



**TOWN OF HINTON**  
**Standing Committee of Council Meeting**  
**March 25, 2014**

**PRESENT:** Mayor Rob Mackin (attended by phone), Deputy Mayor Ryan Maguhn  
Councillors Dale Currie, Stuart Taylor, Marcel Michaels, Matthew Young

**ABSENT:** Councillor Glen Barrow  
Bernie Kreiner - Town Manager

**SECRETARY:** Lil Wallace - Executive Assistant

**ALSO PRESENT:** Laura Howarth - Acting Town Manager  
Denise Parent - Director of Corporate Services

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**ORDER**

Councillor Barrow is out of the country so is unable to attend the meeting. Mayor Mackin is also out of town but attended the meeting by phone conference call. Deputy Mayor Ryan Maguhn called the Standing Committee Meeting to order. The time was 4:03 p.m.

**ADOPTION OF AGENDA**

**There was consensus to accept the Standing Committee Meeting Agenda of March 25, 2014.**

**ACTION AND DISCUSSION ITEMS**

***Refer to the Standing Committee Meeting Agenda package for March 25, 2014 for detailed background information on these decisions.***

**Status of Hinton Training Centre Expansion - Presented by Rob Galon**

Rob Galon, Director of the Hinton Training Centre ("HTC"), attended before council and gave an overview of the Hinton Training Centre since the opening ceremony was held in 1960. He also advised that the facility is the disaster emergency reception area for the Town, should it be required during an emergency. He told council the buildings are old with capacity issues during peak usage times; also building maintenance and operating issues. A needs assessment was conducted. The design development process was started in 2012; the project is now shovel ready and they have detailed, accurate construction costing data. Funding by the province has not yet been approved.

Phase 1 includes a new training wing, new 100 bed residence, new kitchen and amenity hub, and a cold storage building. Since funding has not been approved at this time, there is currently no anticipated start date but he is hopeful and positive.

Council asked what support he is looking for from the town and Mr. Galon indicated further discussion is required on this topic.

Council asked if Mr. Galon saw the facility as becoming more of a public space. Mr. Galon responded that there are opportunities for that now; example given was it has been offered to GPRC to use facility when HTC is not using it. He stated if there is a program requirement to ask and they would try to accommodate the request but they are not in it to promote it for use, but would welcome the community if it fits into the model.

Council asked if the proposed lecture room could be used as a performing arts facility and the response was that the building is not designed for any kind of acoustics, no loading docks, no food services, no dressing rooms, no stage, very small lobby, not great lighting, chairs have flip-up trays for doing your work. Their expansion plans have not designed that room for performing arts. The Mayor reminded Council they need to have discussions with HTC to answer further questions on performing arts.

Mr. Galon offered to schedule a tour of the facility for council. This will be discussed by Council.

Councillor Dale Currie left the meeting at 5:42 p.m. as he had work commitments.

Mr. Galon then spoke about what the costs could be to include any kind of performing arts theatre (over \$5M) and shared parking services. He said they had discovered there would not be sufficient parking because their students also park overnight and costs to build a parkade are approximately \$6.1M. Costs estimates then became \$12M. He reiterated that a discussion needs to occur with council to discuss various items.

**At that point, Council gave consensus that this report be accepted for information.**

#### **Cemetery Maintenance and Perpetual Care**

Council was advised that the plan for 2014 is to increase collecting dried flowers, etc. 2015 budget will look at costs for perpetual care further. Council was advised to direct any concerns or complaints they hear to Mike Schwirtz. He stated that what the public perceives as "natural" state is different than how administration sees it. He further advised there is no water service to the cemetery and the nearest water line is underneath Fairfax Drive so the ability is not there to turn on a sprinkler in order to have green grass.

**There was consensus that Council accept this report as information.**

#### **Council Procedure Bylaw #1060-3 Section Review - Administrative Inquiries/Conduct in Council Meetings**

Administration advised that in the Council Procedure Bylaw S. 27 deals with administrative enquires and S. 29 refers to conduct in council meetings (public hearing). This is provided to council for reminder purposes. Since there are so many new council members, council felt it would be helpful to bring back a section every so often as a reminder when relevant to the issue at hand.

**There was consensus that this report be accepted for information.**

#### **How Project Work Plans Assist Council in Providing Direction to Administration**

Council was advised that the Project Work Plan is a tool used for several events and projects. Depending on the level of the event or project, it then comes to council to approve. The agenda package included a sample that had previously been used. Administration then reviewed with council each section and heading as to the input each area requires.

**There was consensus that this report be accepted for information.**

#### **Council Quarterly Review of 2014-2017 Strategic Plan**

Council reviewed and discussed the feedback that had been received by Administration. Council indicated they themselves had not received any specific feedback except that the strategic plan is a very ambitious document.

  
Initial

**There was consensus to direct Administration to send responses back to the parties providing feedback explaining how council views the feedback incorporated into their strategic plan.**

**There was consensus to have the strategic plan reviewed quarterly.**

**There was consensus that this report be accepted for information.**

#### **ADDITIONAL INFORMATION**

##### **Urgent Matters from Council and Town Manager**

**Consensus was given for the Mayor to work directly with the Communications Coordinator re ongoing communications and various columns in the newspaper.**

**Consensus was given for Councillor Young to start a working group for a down payment assistance program, which would be brought back to council for approval.**

Councillor Taylor asked for clarification re Section 3.115 of the Minimum Engineering Design Standards re secondary fire access on Baker Street. The Chair suggested he forward any questions to the planning section before the April 1, 2014 regular meeting.

##### **Executive Assistant Logistics Information**

Upcoming events logistics were discussed.

2017 AB 55+ Plus Winter Games – The Mayor asked council for consensus to research the possibility of Hinton and neighbors hosting these games, ie. cost involved to do so. Administration told council that Hinton has been invited in the past and typically we call our neighbors and see if there is any interest and ability to do this. We don't have the facilities, volunteers, to do this on our own. We also call a few groups/associations to see if they can do it, how this falls with timing of other events going on. Then the municipality takes the lead on this, creates a committee, and proceeds with preparing for the event.

**There was consensus to research the possibility of hosting the AB 55+ Winter Games in 2017 and report back to Council.**

#### **IN CAMERA (if necessary)**

**M. YOUNG - That Standing Committee move in camera.**

**Carried**

The time was 6:14 p.m. The Deputy Mayor then called a brief recess and the meeting reconvened at 6:20 p.m. The Mayor had to disconnect the phone conference call and left the meeting at 6:59 p.m. due to other prior commitments.

**M. MICHAELS - That the meeting extend past three hours.**

**Carried**

The time was 7:01 p.m.

  
Initial

**M. YOUNG - That Standing Committee revert to regular session.**

**Carried**

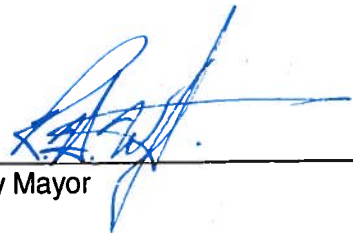
The time was 7:01 p.m.

**ADJOURNMENT**

**M. MICHAELS - That Standing Committee Meeting of Council adjourn.**

**Carried**

The time was 7:02 p.m.

  
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Deputy Mayor

  
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Director of Corporate Services