



TOWN OF HINTON
Standing Committee Meeting
August 12, 2014

PRESENT: Deputy Mayor Matthew Young, Mayor Rob Mackin, Councillors Glen Barrow, Marcel Michaels, Stuart Taylor
ABSENT: Councillor Dale Currie, Ryan Maguhn
SECRETARY: Rhonda West – Legislative & Administrative Services Coordinator
ALSO PRESENT: Mike Schwirtz – Interim Town Manager
Denise Parent - Director of Corporate Services
Laura Howarth – Director of Community & Protective Services
Gordie Lee – Interim Director of Infrastructure Services

ORDER

Deputy Mayor Matthew Young called the Standing Committee Meeting to order. The time was 4:04 p.m.

ADOPTION OF AGENDA

There was consensus to accept the Standing Committee Meeting Agenda of August 12, 2014 with the addition of a deliberative item to the In Camera agenda.

ACTION ITEMS

Refer to the Standing Committee Meeting Agenda package for [August 12, 2014](#) for detailed background information on these decisions.

Draft Down Payment Assistance Program

Kimberley Worthington, Economic Development & Housing Manager, provided a report seeking Council's input and direction on the further planning and development of the program. Parameters were reviewed.

There was consensus to forward the matter to Regular Council for formal review recommending that the Town commit \$100,000 from the "Housing Reserve" towards Phase One of the Down Payment Assistance Program.

There was consensus to direct administration to provide information on income levels of other programs at the Regular Council meeting.

Draft Tactical Tech/Innovation Strategic Attraction Plan

Kimberley Worthington, Economic Development & Housing Manager, presented a draft high technology and innovation company attraction strategy to Council. Under the 2014-2017 Strategic Plan, Council set forward a strategy to work with stakeholders to build and launch an aggressive and progressive economic development strategy for Hinton.

There was consensus to direct administration to develop the over-arching Economic Development strategic plan implementing the High Technology & Innovation Attraction Strategic Plan as presented and bring back to Council for review within 60 days.


Initial

Encroachment Agreements – Options for Fees

Mindi Petkau provided further options for encroachment agreement associated fees and to seek input if Council wishes to continue the current collection of fees or pursue an alternative fee structure.

There was consensus to direct administration to amend encroachment fees based on the following principle(s):

- One-time fee based on actual registration costs
- Prior to date (date of formal approval) encroachments are grandfathered.

and to direct administration to provide more information on zero tolerance and further options on encroachments relating to roads and utility right-of-ways and bring back to Standing Committee for review.

Photo Radar Proceeds Policy #078

There have been a number of discussions and ideas that have been proposed regarding the municipal proceeds from photo radar. Mike Schwartz, Interim Town Manager, was seeking direction from Council to clarify/re-affirm the direction in which Council would like to proceed with in respect to photo radar funds.

There was consensus to direct administration to amend the Photo Radar Proceeds Policy #078 as follows:

- 25% - quality of life / safety initiatives
- 40% - defined reserve fund
- 10% - contingency fund
- 25% - community events / participatory budget
- Based upon previous year's revenue

and to bring the draft policy back to a Standing Committee meeting for review.

2014 LARB/CARB Appeal Update

Rhonda West, Legislative & Administrative Services Coordinator provided Council with an update on the amount of LARB (Local Assessment Review Board) and CARB (Composite Assessment Review Board) appeals the Town of Hinton had received for 2014.


There was consensus to accept the report for information.

ADDITIONAL INFORMATION

Urgent Matters from Council and Interim Town Manager

Joanne Race expressed a concern over the state of the empty lot of the Roxy theatre and proposed an idea of upgrading/improving the lot by cleaning it up etc. Mike Schwartz advised that the owner of Landmark has not provided a response to the Town's inquiries.

There was consensus that Mayor Mackin provide a letter of support from the Town of Hinton for Hinton Minor Soccer Association's application to Alberta Blue Cross for a \$50,000 grant to purchase a custom sea-can for storage built in as a clubhouse.


Initial

Mayor Mackin updated council regarding his discussions with energy groups.

There was consensus that Mayor Mackin send a letter encouraging Talisman to continue making improvements to the cut across road.

There was consensus to direct administration to provide an update in the newspaper with respect to the Switzer Drive improvements (including a drawing).

Mike Schwirtz, Interim Town Manager, provided Council with updates relating to a letter to council from the Athabasca Riverfront group which will be included in the information package and acknowledged construction in town (Switzer Drive, Telus activity, Hardisty lift station, Big Rock Chrysler).

Councillor Young noted that the Letter of Grant Acceptance contained in Council information Package #3 relating to Habitat for Humanity did not contain the full wording. Administration would check the minutes from the Regular Council Meeting of July 15, 2014 to ensure compliance. If there is a change, the letter will be re-submitted to Habitat for re-signing and the letter will be inserted in the Council information package for circulation.

Executive Assistant Logistics Information

There were no updates for Council.

IN CAMERA

MICHAELS - That the Standing Committee meeting move in camera.

Carried

The time was 6:29 p.m.

TAYLOR - That the Standing Committee meeting revert to regular session.

Carried

The time was 7:47 p.m.

BARROW – To direct Administration to provide Council with a draft 2015 preliminary budget based on a 2% property tax increase including an organizational review.

Carried

MACKIN – That the Standing Committee meeting move in camera.

Carried

The time was 7:51 p.m.

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

MICHALES - That the Standing Committee meeting revert to regular session.

Carried

The time was 8:35 p.m.


Initial


ADJOURNMENT

MACKIN - That Standing Committee Meeting of Council adjourn.

Carried

The time was 8:37 p.m.


Deputy Mayor


Director of Corporate Services