



**Town of Hinton**  
**Organizational Meeting of Council**  
**AGENDA**  
**October 22, 2019, 4:00 PM**  
**Council Chambers, Hinton Government Centre**  
**2nd Floor, 131 Civic Centre Road**  
**Hinton, Alberta**

Page

**ORDER**

1. Call the 2019 Organizational Meeting of Council to order.

**ADOPTION OF AGENDA**

1. Organizational Meeting of Council Agenda - October 22, 2019

**IN CAMERA**

1. Board and Committee Appointments, FOIP Section 19

**BALLOT VOTING FOR CITIZEN APPOINTMENTS TO BOARDS & COMMITTEES**

1. Ballots to be distributed to Council for voting as required.

**ACTION ITEMS**

- 2 - 5
1. 2019 Organizational Meeting - Presented by Terri Williams
    - 2019 - 2020 Council Meeting Schedule
    - 2019 - 2020 Councillor Board and Committee Appointments
    - Public Board and Committee Appointments

**ADJOURNMENT**



# TOWN OF HINTON Administrative Report

DIRECTION REQUEST     REQUEST FOR DECISION     INFORMATION ITEM

**DATE:** Organizational Meeting October 22, 2019  
**FROM:** Martin Taylor CAO  
**RE:** **2019 – 2020 Organizational Meeting**

## Recommended Action

*Administration recommends that*

1. *Council approve:*
  - *the 2019 – 2020 Regular Council meeting schedule,*
  - *the 2019 – 2020 Councillor Board and Committee Appointments and further*
2. *Council appoint public members to Boards and Committees*

## Background

In accordance with the Municipal Government Act, Section 192(1), and Procedure Bylaw 1060-6 Section 5.4, Council must hold an organizational meeting annually.

During an organizational meeting, Council will approve the Regular meeting schedule for the next year, appoint public members to Boards and Committees, and review and formalize the Mayor's recommendation for the appointment of Councillors to committees.

Financial Implications	
Items	Comments
Operating Cost/Implications	No operating cost/implications
Capital Cost	No capital costs
Budget Available	No budget required
Source of Funds <ul style="list-style-type: none"> <li>○ Budgeted Amount</li> <li>○ Grants (successful/unsuccessful)</li> </ul>	N/A
Unbudgeted Costs <ul style="list-style-type: none"> <li>○ Options for where to acquire the necessary funds</li> </ul>	Adding additional meetings, than what is presented may have financial implications.

## Asset Management Implications

There are no Asset Management Implications in regards to an Organizational meeting.

## Public Engagement

There is no public engagement required for an Organizational meeting.

## Communications

Organizational meeting is advertised on the Town of Hinton website.  
Public members appointed to boards and committees will be notified.

## Risk / Liability

Failure to conduct an organizational meeting is direct violation of Section 192(1) of the Municipal Government Act and Section 5.4 of the Procedure Bylaw.

Legislative Implications		
Conforms with:	Yes/No/Partial	Comments
<b>Council's Strategic Plan</b>	Yes	Supports Key Strategy 3.1.3: Develop a more consultative approach to operational planning and Key Strategy 3.1.4: Build relationships with community connectors.
<b>Community Sustainability Plan</b>	Yes	The Town of Hinton board structure supports the good governance pillar of the Community Sustainability Plan.
<b>Municipal Policies or Bylaws</b>	Yes	Aligns with Council Committees Bylaw 1070-4 and Council Procedure Bylaw 1060-6.
<b>Provincial Laws or MGA</b>	Yes	Municipal Government Act Section 192(1)
<b>Other plans or policies</b>		

## Options / Alternatives

1. *Council approve:*
  - *the 2019 – 2020 Regular Council meeting schedule,*
  - *the 2019 – 2020 Councillor Board and Committee Appointments and further*

*Council appoint public members to Boards and Committees.*
2. Council approve:
  - The 2019 – 2020 Regular Council meeting schedule as amended.
  - The 2019 – 2020 Councillor Board and Committee Appointments as amended.

Council appoint public members to Boards and Committees.

## Attachment(s)

1. 2019 – 2020 Regular Council meeting schedule
2. 2019 – 2020 Councillor Board and Committee Appointments



# 2019-20

## NOVEMBER 2019

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## DECEMBER 2019

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## JANUARY 2020

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## FEBRUARY 2020

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

## MARCH 2020

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## APRIL 2020

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

## MAY 2020

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

## JUNE 2020

S	M	T	W	T	F	S
				4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

## JULY 2020

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## AUGUST 2020

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## SEPTEMBER 2020

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

## OCTOBER 2020

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Regular Council

Standing Committee

Stat Holidays

Organizational

AUMA

FCM

# Council Representation

Board Title	Marcel Michaels	Trevor Haas	Ryan Maguhn	Dewly Nelson	Albert Ostashek	JoAnn Race	Tyler Waugh
<b>Beaver Boardwalk Committee</b> -Mayor and Two Councillors -One Alternate Council Member & 3 Administration	✓			✓	✓	ALT	
<b>CAO Performance Review/ Recruitment Committee</b> -Mayor -Two Councillors -One Alternate	✓		ALT		✓	✓	
<b>Community Engagement &amp; Advisory Committee (CEAC)</b> -One Councillor -One Alternate					ALT		✓
<b>Community Futures West Yellowhead</b> - Two Councillors -One Alternate	ALT			✓			✓
<b>Emergency Services Committee</b> -Three Councillors -One Alternate		✓	✓	ALT		✓	
<b>Evergreen Foundation Board</b> -One Councillor -One Alternate	✓						ALT
<b>Forest Resources Advisory Group</b> -One Councillor -One Alternate	✓						ALT
<b>Hinton Golfing Society</b> -One Councillor -One Alternate		ALT	✓				
<b>Hinton Municipal Library Board</b> -Up to two Councillors -One Alternate		✓					ALT
<b>Hinton Police/Town Liason Committee</b> -Mayor, one Councillor -One Alternate	✓	✓					ALT
<b>Hinton Regional Economic Development Coalition</b> -One Councillor -One Alternate	ALT				✓		
<b>Hinton Youth Advisory Council</b> -Two Councillors -One Alternate	ALT	✓	✓				
<b>Home for Fine Arts Society of Hinton (ASH)</b> -One Councillor OR Town Administrator -One Alternate		ALT				✓	
<b>West Fraser Pulpmill Advisory Committee</b> -One Councillor -One Alternate	✓			ALT			
<b>West Yellowhead Regional Waste Management</b> -Two Councillors -One Alternate					✓	✓	ALT

October 17, 2019