

Minutes of **Tuesday March 18, 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 Don Hollinaty, Councillor Don Vincent, Councillor Pete Pelley, was absent

Staff Kirk Hofman, Chief Administrative Officer, Sammy Jordan, Recording Secretary

Gallery No one in the gallery

Call to Order Mayor McDowell called meeting to order at 7:01pm

**Open floor to citizens** No one in attendance

#### **APPROVAL OF AGENDA**

**February 18, 2014 Agenda**

**#108-2014** MOVED BY Councillor Wobick to accept the agenda for the March 18, 2014 regular Council meeting.

CARRIED

#### **APPROVAL OF MINUTES**

**February 18, 2014 Minutes**

**#109-2014** MOVED BY Councillor Vincent to approve the minutes of the March 18, 2014 Regular Council Meeting minutes.

CARRIED

**DELEGATIONS** – No delegations

#### **UNFINISHED BUSINESS**

#### **CAO acceptance of employment agreement offer from Council.**

On March 10, 2014, Mayor McDowell preset Kirk Hofman, on behalf of Council, an offer of employment with a proposed salary and benefits in place until June 30, 2019.

CAO Hofman extended his appreciation to Council for the generous offer that reflects recognition of the past and present along with similar expectations for the future.  
On March 10, 2014, both Mayor McDowell and Kirk Hofman signed and sealed the agreement as presented.

CAO Hofman stated that he has enjoyed working for the Village since 2004 and values the opportunity to participate in building Nobleford and looks forward to working together with Council to continue to produce positive results for the community.

Ratification of CAO employment

**# 110 -2014** MOVED BY COUNCILLOR Wobick to ratify the signed CAO employment agreement.

CARRIED

Mayor McDowell thanks CAO Kirk Hofman and the Council for all of their hard work over the years and looks forward to a busy year.

#### **Assistant to CAO Pay adjustment.**

**# 11 -2014**

MOVED BY COUNCILLOR Hollinaty to include the assistant to CAO pay adjustment into the 2014 budget of increase in pay to \$20.00 per hour effective January 1, 2014 with future increase at the same rate as CUPE agreement and \$500.00 per month increase, not subject to pension or other benefit premiums, to be effective July 1, 2014 for a 3 year term in consideration or increase work load related to Subdivision development.

CARRIED

**P5 subdivision, LUB Residential zoning, R1, 2 stall parking.**

In consideration of Council discussion related to P5 residential subdivision and then Draft plan, CAO suggested amendments to LUB #614:

- Zoning all lots residential R1 with discretionary uses.
- Require all lot to have 2 off street parking stall in front
- Maximum site coverage of lot 45% plus 15% accessory buildings.

# 112-2014      **MOVED BY COUNCILLOR Hollinaty to give approval to CAO to prepare amendments to the Village of Nobleford Land Use Bylaw No. 614 pertaining to: zoning, lot size, lot coverage and parking, for presentation at April 1, 2014 Council meeting.**      **CARRIED**

**King Street development, ATB, Alley drainage.**

CAO reviewed the alley elevation and water drainage issue between restaurant and seniors lodge. Council will evaluate the issue and further discuss this issue at a later meeting.

# 113-2014      **MOVED BY COUNCILLOR Hollinaty to receive the King Street Development, ATB, and Alley Drainage reports as information.**      **CARRIED**

**Mayors Centennial Committee, March 11, 2014, meeting update.**

Minutes attached

# 114 -2014      **MOVED BY COUNCILLOR Wobick to receive the Mayors Centennial Committee Minutes of March 11, 2014 meeting**      **CARRIED**

**2014 budget,**

# 115-2014      **MOVED BY COUNCILLOR Hollinaty to approve the 2014 budget with estimated expenditures and revenues of \$1,894,468.**      **CARRIED**

**2014 Tax bylaw**

# 116-2014      **MOVED BY COUNCILLOR Wobick for CAO to prepare a tax bylaw for April 15 Council meeting**      **CARRIED**

**519, 23 intersection, AB Government.**

Mayor McDowell gave the Minister of Transportation Nobleford's motor vehicle accident record, as well as proposed possible ways to rectify these safety issues. The Minister gave these notes to his aid with the expression that this is an issue that needs to be taken care of. MLA Donovan also made similar comments at Mayor and Reeves meeting.

#117-2014      **MOVED BY COUNCILLOR Vincent to receive the mayors report on 519 and 23 intersection as information**      **CARRIED**

**FINANCIAL REPORT****APR**

#118-2014      **MOVED BY COUNCILLOR Wobick to ratify accounts payable in the amount of \$42,276.79.**      **CARRIED**

**AP. NONE**

#-2014

**Bank reconciliation F.S.**

BMO investments increased in value due to the interest made off of the town's holdings in BMO

#119-2014      MOVED BY COUNCILLOR Holinaty to receive the February 2014 bank reconciliation as information.      CARRIED

**ATB F.S., MasterCard**

#120-2014      MOVED BY COUNCILLOR Wobick to receive the ATB financial statements, cheques and MasterCard statements as information.      CARRIED

**Nobleford Debenture to 2030.**

#121-2014      MOVED BY COUNCILLOR Vincent to receive the CAO report and debenture schedual as information.      CARRIED

**NEW BUSINESS****Sustainability plan.**

#122-2014      MOVED BY COUNCILLOR Holinaty to re-confirm the sustainability plan attached      CARRIED

**Media, "What's news"**

CAO made presentation on marketing strategies and news that media and public appreciate. Impact, Unusual, Prominence, Conflict, Proximity, Timeliness, Current, factual, positive. CAO suggested that best news often contains a Mystery, most people are reactive vs creative, most people criticize rather than innovate, its best to present in a manner that is appealing to intellect rather than to just inform.

#123-2014      MOVED BY COUNCILLOR Holinaty to receive CAO Hofmans media report as information.      CARRIED

**TRAVIS, transport vehicles revenue for Nobleford**

Nobleford is registered in TRAVIS program

TRAVIS-MJ was designed to provide municipalities with a modern permit database tool which gives them the ability to easily approve/deny permits issued by the Province for travel on roads under their authority and to facilitate the sharing of permit revenue between the Province and the municipalities.

#124-2014      MOVED BY COUNCILLOR Vincent to receive TRAVIS for information.      CARRIED

## REPORTS

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### CAO, written, LGAA, summer staff, *motion to receive*

#125-2014 MOVED BY COUNCILLOR Vincent to accept CAO Hofman's report.

CAO report for March 18, 2014.

#### LGAA, CAO, March 5-7, 2014 Red Deer, "STRENGTH THROUGH NETWORKING"

- Various education sessions, on Legal, Embracing roles, Redefining Leadership.
- Excellent guest speaker / presenter, George Kourounis from TV show " STORM CHASERS". Theme was making fear disappear.
- Trade show, made contacts with Alberta Library systems, safety codes council, playground providers,.....
- AGM, Zone meetings.
- Local and provincial issues were discussed, MGA, Governance and CAO building skills, lack of consistency in Governance and high turnover in CAO's. Since 2008, 28 of 30 CAO's in Edmonton Capital region are different. Significant number of new Councillors in past two elections and high CAO turnover as well.
- Due to BC and Saskatchewan recruiting of experienced senior administration from Alberta (CAO and officers) turnover is expected to be high in municipal staffing. Declining rural population is evident and challenging.
- Government Updates:
- 7 ADM were in attendance Friday from 8:30 am to 1:00 pm, lots of great presentations and discussions
- Discussions with the Assistant Deputy Minister of Municipal affairs ( ADM) regarding flexibility in the Collaboration grant funding approvals went well. There will be some consideration for our request to use Collaboration grant for more than just discussion /study..... and use it for actual regional cooperative operations for activities ( probably not Capital).
- population is growing in Alberta, all cities had an increase,
- approximately 60% of towns and increase, 40% a decrease and, majority of Villages had a decrease..
- Nobleford is a leader in growth, capital assets and assessment measures.
- Viable sustainability is a issue in populations under 2000, and concerning fewer than 1000 and critical fewer than 500
- There are a number of sustainability review taking place. Government suggests all Municipalities do internal evaluation on sustainability and formulate and implement sustainable planning.
- General presentation on Changes to government programs and what CAO's can expect.
- MSI grant allocations and Education requisitions were released.
- Concern was expressed over Education tax collection being the responsibility of Municipalities, this discussion lead to other downloading of responsibility comments.
- This was a worth while conference for CAO to attend.
- Summer staff : a few positions have been filled
- Returning from 2013; Program coordinator as Melissa Mueller, Taylor Holtorf as assistant coordinator,
- Logan Schlamp Public works.
- Public works.
- Started street sweeping March 17, pavement pots hole repair will begin in April weather permitting, Skate park pavement rough spots will be filled at same time with fine granular cold mix. Annual water reports have been filed, water system is working nicely with ample water remaining in reservoirs, installation of school playground is delayed due to school improvement projects and Village will store playground equipment to be delivered in April.

### **Mayors report, Mayors Caucus, Mayor and Reeves meeting, *motion to receive***

Mayor McDowell states the importance that networking had during the Mayor's caucus in Edmonton.

CARRIED

The small villages in the province are experiencing issues with their declining populations.

On March 3 there was a report on the protection of Alberta waterways. Mussels in the waterways and irrigation systems are causing many issues in North America.

Fiber optics presentation: there is a push for more fiber optics in Alberta, including a main line down highway 3. There is a substantial cost to this.

#126-2014

MOVED BY COUNCILLOR Wobick to accept Mayor McDowell's report.

CARRIED

### **Councillors;**

**MW. Written report**

#### Council Report for Mar. 18/14 Councillor Wobick

Mar.5 - Attended Heritage Society AGM

Mar.6 - GreenAcres Foundation Audit Meeting

Mar.10 - Attended Centennial Society meeting

Mar.11 -Attended Mayors Centennial Committee meeting

#### **Green acres financial statements were reviewed**

Webinar on the Alberta Housing Act on March 4, 2014. Senior Housing webinar in April that Councillor Wobick is interested in.

**P.P. Written report , no report**

**D.V. Written report, written report,**

Attended meeting obtained an information drive for computer for South Grow toolkit explaining what South Grow can do for us. *Alex Whitehouse investment Specialist explained how South Grow was attempting to get new businesses in the area, Strengths, water irrigation Environment growing season Wind energy production, and Competitive, tax benefits not as high as Calgary or Edmonton. Some of the ideas suggested for growth is fish farms, biochemicals Feedlots, Greenhouses, multiple uses can be manufactured by many of these suggestions.*

To improve our sale ability, we have to work closer with the Fed and Prov. governments to promote our area, possible trade missions, internationally and nationally. There is approximately 15 companies that are looking at the South Grow area for expansion at the present time unable to advise us who they are. They aren't sure what area of South Grow they would be interested in developing their products.

Next meeting is A.G.M is Jun 11 2014 in Lethbridge.

Written report for Councillor Don V.

**DH. Written report,**

**Don Holinay – Councillor's Report for March 18th Meeting  
March 3rd – attended Alberta Emergency Alert training at  
County of Lethbridge offices. Awaiting password in order to  
complete training sessions required to get permanent access  
to system. March 11th – attended Mayor's Committee meeting.**

**#127-2014**      **MOVED BY COUNCILLOR Wobick to accept Councillors reports.**  
CARRIED

**INFORMATION/CORRESPONDENCE****Chinook Country Tourist association AGM, April 8, 2014 3:30 pm CASA 230 8<sup>th</sup> St S  
Lethbridge. Proxy**

Village is a member of Chinook Country Tourist Association. The village pays for membership. The Museum Society has been offered the opportunity to advertise but has failed to submit its application to the Tourist Association this year.

**#128-2014**      **MOVED BY COUNCILLOR Wobick to continue to pay fees to belong to the  
Chinook Country Tourist Association**  
CARRIED

**Meeting dates**      *Motion to approve scheduled meeting dates;*

March 18,	2014	Regular Council meeting
March 22		Council registered rink in Nobleford Curling Bonspiel
March 26, 27		Badlands Tourism Conference, DM, KH
April 1, 2014		Regular Council meeting Audit presentation YPM
April 12 2014		Fire Hall Dedication 11:00 am – 1:00 pm
April 15, 2014		Regular Council meeting Final budget, Tax bylaw
May 6,	2014	Regular Council meeting May 13-16, SLGM
May 20, 2014		Regular Council meeting
June 3,	2014	Regular Council meeting
June 17, 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

**#129- 2014**      **MOVED BY COUNCILLOR Vincent to accept the meeting dates as presented.**  
CARRIED

**ADJOURNMENT**      Mayor McDowell adjourned meeting at 9:15 pm

  
MAYOR      ADMINISTRATOR