



TOWN OF HINTON

Minutes of the Regular Meeting of Council
Held June 16, 2020
Committee Room

Present:

Mayor Marcel Michaels

Present by Zoom:

Councillors Trevor Haas, Ryan Maguhn, Dewly Nelson, JoAnn Race, Tyler Waugh

Absent:

Councillor Albert Ostashek

Administration in Attendance:

Emily Olsen, Interim Chief Administrative Officer, Peter Vana, Director of Development Services, Carla Fox, Director of Corporate Services, Lorraine Walker, Planning & Development Manager, Nikiea Hope, Human Resources Manager, Wendy Anderson, Executive Assistant

Administration in Attendance by Zoom:

Laura Howarth, Director of Community Services, Emdad Haque, Director of Infrastructure Services, Todd Martens, Protective Services Manager

Refer to the Regular Council Meeting Agenda package for [June 16, 2020](#) for detailed background information.

ORDER

Mayor Marcel Michaels called the Regular Meeting of Council to order at 4:01 p.m.

ADOPTION OF AGENDA

Deputy Mayor Haas assumed Chair.

MAGUHN – That the agenda be adopted as amended.

Add Discussion item regarding vacant Peace Officer position.

Carried Unanimously

Mayor Michaels assumed the Chair.

COUNCIL MINUTES FOR ADOPTION

1. Regular Meeting of Council Minutes – May 19, 2020
2. Standing Committee of Council Minutes – May 26, 2020
3. Standing Committee of Council Minutes – June 9, 2020

NELSON – That the Minutes listed above be approved as amended.

Carried Unanimously

Deputy Mayor Haas assumed Chair for the Public Hearing at 4:07 p.m.

PUBLIC HEARING

Land Use Bylaw No. 1088-14

Introduction & Procedures

Deputy Mayor Haas informed the hearing attendees the following Public Hearing is held pursuant to Section 692 of the Municipal Government Act, being Chapter M-26, R.S.A., 2000 and amendments thereto.

The following rules of conduct will be followed during this Public Hearing:

- Presentation should be brief and to the point.
- The order of presentation shall be:
 - Report from the Planning & Development Manager;
 - Entry of written submissions;
 - Those supporting the Bylaw;
 - Those opposing the Bylaw; and
 - Any other person deemed to be affected by the Bylaw.
- Council may ask questions of the speakers after each presentation for clarification purposes.
- There will be no debating the Bylaw, however, questions to the Councillors or other parties will be accepted through the Chair.

Deputy Mayor Haas declared the Public Hearing relating to the Bylaw open.

Secretary Fox informed the purpose of the proposed Bylaw No. 1088-14 is to amend the Land Use Bylaw as follows:

a) Amend Section 2-1 Authority Responsibilities

As shown on Attachment 2 – Overview of Amendments

Secretary Fox informed first reading was given to Bylaw No. 1088-14 on May 19, 2020.

Notice of this Public Hearing was advertised in the Hinton Voice newspaper on May 8 and June 4, 2020 and advertised on the Town of Hinton website.

The report from the Planning and Development Manager was provided.

Deputy Mayor Haas Requested:

- Are there any late written submissions relating to Bylaw Amendment No. 1088-14? No

- Is there anyone present who wishes to speak in favour of Bylaw Amendment No. 1088-14? No
- Is there anyone present who wishes to speak in opposition to Bylaw Amendment No. 1088-14? No
- Is there anyone present who is deemed to be affected by Bylaw Amendment No. 1088-14 and wishes to speak? No
- Do the Councillors have any further questions? *Nelson – if someone has been deemed affected, how could citizens participate. CAO Olsen indicated it was communicated in the advertisement as well as on the website.*
- Do the Councillors require further information? No

Deputy Mayor Haas declared that the Public Hearing relating to Bylaw Amendment No. 1088-14 closed.

MICHAELS - That the Public Hearings be adjourned at 4:12 p.m.

Carried Unanimously

Mayor Michaels assumed the Chair.

DELEGATIONS AND PRESENTATIONS

Staff Sergeant Chris Murphy provided Council with the Hinton RCMP Detachment annual report. The presentation is provided in the June 16, 2020 agenda package.

ACTION ITEMS

1. Land Use Bylaw Amendment 1088-14

MAGUHN - That Council give Second Reading of Land Use Bylaw 1088-14.

Carried Unanimously

NELSON - That Council give Third Reading of Land Use Bylaw 1088-14.

Carried Unanimously

2. Safety Codes Permit Bylaw

NELSON - That Council give First Reading of Safety Codes Permit Bylaw 1148.

Carried Unanimously

HAAS - That Council give Second Reading of Safety Codes Permit Bylaw 1148.

Carried Unanimously

MAGUHN - That Council give unanimous consent for Third and Final Reading of Safety Codes Permit Bylaw 1148.

Carried Unanimously

RACE - That Council give Third Reading of Safety Codes Permit Bylaw 1148.

Carried Unanimously

3. Development Services Fees and Charges

**NELSON - That Council give First Reading of Development Services Fees Bylaw 1104-3.
Carried Unanimously**

**MAGUHN - That Council give Second Reading of Development Services Fees Bylaw 1104-3.
Carried Unanimously**

**MAGUHN - That Council give unanimous consent for Third and Final Reading of Development Services Fees Bylaw 1104-3.
Carried Unanimously**

**RACE - That Council give Third Reading of Development Services Fees Bylaw 1104-3.
Carried Unanimously**

4. Employment Principles Policy HR-1905

**MAGUHN - That Council approve Employment Principles Policy HR-1905 as presented.
Carried Unanimously**

5. Employee Relations Policy HR-1904

**NELSON - That Council approve Employee Relations Policy HR-1904 as presented.
Carried Unanimously**

6. Benefits Principles Policy HR-1903

**MAGUHN - That Council approve Benefits Principles Policy HR-1903 as presented.
Carried Unanimously**

7. Pay Principles Policy HR-1902

L. Walker left the meeting at 5:28 p.m.

**MAGUHN - That Council approve an amendment to the Pay Principles Policy HR-1902 to modify Section 4.2.4 to state: to address budget impacts of any changes and seek approval from Council through a Request for Decision.
Carried Unanimously**

**MAGUHN - That Council approve the Pay Principles Policy HR-1902 as amended.
Carried Unanimously**

**HAAS - That Council rescind Personnel Policy – Salaried Staff 027, Personnel Policy – Salaried Employees 060, and Personnel Policy General 017.
Carried Unanimously**

C. Fox left the meeting at 5:37 p.m.

8. 2020 Regional Assessment Review Board Appointment

NELSON - That Council appoint Trisha Papke as the Designated Clerk for the West Yellowhead Regional Assessment Review Board, for a one-year term starting June 16, 2020.

Carried Unanimously

9. Action Tracking Report

HAAS - That Council approve the Action Pending List as presented.

Carried Unanimously

DISCUSSION ITEMS

1. Vacant Peace Officer Position

HAAS - That Council direct Administration to keep the position of Peace Officer Level One open until an information report on the service levels and financial impacts of the Bylaw Services Department be brought to the July 14, 2020 Standing Committee meeting.

Carried Unanimously

INFORMATION ITEMS

1. Council Information Packages #1, #2 and #3 for June 16, 2020

HAAS - That Council accept Information Packages #1, #2 and #3 for June 16, 2020 as information.

Carried Unanimously

REPORTS FROM MAYOR, COUNCIL, CHIEF ADMINISTRATIVE OFFICER

1. Council Updates (Training, Conferences, Committees, Community Events)

Councillors reported on the various committees, meetings, and activities they attended since the last Regular Council meeting and what they plan on attending in the coming weeks.

2. Chief Administrative Officer Report

Emily Olsen, Interim Chief Administrative Officer, provided an update on administrative matters.

3. Administrative Inquiries

Councillor Nelson provided the following Administrative Inquiry:

This Administrative Inquiry is requesting the following information:

- The external legal costs of completing the investigation that was presented to Council at the December 16, 2019 Special Meeting of Council.
- The total legal costs from the Town of Hinton's legal counsel for all matters related to the investigation presented to Council at the December 16, 2019 Special Meeting of Council, including all related costs incurred subsequent to the report's completion.

- All internal costs related to the report presented to Council at the December 16, 2019 Special Meeting of Council.
- All other costs related to the report presented to Council at the December 16, 2019 Special Meeting of Council.


NOTICES OF MOTION

There were no Notices of Motion.

ADJOURNMENT

RACE - That the Regular Meeting of Council adjourn at 6:30 p.m.

Carried Unanimously



Mayor

for 

Legislative Clerk / Strat Services Mgr