

Minutes of Tuesday August 6, 2013 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 Marguerite Wobick, Councilor Don McDowell, Councilor Wanda Luchia, Councilor Pete Pelley

Councilor Tony Aleman (absent) on Leave June 1 to August 31, 2013

Staff Kirk Hofman, Chief Administrative Officer, Ashley Sherman (absent)

Gallery No one in the gallery

Call to Order Mayor Wobick called the meeting to order at 7:04 p.m.

7:00 p.m. – 7:15 p.m. --- Open floor to citizens. No one in the gallery

APPROVAL OF AGENDA

August 6, 2013

251 - 2013 MOVED BY Councilor Luchia to approve the August 6, 2013 meeting agenda.

CARRIED

APPROVAL OF MINUTES

July 2, 2013

252 - 2013

MOVED BY Councilor Luchia to approve the minutes of the July 2, 2013 meeting as presented.

CARRIED

UNFINISHED BUSINESS

Bylaw #585 Traffic bylaw amendment

Bylaw #585 1st reading

253- 2013 MOVED BY Councilor McDowell that Bylaw #585 Traffic bylaw amendment be given 1st reading.

CARRIED

Bylaw #585 2nd reading

254-2013 MOVED BY Councilor Pelley that Bylaw #585 Traffic bylaw amendment be given 2nd reading.

CARRIED

Bylaw #585 3rd reading

255-2013 MOVED BY Councilor Luchia that Bylaw #585 Traffic bylaw amendment be presented for 3rd reading.

CARRIED unanimously

Bylaw #585 3rd reading

256-2013 MOVED BY Councilor McDowell that Bylaw #585 Traffic bylaw amendment be given 3rd reading.

CARRIED

Council discussed east King Street parking and newly painted center lines. Parking will be allowed on south side of King Street across from post office.

LRWMSC Discussion

Council had discussion regarding issues related to Nobleford waste transfer site operated by LRWMSC.

Many complaints on extra fees, garbage being left in ditches and road side,

Nobleford is seeing increase in garbage at curbside because of waste transfer added fees.

Nobleford burn pit and grass site are taking burden off transfer site.

Commission may want o consider Transfer site having burn pit for wood and burn 2- 3 times per year,

Commission should make improvements to access to their compost site.

Nobleford is allowing commission use Village service road on east of site property to access transfer site

and compost site, no access to sewage lagoon and pit area. Any improvements done to the road is at the

expense of the commission.

Commission should better research markets and sell recyclables for a profit not a loss.

Profits from sales should reduce costs of operating the commission.

Create revenue from sales NOT from charging citizens user fees.

Consider reuse of garbage options with society, focus on reduction of garbage to be transferred and trucked, do NOT hire more staff, and reduce operating costs. Change is needed.

In order to keep consistent representation, honorariums should be paid by commission.

Commission reps indicated a planning workshop is scheduled this fall

CAO suggested; Vision+Skills+Incentives+Resources+Action plan = CHANGE

FINANCIAL REPORT**In Camera , Councillor expense payment deductions**

257 - 2013 MOVED BY Councillor Pelley that Council go in Camera 8:08 pm CARRIED

Out Camera

258 - 2013 MOVED BY Councillor Pelley that Council go ^{out} in Camera 8:28 pm CARRIED

APR

259 – 2013 MOVED BY Councillor McDowell to accept the Accounts Payable Ratified in the amount of \$101,692.42

CARRIED

AP

260 – 2013 MOVED BY Councillor Pelly to approve the Accounts Payable in the amount of \$5,726.02

CARRIED

Bank Reconciliation F.S.

261 – 2013 MOVED BY Councillor McDowell to accept the Bank Reconciliation Statement as information. Balance of \$2,951,356.08

CARRIED

ATB statement and Mastercard

262 - 2013 MOVED BY Councillor McDowell to accept the ATB statement and Mastercard statement as information

CARRIED

NEW BUSINESS none**CAO report**

August 6, 2013 CAO report to Council and Mountain refresher workshop report attached

-Summer Fun, Runs July8 to Aug 22. Attendance is between 15 and 30, averaging 25 per day. Program is running smoothly this year.

-PARKS.

-Spray park; is well used with solar system and control operating nicely. Timers has been set to run a bit longer, and a bit more pressure than last year. Fitness and playground apparatus is well used. Basket ball court sees intermittent use. Bike rack will be bolted down later on. This is the most used park in Nobleford.

-Centennial Park; slide, glider have been removed, powder coated and are in the Park ready to be reinstalled. New plastic border and pea gravel will be installed as well. 2 more park benches will be installed on west side of playground. Fill and Landscaping around plastic border will be complete and grass seeded.

-Soccer field / ball diamonds; grass is filling in nicely in this second full year of growth since planted. Irrigation system runs 3 nights per week.

-Rubie Park is seeing more use from residents outside the Rubie subdivision. There is no vandalism this year, maybe the significant tree trimming that increased visibility helped.

-Kenex park: Loads of water is being put on this park 4 nights per week. Trimming around the farm implement display is very tedious and time consuming.

-Boulevard tree trimming continues, village complementary use of dump truck is well used.

* -Would Council consider a fall clean up for tree trimming with Complimentary dump truck use as in the spring?

-Skate park has 3 energized GFI receptacles on east side.

-RV parking and electrical on east Complex is getting well used.

-Understood intent by Council: RV parking by complex is intended for short stays (2 days). Intent was for complex, sport field, activities. Visitors Longer term RV parking (construction/road crews, will be allowed in Kenex park

-Public Works; PW and summer staff is busy maintaining parks as well as replanting some trees along walking path and re covering ground around tree base with mulch. They will be doing general path equipment maintenance as well. New mower is working nicely.

-McNalley will be doing asphalt repair early august. I have requested work done before Aug 10.

-Streets will be swept after asphalt patching repairs, anticipate before the before Aug 10.

-Nitro is proceeding nicely on Fire Hall.

-Work has started on PW shop yard clean up. Disposal of wood, metal ground prep, gravel, etc.

-Nobleford Grass Compost site is well used. Public works is spreading out grass compost weekly. Waste transfer site is seeing a reduction in grass disposal. We are getting complaints about waste transfer site user fees.

- RTK will be cutting tall grass growth in P5 before Aug 10.

PW will be mowing grass/ weeds reservoirs, WTP, north Industrial etc. with tractor and mower

- Museum Society inquired about internet service from Village in early July, I offered free internet and offered to connect it for them, no response.

-Museum Society, no response from society on building lease signed by Village. Museum society has not identified their committee appointees. Nobleford committee has met with Society President.

March 7, 2006 lease is in effect at present. This discussion started May 18, 2012 when Museum society requested revisions to the lease.

#147-2012

MOVED BY Councillor Luchia, that the Village receive the Nobleford and District Museum Society letter of May 18, 2012 giving notice as per lease agreement and requesting amendments to the existing lease, and to have Nobleford Public Organizations and Societies committee meet to discuss Museum Society May 18 letter and return with a report and recommendations to council, including final accounting statement referring to assumed Casino funding used to pay the Village.

-Newsletter editor is frustrated with late submissions, no late submission will be accepted in the future.

- There is an increase in neighbors complaining about dogs.

- RCMP will be enforcing "Ticketing" no parking on Highway Avenue and King Street violations. (Double orange line is on center of east King Street).

-Council letter to AB government, no progress on this letter due to no response to Mayor by Councillors.

-Additional garbage cans will be in place for August 10, by parade set up site and each side of King Street.

Trish Hoffman Chief Administrative Officer, Village of Nobleford

Trish

**Fall clean up
263 - 2013**

MOVED BY Councilor Pelley, that the Village conduct a fall yard clean up similar to the annual spring clean up in the 3rd week of October 2013.

CARRIED

**Museum Society
264 - 2013**

MOVED BY Councilor Pelley, that the CAO send a letter to the Museum Society requesting an annual committee meeting, as per 2006 agreement with their designated representatives, and further that agenda be finalized before the meeting. CAO and Mayor to sign letter.

CARRIED

RV Parking Policy

Suggested CAO draft policy on RV parking (no tent camping) at Complex limited to 72 hours with no fee but donations accepted and Kenex Park should be day use only.

-CAO reported on PWF unpaid absence and potential leave. CAO reported on PW assistance duties and made recommendation for interim pay increase.

Councillor Pelly left chambers at 9:02 pm

PW assistance interim Pay

265 - 2013 MOVED BY Councilor McDowell, that the CAO be authorized discretion to increase Public Works assistant pay rate to probationary base rate of PW supervisor (\$22.60) during PW Supervisors unpaid extended absence in 2013.

CARRIED

Councillor Pelley returned to Council Chamber as 9:10 pm

266 - 2013

MOVED BY Councilor Pelley to accept CAO report.

CARRIED

**Mayors report
267 - 2013**

Attended Barons and Vulcan Parade,
Presented letter from M.A. announcing \$650,000 grant for emergency preparedness.

MOVED BY Mayor Wobick to accept Mayors report

CARRIED

COUNCILOR'S REPORTS

Councilor Wanda Luchia
No written report submitted in advance of meeting.
Took museum float to Barons, waste management meeting in Late August

Councilor Don McDowell
No written report submitted in advance of meeting,
Questioned weed growth on private parking lot north of Village shop yard.

Councilor Pete Pelley
No written report submitted in advance of meeting.
Looking forward to Heritage Day August 10 and noted Volunteer involvement.

Councillors report

268 - 2013 MOVED BY Councilor Pelley to accept Councilor's reports.

CARRIED

INFORMATION AND CORRESPONDANCE

Emails Circulated

MSI operating. Letter from Municipal Affairs Minister approving 2013 MSI projects.

Alberta Transportation, intersection assessment #519& #23. ~~W. website~~ ^{msi}
269 - 2013 MOVED BY Councilor Luchia to receive Alberta Transportation, intersection assessment #519& #23. report and to post it on Nobleford web site

CARRIED

County of Lethbridge, Joint Emergency services Committee meeting Aug 15, 5:30 County office. DM, PP, KH
Discuss 519/23 report and, grant. DM PP KH

Aug 7, MW attendance. Lethbridge Lodge 9:00 am-12 and lunch.
The Role of Municipalities in Renewable Energy in the South Grow Region”

Mayor expenses paid South Grow

270 - 2013 MOVED BY Councillor Pelly that Mayor Wobick be approved to attend South grow Workshop August 7, at Lethbridge Lodge 9am-12. The Role of Municipalities in Renewable Energy in the South Grow Region” and be paid ½ day per Diem and mileage expenses

CARRIED

MEETING DATES

September 3	Regular Council meeting
Sept 17	Regular Council meeting
September 23	Nomination day
October 1	Regular Council meeting
October 21	Election
October 23/24	Tentative orientation for new Council 10:00 am to 4:00 pm
October 29	Tentative Organization and Regular Council meeting
October 31	Tentative, Regional Council orientation with George Cuff
November 5	Regular Council meeting
Nov 20-22	AUMA Calgary, 6 rooms booked
December 3	Regular Council meeting
December 17	Regular Council meeting

271 - 2013 MOVED BY Councilor Luchia to accept the meeting dates as presented.

CARRIED

ADJOURNMENT

9:36 p.m.

Mayor Wobick declares meeting adjourned.

Margaret Wobick

MAYOR

[Signature]

ADMINISTRATOR

Nobleford CAO Kirk Hofman Report.
Municipal Administration Leadership Workshop
May 14-17, 2013 Kananaskis Village

- Opening comments from presenters (Speaker profiles attached).
- 70 % turnover of Municipal elected officials in 2010 election.
- 40% of CAO's have left the field since 2010.
- New record set for CAO minimum term.....20 minutes costing \$160,000
- Significant increase in Municipal reviews my Municipal Affairs. Municipalities are in trouble.

The Future of Local Government Leadership: LEADERSHIP LEGACY

Wishing Council has clear expectations of the CAO?
Looking for tools to develop Council effectiveness and focus on Governance ?

CAO Road kill is on the rise, alignment of Administration and Council is a significant issue, Individual Councillor objectives are getting in the way of Council Governance (often a result of new Councils). Public sentiment is suspect of Council because of increasing taxation, user fees and red tape. Public is asking for results on significant issues but all they get is tidbits that satisfy special interests and often create new issues and problems “ *anytime you ask for something , you get something different and it costs you more*”. More women are in elected positions than ever before and social issues are focused on more than hard fundamental issues. Leadership vs representation is in conflict.

We may be in for a profound change in the next Municipal election in fall 2013 as the results of the Governance since 2010 is being realized and it is not all that positive as taxes generally increased, rural populations decreased along with supporting infrastructure (refer to Municipal Affairs indicators). Growth in larger cities is influencing Provincial and Federal Governments more often than rural. Health, Education and social issues continue to be the money pit while infrastructure deteriorates. Media attaches itself to poor leadership, poor Governance and has lots to report on.

During this workshop session we focused on Strategic context of Administration,-changes, trends, Community needs- influence and risk, Local Government -factors, resources, and general Leadership challenges. Leadership competencies, Leadership development.

CAO

- should help Council be the best that they can be.
- encourage strategic thinking of Council and staff
- political savvy is a must for every one if you want progressive results in a POSITIVE direction.
- there will always be a legacy.....what will it be, consider this in your strategic planning and vision.
- Leadership skills, how do we/you/1 get things done.
Making people feel good gets good results, making people feel bad often get results in short term but destruction and cost in the long term.
- 65% of people working for senior administration surveyed say that they get no recognition in work place.
- 9 out of 10 people say they are more productive around positive people.
- Leave everything better than you found it.
- Some people feel that they are entitled to something without working for it, these are usually the loud people that often get the most attention from Council and least attention from CAO and suck the time and money out ofeveryone. AVOID these situations.
- build solid standards of an organization that Council Admin, staff recognize as valid.
- Delegation without accountability is advocating.
- How do we know if we are succeeding or failing? Put some objectives in place and measure. These should be measurable tangible and real, not an opinion such as—people are happier, satisfied, friendly. But rather, roads are better, water is better, taxes are better, new playground,
-Who should discipline politicians when they behave badly?.....

IL

Ethical Leadership is not for Wimps.

See attached, James Kouzes, Barry Posner, Franklin Covey

Basics of Municipal Management- Working with Council

- Purpose of your Municipality is to provide government, services, facilities, safe and viable communities,
- Municipal powers to make local laws, duties imposed by MGA
- Role separation, Council makes policy
- CAO Legislated responsibly, administrative head of the Municipality.

Walking the tight wire: Stress Management from the inside out.

The question isn't are you stressed but how stressed are you?

CAO's and their senior staff are seeing high rates of turnover and are leaving the public service field. WHY? Interviews with those that left state high stress, poor work environment, overwhelming work loads, frustrating Councils, ineffective committee works, no consistency on policy, no or poor vision and business plan for objectives, inability to leave work at the office, no reward for there results.

CAO must be able to bounce between being managers and being political in an instant. CAO working for a Council must lead their Council based on Council Strategic plans, visions, and objectives. Councils, and councilors do not necessarily know how to do things, the CAO has to lead them, help them and some times baby them. There are no qualification requirements for being elected that will insure high levels of knowledge and skill to be a politician. The most effective way to deal with stress is deal with it together. Council must recognize their role; CAO must help Councilors be the best they can be at their role. Councils role is not to help the CAO run the municipality, if they want to run the Municipality they should apply for a CAO or administration Job. In stressful potential conflict areas, Council must always be reminded that they govern the Municipality, not manage or administer. Stress relievers are: Work with Council regularly on good planning, strategic plans, simple but fundamental policy that support bylaw, big picture visioning and focus on future. If councilors, or others, have power, ego issues, do not let them destroy them selves... because they tend to drag others down with them and create problem after problem. This is happens often because a Councilor thinks that when a citizen brings a complaint to them they have to take action. All people that lack the knowledge of something need to be educated or they will act poorly. If they refuse your help, simply step back and direct your attention to those willing to accept help. Once progress is being made the frustrated Councilor may learn. Teach Councilors how to deal with citizen concerns by applying good policy consistently.

Once upon a time there was a leader

Story: barriers/benefits/building/tell.

- Story telling, influence, how to, example, DIY, put ideas into the world.
- Benefits ;“Logic will get you from a to b, Imagination will take you everywhere.”
- Barriers :“No pressure no diamond”
- Build :“No, no! the adventure first, explanations take such a dreadful time”.
- Tell: “Whatever story you are telling, it will be more interesting if, at the end you add, *“and then everything burst into flames”*

Returning Officer Training

Day long session, Reviewed new election act and procedures for 2013 election

I will be training staff.

- change from 3 to 4 year term of office for elected official
- significant changes related to voter eligibility, many problems n past
- new voter ID requirements
- Candidate discloser reports are more detailed

OtherExcellent workshop, great location, very nice social events and banquet. very good presenters and speaker, well attended by provincial CAOs, Municipal affairs senior management. I met with AB Government staff other CAOs and Interns that were interested in HOW Nobleford is consistently growing, funding services and lowering taxes.

Kirk Hofman

