



AGENDA

REGULAR COUNCIL Meeting

4:00 PM - July 19, 2022

Council Chambers, 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, Sauteaux, 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. Regular Council Agenda

3. **COUNCIL MINUTES FOR ADOPTION**

3 - 9

3.1. Regular Council Meeting - July 5, 2022

10 - 12

3.2. Committee of the Whole Meeting - July 12, 2022

13 - 15

3.3. Special Council Meeting July 12, 2022

4. **CITIZENS "MINUTE WITH COUNCIL"**

5. **DELEGATIONS AND PRESENTATIONS**

6. **ACTION ITEMS**

7. **REPORTING**

7.1. Council Reports

- Boards and Committees of Council

7.2. Chief Administrative Officer

- Reporting
- Status Report

8. **NOTICES OF MOTION**

REGULAR COUNCIL MEETING

Agenda

July 19, 2022

9. **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 FOIP. 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.

9.1. CAO Recruitment Discussion - Closed per s. 17 of FOIP.

10. **ADJOURNMENT**

10.1. Call for Adjournment of Meeting



TOWN OF HINTON
REGULAR COUNCIL MEETING MINUTES
Tuesday, July 5, 2022

COUNCIL PRESENT:

Albert Ostashek, Brian LaBerge, JoAnn Race
 Via Zoom - Ryan Maguhn, Trevor Haas, and Stuart Taylor

COUNCIL ABSENT:

Marcel Michaels

STAFF PRESENT:

Paul Hanlan, Interim CAO, Debbi Weber, Jennifer Davey-Campbell, Executive Assistant, Winston Rossouw, Director of Infrastructure and Development Services, Planning & Development Manager, Ruth Boden, Interim Director of Corporate Services, Shelbey Donkin, Accounting Supervisor, John Martineau, Public Works Operations Supervisor, Garry Schaffel, IT Coordinator, and Heather Mark, Municipal Intern

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

RC-220705.01

Councillor Race called the meeting to order at 4:12 p.m.

2. ADOPTION OF AGENDA

- 2.1. Regular Council Agenda
 Addition to Closed Session 6.2 - CAO Selection Process

RC-220705.02

Motion by Councillor LaBerge that Council adopt the Agenda as amended.

Carried Unanimously

3. COUNCIL MINUTES FOR ADOPTION

- 3.1. Regular Meeting of Council Minutes - June 21, 2022

RC-220705.03

Motion by Councillor Taylor to adopt the minutes from June 21, 2022

Carried Unanimously

- 3.2. Special Council Meeting - June 28, 2022

RC-220705.04

Motion by Councillor Taylor to adopt the minutes from June 28, 2022

Carried Unanimously

3.3. Committee of the Whole - June 28, 2022

RC-220705.05

Motion by Councillor Taylor to adopt the minutes from June 28, 2022

Carried Unanimously

4. CITIZENS "MINUTE WITH COUNCIL"

4.1. Ms. Ellen LaBrecque spoke with concerns to the use of the Freedom Express ridership and increase ridership availability for customers.

5. DELEGATIONS AND PRESENTATIONS

5.1. None.

6. ACTION ITEMS

6.1. 2011 International Solid Waste Truck MD-2627

RC-220705.06

Motion by Councillor Maguhn That Council approves the purchase of the rental unit, the 2011 International solid waste truck using funds from the sale of the 2020 Curatto Can.

Carried Unanimously

A quick break was called at 4:31 p.m. and the meeting resumed at 4:42 p.m.

6.2. 2022 Public Auction Reserve Bid for Tax Arrears Properties

RC-220705.07

Motion by Councillor Ostashek That Council approves the reserve bids as shown on Attachment 1 for tax arrears properties 4, 21, 41, 42, 70, 80, 89, 271, and 328 (133 Jarvis Street), 2, 9A, 13A, 27, 73, and 114 (145 East River Road), and 106B Cheviot Drive and set the public auction date for September 23, 2022, at 1:00 pm.

That Council approves the following sale conditions for the tax arrears properties that may be sold at the public auction:

a) That a deposit of 10% of the purchase price be paid at the time of purchase, and

b) That the balance of the purchase price be paid by September 30, 2022, at 4:00 pm

Carried Unanimously

6.3. Waiver of Outstanding Property Taxes (3 Properties)

RC-220705.08

Motion by Councillor Maguhn *That Council approves the request from McClelland Stolfa Reed to waive taxes owed (including penalties and interest) on the following three (3) mobile home placements located in the Hillcrest Manufactured Home Community totalling \$12,281.73:*

133 Jarvis Street (Roll #20360) in the amount of \$1,942.52,

133 Jarvis Street (Roll #20700) in the amount of \$2,790.89, and

133 Jarvis Street (Roll #20210) in the amount of \$7,548.32.

Carried Unanimously

6.4. Hinton RCMP Municipal Detachment Multi-Year Financial Plan

RC-220705.09

Motion by Councillor Haas that Council accepts the Hinton Municipal Detachment Multi-Year Financial Plan (April 1, 2023 to March 31, 2028) as information and authorize the Mayor as signatory on behalf of the Town.

Motion Withdrawn

Carried Unanimously

RC-220705.10

Motion by Councillor Haas that the Hinton Municipal Detachment Multi-Year Financial Plan (April 1, 2023, to March 31, 2028) be brought to a future Committee of the Whole Meeting for further discussion.

Carried Unanimously

RC-220705.11

Motion by Councillor Ostashek that Council direct Administration to bring a report detailing options regarding Community Policing in the Town of Hinton before the end of September 2022.

Carried Unanimously

6.5. Unbudgeted Funding Request - 2022 Service Level Review

RC-220705.12

Motion by Councillor LaBerge that Council approves funding the 2022 Service Level Review in an amount not to exceed \$75,000 (excluding GST) from the COVID-19 Resiliency Support Program Fund.

Carried Unanimously

7. INFORMATION ITEMS

- 7.1. National Drowning Prevention Week Proclamation
- Councillor Race read the Proclamation.

8. REPORTING

- 8.1. Council Reports
- Boards and Committees of Council
 - Council reported on meetings and events they attended.
- 8.2. Chief Administrative Officer
- Reporting
 - Status Report
 - ICAO Hanlan reported on the organization and operations.

9. CORRESPONDENCE

- 9.1. Council Information Package for June 2022.

RC-220705.13

Motion by Councillor Haas to accept the information packages for June 2022.

Carried Unanimously

REGULAR COUNCIL
July 5, 2022

10. NOTICES OF MOTION

10.1. None.

RC-220705.14

Motion by Councillor LaBerge that Council moved into Closed Session at 6:14 p.m.

Carried Unanimously

11. 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 FOIP. 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.

11.1. Personnel Matter - Closed per s. 17 of FOIP

- ICAO Hanlan joined the Closed Session

11.2. CAO Selection Process - Closed per s. 17 of FOIP

- ICAO Hanlan left the Closed Session

RC-220705.15

Motion by Councillor Ostashek that council direct Deputy Mayor Haas to proceed as discussed in Closed Session.

Carried Unanimously

12. ADJOURNMENT

12.1. Call for Adjournment of Meeting

RC-220705.16

Motion by Councillor LaBerge that Council adjourn the meeting at 7:04 p.m.

Carried Unanimously

Deputy Mayor

Interim Chief Administrative Officer



TOWN OF HINTON

Administrative Report

DIRECTION REQUEST REQUEST FOR DECISION INFORMATION ITEM

DATE: Council Meeting July 5th, 2022

PRESENTED BY: Paul Hanlan, Interim Chief Administrative Officer

RE: **2011 International Solid Waste Truck**

Recommended Action

That Council approves the purchase of the rental unit, the 2011 International solid waste truck, using funds from the sale of the 2020 Curatto Can.

Background

In 2020, the Town purchased through a competitive process a 2020 Peterbilt to service both commercial and residential waste pick up. This Unit 463, was procured in 2020 and received in January 2021. In the event of a breakdown or necessary service to the Freightliner (Unit 465) residential pickup truck, a “Curatto Can” attachment was purchased with the 2020 Peterbilt front load commercial solid waste truck. Once Unit 463 was put into use, the operators started to raise concerns not limited to handling (steering), driver fatigue, safe operation within lane ways and overhead powerlines.

There were variances to the RFP noted at the time of the tender being received and these variances were accepted by the Town of Hinton, at that time. Some of the variances accepted, have become the challenges being faced by the operators of the truck for operation of the Curatto Can directly impacting the residential waste collection. The addition of the Curatto Can to Unit 463 compounded the safe and legal operation of the vehicle. Since Unit 463 was the back up for residential waste collection, Administration reached out to a supplier for alternate options to serve as a back up vehicle. In the operational budget we made an allowance for outsourcing to private waste collection operators in the event of Town owned equipment breakdowns. The daily cost for a private waste collection is approximately three thousand dollars (\$3,000) per day. For this reason, Administration sought out a more cost effective option such as negotiating a month to month lease of a suitable unit.

In December 2021 Administration agreed to a month to month rental option which came with the following options:

- Allow the Town to maintain the residential waste collection level of service.
- Allowed for time to test the truck and train operators on the safe operation of the truck (training provided by the supplier).
- Administration negotiated that the rental payment could become part of a purchase to own arrangement with the supplier.

Analysis

This report is before Council because Administration has identified an opportunity to purchase the rental unit by trading the Curatto Can attachment. This opportunity offsets the capital cost of acquiring the rental unit.

The net effect of this opportunity:

- 1) Reduces the impact on the 2022 operational budget of the rental cost of the unit.
- 2) Trading the 2020 Curratto Can attachment pays the balance of the purchase price of the unit.

The consideration by Administration is as follows:

Purchase the unit for the residual value of \$ 31,000 (\$59,000 - \$28,000 (80% of rental cost)). Administration explored options to offset the capital expenditure of the truck. The Curratto Can could offset the total cost of purchase in the amount of \$31,000. This creates an opportunity to re-purpose the revenue from selling/trading the 2020 Curratto Can. As a result there is no additional capital funding request of Council.

Implications of Decision

Financial Implications	
Items	Comments
Operating Cost/Implications	Regular Fleet Maintenance costs will apply.
Capital Cost	\$0
Budget Available	N/A
Source of Funds	
o Budgeted Amount	N/A
o Grants (successful/unsuccessful)	N/A
Unbudgeted Costs	N/A
o Options for where to acquire the necessary funds	

Level of Service Implications

The addition of this unit to the fleet allows Administration to maintain the current waste collection level of service for the community.

Public Engagement

Public Engagement is not required for the purpose of this report.

Communications

There is no requirement for communications regarding the topic of this report.

Risk / Liability

There will be no backup truck to collect the residential solid waste toter bins in the event of a primary truck breakdown. The absence of a backup truck in the event of a primary truck breakdown would cost more than \$3000.00 per day to hire GFL to pick up Town residential solid waste bins. A contractor could not meet the time requirements to collect waste and reach the landfill before it closes on short notice. Contractors usually take more time to pick up the solid waste bins than the Town operators because of a lack of familiarity with the bin locations and pick up area which could result in resident dissatisfaction related to solid waste pickup.

Legislative Implications		
Conforms with:	Yes/No/Partial	Comments
Council's Strategic Plan	Yes	Maintain the service level to the community
Community Sustainability Plan	Yes	3.11.1 Ensure that municipal service and sharing agreements and inter-municipal planning maximize the use of limited resources (e.g. land, service capacity and municipal revenues) for the good of the community.
Municipal Policies or Bylaws	Yes	Bylaw 933 – Municipal Waste Bylaw
Provincial Laws or MGA	No	N/A
Other plans or policies	No	N/A

Options / Alternatives

1. That Council approves the purchase of the rental unit, the 2011 International solid waste truck, using funds from the sale of the 2020 Curatto Can.
2. That Council approves purchase of the rental unit, the 2011 International solid waste truck, using funds from the sale of the 2020 Curatto Can attachment with suggested changes.
3. That Council direct Administration to bring the purchase of the rental unit, the 2011 International Solid Waste Truck, using funds from the sale of the 2020 Curatto Can attachment to the Committee of the Whole meeting on July 12th, 2022, for further review and discussion.

Attachment(s)

N/A



TOWN OF HINTON COMMITTEE OF THE WHOLE MEETING MINUTES Tuesday, July 12, 2022

COUNCIL PRESENT:

Trevor Haas, Albert Ostashek, Brian LaBerge, JoAnn Race Stuart Taylor (via Zoom)

COUNCIL ABSENT:

Marcel Michaels, Ryan Maguhn

STAFF PRESENT:

Paul Hanlan, Interim CAO, Jennifer Davey-Campbell, Executive Assistant, Maurice de Beaudrap, Director of Protective Services / Fire Chief, Winston Rossouw, Director of Infrastructure and Development Services, Debbi Weber, Planning & Development Manager, Heather Mark, Municipal Intern, Torrie Gunia, FCSS Assistant Manager, and Fuchsia Dragon, Communications Coordinator

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

Councillor Haas called the meeting to order at 6:24 p.m.

2. ADOPTION OF AGENDA

2.1. Committee of the Whole Agenda

additions to the Closed Session 7.1 - CAO Recruitment

COW-220712.02

Motion by Councillor Race to adopt the Committee of the Whole Agenda as amended.

Carried Unanimously

3. CITIZENS "MINUTE WITH COUNCIL"

3.1. None.

4. DELEGATIONS AND PRESENTATIONS

4.1. None.

5. REPORTS FROM ADMINISTRATION

5.1. Draft Bylaw No. 1169 Hinton Youth Advisory Council

COW-220712.03

Motion by Councillor LaBerge That Committee direct Administration to bring Draft Bylaw No. 1169 Hinton Youth Advisory Council to the August 2nd, 2022, Regular Meeting of Council as presented.

Carried Unanimously

5.2. Automated Traffic Enforcement 2020 - 2021 Annual Report

COW-220712.04

Motion by Councillor Ostashek to direct Administration to bring a report regarding termination of the existing Automated Traffic Enforcement Contract to the July 26 Committee of the Whole Meeting.

Carried Unanimously

COW-220712.05

Motion by Councillor LaBerge - Administration recommends that Council receive the Automated Traffic Enforcement 2020 – 2021 Annual Report as information.

Carried Unanimously

6. REPORTING

6.1. Council Reports

- Boards and Committees of Council
Council reported on meetings and events they attended

6.2. Chief Administrative Officer

- Reporting
- Status Report
ICAO Hanlan reported on the organization and operations.

COW-220712.06

Motion by Councillor LaBerge that Committee move to Closes Session at 7:05 p.m.

Carried Unanimously

7. 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 FOIP. 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.

7.1. CAO Recruitment discussion. Closed per s. 17 of FOIP.

COW-220712.07

Motion by Councillor Race that Committee move out of Closed Session at 7:35 p.m.

Carried Unanimously

8. ADJOURNMENT

8.1. Adjournment

COW-220712.08

Motion by Councillor LaBerge that Committee adjourn the meeting at 7:35 p.m.

Carried Unanimously

Deputy Mayor

Interim Chief Administrative Officer



TOWN OF HINTON SPECIAL COUNCIL MEETING MINUTES Tuesday, July 12, 2022

<u>COUNCIL PRESENT:</u>	Trevor Haas, Albert Ostashek, Brian LaBerge, JoAnn Race Stuart Taylor (via Zoom)
<u>COUNCIL ABSENT:</u>	Ryan Maguhn and Marcel Michaels
<u>STAFF PRESENT:</u>	Paul Hanlan, Interim CAO, Jennifer Davey-Campbell, Executive, Debbi Weber, Planning & Development Manager, Assistant, Fuchsia Dragon, Communications Coordinator, Laura Howarth, Director of Community Services, Maurice de Beaudrap, Director of Protective Services / Fire Chief, Winston Rossouw, Director of Infrastructure and Development Services, Ruth Boden, Interim Director of Corporate Services, and Torrie Gunia, FCSS Assistant Manager

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
Deputy Mayor Haas called the meeting to order at 4:02 p.m.

SM-220712.1

Motion by Councillor LaBerge that Council move into Closed Session at 4:02 p.m.

Carried Unanimously

2. 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.

- 2.1. JDP Wasserman Associates - 2021 Audit Review - Closed per s.24 of FOIP
- o ICAO Hanlan, Ruth Boden and JDP Wasserman Associates joined the Closed Session.

Council came out of Closed Session 5:34 p.m.

3. ADOPTION OF AGENDA

- 3.1. Special Meeting of Council Agenda

SM-220712.1

Motion by Councillor Race that Council Adopt the Special Meeting Agenda as presented.

Carried Unanimously

4. DELEGATIONS AND PRESENTATIONS

4.1. JDP Wasserman Associates - Audit Review 2021

Edward Telford from JDP Wasserman Associates presented an overview of the Town of Hinton's 2021 Financial Statements.

5. ACTION ITEMS

5.1. 2021 Consolidated Financial Statements of the Town of Hinton

SM-220712.1

Motion by Councillor LaBerge That Council approve the Draft Consolidated Financial Statements of Town of Hinton Year Ended December 31, 2021, as presented.

Carried Unanimously

5.2. Library Contract for Services Agreement

SM-220712.2

Motion by Councillor Taylor that council direct Administration to modify clause 28 such that either party can terminate this agreement upon providing to the other party no less than one-year written notice of its intention to do so.

Defeated 2-3

(In Favour: Councillor Taylor, Councillor LaBerge).

(Opposed: Councillor Haas, Councillor Ostashek, and Councillor Race).

SM-220712.3

Motion by Councillor Ostashek That Council approve the Town of Hinton Library Board Contract for Services Agreement, as presented.

Carried Unanimously

5.3. Request to Waive Portion of Property Taxes Owed

SM-220712.4

Motion by Councillor Race that Council approves the request from Conrad Polachuk to waive \$1,858.16 of the property taxes owed for #2, 145 East River Road (Roll 10020) and that the Town accepts a payment of \$1,500 prior to July 31st, 2022, to clear the remaining back taxes and penalties, as well as the levied 2022 property tax payment.

Motion Withdrawn

Carried Unanimously

SM-220712.5

Motion by Councillor Ostashek that Council denies the request from Conrad Polachuk to waive \$1,858.16 of the property taxes owed for #2, 145 East River Road (Roll 10020) and that the Town does not accept a payment of \$1,500 prior to July 31st, 2022, to clear the remaining back taxes and penalties, as well as the levied 2022 property tax payment.

Carried Unanimously

6. ADJOURNMENT

6.1. Call for Adjournment of Meeting

SM-220712.1

Motion by Councillor LaBerge to adjourn the Special Council Meeting at 6:16 p.m.

Carried Unanimously

Deputy Mayor

Interim Chief Administrative Officer