



AGENDA

SPECIAL COUNCIL Meeting

Following the Committee of the Whole Meeting on May 10, 2022

Committee Room, Hinton Government Centre

Page

1. **ORDER**

The Town of Hinton respectfully acknowledges that it is located on Treaty 6 Territory and Métis Nation Region No. 4. These are the traditional territories and ancestral lands of Indigenous Peoples including the Plains Cree First Nations, Aseniwuche Winewak Rocky Mountain First Nations, Stoney, Tsuu T'ina, Nakota, Denesuline, Saulteaux, Mountain Métis, Michif, and many other communities that continue to enrich the land on which the Town of Hinton was established.

With this sentiment,

1.1. Call to Order

2. **ADOPTION OF AGENDA**

2.1. Special Meeting of Council Agenda

3. **NEW BUSINESS**

2 - 7

3.1. Gerard Redmond Community Catholic School Crosswalk Safety

8 - 11

3.2. Correction - Approved 2022 Operating Budget

4. **CLOSED SESSION**

Section 197(2) of the Municipal Government Act specifies that a council may close all or part of a meeting to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of FOIPP. The exceptions include matters where disclosures could be harmful to personal privacy, individual or public safety, law enforcement, intergovernmental relations, or economic or other interests. No bylaw or resolution can be passed at a closed meeting except a resolution to revert to the open council meeting in public or to recess.

5. **ADJOURNMENT**

5.1. Call for Adjournment of Meeting



TOWN OF HINTON Administrative Report

DIRECTION REQUEST REQUEST FOR DECISION INFORMATION ITEM

DATE: Committee of the Whole Meeting of May 10, 2022

PRESENTED BY: Paul Hanlan, Interim Chief Administrative Officer

RE: GERARD REDMOND COMMUNITY CATHOLIC SCHOOL CROSSWALK SAFETY

Recommended Action

That Council approve adding lighted crosswalk infrastructure at the Gerard Redmond Community Catholic School to the 2022 capital plan and that the funding (\$95,000) be from the ATE reserve fund.

Background

At the April 13, 2021, Standing Committee Meeting, Administration was directed:

“to bring back a report outlining how crosswalk safety at Gerard Redmond School and the intersection of Mountain Street, Fairfax Drive, and Maligne Drive no later than December 31, 2021.”

Analysis

Administration conducted a site visit to Gerard Redmond School along with Director of Infrastructure Services to evaluate the safety control devices March 8, 2022, in place at the school as well as the crosswalk at Maligne, Fairfax and Mountain Street. Also in Attendance was the School Principal and a Representative of the Parents Advisory Committee.

There are existing traffic control devices and marked crosswalks in place at both areas of concern. In the spring of 2021, it was recommended to raise the height of the Crosswalk signs immediately in front of the school and to ensure that line painting is completed as required. It was also advised that the posts that indicate school crosswalks could also be wrapped with high visibility colors to indicate the location of the crosswalk. This work was completed during the summer of 2021. There is a slight blind spot at the crosswalk in front of the school where drivers are not able to see pedestrians until the last moment if vehicles and school buses are parked on the roadway. Pedestrian safety could be further improved with the installation of flashing lights at the crosswalk immediately in front of the school adjacent to the parking lot entrance. Consideration could be given to constructing a raised section of the roadway to pacify any traffic in front of the school.

Furthermore, the intersection at Mountain Street and Maligne Drive was installed with a flashing crosswalk light and proper signage is in place. High visibility colors could be wrapped on the crosswalk sign posts to give better visual indicator. Solar power operates the flashing lights. Part of the request to improve safety at this intersection would be to relocate the flashing lights from the north-west corner of Reimer and Mountain to the south-west corner of the same intersection. This would increase visibility of the lights and put the crosswalk on the correct side of Mountain and Fairfax. The speed limit along Mountain Street is not reduced to 30Km during school hours. At certain times of the year, during school zone hours the sunlight can impair driver visibility if they are driving south-west along Mountain Street.

It was also suggested that the addition of solar powered flashing lights to the speed limit and school crossing signage would also enhance visibility.

Contributing to the congestion in front of the school is the on-street parking of school busses and local residential vehicles and the limited sight lines caused by topography.

Enforcement practices are currently in place in all school Zones including Gerard Redmond School. Administration recommends taking a phased approach with engineered solutions. Signage changes could be implemented with limited costs. Traffic pacifying measures could be planned for in the 2023 operating projects budget. Relocation of the crosswalk sign at Mountain and Maligne could be done at minimal costs in 2022. Changes to road elevations or the addition of LED warning lights would require a project plan and budget for 2023.

An attachment is also included with an updated quotation outlining an optional upgraded overhead crossing with LED lights and signage on Mountain Street. The width of Mountain Street makes a dual cantilevered sign a necessity. This option would significantly increase visibility at the Mountain Street crossing at a cost of \$84,774.00

Implications of Decision

Administration evaluation and recommendation to address the existing safety concerns include the following:

- On Maligne Drive, install an overhead cantilevered flashing light
- Increase the visibility of existing speed signs by wrapping poles with reflective tape
- On Mountain Street, relocate the existing pedestrian flashing lights to the west to best align with pedestrian patterns and furthermore increase the signage with associated reflective pole wrap

Based on administration's cost estimate to undertake the works in 2022, the capital expenditure is estimated at **\$95000.00**

Financial Implications	
Items	Comments
Operating Cost/Implications	Upkeep of signage and reflective wrapping
Capital Cost	\$95,000.00
Budget Available	No
Source of Funds	ATE reserve be utilized for the proposed upgrades in 2022
Unbudgeted Costs	\$95,000.00

Level of Service Implications – None

Public Engagement

The Director of Protective Services and the Director of Development & Infrastructure Services discussed the concerns of safety with representatives from Gerard Redmond School March 8, 2022. Original safety concern was expressed to Council by the Parents Advisory Committee and Evergreen Catholic School Division.

Communications

The Communications team will update the e-newsletter notifications, update the Town's website and ALERT centre, Facebook notifications and radio communications as well as any internal staff messaging as required.

Risk / Liability

Community and school safety could be enhanced by the installation of LED flashing lights at the crosswalk and traffic pacifying measures.

Legislative Implications		
Conforms with:	Yes/No/Partial/NA	Comments
Council's Strategic Plan	Yes	Foster Innovative, efficient, and exceptional service delivery. Maintain safe and reliable infrastructure that will meet the needs of the growing community.
Community Sustainability Plan	Yes	Ensure local governments and authorities are responsive to the needs of the community.
Municipal Policies or Bylaws	Yes	None
Provincial Laws or MGA	Yes	MGA Rsa2000 c M-26 Alberta's municipalities, governed by democratically elected officials, are established by the province, and we are empowered to provide responsible and accountable local governance in order to create and sustain safe and viable communities.
Other plans or policies	Yes	Use of ATE revenue for safety initiatives in Town.

Options / Alternatives

1. That Council approve adding lighted crosswalk infrastructure at the Gerard Redmond Community Catholic School to the 2022 capital plan and that the funding (\$95,000.00) be from the ATE reserve fund.
2. That Council accepts the Gerard Redmond Community Catholic School Crosswalk Safety report for information.
3. That the Gerard Redmond Community Catholic School Crosswalk Safety report be deferred to a future Committee of the Whole Meeting for further review and discussion by Committee

Attachment(s)

1. Photos of crosswalk in front of Gerald Redmond Community Catholic School.



Gerard Redmond
School.pdf



Hinton - Pedestrian
Crossing Modificati



Quotation



To Town of Hinton
Attention John Martineau
Location Hinton, Alberta
Project Pedestrian Crossing Modifications

Quote # E22-000-029
Date May 4, 2022
Prepared By Kevin Jones

Item #	Item Description	Quantity	Unit	Unit Price	Total Price
New Overhead Flashing System - Maligne Drive					
1-1	Supply and Install - 12m Cantilever Pole	1	ea	\$ 18,680.00	\$ 18,680.00
1-2	Supply and Install - 5m Pedestal Pole	1	ea	\$ 1,475.00	\$ 1,475.00
1-3	Supply and Install - CIP Base for Cantilever Pole	1	ea	\$ 9,000.00	\$ 9,000.00
1-4	Supply and Install - Precast Base for Pedestal Pole	1	ea	\$ 2,508.00	\$ 2,508.00
1-5	Supply and Install - Solar Circular RRFB System (4 x Overhead Beacons, 4 x Sidemount Beacons, Solar Panels, Pushbuttons)	1	LS	\$ 24,212.00	\$ 24,212.00
1-6	Supply and Install - Pedestrian Crossing Sign	6	ea	\$ 369.00	\$ 2,214.00
Subtotal					\$ 58,089.00
Option 1 - Relocate Existing RRFB System at Mountain St					
2-1	Supply and Install - 5m Pedestal Pole c/w Retroreflective Tape (Optional)	2	ea	\$ 1,475.00	\$ 2,950.00
2-2	Supply and Install - CIP Base for Cantilever Pole	2	ea	\$ 2,508.00	\$ 5,016.00
2-3	Relocate Existing RRFB System, Base Removal, Clean-up	1	LS	\$ 5,311.00	\$ 5,311.00
2-4	Supply and Install - Pedestrian Crossing Sign	4	ea	\$ 369.00	\$ 1,476.00
Subtotal					\$ 14,753.00
Option 2 - Install Overhead RRFB System at Mountain St					
3-1	Supply and Install 8m Cantilever Pole	2	ea	\$ 17,774.00	\$ 35,548.00
3-2	Supply and Install - CIP Base for Cantilever Pole	2	ea	\$ 9,000.00	\$ 18,000.00
3-3	Supply and Install - Solar Circular RRFB System (4 x Overhead Beacons, 4 x Sidemount Beacons, Solar Panels, Pushbuttons)	1	ea	\$ 24,212.00	\$ 24,212.00
3-4	Supply and Install - Pedestrian Crossing Sign	6	ea	\$ 369.00	\$ 2,214.00
3-5	Remove Existing RRFB System, Base Removal, Clean-up	1	LS	\$ 4,800.00	\$ 4,800.00
Subtotal					\$ 84,774.00
-					
Line Markings - Inlaid Thermoplastic					
LM-1	Mobilization for Line Markings	1	LS	\$ 3,450.00	\$ 3,450.00
LM-2	600mm Zebra Bar	81	m	\$ 126.50	\$ 10,246.50
LM-3	600mm Stop Bar	12	m	\$ 126.50	\$ 1,518.00

Quotation



Item #	Item Description	Quantity	Unit	Unit Price	Total Price
LM-4	600mm Removal Only	50	m	\$ 34.50	\$ 1,725.00
Subtotal					\$ 16,939.50
This quote is valid for 30 days				Total	\$ 189,308.50
				GST	\$ 9,465.43
				Grand Total	\$ 198,773.93

Terms and Conditions

Included	Traffic Accommodation for Can-Traffic's Scope	Excluded	Survey
Excluded	Lane Closures	Included	Concrete Testing
Included	Hydrovac	Excluded	Compaction Testing
Excluded	Final Landscaping	Excluded	Geotechnical Testing

1	
2	
3	
4	

Quote Acceptance

Signature

Date



TOWN OF HINTON Administrative Report

DIRECTION REQUEST REQUEST FOR DECISION INFORMATION ITEM

DATE: Regular Meeting of Council of May 10th, 2022

PRESENTED BY: Paul Hanlan, Interim Chief Administrative Officer

RE: CORRECTION – APPROVED 2022 OPERATING BUDGET

Recommended Actions

1. That Council rescind Town of Hinton Motion MD-2484 reading, “That Committee direct Administration to reduce reserves by \$260,000.00 and to apply these savings to a reduced 2022 tax rate.”
2. That Council approves the amendments as detailed below (and as shown in Table One) totalling changes in the amount of \$220,600 to the 2022 Operating Budget and 2023-2025 Operating Plan as was adopted by the Town of Hinton on March 1, 2022.

Reduction of “Boutin Lands Debenture” 2022 budget	\$55,000.00
Removal of 2022 “RCMP/Bylaw Study”	\$60,000.00
Removal of 2022 “Lidar Aerial Photography” program	\$30,000.00
Removal of 2022 “Overseeding” program	\$15,000.00
Removal of 2022 “Bill Pay Consolidation” program	\$11,100.00
Removal of 2022 “Wildflower Beautification” program	\$10,000.00
Budget reductions from Development and Infrastructure department	\$25,000.00
Budget reductions from Community and Protective Services department	\$14,500.00

3. That Council direct Administration to reduce the Town of Hinton’s 2022 Accumulated Surplus by \$274,400.00 and to direct these Accumulated Surplus funds to the 2022 Property Tax revenue account to reduce the 2022 Tax Rate.

Background

At the May 3rd Meeting of Council – during the consideration of options to correct and balance the Town of Hinton 2022 Operating Budget the following Motion was passed:

2022 Operating Budget Correction Consolidated Statement of Operations and Accumulated Surplus RC-220315.03 Motion by Councillor LaBerge

That Council direct Administration to review the adopted 2022 Operating Budget and identify potential revenue increases and expenditure reductions totalling a minimum of at least \$195,000 in increased revenues for the adopted 2022 Operating Budget and 2023-2025 Operating Plan as was adopted by the Town of Hinton on March 1, 2022, and that Council schedule a Special Council Meeting on May 10, 2022, to approve required amendments to the adopted 2022 Operating Budget.

Carried Unanimously

Previously, on March 1st, 2022, Council passed the following Motion adopting the 2022 Town of Hinton Operating Budget.

2022 Operating Budget and 2023-2025 Plan

That Council approve the 2022 Operating Budget in the amount of \$29,517,229.43 and 2023-2025 Operating Plan as was originally presented February 1, 2022, incorporating all budget amendments as detailed in Attachment One.

Carried 6-1

Opposed - Councillor LaBerge

Included in the "...budget amendments as detailed in Attachment One." was the following Council Motion MD-2484

That Committee direct Administration to reduce reserves by \$260,000.00 and to apply these savings to a reduced 2022 tax rate.

Motion (MD-2484) confirmed that the Town will transfer \$260,000 from the 2021 Accumulated Surplus once finalized by the Auditor to the 2022 property tax revenues. At that time Administration had estimated that this transfer would result in the projected 2022 Mill Rate to 1%.

Since the May 3rd Council meeting Administration has completed the transfer of the approved 2022 Operating Budget into the Town's Budget Computer Program (Bellamy) on May 5th. Through this process Finance has confirmed an additional problem in the 2022 Operating Budget. A provincial grant award in the amount of \$37,917 was incorrectly entered into the budget "twice". Hence, to correctly balance the 2022 Operating Budget the Town must increase revenues by \$232,917 (up \$37,917 from the original amount of \$195,000 as directed by Council on May 3rd, 2022).

Discussion

As stated in the background section to this Report Administration is now seeking an additional \$235,000 in revenues to be added to the 2022 Operating Budget to ensure a balanced budget (with a modest surplus) while maintaining a +/- 1% Tax Rate increase for 2022. Outlined in following Table One are proposed changes to the 2022 Operating Budget (again in the order of Administration's preference) to recover the \$235,000 in revenues required to balance the adopted 2022 Operating Budget.

Philosophically, Administration reviewed all 2022 Operating Business Cases to see if these all remained necessary at this time and considering the requirement to balance the 2022 budget. Additional budget reductions in the "Planning and Infrastructure" and "Community and Protective Services" areas are proposed to bring the \$235,000 deficit to just \$14,400. To balance the current 2022 Operating Budget Administration then recommended increasing the proposed 2022 transfer from Accumulated Surplus to Revenue – to \$274,400 (up from the current \$260,000 in Motion MD-2484).

Table One – Proposed Changes to Town of Hinton 2022 Operating Budget

Budget Item	Rationale	Impact(s)	Amount	Balance
	Starting Deficit			\$235,000.00
RCMP/Bylaw Study	Uncertainty regarding APPS Better considered in 2023/24 Not yet tendered	Delayed	\$60,000.00	\$175,000.00
Boutin Lands Debenture	Confirmed over budget in '22 Adjusted to reflect 6 months	On budget	\$55,000.00	\$120,000.00
Lidar Aerial Photography	Year 1 of multiple years Pushed to possible 2023	Delayed	\$30,000.00	\$90,000.00

	start			
Overseeding program	Delay implementation Pushed to possible 2023 start	Delayed	\$15,000.00	\$75,000.00
“Bill Pay” Consolidation	Delay implementation Pushed to possible 2023 start	Delayed	\$11,100.00	\$63,900.00
Wildflower Beautification	Delay implementation Pushed to possible 2023 start	Delayed	\$10,000.00	\$53,900.00
Department Reductions from Development and Infrastructure	Reductions from dozens of G/L Codes	Some – but Minimal	\$25,000.00	\$28,900.00
Department Reductions from Community and Protective Services	Reductions from 9 G/L Codes	Some – but Minimal	\$14,500.00	\$14,400.00
	TRANSFER TO From – 2022 Accumulated Surplus	Increase 2022 transfer to \$274,400	\$14,400	\$0.00

Administration remains open to any direction of Council to otherwise balance this year’s Operating Budget.

Implications of Decision

Financial Implications	
Items	Comments
Operating Cost/Implications	Required to increase 2022 Operating Revenues by \$235,000
Capital Cost	N/A
Budget Available	\$0
Source of Funds	\$0
Unbudgeted Costs	N/A

Level of Service Implications

- Implementation of certain programs would be deferred to future budget years.

Public Engagement

- None

Communications

- None

Risk / Liability

- Minimal service level reductions may be necessary in 2022.

Legislative Implications		
Conforms with:	Yes/No/ Partial/N/A	Comments
Council’s Strategic Plan <ul style="list-style-type: none"> • Corporate Vision Action Plan (CVAP) 	N/A	

Community Sustainability Plan	N/A	
Municipal Policies or Bylaws	N/A	
Provincial Laws or MGA	Yes	
Other plans or policies	N/A	

Options / Alternatives

1. *That Council rescind Town of Hinton Motion MD-2484 reading, "That Committee direct Administration to reduce reserves by \$260,000.00 and to apply these savings to a reduced 2022 tax rate."*
2. *That Council approves the amendments as detailed below (and as shown in Table One) totalling changes in the amount of \$220,600 to the 2022 Operating Budget and 2023-2025 Operating Plan as was adopted by the Town of Hinton on March 1, 2022.*

Reduction of "Boutin Lands Debenture" 2022 budget	\$55,000.00
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Removal of 2022 "Wildflower Beautification" program	\$10,000.00
Budget reductions from Development and Infrastructure department	\$25,000.00
Budget reductions from Community and Protective Services department	\$14,500.00

3. *That Council direct Administration to reduce the Town of Hinton's 2022 Accumulated Surplus by \$274,400.00 and to direct these Accumulated Surplus funds to the 2022 Property Tax revenue account to reduce the 2022 Tax Rate.*

or

4. *That Council direct Administration to otherwise amend the adopted 2022 Operating Budget and detail specific revenue increases or expenditure reductions totalling a minimum of at least \$235,000 in increased revenues for the 2022 Operating Budget and 2023-2025 Operating Plan as was adopted by the Town of Hinton on March 1st, 2022.*