of Ryley convene in closed session at 8:43 PM to discuss Ag Society Donation request, Privileged Matter 4142, and CAO Evaluation, pursuant to Municipal Government Act (MGA), Section 197 and pursuant to the Access to Information Act (ATIA) Act section(s):

- Section 19 Disclosure harmful to business interests of a third party
- Section 20 Disclosure harmful to personal privacy
- Section 22 Confidential evaluations
- Section 26 Disclosure harmful to intergovernmental relations
- Section 32 Privileged Information

**SECONDED by:** Deputy Mayor Knockleby

**CARRIED**

Richard Piercey left the meeting @ 8:44 PM

Glen Hamilton-Brown left the meeting @ 8:48 PM

Glen Hamilton-Brown returned to the meeting @ 9:44 PM

**2025-10-07#16: MOVED by** Cr. Murphy that Council move out of closed session at 10:29 PM.

**SECONDED by:** Deputy Mayor Knockleby

**CARRIED**

Sheldon Reid left the meeting at 10:41 PM

**M. UPCOMING MEETINGS**

- M1. Municipal Election – Mon 20 Oct 20 @ Ryley Hall
- M2. Orientation Training 201.1(1)(a) - Mon 27 Oct @ 3:00 pm @ Council Chambers
- M3. Regional Orientation – Tue 28 Oct @ 2:00 PM, Ryley Hall
- M4. Organizational Meeting – Tue 28 Oct, 2025 @ 6:45 PM
- M5. Strategic Steps Joint Regional Orientation – Wed 29 Oct @ Ryley Hall


**N. ADJOURNMENT**

**2025-10-07#17: MOVED by** Deputy Mayor Knockleby to adjourn the meeting.

**SECONDED by:** Cr. Murphy

**CARRIED**

The Chair Adjourned the meeting at 10:47 PM.

  
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Glen Hamilton-Brown, CAO  
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Chair: Stephanie Dennis, Mayor

These Minutes approved the 18<sup>th</sup> day of NOVEMBER, 2025.