

**The Regular Meeting of Council was held on Monday, April 14<sup>th</sup>, 2014 at 7:00 pm in the Council Chambers.**

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

Staff: Ross Potter – Fire Chief, Ian Frankton - Director of Recreation and Community Services, David Steele – Senior Administration Officer, Harvey Harris – Director of Finance

Absent: Mayor Cassidy and Councillor M<sup>c</sup>Kay

Other: Sarah Ladik (Hub) and Jean Locke

**1. CALL TO ORDER:**

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

**2. ADOPTION OF AGENDA**

**#14-115      MOVED BY: CLLR JAMESON  
                      SECONDED BY: CLLR DOHEY**

With amendment to remove Councillor Mapes and add Councillor Coakwell to 10a. Excused Absence.

**CARRIED**

**3. DECLARATION OF INTEREST**

Councillor Dohey declared an interest in agenda item #11a) In Camera, as it involves his employer.

**4. ANNOUNCEMENTS, AWARDS, CEREMONIES & PRESENTATIONS**

**Councillor, Roger Candow** – Hay River Seniors Society had their AGM on April 10, 2014 with a new executive – Stan Jones is President, John Brockway is Vice President, Irene Batt returns as Secretary, and Bev Schofield is Treasurer. Other Directors are Al Schofield, Paul Rose, Sophie Korolchuk, Nora Dumas, Ann Firth-Jones, Tony Agostinho and Ron Douglas. Thank you to the departing executive.

**Councillor, Mike Maher** – Congrats to the Hay River Hazards Women's Hockey Team that travelled to Calgary, Alberta to participate in the Southern Women's Hockey Tournament. 32 Teams from Alberta, Yukon, and United States registered; with 8 teams in their division they took home a gold medal.

**Councillor, Jason Coakwell** – I would like to announce the date has been set for the lobster do; this year it will be on May 31<sup>st</sup>, so save the date.

**Councillor Maher** – An announcement from the Hay River Health and Social Services Authority; 12 Medical students are coming to train in Hay River from March to September this

year. Last year the program only brought 4 students that expressed interest. Great news for the Authority.

**Deputy Mayor, Donna-Lee Jungkind** – Welcome to our Director of Finance; Harvey Harris, thank you for joining the team. Also as of today we signed a Director of Public Works; Todd Pittman will be starting on May 5<sup>th</sup>.

**5. MINUTES**

Minutes of the Regular Meeting of Council, March 24<sup>th</sup>, 2014

**#14-116          MOVED BY: CLLR DOHEY  
                      SECONDED BY: CLLR CANDOW**

**That the Council of the Town of Hay River accepts the Minutes of the Regular Meeting of Council, March 24<sup>th</sup>, 2014 as presented.**

**CARRIED**

Minutes of the Recreation Board, February 19<sup>th</sup>, 2014

**#14-117          MOVED BY: CLLR COAKWELL  
                      SECONDED BY: CLLR JAMESON**

**That the Council of the Town of Hay River accepts the Minutes of the Recreation Board, February 19<sup>th</sup>, 2014 as presented.**

**CARRIED**

**6. BUSINESS ARISING FROM THE MINUTES**

There was no business arising from the Minutes of the March 24<sup>th</sup>, 2014 Regular Meeting of Council and Minutes of the February 19<sup>th</sup>, Recreation Board Meeting.

**7. ADMINISTRATIVE ENQUIRIES**

There was no Administrative Enquiries for the April 14<sup>th</sup>, 2014 Regular Meeting of Council.

**8. PUBLIC WORKS COMMITTEE REPORTS**

a) Public Works and Planning Monthly Report

**RECOMMENDATION:**

**#14-118          MOVED BY: DEPUTY MAYOR JUNGKIND  
                      SECONDED BY: CLLR CANDOW**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER accepts the report titled “Public Works & Planning Monthly Report” for March 2014 as presented.**

**CARRIED**

**BACKGROUND:**

- Normal operation and maintenance activities were completed throughout the month of March.

Item	Level of Activity	
Water License	<b>Report Title / Action Required</b>	<b>Timeline for Submission</b>
	Annual Report (target date of April 7 <sup>th</sup> , following inspector correspondence)	March 31 each year
	Identify Surveillance Network Program station(s) with signage.	At all times
	Identify Water Supply and Waste Disposal Facilities with signage.	At all times
	Copies of Water License in the Town of Hay River office(s), Solid Waste Disposal Facilities, and Water Supply Facilities	At all times
	Notify Inspector prior to conducting maintenance work on lagoon cells.	Prior to maintenance activities
	BOD and CBOD trend analysis	August 31, 2014
	Sludge Management Plan	Submitted
	Solid Waste Disposal Facility Drainage Study	Submitted
	Solid Waste Disposal Facilities Operations Report to measure, define, and identify the remaining lifespan of the facilities and volumes of Waste the facilities can accept.	Submitted
	Snow Disposal Plan	Within 90 days of issuance of the Water License
	Review of the Snow Disposal Plan and submission of updates/revision.	Annually – Annual Reporting 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
Solid Waste Site	<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>
Biotreatment Pad RFP	<ul style="list-style-type: none"> <li>- KBL Environmental was the successful proponent</li> <li>- Finalizing contract and O&amp;M manual</li> </ul>
Lift Stations #1 and #2	<p style="text-align: center;"><u>Lift Station #1</u></p> <ul style="list-style-type: none"> <li>- Lift Station is now operating on new pumps</li> </ul>

	<ul style="list-style-type: none"> <li>- Training to take place April 2<sup>nd</sup>, 2014</li> <li>- Mediation on Asbestos Abatement issue contemplated for Mid April, 2014</li> </ul> <p style="text-align: center;"><u>Lift Station #2</u></p> <p>Lift Station #2 will be completed in 2014 with supplies being purchased in advance of the anticipated start date.</p>
Capital and Operating Budget Planning	<p>Operating budget approved</p> <p>Capital budget pending</p>

- The March 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>Air compressor service</p> <p>Regular vehicle &amp; shop maintenance</p>
Sewer Inspection/Repairs	<p>Operate Lift Stations</p> <p>Twice Daily Inspections</p> <p>Sewer flushing mains due to frost buildup in man holes</p>
Water Inspection/Repairs	<p>Operate Water Treatment Plant</p> <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	Maintenance as required
Misc	1 Funeral

- Miscellaneous Updates:
  - Contracts for standing offers being developed, following tender process & awards earlier in the month
    - 1) Equipment As & When

- 2) Fuel As & When
  - 3) Granular As & When
  - 4) Supply and Deliver Dust Palliative and De-icing Materials
- o Participated in the RFP evaluation for the Don Stewart Recreation Centre Renovation
  - o Facilitated the procurement of the tender documents for the Trans Canada Trail improvements in conjunction with the Director of Recreation
  - o Finalized the SOP for confined space entry procedures with the Director of Protective Services

**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

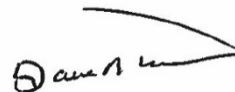
**Prepared by:**



Dustin Dewar  
Civil Engineer Technician

Date: April 2<sup>nd</sup>, 2014

**Reviewed by:**



David Steele  
Senior Administration Officer

Date: April 2<sup>nd</sup>, 2014

b) Development and Building Permit Report

**RECOMMENDATION:**

#14-119

**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 March 2014.**

**CARRIED**

**BACKGROUND:**

**SUMMARY**

- There are no Building Permits taken at this time.
- Ten Development Permits have been taken this year which is double the five permits taken for March of 2013.

**Background**

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

<b>DATE</b>	<b>DEV #</b>	<b>CIVIC ADDRESS</b>	<b>DESC. OF WORK</b>
Mar 10/14	DH14-007	15-101 <sup>st</sup> . Street	Handi Man Reno's
Mar 10/14	DH14-008	50 Stewart Drive	Yarn Supply, Knitting and Sewing, Color Consultant
Mar 17/14	D14-009	43032 Mackenzie Hwy.	Environmental Equipment Storage Yard
Mar 19/14	DH14-010	22 Miron Drive	Design and Consulting Service
Mar 19/14	DH14-011	22 Elm Crescent	Small Computer Repairs
Mar 25/14	DH14-012	28 Miron Drive	Photography and Printing
Mar 27/14	DH14-013	13 Stewart Drive	Baking and Decorating Cakes
Mar 31/14	DH14-014	6 Pine Crescent	Photography and Graphic Design
Mar 31/14	D14-017	53 Riverview Drive	Screen and Roof on Existing Deck
Mar 31/14	D14-015	66-13 woodland Dr.	Demolish old Trailer

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

**APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:**

N/A

**CONSIDERATIONS OR FINANCIAL IMPLICATIONS:**

N/A





**ATTACHMENTS:**

N/A

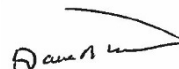
**Prepared by:**



Stacey Barnes  
Executive Assistant

Date: April 3<sup>rd</sup>, 2014

**Reviewed by:**



David Steele  
Senior Administrative Officer

Date: April 3<sup>rd</sup>, 2014

**9. NOTICES OF MOTIONS**

There were no Notices of Motions for the Regular Meeting of Council, April 14<sup>th</sup>, 2014.

**11. NEW BUSINESS**

a) Excused Absence

**RECOMMENDATION:**

#14-121      **MOVED BY: CLLR MAHER**  
**SECONDED BY: CLLR JAMESON**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER excuses Councillor Coakwell from the Municipal Services Committee Meeting, Monday, April 22<sup>nd</sup>, 2014.**

**CARRIED**

**BACKGROUND:**

Councillor Coakwell has requested to be excused from the Municipal Services Committee Meeting, Monday, April 22<sup>nd</sup>, 2014.

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

**APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:**

N/A

**FINANCIAL IMPLICATIONS:**

N/A

**ALTERNATIVES TO RECOMMENDATIONS:**

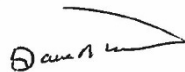
N/A

**ATTACHMENTS:**

N/A

**Prepared by:**

**Reviewed by:**



David Steele  
Senior Administrative Officer

Date: April 12<sup>th</sup>, 2014

b) GNWT Contribution Agreement – Water & Sewer Service

**RECOMMENDATION:**

#14-122

**MOVED BY: CLLR CANDOW  
SECONDED BY: CLLR COAKWELL**

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER authorize the entering into a Contribution Agreement with the GNWT that provides support to help pay for water & sewer services, in the amount of \$511,000 for 2014.**

**CARRIED**

**BACKGROUND:**

Each year the GNWT provides some financial assistance to the Town of Hay River in their fulfillment of providing water and sewer services throughout its jurisdiction.

Last year the approved amount was \$341,034. This year's funding represents an increase of \$169,966 or 33%. In recent years the GNWT has been enhancing their Accountability Framework and as part of that the Town will be required to increase the level of detail that it provides to the GNWT on a quarterly basis on water & sewer related activities.

These funds flow to the Town on a monthly instalment basis, over a nine month period, with each payment being 1/9 of the total amount.

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

**APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:**

N/A

**FINANCIAL IMPLICATIONS:**

Essential revenue in order to try and keep costs of operating and maintaining water & sewer services at an affordable level to all customer groups.

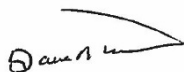
**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

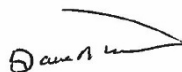
**Prepared by:**



David Steele  
Interim Director Finance & Administration

Date: April 10, 2014

**Reviewed by:**



David Steele  
Senior Administrative Officer

Date: April 10, 2014

c) GNWT Contribution Agreement – Operations & Maintenance

**RECOMMENDATION:**

#14-123

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

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER authorize the entering into a Contribution Agreement with the GNWT that provides support to help pay for general Operations & Maintenance, in the amount of \$1,938,000 for 2014.**

**CARRIED**

**BACKGROUND:**

Each year the GNWT provides some financial assistance to the Town of Hay River in their fulfillment of a wide range of operational and maintenance activities.

Last year the approved amount was \$1,945,000. This year's funding represents a decrease of \$7,000 or 1/3%.

These funds flow to the Town on a monthly instalment basis, over a nine month period, with each payment being 1/9 of the total amount.

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

**APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:**

N/A

**FINANCIAL IMPLICATIONS:**

Essential revenue in order to try and maintain services throughout the Town at an acceptable level, with due to consider safety, general wellness, and affordability.

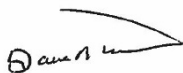
**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

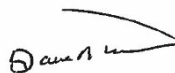
**Prepared by:**



David Steele  
Interim Director Finance & Administration

Date: April 10, 2014

**Reviewed by:**



David Steele  
Senior Administrative Officer

Date: April 10, 2014

d) GNWT Contribution Agreement – Community Public Infrastructure

**RECOMMENDATION:**

#14-124

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

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER authorize the entering into a Contribution Agreement with the GNWT that provides support to help pay various aspects of Community Public Infrastructure, in the amount of \$1,260,000 for 2014.  
CARRIED**

**BACKGROUND:**

Each year the GNWT provides some financial assistance to the Town of Hay River in their efforts to provide essential components of Public Infrastructure. Last year the approved amount was also \$1,260,000.

These funds typically flow to the Town in a single lump sum once all requirements are fulfilled in respect to an approved capital budget for the year, and reporting on previous capital funding received.

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

**APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:**

N/A

**FINANCIAL IMPLICATIONS:**

Essential revenue in efforts to enhance and replace existing infrastructure throughout the Town in accordance with an approved schedule of various projects ranked in order of priority and affordability.

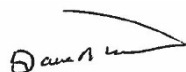
**ALTERNATIVES TO RECOMMENDATIONS:**

N/A

**ATTACHMENTS:**

N/A

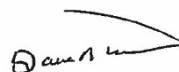
**Prepared by:**



David Steele  
Interim Director Finance & Administration

Date: April 10, 2014

**Reviewed by:**



David Steele  
Senior Administrative Officer

Date: April 10, 2014

e) Crosswalk Light Upgrade

**RECOMMENDATION:**

#14-125

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

**THAT THE COUNCIL OF THE TOWN OF HAY RIVER approve the purchase and installation of timers at all school crosswalk lights.**

**CARRIED**

**BACKGROUND:**

Council has expressed an interest in converting the crosswalk lights at the schools to timed lights rather than push button activated lights. Administration has done some research and has found that this can be accomplished by changing out the present operators with timer's c/w UPS backup. The timer is a seven day electronic unit with 50 programmable events complete with battery backup. This can keep the lights flashing during certain hours and still have the buttons work during off hours. The battery backup feature will keep time during power outages.

Administration has run this concept past the RCMP and they agree that this would increase the visibility of crosswalks when the most vulnerable are in the area.

**COUNCIL POLICY / STRATEGY OR GOAL:**

N/A

**APPLICABLE LEGISLATION, BYLAWS, STUDIES, PLANS:**

N/A

**FINANCIAL IMPLICATIONS:**

The cost of this change will be \$420.00 per crosswalk light plus GST. There are a total of 5 crosswalks servicing the school zones which would bring total cost of conversion to \$2,100.00 plus GST.

**ALTERNATIVES TO RECOMMENDATIONS:**

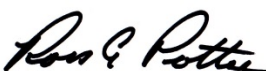
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**ATTACHMENTS:**

N/A

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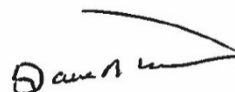
**Prepared by:**



Ross Potter  
Fire Chief

Date: April 8, 2014

**Reviewed by:**



David Steele  
Senior Administrative Officer

Date: April 10, 2014

**11. IN CAMERA**

**#14-126      MOVED BY: CLLR CANDOW  
                  SECONDED BY: CLLR JAMESON**

**That the Council of the Town of Hay River move to In Camera at 7:14 pm.**

**CARRIED**

**#14-127      MOVED BY: CLLR CANDOW  
                  SECONDED BY: CLLR JAMESON**

**That the Council of the Town of Hay River move out of In Camera at 8:09pm.**

**CARRIED**

Let it be noted that Councillor Dohey departed the Chambers and did not take part in the discussion or vote re: agenda item #11 a.) In camera - Contract because it involves his employer.

**13. ADJOURNMENT**


**#14-128 MOVED BY: CLLR CANDOW**

**That the Regular Meeting of Council be adjourned at 8:10pm.**

**CARRIED**

**Certified Correct as Recorded on the 14<sup>th</sup> day of April, 2014.**

**These minutes were accepted by motion #14-130.**

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Senior Administrative Officer

**A meeting of the Recreation Board of the Municipal Corporation of the Town of Hay River was held Wednesday February 19, 2013 at 12:00 pm in the Doug Wieterman Hall.**

**MEMBERS PRESENT:** Cllr. Jason Coakwell, Colleen Ahenakew, Cllr. Donna-Lee Jungkind, Nikki Ashton  
Alison Hopkins, Mark Horton, Cory Strang

**EXCUSED ABSENCE:** Wayne Korotash, Greg Rowe

**OTHERS PRESENT:** Director of Recreation – Ian Frankton, Steve Campbell

**1. CALL TO ORDER:** The meeting was called to order at 12:07 pm

**2. ADOPTION OF THE AGENDA:** That the agenda be adopted as presented

**MOVED BY: MARK HORTON  
SECONDED BY: NIKKI ASHTON**

**CARRIED**

**3. ADOPTION OF THE MINUTES DATED January 15, 2014:**

**MOVED BY: COLLEEN AHENAKEW  
SECONDED BY: ALISON HOPKINS**

**CARRIED**

**4. OLD BUSINESS:**

**A) Arctic Winter Game 2018 Bid:**

- 4 delegates from Hay River will be traveling to Fairbanks

**B) Olympic Festivities Update:**

- The Rec Centre will be holding two live streams of the Biathlon Brendan Green's races
- February 8, over 100 people came out for the viewing and breakfast
- February 23, another showing in the Community Hall

**C) RFP Arena Reno:**

- RFP was posted Feb 12, lots of interest thus far

**D) Pond Hockey Update:**

- March 1 the rink will be installed

**5. NEW BUSINESS:**

**A) Trans Canada Trail RFP:**

- Plans to split the trail into 2 sections, all funding still available for 2014

**B) Town Flowers RFQ:**

- RFQ went out Feb 19 Closing date Mar 5

**C) Outdoor Rinks:**

- Pharus group to meet with twin ball diamond group to discuss permanent location
- Old Kiwanis rink to be turned back into tennis courts

**D) Playschool Talent Auction Grant – In – Lieu**

**Recommended that Playschool Talent Auction receive Grant in Lieu for Community Hall rental, total \$866.25.**

**MOVED BY: CORY STRANG  
SECONDED BY: ALISON HOPKINS**

**CARRIED**



NEXT MEETING: March 26, 2014

ADJOURNMENT: 12:40PM

MOVED BY: Jason Coakwell

CHAIRPERSON: \_\_\_\_\_

A handwritten signature in black ink, consisting of several overlapping loops and strokes, positioned above a horizontal line.

RECREATION DIRECTOR: \_\_\_\_\_

A handwritten signature in blue ink, consisting of several overlapping loops and strokes, positioned above a horizontal line.