



## Community Engagement & Accountability Committee

### AGENDA

10:00 AM - April 29, 2015

Committee Room

*PURPOSE: This advisory committee, as individuals and collectively, will gather public input and share information to effectively advance the CSP and Governance; as well as ascertain and represent the overall collective interests of the Hinton Community*

Page

### ORDER

### ADOPTION OF AGENDA

### DELEGATIONS AND PRESENTATIONS

### ADOPTION OF MINUTES

- 2 - 5      1.      Regular Meeting Minutes - March 19, 2015

### ACTION ITEMS

- 6 - 9      1.      Appoint CEAC Members to Hinton Grant Funding Advisory Committee

### MOVE IN CAMERA

### INFORMATION ITEMS

### COMMUNICATION ACTION

Was there anything decided or discussed today that should be communicated?  
If so, how, when and by who?

### NEXT MEETING

1.      Next Meeting Dates:  
1. May 27, 2015 - Finalize Report Card & Hold Strategic Planning Session  
2. June 17, 2015 - Finalize priorities for the next 2-year cycle (group to confirm this meeting date at April 29th meeting)  
3. TBD

### ADJOURNMENT



**TOWN OF HINTON**  
**Community Engagement & Accountability**  
**Committee Room**  
**March 19, 2015**

**PRESENT:** Scott Sunderwald, Fiona Murray-Galbraith, Kathy Rees, Albert Ostashek, Doug Heine, Ron McKay, Shirley Caputo, Councillor Matthew Young, Councillor Jack Williams

**ABSENT:** Garth Griffiths, Gerry Brandt, Joann Race, George Higgerty

**SECRETARY:** Rhonda West

**ALSO PRESENT:** Laura Howarth – Director of Community & Protective Services

---

**ORDER**

Vice-Chairman Scott Sunderwald called the Regular Meeting of the Community Engagement & Accountability Committee (“CEAC”) to order. The time was 11:03 a.m.

**ADOPTION OF AGENDA**

**MURRAY-GALBRAITH - That the Agenda for the March 19, 2015 Meeting of CEAC be adopted.**

**CARRIED**

**DELEGATIONS AND PRESENTATIONS**

Renee LaBoucane, Manager, Community Stewardship, from Grande Prairie Regional College, provided Council with an update relating to the Post-Secondary Education & Training Campus and program partnerships. Recent activities for the past year include:

- Assist in providing post-secondary information
- Deliver programs face-to-face, video conference and online
- Supervise exams for online learners
- Take part in high school and community events
- Programs delivered in West Yellowhead are Office Admin, Oil/Gas Specialization, Unit Clerk, Academic Upgrading, University Transfer, Business Administration, Early Learning & Child Care, Custom delivery training (Teck, West Fraser etc.)
- GED Exam Centre
- Dual credit coordinator with Grande Yellowhead and Evergreen School Divisions
- Trades Discovery Day is scheduled for April 30, 2015

Renee confirmed that the college has grown in the past two years offering more variety of programs and indicated if the college can offer programs where people come to the community for education (creating a niche) then post-secondary education in the community has the opportunity of growing. The college is active in ensuring that it is delivering programs that meet current industry/training demands and provide opportunities for people to work and learn at the same time.

Initial

## **ADOPTION OF MINUTES**

**CAPUTO – That the CEAC Minutes of February 19, 2015 be adopted.**

**CARRIED**

## **ACTION ITEMS**

### **1. Community Connection Team Reports, Confirmation and Appointment to Vacancies**

#### **Recreation & Culture** (Scott & Doug)

**North American Biathlon** – a great community achievement; did Hinton proud and showed that Hinton can be a sport tourism destination; Scott wants to talk to the Director of the Canmore Nordic Centre to see if Hinton can get more on the map in the way of funding from the Province;  
**Hinton Art Club** – has closed shop due to volunteer burnout.

#### **Education, Wellness & Social Supports** (Fiona & Kathy)

**Hinton Hospital** – very surprised by the announcement about Good Sam (+48 beds); with the population projections Alberta Health Services has for Hinton, we don't feel we need that many LTC beds and felt a mixture of Good Sam level of care beds and Lodge level of care beds was what was needed; the proposed location poses a problem for movement and parking; two new surgeons coming to Hinton (husband/wife team acting as one surgeon) as the current surgeon is cutting back on hours; hearing community concerns about losing the dialysis bus and hospital administrators have voiced their concerns to the Minister;

**Alberta Health Services** - undergoing a huge organizational restructuring with a July 1<sup>st</sup> implementation; news release indicates 8-10 operational districts with an advisory committee attached to each district that will provide enhanced local input and decision making; Fiona indicates she hopes to get good representation from Hinton to sit on the advisory committee; if anybody is passionate about health care and would like to be part of an advisory committee, please watch for more information;

#### **Governance & Partnerships** (Garth & Scott)

**Provincial Budget** - Town Council received an invitation to be in the visitors gallery when the provincial budget is presented on March 26, 2015.

**2015 Operating Budget** - Councillor Young provided the group with an update on the 2015 operating budget that was passed at the Council meeting on March 17, 2015. He noted his concerns about the potential costs with respect to the Water Treatment Plant. Councillor Young briefly spoke about a possible opportunity that a Co-Gen plant will be built in Hinton with respect to waste management.

#### **Local Economy** (Gerry & Albert)

**Chamber Update** - Ongoing concerns of the business community regarding the state of the economy. Reported that some local businesses have shut down and employees laid off.

#### **Natural & Built Environments** (Joann & George)

**Hinton Golf Course** - Concerns expressed over the recent fire at the Clubhouse at the Golf Course.

Initial

**Athabasca Riverfront Park** - Scott confirmed that the group has disbanded. The group was willing to meet with Council but did not want to have upset landowners in attendance as well. Fiona indicated that she has received feedback that the group was disappointed with the lack of CEAC support (no attendance at open houses and did not speak to Council). Scott advised that the group needed local leadership to step up and reminded members that the community supported this project (80%+), had financial support from businesses, and it came down to a road issue. If those issues get dealt with and the community brings the project alive there will be people still interested in bringing it to life. Scott commented that if political leadership is not there the project won't happen; community needs to be made aware of what is really happening at the riverfront area (illegal quadding, dumping etc.); Town council should be playing a far more active role as they are the ones that can provide the solutions; Scott will be meeting with Mayor Mackin next week.

## **2. Review and Update Delegation Invitation List**

The group would like to have the topic of "Housing demands" added as a delegation after report card has been prepared.

## **3. Update on Timeline for Report Card**

Laura reviewed the upcoming timeline for the report card process. The group will receive the implementing partners report along with an updated measurable outcomes report and asked committee members to take the next month to review the documents and come prepared with their thoughts on the report card for the next meeting. After the report card has been finalized the group will meet to plan for the next 2-year cycle.

**There was consensus that the April 29<sup>th</sup> meeting focus only on the draft report card and the meeting be scheduled from 10:00 to 1:00 p.m.**

**There was consensus that the May 27, 2015 meeting be scheduled from 11:00 to 3:00 p.m. to focus on finalizing the report card and holding their strategic planning session.**

## **INFORMATION ITEMS**

B.R.I.D.G.E.S trivia night on Friday.

## **COMMUNICATION ACTION**

Reminder that there are two very large communications coming up – report card and CEAC priorities.

## **NEXT MEETING**

The next meetings of CEAC are scheduled for April 29, 2015 (In Camera Session), May 27, 2015 and June 17, 2015 at 11:00 a.m.

Initial

**ADJOURNMENT**

**McKAY - That the Regular Meeting of CEAC adjourn.**

**CARRIED**

The time was 12:51 p.m.

---

Vice-Chairman

---

Director of Community &  
Protective Services

Initial



**BYLAW #1085  
OF THE TOWN OF HINTON  
IN THE PROVINCE OF ALBERTA**

A Bylaw of the Town of Hinton, in the Province of Alberta, to provide for the establishment of a Hinton Grant Funding Advisory Committee and to outline its duties and responsibilities.

**WHEREAS** the Municipal Government Act, R.S.A. 2000, c. M-26 and regulations as amended, provide that Council may pass bylaws in relation to services provided by or on behalf of the municipality.

**WHEREAS** the Council of the Town of Hinton has authorized a Grant Funding Advisory Committee to provide recommendations in matters related to the awarding of municipal revenues from automated traffic enforcement under the Community Grant Program.

**AND WHEREAS** the Council has authorized a Grant Funding Advisory Committee to provide recommendations that set priorities for the support of community funding applications being made to provincial and federal grant programs where limited funds are available.

**AND WHEREAS** Council deems it desirable to establish a Grant Funding Advisory Committee and to define its duties and responsibilities;

**NOW, THEREFORE, THE COUNCIL OF THE TOWN OF HINTON, DULY ASSEMBLED, ENACTS AS FOLLOWS:**

1. There is hereby established a Committee to be known as the Hinton Grant Funding Advisory Committee (hereafter referred to as the "Committee").

**DUTIES AND RESPONSIBILITIES**

2. Council authorizes the Hinton Grant Funding Advisory Committee to provide recommendations in matters related to the awarding of municipal monies under the Community Grant Program.
3. Council shall:
  - a) Award municipal revenues from automated traffic enforcement under the Community Grant Program within the guidelines of the Program;
  - b) Ensure funding allocation decisions reflect the best interests of the community and align with Town Council priorities and vision;
  - c) Provide discretionary written support for community funding applications being made to provincial and federal grant programs where limited funds are available.
4. The Hinton Grant Funding Advisory Committee shall:
  - a) Review, rank and provide recommendations to Council on eligible applications under the Community Grant Program using council-approved eligibility requirements and ranking criteria and weighting;
  - b) Make recommendations that reflect the best interests of the community and align with Town Council priorities and vision;
  - c) Appear as a delegation before Council to address their recommendation for Council decision; and
  - d) Make recommendations to Council related, but not limited, to Community Grant Program annual budget allocations, processes and program guidelines.

## **MEMBERSHIP**

5. The Hinton Grant Funding Advisory Committee shall consist of five (5) members, to be determined by and appointed from each of the Council appointed Boards and Committees (hereafter referred to as "respective boards").
  - a) In the event there are fewer respective boards than positions on the Committee, Council, at their Organizational Meeting, shall determine which of the respective boards shall appoint additional members.
  - b) In the event there are more respective boards than positions on the Committee, Council, at their Organizational Meeting, shall determine which of the respective boards shall appoint a member(s).
6. A designated Town employee shall attend all Committee meetings and facilitate the review and ranking process.

## **TERM OF OFFICE**

7. Committee members shall be appointed for a 1-year term.
8. Each member shall remain on the Committee during their term for so long as he/she continues to be a member in good standing of their respective board.
9. No person shall serve for more than 3 consecutive 1-year terms.
10. In the event a vacancy occurs between Organizational Meetings, respective boards shall appoint a new committee member to fill the vacant term.

## **RESIGNATIONS**

11. Any member may resign from the Committee at any time upon sending written notice to their respective board and the Community Grant Program Administrator.
12. Any member of the Committee may be removed for cause by resolution of Town Council.

## **OFFICERS**

13. The Committee shall elect a Chairperson from its membership each year at the first Committee meeting.

## **MEETINGS**

14. Meetings of the Committee shall be held on an "as needed" basis and organized by the Community Grant Program Administrator.
15. Three (3) members of the Committee constitute a quorum.

## **VOTING**

16. The Committee members shall vote on any question except where he/she is in a conflict of interest, and in the event of a tie vote, the motion is deemed to be lost.
17. Committee members having either a direct or indirect pecuniary interest in an item under discussion by the Committee shall abstain from the discussion or voting on any resolutions related to that item and shall remove themselves from the room.

18. All decisions and recommendations of the Committee shall be carried by majority.

**LIMITATIONS OF POWER**

19. Neither the Committee nor any member shall have the power to pledge the credit of the Town in connection with any matter whatsoever, nor shall the Committee or any member have any power to authorize any expenditure to be charged against the Town.

20. Bylaw #1044 and amendments thereto are hereby rescinded.


21. This Bylaw shall come into full force and effect on the final day of passing.

READ A FIRST TIME THIS 7<sup>th</sup> DAY OF APRIL, 2015.

READ A SECOND TIME THIS 7<sup>th</sup> DAY OF APRIL, 2015.

READ A THIRD TIME THIS 7<sup>th</sup> DAY OF APRIL, 2015.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Director of Corporate Services



