

**Minutes, FOR THE REGULAR MEETING OF COUNCIL OF THE VILLAGE OF NOBLEFORD
TO BE HELD IN COUNCIL CHAMBERS AT 906 HIGHWAY AVENUE, NOBLEFORD on May 6, 2014 at 7:00 pm**

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

Gallery No one in gallery

Call to Order Mayor McDowell called meeting to order at 7:09pm

Open floor to citizens

APPROVAL OF AGENDA

May 6, 2014 Agenda

#179-2014

MOVED BY Councillor Vincent to accept the agenda for the May 6th, 2014 regular council meeting.
CARRIED

APPROVAL OF MINUTES

April 15, 2014 Minutes

#180-2014

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

CARRIED

Delegations: 7:28pm

7:30 Chinook Arch Library system, Maggie McDonald, Library in Nobleford, School?

CAO: introduced Maggie McDonald is an experience Librarian. When CAO discussed with Maggie about a possible way to develop library services and a possibly Library in Nobleford, they agreed upon a delegation presentation to Council. Maggie McDonald distributed packages. Chinook Arch is only one piece of the library project.

Overview of the package (what is involved in establishing a library) and what Chinook arch is: Library service and how they are governed in Alberta. Libraries in Alberta are governed by the "Libraries Act", which is a Provincial Government Act. It is a layered approach, starting with a local library which provides services to municipalities and surrounding areas. Most libraries outside of larger cities are part of larger regional libraries due to large technological advancements. The Alberta Libraries Trustees Board provides members with training to help run these libraries. Within Chinook Arch there are 32 municipalities, some with Libraries which are locally run but which are supplied with additional support by regional libraries. In Chinook Arch some rural libraries do not have their own library boards.

The regional library system was created years ago to provide additional services for rural/municipalities. For Chinook Arch, the members are appointed and often these members are also council members. Members must be appointed by council in order for the boards to be considered legal.

Every municipality which is part of the Chinook Arch signs a contract agreeing to split the responsibilities between the region and municipalities. All libraries boards must do needs-assessment. Municipalities pay fees to Chinook arch as well as their own costs of operation.

The system is about sharing resources. Everything in every library is available to all the libraries in the region. This also reduces duplications of materials. Chinook Arch library can provide an option to have access to materials, live-video conferencing, Downloadable E-books, audio books, etc, similar to other online option but with possible enhancements. Chinook Arch contributes to the technical aspects of setting up a library.

Councillor Wobick: is curious as to how smaller towns are affording these libraries.

McDonald: Fundraising at places such as casinos and a large number of volunteers helps, annual cost for a basic library is over \$40,000 per year.

Downloadable magazines would also be available. Training and professional development is also supplied, along with technical assistance and delivery service of materials.

Library Funding: This is primarily a municipal responsibility; however the provincial government does provide operating grants. If the village has less than 3000 in population, than the grant is a flat rate. More than this, the grant increases. For Nobleford the Provincial grant would be approximately \$8300.00. Libraries can also access Supernet at no fee from the province, a \$500 pm savings but does not include installation. Nobleford Village office has a supernet pop and does not subscribe to the service. This internet connection is also a growing demand in municipalities.

CAO: The key to a good library is a library board. Most of these boards are usually un-paid volunteer. How does a village entice people into this volunteer position?

One of the hard things for library board is feeling as though they are on their own, however Chinook Arch helps with this. McDonald suggests the promotion of what all of the benefits of a library would be in the village for students, children etc. Suggestion that the library may be placed somewhere other than the school.

Where does Nobleford go with this? What is the bottom line of costs?

Every library sets its own fees. Lethbridge County pays \$10.00 per capita to Chinook Arch. Nobleford would pay about \$6.99 per capita and an additional \$2.72 per capita to be part of Chinook arch. Individuals would still have to buy a Library card. If Nobleford wants money from the county of Lethbridge an appeal would have to be made to Lethbridge County. Staff for a local library costs entail about \$42,000/year.

○ Council questions whether or not this would be feasible for Nobleford?

#181-2014

MOVED BY Councillor Vincent to receive Maggie McDonald's presentation on Chinook Arch library system as information.

CARRIED

Bylaw #631 technical amendment to #629, Public, (PUL's)
Amendment to Section 2 of Bylaw #629 and the corresponding Schedule 'A'

Bylaw #631, 1ST Reading
#182-2014

MOVED BY Councillor Wobick that Bylaw #631 be read for the first time this 6th day of May, 2014.

CARRIED

Bylaw #631, 2nd Reading
#183-2014

MOVED BY Councillor Vincent that Bylaw #631 be read for the second time this 6th day of May, 2014.

CARRIED

Bylaw #631, Presented for 3rd Reading
#184-2014

MOVED BY Councillor Holinaty that Bylaw #631 be presented for third reading this 6th day of May, 2014.

CARRIED unanimously

Bylaw #631, 3rd Reading
#185-2014

MOVED BY Councillor Pelley that Bylaw #631 be read for a third time this 6th day of May, 2014.

CARRIED

P5 residential update, CAO met with Associated Engineering, ATCO ORRSC, BOA

CAO: Enclosed in the meeting package: The subdivision application to ORRSC. Advertising to all the adjacent landowners has been distributed. The Municipal Planning Committee will review application on May 20, 2014

#186-2014 MOVED BY Councillor Vincent to receive the P5 residential update for information.

CARRIED

FINANCIAL REPORT 7:21
APR

Accounts Payable Ratified is in the total amount of \$56,855.38.

#187-2014

MOVED BY Councillor Pelley to approve the Accounts Payable Ratified in the amount of \$56,855.38.

CARRIED

FS, Bank Reconciliation

Bank reconciliation statement is in the total amount of \$2,619,109.16.

#188-2014

MOVED BY Councillor Pelley to receive the March 2014 Financial Statement indicating \$2,819,109.16 balance as information.

CARRIED

ATB, Bank Statement, Master Card statement.

All transactions that have taken place over the last month.

#189-2014

MOVED BY Councillor Wobick to receive the ATB Bank Statement and Master Card statement for information.

CARRIED

Budgetary control report

#190-2014 MOVED BY Councillor Holinaty to accept budgetary control report as information.

CARRIED

NEW BUSINESS 8:55pm

Transfer outstanding accounts above \$200 to Property tax.

Every year at this time CAO brings to council the ability to transfer any outstanding utility (or other) bills over \$200 onto their property taxes. The town collects 2% pm interest on these outstanding fees.

#191-2014

MOVED BY Councillor Pelley to transfer outstanding accounts above \$200.00 to property taxes.

CARRIED

Bylaws. CAO information presentation

May 6, 2014, Bylaw presentation by CAO Kirk Hofman

Purpose of a Municipality

- To provide good Government
- To provide services, facilities, or other things in the opinion of council, are necessary or desirable for all or part of the municipality
- To develop and maintain safe and viable communities.

Policy, Procedure, Bylaw

- Policy: Rules or guidelines describing the aim, purpose or objective to achieve the Municipality's principles. COUNCIL
- Procedure: Is a guide for the task of series of tasks that will ensure the quality of a program/service is reached and maintained. CAO
- Bylaw: Law made by local authority in accordance with the powers conferred by or delegated under a statute (MGA). COUNCIL
- Bylaws should not impose on individual rights

EFFECTIVE MEETINGS, Hierarchy of rules

- Municipal Government Act (MGA)
- Procedural Bylaw
- Any other rules of order (ex: Robert's rules)

In the week prior the CAO attended a presentation from Municipal Affairs. The purpose of a municipality is to provide good government which is done through bylaws. A municipality has to provide services that are necessary or desirable on the opinion of the Council. To develop and maintain safe and viable communities. How do policies and bylaws fit into this? Only Council provides and agrees on policies. The CAO is responsible for the procedures that are entailed in these policies. Bylaws should not impose on individual rights. Word of caution: for any bylaw individual rights should be assessed.

Example: telling a resident that they cannot park their vehicles on their own lawns.

CAO provides some evidence of Nobleford's frequently used bylaws that should be studied and perhaps amended. If a village cannot enforce its bylaws it should not have them on the books.

The chiropractic office is a large concern to Council over the councils opinion of repeated parking infractions. CAO has had a recommendation to send an official letter of notice to this office and Dr. Kyle Vandervalk about the matter.

#192-2014

MOVED by Councillor Pelley to direct the CAO to send a letter to Highway Avenue business owner that regarding the parking bylaws on Highway Avenue, and the possible impact that not abiding by the bylaws may have on his business license.

CARRIED

Nobleford Media review: Sunny South, Lethbridge Herald, CJOC, Radio, CBC, City TV, Global, Vulcan Advocate Global TV did a very complimentary excerpt on Nobleford growth history and its low taxes.

Drew Barnes, Wildrose MLA, approached Mayor McDowell and asked if these low taxes were due to unfair taxing of the industrial industries here. This incorrect idea is being continually squashed by council.

#193-2014

MOVED BY Councillor Wobick to accept this media review as information.

CARRIED

Regional collaboration Program, Municipal Affairs

Collaboration grant guidelines, regulation should include:
Less talk and more action money.

Less studies and more opportunity for funding *regional collaboration operations*

Keep in mind that some regional collaborative operational programs/ projects require a capital component to be successful. Have results based accountability.

#194-2014

MOVED BY Councillor Vincent that the Mayor contact Minister of Municipal Affairs Greg Weadick and discuss the Regional Collaboration Program guidelines within the next week.

CARRIED

Noble Central School Spring yard clean May 19, 2014. \$500 Village donation

#195-2014
MOVED BY Councillor Vincent to approve Noble Central School Spring yard clean May 19, 2014 and that the Village will give donation of \$500.00 funded from Account #2-72-000-779 Grant/Contributions to Organizations.

CARRIED

REPORTS –10:01pm

May 6, 2014

CAO Report to Council

Subdivision process is ahead of schedule, Engineer, Legal Surveyor, Planner are all working together, Shallow service engineering is underway as well. Tentative plan and sub division application have been made and advertisement is proceeding. May 20, 2014 is the date set for Nobleford Municipal planning Committee meeting. On June 10 Council will be presented with final subdivision documentation. I am working to have tender prepared for Fall 2014.

Media response the Nobleford news release on Property tax reduction has been active and positive reporting about Nobleford by media: Sunny South, Lethbridge Herald, CJOC, Radio, CBC, City TV, Global TV, and Vulcan Advocate.

Capital planning for roads. I have met with McNally contracting and evaluated our roads in Nobleford and paving plans. I do this annually. Highway Avenue is in good general condition and we have scheduled paving overlay for north or Rubies for around 2016.... Nobleford crew will be doing patch work on Highway this year. McNally has been surveying and will provide me with cost estimates on Highway Avenue overlay, Railway Avenue construction and overlay, north Highway Avenue construction and overlay, Skate park overlay, rebuilding some manhole excess this newer precast concrete riser. McNally is also interested in bidding on P5 residential subdivision.

All public works and summer fun staff has been hired. 2 of the 3 summer fun are returning from 2013 and both public works are returning from 2013. I have also hired a casual to work in May June with Public works.

I attended an excellent workshop hosted by Alberta Municipal affairs last week. Topics were Municipal Bylaws, Finance, Roles and Responsibilities, Planning, Grants, Tax recovery, Meeting Procedures, Assessment. About 40 CAO and senior management attended. Municipal affairs was encouraged to continue offering these workshops in southern Alberta "LETHBRIDGE AREA", as it is too costly for most of us to travel to Calgary and Edmonton. I spent time discussing the regional Collaboration Program funding with Assistant Deputy Minister M. Merritt. I also discussed the same issue with Minister of Municipal Affairs MLA G. Weadick last week. I will comment on this during discussion.

Publics works have been: Water plant annual inspections by third parties of pumps, controls etc.... doing general seasonal duties such as: using new street sweeper to clean streets and its works nicely, Soccer field washrooms have been opened for the season may 1, 2014. **parks** maintenance, grass cutting, fertilizing, gopher control, ditch clean up and seeding, more road maintenance of asphalt pots hole will be done in May June, Railway Avenue.

Property Tax notices will be mailed out in early May.

CAO Absence, during my absence after May 12, CAO assistant Karen Feenstra will be acting CAO. I will be in communication with the Village office on a weekly basis.

Yours truly, Kirk Hofman, Chief Administrative Officer, Village of Nobleford

CAO will be away. Karen Feenstra will be acting CAO while CAO Hofman away May 12 through June 5, 2014

#196-2014

MOVED BY Councillor Pelley to receive CAO report.

CARRIED

Mayors report, City Lethbridge, motion to receive

Written report will be included in June 10, 2014 Minutes.

Councillors, written reports: No written reports were submitted to be included in meeting packages. Verbal reports were made.

MW. Verbal Report

Written report will be included in June 10, 2014 Minutes.

In the report: "housing cheat sheet" which highlights the differences in levels of supportive living centers in Southern Alberta.

P.P. Verbal report

Concerning the school buses. When to pass and when not to pass? Councillor said that he has seen drivers not always using their lights when students are exiting or loading buses.
CAO will phone the school boards and remind them to use bus lights in Nobleford.

D.V. No Report

DH. Verbal report

Rob Groenenboom is concerned with trespassing on his farm property adjacent to Nobleford. This is an issue that Rob should contact RCMP to deal with as Nobleford does not enforce laws in the County. Nobleford PW is going to place new posts in dead end roads adjacent to Nobleford east side corporate boundary that were removed over the winter.

#197-2014

MOVED BY Councillor Holinaty to receive the Mayor and Councillors verbal reports.

CARRIED

INFORMATION/CORRESPONDENCE: 10:07pm

Mayor presented correspondence not included in meeting package.

- Thank you to Nobleford, from the Oldman Watershed for their support. – From Executive Director Shannon
- A notice from the Minister of Culture alerting Nobleford to the Alberta Culture Days occurring on September 26-28th 2014.
- Invitation to the Claresholm and District Fair Days parade on Saturday, August 9th 2014.
- A notice from the Alberta Municipal Affairs to Mayor McDowell about the amendments to the Flood Recovery and Reconstruction Act.
- Highway Avenue and Noble Street sign has been turned.
- Nobleford Museum Society has offered to allow Nobleford Councillor's to use the Blade float for towing in area parades

Meeting dates;

May 13-16,	2014	SLGM-CAO, Cancelled-CAO pay \$75 fee.	CAO away May 12 to June 5th
May 20,	2014	MPC committee meeting, MW, PP, DV, Assistant to CAO, KF, and ORRSC planner RD	
June 10,	2014	Regular Council meeting, Subdivision	
June 24,	2014	Regular Council meeting, FCSS and Muniserve Tax assessment presentation	
July 8,	2014	Regular Council meeting	
August 5,	2014	Regular Council meeting	
Sept 2,	2014	Regular Council meeting	
Sept 16,	2014	Regular Council meeting	
Sept 24-26	2014	AUMA, Edmonton	
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	

#198-2014

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


CARRIED

In Camera

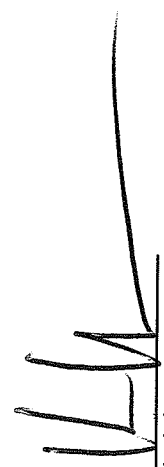
1.1 Annual CAO evaluation Tabled from April 15 meeting, tabled to next meeting

Adjournment

Mayor McDowell adjourned meeting at 10:10 pm.



Mayor



Administrator