

Minutes of **Tuesday April 15, 2014 REGULAR MEETING OF COUNCIL OF THE VILLAGE OF NOBLEFORD IN THE PROVINCE OF ALBERTA**, held in Council Chambers, at 906 Highway Avenue Nobleford, AT 7:00PM

Council Mayor Don McDowell, Councillor Marguerite Wobick, Councillor Pete Pelley, Councillor Don Holinaty, Councillor Don Vincent

Staff Kirk Hofman, Chief Administrative Officer, Sammy Jordan, Recording Secretary(absent), Karen Feenstra, Assistant to the CAO

Gallery On person in the gallery.

Call to Order Mayor McDowell called meeting to order at 7:00pm

Open floor to citizens

APPROVAL OF AGENDA

April 15, 2014 Agenda

#152-2014 MOVED BY Councillor Holinaty to accept the agenda for the April 15, 2014 regular Council meeting.

APPROVAL OF MINUTES

April 1, 2014 Minutes

#153-2014 MOVED BY Councillor Pelley to approve the minutes of the April 1, 2014 Regular Council Meeting minutes.

CARRIED

UNFINISHED BUSINESS 7:04pm

CARRIED

2014 Tax Bylaw Reading #630

Councillor Pelley made comment to the mill rate for Multi Family Dwellings asking if this rate was for the units that are owned by individuals as well.
CAO Hofman commented that it was for all Multi Family Dwellings.

Tax Bylaw #630, 1st Reading

#154-2014 MOVED BY Councillor Holinaty that the Tax Bylaw #630 be read for the first time this 15th day of April, 2014.

CARRIED

Tax Bylaw #630, 2nd Reading

#155-2014 MOVED BY Councillor Vincent that the Tax Bylaw #630 be read for the second time this 15th day of April, 2014.

CARRIED

Tax Bylaw #630, Presented for 3rd Reading

#156-2014 MOVED BY Councillor Wobick that the Tax Bylaw #630 be presented for third reading this 15th day of April, 2014.

CARRIED
Unanimously

Tax Bylaw #630, 3rd Reading

#157-2014 MOVED BY Councillor Pelley that the Tax Bylaw #630 be read for the third time this 15th day of April, 2014.

CARRIED

Municipal Excellence Award

Council reviewed the Municipal Excellence program and asked CAO to provide History on Nobleford 2004, 2008 and 2010 excellence awards. CAO Hofman provide a brief report on award focusing on the 2008 award for subdivision development and stated that Nobleford needs state "What are the best practices? One example of a good practice is how council and administration works together to produce positive results. You need to have consensus. Council agreed to plan on making a submission in 2015. Planning starts now, place Municipal Excellence Award on future agendas so submission would be ready by early 2015.

DELEGATIONS -

7:30 pm Public Hearing Bylaw #628 & #629, Phase 5 Centennial Residential Subdivision

CAO - Have not received any written concerns or response to the advertisement on these bylaw \$628 and #629. Gallery was asked if they had any comment.

Henk Bennink - Asked for clarification on the zoning. Was this not once zoned public, industrial, commercial? CAO commented zoning is proposed to be one single class - residential (R1). If a resident would like to have a light commercial/industrial home business they are to make a presentation before Council as approval would be discretionary.

Bylaw # 628, 3rd Reading

#158-2014 MOVED BY Councillor Holinaty to give Bylaw #628 the third reading and finally passed this 15th day of April, 2014.

CARRIED

Bylaw #629, 3rd Reading

#159-2014 MOVED BY Councillor Wobick to give Bylaw #629 the third reading and finally passed this 15th day of April, 2014.

CARRIED

P5 Residential Update from CAO

ORRSC Subdivision fees would be as follows (based on most recent draft subdivision layout/design):

- 1. Application fees = \$600 + \$325 (37 lots) = \$12,625.00
- 2. Endorsement fees = \$175 (37 lots) = \$6,475.00
- 3. ORRSC Member (50% off) total fees = \$19,100.00 / 2 = **\$9,550.00**

(NOTE: This quote does not include any other fees outside of ORRSC Subdivision fees.) **\$26,500. for BOA**

Tentative plan:

-Upon final reading of Bylaw #28 and #29, Nobleford will scan and forward executed bylaws to ORRSC Wed April 16, 2014.

-Council must send letter of authorization to ORRSC, MOTION to approve draft tentative plan, Road on North of subdivision, will remain as is, and request ORRSC to proceed with Subdivision process. ORRSC will invoice the Village for all subdivision fees (as per previous applications).

-David Amantea of BOA should have the tentative plan and application to ORRSC by April 17, 2014. -ORRSC planner, Perry Neufeld and Ryan Dyck shall receive application.

- Pending Engineer Selection April 15, CAO will meet with Engineer / ORRSC to review plan, April 17.

- From date that completed application is submitted to ORRSC, an estimate of 30 days (re: file prep, circulation of app., etc.) until file can be presented to Nobleford Municipal Planning Commission. Subdivision approval Authority MW, PP, DV.

- Suggest a Nobleford MPC meeting May 20 (If no Council meeting on May 20).

- Once a decision is made by MPC, May 20, there is the mandatory appeal period (14 days) and subsequent to that a subdivision approval may be endorsed by ORRSC (subject to all conditions being cleared, of course).

- Once endorsed by ORRSC, Nobleford and BOA legal surveyor can take the finalization documents to Alberta Land Titles to have the new lots/titles created and registered. BOA will do legal registration with Land titles.

- Anticipate Subdivision registered with Alberta Land Titles to be September 2014, as planned.

P5 Sub Draft Tentative Plan Approval

#160-2014
Council reviewed the draft tentative plan provided by ORRSC and BOA. MOVED BY Councillor Pelley to approve the draft tentative plan prepared by ORRSC and BOA, of Phase 5 Centennial Residential Subdivision including the, *Public access on North of subdivision, will remain as a Public Utility Lot (PUL)* and request ORRSC to proceed with Subdivision process.

CARRIED

P5 Residential Update

#161-2014
MOVED by Councillor Vincent to receive the CAO, P5 residential update as information. CARRIED

8:00 pm Chinook Country Tourist Association, Jaci Zalesak

Jaci Zalesak made a presentation to Council and handed out brochures for Council to review. Southwest Alberta Travel Planner – The Village could have a full page write up about the community. A suggestion is to have 3 or more to partner with to get cooperative dollars from Travel Alberta Funding Grant to recover some costs. This would give the Village three service listings and five event listings. The cost to advertise in this book is \$3400 one page and \$4300 for two pages. Maps – There is an option to advertise at the cost \$150. Web-site – Stakeholder based Organization – The Village manages the information on the web-site. Access has been emailed to the Village to update their profile. Apps – working on getting the Nobleford Museum on this. June 18 – Tourism Day from 3-7. Jaci invited Council to attend Tourism Day at their office located on 2805 Scenic Drive South, Lethbridge Best Southwest Award – bestofthesouthwestaward.com – 18 different categories to nominate

P5 residential update, Proposals from 3 Engineers

In Camera, 8:45 p.m.
#162-2014
MOVED BY Councillor Pelley to go in camera

CARRIED

CAO Assistant remained in council chambers.

Out Camera, 8:57 p.m.

#163-2014
MOVED BY Councillor Vincent to go out of camera.

CARRIED

Appoint Engineer

#164-2014

MOVED BY Councillor Holinaty to accept the proposal from Associated Engineering Alberta Ltd. and appoint to be engineers of the Centennial Phase 5 Subdivision in the amount of \$25,900 plus GST.



CARRIED

Emergency Response Plan Update, Radio, Walkie-Talkies, Nobleford Evacuation Plan

April 8, 2014, Emergency Meeting

Kirk Hofman (CAO), Pete Pelley (DEM), Karen Feenstra (Deputy DEM), Tammy Liriano

CAO explained that a practical, easy to implement plan is essential to saving lives. Thick manuals are proven to be ineffective. Discussion took place on what the top three most likely disasters would be in Nobleford. #1 Train derailment, #2 Fire to the SW of west of Nobleford, #3 a combination of #1 and #2.

CAO facilitated a Table Top Exercise on a train derailment in May at 5:30 am under Highway 519 overpass by Entrance to the Village of Nobleford and along west Nobleford up to industrial area; A fire has started with SW winds at 20 km/hr gusting to 60 km/hr.

Schedule of events and activities;

1. 5:35 am. 911 Call directs Nobleford and District Emergency Services to train derailment/fire.
2. 5:40am, Nobleford FD responds and other FD, CPR, RCMP, Ambulance respond.
3. 5:45, CAO, DEM, or Mayor receives call of incident.
4. 5:47am, CAO contacts the DEM and Mayor and they meet at Village office EOC.
5. 5:48, DEM needs update from Fire Chief.

-A suggestion is, have a radio for the DEM to keep in contact with the Fire Chief.

6. 5:50, Mayor, Village Staff and Council, AMM are called. State of emergency declared.
7. 5:51, DEM responds to Emergency Alert System notifying public of Emergency situation.
8. 5:56, FD report Community complex is on fire, UFA gas tanks are being contained.
9. 5:58 An evacuation of Nobleford is declared.

10. 5:59, DEM accesses Emergency Alert and reports evacuation order of Nobleford instructing every one in Nobleford to evacuate Nobleford using north bound highway avenue, and proceed to highway #23. Start Twitter/Facebook to alert residents.

11. 6:00 am, DEM radios the Fire Chief to see if they can lend personnel to help with door to door evacuation. No crew are available.

12. 6:05, Activate Citizen evacuation team leaders.

-A suggestion is to form an citizen Evacuation Team to help with an evacuation. The Village would be divided into quadrants and a resident in that quadrant to be part of the team.

-Make a checklist for the Evacuation Team on what type of questions to ask. Also, make a checklist for the Evacuee to make sure they have personal items eg. Medications.

- A suggestion is to purchase a set of 4 communication radios (25km).

Another suggestion is, Fridge Magnet made with Disaster Response phone numbers on it.

- Put a write up in the Newsletter, get in it translated into different languages.

- Use fax line phone number for communication
- 13. 6:06, two homes on South Railway avenue are on fire.
- 14. 6:07, PB and City of Lethbridge FD arrive
- 15. 6:08 2 more homes on railway avenue are on fire
- 16. 6:10, FM and Coalhurst, and Barons and Claresholm FD arrive.
- 17. 6:12, RCMP assists in evacuating homes
- 18. 6:15, estimated that 800 people have evacuated Nobleford, 400 remain.
- 19. 6:20, 50 people remain in Nobleford, RCMP use force to remove them.
- 20. 6:30 Complex fire is under control and near extinguished, 50% loss
- 21. 6:40 am 2 houses burned to ground 2 with 50% loss, all fires under control.
- 22. 6:42, CP reports that diesel fuel is leaking from tanker at 12 street and running down the rail track ditch south toward bridge and nitrogen fertilizer tanker by bridge is overturned and spilled the load into the ditch, HAZMAT is onsite and trying to to dam the diesel fuel flow.
- 23. 6:45 CP report fuel is contained.
- 24.lots of paper work... all ends with NO casualties. A successful evacuation.

Purchase 6 Two-way Radios

#165-2014 MOVED BY Councillor Vincent to purchase 6 Talkabout Two-way Radios from Costco. CARRIED

Dispatch Radio for DEM

#166-2014 MOVED BY Councillor Vincent to direct the CAO to discuss with Nobleford Fire Chief to get a dispatch radio for the EOC at the Village office for DEM. CARRIED

Emergency Response Plan

#167-2014 MOVED BY Councillor Wobick to adopt the evacuation plan update as part of the Emergency Response Plan. CARRIED

FINANCIAL REPORT 8:24pm

APR

#168- 2014 MOVED BY Councillor Holinaty to approve the Accounts Payable Ratified in the amount of \$25,664.41

AP - None

FS, Bank Reconciliation

#169-2014 MOVED BY Councillor Wobick to receive the February 2014 Financial Statement indicating \$2,873,504.54 balance as information

CARRIED

**ATB Bank Statement
#170-2014**

MOVED BY Councillor Holinaty to receive the ATB Bank Statement for information.
CARRIED

NEW BUSINESS

**Destroy 2013 Election Ballots
#171-2014**

MOVED BY Councillor Vincent to destroy the Fall 2013 election ballots.
CARRIED

Palliser Regional School, Nobleford School Upgrade

#172-2014
MOVED BY Councillor Pelley to receive the Mayors report on Palliser Regional School, Nobleford School Upgrade report for information.
CARRIED

Low Profile, Rubber, Speed Bump Installation on South Highway Avenue by Walking Path

Some suggestions is to investigate a Pedestrian Light – Solar?, a barricade to prevent pedestrians/bikers to go straight through, when painting lines, paint on an angle.

#173-2014

MOVED BY Councillor Pelley to receive highway avenue pedestrian crossing report as information and CAO to report to Council at later date.
CARRIED

REPORTS

**CAO Report,
#174-2014**
No report as information has been present in previous discussion.
MOVED BY Councillor Vincent to accept CAO report.
CARRIED

Mayors report:

-Friday, April 4th, Mayors & Reeves. I sent everyone minutes and a power point under separate cover. Very good presentation.
-April 7/14. Marguerite and I had lunch with Don Zech, Scott Oikawa and three representatives from Pallisser, Darren, Pat and Krista regarding the upcoming modernization of NCS. Some very good discussion points: size, \$\$, library etc.
-April 10/14. Attended the Grand Opening of the new ATB in NCS.
-April 11/14. Myself and Councillor Pelley will be attending a SAEWA meeting in Champion. Report to follow.
-April 12/14. I will attend the Dedication of the new fire hall. See you all on Saturday.
Don McD

Marguerite Wobick will be doing a presentation at Noble Central School at 12:25 on April 16, 2014
May 9th, 8:30 am Pancake Breakfast for Education Week please RSVP to Colleen Jones. CAO Assistant will RSVP by the end of April.
Village of Nobleford should look into getting a float. The Mayor will check with the Museum Society about Village Councillors using their float.

#175-2014

MOVED BY Councillor Holinaty to receive the Mayor's report for information.
CARRIED

Councillors, written reports

MW. Written report

Mar.22 - Council curling/support Spring Fling (Ag. Soc.& Centennial)
Mar.27 – Green Acres meeting (report from financial advisor - BMO Nesbitt Burns)
Apr. 5- Volunteer at Green Acres staff Spring Fling
Apr. 7 - Meet with Palliser re school modernization
Apr. 11 - Southern Homes Spring meeting (Senior Housing)-Lethbridge ideal area for meetings. Greg Weadick also did presentation.
Apr. 12 - Nobleford Firehall Dedication

P.P. Verbal Report

Oldman Water Shed – Are we going to have someone attend the AGM. Suggestion is to have the Mayor attend the meeting on June 25. Mayor invited OWS administration to join him on Canoe trip down the Oldman river.

D.V. No report

DH. No report

#176-2014
MOVED BY Councillor Vincent to receive the Councillor's reports.
CARRIED

INFORMATION/CORRESPONDENCE; 9:35pm

MA, MSI, BMGT, \$352,955

The Village of Nobleford received a letter from Alberta Municipal Affairs informing the Village the amount they would be receiving for MSI Capital, BMTG and MSI Operating. The total amount the Village will receive for 2014 is \$352,955.

Safety Codes Audit

The Village of Nobleford received a letter from Safety Codes Council stating that they have received the 2013 Safety Codes Audit review and all is in order.

#177-2014

MOVED BY Councillor Wobick to receive correspondence for information

CARRIED

Meeting dates; 9:51pm

May 6,	2014	Regular Council meeting
May 20,	2014	MPC Committee meeting, MW,PP,DV, Assistant to CAO, ORRSC Planner. (CAO away)
June 10,	2014	Regular Council meeting
June 24,	2014	Regular Council meeting
July 8,	2014	Regular Council meeting
August 5,	2014	Regular Council meeting
Sept 2,	2014	Regular Council meeting
Sept 16,	2014	Regular Council meeting
Oct 7,	2014	Regular Council meeting
Oct 21,	2014	Regular Council meeting
Nov 4,	2014	Regular Council meeting
Nov 18,	2014	Regular Council meeting
Dec 2,	2014	Regular Council meeting
Dec 16,	2014	Regular Council meeting


#178- 2014

MOVED BY Councillor Pelley to accept the meeting dates as presented.


CARRIED

Annual CAO evaluation we we conducted in Camera at next meeting on May 6, 2014

ADJOURNMENT


Mayor McDowell adjourned meeting at 10:00 pm

MAYOR


ADMINISTRATOR