



**TOWN OF HINTON**  
**COMMITTEE OF THE WHOLE MEETING MINUTES**  
**Tuesday, February 28, 2023**

**COUNCIL PRESENT:**

Marcel Michaels, Albert Ostashek, Brian LaBerge, Trevor Haas, JoAnn Race, and Stuart Taylor

**COUNCIL ABSENT:**

Ryan Maguhn

**STAFF PRESENT:**

Jordan Panasiuk, Chief Administrative Officer,  
Jennifer Davey-Campbell, Executive Assistant,  
Winston Rossouw, Director of Infrastructure and Development Services,  
Debbi Weber, Planning & Development Manager,  
Alicia Bourbeau, Director of Corporate Services,  
Deborah Juch, Director of Community Services, and  
Maurice de Beaudrap, Director of Protective Services / Fire Chief

**1. ORDER**

*The Town of Hinton respectfully acknowledges that it is located on the First People's traditional lands. We recognize this traditional territory to show respect and understanding to those who walked this land since time immemorial. Today, we uphold our ongoing responsibility to work together in the spirit of the intent of the Treaties with all the First Peoples and Nations that call this place home. The Town expresses gratitude for the opportunity to build a better community on these sacred lands for generations to come.*

1.1. Call to Order

Deputy Mayor Taylor called the meeting to order at 4:00 p.m.

**2. ADOPTION OF AGENDA**

2.1. Committee of the Whole Agenda

**COW-230228.01**

Motion by Councillor Race that Committee adopt the Agenda as presented.

Carried Unanimously

**3. CITIZENS "MINUTE WITH COUNCIL"**

3.1. None.

**4. DELEGATIONS AND PRESENTATIONS**

4.1. RCMP Q3 Report /2023 Policing Priorities

**COW-230228.02**

that Committee accepts the RCMP Quarterly Report, for information.

**COW-230228.03**

Motion by Mayor Michaels that Committee seek consensus to prioritize the following for the 2023-2024 year:

- Priority 1: Traffic
- Priority 2: Property Theft
- Priority 3: Community Relations

Carried Unanimously

## 5. REPORTS FROM ADMINISTRATION

### 5.1. Draft One-off Financial Request Policy

#### **COW-230228.04**

Motion by Councillor Ostashek to seek consensus of Committee to add a clause to the One-off Financial Request Policy defining that funding is to be provided from the council contingency fund.

Carried Unanimously

#### **COW-230228.05**

Motion by Councillor Taylor that the initiative Council is funding is not plannable and that it should have been anticipate at Community Grant budget time be included into section 7.2.3.

Withdrawn

A short break was called at 5:03 p.m. and the meeting resumed at 5:12 p.m.

#### **COW-230228.06**

Motion by Councillor Taylor to add a clause that Council may take into consideration whether the request could have reasonably been known and submitted at Community Grant intake and/or through a Civic Agency request and whether the request can be postponed until the next Community Grant intake.

Carried Unanimously

#### **COW-230228.07**

Motion by Councillor LaBerge to change 7.2.2, i, to read: the request should not exceed the amount available in the Council Contingency Fund.

Defeated 3-3

(In Favour: Councillor LaBerge, Councillor Haas, and Councillor Taylor).

(Opposed: Mayor Michaels, Councillor Ostashek, and Councillor Race).

#### **COW-230228.08**

Motion by Mayor Michaels to amend 7.2.2, i., to reflect the request is for \$7,500.00 or less.

Withdrawn

#### **COW-230228.09**

Motion by Mayor Michaels 7.2.2. i., to reflect no more than 1/3 of the budgeted total amount for each year of Council's Contingency Fund.

Carried Unanimously

#### **COW-230228.10**

Motion by Councillor Ostashek to amend 7.2.2, i., to include "inclusive of in-kind value"

Carried Unanimously

**COW-230228.11**

Motion by Mayor Michaels to amend 4.2.1. to be \$750.00 in value.

Carried Unanimously

**COW-230228.12**

Motion by Mayor Michaels That Committee of the Whole directs Administration to return the draft One-Off Financial Requests Policy to the March 14, 2023, Committee of the Whole meeting as amended, for further discussion.

Carried Unanimously

**6. INFORMATION ITEMS**

**7. REPORTING**

7.1. Council Reports

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

7.2. Chief Administrative Officer

- Reporting
- Status Report
  - CAO Panasiuk reported on the organization and operations
- Council Action Pending List
- Council Action Complete List

**COW-230228.13**

Motion by Mayor Michaels that Committee accepts the reports as presented.

Carried Unanimously

**8. 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.*

8.1. Land Development - Closed per s.16 of FOIP

**COW-230228.14**

Motion by Mayor Michaels that Committee move to Closed Session at 6:20 p.m.

Carried Unanimously

**COW-230228.16**

Motion by Councillor Ostashek that Committee come out of Closed Session at 7:43 p.m.

Carried Unanimously

**COW-230228.17**

Motion by Councillor Ostashek That Committee direct Administration to prepare a report for Council's further consideration and recommendation as discussed in Closed Session.

Carried Unanimously

9. **ADJOURNMENT**

9.1. Adjournment

**COW-230228.18**

Motion by Mayor Michaels that Committee adjourns the meeting at 7:43 p.m.

Carried Unanimously

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Deputy Mayor

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Chief Administrative Officer

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