



TOWN OF HINTON
STANDING COMMITTEE of Council Meeting
April 8, 2014

PRESENT: Mayor Rob Mackin, Deputy Mayor Ryan Maguhn
Councillors Dale Currie, Glen Barrows, Stuart Taylor, Marcel Michaels,
Matthew Young

ABSENT: N/A

SECRETARY: Lil Wallace - Executive Assistant

ALSO PRESENT: Bernie Kreiner - Town Manager (arrived late)
Denise Parent - Director of Corporate Services

ORDER

Deputy Mayor Ryan Maguhn called the Standing Committee Meeting to order. The time was 4:01 p.m.

ADOPTION OF AGENDA

Denise Parent, Director of Corporate Services, requested a "financial matter (FOIP)" in camera item be added to the agenda. Councillor Glen Barrow also requested a "financial matter (FOIP)" in camera item be added.

There was consensus to accept the Standing Committee Meeting Agenda of April 8, 2014 as amended.

ACTION AND DISCUSSION ITEMS

Refer to the Standing Committee Meeting Agenda package for April 8, 2014 for detailed background information on these decisions.

Assessor Presentation - Verbal by Warren Powers

Warren Powers, accredited municipal property tax assessor for the Town of Hinton, gave council an overview of how property assessment is calculated. He stated that when everyone is assessed using the same principles, then people pay their fair share. If people have questions about their assessment, they are invited to phone Mr. Powers to discuss. Administration advised that the 2014 tax notices will be sent out in May, with open houses being scheduled for June 18 (2:00 to 7:00 pm) and June 19 (8:00 am to 12:00 noon), at which time citizens will have an opportunity to review their assessments with the assessor.

Town Manager Bernie Kreiner arrived at 5:10 p.m.

There was consensus that this presentation be accepted for information.

Financial Statement Presentation & Discussion with the Auditor - Verbal by Gerald Joly

Gerald Joly, auditor for the Town of Hinton, reviewed with council the Town's consolidated financial statements for 2013. Council had an opportunity to ask Mr. Joly questions to better understand the statements.


Initial

There was consensus that this presentation be accepted for information.

Erith Park Rehabilitation

There was consensus to remove this item from the 2014 capital budget.

Off-Site Levy Text/Content Review

Bernie Kreiner, Town Manager, discussed with council the recommended changes to the off-site levy, prior to advancing to second reading at next week's regular council meeting. After Mr. Arif Khan, representing the Chamber of Commerce, expressed his concerns, Mr. Kreiner offered to engage with the Chamber's off-site levy committee to discuss paragraph 9 (off-site levy payments) to address these concerns prior to this coming to council next week.

There was consensus that this report be accepted for information.

Sustainability and Organizational Structure - Verbal by Bernie Kreiner

Bernie Kreiner provided Council with a copy of pages 51 to 53 of the Community Sustainability Plan (see attachment #1 to these minutes). He then reviewed with Council the Implementation section of the attachment for their broad understanding of same.

Council questioned why it was necessary to have other facilitating and implementing partners sign on and were told this was put in place by the citizens advisory group who prepared the plan. It was felt that it was important to show council at time of approval that it had community support so that's why it was important to have the partners sign on. The group understood it was a living document, and it would be changed and updated as time went on. The update process is that it would go to CEAC (referred to as the "CSP Implementing Group" in the document) for formal impact on changes or updating requests and then it would go to council for approval.

This item was brought forward at this time as the town is the lead implementer and to have council accept and understand the role the town has been given.

G. BARROW – That the meeting extend past three hours.

Carried

The time was 7:09 p.m.

Council discussed reviewing and streamlining the document to see if that is the direction council wants to go.

There was consensus that this report be accepted for information with no further directions to Administration at this time.

ADDITIONAL INFORMATION

Urgent Matters from Council and Town Manager

Bernie Kreiner reported:

- CATSA advocacy letters going to industry and other partners for support;
- Letter received from GYPSD advising they are not going to renew the handibus contract; letter will be in tomorrow's council information package;


Initial

- Congratulations to the Mayor on his birthday today.

Councillor Maguhn reported:

- a citizen discussed the potential at Mary Reimer Park to get businesses to invest to upgrade the facilities and get their signage on the fences. Is there a bylaw against that? Administration advised that has in fact been facilitated in the past so let Mr. Kreiner know where the misinformation comes from so it can be addressed.

Councillor Currie reported:

- he attended the Baker Street open house last night and there are still a few things citizens are not happy about; Administration advised there were two groups (those that live in the area now and those that are looking to live there, hoping for seniors housing).

Executive Assistant Logistics Information

Upcoming events logistics were discussed.

IN CAMERA (if necessary)

MOVE IN CAMERA

G. BARROW - That Standing Committee move in camera.

Carried

The time was 7:27 p.m. The Deputy Mayor then called a short recess and the meeting reconvened at 7:32 p.m.

R. MACKIN - That Standing Committee revert to regular session.

Carried

The time was 8:06 p.m.

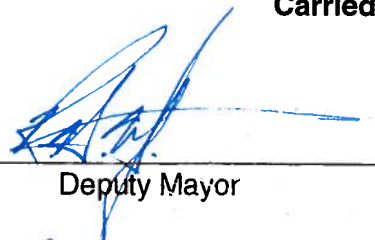
There was consensus to direct administration to provide a direction request with information and options for West River Road (just the road) to a Standing Committee meeting.

ADJOURNMENT

D. CURRIE - That Standing Committee Meeting of Council adjourn.

Carried

The time was 8:10 p.m.



Deputy Mayor



Director of Corporate Services


Initial

III. Implementation

Attachment #1 to Standing
Committee Minutes of April 8, 2014

Moving to action

Hundreds of community members contributed to the Hinton Community Sustainability Plan. We are proud of the commitment so many have made to chart our community's future. Working together, the community has developed a blueprint we can all rally around. With local authority leadership, partner commitment and sincere support for the community's vision as expressed in this plan, the future is ours to build.

The implementation phase of this plan isn't meant to be a one-time, all-out effort by a dedicated few. Rather it must be a measured, ongoing, new way of doing business. A new way of thinking about our community and committing to sustainability as set out in the plan. Anyone who lives, works or plays here has a role to play. If you care about our community, we invite you to contribute, so that together we achieve the sustainable future we all want our grandchildren to inherit.

To become sustainable, the community as represented in the Community Sustainable Plan requests our leaders to make the following commitments.

1. Hinton Town Council and future councils commit to

- 1.1. Provide overall leadership in implementing the plan by:
 - 1.1.1. Developing and aligning Town of Hinton strategic business plan(s) to the Community Sustainability Plan where possible.
 - 1.1.2. Modifying and aligning existing policies to reflect the Community Sustainability Plan.
 - 1.1.3. Incorporating the sustainable principles and pillars into decision making processes.
 - 1.1.4. To regularly inform and engage citizens and invite their participation in community decision making.
- 1.2. Establish a "CSP Monitoring Committee" made up of representatives from the key partners as well as representation from the community as a whole.

2. The Town of Hinton administration commits to

- 2.1. Providing leadership and staff resources to support and monitor the Community Sustainability Plan and support the CSP Monitoring Committee.
- 2.2. Ensuring that assigned actions are prioritized, scheduled, reported on and completed.
- 2.3. Pursuing all revenue opportunities as required to fund implementation.
- 2.4. Finalizing outcome statements and measures in support of the Community Sustainability Plan.

- 2.5. Developing, implementing and managing a communications plan that informs and engages citizens and invites their participation in community decision making.
- 2.6. Supporting awareness and education about sustainability.
- 2.7. Making available guides, tools and checklists for stakeholders who are implementing sustainability plans, policies, and measures.
- 2.8. Seeking opportunities for collaboration and cooperation and engaging partners.

3. Other Facilitating and Implementing Partners commit to

- 3.1. Using the principles of sustainability when making decisions that affect our community.
- 3.2. Seeking opportunities for collaboration and cooperation and engaging partners.
- 3.3. Utilizing the Community Sustainability Plan as a key reference document in developing their strategic business plans and policies.
- 3.4. Ensuring that assigned actions are prioritized, scheduled and completed.
- 3.5. Providing status reports to the CSP Monitoring Committee as required.
- 3.6. Pursuing all revenue opportunities as required to fund implementation.
- 3.7. Developing and implementing methods to regularly inform and engage citizens and invite their participation in community decision making.

4. The CSP Monitoring Committee will:

- 4.1. Guide and monitor the Community Sustainability Plan progress and report to the community as defined by the Terms of Reference.
- 4.2. Publish an annual review of actions and initiatives in support of the plan based on status reports obtained from partners.
- 4.3. Report progress against the outcome measures at least every three years.
- 4.4. Completing a review of the Community Sustainability Plan every five years and modifying the plan as necessary.

All stakeholders (i.e., all partners, citizens and organizations involved in or affecting the community) commit to actively participating in local decision-making processes to ensure our growth as a sustainable community.

Because this plan is being developed for future generations, it is important that all stakeholders recognize the importance of embracing and mentoring our youth today and providing leadership to them in implementing sustainability initiatives.

IV. Appendix A - Acknowledgements

Residents of Hinton Service Area

Sincere thanks to every community resident who contributed to this plan through focus groups, surveys, community coffee shops and in other ways. Your ideas and insights make the plan real and realistic.

Citizens Advisory Group

Our community is grateful for the many, many hours the Citizens Advisory Group spent in meetings and listening to the community. Your energy and your commitment to this project have made our dream for a sustainable future possible.

The following residents served on the Citizens Advisory Group:

Dale Rhyason, Chair	
Dan Rollert	
Ellen Aust	Mike Jodoin
Jane Macridis	Scott Sunderwald
Jason Griffiths	Tanya Richardson
Jennifer Norquay	Tyler Waugh

The following members were appointed to the Citizens Advisory Group but were unable to complete their tenure on the committee: Brad Young, Buzz Johnson, Gary Nielsen, Jerome Cranston, Jodie Thompson and Lavone Olson.

Hinton Town Council

Thank you to Town Council for appointing a committee to represent the stakeholders of our community for the development of the Community Sustainability Plan.

2007-2010 Council: Bill Bulger, Mike Jodoin, Buzz Johnson, Ian Duncan, Jane Macridis, Stephen Mitchell and Mayor Glenn Taylor.

Councillors Macridis, Jodoin and Johnson (alternate) were appointed to the Citizens Advisory Group.

2010-2013 Council: Bill Bulger, Janice Callihoo, Dale Currie, Ian Duncan, Jane Macridis, Stephen Mitchell and Mayor Glenn Taylor. Councillor Macridis was reappointed to the Citizens Advisory Group.

Town of Hinton – Technical Committee

Special thanks to Wendy Lesser, Project Coordinator, who provided day-to-day leadership, coordination, research and support throughout the process.

Thank you to Dan Pagely, Project Sponsor, Jean Anne Fraser and Bernie Kreiner who, collectively contributed throughout the process.

Financial Contributions

This plan was made possible by financial contribution and technical expertise from the Alberta Urban Municipalities Association, the Grande Alberta Economic Region, the Rural Alberta Development Fund and the Town of Hinton.

Project Support Partners

Thanks to the following organizations and individuals who provided their expertise and services to the community.

Alberta Urban Municipalities Association

Kai So, lead
Joanne McGill
Waqas Yousafzai
Lucas Warren

Alberta Culture and Community Spirit

Kim Ghostkeeper, lead
Scott Vaughan
Pieter deVos

IV. Appendix B – Strategies and Actions

Achieving our Vision

The strategies and actions on the following pages reflect the collective view and finding of our community stakeholders regarding all five themes within this plan. Based on what you said, these are the steps that need to be taken to move our community toward a sustainable future.

It is important to note that the strategies and actions are listed by theme, and that the order in which they are presented does not reflect their priority. The “Priority” column denotes the importance of achieving each action as defined by community input and is identified as low, medium or high.

Facilitating partners will call together the relevant implementing partners and obtain a commitment to lead the work required. Implementing partners who make this commitment will initiate, manage and report on the action. Multiple Partners refers to a number of organizations that will be required to complete this action. It will be the Facilitating Partner who will look to engage the organizations required to implement the action. Named Partners identified in addition to “multiple partners” have committed to participating in achieving that action.

Not all actions will begin immediately, we anticipate some actions will take significantly longer than others to complete. As part of the reporting, implementing partners will identify when an action should be started and confirm the time needed. In some cases, the actions will be ongoing and result in additional services, programs and infrastructure.

In many instances, facilitating and as timelines are determined in the implementation of the plan, this information will be reported back to the community.

These strategies and actions will almost certainly evolve as our community stretches and grows. But at this point in our history, they give us a united focus for moving forward together.

“Hinton is a great place to live. The vision statement if achieved, will allow it to be even better.”

Community Consultation Participant



Defining the terms

Please use the following definitions to guide your understanding of the Strategies and Actions charts.

Facilitating Partner(s): bring together the implementing partners, who initiate action. Where “Lead Facilitator to be confirmed” has been identified – the Lead Facilitator will be determined through the implementation.

*indicates calling for action by provincial and federal levels of government.

Implementing Partner(s): responsible for initiating, managing and reporting on actions.

Multiple Partners: refers to a number of organizations that will be required to complete this action. It will be the Facilitating Partner who will look to engage the organizations required to implement the action.

Named partner(s): is an organization that has committed to participating in achieving that action and are identified in addition to “multiple partners”

Priority: the community ranked the importance of the actions

