



TOWN OF HINTON

Minutes of the Regular Meeting of Council
Held July 14, 2020
Committee Room

Present:

Mayor Marcel Michaels, Councillor Trevor Haas, Albert Ostashek, Tyler Waugh

Present by Zoom:

Councillor JoAnn Race

Absent:

Councillors Ryan Maguhn, Dewly Nelson

Administration in Attendance:

Emily Olsen, Interim Chief Administrative Officer, Carla Fox, Director of Corporate Services, Emdad Haque, Director of Infrastructure Services, N. Hope, Human Resources Manager, Wendy Anderson, Executive Assistant

Administration in Attendance by Zoom:

Laura Howarth, Director of Community Services, Peter Vana, Director of Development Services, Todd Martens, Protective Services Manager, Dale Woloszyn Public Works Planning and Project Manager, Mir Faiaz, Municipal Intern

Also Present: Robyn Eeson, Caityln Cox, KPMG LLP

Refer to the Regular Council Meeting Agenda package for [July 14, 2020](#) for detailed background information.

ORDER

Mayor Marcel Michaels called the Regular Meeting of Council to order at 4:07 p.m.

ADOPTION OF AGENDA

OSTASHEK – That the agenda be adopted as amended.

- In Camera - #2 title: CAO Draft Contract

Carried Unanimously

COUNCIL MINUTES FOR ADOPTION

1. Regular Meeting of Council Minutes – June 16, 2020
2. Standing Committee of Council Minutes – July 7, 2020

HAAS – That the Minutes listed above be approved as presented.

Carried Unanimously

CITIZENS “MINUTE WITH COUNCIL”

No citizens wished to speak with Council.

ACTION ITEMS

1. 2019 Consolidated Financial Statements of the Town of Hinton

WAUGH - That Council approve the 2019 Consolidated Financial Statements of the Town of Hinton as presented.

Carried Unanimously

R. Eeson and C. Cox left the meeting at 4:16 p.m.

2. Northwest Alberta Charging Network

HAAS - That Council approve:

That the Town of Hinton supports the neighbouring municipalities seeking to raise seed and grant funding and initiate a technical working committee for the partnership of a Northwest Alberta Charging Network.

That the Town of Hinton contribute seed funding of \$5,000 to support the work of the technical working committee with the funds coming from the Economic Development marketing budget.

That the Town of Hinton apply for the Electric Vehicle and Alternative Fuel Infrastructure Deployment Initiative Grant in collaboration with neighbouring municipalities.

Carried Unanimously

3. Municipal Asset Management Program Grant

HAAS - That Council direct Administration to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program.

That Council direct Administration to conduct the following activities in its proposed project submitted to the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our asset management program:

- **Asset Management Training**
- **Condition Assessment Protocol and Lifecycle Framework Development**
- **Asset Management Plan Development**

That Council commit \$24,900 from the 2020 approved Long-term Asset Management Planning 2020-2022 budget allocation toward the costs of this initiative.

Carried Unanimously

4. Procurement Policy FN-1300

WAUGH - That Council approves Procurement Policy FN-1300 as presented and rescinds Purchasing Policy 016.

Carried Unanimously

5. Solid Waste Management Program

Mayor Michaels handed Chair over to Deputy Mayor Haas at 5:11 p.m.

MICHAELS - That Council direct Administration to bring a report on Toter bin options to a future Standing Committee meeting.

OSTASHEK - That the above motion be tabled until later in the meeting.

Carried Unanimously

WAUGH - That Council approve the modernization of the municipal waste collection system and continue to provide services to both Residential and Commercial Customers as per the Full Cost Recovery Model (Option 1B-4).

Carried 4-1

For: Haas, Waugh, Ostashek, Race

Against: Michaels

HAAS - That Council direct Administration to develop the Full Cost Recovery Volume based Fee structure for Residential and Commercial Customers based on service costs.

Carried Unanimously

OSTASHEK - That Council approve public engagement including an online session and an in-person session on recycling options before the end of the first quarter 2021.

Carried Unanimously

OSTASHEK - That the previous motion be raised from the table.

“MICHAELS - That Council direct Administration to bring a report on Toter bin options to a future Standing Committee meeting.”

Carried Unanimously

MICHAELS - That Council direct Administration to bring a report on Toter bin options to a future Standing Committee meeting.

Carried Unanimously

MICHAELS - That Council direct Administration to bring a report on the waste collection route options for the recommended modernized system.

Carried Unanimously

Mayor Michaels assumed Chair at 6:02 p.m.

Councillor Race, D. Woloszyn and Mir Faiaz left the meeting at 6:03 pm

6. January – April 2020 Year to Date Financial Statements and Capital Project Plan

WAUGH - That Council accept the January – April 2020 Year to Date Financial Statements and Capital Project Plan Update as information.

Carried Unanimously

OSTASHEK - That Council approve the deferral of the capital projects as presented in the amount of \$1,671,000 into future years to assist with cashflow challenges related to COVID-19.

Carried Unanimously

WAUGH - That Council approve the Community Grant Program to have one intake in the fall of 2020 with the \$19,180 of available funds.

Carried Unanimously

7. Municipal Emergency Management Plan

HAAS - That Council approves the Municipal Emergency Management Plan as presented.

Carried Unanimously

INFORMATION ITEMS

1. Council Information Packages #1 and #2 for July 14, 2020

WAUGH - That Council accept Information Packages #1 and #2 for July 14, 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

There were no Administrative Inquiries.

NOTICES OF MOTION

There were no Notices of Motion.

IN CAMERA

HAAS – That the Regular Meeting of Council move In Camera at 6:31 p.m.

Carried Unanimously

C. Fox, L. Howarth, E. Haque, P. Vana, T. Martens, and W. Anderson left the meeting.

E. Olsen left the meeting at 7:10 p.m.

N. Hope joined the meeting at 7:14 p.m.

HAAS – That the Regular Meeting of Council move out of In Camera at 8:00 p.m.

Carried Unanimously

HAAS - That Regular Meeting of Council extend beyond four hours.

Carried Unanimously

OSTASHEK – That the Regular Meeting of Council move In Camera at 8:00 p.m.

Carried Unanimously

HAAS – That the Regular Meeting of Council move out of In Camera at 8:00 p.m.

Carried Unanimously

OSTASHEK – Direct Administration to initiate contract negotiations as discussed In Camera.

Carried Unanimously

ADJOURNMENT

OSTASHEK - That the Regular Meeting of Council adjourn at 8:15 p.m.

Carried Unanimously



Mayor



Legislative Clerk