



TOWN OF HINTON
Standing Committee of Council Meeting
January 23, 2014

PRESENT: Mayor Rob Mackin, Deputy Mayor Dale Currie
Councillors Ryan Maguhn, Glen Barrow, Marcel Michaels, Matthew Young

ABSENT: Councillor Stuart Taylor

SECRETARY: Lil Wallace - Executive Assistant

ALSO PRESENT: Bernie Kreiner - Town Manager
Denise Parent - Director of Corporate Services

ORDER

Deputy Mayor Dale Currie called the Standing Committee Meeting to order. The time was 4:03 p.m.

ADOPTION OF AGENDA

Mr. Kreiner requested that item #4 be moved to be heard below # 5.

There was consensus to accept the Standing Committee Meeting Agenda of January 23, 2014 as amended.

Carried

ACTION ITEMS

Refer to the Standing Committee Meeting Agenda package for January 23, 2014 for detailed background information on these decisions.

Planning & Development Improvement Plan (Presentation by Bernie Kreiner and Harry Finnigan)

Bernie Kreiner, Town Manager, explained that administration is working on a planning and development initiative ("Planning Matters-Together") to enhance relationships with customers, service and policies currently in place. Surveys have been taking place since January 1, 2014, and meetings have been held with our key customers to obtain their views of the current system. The Town of Sylvan Lake is also going through the same process so we have hired their recommended consultant (Harry Finnigan). Tomorrow several meetings are scheduled with Mr. Finnigan, including staff and several local customers, to discuss ways to improve the planning & development process.

Harry Finnigan of Permits X-Press then gave council a little bit of his background and how he came to be involved in planning as a consultant.

234 Baker Street Latest Version Concept Plan (Verbal by Bernie Kreiner)

Bernie Kreiner advised Council that Administration has been working to come up with a concept that meets Council's approval, based on all the feedback received through the previous concepts presented. There are several challenges with this parcel of land. Lyle Russell of Russell Construction, one of the involved developers, then spoke to council about the latest


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version (identified as site plan "G5") which comes as a result of council's direction at the January 9, 2014 Standing Committee meeting. This plan sees 69 units total, with 8.3 units per acre density, utilizing 76% of the property and 24% left as green space, with low infrastructure and maintenance costs. After looking at all the possible design scenarios, he stated the solution is G5.

Both Hall and Kvill said council needs to make a decision tonight, so shovels can be in the ground by July and to market by December.

There was consensus that this report and recommendation (using concept of G5) go to Regular Council.

Building and Other Inspection Services-Municipal or Province/Private

This item was added to the agenda at Council's request to provide information concerning building inspection services, how it works in Hinton and why it is not a municipal service.

Council asked if we could consider this on a regional basis to have a building inspector in-house? Administration advised that was the way the service had been done in the past until other municipalities pulled out. There is currently one contractor from Edson and two from Edmonton that come to Hinton and are authorized by the Province of Alberta.

There was consensus that this report be accepted for information.

Growth - Are We Ready? (Verbal by Bernie Kreiner)

This item was added to the agenda at Council's request to understand the following question: "How are we set up to accommodate a potential growth spurt should Coalspur proceed?" Council was advised that statistics show that complimentary businesses will set up also and may also require housing. Being surrounded by Crown land has in the past been a hindrance to the town but there is now enough land to generate 1,000 lots without going back to the Crown for more land. The challenge is that there are not enough industrial lots to store rigs and industrial equipment, rather than residential lots.

Three maps were shown as to the residential, commercial, and industrial supply land available.

There was consensus that this report be accepted for information.

Disaster Services Plan Briefing (Verbal by Bernie Kreiner)

By Alberta law, a municipality must have an emergency management plan in place. Our plan is scalable depending on the situation. The Emergency Management Agency meets quarterly in Hinton, and it is made up of a large number of town staff who liaise with hospital members, ESRD, RCMP, and other external agencies. The Town now uses an incident command structure, which several external agencies also use. This results in the terminology and procedures, chain of command, etc. are the same. We have done some training with our municipal neighbors in order to use manpower in a large-scale emergency.

The role of council once a local state of emergency is declared is to provide the public with correct and timely information as to the issues; the mayor is the material communicator and messenger. Currently the communications administration staff is working on a "black" website


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which would be accessed and brought on line during an emergency and would be capable of handling the large volume of enquiries. We are also now working on version 2 of the emergency management plan which will be reviewed by council's disaster services committee and then brought to regular council for approval.

There was consensus that this report be accepted for information.

ADDITIONAL INFORMATION

Urgent Matters from Council and Town Manager

No urgent matters were brought forward.

Executive Assistant Logistics Information

No upcoming events logistics were discussed.

IN CAMERA (if necessary)


No in camera items were brought forward.

ADJOURNMENT

R. MACKIN - That Standing Committee Meeting of Council adjourn.

Carried

The time was 5:48 p.m.



Deputy Mayor



Director of Corporate Services

