



MINUTES

Village of Ryley

Regular Meeting

Monday, November 21, 2022 at 1:00 pm

Continued Monday, December 5 at 10:00 a.m.

COUNCIL PRESENT

Nikita Lee, Mayor
Nola Wood-Herrick, Deputy Mayor
Sheldon Reid, Councillor
Brian Ducherer, Councillor

IN ATTENDANCE

Ron Cust, Chief Administrative Officer
Lorraine Williams, Executive Assistant (Recording Secretary)
Aleks Nelsen, CPA (Budget 2022 Financial Review)

CALL TO ORDER

N. Lee called the meeting to order at 1:38 p.m.

1) ADOPTION OF AGENDA

Delete Items: 6(e) CAO Performance Review.

Add New Items: 5(d) Tofield/Ryley Food Bank; 5(e) Contract with Critical Controls; 6(f) CAO Mandate Letter; 6(g) MNP 2021 Financial Audit; 6(h) Strategic Planning Review, and 7(c) Ryley Water Distribution System.

Table Items to an 'Adjourned To' continuation session of this November 21, 2022, Regular Meeting: 5(a) Operating Budget and 5(b) Capital Budget; 5(e) Contract with Critical Controls; 6(d) BESC Discussion, 6(f) CAO Mandate Letter; 7) Infrastructure; and 9) Financials.

Resolution No. 2022-11-21-01

Moved by S. Reid that Council adopts the Agenda for the November 21, 2022 Regular Council Meeting as amended.

CARRIED

2) OPEN MIC

None.

3) ADOPTION OF MINUTES

Resolution No. 2022-11-21-02

Moved by B. Ducherer that the previous Meeting Minutes be tabled until the next meeting.

CARRIED

4) DELEGATIONS

None.

5) FINANCE

5(a)/(b) Budget 2023

Tabled to a continuation session of this meeting.

5(c). Christmas Hamper

Resolution No. 2022-11-21-03

Moved by N. Wood-Herrick that Council for the Village of Ryley directs Administration to continue supporting the Community Christmas Hamper through its yearly donation of \$1,000.00.

CARRIED

5(d) Tofield/Ryley Food Bank.
5(e) Contract - Critical Controls

Tabled to a continuation session of this meeting.
Tabled to a continuation session of this meeting.

6. GOVERNANCE:

6a. ACP Grant

Resolution No. 2022-11-21-04

Moved by B. Ducherer that Council for the Village of Ryley directs Administration to provide a letter of support to the Town of Tofield regarding their Alberta Community

Partnership application and submission for a Regional Emergency Management Plan and Training. CARRIED

6b. Legal Counsel

Resolution No. 2022-11-21-05

Moved by N. Lee that Council for the Village of Ryley directs Administration to appoint Reynolds Mirth Richards & Farmer LLP as primary legal counsel for the Village of Ryley; and further appoint Brownlee LLP and McCualg Desrochers LLP as secondary legal counsel for the Village of Ryley. CARRIED

6(c) Financial Auditor

Resolution No. 2022-11-21-06

Moved by N. Lee that Council appoint Doyle & Co. as the financial auditor for the years 2022, 2023 and 2024. CARRIED

**6(d) BESC Discussion
6(f) CAO Mandate Letter**

Tabled to a continuation session of this meeting.
Tabled to a continuation session of this meeting.

6(g) MNP 2021 Financial Audit

Resolution No. 2022-11-21-07

Moved by N. Wood-Herrick that Council for the Village of Ryley accept and adopt the MNP 2021 Financial Audit Report. CARRIED

6(h). Strategic Plan

Resolution No. 2022-11-21-08

Moved by N. Wood-Herrick that Council for the Village of Ryley holds a Committee of the Whole Meeting on November 28, 2022, at 10:00 a.m. for the Strategic Planning review and update. CARRIED

6g. Ryley Seniors Club

Resolution No. 2022-11-21-09

Moved by N. Wood-Herrick that Council for the Village of Ryley extends an invitation to the Ryley Seniors Sunshine Club to discuss their vision. CARRIED

7. INFRASTRUCTURE

**7a CN Rail Property.
7b Transportation Initiative
7c Water Distribution System**

Tabled to a continuation session of this meeting.
Tabled to a continuation session of this meeting.
Tabled to a continuation session of this meeting.

AMENDMENT TO THE AGENDA

9c. Budget Trial Balance

Resolution NO. 2022-11-21-10

Moved by B. Ducherer that Council for the Village of Ryley chooses to amend this Regular Meeting agenda to discuss Item 9(c) October 31, 2022, Trial Balance (Operating Budget). UNANIMOUSLY CARRIED

8. CLOSED SESSION

Resolution No. 2022-11-21-11

Moved by N. Wood-Herrick that Council for the Village of Ryley enter Closed Session @ 3:21 p.m. to discuss the Budget Trial Balance of October 31, 2022, pursuant to Section 197(2) of the Municipal Government Act (MGA) and Section 23 of the Freedom of Information and Protection of Privacy (FOIP) Act, Local Public Body Confidences. CARRIED

Recorded Vote: Requested By B. Ducherer
In Favor (3): S. Reid, N. Wood-Herrick, N. Lee
Opposed (1): B. Ducherer

Return to Open Meeting

Resolution No. 2022-11-21-12

Moved by B. Ducherer that Council for the Village of Ryley returns to an Open Meeting @ 5:35 p.m. CARRIED

9. FINANCIALS

9a Reports of October 21.

Tabled to a continuation session of this meeting.

9b ATB Accounts Summary.

Tabled to a continuation session of this meeting.

9c. Budget Trial Balance

Aleks Nelsen, CPA, reviewed with Council, the Budget Trial Balance of October 31, 2022.

Aleks Nelsen departed the meeting at 5:35 p.m.

9d Cheque Listing.

Tabled to a continuation session of this meeting.

10. CAO REPORTS.

None.

11. CORRESPONDENCE.

None.

12a. COMMITTEE OF THE WHOLE STRATEGIC PLANNING MEETING. November 28, 2022 @ 10:00 am

12b. POLICY & PRIORITY MEETING. December 19, 2022 @ 9:00 am

13. REGULAR COUNCIL MEETING. December 19, 2022 @ 1:00 pm

14. ADJOURNMENT.

Resolution No. 2022-11-21-13

Moved by S. Reid that Council recess at 5:35 p.m. to 'Adjourn To' reconvene on December 5, 2022, at 10:00 a.m.

CARRIED

N. Lee adjourned to a continuation session on December 5, 2022, at 10:00 a.m.

CONTINUATION SESSION OF DECEMBER 5, 2022

CALL TO ORDER

N. Lee called Council for the Village of Ryley to order on December 5, 2022, at 1:38 p.m. to convene this December 5, 2022, continuation session of the November 21, 2022, Regular Meeting of Council.

Resolution No. 2022-12-05-01

Moved by N Wood-Herrick that Council for the Village of Ryley adopts the Agenda for this December 5, 2022, session of the November 21, 2022, Regular Meeting of Council as amended.

CARRIED

5. FINANCE

5(a)/5(b) Budget 2023

Resolution No. 2022-12-05-02

Moved by B. Ducherer that Council for the Village of Ryley holds a Committee of the Whole Budget Meeting on December 13, 2022, at 10:00 a.m. and directs Administration to bring forward preliminary (draft) operating and capital budgets to that meeting.

CARRIED

5d. Tofield/Ryley Food Bank

Resolution No. 2022-12-05-03

Moved by N. Wood-Herrick that Council for the Village of Ryley directs Administration to donate \$1,000 to the Tofield/Ryley Food Bank.

CARRIED

7. INFRASTRUCTURE

7a. CN Rail Property Purchase

Resolution No. 2022-12-05-04

Moved by B. Ducherer that Council for the Village of Ryley directs Administration to work with an appraiser and a Geotech with costs not to exceed \$7,500.00 to set the base line value of the CN Rail Property(s) and to bring that information back to Council to determine next steps.

CARRIED

7b. Transportation Initiatives

Resolution No. 2022-12-05-05

Moved by N. Wood-Herrick that Council for the Village of Ryley directs Administration to work with Public Works to monitor the traffic flow and proceed with installation of the lighted crosswalks.

CARRIED

7(c). Water Distribution System **Resolution No. 2022-12-05-06**
Moved by B. Ducherer that Council for the Village of Ryley directs Administration to award the project to ISL Engineering and Land Services Ltd. for the appraisal of the Ryley Water System. CARRIED

8. CLOSED SESSIONS

Resolution No. 2022-12-05-07

Moved by N. Lee that Council for the Village of Ryley enters Closed Session @ 11:02 a.m. to discuss direction to the Chief Administrative Officer, pursuant to Section 197(2) of the Municipal Government Act (MGA) and Section 23 of the Freedom of Information and Protection of Privacy (FOIP) Act, Local Public Confidences CARRIED

Return to Open Meeting

Resolution No. 2022-12-05-08

Moved by S. Reid that Council for the Village of Ryley returns to an Open Meeting @ 12:01 p.m. CARRIED

Council recessed at 12:02 p.m. and reconvened at 1:00 p.m.

6f. Letter to CAO

Resolution No. 2022-12-05-09

Moved by N. Wood-Herrick that Council approves the mandate letter to the Chief Administrative Officer, dated November 9, 2022. CARRIED

Move to Closed Session

Resolution No. 2022-12-05-10

Moved by N. Wood-Herrick that Council for the Village of Ryley enters Closed Session @ 2:15 p.m. to discuss Strategic Planning & Review, Tofield/Ryley Food Bank, Beaver Emergency Services Commission, and Invoices, pursuant to Section 197(2) of the Municipal Government Act (MGA) and Sections 16, 17, 21, and 23 of the Freedom of Information and Protection of Privacy (FOIP) Act CARRIED

Return to Open Meeting

Resolution No. 2022-12-05-11

Moved by B. Ducherer that Council for the Village of Ryley returns to an Open Meeting @ 3:45 p.m. CARRIED

5d. Tofield/Ryley Food Bank

Resolution No. 2022-12-05-12

Moved by N. Wood-Herrick that Council for the Village of Ryley directs Administration to donate \$1,000.00 to the Tofield/Ryley Food Bank. CARRIED

6h..Strategic Planning Review

Resolution No. 2022-12-05-13

Moved by B. Ducherer that Council for the Village of Ryley directs Administration to group the Items of the Strategic Plan into themes and bring them back to Council for implementation. CARRIED

5e. Critical Controls

Resolution No. 2022-12-05-14

Moved by B. Ducherer that Council for the Village of Ryley directs Administration to pay the invoices to Critical Controls as presented to Council, and that Council discusses the invoiced fees for October 14, 2022. DEFEATED

Recorded Vote: Requested By B. Ducherer

In Favor (2): B. Ducherer, S. Reid

Opposed (2): N. Wood-Herrick, N. Lee

Move to Closed Session

Resolution No. 2022-12-05-15

Moved by N. Wood-Herrick that Council enter Closed Session @ 4:06 p.m. pursuant to Section 197(2) of the Municipal Government Act (MGA) and Section 16, Disclosure Harmful to Business Interests of a Third Party, and Section 23, Local Public Body Confidences, of the Freedom of Information and Protection of Privacy (FOIP) Act. CARRIED

Return to Open Meeting

Resolution No. 2022-12-05-16

Moved by B. Ducherer that Council for the Village of Ryley returns to an Open Meeting @ 4:51 p.m.

CARRIED

5e. Invoices

Resolution No. 2022-12-05-17

Moved by S. Reid that Council for the Village of Ryley directs Administration to pay the invoices presented to Council as submitted by Critical Controls.

CARRIED

5e. Contract Continuation

Resolution No. 2022-12-05-18

Moved by B. Ducherer that Council for the Village of Ryley directs Administration to retain the services of Critical Controls for a maximum of one day in December 2022 and a maximum of one day in January 2023, and that any required expenses shall be reimbursed.

CARRIED

N. Wood-Herrick left the meeting at 5:00 p.m.

9. FINANCIAL

November Financials were tabled.

12a. COMMITTEE OF THE WHOLE BUDGET 2023 MEETING. December 13, 2022 @ 10:00 am

12b. POLICY & PRIORITY MEETING. December 19, 2022 @ 9:00 am

13. REGULAR COUNCIL MEETING. December 19, 2022 @ 1:00 pm

14. ADJOURNMENT.

The Chair adjourned the meeting at 5:20 p.m.

CHAIR

These Minutes approved the 25 day of April, 2023

CHIEF ADMINISTRATIVE OFFICER

