

**Minutes: FOR THE REGULAR MEETING OF COUNCIL OF THE VILLAGE OF NOBLEFORD HELD IN COUNCIL CHAMBERS AT 906 HIGHWAY AVENUE, NOBLEFORD on October 20, 2015 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

Gallery None

Call to Order Mayor McDowell called meeting to order at 6:27 pm

Open floor to citizens, no one in attendance.

**APPROVAL OF AGENDA  
October 20, 2015 Agenda  
#307-2015**

MOVED BY Councillor Holinaty to accept agenda for the October 20, 2015 regular council meeting.

**APPROVAL OF POLICY #01-04 (see attached)  
#308-2015**

CARRIED

MOVED BY Councillor Wobick to approve amendments to Policy #01-04.

CARRIED

**ORGANIZATION, COMMITTEE APPOINTMENTS**

Nobleford, POLICY #01-04

October 20, 2015

**SUBJECT: COUNCIL ORGANIZATION AND COMMITTEES  
DEPARTMENT: LEGISLATIVE  
ADOPTED & APPROVED BY COUNCIL:  
RESOLUTION NO:**

**PURPOSE**

To develop a guideline for the Organization of Council and terms of council representation on specific committees.

**ORGANIZATION,**

**Nominations for Deputy Mayor**

- Mayor makes first call for nominations:
- Councillor Pelley nominates Councillor Wobick
- Mayor makes second call for nominations
- Mayor makes Third call for nominations,

**#309-2015** MOVED BY Councillor Vincent that nominations for Deputy Mayor cease.

CARRIED

Nominees are asked if they will let their name stand for Deputy Mayor. Councillor Wobick agreed to let her name stand.

If required, CAO conducts vote by secret Ballot and presents results to Mayor.

**MAYOR DECLARES COUNCILLOR WOBICK AS DEPUTY MAYOR.**

**#310-2015** MOVED BY Councillor Holinaty that Regular Council Meeting day and time – 1<sup>st</sup> and 3<sup>rd</sup> Tuesday's at 6:30 pm at the council chambers

CARRIED

**#311-2015** MOVED BY Councillor Holinaty that Council Meetings will be held at the Council Chamber designated as 906 Highway Avenue.

CARRIED

**#312-2015** MOVED BY Councillor Pelley that the Banking Institution will be ATB Financial, with signing authority as stated:  
- the CAO and Mayor or Deputy Mayor  
- or CAO and two Councillors  
- or three members of Council, one of whom must be the Mayor or Deputy Mayor.

CARRIED



**APPROVAL OF MINUTES  
October 6, 2015 Minutes  
#316-2015**

MOVED BY Councillor Wobick to approve the amended minutes of the October 6, 2015 regular Council Meeting. Amendment was made to the wording of the Education portion of the strategic plan.

Goals and objectives are part of the strategic plan that should include:

**EDUCATION:** Alberta Government, Palliser School Board, other School Boards, and Nobleford shall be diligent in focusing on maintaining and improving the schools in Nobleford in an efficient and effective manner, as a significant part of the prosperity and high quality of life in Nobleford.

CARRIED

**UNFINISHED BUSINESS  
P5 Subdivision  
#317-2015**

MOVED BY Councillor Holinaty to receive as information the update for the P5 Subdivision as being on time and on budget with total expense/revenue estimates showing a \$551,845 net profit upon sales of all lots, revenue from MSI and FORTIS. See attached

CARRIED

**AXIA Update  
#318-2015**

MOVED BY Councillor Vincent to receive as information the update of AXIA's progress, and that Mayor McDowell and CAO will work with AXIA to include Nobleford in their advertising campaign, "Generation AXIA"

CARRIED

**Quote from Gibbs Insurance  
#319-2015**

MOVED BY Councillor Wobick to table getting a new commercial insurance quote through Gibbs insurance.

CARRIED

**Community Complex Report**

Nobleford Community Complex information for 2015.

- 1- Insurance cost for building in 2015, \$21,790
  - 2- Utility costs \$16,000 and \$1060 for phone.
  - 3- Building, janitor and operational maintenance repair cost \$10,000. Capital costs are more.
  - 4- Village Admin and staff costs are not included in calculations.
  - 5- Booking, bookkeeping, management, Public works capital maintenance and repair work.
  - 6- There are over 300 booked events for 2015. *Example, October has 35 booked events, 4 in one day.*
  - 7- Rental rates are significantly lower than other venues (50% to 80% less) see 2011 comparison.
- Main gym      \$30.00 per hour or \$300.00 per day, (between 5:00 am and 4:00 am)  
 Upstairs Room    \$30.00 per hour or \$150.00 per day, (between 5:00 am and 4:00 am)  
 Kitchen          \$100.00 per booking, dish clothes available at the Village office.  
**All Nobleford residents or property tax payers are eligible for a 30% discount.**  
 Security/Key deposit is \$200.00. Charge for NSF cheques is \$100.00.

- 8- Majority of use is daily gym activities, small group, under 50 people, meeting.
- 9- Banquets/ kitchen rented, 11, times in 2015.
- 10- Significant # of users do not pay rent. Example; In Oct 2015, 20 of 35 are no fee events,
- 11- 2015 rental revenues \$10,000 to \$13,000
- 12- No operating grants are received
- 13- To date Nobleford Community Complex Society has not contributed revenues to operating expenses. CIP operation grant application was not approved.
- 14- Paint the complex capital project planned in prep for 2018. \$30,000 to \$70,000 pending revenue.
- 15- A large portion of people using the complex are non Nobleford residents.

\*Net loss for 2015 is estimated at \$30,000 to \$35,000. There has been only one year that the Village recovered 100% of operating costs and that was due to operating grants from AB Government.

\*Total Municipal tax revenue in 2015 is \$102,000.

1/3 of municipal portion of property tax goes to operating the community complex

**#320-2015**

MOVED BY Councillor Vincent to receive as information the report on the Community Complex for 2015.

CARRIED

**Education**

**Council discussed content for upcoming meeting with Palliser board, suggest show Palliser progress and growth of Nobleford and diverse population and school options and how a cooperative approach may yield benefits for all. #321-2015**

MOVED BY Councillor Pelley to receive as information the update on education and to update the description in the Nobleford Strategic Plan to read:

**EDUCATION:** *Alberta Government, Palliser School Board, other School Boards and Nobleford shall be diligent in focusing on maintaining and improving the schools in Nobleford, in an efficient and effective manner, as a significant part of the prosperity and high quality of life in Nobleford.*

CARRIED

**October 28, 2015 CAO Meeting with Palliser Staff; Nov 9 Ceremony #322-2015**

MOVED BY Councillor Wobick to receive as information the update on a meeting between the CAO and Palliser Staff for October 28, 2015 regarding decanting related to construction. Mayor McDowell will present a wreath at the November 9<sup>th</sup> Remembrance Day Ceremony at the school.

CARRIED

**519 & 23 Round-About #323-2015**

MOVED BY Councillor Pelley to approve a plaque on Noble K blade display recognizing the contributions of M & R Wobick, Jobe, Agri-Tech, and the Village of Nobleford.

CARRIED

**ROUND ABOUT SUGGESTIONS:** Council suggested that the size of the speed limit signs near the round-about should be larger, rumble strips be placed in advance of Roundabout, signage or something to advise motorists of ROUNDABOUT AHEAD.

**DELEGATIONS**

**Ryan Wagner, Nobleford Fire Chief, 7:59 pm**

-County Cams: County staff initiative is not giving much choice, it's mostly a way for them to observe where the trucks are, although he has no need and no right. His office and EOC in Lethbridge would have access to see this although Nobleford would need to pay for a subscription to be able to do so. No inclination has been made as to who would fund this project.

**#324-2015**

MOVED BY Councillor Vincent that Nobleford not allow the cams to be installed on Nobleford trucks and inform Lethbridge County that Nobleford will not participate in the county cam program.

CARRIED

-County Fire Inspection Program: No cost to Nobleford for this yet and expects none.

-Barons Fire Department and Picture Butte departments were discussed

-Fire Hall Rent: FD has concerns with letter the Village received saying Lethbridge County will not pay over \$20,000 in rent for 2014 even though they received building services for their equipment in the new building at a cost to the Village. This will be considered in future discussions.

-Accident at Round-About: Northbound vehicle on #23, driver states he did not know the round-about was there and ran into the concrete wall.

-House Fire: 9:30 pm on Saturday, October 17, 2015, on Rubie Crescent. No injuries; fire was upstairs in back bedroom and was extinguished without structural damage but severe smoke damage in upper level.

-Ivan Slingerland, Deputy, is retiring after 14 years. Replacement has not been looked into yet.

-Mayor McDowell commended Ryan for an excellent job and excellent fire department.

-Overview of year:

-6 new recruits, 3 members lost, leaves 22 members of which 2 are still on probation (5 months to meet criteria, then 1 month on probation while responding). Practice first 4 Mondays, 80-90% attendance.

-Trying to raise funds for a fence around the training grounds (quoted for \$17,000) to protect equipment so it can be used to its full potential, hoping for a grant to help.

-Administration: Moving to electronic documentation. Maintenance on trucks and equipment is ongoing. Policy manual is being revised and updated, including addition of new standard operating procedures. This will be brought to the council after Ryan's updates.

-Officers are all currently 3-year term but now looking into not re-electing after 3 years if the person is competent and willing to stay in their position. The Fire Chief will make changes to their election policy as needed and include it for council approval.

-Call volume down from previous years.

-Equipment recently stolen when it was set up at the school for a training night.

-Joint Chief Committee (JCC) has had no meeting since Nov 2014.

-Radio Reception in County is very poor, many dead spots. Department now have a second mobile repeater on one of the trucks.

-Starting the 2016 budget and will bring it in to discuss with CAO once available.

**FINANCIAL REPORT**

**Accounts Payable for Ratification #325-2015**



MOVED BY Councillor Vincent to approve the Accounts Payable ratification in the amount of \$237,511.27.

CARRIED

**Bank Reconciliation and Financial #326-2015**

MOVED BY Councillor Holinaty to receive as information the bank reconciliation and financial statement stating a balance of \$3,104,054.64.

CARRIED

**ATB Statements #327-2015**

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

CARRIED

**NEW BUSINESS**

**FORTIS Power Line Pole Replacement #328-2015**

MOVED BY Councillor Pelley to receive as information that 49 power line poles will be replaced by FORTIS in November.

CARRIED

**REPORTS**

**CAO written Reports:**

CAO Hofman report for Council Oct 20, 2015

- 1- October 13, 2015 we have significant changes in staff. Ernie Langridge retires with Logan Howes replacing Ernie as Public Works Foreman with a 6 month probation period. Logans position has been filled by former part time seasonal employee Cody Hofman with a 6 month probation period. Tammy Lariano has given notice that she will be leaving the Municipal receptionist assistant secretary position , that position has been filled by Lisa Wiebe with a 6 month probation period.
- 2- October 14, 2015 I attended a Local Government Administrators Association ZONE 1 meeting in Raymond. Municipal Affairs, Stephanie Clark provided a update on MGA review with draft to be tabled in spring 2016 with summer discussion and fall proclamation as law. New act will include mandatory growth management boards for Calgary and Edmonton. NEW MGA will be in place for fall 2017 ELECTIONS. 2015 MSI grant approvals were mailed out in October. Current MSI programs ends in 2016/2017 with new MSI being discussed and planned for. Gas Tax Fund grant has been extended to 2024. 8 municipalities in Alberta are under Viability review, Hillspring included. Provincial budget to be announced soon. Jennifer and Jared from AUMA presented capacity building tool and services. Addressed Education taxation and AUMA lobbying Government to remove education requisition from Municipal tax. Discussed linear assessment revenue and possible options. Reviewed AUMA initiatives and Minister Relationship building. Viewed video on creativity by Dewitt Jones and discussed issues of leadership effectiveness.
- 3- Thank you letter will be sent to Minister of Infrastructure for meeting with us at AUMA. Congratulation letter to new MP. Letter of invitation to visit Nobleford will be sent to Minister of Municipal Affairs. Letter to AB transportation for job well done on 519/23 round about.
- 4- Water service disconnection notices sent out Oct 15 to overdue accounts of \$200 or more.
- 5- YPM 2015 audit set for February 9-10-11 2016

Kirk Hofman CAO

**Mayor's Written Report:** Mayor and Reeves Committee, Oct 9 Attended Harvest Lunch at NCS. Well attended. Nice event. Oct 16/15. Will be attending the Fire Fighters Wing Fry. The Round-a-bout is open. New speed limits. New paint. Remember to vote on Monday.

**Councillors' Written Reports:**

**M.W.:** NO Written report: Harvest lunch, FD wing auction

**P.P.:** NO Written report: Suggested tour of Village facilities, WTP, Fire Hall, Sub divisions Complex

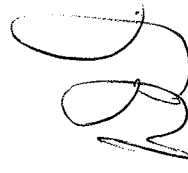
**D.V.:** NO Written report:

**D.H.:** NO Written report: attended SDAB hearing in Coalhurst October 14 2015.

**#329-2015**

MOVED BY Councillor Vincent to receive CAO, Mayor and Councillors' reports as information.

CARRIED



**INFORMATION/CORRESPONDENCE**

**FORTIS, Final Construction Advance Payment Refund #330-2015**

MOVED BY Councillor Vincent to receive as information that advance payment of \$4,800 as budgeted was received from FORTIS for P4 residential subdivision.

CARRIED

**AB Municipal Affairs MSI Capital Grant #331-2015**

MOVED BY Councillor Hollinaty to receive as information that the AB Municipal Affairs Municipal Sustainability Initiatives, MSI, Capital Grant has been approved in the amount of \$360,000 for Phase 5 residential subdivision.

CARRIED

**AB Municipal Affairs MSI Operating Grant #332-2015**

MOVED BY Councillor Pelley to receive as information that the AB Municipal Affairs Municipal Sustainability Initiatives Operating Grant has been approved for 2015 and received.

CARRIED

**Picture Butte RCMP Report #333-2015**

MOVED BY Councillor Hollinaty to receive as information the Picture Butte RCMP Report.

CARRIED

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

Nov 2 (Monday)	6:30 pm Regular Council meeting
Nov 17	6:30 pm Regular Council meeting
Nov 18 – Dec 2	CAO away 2 weeks ( as per 2015 vacation / TIL)
Dec 8	6:00 pm Staff / Council Dinner and Social at Fire Stone Lethbridge (private room)
Dec 15	6:30 pm Regular Council meeting

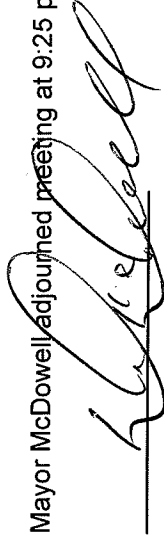
**#334-2015**

MOVED BY Councillor Pelley to accept the meeting dates after moving the November 3 meeting to November 2.

CARRIED

**ADJOURNMENT**

Mayor McDowell adjourned meeting at 9:25 pm



Mayor



Administrator