



Community Engagement & Advisory Committee

AGENDA

12:00 PM - February 10, 2016

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

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ORDER

ADOPTION OF AGENDA

DELEGATIONS AND PRESENTATIONS

ADOPTION OF MINUTES

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1. CEAC Minutes - November 16, 2015 / December 2, 2015 / January 7, 2016

ACTION ITEMS

1. Community Connection Team Reports
 - Recreation & Culture (Doug)
 - Education, Wellness & Social Supports (Fiona & Kathy)
 - Governance & Partnerships (Garth)
 - Local Economy (Gerry & Albert)
 - Natural & Built Environments (Joann & George)
2. Appointment to the Hinton Grant Funding Advisory Committee
3. Review and Update Delegation Invitation List (All Members)

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. March 9, 2016

ADJOURNMENT



TOWN OF HINTON
Community Engagement & Accountability Committee
Council Chambers
November 16, 2015

PRESENT: Garth Griffiths, Scott Sunderwald, Kathy Rees, George Higgerty, Doug Heine, Fiona Murray-Galbraith, JoAnn Race, Mayor Rob Mackin

ABSENT: Gerry Brandt, Shirley Caputo, Ron McKay

SECRETARY: Rhonda West, Executive & Legislative Assistant

ALSO PRESENT: Mike Schwirtz – Chief Administrative Officer

ORDER

Chairman Garth Griffiths called the Regular Meeting of the Community Engagement & Accountability Committee (“CEAC”) to order. The time was 11:04 a.m.

ADOPTION OF AGENDA

There was no agenda for this meeting.

DELEGATIONS AND PRESENTATIONS

ADOPTION OF MINUTES

ACTION ITEMS

1. CEAC Review

Mayor Rob Mackin, Council representative appointed to CEAC, provided the group with an overview of a new model for CEAC to operate under. His goal is to ensure the new model is rewarding for CEAC members as well as the community. Mayor Mackin reviewed his findings from other communities that had committees like CEAC. Mayor Mackin proposed the following:

- Launch the Community Engagement & Advisory Committee
- The committee meet at minimum 2x/year with Council
- Strike task forces for specific initiatives (ie. Work with stakeholders and community to research and make recommendations to council on possible actions, next steps, opportunities, challenges etc.)
- Provide progress reports on key initiatives, task forces, utilize objective benchmarking (Whistler metrics)
- Maintain/update Hinton 2040 CSP working with town administration and council

Mayor Mackin provided examples of possible initiatives: recreation centre strategy, Municipal Development Plan project, water meter strategy, arts centre operating models, Hinton Regional Economic Development Coalition, soft services (seniors, special needs).

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Feedback from CEAC members:

- Importance of soft services (ie. Seniors and special needs) not getting lost
- A gap for the listening groups when they hear other things going on in the community; how do those types of things come back?
- How do they get from a “good idea” to something more?
- CEAC members want to still be available for people to call

Mayor Mackin provided that CEAC members would go out and find out what is happening and bring it back to a meeting with Council (instead of the implementing partners). He reiterated that CEAC members would gather feedback through listening and then bring it back to the table.

There was consensus that the committee members approve the new model for CEAC.

Follow up actions:

- Send out priorities list drafted in June, 2015 to CEAC members
- Schedule a CEAC meeting for the first week of December, 2015

INFORMATION ITEMS

COMMUNICATION ACTION

NEXT MEETING

ADJOURNMENT

SUNDERWALD - That the Regular Meeting of CEAC adjourn.

CARRIED

The time was 1:00 p.m.

Chairman

Chief Administrative Officer

Initial



TOWN OF HINTON
Community Engagement & Advisory Committee
Committee Room
December 2, 2015

PRESENT: Garth Griffiths, Kathy Rees, George Higgerty, Fiona Murray-Galbraith, JoAnn Race, Albert Ostashek, Mayor Rob Mackin

ABSENT: Doug Heine, Gerry Brandt, Shirley Caputo, Ron McKay

SECRETARY: Rhonda West, Executive & Legislative Assistant

ALSO PRESENT: Mike Schwirtz – Chief Administrative Officer

ORDER

Chairman Garth Griffiths called the Regular Meeting of the Community Engagement & Accountability Committee (“CEAC”) to order. The time was 11:30 a.m.

ADOPTION OF AGENDA

There was no agenda for this meeting.

DELEGATIONS AND PRESENTATIONS

ADOPTION OF MINUTES

ACTION ITEMS

1. Review New Structure

Garth Griffiths confirmed with CEAC members that their primary job is listening out in the community. CEAC members may act on a task force on certain items or issues that come forward that are deemed important by Council or a community issue. The task force would bring recommendations to Council.

2. Meeting Logistics

There was consensus from the group to continue to meet once per month.

The position of Vice-Chair is currently vacant. JoAnn Race nominated Albert Ostashek for Vice-Chair. There were no other nominations.

Albert Ostashek was confirmed and elected as Vice-Chair of CEAC.

3. 2015-2017 CEAC Priorities

The group reviewed the priorities that were drafted at the June, 2015 meeting.

There was consensus to revise the priorities as per Attachment #1.

INFORMATION ITEMS

Rob provided the group with an update on the seriousness of the pine beetle issue so that members can communicate and be aware of the situation.

Initial

COMMUNICATION ACTION

NEXT MEETING

ADJOURNMENT

MURRAY-GALBRAITH - That the Regular Meeting of CEAC adjourn.

CARRIED

The time was 12:55 p.m.

Chairman

Chief Administrative Officer

Initial



TOWN OF HINTON
Community Engagement & Advisory Committee
Committee Room
January 7, 2016

PRESENT: Garth Griffiths, Kathy Rees, George Higgerty, Albert Ostashek, Fiona Murray-Galbraith, Shirley Caputo, Ron McKay, Mike Schwirtz

ABSENT: JoAnn Race, Gerry Brandt, Doug Heine, Mayor Rob Mackin

SECRETARY: Rhonda West

ORDER

Chairman Garth Griffiths called the Regular Meeting of the Community Engagement & Advisory Committee ("CEAC") to order. The time was 12:00 p.m.

ADOPTION OF AGENDA

CAPUTO - That the Agenda for the January 7, 2016 Meeting of CEAC be adopted as presented.

CARRIED

DELEGATIONS AND PRESENTATIONS

ADOPTION OF MINUTES

REES – That the CEAC Minutes of June 17, 2015 be adopted as presented.

CARRIED

ACTION ITEMS

1. Task Force Structure & Priorities

Committee members reviewed the proposed priorities put forward at the December, 2015 meeting: **seniors issues, recreation centre and the highway corridor**. They were also presented with two proposed priorities of Council: **water metering and the participatory budget**. CEAC members confirmed the group could act as a listening group on the issues based upon having a clear understanding of the request from Council. The process was reviewed whereby the next step would be a joint meeting of CEAC and Council to review all priorities and determine if/what task committees should be established for specific priorities. CEAC members Galbraith, Rees and Race have begun gathering information on seniors issues via a community survey and will present their findings to Council at the joint meeting.

There was consensus to add "Shopping Local Concerns" to the list of priorities to discuss with Council.

2. Participatory Budget

Albert Ostashek handed out a draft terms of reference for a CEAC task force on the Participatory Budget Review/Feedback Team. The purpose for the task force is to gather feedback from the public and stakeholders on the 2014/2015 process, review successful

Initial

participatory projects in other jurisdictions and provide recommendations and suggested improvements for Council consideration. It is expected that a report or recommendations would be brought forward to Council by the end of March, 2016.

There was consensus for appointed CEAC members to continue with reviewing the Participatory Budget process and 2015 results and make recommendations to Council.

3. Community Connection Team Reports

Recreation & Culture

Arts Facility Venue: Hearing mixed feedback on Council's decision. People are concerned about the upfront cost of preparation with the risk of the project not moving forward (council decision).

Education, Wellness & Social Supports

Hinton Healthcare Foundation: Fiona Murray-Galbraith noted that the Hinton Healthcare Foundation is a vibrant foundation group bringing lots of information to the community. She noted that the foundation has decided to pull back on fundraising and the focus for 2016 will be celebrating the cancer clinic in June, re-doing the palliative care room and participating in Hinton's 60th anniversary by promoting health in Hinton. She noted that the foundation was able to purchase the mini C-arm. Travelling for appointments: Fiona noted that this continues to be a concern with more people going into Edmonton for specialist appointments. The foundation is considering purchasing another telehealth to allow more people to stay in Hinton and have their appointments done through that venue. Fiona asked if CEAC members were interested in participating in the 60th Anniversary celebration?

Action: Mike Schwirtz indicated he would check to see if a CEAC member could sit on the organizing committee.

Governance & Partnerships

Garth Griffiths noted that CEAC has a role to play and members are moving forward under the revised mandate.

Local Economy

Albert Ostashek reported that a major development has been the formation of the Hinton and Regional Economic Development Coalition which is comprised of town council and administration, Community Futures West Yellowhead, Alberta Skills & Trades, Chamber of Commerce, CEAC and 2 members at large for membership. The group has lots of ideas coming through in 2016 with their first major project being "Hinton First" (#HintonFirst).

Natural & Built Environments

Water meters is an interesting proposal. Will wait to hear from Council as to next steps with respect to the Highway Corridor. The main concerns relating to the highway corridor are aesthetics and appearance with an anticipated increase in tourism and visits to the National Park, traffic control and first impressions.

4. Meeting Schedule

Prior commitments for meeting logistics were discussed.

There was consensus to schedule CEAC meetings for the second Wednesday of each month.

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5. Delegation Invitation List

CEAC members discussed potential delegations for the upcoming months.

There was consensus to schedule the following delegations:

Nancy Robbins, CFWY, March, 2016 meeting

Local grocery store managers and Chamber President, April, 2016 meeting

INFORMATION ITEMS

COMMUNICATION ACTION

CEAC members were encouraged to talk to people about CEAC membership.

NEXT MEETING

The next meeting of CEAC will be scheduled for February 10, 2016.

ADJOURNMENT

CAPUTO - That the Regular Meeting of CEAC adjourn.

CARRIED

The time was 1:27 p.m.

Chairman

Chief Administrative Officer

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