

**Minutes:** FOR THE REGULAR MEETING OF COUNCIL OF THE VILLAGE OF NOBLEFORD HELD IN COUNCIL CHAMBERS AT 906 HIGHWAY AVENUE, NOBLEFORD on December 15, 2015 at 6:30 pm

Council Mayor Don McDowell, Councillor Don Holinaty, Councillor Marguerite Wobick, Councillor Pete Pelley  
(Absent: Councillor Don Vincent)

Staff Kirk Hofman, Chief Administrative Officer; Lisa Wiebe, Recording Secretary

Gallery None

Call to Order Mayor McDowell called meeting to order at 6:31 pm

Councillor Wobick said a prayer for Councillor Vincent, absent for health reasons.

Open floor to citizens, no one in attendance.

**APPROVAL OF AGENDA  
December 15, 2015 Agenda  
#370-2015**

MOVED BY Councillor Pelley to accept the agenda for the December 15, 2015 regular council meeting.

CARRIED

**APPROVAL OF MINUTES  
November 17, 2015 Minutes  
#371-2015**

MOVED BY Councillor Holinaty to approve the minutes of the November 17, 2015 regular Council Meeting.

CARRIED

**UNFINISHED BUSINESS**

**Alberta Transportation Payment, Lethbridge County Outstanding Account, Lethbridge County Agreement with Village of Nobleford**

VON invoiced Alberta Transport for \$25,117.50 for MVC attendance by Nobleford Fire Department in Nov and Dec 2015. A payment of \$18,660.00 was received on December 10 from AB Trans. CAO to meet with Country CAO Rick Robinson on Dec 16, 2015, to discuss MVC billing to the province and the county's outstanding balance of \$20,283.00 for Fire hall building rent for 2014, and County response to Capital purchase of SCBA packs and electric extraction tools suggesting Nobleford has proceeded with purchase before County is in agreement.

Council discussed possible solutions to the current issues with the County.

Schedule C of the agreement with Lethbridge County could be amended in a fair manner without opening the entire fire and rescue agreement; possibly state in schedule C that MVC's should be billed to AB Transportation by either County of Village and then revenue be divided at same ratio as schedule D.

Nobleford Councils position is that County owes for 2014 rent because Nobleford delivered a service that benefitted the County with the understanding, from meetings, that the County would pay for that benefit. If the agreement would have been signed on time this may not be an issue. Schedule C.

Nobleford only approved purchase of SCBA packs and Extraction equipment "pending approval is also given by Lethbridge County at their November 23<sup>rd</sup> meeting". This was stated in letter to County.

Council would like to maintain the healthy working relationship Nobleford and County enjoy and encourage the Mayor and CAO to foster those relationships.

**#372-2015**

MOVED BY Councillor Holinaty to receive as information the receipt of \$18,660 from Alberta Transport on December 10, 2015 for MVC attendance by the Nobleford Fire Department and that CAO will meet with Lethbridge County CAO to discuss schedule C of agreement, MVC revenue options, County outstanding rent owed to Nobleford, SCBA and extraction equipment purchase and procedures, IDP and manure stockpiling concerns.

CARRIED

**DELEGATIONS**

**Susie Konynenbelt , Dianne Kooy, Pete Kooy & Lee Moltzhan , from Nobleford Centennial Society, 7:05 pm – Proposal for Centennial Park Lighting Matching,**

Policy #02-22, Not For Profit Initiatives Funding, application.

The Nobleford Centennial Society has submitted an application under Policy #02-22, Not For Profit Initiatives Funding. They have an estimated budget of up to \$40,000 for the project. The society is prepared to contribute \$10,000 and is asking VON to match this up to \$10,000. They will work with other societies for grants to get the additional \$20,000 needed. The Centennial Society will work in coordination with other Nobleford societies to plan this lighting project so it will tie into other potential Centennial Park projects planned by these societies. They are considering the LED lights similar to what is available in the Fortis catalog, in the 16' high option, with capabilities to have festive lighting and banner arms on the lights. The society proposes that the operating/maintenance costs not be the responsibility of the

Centennial Society. Also mentioned was to potentially update the infrastructure in park to accommodate other lighting and electrical services in the future.

If surplus funds remain at completion of the project, these would be distributed between the contributors.

Councillor Wobick stated that she shall abstain from voting due to her director position with the Nobleford Centennial Society. Mayor McDowell accepted her abstention.

**#373-2015**

Moved by Councillor Pelley, that in accordance with, Not for Profit Initiatives Funding, Policy #02-22, that the Village approve Nobleford Centennial Society request for matching Funding of up to \$10,000, to be included in the 2016 budget, to support their Centennial Park Lighting project, Village will be responsible for operation costs, and that CAO assist in coordinating this project with other potential Centennial park projects and grant applications.

CARRIED

**FINANCIAL REPORT**

**Accounts Payable for Ratification**

**#374-2015**

MOVED BY Councillor Holinaty to approve the Accounts Payable ratification in the amount of \$184,298.65.

CARRIED

**Bank Reconciliation Financial Statement**

CAO upcoming meetings regarding development.

**#375-2015**

MOVED BY Councillor Wobick to receive as information the October 2015 \$2,973,473.94 and November 2015 \$3,098,270.69, financial statements.

CARRIED

**ATB Statements**

**#376-2015**

MOVED BY Councillor Holinaty to receive as information the ATB statements.

CARRIED

**Fortis Construction Advance Rebate**

Portion of the payment made in advance to have electrical development done in Industrial subdivision, which gets returned as the properties are developed.

**#377-2015**

MOVED BY Councillor Pelley to receive as information the \$49,647.55 construction advance rebate received from Fortis for the industrial subdivision.

CARRIED

**Insurance Bill**

Gibbs Insurance was not prepared to provide a quote in advance of December 31, 2015, and they anticipate submitting a quote in 2016. It was noted that \$28,826 is for Community Complex/ Curling rink.

**#378-2015**

MOVED BY Councillor Pelley to approve payment of \$50,442.19 for the insurance premium.

CARRIED

**Safety Code Council Payment Sample**

SCC takes 4% for monitoring of safety codes. Payment is made monthly, based on permit totals invoiced by Park Enterprises.

**#379-2015**

MOVED BY Councillor Wobick to receive as information the safety code council payment sample.

CARRIED

**Emergency Contact List Update, Dec. 10, 2015**

**#380-2015**

MOVED BY Councillor Holinaty to receive as information the updated Emergency Contact List as signed by CAO and Alberta Health Inspector on December 10, 2015.

CARRIED

**NEW BUSINESS**

**ORRSC Requisition Formula**

Councillor Pelley attended ORRSC meeting, after addressing areas of concern with CAO, and brought these up at the meeting. Nobleford's requisition rate significantly increased few years ago, but the formula used to calculate the rates doesn't seem fair because some areas are capped at \$65,000. For example, according to the formula, Newell should be paying \$747,000 for the services they are receiving but are at the cap and paying only \$65,000. The rates being charged aren't proportional to the services being received so essentially, smaller areas such as Nobleford with high assessment per capita, are subsidizing the cost of these larger areas. Everyone is not receiving the same benefits for the payments so possibly recommend that assessment be done according to population and service received.

**#381-2015**

MOVED BY Councillor Pelley to support the VON's representative for ORRSC, Councillor Pelley, to work with the CAO and ORRSC administration to review the ORRSC requisition formula.

CARRIED

**Alberta Government Bill 6**

Council disused the concerns farmers have with bill 6 and the impacts.  
**#382-2015**

MOVED BY Councillor Wobick to receive as information Alberta Government's Bill 6.

CARRIED

**Council Meeting Bylaw Review**

Council reviewed bylaw and suggested possible change for meeting from a specific time to 4 hours as decided at Organizational meeting. This may be discussed further in 2016 at the call of the Mayor.  
**#383-2015**

MOVED BY Councillor Wobick to receive as information the Council Meeting Bylaw.

CARRIED

**Complex Booking Information on Website.**

CAO informed Council that weekly updates of the Village website will also include a Community complex booking calendar of the current month. CAO gave demonstration of the website. Updates to the site have been done at least weekly for the past 2 years.  
**#384-2015**

MOVED BY Councillor Holinaty to receive as information that the complex booking information now available on the Village of Nobleford's website.

CARRIED

**REPORTS**

**CAO written Report:**

CAO Hofman Report for Council December 15, 2015.

- 1- Hillspring has been requesting information from Nobleford regarding issues they are having with adjacent land owners and their raw water pipeline that deviates outside of the ROW. Land owner is requesting significant costly compensation. It is important that ROW, easements are in order and special interest agreements are avoided to avoid long term or "year's later problems"
- 2- Crowsnest Pass has been requesting information from Nobleford on commercial / industrial growth incentives. They recognize Noblefords success and are considering adopting some of our strategies.
- 3- Kitscoty has been requesting information from Nobleford on wage, salary, council costs, incentives, planning, efficiencies and effective governance and administration resulting and better operations.
- 4- Dec 5, 2015, 9am to 3 pm FORTIS pole replacement went as scheduled. FORTIS was complimented on the well organized delivery. PW staff and CAO monitored WTP, waste transfer site and Nobleford in general for that day and no issues took place.
- 5- AB transportation contractor has removed rocks and blade display from 519/23 roundabout and returned them to Nobleford. 3 rocks are at school, 3 at car wash and blade in shop yard. Nobleford will file Claim will with truck driver insurance company for cost recover for blade display that was destroyed.
- 6- Village information sheet has been updated Nov 16, 2015 to include development of over 10 million and CFIB stating Nobleford is second most sustainable municipality in Alberta. Attached
- 7- Current janitor Marnie Westerhoud will not be submitting her services for consideration and her contract will end December 31, 2015. We have application for the janitor contract and anticipate awarding the contract for January 1, 2016 start.
- 8- RCMP Sergeant T Howell has informed me that Nobleford may have access to a Electronic speed sign for 1 month in 2016. Suggest location it highway avenue and Cawdron street to monitor North bound traffic.
- 9- Health inspection was done Dec 10. 2015 on community Complex kitchen. Passed inspection with no issues.
- 10- Speed bumps have been reinstalled on Cawdron Street and will remain there for winter to address traffic issues.
- 11- Palliser, Darren Stocker, has been contacted regarding placing additional snow fence in school soccer field west of Highway Avenue.
- 12- Various Palliser and NCS staff have been in communication with Nobleford regarding school modernization project and decanting. They want to use complex starting February 1, 2016. Tender has just been advertized and they anticipate award by mid January with early February start. Nobleford inspector has approved plans, I am currently reviewing plans and once complete will authorize assistant development officer to issue permit to contractor yet to be named.
- 13- I have restated and submitted MSI capital SFE's for 2008 through 2013 which frees up \$39,000. This \$39,000 will be claimed on restated 2014 SFE for #4105 subdivision. Attached
- 14- On Dec 16, 1:30 pm, I will meet with County CAO for review and discussion on County Manure, FD agreement, AB Trans MVC billing and outstanding rent and anything else Council suggests. \$25,117.50. has been billed to AB Transportation and we have received payment of \$18,660 as of Dec 10, 2015
- 15- Dec 22, 12: 30 pm I will be meeting with Coaldale CAO for general discussion.
- 16- Met with Electrician on Dec 10, 2015 regarding museum Society proposed electrical project in Museum of \$3500 to \$4500 plus gst. New 3 phase panel, 10 new circuits, and new GFI and split receptacles in museum office addition. Society to use grant funding. Society is requesting permit fee waiver. Note that society will pay no fees, permit is issued and billed to whom ever does the

work, in accordance with Alberta Safety Code act. Electrical permit fee will be \$101.00 to the electrician.

7.2 "The Society" shall be responsible for the costs of all improvements (renovations, repairs, light maintenance etc.) to the interior or exterior of the building that it requires for its own purposes and in compliance with Historical designation. Any construction that will be permanently attached to "the Premises" shall require prior written approval from "the Village" and other relative authorities.

**#385-2015**

MOVED BY Councillor Holinaty to approve restatement of MSI Capital SFE's from 2008 through 2013 to free up \$39,000 in funding available to be claimed for 2014.

CARRIED

**#386-2015**

MOVED BY Councillor Pelley to approve electrical renovation work to be done in the museum and museum office addition, as proposed by the Nobleford Museum Society at No cost to the Village.

CARRIED

**Nobleford Museum Society, Dec. 8, 2015 Letter – Permit Fee Waiver & Contribution Request**

Council discussed the Village funding of Nobleford Area Museum projects and operation costs over the years. Council recognized that the Museum Society receives annual operation funding from the Alberta Government and other grant funding as well as casino funds. Suggest the Society consider policy #02-22 in their future requests. CAO will provide available financial information.

**Permit Fee Waiver & Contribution Request**

-The Village is an accredited safety codes agency, with 2 accredited personnel and in compliance with Alberta Municipal Affairs. All permits are issued without prejudice or bias and there has been no waiver of permits or fees to-date. The Museum Society will not be billed for any development or administration fees. The electrical permit fee of \$101.00 will be invoiced to the electrician doing the work.

-The Museum buildings are in compliance with all safety codes. The proposed electrical project is for the benefit of the Society. Starting in 2004, Nobleford Council recognized that the practice of simply gifting funds to organizations is ineffective. The Village has an opportunity for all Societies to request funding under **Not For Profit Funding Initiatives Policy #02-22** to support capital projects. This policy has proven very effective over the past number of years to realize over 1 million dollars in recreation and culture projects in Nobleford. Policy information is attached. It is our understanding that you will be using funds received from grant/lottery for this project.

**#387-2015**

MOVED BY Councillor Pelley that council not support the requests of the Nobleford Museum society in their Dec 8<sup>th</sup> letter, that the Village of Nobleford shall not waive the permit fee for the electrical renovation work to be done on the museum and also not contribute towards the cost of this work. Mayor McDowell and CAO will draft a letter with support information to notify them, and extend appreciation to all the Volunteers that help with the Nobleford Area Museum.

CARRIED

**Nobleford CAO Hofman annual report, December 15, 2015**

- 1- WATER and WASTE WATER. Nobleford water and waste water systems continue to be very effective and efficient. Management of the water system benefited all users (Nobleford, Lethbridge County and Barons) with no increase user fees required in order to meet the cost recovery mandate by Council. Nobleford continues to maintain relatively low water rates with net cost of water of around \$1 per m3. Noblefords certified staff operated the system with compliments from Alberta inspection agencies.
- 2- WASTE MANAGEMENT. 2015 seen some challenges with the Lethbridge regional waste management services commission, LRRMSC, delivery of service. Ever increasing tipping fees, high addition cost on recyclables and vague management resulted in some inefficiencies and ineffectiveness. The commission has secured a new contractor for operating the waste management sites effective January 1, 2016, that are anticipated to address many of the deficiencies. Cost of waste management continues to increase. Reduction of waste to landfill is a priority.
- 3- DEVELOPMENT. Phase 5 of centennial Subdivision was started and completed in 2015 under budget and ahead of schedule. 7 new house construction are took place this fall. Lots sales are at budgeted \$500,000. Alberta new home warranty is a negative factor in development. Industrial subdivision seen significant increase in construction starts. Retail Commercial development of down town continues with developer planning, financing and tenant discussion continuing. Development permits are over \$10,000,000 for the year. Council has approved a draft concept for phase 6 residential subdivision. Renovation of Noble Central School will begin in 2016 and completed in 2017.

- 4- FIBER OPTIC. AXIA has started installation of the fiber optic service to Nobleford and anticipates completion and activation in 2016. The entire Village will be serviced at NO cost to the Village or provincial or federal Government and no operating cost in the future. AXIA, a publicly traded company on TSE and is paying for all capital construction and operating. This service will give Nobleford the opportunity to compete globally in many areas.
- 5- ROUNDABOUT, 519/23. AB Government completed constructed of round about by October at an estimated cost of under 4 million. Traffic flow has improved significantly and there have been no multi vehicle collisions of fatalities post construction. Prior to roundabout there were 3 fatalities in 2015. Realization of the roundabout is a result of 2014 Alberta Government and Little Bow MLA working with Village of Nobleford.
- 6- STAFF. Significant changes in Public works staff in 2015 with retirement of foreman and appointment of new foreman and hiring of assistant. Public works and Summer Fun Summer staff did an excellent job this year. Administration changes included a new receptionist/ secretary as well as seeking a new janitor. Assistant to CAO work load is considerable due to Subdivision development and safety code responsibilities.
- 7- RECREATION. Nobleford continue to provide quality recreation facilities such as ; spray park,outdoor fitness equipment, small BB court/ ice rink, 3 playgrounds, paved pathways, large green spaces, quality soccer pitches.
- 8- NRCB. In 2015 Nobleford set precedent with NRCB approving a feed lot expansion containing conditions stipulated by Nobleford in an agreement with Feed lot owners.
- 9- AUDIT. YPM reports Nobleford in a very positive position and has no recommendation for change. A clean Audit report for 2014. Alberta Government reports; Nobleford retains the title of having lowest taxes in Alberta as well has near highest assessment value. The entire report indicates Nobleford in a very health situation. CFIB reports Nobleford as second most sustainable Municipality in Alberta.

I extend compliments to Nobleford Council for their diligence in striving for effective Governance. Nobleford is healthy and prosperous due to wise decision making. I appreciate the opportunity that Council has granted me as Nobleford CAO, to be included in the development of our great community.

*Kirk Hofman*  
Nobleford Chief Administrative Officer.

**#388-2015**

MOVED BY Councillor Holinaty to receive the CAO's reports.

CARRIED

**Mayor's Written Report: Mayor's & Reeves Minutes, December 4, 2015 (attached)**

**Councillors' NO Written Reports** received prior to meeting, councillors did email report to each other after meeting package was circulated:

**M.W. written report:** Nov. 18 – GAF Orientation

Nov. 26 – GAF meeting & Christmas dinner at Pemman

Dec. 1 - GAF Christmas dinner at Alberta Rose

Dec. 4 – NCS Bingo

Dec. 7 – GAF Christmas dinner at Pyami

Dec. 8 – VON Council Christmas dinner at Firestone – VG

Dec. 11 – GAF Christmas dinner at Gardenview

Dec. 16 – Nobleford Seniors Christmas dinner

**P.P. written report:** None

**D.V. written report:** None

**D.H. written report:** Nov 25 - 27th : attended FCSSAA convention in Edmonton

Dec 9 : Attended FCSS board meeting.

**#389-2015**

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

CARRIED

**INFORMATION/CORRESPONDENCE**

**Lethbridge County Fire Department, Nov. 23, 2015 Letter**

Lethbridge County has approved expenditure for new breathing equipment for the fire department, which has been ordered. They would like more information on the extraction equipment prior to approval of the expenditure.

**#390-2015**

MOVED BY Councillor Wobick to receive as information the letter received from Lethbridge County, dated November 23, 2015, regarding Fire Department Equipment purchase.

CARRIED



**Lethbridge County, Dec. 3, 2015 – Manure Stockpiling  
#391-2015**

MOVED BY Councillor Don Holinaty to receive as information the letter received from Lethbridge County, dated December 3, 2015, regarding manure stockpiling and CAO to have further discussion with County CAO.

CARRIED

**Nobleford Ag Society, Nov. 28, 2015 – Truck**

Nobleford Agricultural Society November 28, 2015 unsigned letter, c.c to individual Councillors.

NOBLEFORD AGRICULTURAL SOCIETY

BOX 154

NOBLEFORD, ALBERTA T0L 1S0

November 28, 2015

The Nobleford Fire Society

The Nobleford Fire Department

Nobleford Village Council

The Nobleford Agricultural Society held its Annual General Meeting on November 25, 2015. Reports were presented and reviewed for the year ending September 30, 2015.

This letter is to follow up on concerns expressed by our members regarding the storage of the fire department's rapid response vehicle. The purchase of this vehicle was funded largely by a donation from our organization this past year.

Members noted that the vehicle appears to be kept at the home of the fire chief outside of the village and not in the fire hall with the rest of the firefighting equipment. We are seeking clarification from the parties involved if this is a storage issue or a misunderstanding on our part of the intended use for this vehicle.

We are eager to work co-operatively with community partners but also need to address concerns voiced by our membership in a timely fashion. Our next regular meeting is December 16, 2015. Don Tucker is the board member available for contact on this issue.

Sincerely,

The Nobleford Agricultural Society

CC: Nobleford Fire Society ,CC: Nobleford Fire Department

CC: Mayor Don McDowell

CC: Councillor Don Holinaty, CC: Councillor Marguerite Wobick

CC: Councillor Pete Pelley, CC: Councillor Don Vincent



In 2014/2015, the Nobleford Fire Department informed the Village that the Fire Fighters Society is seeking financial support for the purchase of a pickup truck for Nobleford and District Emergency Services Department to use for Commanding officer to provide quicker on scene response and better safety control at incidence. The Society was informed that the Village and County are not interested in acquiring such a vehicle due to capital and ongoing operating costs.

In February 2015 the Nobleford Ag Society made a cash donation to the Nobleford Fire Fighter Society for purchase of a pickup. The Fire Fighters Society made an offer to the Village to fund the purchase of the pickup and pay for all current and future operating expenses. The Society would donate the vehicle to the Village to be used as the Village seen appropriate. The vehicle will not require storage in or on Village property. Any related expense incurred will be paid for by the Firefighters Society.

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**Minutes; FOR THE REGULAR MEETING OF COUNCIL OF THE VILLAGE OF NOBLEFORD  
HELD IN COUNCIL CHAMBERS AT 906 HIGHWAY AVENUE, NOBLEFORD on March 3, 2015 at 6:30 pm**

**Schedule "D" of New Fire and Rescue Agreement with Lethbridge County**

**FD.** Fire Chief agrees with the Village amendments to Schedule "D"  
**#67-2015**

MOVED BY Councillor Holinaty to receive presentation from Fire Chief Ryan Wagner regarding Schedule "D" of new Fire and Rescue agreement with Lethbridge County, Truck Donation from Nobleford Fire Fighters Society and Ag Society. There will be no cost to the Village for purchase or operation and maintenance of this truck as the Society will care for it. 60 year anniversary of the department is planned for 2015 Heritage day with activities and events at the Fire Hall.

CARRIED

Ag Society meeting is on March 17, 1t:7:00 pm at Museum, CAO, Mayor, Fire Chief and Fire Fighters Society will be encouraged to attend to express appreciation for the Financial contribution.

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The Village purchased the pickup truck and Fire Fighter Society donated the same amount to the Village. Truck is owned, registered and insured by the Village and all expenses are being paid for by the Fire Fighter Society. The truck is listed as inventory in the Lethbridge County / Village fire and rescue agreement as being owned by the Village and no replacement is scheduled. The truck is regularly used and kept at the Fire Chiefs property or other department officer's property to enable immediate response and attendance to the scene of incident.

**#392-2015**

MOVED BY Councillor Wobick that Mayor McDowell reply to the concerns of the Nobleford Ag Society as stated in the letter dated November 28, 2015, with Don Tucker.

CARRIED

**Palliser, Request to Attend Jan. 5, 2016 Meeting**

Palliser would like to discuss rental fee and proposed attending the January 5, 2016 council meeting. Council wished to also discussing other issues with them at this time, including the future development of the next 100 acres and education programs in Nobleford.

**#393-2015**

MOVED BY Councillor Holinaty to put Palliser onto the agenda for the January 5<sup>th</sup>, 2016 regular council meeting, with the purpose of discussing their concerns and having some general planning discussion.

CARRIED

**Meeting dates, Regular Council meeting are at 6:30 pm.**

**21 regular Council meetings in 2016, 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays**

- Jan. 5, 2016 6:30 pm, Regular Council Meeting
- Jan. 19, 2016 6:30 pm, Regular Council Meeting
- Feb. 2, 2016 6:30 pm, Regular Council Meeting
- Feb. 16, 2016 6:30 pm, Regular Council Meeting
- Mar 1 and Mar 15
- April 5 and Apr 19
- May 3 and May 17
- June 7 and June 21
- July 5
- Aug 16
- Sept 6 and Sept 20
- Oct 4 and Oct 18
- Nov 8 and Nov 22
- Dec 6

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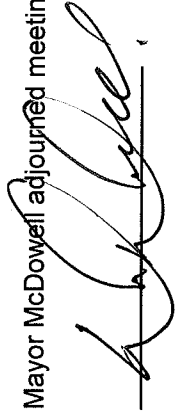
**#394-2015**

MOVED BY Councillor Wobick to accept the meeting dates

CARRIED

**ADJOURNMENT**

Mayor McDowell adjourned meeting at 9:37 pm

  
Mayor

  
Administrator