



**TOWN OF HINTON**  
**Standing Committee Meeting**  
**July 8, 2014**

**PRESENT:** Deputy Mayor Glen Barrow, Mayor Rob Mackin, Councillors Matthew Young, Marcel Michaels, Stuart Taylor  
**ABSENT:** Councillors Ryan Maguhn, Dale Currie  
**SECRETARY:** Rhonda West – Legislative & Administrative Services Coordinator  
**ALSO PRESENT:** Bernie Kreiner - Town Manager  
Denise Parent - Director of Corporate Services  
Mike Schwitz – Director of Infrastructure Services

**ORDER**

Deputy Mayor Glen Barrow called the Standing Committee Meeting to order. The time was 4:06 p.m.

**ADOPTION OF AGENDA**

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

**ACTION ITEMS**

***Refer to the Standing Committee Meeting Agenda package for [July 8, 2014](#) for detailed background information on these decisions.***

**Down Payment Assistance Program**

Kimberley Worthington, Economic Development & Housing Manager, provided a report seeking direction on the development of a down payment assistance program. The end goal is to improve the attainability of home ownership for residents of Hinton.

**There was consensus to accept the end goal of “improve the attainability of home ownership for residents of Hinton”.**

**There was consensus to accept the following parameters for the program:**

- **Non-forgiveable loan**
- **Owner occupied**
- **Above CNIT (core needs income threshold)**
- **3-5% of down payment requirement**
- **No more than \$100,000 in assets**
- **Current or new resident**
- **Must be pre-qualified through bank mortgage application (vetted through system)**
- **Equity return**
- **Funding sources: municipal sources for initial pilot project, partners**

**and to bring the matter back to standing committee with a draft formal proposal.**

Initial

### **Habitat for Humanity Funding**

This item was before Council to provide direction on Habitat for Humanity funding. Council previously granted by Council on December 17, 2013 “...to build perpetually affordable market ownership homes at 234 Baker Street, or other suitable locations, to a maximum of \$50,000 per unit to a maximum of 14 units. At the May 27, 2014 Standing Committee meeting, Council requested a revisit of the funding timeline for Habitat to use the \$700,000 for 14 units.

**There was consensus to add a timeline parameter of a minimum of two doors every two years for Habitat for Humanity to build perpetually affordable market ownership homes. In the event that Habitat for Humanity is unsuccessful in meeting the required minimum then they have the option to approach Council and request an extension;**

**and that the matter be forwarded to Regular Council for formal approval.**

### **Encroachment Fees – Background and Philosophy**

Council had requested information and the philosophy behind fees for encroachments onto municipal land.

**There was consensus to direct Administration to provide Council with further information and potential options on encroachments and bring back to a Standing Committee meeting for review.**

### **Hinton Centre – Long Term Operation**

The item was before Council to provide information on the search for a new contract operator for the Hinton Centre and obtain direction from Council on the continued contract operation or other possible uses.

**There was consensus to proceed with option 1 – to proceed with entering into a new lease agreement with one of the interested two parties for a minimum term of two years to a maximum term of five years and to direct Administration to prepare an agreement that would be returned to Council at a future Regular meeting.**

**Councillor Michaels left the meeting at 6:04 p.m.**

### **Kindermorgan Community Contribution Ideas**

Draft project ideas were presented to Council for direction prior to finalizing an agreement for approval at Regular Council.

**There was consensus to recommend the following ideas as priorities:**

- **#8 – Develop in-Town Right-of-Ways for ATV access points to out of town**
- **#11 – Construct an expanded parking lot for the Mountain Bike Park off Robb Road**
- **#16 – Develop a multi-use Trail on or along the pipeline – west of Hinton towards Jasper National Park Gate**
- **#18 – Develop more connections between trails as per Hinton’s Trails Master Plan**

**Update on Communication to Break-A-Leg (BAL) Board re Hinton Centre**

Mayor Mackin provided Council with an update on his communications with the BAL Board on the feasibility of sharing the Hinton Centre facility for the purposes of a performing arts centre and cinema. The Town will be meeting with BAL representatives in the future to review the site at the Hinton Centre.

**There was consensus to accept Mayor Mackin's verbal report for information.**

**ADDITIONAL INFORMATION**

**Urgent Matters from Council and Town Manager**

Town Manager, Bernie Kreiner, provided Council with updates relating to citizen concerns of ongoing construction at Thompson Lake.

**Executive Assistant Logistics Information**

There were no updates for Council.

**IN CAMERA**

**TAYLOR - That the Standing Committee meeting move in camera.**

**Carried**

The time was 6:24 p.m.

**There was consensus to extend the time for the meeting past 3 hours.**

**MACKIN - That the Standing Committee meeting revert to regular session.**

**Carried**

The time was 7:54 p.m.

**ADJOURNMENT**

**TAYLOR - That Standing Committee Meeting of Council adjourn.**

**Carried**

The time was 7:55 p.m.

  
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Deputy Mayor

  
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Director of Infrastructure Services

Initial

