

The Regular Meeting of Council was held on Monday, July 15th, 2013 at 7:00 pm in the Council Chambers.

Present: Deputy Mayor Mapes, Councillors M^cKay, Candow, Dohey, Jameson, Maher, Jungkind, and Coakwell

Staff: May-Britt Hetesi – Interim Senior Administrative Officer, Keith Morrison – Director of Public Works & Planning, Ross Potter – Fire Chief, Jordan Stackhouse – Acting Director of Recreation and Community Services and Economic Coordinator, Stacey Barnes – Recording Secretary.

Absent: Mayor Cassidy

Other: Sarah Ladik (The Hub), Jean Locke, Ross Stanley, Sharla Carroll

1. CALL TO ORDER:

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

2. ADOPTION OF AGENDA

**#13-383 MOVED BY: CLLR DOHEY
 SECONDED BY: CLLR M^cKAY**

That the Council of the Town of Hay River amend the agenda for the July 15th, 2013 Regular Meeting of Council to include Mayor Cassidy, agenda item #10 New Business
a.) Excused Absence.

CARRIED

3. DECLARATION OF INTEREST

There were no Declarations of Interest for the Regular Meeting of Council, July 15th, 2013.

4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS

There were no Announcements, Awards, Ceremonies and Presentations for the Regular Meeting of Council, July 15th, 2013.

5. MINUTES

Minutes of the Regular Meeting of Council, June 24th, 2013

**#13-384 MOVED BY: CLLR MAHER
 SECONDED BY: CLLR JUNGKIND**

That the Council of the Town of Hay River accepts the Minutes of the Regular Meeting of Council, June 24th, 2013 as presented.

CARRIED

Minutes of the Special Meeting of Council, June 24th, 2013

**#13-385 MOVED BY: CLLR DOHEY
 SECONDED BY: CLLR CANDOW**

That the Council of the Town of Hay River accepts the Minutes of the Special Meeting of Council, June 24th, 2013 as presented.

CARRIED

Minutes of the Special Meeting of Council, June 27th, 2013

**#13-386 MOVED BY: CLLR JUNGKIND
 SECONDED BY: CLLR DOHEY**

That the Council of the Town of Hay River accepts the Minutes of the Special Meeting of Council, June 27th, 2013 as presented.

CARRIED

6. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the Minutes of the June 24th, 2013 Regular Meeting of Council, June 24th, 2013 Special Meeting of Council, and June 27th, 2013 Special Meeting of Council.

7. ADMINISTRATIVE ENQUIRIES

Councillor, Roger Candow:

Need a letter of support of the Nats'ejee Keh Treatment Centre on the Hay River Reserve and voicing concerns re: Health Ministers recent announcement of its closure. Send letter to Chief Fabian, Enterprise, West Point First Nations, Metis Nation, North & South MLA's, Kakisa, Dehcho, Minister of Health and Premiere.

Councillor, Keith Dohey:

Question directed to Acting Director of Recreation and Community Services, Jordan Stackhouse; Looking for Arena Roof update.

Director of Recreation and Community Services, Jordan Stackhouse

Answer directed to Councillor, Keith Dohey, do not have one at this time, sent an email late last week to the Insurance Adjuster, just waiting to hear back.

Councillor, Keith Dohey:

Question directed to Acting Director of Recreation and Community Services, Jordan Stackhouse; do we have a temporary location for the BMX/Skatepark yet? I do believe the best place is the Youth Centre.

Director of Recreation and Community Services, Jordan Stackhouse

Answer directed to Councillor, Keith Dohey, A list of locations was given to the BMX/Skatepark committee, such as 553, and Youth Centre, but I haven't heard back from them yet, but will follow up with them to make a decision.

8.

a) Excused Absence

RECOMMENDATION:

#13-387

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

THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillor Jameson from the Regular Meeting of Council, Monday, June 24th, 2013.

CARRIED

BACKGROUND:

Councillor Jameson has requested to be excused from the Regular Meeting of Council, Monday, June 24th, 2013.

COUNCIL POLICY / STRATEGY OR GOAL:

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: June 27th, 2013

Reviewed by:



May-Britt Hetesi
Interim Senior Administrative Officer

Date: June 27th, 2013

b) Public Works & Planning Department Monthly Report

RECOMMENDATION:

#13-388

**MOVED BY: CLLR MAHER
SECONDED BY: CLLR JAMESON**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report titled “Public Works & Planning Monthly Report” for June 2013 as presented.

CARRIED

BACKGROUND:

- The June Projects report is as follows:

Item	Level of Activity
Fire Hall	<p>Arcan advises completion August 29; Stantec has requested updated schedule.</p> <p>Stantec site inspection occurred June 18.</p>
Trans Canada Trail	<p>TCT requested return of unspent funds but advised that project is ‘top of list’ for 2013/14 funding. Recent dialog with TCT has determined that 2013 funding notifications will be issued July 11.</p> <p>Decision to manage standing offer resources internally resulted in savings to Town in 2012; will confirm if same procurement method to be used again.</p>
Lift Stations #1 and #2	<p>Design Build of Lift Stations #1 and #2 awarded to Rowe’s Construction.</p> <p>Anticipate completion of both projects Fall 2013.</p>
Emergency Water Mains Repair	<p>A Design-build RFP is currently being drafted. Issuance on hold pending confirmation of Health Centre scope of work.</p>
Water Contract	<p>GNWT EHO has provided requirements for inclusion in contract and a draft contract is being prepared.</p> <p>Contractor has been advised of work to-date on the new contract.</p> <p>Contractor has applied for CPI and fuel rate increases; this application is currently being reviewed.</p> <p>Review of associated Bylaws to be completed Fall 2013. In the interim, initiatives to be put in place to monitor water supply and consumption data in better detail.</p>
Vale Island Drainage	<p>Work to continue Summer 2013.</p> <p>Decision to manage standing offer resources internally resulted in savings to Town in 2012; will confirm if same</p>

	procurement method to be used again.
Sidewalk Repair	Sidewalk resurfacing scope of work currently being reviewed for implementation Summer 2013.
General Plan	General Plan and Zoning and Building Bylaw to be reviewed and ratified Summer 2013.
Development Standards	Current Development Standards date to 1992; consultant to be retained to modernize and covert to electronic format Summer 2013.
Golf Course Road	<p>Work complete and budget expended Fall 2012; road was monitored for deficiencies during thaw Spring 2013 and an additional culvert was added to fix a minor drainage issue.</p> <p>\$27k 2012 DOT funding received for chip seal preparation. Potential to apply for 2013 DOT funding for chip seal application. Chip seal scheduled to be applied soon.</p> <p>Currently drafting an MOU with Golf Course to fund this work, as well as the Quonset replacement project.</p>
Water Treatment Plant	<p>Consultant reports on state of WTP complete; next step is to develop a scope of work for Summer 2013 design and 2014 refurbishing.</p> <p>Currently working with Arctic Energy Alliance to source ecoEnergy funding to examine use of waste biomass to provide raw water heat, as well as to provide an energy audit for the Town Garage.</p>
Town Hall	<p>All previous work to date on initiative has been compiled.</p> <p>Inspection of potential existing facility has been completed and report pending. This report will guide potential development of a scope of work which will address energy efficiency opportunities and review options such as new construction, leasing, build-own-operate (transfer) purchase of an existing building, etc.</p>
Health Centre	<p>Development and Building Permits in place and foundation construction is almost complete. Utility crossing under highway and railway to occur soon.</p> <p>Navcan approval received; Ministry of Transportation approval still required to complete rezoning. Once rezoning complete transfer of land to GNWT will occur; transfer will address current lack of written agreement between the Town and GNWT regarding design, construction and transfer of the Dean Drive extension.</p> <p>Updated site plan received and review underway.</p>

	Proposed design will result in extension of Dean Drive to the highway, as well as opportunity to bring utilities to Industrial area and proposed Sundog subdivision.
Cameron Crescent	Subdivision application to MACA approved. Legal Survey and Development Permit need to be completed and two properties disposed of.
Sewer Repairs	Currently developing tender document to complete video examination of sewer lines and in-situ re-lining where required.
Equipment Purchase	5-ton Box Truck to be procured soon. Approval for sole-source provided by Council. Line Painter tender closed; Kingland Ford was low bid.

- The June O&M report is as follows:

Item	Level of Activity
Road Maintenance/Repairs	Grading Pothole Patching Maintaining Road Cuts Clean Ditches Apply Calcium Sweep Roads Paint Lines Place Gravel; 1 500 T Old Town, 500 T West Channel
Vehicle and Equipment Maintenance	Truck Service Units 3, 19 and 24 Grader Service Water Tank Service Recreation Service Units 16 and 18
Sewer Inspection/Repairs	Flushing Ongoing Operate Lift Stations Twice Daily Inspections Lift Station High Level Alarm
Water Inspection/Repairs	Operate Water Treatment Plant

	<p>Wright Crescent Break Repair</p> <p>Gaetz Drive Break Repair</p> <p>Service Connects/Disconnects As Required</p> <p>Meter Reading</p> <p>Weekly Sampling and Testing</p> <p>Twice Daily Inspections</p>
Facilities Inspections/Repairs	<p>Scale Office</p> <p>Grass Mowing</p> <p>Spring Clean-up Completed</p> <p>Ravine Brushing</p>

- Resident Inquiries:
 - Miscellaneous 8
 - Facility Maintenance 8
 - Water/Sewer 14
 - Road Maintenance 19
 - Development 23
 - Procurement 5
 - Clean-up 11

- Director Meetings:
 - Council
 - Special June 24 and 27
 - Committee June 03 and 17
 - Council June 10 and 24
 - Administration
 - Management June 13 and 27
 - Finance June 25
 - Staff June 06 10 and 18
 - Tender Opening June 17 and 28
 - External
 - IT June 10
 - Mapping June 10
 - Contract June 11
 - Lift Station June 18
 - Fire Hall June 18
 - Town Hall June 18

- Personnel Updates:
 - Works O&M down two staff to leave.
 - Works Projects short Development Officer for two weeks.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:



Keith Morrison
Director of Public Works and Planning

Date: July 4th, 2013

Reviewed by:



May-Britt Hetesi
Interim Senior Administrative Officer

Date: July 4th, 2013

c) Environment and Public Health Monthly Report

RECOMMENDATION:

#13-389 **MOVED BY: CLLR DOHEY**
 SECONDED BY: CLLR CANDOW

THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report titled "Environment & Public Health Monthly Report" for June 2013 as presented.

CARRIED

BACKGROUND:

Item	Level of Activity
Water License	Response to review comments for the Sewage Lagoon O&M Plan, Solid Waste Site O&M Plan and Biotreatment Pad O&M Plan submitted on December 14; updated plans are being finalized along with the Annual Report.

	<p>Drainage & Seepage Study submitted January 7; will result in additional reporting requirements.</p> <p>Managing development of Interim Closure and Reclamation Plan by consultant due August 31, 2013.</p> <p>Internal resources allocated to Annual Reporting and SNP sampling; this should result in reduced consulting costs.</p> <p>Consultant to be retained Summer 2013 to assess conditions of containment facilities.</p> <p>Currently determining requirements for Sewage Lagoon Wetland Study, CBOD/BOD Three-year Trend Analysis, and site as-built drawings.</p> <p>Sampling of the Landfill groundwater monitoring wells and the Hay River upstream and downstream has been conducted for both May and June with July, August and September sampling still remaining.</p>
<p>Solid Waste Site</p>	<p>Management of Solid Waste contract ongoing.</p> <p>Planning for recycling, composting and waste diversion initiatives has begun; scope is still to be determined.</p> <p>Landfill fence has been installed to the satisfaction of the contractor, the Town and the regulator.</p>
<p>Town Cleanup Final Report</p>	<p>The total cost of equipment rental for the three-week effort was \$18,300.00.</p> <p>\$1,400.00 was spent for a contractor (Ecology North) to assist in the hazardous waste collection, promote the sale of composters and increase public awareness relating to waste reduction and waste management.</p> <p>The contribution to non-profit groups for clean-up was \$5,000.00.</p> <p>The total cost for contractors and contributions was \$24,700.00; the budget was \$18,900.00, resulting in an additional \$5,900.00 spent.</p> <p>Wages for hours worked amount to approximately \$29,400.00. The time spent by staff on this</p>

	<p>initiative could not be controlled by the Town as the scope of work was determined by the quantity and type of waste required to be picked-up, as well as whether it was properly segregated or not. This was augmented by the large amount of brush that resulted from the Fall 2012 storm events. As per standard practice, salary overages in one area of focus are offset by reductions in others (i.e., if staff spend more time than planned during the Town Clean-up, then they have less time to spend brushing, ditching, etc.).</p> <p>Overall this cleanup effort was well received and proved to be very successful in cleaning up the Town. In the future, the scope of this initiative can be reduced by applying stringent criteria regarding segregation, quantities, and types of waste accepted.</p>
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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

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:



Dustin Dewar
Civil Technologist

Date: July 3rd, 2013

Reviewed by:



Keith Morrison
Director of Public Works & Planning

Date: July 3rd, 2013

Reviewed by:



May-Britt Hetesi
Interim Senior Administrative Officer

Date: July 4th, 2013

Let it be noted, that Councillor Candow would like to see that the scope of Town clean up not be reduced.

d) Development & Building Permit Report

RECOMMENDATION:

#13-390

**MOVED BY: CLLR CANDOW
SECONDED BY: CLLR DOHEY**

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

CARRIED

BACKGROUND:

SUMMARY

- 17 Development Permits have been approved for the month of June 2013, not much lower than last year's 20 Development Approvals for 2012.

Background

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

DATE	DEV #	CIVIC ADDRESS	DESC. OF WORK
June 3/13	B13-004	9 Fir Crescent	Replace Deck
June 4/13	D13-032	3 Forest Drive	Rear Yard Garage
June 4/13	D13-034	11 Riverview Drive	Fence/Driveway Extension
June 5/13	D13-036	77A woodland Drive	Office Renovations
June 7/13	DH13-037	136 Wildrose Drive	Photography
June 7/13	D13-038	45 Miron Drive	New Stick Built House

June 12/13	D13-039	20 Industrial Drive	30'X80' Storage Tent
June 13/13	D13-040	41 Stewart Drive	Fence Rear Yard
June 14/13	D13-041	Hay River High Rise	Antennas on Roof
June 14/13	D13-042	30 Fir Crescent	New Mobile Home
June 14/13	D13-043	30 McBryan Drive	New Shed
June 18/13	DH13-044	47 woodland Drive	Sewing, Repairs
June 24/13	D13-045	44B Patterson Road	Set up Mobile Home
June 25/13	D13-046	23 John Mapes Cres.	New Stick Built Home
June 27/13	DH13-047	40-102 nd . Street	Communication Consultant
June 28/13	D13-048	288 Miron Drive	Porch Addition to House

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: June 29th, 2013

Reviewed by:



Keith Morrison
Director of Public Works & Planning

Date: July 3rd, 2013

e) Purchase of Riding Mowers

RECOMMENDATION:

THAT THE COUNCIL OF THE TOWN OF HAY RIVER directs administration to sole-source the purchase of 2 new riding mowers.

There was no motion made by Council for this recommendation.
This is for information purpose only.

BACKGROUND:

An invitation to tender (HRC 1307) for the purchase of 2 new riding mowers was put forth on June 12th 2013 and advertised locally with a closing date of June 28th 2013

The Town of Hay River did not receive any tenders for the 2 new riding mowers.

It is administration's recommendation to sole-source the purchase of the mowers.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

Approved capital expenditure

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:



Jordan Stackhouse
Acting Director of Recreation
And Community Services

Date: July 3rd 2013

f) Lot 1654, Plan 2421 Parking

Reviewed by:



May-Britt Hetesi
Interim Senior Administrative Officer

Date: July 3rd, 2013

RECOMMENDATION:

#13-391

**MOVED BY: CLLR JAMESON
SECONDED BY: CLLR JUNGKIND**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER designate Lot 1654, Plan 2421 – 2
Lepine Street as parking lot and will remain in inventory as designated parking until
such time that someone is interested in purchasing such lot.**

DEFERRED

BACKGROUND:

When the Don Wright area began to see development with the B&R building the Town designated some lots as parking area. The parking area is required because it appears that the Town agreed to provide eight off-site parking spaces to meet the parking requirement of the B&R building.

On February 8, 2010 Council had passed a Motion to designate Lot 1657, Plan 2421 as a parking lot.

On October 2012, the Town received an application for the purchase of Lot 1657, Plan 2421.

At this time the remaining lots available for parking are Lot 1654, Plan 2421 and Lot 1630, Plan 3075.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Sketch of Lot 1654, Plan 2421 & Lot 1630, Plan 3075.

Prepared by:



Susan Gallardo
Lands

Reviewed by:



May-Britt Hetesi
Interim Senior Administrative Officer

Date: June 27, 2013

Date: July 3, 2013

Let it be noted that the Council of the Town of Hay River deferred this report, and tasked administration to contact B & R building owner re: the 8 stalls.

g) Bassett Sublet to ITB Marine Group

RECOMMENDATION:

#13-392

**MOVED BY: CLLR JAMESON
SECONDED BY: CLLR CANDOW**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the request of Bassett Petroleum Distributors Ltd. to sublet to ITB Marine Group (Island Tug and Barge) starting July 1, 2013 or upon approval all that portion of the Centre and Easterly Part of Lot 7, Block "G", Plan 39.

CARRIED

BACKGROUND:

On July 1, 2009 Bassett Petroleum Distributors Ltd. entered into a Sub-Lease Agreement with the Town for the Centre and Easterly part of Lot 7, Block "G", Plan 39 for a five (5) year term ending June 30, 2014.

On June 18, 2013, Bassett Petroleum Distributors Ltd. sent a request to the Town to sublet to ITB Marine Group (Island Tug and Barge), starting July 1, 2013 or upon approval. ITB Marine Group (Island Tug and Barge) will be using the site to pull out their tugs.

As per Clause 4 (f) in Sub-Lease Agreement between the Town and Bassett Petroleum Distributors Ltd.;

"not to assign any part of the lands or Sub-Lease without the consent in writing of the Sub-Landlord, which consent in the case of subletting only, shall not be unreasonably withheld"

Bassett Petroleum Distributors Ltd. is currently in good standing with their lease fees.

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

N/A

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Sketch of Centre and Easterly part of Lot 7, Block "G", Plan 39

Prepared by:



Susan Gallardo
Lands

Date: June 19, 2013

Reviewed by:



May-Britt Hetesi
Interim Senior Administrative Officer

Date: July 3, 2013

h) Financial Reporting Template

RECOMMENDATION:

#13-393

**MOVED BY: CLLR M^cKAY
SECONDED BY: CLLR MAHER**

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the format of the Financial Reporting Template as presented.

CARRIED

THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the May 2013 Financial Reports as presented.

There was no motion made by Council for this recommendation.

BACKGROUND:

The last Director of Finance for the Town of Hay River left in April 2012. Since that time there has been little if any formal financial reporting to Council (beyond the annual audit process delivered by Ashton's Chartered Accountants). Former Director of Finance Linda Folks (retired 2009) has been contracted to provide financial and accounting services for six weeks commencing May 27th. As part of the duties required by Administration, we have worked with Ms. Folks to provide a template for regular monthly financial reporting.

The elements that will be included each month are outlined as below and May 2013 figures are included for Council's review:

Consolidated Summary of Revenue and Expense:

- General Fund
- Utility Fund

Summary of Reserve Balances and Interest Earned:

- General and Utility Fund
- Deferred Contributions

Capital Planning and Expenditures:

- General Fund
- Utility Fund

Consolidated Summary of Revenue and Expense:

- Land Development Fund

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Cities, Town and Villages Act, S.N.W.T. 2003,c.22

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

Financial Reporting Templates – May 2013

Prepared by:



May-Britt Hetesi
Interim Senior Administrative Officer

Date: July 3, 2013

i) Special Committee of Council

RECOMMENDATION:

#13-394 **MOVED BY: CLLR DOHEY**
 SECONDED BY: CLLR CANDOW

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER approves the report entitled
“Special Committees of Council” as presented.**

CARRIED

BACKGROUND:

Mayor Andrew Cassidy will speak to this item. For reference purposes the following excerpt from Bylaw No. 2285 Council Procedures follows:

Special Committees of Council

114. *Where Council deems it necessary to establish a special committee to investigate and consider any matter, Council shall:*

- a) *name the committee;*
- b) *establish a terms of reference;*
- c) *appoint members to it;*
- d) *establish the term of appointments of members;*
- e) *establish requirements for reporting to Council or a standing committee;*

- f) *allocate any necessary budget and/or other resources to it.*

COUNCIL POLICY / STRATEGY OR GOAL:

N/A

APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:

Bylaw No. 2285 Council Procedures

FINANCIAL IMPLICATIONS:

N/A

ALTERNATIVES TO RECOMMENDATIONS:

N/A

ATTACHMENTS:

N/A

Prepared by:



May-Britt Hetesi
Interim Senior Administrative Officer

Date: July 4, 2013

Let it be noted the Committees are as followed:

Air Surface – Councillors Jungkind, M^cKay, Candow, and Maher

GNWT – Councillors Jungkind, Candow, M^cKay and Deputy Mayor Mapes

Health Centre – Councillors M^cKay, Coakwell, Jameson and Dohey

Infrastructure Fundraising – Councillors Coakwell, Dohey, Jameson and Deputy Mayor Mapes

9. NOTICES OF MOTIONS


There were no Notices of Motions for the Regular Meeting of Council, July 15th, 2013.

10. NEW BUSINESS

- a) Excused Absence

Certified Correct as Recorded on the 15th day of July, 2013.

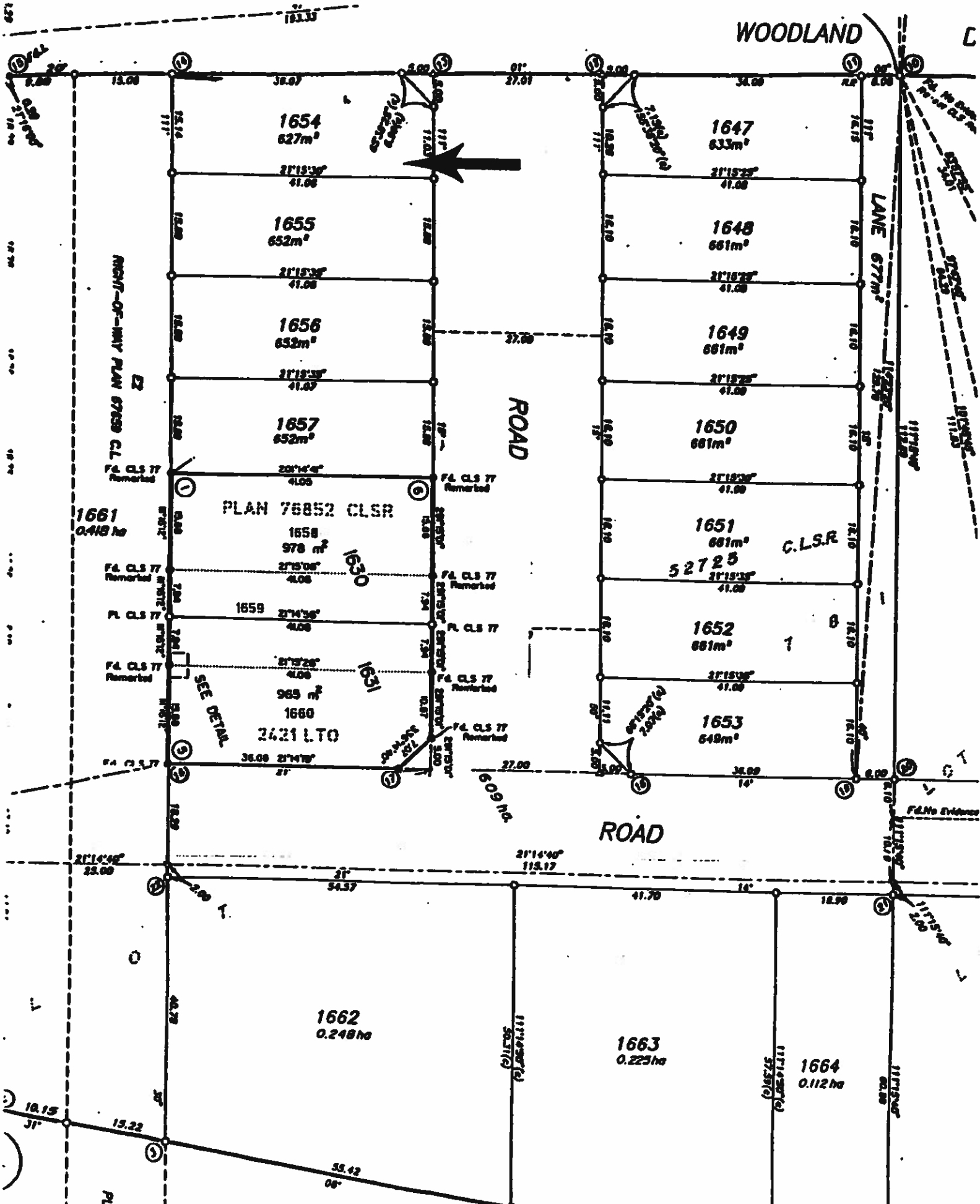
These minutes were accepted by motion #13-398.



Mayor



Interim Senior Administrative Officer



WOODLAND

RIGHT-OF-WAY PLAN 57858 CL 21

ROAD

LANE 67m²

PLAN 76852 CLSR

C.L.S.R.

ROAD

1654
627m²

1655
652m²

1656
652m²

1657
652m²

1658
978 m²

1659
985 m²

1660
2621 LTO

1661
0.418 ha

1662
0.248 ha

1663
0.223 ha

1664
0.112 ha

1647
633m²

1648
661m²

1649
661m²

1650
661m²

1651
661m²

1652
661m²

1653
648m²

52725

F4 CLS 77 Remarked

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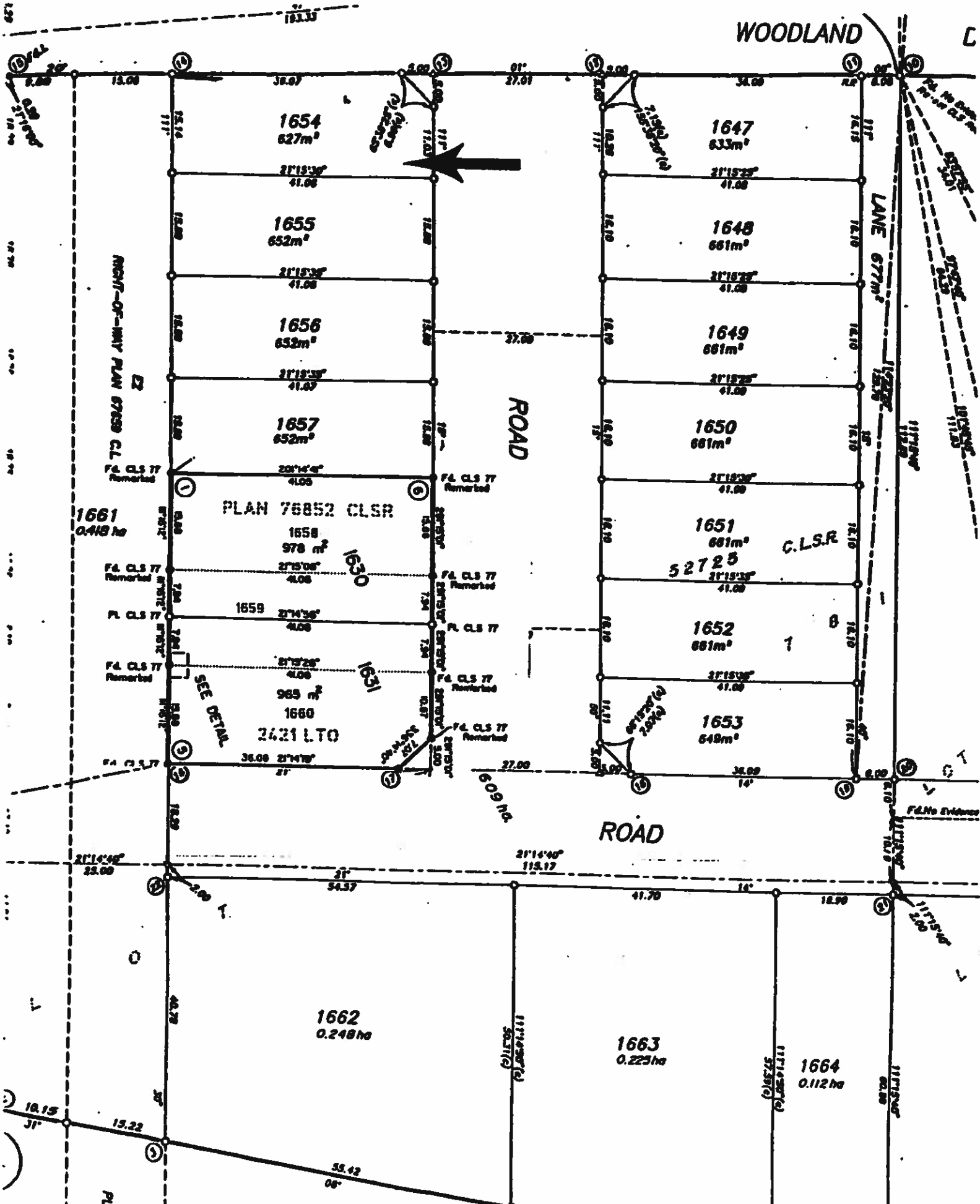
SEE DETAIL

1650

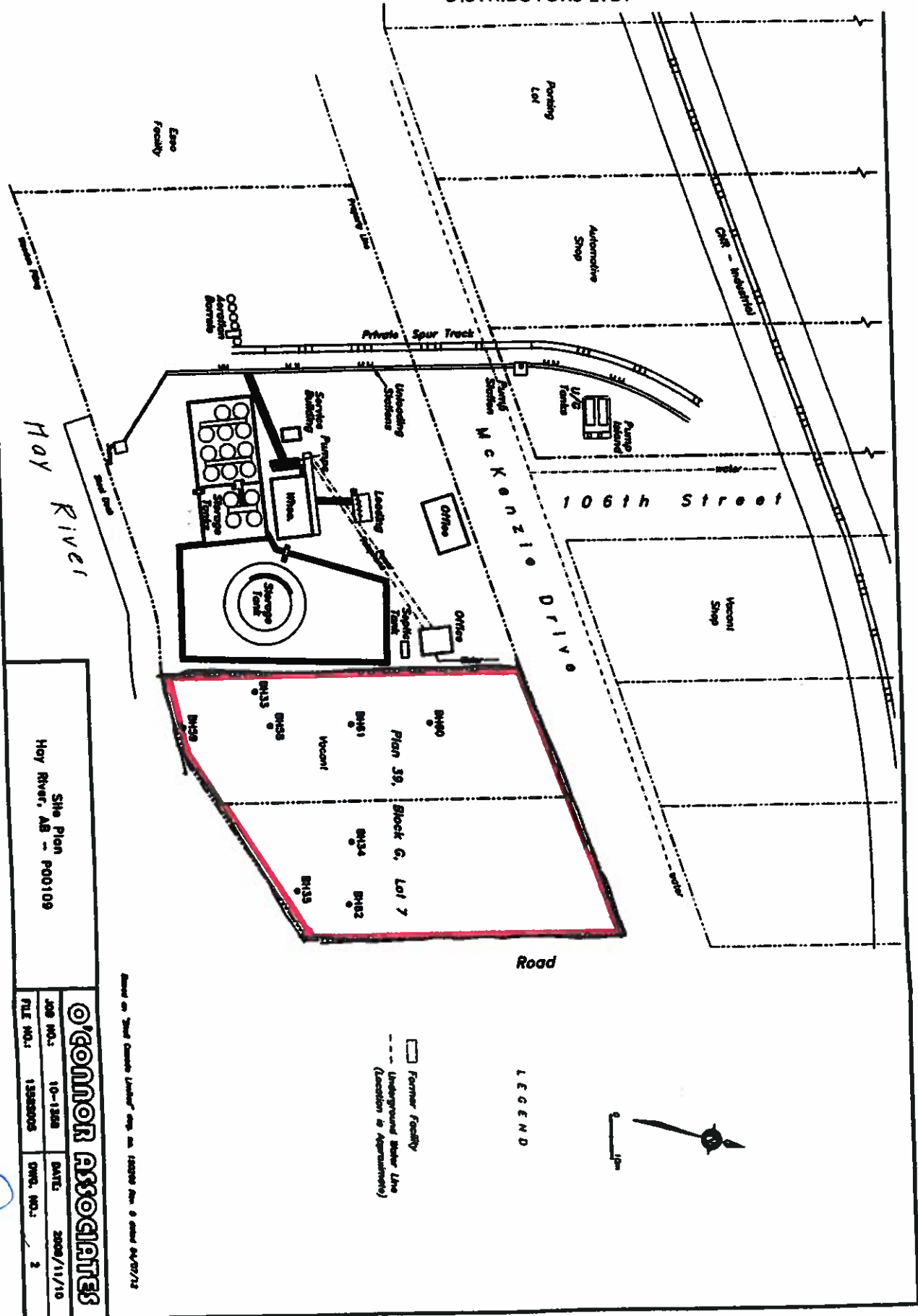
1651

609 No.

F4 No Evidence



Attached to and forming part of the Sub-Lease Agreement between the MUNICIPAL CORPORATION OF THE TOWN OF HAY RIVER and BASSETT PETROLEUM DISTRIBUTORS LTD.



© CONNOR ASSOCIATES			
JOB NO.:	10-1328	DATU	2009/11/10
FILE NO.:	1358305	DWG. NO.:	2

Handwritten signature and initials in blue ink.

TOWN OF HAY RIVER
REVISED REPORT TO COUNCIL
Consolidated Summary of Revenue and Expense
For the 5 Months Ended May 31, 2013

		Actual	Budget	Variance
		5/12	12/12	12/12
GENERAL FUND				
Revenue				
Property Taxes		4,066,702.33	4,793,770.00	- 727,067.67
Sale of services		155,824.75	384,876.00	- 229,051.25
Recreation		164,020.18	424,455.00	- 260,434.82
Other Revenue from own sources		361,796.31	476,000.00	- 114,203.69
GNWT Block Funding		648,334.00	1,902,000.00	- 1,253,666.00
School Taxes		627,379.00	636,954.00	- 9,575.00
Total Revenue		6,024,056.57	8,618,055.00	
Expenditure				
Administration -		516,942.99	745,365.00	- 206,374.24
	Operating			
	Salaries and Wages-Admin	324,619.11	800,000.00	8,714.22
	Salaries and Wages-Town Hall	5,739.61	20,000.00	2,593.72
		847,301.71	1,565,365.00	- 197,660.02
Protective Services -		175,100.29	558,781.00	57,725.13
	Operating			
	Salaries and Wages	94,668.76	198,640.00	-11,902.09
		269,769.05	757,421.00	45,823.03
Transportation and Public Works -		238,417.76	908,008.00	139,918.91
	Operating			
	Salaries and Wages	316,248.59	695,100.00	- 26,623.59
		554,666.35	1,603,108.00	113,295.32
Environmental and Public Health		126,971.25	488,829.00	76,707.50
	Operating			
	Salaries and Wages	2,254.43	26,000.00	8,578.90
		129,225.68	514,829.00	85,286.40
Planning and Development		40,520.92	191,122.00	39,113.25
	Operating			
	Salaries and Wages	83,125.79	202,000.00	1,040.88
		123,646.71	393,122.00	40,154.12
Recreation and Cultural		549,476.75	1,938,096.00	258,063.25
	Operating			
	Salaries and Wages	445,500.95	1,003,700.00	- 27,292.62
		994,977.70	2,941,796.00	230,770.63
Fiscal		81,641.73	476,000.00	116,691.60
Operating				
Total Expense		3,001,228.93	8,251,641.00	434,361.10
Net Surplus (Deficit)		3,022,827.64	366,414.00	
<i>(Excluding Mayor & Council Idemnities, Depreciation, Overhead and Capital Transactions)</i>				

**TOWN OF HAY RIVER
REPORT TO COUNCIL
Consolidated Summary of Revenue and Expense
For the 5 Months Ended May 31, 2013**

		Actual	Budget	Variance
UTILITY FUND				
		5/12	12/12	12/12
Revenue				
Water/Sewer Sales		778,729.18	1,800,000.00	- 1,021,270.82
GNWT Water Subsidies		113,676.00	330,267.00	- 216,591.00
Other Revenue		13,947.32	23,129.00	- 9,181.68
Total Revenue		906,352.50	2,153,396.00	
Expenditure				
		5/12	12/12	5/12
Administration -	Operating	29,967.42	180,584.00	45,275.91
	Salaries and Wages	76,235.59	165,300.00	- 7,360.59
		106,203.01	345,884.00	37,915.32
Transmission and Distribution	Operating	408,297.70	1,164,936.00	77,092.30
	Salaries and Wages	45,003.34	155,200.00	19,663.33
		453,301.04	1,320,136.00	96,755.63
Maintenance	Operating	194,225.79	473,186.00	2,935.04
	Salaries and Wages	7,214.26	37,000.00	8,202.41
		201,440.05	510,186.00	11,137.45
Sewage	Operating	16,470.00	42,050.00	1,050.83
Total Expense		777,414.10	2,218,256.00	146,859.23
Net Surplus (Deficit)		128,938.40	- 64,860.00	

(Excluding Depreciation, Overhead and Capital Transactions)

**TOWN OF HAY RIVER
REPORT TO COUNCIL
Summary of Reserve Balances & Interest Earned
As At May 31, 2013**

Bank Account #	<u>Interest</u>	<u>Mobile Equipment</u> 1-3-1291-000	<u>Computer</u> 1-3-1291-000	<u>Recreation Capital</u> 1-3-1291-000	<u>Recreation Centre</u> 1-3-1291000	<u>Landfill</u> 1-3-1291-000	<u>Infrastructure Capital</u> 1-3-1291-000	<u>Total General Fund</u>	<u>Utility Infrastructure</u>
	<u>Amount Gen</u> <u>Reserve</u>							<u>Reserves</u>	<u>Res.</u> 1-3-1292-000
Balance Forward December 2012 (pre Audit)		653,760.00	4,201.39	78,344.94	105,268.02	155,200.36	656,975.10	1,653,749.81	2,329,828.35
% Interest Allocation		39.532%	0.254%	4.737%	6.365%	9.385%	39.726%	1.00	
January	\$1,556.38	615.27	3.95	73.73	99.07	146.06	618.29	1,556.38	2,204.30
February	\$1,407.18	556.29	3.57	66.66	89.57	132.06	559.02	1,407.18	1,992.99
March	\$1,559.32	616.43	3.96	73.87	99.26	146.34	619.46	1,559.32	2,208.47
April	\$1,463.24	578.45	3.72	69.32	93.14	137.32	581.29	1,463.24	2,139.32
May	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
June	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
July	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
August	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
September	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
October	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
November	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
December	\$0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Annual Contributions		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Proposed Annual Expenditures		(460,000.00)	0.00	0.00	0.00	(150,000.00)	(600,000.00)	(1,210,000.00)	(308,000.00)
Balance December 2013	\$5,986.12	196,126.43	4,216.60	78,628.53	105,649.06	5,762.14	59,353.17	449,735.93	2,030,373.43

**Summary of Deferred Contribution Balances & Interest Earned
As At May 31, 2013**

Bank Account #	<u>Total Interest</u>	<u>Gas Tax</u> 1-3-1294-000	<u>Community</u> <u>Public Infra.</u> 1-3-1297-000	<u>Building Canada</u> <u>Fund</u> 1-3-1296-000	<u>Total Deferred</u>
	<u>Def Contrib</u>				<u>Contributions</u>
Balance Forward December 2012 (Pre Audit)		2,042,273.50	6,574,449.11	1,101,779.38	9,718,501.99
Plus: Contributions Receivable for 2013		1,015,622.00	1,260,000.00	-	2,275,622.00
		3,057,895.50	7,834,449.11	1,101,779.38	11,994,123.99
January	10,715.16	2,137.99	7,338.60	1,238.57	10,715.16
February	9,495.79	1,933.04	6,635.09	927.66	9,495.79
March	10,475.86	2,142.03	7,352.47	981.36	10,475.86
April	9,956.13	2,074.96	7,122.25	758.92	9,956.13
May	-	-	-	-	0.00
June	-	-	-	-	0.00
July	-	-	-	-	0.00
August	-	-	-	-	0.00
September	-	-	-	-	0.00
October	-	-	-	-	0.00
November	-	-	-	-	0.00
December	-	-	-	-	0.00
Proposed Annual Expenditures		(3,000,000.00)	(7,853,321.00)	(1,105,685.89)	(11,959,006.89)
Balance December 2013	\$40,642.94	66,183.52	9,576.52	0.00	75,760.04

TOWN OF HAY RIVER
 REPORT TO COUNCIL
 GENERAL FUND CAPITAL PLAN - 2013
 For the 5 Months Ending May 31, 2013

		2013 Budget	2013 Actual to Date
Contributions			
	Building Canada Fund	1,101,779	1,101,779
	Community Public Infrastructure Fund	6,678,321	237,795
	General Reserve-Landfill	150,000	
	General Reserve-Infrastructure Capital	600,000	
	General Reserve- Mobile Equipment	460,000	-
		8,990,100	1,339,574
Capital Plan	General Government		
	General Plan	50,000	-
	Town Hall	50,000	-
	Total General Government	100,000	-
	Fire Department		
	Fire Hall Design and Build	3,700,000	1,339,574
	Ambulance	180,000	-
	Fire Hall IT	25,900	-
	Bunker Gear X 10	11,000	-
	Portable Radios	3,200	-
	AED	3,500	-
	SCBA	8,500	-
	Repeater and Antenna	10,000	-
	Total Fire Department	3,942,100	1,339,574
	Public Works		
	5-Ton Box Truck	50,000	-
	Vale Island Drainage Work	100,000	9,375
	Drainage Improvements	-	-
	Upgrade Golf Course Road	-	-
	Development Standards	25,000	-
	Improvements	50,000	-
	Landfill Fencing	50,000	-
	Landfill Improvements	100,000	-
	Line Painter	10,000	-
	Total Public Works	385,000	9,375
	Recreation		
	General		
	Seacan Storage	3,000	-
	Pool		
		-	-
	Centre		
	Rec Centre	4,000,000	-
	Zamboni Apron	10,000	-
	Zamboni	150,000	-
	Old Pool-link to Heat Reclamation	20,000	-
		4,180,000	-
	Sportfields		
Twin Ball Diamond (Pine Point)	50,000	-	
Riding Mowers	70,000	-	
	120,000	-	
Parklands			
Skate/BMX Park	150,000	-	
Kwanis Park Rink	10,000	-	
Trans Canada Trail	100,000	-	
Tri-Service Park Development	-	-	
	260,000	-	
Total Recreation	4,563,000	-	
Tourism			
	-	-	
Total General Fund Capital Plan	8,990,100	1,348,949	

TOWN OF HAY RIVER
 REPORT TO COUNCIL
 UTILITY FUND CAPITAL PLAN - 2013
 For the 5 Months Ending May 31, 2013

		2013	2013
		Budget	Actual to Date
Contributions			
	Capital Infrastructure (CPI)	1,000,000	-
	2013 Gas Tax	3,000,000	4,222
	Utility Reserve	308,000	-
		4,308,000	4,222
Capital Plan			
	Transmission and Distribution		
	Sewer Repairs	200,000	-
	Lift No. 1 Upgrade - Work in Progress	1,450,000	2,441
	Lift No. 2 Upgrade - Work in Progress	1,508,000	1,782
	Pre-Engineering Surveys	50,000	-
	Emergency Mains Repair	1,000,000	
	Total Transmission & Distribution	4,208,000	4,222
	Production and Treatment		
	Water treatment plant upgrades	100,000	-
	Total Production and Treatment	100,000	-
	Total Utility Fund Capital	4,308,000	4,222

**TOWN OF HAY RIVER
REPORT TO COUNCIL
Consolidated Summary of Revenue and Expense
For the 5 Months Ended May 31, 2013**

	Actual	Budget	Variance
LAND DEVELOPMENT FUND			
	5/12	12/12	12/12
Revenue			
Land Sales	10,746.88	-	- 10,746.88
Land Leases	217,950.03	299,423.00	- 93,190.45
Other Revenue	1,598.24	700.00	- 1,306.57
Total Revenue	230,295.15	300,123.00	- 105,243.90
Expenditure			
	5/12	12/12	5/12
Cost of Land Sold	3,603.75	-	- 3,603.75
Lease Fees	600.00	36,060.00	14,425.00
	4,203.75	36,060.00	10,821.25
Administration	133.00	2,400.00	867.00
Professional Fees	105.00	7,500.00	3,020.00
Total Expense	4,441.75	45,960.00	14,708.25
Net Surplus (Deficit)	225,853.40	254,163.00	

(Excluding Depreciation, Overhead and Capital Expenditures)

Note: As at 31 December, 2011 the Land Development Fund had an operating surplus of \$3,384,450
These funds represent collateral security for future Land Developments debentures