

The Regular Meeting of Council was held on Monday, December 9th, 2013 at 7:00 pm in the Council Chambers.

Present: Mayor Cassidy, Deputy Mayor Jungkind, Councillors McKay, Candow, Dohey, Jameson, Maher and Coakwell

Staff: Ross Potter – Fire Chief, Jordan Stackhouse – Economic Coordinator, Ian Frankton - Director of Recreation and Community Services, David Steele – Senior Administration Officer, Khizar Hayat – Director of Public Works and Planning, Stacey Barnes – Recording Secretary.

Absent: Councillor Mapes

Other: Sarah Ladik (The Hub), Jean Locke,

1. CALL TO ORDER:

This Meeting was called to order at 7:00 pm with Mayor Cassidy presiding.

2. ADOPTION OF AGENDA

**#13-599 MOVED BY: CLLR CANDOW
 SECONDED BY: CLLR JAMESON**

That the Council of the Town of Hay River amend the agenda for the December 9th, 2013 Regular Meeting of Council to include item #10b. Excused Absence, #10c. Appointment of Town Rep and #11 In Camera.

CARRIED

3. DECLARATION OF INTEREST

There were no Declarations of Interest for the Regular Meeting of Council, December 9th, 2013.

4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS

Deputy Mayor, Donna Lee Jungkind – Congratulations to the Hay River Huskies Pee Wee Team for placing 3rd in their home tournament and the Atoms receiving gold in Beaverlodge this past weekend.

Councillor, Vince Mc Kay – Had the 55th Annual Fireman's Ball this past weekend – Congratulations to Joseph Robertson for receiving Fireman of the Year.

Mayor, Andrew Cassidy – and Congratulations to the Fire Chief, Ross Potter on receiving his 30 year pin.

Councillor, Jason Coakwell – Northern Hockey Challenge will be coming back with Hay River and Yellowknife playing in January.

Mayor, Andrew Cassidy – Annual Twinkle Tour to take place this Friday.

	Requirement
Inspection of constructed berms, dykes, and dams within the Sewage Disposal Facility.	Once every two years during the summer season by an Engineer
As-built plans and Record Drawings of the Sewage Disposal Facilities, lagoon and associated structures, sludge storage area, Solid Waste Facilities, and Biotreatment Pad.	Within six months of issuance of the Water License (Submitted)
A surveyed description of the wetland and associated structures that comprise part of the Sewage Disposal Facilities	Within six months of issuance of the water Licence (Submitted)
Notification of Modification	60 days prior to the proposed Modification
Modifications to Water Supply Facilities and Waste Disposal Facilities	
Interim Closure and Reclamation Plan for the Solid Waste Disposal Facility	Within 90 days of completion of the Modifications
Final Closure and Reclamation Plan	At least six months prior to abandoning any Waste Disposal Facilities
Final design drawings for the construction of any dams, dykes, or control structures	Prior to construction
As-built plans and Record Drawings	Within 90 days of completion
Updated plan for the operation and maintenance of the Waste Disposal Facilities (Note that this can be one plan or one plan for each Facility.)	Within three months of issuance of the Water License
Review of Operation and Maintenance Plan and submission of updates/revision	Annually – Annual Reporting Requirement
Spill Contingency Plan in accordance with Indian and Northern Affairs Canada's 2007 "Guidelines for Spill Contingency Planning"	Submitted
Review of Spill Contingency Plan and submission of updates/revision	Annually – Annual Reporting Requirement

<p>Solid Waste Site</p>	<p>Management of Solid Waste contract is ongoing.</p> <p>Planning for recycling, composting and waste diversion initiatives has begun. Pilot programs to be implemented in 2014.</p> <p>Hazardous Waste transported off site:</p> <table border="1" data-bbox="683 426 1325 919"> <thead> <tr> <th>Waste Stream</th> <th>Litres</th> </tr> </thead> <tbody> <tr> <td>Waste Oil w/ water</td> <td>1434</td> </tr> <tr> <td>Waste Flammable Liquids</td> <td>1640</td> </tr> <tr> <td>Aerosols (20kg)</td> <td></td> </tr> <tr> <td>Labpak - Pesticides</td> <td>20</td> </tr> <tr> <td>Sodium Hydroxide</td> <td>25</td> </tr> <tr> <td>Sulpheric Acid</td> <td>20</td> </tr> <tr> <td>Hydrochloric Acid</td> <td>25</td> </tr> <tr> <td>Corrosives, Cleaning Compounds</td> <td>120</td> </tr> <tr> <td>Waste Flames, Toxic, Corrosives</td> <td>40</td> </tr> <tr> <td>Total</td> <td>3324 litres</td> </tr> </tbody> </table> <p>Invitational Tender issued for processing and removing white goods and scrap steel from the Hay River Landfill closed on Friday August 2nd, 2013; awarded to H&H Recycling out of High Level August 12th, 2013. Metal recycling began Tuesday September 4th, 2013. Work is ongoing and will be completed in 2013.</p>	Waste Stream	Litres	Waste Oil w/ water	1434	Waste Flammable Liquids	1640	Aerosols (20kg)		Labpak - Pesticides	20	Sodium Hydroxide	25	Sulpheric Acid	20	Hydrochloric Acid	25	Corrosives, Cleaning Compounds	120	Waste Flames, Toxic, Corrosives	40	Total	3324 litres
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<p>Biotreatment Pad RFP</p>	<p>Direction was received to develop and issue an RFP for the Town of Hay River Biotreatment Pad was given on November 25th, 2013. The timeline for this RFP is outline below:</p> <table border="1" data-bbox="683 1346 1507 1724"> <thead> <tr> <th>Event</th> <th>Target Date</th> </tr> </thead> <tbody> <tr> <td>Request for Proposal</td> <td>Friday, January 3rd, 2014</td> </tr> <tr> <td>Deadline for Inquiries</td> <td>Monday, January 20th, 2014</td> </tr> <tr> <td>Deadline for Response to Inquiries</td> <td>Wednesday, January 22nd, 2014 at 03:00PM local time</td> </tr> <tr> <td>Tender call Closes</td> <td>Friday, January 24th, 2014 at 03:00 PM local time</td> </tr> <tr> <td>Update to Council</td> <td>Monday, February 3rd, 2014</td> </tr> <tr> <td>Final Selection and Notification</td> <td>Friday, Feb 7th, 2014</td> </tr> </tbody> </table>	Event	Target Date	Request for Proposal	Friday, January 3 rd , 2014	Deadline for Inquiries	Monday, January 20 th , 2014	Deadline for Response to Inquiries	Wednesday, January 22 nd , 2014 at 03:00PM local time	Tender call Closes	Friday, January 24 th , 2014 at 03:00 PM local time	Update to Council	Monday, February 3 rd , 2014	Final Selection and Notification	Friday, Feb 7th, 2014								
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<p>Lift Stations #1 and #2</p>	<p>Lift Station #1 handover and bypass completed. Expected completion date is December 31, 2013.</p> <p style="text-align: center;"><u>Identification of Asbestos During Demolition</u></p>																						

	<ul style="list-style-type: none"> - Zonolite insulation containing asbestos was encountered within the brick walls of the structure during the demolition of the existing components. - The Workers Safety Compensation Commission (WSCC) was contacted immediately and areas were isolated so that work could continue within the building. - A work plan is currently being developed by the contractor in accordance with the WSCC asbestos abatement "Code of Practice". - The cost of this work will be an additional cost to the contract assumed by the Town of Hay River because the extent of required wall penetrations was overlooked during the tender process. This cost will be covered in the contingency allowance and be further offset by the expected credit from earlier changes in the scope of work. - The Contractor has informed that at this point there appears to be no impact to the schedule. <p>Lift Station #2 will be completed in 2014 with supplies being purchased in advance of the anticipated start date.</p>
<p>Capital and Operating Budget Planning</p>	<p>The planning process for 2014 capital projects has begun.</p> <p>Currently assessing efficiencies within the 5 year capital plan to maximize the benefit of projects to improve public service by utilizing the recommendations from the most recent studies.</p> <p>Efforts are underway to provide a summarized version of the capital projects with a review over the reporting period.</p>

- The November O&M report is as follows:

Item	Level of Activity
Road Maintenance/Repairs	<p>Snow clearing</p> <p>Street sanding</p>
Vehicle and Equipment Maintenance	<p>Service Units #46, #13, #31 and Hearse</p> <p>Replaced bearings in snow blower</p> <p>Parks and rec electrical problem with Loader</p> <p>Sander Electrical Issue</p>
Sewer Inspection/Repairs	<p>Operate Lift Stations</p> <p>Twice Daily Inspections</p>
Water Inspection/Repairs	<p>Operate Water Treatment Plant</p> <p>Watermain break approximately 80 gallon per minute leak</p>

	<p>occurred from November 17th – November 22nd (5 Days)</p> <ul style="list-style-type: none"> - Every manhole in Town inspected trying to locate the leak. - Leak discovered on November 22nd on Diamond Jenness Secondary School property. <p>Service Connects/Disconnects As Required</p> <p>Meter Reading</p> <p>Weekly Sampling and Testing</p> <p>Twice Daily Inspection of Facilities</p>
Facilities Inspections/Repairs	Window replacement at Town Hall and building maintenance as required
Misc	Funeral (1)

- Director Meetings & Calls:
 - Council November 4th, 11th, 18th & 25th
 - Administration October 7th, 14th, 21st, & 28th
 - External / Internal Meetings and Calls – Variety of calls and meetings arising from operations and maintenance of Town public works facilities and infrastructure.
- Miscellaneous Updates:
 - Contracts for standing offers being developed for February, 2014
 - 1) Equipment rate approval for the year 2014
 - 2) Fuel As & When
 - 3) Granular As & When
 - 4) Supply and Deliver Dust Palliative and De-icing Materials
 - Various outstanding issues related to municipal infrastructure have been resolved
- Highlights:
 - Engineering standards being reviewed and revised internally to gain an improved professional understanding and potentially realize a 25k cost savings to the Town of Hay River within the 2013 budget.
 - Approximately 54k savings realized through the construction management of the sewer line repairs.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

- Canadian Council of Ministers of the Environment (CCME)
- Mackenzie Valley Land and Water Board (MV2009L3-0005)
- Environment and Natural Resources Waste Management Guidelines
- Alberta Environment. (2010). *Standards for Landfills in Alberta*. Government of Alberta.
- EBA Engineering Consultants Ltd. (2010). *Town of Hay River Solid Waste Management Facility, Operations Plan*. Yellowknife, NT: EBA Engineering Consultants Ltd.
- Guidance Document on Federal Interim Groundwater Quality Guidelines for Federal Contaminated Sites, May 2010
- Bylaw 619 Garbage Collection
- Bylaw 1516 Collection of Tipping Fees
- Bylaw 1574 Town of Hay River Purchasing Policy

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:



Dustin Dewar
Civil Engineer Technician
Date: November 28th, 2013

Reviewed by:



Khizar Hayat
Director of Public Works
Date: November 28th, 2013

Reviewed by:



Ross Potter
Acting Senior Administration Officer

Date: November 28th, 2013

b) Development and Building Permit Report

RECOMMENDATION:

#13-602

MOVED BY: CLLR DOHEY

SECONDED BY: DEPUTY MAYOR JUNGKIND

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the Development and Building Permit Report for the month of November 2013.

CARRIED

BACKGROUND:

SUMMARY

- Nine Development Permits have been approved for the month of November 2013.
- Previously for November: Four – 2012; Eight – 2011

DETAILS

- The November Development and Building Permit Report is as follows:

DATE	DEV #	CIVIC ADDRESS	DESC. OF WORK
Nov 8/13	DH13-090	1-61 Miron Drive	Aurora Tours (Organize Tour Groups)
Nov 8/13	DH13-091	119-Woodland Drive	Diamond Designs (Wholesale Catalogue Sales)
Nov 13/13	DH13-092	27 wright Crescent	Nomad Ventures (Welding)
Nov 15/13	B13-031	106-62 Woodland Drive	Renovating Retail Space
Nov 15/13	DH13-093	32 Saskatoon Drive	Jennifer Tweedie and Alvin Pitre Consulting
Nov 18/13	DH13-094	29 woodland Drive	Northern Comfort Construction (Construction)
Nov 14/13	DH13-095	11 Woodland Drive	Maximus Education Services (Education, First Aid, Music)
Nov21/13	D13-096 B13-032	Hay River Golf Club	New 35'X75' Quonset Storage Building
Nov26/13	DH13-097	36 A Saskatoon Drive	Stella and Dot (Jewelry)

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

CONSIDERATIONS OR FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:

Randy Froese
Development Officer

Date: November 28th, 2013

Reviewed by:



Khizar Hayat
Director of Public Works & Planning

Date: November 28th, 2013

Reviewed by:



Ross Potter
Acting Senior Administration Officer

Date: November 28th, 2013

9. NOTICES OF MOTIONS

There were no Notices of Motions for the Regular Meeting of Council, December 9th, 2013.

10. NEW BUSINESS

a) Arctic Winter Games – Letter of Interest

RECOMMENDATION:

#13-603

**MOVED BY: CLLR DOHEY
SECONDED BY: DEPUTY MAYOR JUNGKIND**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER provides a letter of interest for
Co-hosting the 2018 Arctic Winter Games with the Town of Fort Smith.**

CARRIED

BACKGROUND:

The Town of Hay River has the opportunity to co-host the 2018 Arctic Winter Games (AWG).

On December 4th, three members of the Hay River Delegation attended the AWG 2018 Bid Preparation Workshop. These members included Greg Rowe (Chair of the 2008 AWG Bid), Councilor Jason Coakwell, and Ian Frankton. Also in attendance were MLA's Robert Bouchard (Hay River North) and Jane Groenewegen (Hay River South). The communities of

Hay River and Fort Smith had the largest delegation in the room displaying the intent to bid the 2018 games to MACA along with members of the Arctic Winter Games International Committee (AWGIC).

The following is a timeline that must be adhered to in order to successfully bid the 2018 AWG:

- December 4, 2013 - Bid Preparation Workshop
- March 2014 - Communities interested in bidding send representatives to the 2014 AWG in Fairbanks, Alaska
- Fall 2014 - Interested communities will be asked to submit bids to the AWGIC

Benefits of hosting:

- Economic spending
- Tourism promotion and spending
- Infrastructure development
- Volunteer development
- Employee development
- Cultural programming
- Community pride
- Inter-community ties
- Business opportunities

MACA showed an example of an AWG budget with the following revenues:

Projected Revenues

• Community	\$ 324,836	
• MACA	\$3,500,000	(\$1 million in previous games)
• Sport Canada	\$1,300,000	
• Donations (cash/in-kind)	\$1,238,020	
• Other	\$ 528,740	
	\$6,891,596	

Note: revenue will be shared with co-host community

COUNCIL POLICY / STRATEGY OR GOAL:

Exploring economic & development opportunities for the Town.

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

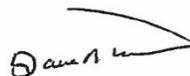
Prepared by:



Stacey Barnes
Executive Assistant

Date: December 9th, 2013

Reviewed by:



David Steele
Senior Administrative Officer

Date: December 9th, 2013

c) Appointment of Town Representative

RECOMMENDATION:

#13- 605

**MOVED BY: CLLR DOHEY
SECONDED BY: CLLR MAHER**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER appoints the firm of Brownlee Barristers & Solicitors LLP and Russ Bell of Russ Bell & Associates Inc., both of Edmonton, to act on behalf of the Town of Hay River in respect to the General Rate Application initiated by Northland Utilities for the 2014-2015 years.

CARRIED

BACKGROUND:

The local electric distribution company, Northland Utilities (NUL) (NWT), has applied to the Public Utilities Board (PUB) for approval of its Phase One General Rate Application (GRA) for the years 2014-2015. Phase One is the application in which the utility has to provide evidence showing what its total forecast costs of providing service are during these test years, including a reasonable return on its investment. The result of Phase One will be that the Board will eventually approve an amount, known as the revenue requirement. Meanwhile, it is anticipated that the utility will file around March of 2014 a Phase Two application proposing what the specific rate for each rate class will be. These rates applied to the forecast customer usage should equal the revenue requirement.

All of this will take time, so it may be that the final rates for 2014-2015 are not approved until late in 2014. It is reasonable to expect that those rates will be higher than they the rates presently in place, but not as high as would be the case if the revenue requirement were simply approved as applied for. So the reason for the interim rate application is to approve new rates that will recover a portion (in this case 50 % of the non-fuel related forecast) of the applied for increase, and the utility would like them approved and in place by the start of the new year. This will lessen the amount of any over-all increase that falls out of the eventual approval of final rates.

In Phase One, the goal of an intervener, such as the Town of Hay River, is to examine the company's forecasts and determine if it appears to be over-forecasting its costs. As an example its proposed inflation rate may be too high, or its vacancy rate for employees too low, which would have the effect of over-forecasting its labour costs.

These and many more cost issues are explored through a process which includes asking written questions (information requests or "IR"s) of the company and receiving written responses, possibly filing evidence on behalf of the Town, appearing at a hearing, cross examining utility witnesses and filing argument and reply argument. The reasonable legal and consultant or expert witness costs that the Town incurs in the proceeding, are recoverable back from the utility at the end of the process.

The estimated legal and consulting fees for the entire Phase One process, and including a negotiated interim rate application, could be as much as \$70,000 assuming a full process, including a hearing. If the GRA itself is settled without a hearing, these costs can be reduced by as much as half.

Administration recommends the Town of Hay River retain Russ Bell as an expert utility regulatory analyst. He assisted in this capacity in the last NUL (NWT) GRA while Brownlee LLP has represented the Town in these types of matters since 1999.

The schedules for the interim rate application were set out in a letter from the PUB on Thursday, December 5th, as follows:

Interim Rate Application Process

Board Information Request #1	December 5, 2013
Board Approval to Negotiate Interim Rates	December 5, 2013
Advertisement of Application	December 9-11, 2013
Responses to Board Information Requests (IRs)	December 9, 2013
Interim Rate Negotiations	December 10-12, 2013
Submission of Interim Rate Negotiated Settlement	December 16, 2013

As the time is short to get involved in this process, Council approval is urgently required.

General Rate Application Process

IRs to NUL from Interveners & Board	February 7, 2014
IR Reponses from NUL	March 7, 2014
Intervener Evidence	March 28, 2014
IRs to Interveners on Evidence	April 7, 2014
IRs Reponses from Interveners	April 22, 2014
Rebuttal Evidence	May 12, 2014
Hearing – Hay River	May 26 – 27, 2014

12. ADJOURNMENT

#13-608 MOVED BY: CLLR CANDOW

That the Regular Meeting of Council be adjourned at 8:45pm.

CARRIED

Certified Correct as Recorded on the 9th day of December, 2013.

These minutes were accepted by motion #13-610.



Mayor



Senior Administrative Officer