



## TOWN OF HINTON

Minutes of the Standing Committee Meeting  
Held July 21, 2020  
Committee Room

### **Present:**

Mayor Marcel Michaels, Councillors Trevor Haas, Ryan Maguhn, Dewly Nelson, Albert Ostashek, JoAnn Race, Tyler Waugh

### **Administration in Attendance:**

Emily Olsen, Interim Chief Administrative Officer, Carla Fox, Director of Corporate Services, Heather Waye, Interim Strategic Services Manager

### **Administration in Attendance by Zoom:**

Laura Howarth, Director of Community Services, Emdad Haque, Director of Infrastructure Services, Peter Vana, Director of Development Services, Todd Martens, Protective Services Manager, Nikiea Hope, Human Resources Manager, Caryn Bouchard, FCSS Manager, Jenna Altrogge, FCSS Assistant Manager

### **Also Present:**

Tricia Mullen, Optimum Talent

*Refer to the Standing Committee Meeting Agenda package for [July 21, 2020](#) for detailed background information.*

## **ORDER**

Deputy Mayor Trevor Haas called the Standing Committee meeting to order at 4:00 p.m.

## **ADOPTION OF AGENDA**

**NELSON – That the Standing Committee Meeting Agenda of July 21, 2020 be accepted as amended.**

- **Add In Camera as Item #1 – CAO Contract (Section 24 of FOIP)**
- **Remove In Camera Item #1 – Land Matters**

**Carried Unanimously**

## **IN CAMERA**

**NELSON – That the Standing Committee Meeting of Council move In Camera at 4:03 p.m.**

**Carried Unanimously**

Councillor Ostashek joined the meeting at 4:08 p.m.

**MICHAELS – That the Standing Committee Meeting of Council move out of In Camera at 4:36 p.m.**

**Carried Unanimously**

**T. Mullen left the meeting at 4:36 p.m.**

## **ACTION ITEMS**

1. FortisAlberta Franchise Fee

**OSTASHEK – That Committee accept the FortisAlberta Franchise Fee Report as information and direct Administration to bring back a report which includes the Proposed Distribution Rates report for decision in the fall.**

**Consensus Achieved 7-0**

2. Amendments to Remuneration Policy #052

**MICHAELS – That Committee direct Administration to update section 4.7 to include that the Mayor can attend the FCM Conference yearly.**

**Consensus Achieved 7-0**

**MICHAELS – That Committee direct Administration to update section 4.7 to include that Councillors may attend FCM once in their term.**

**Consensus Achieved 6-1**

**For: Haas, Waugh, Maguhn, Michaels, Ostashek, Nelson  
Against: Race**

**OSTASHEK – That Committee direct Administration to amend version 2 of the Remuneration Policy for Council to continue completing Council timesheets as per current practice.**

**Consensus Achieved 6-1**

**For: Haas, Waugh, Michaels, Ostashek, Nelson, Race  
Against: Maguhn**

**NELSON – That Committee direct Administration to bring Policy #052 as amended by Committee to a Regular Meeting of Council for approval.**

**Consensus Achieved 7-0**

## **INFORMATION ITEMS**

1. Community Peace Officer and Protective Services Bylaw Service Level Review

**WAUGH – That Committee recommend Council direct Administration to fill the vacant CPO position on a 12-month temporary position with the expectation that the Town return to two full time CPO only when that term expires.**

**Consensus Not Achieved 2-5**

**For: Michaels, Waugh  
Against: Haas, Maguhn, Ostashek, Nelson, Race**

**NELSON – That Committee recommend Council hold the third currently vacant CPO position pending a decision in the 2021 budget.**

**Consensus Achieved 7-0**

A short break was called at 6:48 p.m. and the meeting resumed at 6:56 p.m.

**MAGUHN – That Committee direct Administration to bring back a high-level service discussion regarding bylaw and the Town CPO positions on August 18, 2020 to a Standing Committee Meeting of Council.**

**Consensus Achieved 7-0**

2. Maxwell Lake Bridge Deficiency Work for Old Section of Bridge

**NELSON – That Committee accepts the Maxwell Lake Bridge Deficiency Work for Old Section of Bridge report for information.**

**Consensus Achieved 7-0**

### **ADDITIONAL INFORMATION**

1. Urgent Matters from Council
2. Interim Chief Administrative Officer Status Report
  - Action Pending List
3. Legislative Services Update
4. Executive Assistant Logistics Information

### **IN CAMERA**

**MICHAELS – That the Standing Committee Meeting of Council move In Camera at 7:32 p.m.**

**Carried Unanimously**

E. Haque, P. Vana, T. Martens and N. Hope left the meeting.

**MAGUHN – That the Standing Committee Meeting of Council move out of In Camera at 7:58 p.m.**

**Carried Unanimously**

**MAGUHN – That the Standing Committee of Council extend beyond four hours.**

**Carried Unanimously**

**NELSON – That the Standing Committee Meeting of Council move In Camera at 7:59 p.m.**

**Carried Unanimously**

**MICHAELS – That the Standing Committee Meeting of Council move out of In Camera at 8:37 p.m.**

**Carried Unanimously**

**MAGUHN - That Committee recommend Council enter into an agreement with The Evergreens Foundation as presented In-Camera.**

**Carried Unanimously**

A short break was called at 8:38 p.m. and C. Bouchard and J. Altrogge left the meeting.  
The meeting resumed at 8:40 p.m.

**MICHAELS – That the Standing Committee Meeting of Council move In Camera at 8:42 p.m.**

**Carried Unanimously**

**OSTASHEK – That the Standing Committee Meeting of Council move out of In Camera at 8:51 p.m.**

**Carried Unanimously**

**HAAS – Direct Council to proceed with a formal Code of Conduct Investigation as discussed In Camera.**

**Carried 6-1**

**For: Haas, Waugh, Maguhn, Ostashek, Nelson, Race  
Against: Michaels**

**OSTASHEK – Direct Administration to provide procedural guidance to support the code of conduct investigation as discussed In Camera.**

**Carried Unanimously**

## **ADJOURNMENT**

**MAGUHN - That the Regular Meeting of Council adjourn at 9:00 p.m.**

  
Deputy Mayor

  
Legislative Clerk