



TOWN OF HINTON

Minutes of the Standing Committee Meeting
held January 30, 2018
Committee Room

Present:

Mayor Marcel Michaels, Councillors Trevor Haas, Ryan Maguhn, Albert Ostashek, JoAnn Race, Tyler Waugh

Absent:

Dewly Nelson

Also in Attendance:

Stephane Labonne, Chief Administrative Officer, Denise Parent, Director of Corporate Services, Hans van Klaveren, Acting Director of Community Services, Wendy Jones, Director of Planning & Development, Carla Fox, Communications Strategic Advisor, Jenna Altrogge, Legislative & Administrative Assistant, Wendy Anderson, Executive Assistant

Refer to the Standing Committee Meeting Agenda package for [January 30, 2018](#) for detailed background information.

ORDER

Deputy Mayor Ostashek called the Standing Committee meeting to order. The time was 4:02 p.m.

ADOPTION OF AGENDA

MICHAELS - That the Standing Committee Meeting Agenda of January 30, 2018 be accepted as presented:

CONSENSUS ACHIEVED

CITIZENS "MINUTE WITH COUNCIL"

No citizens wished to speak to Council.

ACTION AND DISCUSSION ITEMS

1. **Community Grant Program & Hinton Grant Funding Advisory Committee Review**

RACE - That Council direct Administration to reduce the maximum ask from a Group to \$10,000 per intake.

CONSENSUS ACHIEVED

OSTASHEK – That Council direct Administration to change the operational funding criteria to two grants within their first three years of operation.

CONSENSUS ACHIEVED


Initial

MAGUHN – That Council direct Administration to request grant groups to provide a summary of how the funds have been used by the organization to include: financial report of actual revenue and expenses, copies of receipts, project results, and examples of how advertising and marketing materials show the Town of Hinton logo.

CONSENSUS ACHIEVED

Deputy Mayor Ostashek called a short break at 6:11 p.m. The Standing Committee Meeting reconvened at 6:31 p.m.

OSTASHEK – That Council direct Administration to amend Community Grant Fund eligibility requirements to limit groups from applying for the next two intakes after receiving any grant funding for three consecutive years.

CONSENSUS ACHIEVED

RACE – That Council direct Administration to revise wording of Sections 16 and 17 and return RFD to Council.

CONSENSUS ACHIEVED

OSTASHEK – That Council direct Administration to clarify wording regarding financial documentation and required supplemental documentation in the Community Grant application and return RFD to Council.

CONSENSUS ACHIEVED

HAAS – That Council direct Administration to change Membership #5 The Hinton Grant Funding Advisory Committee to consist of members including citizens-at-large and/or members from Council-appointed Boards and Committees (hereafter referred to as “respective boards”).

CONSENSUS ACHIEVED

MICHAELS - That Council direct Administration that the effective date of the changes made to the Community Grant Fund be effective January 1, 2019.

CONSENSUS ACHIEVED

2. Automated Traffic Enforcement Proceeds Policy #078 Review

MICHAELS – That the Standing Committee meeting extend past three hours.

CARRIED

WAUGH - That Council direct Administration to remove the 10% Contingency fund and the 15% Participatory Budget from Policy #078.

CONSENSUS ACHIEVED

WAUGH – That Council direct Administration to revise Policy #078 to change the maximum amount to \$120,000 for the Community Grant Program.

CONSENSUS ACHIEVED


Initial

WAUGH – That Council direct Administration to revise Policy #078 Policy Framework Item #3 to increase to 60% or higher if maximum has been met in CGP and SIRF – Defined Reserve Fund.
CONSENSUS ACHIEVED

HAAS – That Council direct Administration to revise Policy #078 Policy Framework #2 to increase up to 10% or a maximum of \$50,000 – Safety Initiatives Reserve Fund (SIRF).
CONSENSUS ACHIEVED

OSTASHEK - That Council direct Administration to bring back recommendations for the composition of the Hinton Grant Funding Advisory Committee to the February 13, 2018 Standing Committee.
CONSENSUS ACHIEVED

ADDITIONAL INFORMATION

1. Urgent Matters from Council
2. Chief Administrative Officer Status Report
3. Executive Assistant Logistics Information

IN CAMERA

MICHAELS - That the Standing Committee Meeting of Council move In Camera.
The time was 7:22 p.m. **CARRIED**

HAAS - That the Standing Committee Meeting of Council move out of In Camera.
The time was 8:26 p.m. **CARRIED**

ADJOURNMENT

MICHAELS - That the Standing Committee meeting adjourn.
The time was 8:27 p.m. **CARRIED**



Deputy Mayor



Director of Corporate Services


Initial