

Minutes: FOR THE REGULAR MEETING OF COUNCIL OF THE VILLAGE OF NOBLEFORD HELD IN THE COUNCIL CHAMBERS AT 906 HIGHWAY AVENUE, NOBLEFORD on April 4, 2017 at 6:30 pm

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

Staff Kirk Hofman, Chief Administrative Officer; Lisa Wiebe, Recording Secretary; Karen Feenstra, Assistant to the CAO

Call to Order Mayor McDowell called the meeting to order at 6:29 pm

Gallery Ward Worthington

- Ward thanked council for allowing him to come; he noticed the village is looking at changes to the dog bylaw, particularly the increase in the license fee from \$20 and \$40 to \$50. As a pet owner, he doesn't want to get away from paying for whatever needs there are regarding dogs, so if pet fees aren't paying for the expenses then he sees it needs to happen. Ward shared that years ago, an untagged dog had been coming into town a couple times per week so he phoned the dog catcher. The dog catcher came and caught the dog, and deemed it was wandering in from a farm. Ward shared he was glad to have a bylaw and dog catcher but hopes though that in situations like the one he shared, or where non-residents are dropping off pets, it wouldn't be the financial responsibility of the Nobleford licensed pet owners but rather be a cost of the municipality as a whole. Ward hopes that pet owners are paying for the concerns generated here locally but that those generated outside of the Village should be split between all citizens.
- Mayor commented that Nobleford does try to make sure everything should pay for itself (cost recovery), pets being no different than anything else. In addition to the dog catcher on retainer, with the Village staff work involved it was just time to adjust the fees, after many years, to pay the way. The proposed fee structure results in an increase starting at \$10.00 per dog licence and up. This will generate more money for the Village to cover the dog catcher, bylaw officer, public works, bookkeeping, and admin time related to dog and related neighborhood issues.
- Mayor asked CAO to comment on cost recovery. CAO stated dog-related costs for Nobleford total \$7000 per year or more and would address this during budget discussion later in the meeting.
- Mayor asked if there had been other comments reported to the Village office. There have been 3 dog owners opposed to the license fee increase and one dog owner meeting with the CAO to discuss clarification on restricted dog list and grandfather clause, and there have been 2 non-pet owner residents, commenting that the increased license fee is appropriate and support the other amendments to the bylaw regarding restricted dogs and number of dogs.

APPROVAL OF AGENDA

April 4, 2017 Agenda #99-2017

MOVED BY Councillor Holinaty to accept the agenda for the April 4, 2017 regular council meeting.

CARRIED

APPROVAL OF MINUTES

March 21, 2017 Regular Council Meeting Minutes #100-2017

MOVED BY Councillor Vincent to approve the minutes of the March 21, 2017 regular Council Meeting.

CARRIED

DELEGATIONS

Nobleford Fire Fighter Society; Ray Schlamp, Corey Pearce, Keith Konynenbelt - 6:37 pm

- Fire Chief has been in discussion with the CAO regarding the department's plans for upgrading to digital radios/communications. The Nobleford Fire department informed the Fire Fighter Society regarding the cost of digital radios and pagers. At their meeting last week, the Fire Fighter Society decided that they would like to provide funding to the Village for 20 pagers which allows for one per fire crew member. Society representatives presented the Village with a cheque for \$15,600.
- Mayor McDowell thanked the Fire Fighter Society.
- CAO has discussed with Lethbridge County funding of the digital radios above and beyond the annual budgeted allocation and suggests that council make a formal request to Lethbridge County for their consideration for additional equipment funding on their part. These radios are mostly used outside of Nobleford.
- CAO shared discussion with RCMP about plan for confiscated items from recent thefts; people can't identify their items so they will be donating them. Discussed was giving this to fire departments to be auctioned off (wing night) and profits shared between Nobleford and Picture Butte departments.
- CAO and Fire Chief tightened up on operating budget, equipment, to allow for radios. Funds received from societies cannot be designated for certain things, money is received by the village but money is spent according to the budget. Council can address this in budget later in the meeting.

**Request to County
#101-2017**

- MOVED BY Councillor Holinaty to notify Lethbridge County that Nobleford will purchase 11 new radios and 20 pagers costing \$45,000.00 and make a request for sharing in the costs. CARRIED

UNFINISHED BUSINESS

James Nakashima of Avail, Audit Presentation

- Mayor welcomed James; James passed around an additional document showing Indicators of Financial Condition
- Reviewed the audited Financial Statement, along with roles of management and auditors, and shared that in their opinion, everything is in order. Reviewed financial position as of December 31, 2016, with the village having another strong year with a \$236,000.00 surplus
- Reviewed the Indicators of Financial Condition; Alberta Municipal Affairs publishes financial indicators report info of all municipalities so Avail can compare Nobleford to other villages. Nobleford regularly ranks better than other villages and comparable population villages. Nobleford's assets to liabilities ratio is 20 to 1 which is significantly better than the target of 1 to 1. Low debt and high saving in reserve is positive.
- Reviewed the Management Letter, which summarizes any control deficiencies they had noticed and the following recommendations were made:
 - When sidewalks and curbs are replaced, the individual cost and linear measurement should be recorded with the affected sidewalk and curb, rather than a lump sum at the bottom of the spreadsheet. The section of the asset that was replaced should also be disposed of.
- "We recommend that you break the sidewalk and curb replacement costs down to the individual repair and recorded it below the affected sidewalk. This will ensure that if future repairs occur, then the correct costs can be removed."*
 - It was noted during field work that vacation and time-in-lieu accruals are being calculated and recorded for all employees except for the CAO.
- "We recommend that these accruals be calculated and recorded on a consistent basis for all employees entitled to them."*
- Reviewed the Post Audit Letter, summarizing the audit findings. Avail felt that the financial statements were fairly represented.
- Opportunity given for questions, none.

Transfer from Reserve

The unrestricted fund account is typically left at \$100,000 so Avail had to transfer some funds from the capital contingency to allow this to remain so.

#102-2017

- MOVED BY Councillor Holinaty to approve transfer of \$111,302 from capital contingency account to unrestricted account as reflected in Financial Statements presented by Avail. CARRIED

2016 Audited Financial Statements

#103-2017

- MOVED BY Councillor Wobick to approve 2016 audited financial statements presented by Avail. CARRIED

2017 Budget

Update to the 2017 operating budget that was approved in December 2016. Council discussed:

- Revenue from animal tags of \$5850 in 2016 is down from previous year and 2017 proposed budget of \$5500 is not covering estimated expenditures. Cost recovery for dog and cat expenses including dog catcher \$2000, bylaw enforcement, admin time for records and dealing with issues as well as public works time for pet clean up such as feces and other issues as well is \$7000 or more annually. Council recognized that the proposed increase in fee would generate only minimal revenue for 2017 as most pets have been licensed for 2017. Council suggested 2018 would see revenues estimated at \$8000.
- \$100,000 Revenue from the NRC / private subdivision to be received as miscellaneous revenue.
- Council discussed honorariums and allowances rates. 2015/16 information indicates that, compared with other municipalities with 1000 to 2000 population, Nobleford Council rates are higher than average or the median, but the annual pay to Councillors is nearer to the average / median. Mayor was paid \$8400 in 2016, \$9400 in 2015, \$10,000 in 2014, \$6200 in 2013, \$4800 in 2006 plus expenses. Rates were only slightly changed between 2004 and 2013 with some years of reduction. In 2014, Council raised rates by about 50% increase to:

-Mayors Annual allowance	\$ 3000.
-Councillors Annual allowance	\$ 1800.
-Council and committee meetings	\$ 100.
-Per Diem, full day	\$ 200.
-Per Diem, part day	\$ 100.

 Expense claims are paid in addition to the above rates.

Honorariums, are set amounts paid per meeting, for activities such as scheduled meetings, regular and special council meetings, workshops, education sessions, conventions, approved committee meetings. Allowances are paid to Mayor and Councillors. This is for brief or unscheduled activities, meeting with electorate, social activities, home office and all other miscellaneous activities in the routine of being elected.

Expenses are reimbursed at set rates for mileage, accommodations, and meals.

Council recommended that policy #01-05 be reviewed by the new council after the Fall 2017 civic election.

- Council reviewed amortization lines and how they are reported separately.
- Sidewalk repair increase for portion of concrete on King Street by Konynebelt garage and build sidewalk extension at the south end of Highway Ave, on the west side where Rubie St is not connected to the walking path. Sewer main flushing was not done last year but is budgeted for this year in coordination with Railway Avenue trunk line flushing.
- Council reviewed the # 5 and # 6 accounts, Capital projects revenues and expenses with final budget estimate amounts to be included in at next meeting.

7 Lot Development to proceed

In order to budget appropriately, council discussed the capital revenues/expenses related to services for the 7 lots that Nobleford will receive from the upcoming subdivision.

#104-2017

MOVED BY Councillor Vincent to support fully developing the 7 lots Nobleford will receive from the Klok/NRC subdivision, including all deep and shallow services, streetlights, and concrete curb, gutter sidewalk and paving as per draft map presented, with Nobleford to request that private developer agree to consider this an add-on to his development engineering, and construction process with Nobleford to pay add-on related costs on a unit value established by the bid form detail award and Nobleford to discuss engineering fees with developer's engineer, Associated Engineering.

CARRIED

**2017 Budget
#105-2017**

MOVED BY Councillor Wobick to receive as information the updated 2017 budget, to be finalized at the next meeting.

CARRIED

2017 Tax Bylaw

As per previous discussions, assessment summary was received early today and now tax bylaw will be prepared for the next meeting. Property Taxes should go down as the mil rate is slightly reduced and the education requisition is less. Council target mil rates are achievable as assessment is up and budget surplus will require council to designate it to reserve account in final budget. This tax rate is sustainable for the future as long as Council maintains the current strategic plan.

#106-2017

MOVED BY Councillor Pelley to receive as information updates regarding the tax bylaw.

CARRIED

**FINANCIAL REPORT None
NEW BUSINESS None**

REPORTS to be emailed to admin@nobleford.ca the Thursday prior to meeting to be included in meeting package. Please abide by Council meeting bylaw.

CAO Written Report: Klok Subdivision, VON 7 lots and services for future, sanitary replacement Railway ave, ORRSC future Plan. VERBAL: discussed future industrial and pros and cons of having additional industrial be outside of Nobleford's boundaries, and potential new business to move here as well as discussion with possible developers of King Street. ORRSC is working with CAO on update to the MDP for fall presentation to Council and then presentation to Lethbridge County IDP in early 2017.

Mayor's Written Report: Discussion, school buses stopping on Highway Ave for pick up and drop off.

School Buses on Highway Ave

Mayor suggested that School Buses are not abiding by Nobleford laws. Other than pedestrian crosswalks, No parking or stopping is allowed on Highway Ave. Council discussed the effectiveness of No parking law on Highway Avenue has been a significant improvement in safety with the exception of school bus stopping pickup and drop off.

#107-2017

MOVED BY Councillor Pelley to send a letter to all school districts that bus in and out of Nobleford stating that the Nobleford law prohibits parking/stopping on Highway Avenue and ask that they inform their bus drivers to NOT stop for pick up and drop off along Highway Avenue immediately, and CAO to discuss alternative and ask for their suggestions.

CARRIED

Councillors' Written Reports

M.W. written report: None

P.P. written report: No committee meetings or activities to report

D.V. written report: None

D.H. written report: No council or committee activity to report

Councillor Pelley raised the issue of bylaw officer, other than the CAO. Mayor quoted experience of other communities and bylaw officer such as Coalhurst paying \$100,000 per year and recover expenses through ticketing which is creating some citizen unrest that Coalhurst is now addressing. Mayor and other Councillors recommended being friendly and dealing with issues in a neighborly manner has produced better results than ticketing, at least for Nobleford it works.

\$100,000

Ticketing was discussed

Reports Received

#108-2017

MOVED BY Councillor Holinaty to receive the CAO, Mayor, and Councillors' reports.

CARRIED

INFORMATION/CORRESPONDENCE

AB Government, Service Alberta, Letter re: Super Net

Government is looking for comments on how to deal with the Super Net in the future, and council discussed this, including the thought that this should be on the agenda at Mayors & Reeves.

As a small rural community, Nobleford benefits from AXIA fiber service choosing to service Nobleford at no cost to Nobleford via the SUPER NET. Nobleford could not have funded the multi-million dollar capital expenses to install broadband fiber and then the significant operating expense and requiring leading edge expertise. Keep in mind that the large telecoms, Telus, Bell, etc. were, and are still, not interested in serving Nobleford. It is unreasonable to expect governments to spend tax payer money on servicing rural Alberta when there are companies like AXIA willing to do it without tax payer support. This is something that the other competing telecoms, ISP should be doing as well. Under no circumstance should the Alberta Government give away the SUPERNET or sell it at cents on the dollar deal. The SUPERNET network in Alberta is a valuable infrastructure for Albertans and ownership should be maintained by Albertans.

#109-2017

MOVED BY Councillor Vincent to receive as information the Service Alberta letter regarding SuperNet and forward discussion items to Southgrov and Mayors and Reeves.

CARRIED

MEETING DATES

#110-2017

MOVED BY Councillor Wobick to accept the meeting dates:

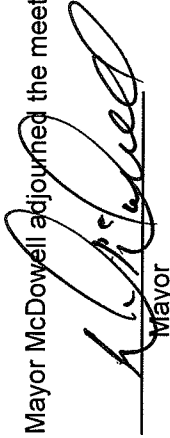
21 regular Council meetings in 2017, 1st and 3rd Tuesdays, Regular Council meeting are at 6:30 pm

- April 18, 2017 – MP R. Harder; Dog & Cat Bylaw Hearing; Budget, Tax bylaw
- May 2, 2017 - RCMP
- May 16, 2017
- June 6
- June 20, 2017
- July 4, 2017
- August 1, 2017
- September 5 & 19, 2017
- October 3, 2017
- Election: October 16, 2017**
- October 24, 2017
- November 7 & 21, 2017
- AUMA: November 22-24**
- December 5, 2017

ADJOURNMENT

Mayor McDowell adjourned the meeting at 9:41 pm.

CARRIED


Mayor


Administrator