

# **MINUTES**

## **ZONE 3 LOCAL GOVERNMENT ADMINISTRATION ASSOCIATION JUNE 8, 2007 AT LACOMBE**

---

- IN ATTENDANCE:** Bernice Birtsch – Rimbey, Tracy Lebedynski – Rocky Mountain House, Larry Holstead – Rocky Mountain House, Dale Mather – Innisfail, Elizabeth Smart – Bentley, Wanda Watson-Neufeld – Sundre, Bob Jenkins – Lacombe, Rick Binnendyk – Penhold, Jack Ramsden – Three Hills, Carey Keleman – Ponoka, Darryl Joyce – Olds, Dale Withage – Olds, Therese Kleeberger – Eckville, Brenda Hemming – Didsbury, Helen Dietz – Sylvan Lake, Michelle Smith – Elnora, Tammie Dick – Linden, Dan Proctor – Bowden, Jeannette Austin – Carstairs, Joanne Weller – Acme, Karen Fegan – Delburne, Ken Kendall – Lacombe, Laurie Watt – Kneehill County, Nita Bartholow – Sundre, Mary Crowe – Linden, Kristin Teskey - Lacombe
- CALL TO ORDER** Zone Director Darryl Joyce called the meeting to order at 9:40 a.m.
- WELCOME** Mayor Judy Gordon brought greetings on behalf of the Town of Lacombe. Councillor Linda Landmark brought greetings on behalf of Lacombe County.
- AGENDA** The agenda was accepted as presented.
- MINUTES** The September 29, 2006 zone meeting minutes were accepted as presented.
- CAUCUS SESSION #1** **Municipal Sustainability Grant**
- It was noted the 2007 grant funds were to be advanced in July and the indications were that the AMIP process was going to be used for the capital components of the grant. Highlights of the discussion included:
- Dale Withage commented the program needs to be simple and he was concerned about using the AMIP process to administer the capital components of the program.
  - Helen stated Sylvan Lake was concerned the Province was not going to use the latest Federal census numbers.
  - Bob stated there were many concerns over the conditional nature of the program, however, that appeared to be forced on the Minister due to little support from caucus. He stated municipalities need to show they are using the money.
  - Discussion took place about the housing component and the apparent arbitrary nature of the grant amounts given out.
  - Dale W commented about the community facilities component and what others were planning on doing.
    - \* Wanda indicated the Town of Sundre was waiting until the regulations came out.
    - \* Darryl indicated he was told, at a meeting at the AUMA office, the criteria would be wide open and up to each municipality to decide how these dollars were allocated.

**CAUCUS SESSION #2 Bill Johnston – Business Continuity Planning**

Darryl introduced Bill Johnston who is the Town of Olds Director of Disaster Services and is working with Olds and a number of area municipalities on business continuity planning during a pandemic. Bill did a Power Point presentation and a short pandemic video. Discussion included:

- Contrary to common belief the pending pandemic will not necessarily start in the winter months.
- It is expected the pandemic will be in three waves over an 18 month period of time. Organizations are being told to expect up to 35% absenteeism due to employee illness or employees being home to look after family members who are ill.
- Bob questioned whether the 35% numbers include those staff who stay away due to self preservation concerns.

**LUNCH** Recessed for lunch at 11:59 a.m., sponsored by BDO Dunwoody

**RECONVENE** The meeting reconvened at 12:40 p.m.

**CAUCUS SESSION #3 LGAA President and Zone Director Reports**

Darryl handed out and reviewed the LGAA President report from Leigh Randle. No questions were asked about the report.

Darryl reviewed his zone directors report and thanked the zone membership for the support they showed over his four years as the zone director. No questions were asked. Rick Binnendyk thanked Darryl for his work as the Zone 3 Director.

Darryl presented Carey Keleman and Brenda Hemming with their 5 year membership pins.

**CAUCUS SESSION #4 Election of Zone 3 Director**

Darryl reviewed the election process, with the zone members, and then called for nominations for the new Zone 3 Director.

Dan Proctor nominated Jeannette Austin.

Darryl called for nominations a second and third time with none being received and declared Jeannette Austin elected.

**CAUCUS SESSION #5 Open Discussion**

Topics included, in the open discussion, included

- Darryl commented the lack of interest, in the spring workshops was disappointing and wanted to know what the reasons were for this lack of interest. Comments included:
  - \* Wanda indicated the timing was partially the reason as the SLGM conference was just over and many people could not afford the time to attend the workshop.
  - \* Michelle commented the hands on type of sessions was what she was looking for. She used the success of the minutes and policy writing workshops as examples.
  - \* Bernice stated job specific training would interest her citing the tangible capital assets as an example.

- \* Rick stated customer service and dealing with difficult people would be of interest for him. He also suggested more workshop locations including Red Deer.
- \* Jack stated the election workshops needed to be earlier. Darryl noted these were workshops that Municipal Affairs put on through the SLGM.
- Rick asked the group about what everyone did for CAO performance evaluations. Comments included:
  - \* Liz has developed one in Bentley and would share it with anyone interested.
  - \* Rick stated he was looking for one that involved good dialogue between the CAO and Council.
  - \* Dale W indicated the Town of Olds struck a committee and one of the Councillors takes the lead in the process.
- Bob Jenkins gave an update on the Central Alberta Regional Wastewater initiative. Dale W noted the 90% funding that was being provided on the preliminary design phase.
- Larry asked if anyone had any policies on the naming of streets/parks/facilities and, if so, could they share them with him. Bob noted Lacombe did.
- Dale W passed around information from the Municipal Excellence website and noted, from an interview with Norbert Van Wyk, wondered why people are not using the website.

**PRESENTATION**

Darryl presented Bob Jenkins with a retirement gift in recognition of his many years in service.

**NEXT ZONE MEETING**

It was decided the next zone meeting would be held in the Town of Bentley on September 28, 2007. Door prizes were then given out to those in attendance.

**ADJOURNMENT**

The meeting adjourned at 1:45 p.m.