

Minutes, FOR THE REGULAR MEETING OF COUNCIL OF THE VILLAGE OF NOBLEFORD HELD IN THE COUNCIL CHAMBERS AT 906 HIGHWAY AVENUE, NOBLEFORD on January 3, 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.

Call to Order Mayor McDowell called meeting to order at 6:30 pm

Gallery None

APPROVAL OF AGENDA

January 3, 2017 Agenda #1-2017

MOVED BY Councillor Holinaty to accept the agenda for the January 3, 2017 regular council meeting.

CARRIED

APPROVAL OF MINUTES

December 6, 2016 Regular Council Meeting Minutes #2-2017

MOVED BY Councillor Vincent to approve the minutes of the December 6, 2016 regular Council Meeting.

CARRIED

UNFINISHED BUSINESS

NRC, Klok Subdivision

- Mayor McDowell, Deputy Mayor Holinaty, and CAO met with the church group, developer, and land owner on Dec 22, 2016 regarding potential subdivision. The group proposes a \$100,000 levy payment in order to turn over responsibility of some of the off-site and future costs to the Village.
- Council discussed a change of the MDP with this development and the CAO shared a potential idea. Discussed were possible locations for a school and the need for Palliser to formally state if they do not want space designated for a school, as they have voiced in the past.
- Mayor shared that for the future, it would be good to consider how to maximize use of the tax-exempt land in the village through ideas like sharing parking lots.
- Council discussed having the north-south green space serve as a drainage swale, potentially using the municipal reserve donation from the landowner. This could work for now but could be a problem for future developments. The best scenario right now is that all water redirected from this development will somehow end up on Centennial (via Kipp or Cawdron). As water comes in (spring thaws, heavy rains, etc.) it runs northwest and could build up south of a new development. A solution to this would be to continue 5th Avenue south to Cawdron. Proposed had been that instead of contributing 3 acres for green space, the municipal reserve would be given as 7 lots and the green space within this development, for the purpose of water control. The developer hadn't wanted all of the proposed lots immediately and discussed was that the village has a better chance of approval from Alberta Environment, for drainage, etc. Paving and curbs and gutter should improve the situation of water currently ending up in backyards of those living on Centennial, backing onto the field. Mentioned was that a green space would likely not allow for enough drainage; a ditch in that location is not desire and neither would it be good to have standing water there.
- Mentioned was that the lot furthest northwest on the proposed development would not be serviceable by the same sewer lines as the rest of the lots (drainage is to be to the north and the lines will be south of this lot). Options were discussed, such as gaining access via the green space or possibly not developing it until 5th Avenue is continued further north.
- Mentioned was that the church is not buying land all the way up to the edge; they do not want to own the land where a future road will be. The problem then arises that a turn-around of some sort will be needed at the east end of Kipp Street. Discussed was asking for a concession from the landowner to allow for a turn-around, or that the church allow for a corner of their property to be used as a turn-around and place to put snow. There is currently a problem with the dead-end streets, particularly the difficulty it causes for large vehicles or anything with a trailer. Discussed was to ask the church to the address the dead end/turn around issue in their development plan.
- Mentioned was that the NRC is paying the current landowner for the land they are purchasing, but that Peter Klok is not as developed land will be given in trade. Council discussed the value of the land and how the value is assigned.
- Council discussed if the village will be assuming full responsibility for a future road at the east edge of the annexed portion or whether the current developers should be responsible for it along the portion they're purchasing. While there is no need for it now, the Village will be responsible for getting it paved, maintaining it, etc. in the end anyways as roads are public land.

- The new proposed idea was that seven (7) lots, the land for 5th Avenue, and the green space will be given to the Village and the Village will manage surface water issues. Discussed was to clarify the size of the lots so they are not smaller than the rest of the development.
- The CAO will draft a development agreement although it should not be entered into just yet. Eventually, development application will be made and a development hearing will be held.

NRC, Klok Subdivision #3-2017

Moved by Councillor Holinaty that the Village agree to the following recommendations and that they be included in the subdivision development agreement,

1. The Village shall assess a development levy of \$100,000.00 on this specific development identified in Rezoning Bylaw #638, payable upon issuance of development permit. This \$100,000.00 will be used to assist in funding projects off the proposed subdivision site identified in Bylaw #638.
2. The Developer is responsible for all costs on Bylaw #638 rezoned site as per village current standards.
3. Developer will ensure all subdivision design and construction compliments elevations for surface drainage requirements and directs water north on 5th Avenue roadway onto new Kipp Street, and Kipp Street flow west onto existing Centennial Avenue.
4. Current Land Owner shall contribute to municipal reserve the land containing 7 southerly lots on the west side of 5th Avenue, including adjacent 5th Avenue road up to the south side of Cawdron intersection, as well as the adjacent green strip to proposed subdivision and green strip south to Rubie Street, totaling approximately 3 acres, with owner stated value of \$25,000 per acre. The over contribution in excess of the 10% municipal reserve requirement will apply to future development and a charitable receipt shall be issued.
5. Half of the property containing 14 lots along 5th avenue, identified as the 7 southerly lots on the west side of 5th Avenue, shall be clear titled to the Village of Nobleford after subdivision. The Village may consider developing the 7 lots in coordination and cost sharing with future adjacent developers, and in a non-competitive nature with lot pricing no less than the adjacent private developers.
6. Village shall address Alberta Environment Surface drainage compliance requirements. This subdivision will use existing approved study stating surface flow design into existing dry ponds which have ample capacity.
7. The future green strip may be developed later as a community project partially funded by environmental reserve, provincial grant and local fundraising.
8. Standard development and building permit fees will apply.
9. Provincial and Municipal traffic and other laws will apply.
10. NRC shall be granted the same exemption as all other Churches in Nobleford.
11. The location of the Church will be approved as per proposed Bylaw #638.
12. Initial development would be; 12 residential lots and 1 church site, along north and south side of Kipp Street and then 7 residential lots along the west side of the north portion along 5th Avenue. Developer and NRC do not intend to buy the land designated for road on the east side of the subdivision. Developer would be required to address potential traffic bottleneck at east end of Kipp Street (dead end) to the Village's satisfaction prior to development application.

Bylaw #638 Second Reading #4-2017

MOVED BY Councillor Wobick that Bylaw #638, Rezoning, be read for the second time.

CARRIED

Bylaw #638 Third Reading #5-2017

MOVED BY Councillor Vincent that Bylaw #638, Rezoning, be read for the third time.

CARRIED

CARRIED

Ratification of Muniserve Agreement, Appointed Assessor

A new agreement was signed with the assessor who was appointed at the fall organization meeting. This is the same agreement as in the past, the dates have just been updated.

#6-2017

MOVED BY Councillor Pelley to ratify the agreement with the Muniserve appointed assessor.

CARRIED

FINANCIAL REPORT

Accounts Payable for Ratification

Payment was made to Whissell for sewageline materials after receipt of a progress certificate and recommendation from MPE to issue progress payment. Cheque 7873 is for service on a fire truck.

#7-2017

MOVED BY Councillor Holinaty to ratify accounts payable in the amount of \$134,015.87.

CARRIED

Financial Statement

#8-2017

MOVED BY Councillor Wobick to receive as information the November 2016 Financial Statement showing a balance of \$3,844,198.42.

CARRIED

**ATB Statements
#9-2017**

MOVED BY Councillor Vincent to receive as information the ATB Investment Portfolio Evaluation as of November 30, 2016, the ATB Bank Statement ending November 30, 2016, and the ATB MasterCard Statement ending December 16, 2016.

CARRIED

Alberta Municipal Affairs Financial Indicators Report

A new Financial Indicators Report was issued showing a financial comparison of Nobleford to other municipalities. Nobleford continues to do well and is financially healthy.

#10-2017

MOVED BY Councillor Holinaty to receive as information the December 2016 Financial Indicators Report from Alberta Municipal Affairs.

CARRIED

Transfer Subdivision Land Sales to Reserve

Budgeted for this year was to transfer \$200,000 to reserves in anticipation of land sales. The total sales in 2016 was \$339,821.00 so this was transferred to reserves.

#11-2017

MOVED BY Councillor Wobick to ratify transfer of subdivision sales to reserve in the amount of \$339,821.00

CARRIED

Reserves Report

Council reviewed the reserves balance sheet, showing what the money in reserves is allocated for. There are still lots available so as the sales come in, there is potential for additional funds to be added to reserves.

#12-2017

MOVED BY Councillor Pelley to receive as information the pre-audit Financial Reserves Report showing a balance of \$3,865,141.31:

617

Report Date 29/12/2016 11:19 AM Village of Nobleford
Balance Sheet - Fund RES
As of 31/12/2016

Jan 3 / 2016 meetings

LIABILITIES

4-10-000-705 - Operating Contingency Reserve	1,214,430.00
4-10-000-706 - Capital Contingency Reserve	846,444.09
4-12-000-244 - Wages-Electricity-CLOSED	0.00
4-23-000-700 - Emergency Services Reserve	25,963.53
4-23-000-711 - MVA Claims Reserve-CLOSED	0.00
4-32-000-704 - Roads/Street Reserve	104,850.00
4-41-000-714 - Water Treatment Plant (WTP) Reserve	450,000.00
4-42-000-700 - Utility Reserve	207,000.00
4-42-000-245 - Sewer-Maint-Replacement Reserve-CLOSED	0.00
4-56-000-707 - Industrial Sub Reserve (TOU)CLOSED	0.00
4-66-000-708 - Subdivision Reserve	863,342.26
4-66-000-712 - Land Reserve-CLOSED	0.00
4-72-000-700 - Environmental Reserve	153,111.43
Total Liabilities	3,865,141.31

Total Liabilities and Surplus

3,865,141.31

3,865,141.31

Pre Year End adjustments HA
Per Audit

\$ 339,821.00 Land Sales to Sdo Reserve 4-6-7-08

**2016 Budgetary Control
#13-2017**

MOVED BY Councillor Vincent to receive as information the 2016 budgetary control report.

CARRIED

CARRIED

NEW BUSINESS

No Fee Business Licenses for 2017

CAO reported on the increase in business licenses issued from 2015 to 2016 and recommended continuing to offer this at no fee while working with opportunities such as the CARES grant towards a goal of possibly developing a chamber of commerce. The mayor shared that Coaldale is wanting to charge home businesses double what a storefront business license costs.

#14-2017

MOVED BY Councillor Pelley to continue offering free business licenses in Nobleford for 2017.

CARRIED

Handwritten signature

Council Meeting Procedure Bylaw #639, Amend #595, First Reading #15-2017

MOVED BY Councillor Wobick that Council Meeting Procedure Bylaw #639, amendment to #595, be read for the first time.

CARRIED

Council Meeting Procedure Bylaw #639, Amend #595, Second Reading #16-2017

MOVED BY Councillor Holinaty that Council Meeting Procedure Bylaw #639, amendment to #595, be read for the second time.

CARRIED

Election or Appointment of Mayor, Bylaw #640, First Reading

Council reviewed Bylaw #640, that the chief elected official (mayor) of the municipality of Nobleford is to be appointed by council from among the councillors.

#17-2017

MOVED BY Councillor Pelley that Bylaw #640 be read for the first time.

CARRIED

Bylaw #640 Public Hearing advertisement #18-2017

MOVED BY Councillor Wobick to give notice for a public hearing for Bylaw #640, Election or Appointment of Chief Elected Official (Mayor), for February 21st, 2017. The chief elected official (Mayor) of the Municipality of Nobleford is to be appointed by Council from among the councillors.

CARRIED

CAO Absence, Letter of Authority

In the CAO's absence, someone will be the acting CAO at all times so the position will fall to whoever is reachable at the time, following the order established in the Letter of Authority.

#19-2017

MOVED BY Councillor Holinaty to approve the Letter of Authority for Acting CAO during the CAO's Absence:

During the absence of CAO Kirk Hofman, Assistant to CAO Karen Feenstra will be acting CAO.

Unless Nobleford Council resolves other wise;

If Karen is Absent, Logan Howes shall be considered Acting CAO.

If Logan is Absent Lisa Wiebe shall be Acting CAO.

If Lisa is absent, Cody Hofman shall be acting CAO.

CARRIED

REPORTS to be emailed to admin@nobleford.ca the Thursday prior to meeting to be included in meeting package. Bylaw #595

CAO Written Report: Fed 2017 Centennial Tree grant, Fed 2018 Centennial Legacy Grant \$25,000 application Dec 28, 2016, NCCS CFEP grant, Audit by AVAIL, Railway Ave sewer pipe purchase, CAO away Jan 9 for 2 months. VERBAL: recommends that Councillors and administration sign thank you cards to be sent to the Nobleford area groups and societies.

Mayor's Written Report: Dec 14/16. Community Futures. Nobleford Christmas was excellent. Thank to all involved in setting it up. Dec 22/16. Met with NRC church committee. Deputy Mayor Holinaty and CAO also present. VERBAL: Was recently passed by 2 snowmobiles on Highway Avenue, racing. Also had upset citizen comment to him about the speeding on Highway Avenue at the school zone and lack of policemen. Discussed how previously had camera and radar guns and found speeding was not an issue, but no seat belts, distracted driving and stop sign violations were an issue.

Councillors' Written Reports

M.W. written report: None. VERBAL: excellent Christmas gathering

P.P. written report: None. VERBAL: enjoyed Christmas dinner at Moxies

D.V. written report: None. VERBAL: felt everyone enjoyed Christmas gathering

D.H. written report: Attended meeting with mayor and cao .meeting was with Nrc group and developer.

Council discussed the idea of a time capsule for 2018 centennial.

Reports Received

#20-2017

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

CARRIED

INFORMATION/CORRESPONDANCE

MSI Capital 2015 SFE

#21-2017

MOVED BY Councillor Holinaty to receive as information the letter from Municipal Affairs stating Nobleford's 2015 MSI Statement of Funding and Expenditures is satisfactory.

CARRIED



**MSI Financial Summary & Project Updates, December 15, 2016
#22-2017**

MOVED BY Councillor Vincent to receive as information the MSI Financial Summary and Project Updates.

CARRIED

Green Acres Foundation, Picture Butte Piyami Lodge

Green Acres is considering the future and looking for input as they will need to seek support from the government to update the Piyami Lodge in Picture Butte, and are asking for support in this initiative. Mentioned was that Piyami is a model of care as it has every level. The building has just gotten old and needs updating. As this is a government owned facility, they need support from the area to get financing. It will likely require quite an investment so discussed was if cost projections have been done; there is nothing official yet.

#23-2017

MOVED BY Councillor Vincent to respond with letter of support to Green Acres related to Piyami Lodge updates.

CARRIED

Lethbridge Foundation \$5000 Grant, Parks & Rec Society

The Parks & Rec Society has received a \$5000 Lethbridge Foundation Grant. This is done through the municipality so the cheque was received by the Village.

#24-2017

MOVED BY Councillor Wobick to receive as information the Lethbridge Foundation \$5000 Grant, received by Parks & Rec Society.

CARRIED

Nobleford Centennial Society, Nov 22 Email & Dec 5 Correspondence to Mayor

Council reviewed the Centennial Society correspondence given to the Mayor. CAO and Mayor have drafted a response, thanking them for the donation they are offering and saying that council will consider their offer in what will be the best for the group project as a whole in the future. The society is wanting specific lights which incur future costs in addition to just the initial purchase so this will have to be further evaluated.

#25-2017

MOVED BY Councillor Vincent to approve the letter drafted by the CAO to send to the Centennial Society.

RE: Nobleford Centennial Society, Overhead Park lights and electrical service for Centennial Park, grants

Your email correspondence of Nov 22, 2016 at 1:57 was not received in time for considered for the November 22, 2016 Council meeting. Your letter delivered to the Mayor on December 5, 2016 was not received in time for considered for the December 6, 2016 Council meeting. (Council meeting Bylaw #595). Please submit your correspondence and information to the CAO, by the Thursday prior to Tuesday Council meetings so that your correspondence can be considered for inclusion in the Councilor meeting packages so they can adequately address the issue in a timely manner.

On December 6, 2016, Council reviewed your Nov 22, 2016 correspondence, and December 5, 2016 correspondence received by the Mayor and tabled items to January 3, 2017 meeting.

AT THE REGULAR MEETING OF COUNCIL OF THE VILLAGE OF NOBLEFORD, HELD IN COUNCIL CHAMBERS AT 906 HIGHWAY AVENUE, NOBLEFORD on January 3, 2016 council again reviewed your correspondence.

As previously approved, the Village will match the Society cash up to \$10,000.00 Your current commitment of \$6,360.44 for park lights (Option #2) is valid, considering that a \$50,000 CFEP grant has been received in compliance with Policy #02-22. Long term operating costs, of your proposal, to the Village will be evaluated. We will consider your proposal and make a decision in the best interest of all those involved in the Centennial Park Project and Nobleford.

All though it is disappointing that the Centennial Society chooses not to apply for Federal grants up to \$200,000.00 or other grants related to Policy #02-22, for Centennial events and activities, we recognize the challenges of the past couple years of volunteerism commitment and responsibility required in many areas.

Your commitment to publishing the history book is commendable.

Your suggestion to resurrect the “**Mayors, Centennial Committee**”, that was proposed but not supported in 2014 may be considered.

We encourage the Nobleford Centennial Society to continue with whatever Centennial Celebration plans you chose to pursue and look forward to 2018.

CARRIED



MEETING DATES

#26-2017

MOVED BY Councillor Peley to accept the meeting dates:

21 regular Council meetings in 2017, 1st and 3rd Tuesdays

Regular Council meetings are at 6:30 pm.

- January 17, 2017 – CAO absent
- February 7, 2017 – CAO absent
- February 21, 2017 – CAO absent
- March 7, 2017 – CAO absent
- March 21, 2017
- April 4 & 18, 2017
- May 2 & 16, 2017
- June 6 & 20, 2017

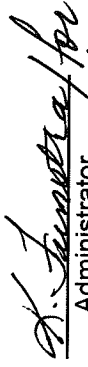
CARRIED

ADJOURNMENT

Mayor McDowell adjourned meeting at 9:14 pm



Mayor



Administrator
Acting CAO
Mike Holman